



CITY COUNCIL MEETING & PUBLIC HEARING

JUNE 16, 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. **WORK SESSION ITEMS**
 - A. **Solid Waste and Recycling Collection Services at Alpharetta Commons, 10 Roswell Street**
Discussion on the future of the solid waste and recycling collection services at Alpharetta Commons, 10 Roswell Street.
 - B. **Unified Development Code Text Amendments - Parking**
Discussion of proposed text amendments to the Unified Development Code (UDC) to amend Section 2.5 Parking and Loading and Appendix A: Alpharetta Downtown Code Section 2.4 Parking and Loading.
5. **CONSENT AGENDA**
 - A. **City Council Meeting Minutes (Meeting of 6/2/2025)**
Consideration of approval of the City Council meeting minutes from the meeting of June 2, 2025.
 - B. **Financial Management Report (Month Ending April 30, 2025)**
Consideration of approval of the Financial Management Report for the month ending April 30, 2025.
6. **PUBLIC HEARING**
 - A. **Fiscal Year 2026 Budget and Millage Rate Levy**
FIRST PUBLIC HEARING
7. **NEW BUSINESS**
 - A. **Fiscal Year 2026 Millage Rate Ordinance**
FIRST READING
Consideration of adoption of the City of Alpharetta's Fiscal Year 2026 Millage Rate Ordinance.
 - B. **Fiscal Year 2026 Budget Ordinance**
FIRST READING
Consideration of adoption of the City of Alpharetta's Fiscal Year 2026 Budget Ordinance.
 - C. **Request For Proposal 25-1003: Fire Station 81 Construction Manager at Risk - Preconstruction Services**
Consideration of approval to award a contract for Request for Proposal 25-1003 to Ajax Building Company, LLC for an amount of \$11,000 for preconstruction services associated with a Construction Manager at Risk delivery method for an addition and enhancements at Fire Station 81 and with authorization for the Mayor to execute all necessary documents.
 - D. **Contract Approval: Kristen Orr DBA Orr Contracting, LLC Contract Renewal**
Consideration of approval of the renewal of the contract with Kristen Orr DBA Orr Contracting LLC, provider of Volunteer and Education Coordination Services for the Community Agriculture & Sustainability Services Division of Recreation, Parks & Cultural Services and with authorization for the Mayor to execute all necessary documents.
 - E. **Invitation To Bid 25-013: Fiscal Year 2025 Public Safety Fleet Replacements**
DEFERRED: This item has been deferred by staff to the July 28, 2025 City Council Meeting

and will not be heard or considered during this meeting.

Consideration to award ITB 25-013 to Rick Hendrick Chevrolet of Buford for sixteen (16) vehicles in an amount totaling \$673,790 and an additional amount of \$163,795.88 for the upfit of the sixteen (16) vehicles and authorize the Mayor to execute all necessary documents.

- 8. **PUBLIC COMMENT**
- 9. **REPORTS**
- 10. **EXECUTIVE SESSION (IF NECESSARY)**
- 11. **ADJOURNMENT**



STAFF REPORT

Department: Administration
Submitted By: Chris Lagerbloom
Meeting Date: June 16, 2025

AGENDA ITEM:

Solid Waste and Recycling Collection Services at Alpharetta Commons, 10 Roswell Street

Discussion on the future of the solid waste and recycling collection services at Alpharetta Commons, 10 Roswell Street.

STAFF RECOMMENDATION:

Discontinue solid waste and recycling services at Alpharetta Commons, 10 Roswell Street.

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 city issued RFP 21-105 regarding residential curbside solid waste and recycling services. It is included as an attachment. Included in that RFP was a collection point on city property at 10 Roswell Street servicing Alpharetta Commons. At its inception, the RFP called for 4 waste containers and 3 recycling containers, each being 8 cubic yards. At some point, that increased to 4 waste containers and 5 recycling containers for a total of 9. All are occupying spaces in a city parking lot downtown.

Without any formal agreement, the former assistant city administrator crafted a rate setting program and implemented a formula where the monthly costs of collection were broken down as follows:

1. Every participating non-restaurant user paid \$100.
2. The balance of the bill was invoiced to participating restaurants on an equal share basis.

For example, if the bill was \$10,000 and 8 non-restaurant users were participating, the bill would be reduced by \$800 and the \$9200 remaining would be equally invoiced to the 8 participating restaurants, and by way of this example, that amount would have been \$1150.

As the number of participants declined, a formula like this was destined to fail, and it has. Earlier in the year, the average monthly bill of between \$10,000 and \$11,000 was shared by only 4 restaurants, the invoices skyrocketed to over \$2500 monthly, and it became obvious this needed to change, and if it is to continue, needs to be formalized.

We explored the concept of a Special Service District (SSD) specifically targeting solid waste and recycling collection services. After consulting with the City Attorney's Office, the implementation of an SSD is possible, but would be optional, and therefore in my opinion not feasible. Attempts to bring owners and/or tenant's to the discussion has been relatively unsuccessful. A couple restaurants and building owners have been engaged, but

not enough to find a total solution that is enforceable.

Staff is seeking direction on several options:

1. Discontinue solid waste and recycling services at Alpharetta Commons, 10 Roswell Street. In this model, we would simply have the containers removed, return the responsibility of collection services to the building owners and tenants according to our current ordinances, and convert the space back to public parking.
2. Authorize a certain number of spaces to be eligible for ground lease(s) if any current building owner or tenant wanted to explore an agreement with the city for space in the public parking lot so they could coordinate their own collection.
3. Authorize a different location in the parking lot to be a location for a trash compactor and negotiate a ground lease with a third party to implement it.
4. Continue to subsidize the monthly collection at a cost to the general fund of \$120,000 - \$130,000 annually.

ALTERNATIVES:

Negotiate ground lease(s) for private collection of solid waste and recycling. Negotiate a ground lease to install a compactor in the parking lot. Maintain the status quo.

ATTACHMENTS:

1. City_of_Alpharetta_21-105_Republic_Services

CONTRACT NAME: CITY RESIDENTIAL CURBSIDE SOLID WASTE AND RECYCLING COLLECTION SERVICES
 CONTRACT NO. 21-105

CITY OF ALPHARETTA STANDARD CONTRACT FOR SERVICES

This Contract for Services for the City of Alpharetta is made and entered into and is effective upon contract execution by and between **BFI Waste Services, LLC (Company)**, a Foreign Limited Partnership Company with its principal office located at 18500 North Allied Way, Phoenix, AZ 85054 **DBA Republic Services of Georgia** (the "Company") and the **City of Alpharetta (City)**, a municipal corporation of the State of Georgia (the "City").

RECITALS

WHEREAS, City desires that Company provide Services as defined herein for the Location Types as set forth in this Contract and Company desires to do so, all in accordance with the terms of this Contract.

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained in this Contract, the parties agree as follows:

TERMS AND CONDITIONS

1. **Contract Documents.** The Contract Documents consist of this Contract, the City's Request for Proposal dated May 5, 2021 (the "RFP"), including any addenda thereto, and the Company's Proposal dated July 9, 2021 (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 shall govern; provided however, to the extent any of Company'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 shall control. Subject to the foregoing, in the event of a conflict between the language in the RFP and the Proposal, the language in the former shall govern.
2. **Sole and Exclusive Franchise.** Company is hereby granted the sole and exclusive franchise, license, and privilege to provide for the collection and disposal or recycling, if applicable, of all conforming Waste Material (as defined in Exhibit A) for the following types of locations ("**Location Types**") within the territorial jurisdiction of the City (the "**Services**") Provided However if the Company suspends any Services as the result of a Force Majeure event as set forth in the Agreement the City may contract with others only for such Services that the Company cannot perform and only for the duration of the Force Majeure event and as in 8(c) the City may discontinue service to City Facilities:

Location Types

ALL Residential Units within the City of Alpharetta city limits.

3. **Scope of Services.** Company duties and scope of services are specifically set forth in the RFP and, in general, include the following: **CITY RESIDENTIAL CURBSIDE SOLID WASTE AND RECYCLING COLLECTION SERVICES INCLUDING GLASS RECYCLING SERVICES.** Company shall furnish including, but not limited to, all necessary equipment, trucks, personnel, labor, tools, collection vehicles, containers, container maintenance and/or modifications as needed, materials, and incidentals necessary to perform the:
 - (a) Residential Collection Services as specified with the City, which is attached hereto and incorporated herein as "**Exhibit B**", "**Exhibit C**", and "**Exhibit D**". The Services shall not include the collection, disposal, or recycling of any Excluded Waste or Waste Material located at

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any Location Type not designated in “**Exhibit A**”, or any Waste Material/Service Types not designated in any exhibit attached hereto, and

(b) City Facilities Collection Services as specified with the City, which is attached hereto and incorporated herein as “**Exhibit E**”.

4. Out of Scope Services May Be Contracted for Directly with Customers. Company may provide collection and disposal or recycling service within the territorial jurisdiction of the City for any Waste Material and/or Location Types that are outside the scope of this Contract pursuant such terms and conditions as may be mutually agreed upon by Company and such Customers. Such services and agreements are outside the scope of this Contract, and this Contract does not require such Customers to use Company for such services, but they may do so at their discretion. The City agrees that Company may use any information received from the City in marketing all of its available services to the Customers located within the City, whether included in the scope of this Contract or not.

5. Exhibits. All Exhibits attached this Contract are an integral part of the Contract and are incorporated herein.

Exhibit A Municipal Solid Waste Pricing and Recycling Services Pricing

Exhibit B Specifications for Municipal Solid Waste Services

Exhibit C Specifications for Single Stream Recycling Services

Exhibit D Specifications for Glass Recycling Services

Exhibit E Specifications for City Facilities Collection Services

6. Term. The Contract is for a term of **Seven (7) years** commencing **April 1, 2022**, and terminating **March 31, 2029**, as further provided for in the Contract and in accordance with O.C.G.A. § 36-60-13. Upon mutual agreement, this contract may be renewed for up to three (3) additional one-year periods.

7. Performance Bond. The Company will provide and maintain for the duration of this Contract a Performance Bond in the amount of the estimated annual service cost charged to the City for the contracted services for the first year. The Company will adjust and increase or decrease the penal sum of the performance bond as services or rates adjustments occur during the term of this contract. Revised performance bonds will be provided to the City within 30 days of the anniversary of this Contract with such adjusted amount.

8. Rates for Services; Rate Adjustments; Additional Fees and Costs.

(a) Rates for Services. As finally awarded by the City, the City shall pay Company in accordance with the unit prices/rates set forth in Company’s Cost Proposal Worksheet, which is attached hereto and incorporated herein as “**Exhibit A**” for all residential services and “**Exhibit E**” for City facilities collection services, subject to the rate adjustments and additional fees and costs as set forth herein.

(b) Annual Rate Adjustments. Company shall increase the rates for all Services effective on each anniversary of the Effective Date of this Contract in an amount equal to the percentage increase in the Consumer Price Index for All Urban Consumers (Water, Sewer and Trash Collection Services) U.S. City Average, as published by the United States Department of Labor, Bureau of Statistics (the “CPI”). All increases will be capped at 4%.

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- (c) Change in Law Adjustments. The rates set forth in Exhibit "A" shall be fixed for the initial first year term of this Contract, except that during the first year and during any subsequent year of the term, rates may be adjusted to compensate Company for any change in Governmental laws, ordinances, regulations, assessments, fees or taxes ("Changes In Law") or Force Majeure events that require Company to incur additional costs in the performance of services pursuant to this Contract, including increases in disposal fees due to such Changes in Law. In the event that any of the above events occur, Company shall determine the amount of rate adjustment required to compensate Company for the additional, fully justifiable costs and shall petition the City for approval of the rate adjustment. However, such rate increase shall be discretionary by the City. Company agrees to continue solid waste collection and disposal services during any dispute, with the City, if any, until any dispute is resolved, and the City and Company agree to adjusted rates of compensation.
- (d) Change in Services for Glass Recycling. Upon 30-day notice from the City, the Company shall cease service and discontinuance of glass recycling as specified in "**Exhibit D**", reduce the monthly charge and pricing for the current applicable rate adjusted price for glass recycling. No other charges shall be adjusted due to this change.
- (e) Change in Services for City Facilities. Upon 30-day notice from the City, the Company shall cease service and discontinuance of services for City Facilities as specified in "**Exhibit E**". As this is not sole and exclusive services as defined in Section 2 herein, the City may contract with a different firm for services for one and all City facilities. In this event sum owed shall be reduced accordingly.

9. Invoicing; Payment; Service Suspension; Audits.

- (a) Invoicing the City. The City shall invoice and collect from all Residential Units and Municipal Facilities Customers for Services provided by Company pursuant to this Contract. The City shall report to Company (a) by the 5th of each month the total number of addresses subject to this Contract and that have been billed for Services by the City. Company shall invoice the City for the number of addresses that were billed by the City within fifteen (15) days of receiving the City's address count each month, and the City shall pay Company's invoices. The City will process approved payment requests under this project to the Company. Payment to sub-contractors and suppliers is the responsibility of the Company. The City will not entertain any other payment arrangements.

- (b) Invoices shall be submitted to:

City of Alpharetta
 Department of Finance
 2 Park Plaza
 Alpharetta, GA 30009
 Attn: Ronda Glover
 Or to:
Rglover@alpharetta.ga.us

- (c) Payment. Upon receipt of Company's invoice and following inspections and confirmation of the performance of the subject portion of the Work, the City will render 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

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event payment will be withheld pending verification of the amount claimed and the validity of the claim. The Company will provide complete cooperation during any such investigation.

No price adjustments shall be made during the term or any extension of this Contract except as herein contemplated. Notwithstanding any other provision of this Contract, and without prejudice to any of City's other rights and remedies, City shall 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.

(d) Service Suspension.

- i. Unpaid Invoices. If any material amount (greater than 25% of monthly invoice) due from the City is not paid within sixty (60) days after the date of Company's invoice, Company may suspend Services until the City has paid its outstanding balance in full and/or terminate this Contract. If any amount greater than \$50.00 due to Company for out-of-scope services from an individual Customer is not paid within sixty (60) days after the date of Company's invoice, Company may suspend that Customer's Services until the Customer has paid its outstanding balance in full. If Company suspends Service, the Customer shall pay a service interruption fee in an amount determined by Company in its discretion up to the maximum amount allowed by Applicable Law.
- ii. Suspension at Direction of City. If the City wishes to suspend or discontinue Services to a Customer for any reason, the City shall send Company a written notice (email is acceptable) identifying the Customer's address and the date the Services should be suspended or discontinued. In the event of Service suspension, the City shall provide additional email notification to Company if/when it wishes to reactivate the suspended Services. Upon receipt of a notice of reactivation, Company shall resume the Services on the next regularly scheduled collection day. The City shall indemnify, defend, and hold Company harmless from any claims, suits, damages, liabilities or expenses (including but not limited to expenses of investigation and attorneys' fees) resulting from the suspension of discontinuation of any Services at the direction of the City.

(e) Audits.

- i. Audit of City Billings. With respect to any Services in which the Company's billing is dependent upon the City's reporting of the number of addresses subject to this Contract, Company shall be permitted to conduct its own address counts using manual counts and/or official parcel maps. If at any time Company presents to City data to support that the number of addresses serviced exceeds the number provided by the City, the parties agree to re-negotiate in good faith the number of addresses receiving and paying for services under this Contract.
- ii. Audit of Company Records. The City may request and be provided with an opportunity to audit any relevant and non-confidential records of Company that support the calculations of charges invoiced to the City under this Contract within the ninety (90) day period before the audit request. Such audits shall be paid equally by the City and the Company and shall be conducted under commercially reasonable times and terms at Company's premises in a manner that minimizes any interruption in the daily activities at such premises.

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10. Termination. If either party breaches any material provision of this Contract and such breach is not substantially cured within thirty (30) days after receipt of written notice from the non-breaching party specifying such breach in reasonable detail, the non-breaching party may terminate this Contract by giving thirty (30) days' written notice of termination to the breaching party. However, if the breach cannot be substantially cured within thirty (30) days, the Contract may not be terminated if a cure is commenced within the cure period and for as long thereafter as a cure is diligently pursued. Upon termination, the City shall pay Company only such charges and fees for the Services performed on or before the termination effective date and Company shall collect its equipment, and Company shall have no further obligation to perform any Services under this Contract.
11. Compliance with Laws. Company warrants that the Services will be performed in a good, safe and workmanlike manner, and in compliance with all applicable federal, state, provincial and local laws, rules, regulations, and permit conditions relating to the Services, including without limitation any applicable requirements relating to protection of human health, safety, or the environment ("Applicable Law"). In the event any provision of this Contract conflicts with an existing ordinance of the City, this Contract shall control and Company shall not be fined, punished, or otherwise sanctioned under such ordinance. Company reserves the right to decline to perform Services, which, in its judgment, it cannot perform in a lawful manner or without risk of harm to human health, safety or the environment.
12. Title. Title to Waste Material shall pass to Company when loaded into Company's collection vehicle or otherwise received by Company. Title to and liability for any Excluded Waste shall at no time pass to Company.
13. Excluded Waste. If Excluded Waste is discovered before it is collected by Company, Company may refuse to collect the entire waste container that contains the Excluded Waste. In such situations, Company shall contact the City and the City shall promptly undertake appropriate action to ensure that such Excluded Waste is removed and properly disposed of by the depositor or generator of the Excluded Waste. In the event Excluded Waste is present but not discovered until after it has been collected by Company, Company may, in its sole discretion, remove, transport, and dispose of such Excluded Waste at a facility authorized to accept such Excluded Waste in accordance with Applicable Law and, in Company's sole discretion, charge the City, depositor or generator of such Excluded Waste for all direct and indirect costs incurred due to the removal, remediation, handling, transportation, delivery, and disposal of such Excluded Waste. The City shall provide all reasonable assistance to Company to conduct an investigation to determine the identity of the depositor or generator of the Excluded Waste and to collect the costs incurred by Company in connection with such Excluded Waste. Subject to the City's providing all such reasonable assistance to Company, Company shall release City from any liability for any such costs incurred by Company in connection with such Excluded Waste, except to the extent that such Excluded Waste is determined to be attributed to the City.
14. Insurance.
 - (a) Insurance Generally. Company shall obtain and shall continuously maintain 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) per accident per employee with waiver of subrogation or as required by applicable law, whichever is greater, for all employees and other persons as may be required by Georgia law. If Company is self-insured, Company shall additionally provide the City with a certificate from the Georgia

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Board of Workers' Compensation stating that the Company qualifies to pay its own workers' compensation claims.

- ii. Comprehensive General Liability insurance with minimum combined single limits of Two Million, Five hundred thousand Dollars (\$2,500,000) per occurrence and Five Million Dollars (\$5,000,000) in general aggregate. The policy shall be applicable to all premises and all operations of the Company. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, independent Company's, products, and completed operations. The policy shall contain a severability of interests provision. Coverage shall be provided on an "occurrence" basis as opposed to a "claims made" basis. Such insurance shall 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 Three Million Dollars (\$3,000,000) per occurrence and property damage of not less than One Hundred Thousand Dollars (\$100,000) per occurrence with respect to each of the Company's owned, hired and non-owned vehicles assigned to or used in performance of the Work. The policy shall contain a severability of interests provision. Such insurance coverage must extend to all of Company'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 shall include non-ownership and hired cars (vehicles and equipment) coverage. Such insurance shall 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 shall provide the same coverage set forth in the Comprehensive General Liability insurance policy. Such insurance shall be endorsed to name the City, and its elected officials, officers, employees and agents as additional insured parties.
- v. All such insurance policies will be primary without the right of contribution from any other insurance coverage maintained by City. All policies required herein shall be written by insurance carriers with a rating of A.M. Bests of at least "A-" and a financial size category of at least VII. Upon City's request, Company shall furnish City with a certificate of insurance evidencing that such coverage is in effect. Such certificate will also provide for thirty (30) days prior written notice of cancellation to the City, show the City as an additional insured under the Automobile and General Liability policies, and contain waivers of subrogation in favor of the City (excluding Worker's Compensation policy) except with respect to the sole negligence or willful misconduct of City.

(b) Requirements of Insurance.

- i. The Certificates of Insurance shall state that the City of Alpharetta is additionally insured.
- ii. Insurance shall be procured and maintained with insurers with an A- or better rating as determined by Best's Key Rating Guide. All insurance shall be continuously maintained to cover all liability, claims, demands, and other obligations assumed by the Company.
- iii. No policy of insurance shall contain any exclusion for bodily injury or property damage arising from completed operations.

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- iv. Every policy of insurance shall 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.
 - v. Proof of required insurance shall be maintained in all equipment and motor vehicles insured in accordance with the provisions of this Contract.
 - vi. Company will ensure that any and all policies of insurance procured hereunder shall provide for a waiver of subrogation against the City, and Company 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 Company's failure to obtain and continuously maintain policies of insurance in accordance with this Section and its subsections shall not limit, prevent, preclude, excuse, or modify any liability, claims, demands, or other obligations of the Company arising from performance or non-performance of this Contract. Failure on the part of the Company to obtain and to continuously maintain policies providing the required coverage, conditions, restrictions, notices, and minimum limits shall constitute a material breach of this Contract upon which the City may immediately terminate this Contract without advance notice.
- (d) Insurance Certificates. Company shall provide proof of such insurance to the City contemporaneously with the execution of this Contract. Prior to commencement of the Work, Company shall 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 shall 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. Company shall maintain such other types and/or amounts of insurance as reasonably required by the City from time to time.
15. Indemnification. The Company must keep the types and amounts of insurance set forth as from time to time will be requested by the City. The awarded Company must supply proof of such insurance to the City at the same time as the execution of any resulting Contract and/or purchase order, and as and when requested by the City during the term hereof. Acceptance of a certificate or proof of insurance does not constitute approval or agreement by the City that the insurance requirements have been satisfied. The awarded Company will indemnify and hold the City harmless from all claims, demands, losses, attorneys' fees and liabilities of any type or nature arising out of or related to the Company's, or Company's agents', employees' or subcontractors', negligent performance or non-performance of any resulting Contract and/or purchase order, including, but not limited to, claims for injury to person or property; provided, however, that this indemnification obligation will not apply to claims arising from the sole negligence of the City or its employees. Nothing in this paragraph or any resulting Contract and/or purchase order will be considered to constitute a waiver of the City's sovereign immunity, create rights in any third party, or create any third-party beneficiaries.
16. Subcontractors and Company Personnel.
- (a) No Subcontractors. No subcontractor or Company shall be retained by Company to perform services under this Contract without the prior written consent of the City, except for those subcontractors previously identified in the Proposal.

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- (b) Subcontractor Requirements. Administration of any approved subcontractor shall be the Company's responsibility and all subcontracts shall require each subcontractor to be bound by all pertinent portions of this Contract and to assume all applicable obligations and responsibilities which the Company by this Contract assumes toward the City. In particular, and not by way of limitation, all indemnification and insurance provisions shall 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 Company has specifically identified certain personnel in the Proposal for the performance of certain portions of the Work (such personnel hereinafter referred to as "Key Staff"), Company shall assign and furnish such Key Staff to perform the respective tasks and responsibilities as set forth in the Proposal. Company 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 Company 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, Company shall 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, Company 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.

(d) Personnel of the Company.

- i. Qualified Personnel: Company shall furnish such qualified drivers, mechanical, supervisory, clerical and other personnel as may be necessary to provide the Services in a safe, economical and efficient manner. All drivers shall be trained and qualified in the operation of Collection Vehicles and must have in effect a valid Commercial Driver's License, of the appropriate class, issued by the Georgia Department of Driver Services.
- ii. Operational and Safety Training: Company shall provide operational and safety training for all of its employees who utilize or operate Collection Vehicles or equipment for collection of materials under the Contract. Company shall train its employees in Solid Waste collection to identify, and not collect, Hazardous Waste or Biomedical Waste.
- iii. No Tipping: Company shall not, nor shall it permit its employees to, demand or solicit, directly or indirectly, any additional compensation or gratuity from members of the public for services provided under the Contract.

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- iv. Employee Decorum: Company shall use its best efforts to assure that all employees present a neat appearance and conduct themselves in a courteous manner.

Company shall regularly train its employees in customer courtesy, shall prohibit the use of loud or profane language, and shall instruct collection crews to perform the work as quietly as possible. If any employee is found not to be courteous or not to be performing services in the manner required by the Contract, Company shall take all appropriate corrective measures. If Company has received directly or the City has notified Company of a complaint related to discourteous or improper behavior, Company will consider reassigning the employee to duties not entailing contact with the public while Company is pursuing its investigation and corrective action process.

- v. Participation in Federal Work Authorization Program: Company affirms, via Appendix IV, that the Company and all its subcontractors, have registered for, and are participating in, the federal work authorization program as defined by O.C.G.A. § 13-10-90(2) to verify information for all new employees. All of the Company's documents and records of these verification processes shall be retained for a period of three (3) years following completion of this Contract.
- vi. Supervisor Qualifications: Company shall designate qualified employees as supervisors of field operations. Supervisors will be in the field inspecting Company's work and will be available by radio or phone during the Company's hours of operation to handle calls and complaints from the City and/or Service Units, or to follow up on problems and inspect Company's operations.
- vii. Uniforms: All employees of the Company performing work under the Contract shall wear a uniform while operating in the field, the shirt of which shall show their association with the Company. Company shall provide a list of current employees and subcontractors to the City upon request.
- viii. No Scavenging: Company shall assure that no employees remove materials from the Municipal Solid Waste, Single-stream Recycling Materials, Bulky Waste, or Yard Waste collected (scavenging) for their personal use or for sale. Company shall include in its regular training sessions this prohibition against scavenging. If any employee is found to be scavenging or not to be performing services in the manner required by the Contract, Company shall take all appropriate corrective measures. If the City has notified Company of a complaint related to scavenging previously by an employee and this event constitutes the second or greater scavenging complaint, Company will consider removing the employee from work under the Contract.
- ix. Employee Training: Company will train its employees as to the City's collection rules and regulations; ensuring employees can answer questions from Service Units and follow the City's collection rules at the curb. This training is to be ongoing and reaching new hires. Company employees will also leave notices of improper set-out when applicable. All drivers and Collection Vehicle crews shall be specifically trained in recognizing Acceptable Municipal Solid Waste, Single-stream Recycling Materials, Bulky Waste, or Yard Waste and the Contract requirements with respect to litter, and litter and spillage clean-up procedures

- 17. Tonnage Reporting. Within 30 days following the end of each calendar quarter, Company shall submit to the City's customer service representatives the following data regarding waste collection in the city:

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- (a) Tonnage figures showing total waste tonnages collected. Catalog this total into residential and commercial/industrial subtotals.
 - (b) Tonnage figures showing recovered, recycled or diverted materials by type.
18. Weekly Route Status Report. The Company shall provide a weekly status report identifying missed routes, delayed services, summary of customer service complaints, safety issues, spills, backdoor service issues, as well as expected issues involving service for the upcoming week.
 19. Customer Service. Company shall have one or more customer services representatives available to respond to calls at the phone number published on the cart or container. Company is required to respond or follow-up to all Customer calls within 24 hours of Customer's call. Calls may include, but are not limited to missed pickups, schedule of bulky waste pickup, address billing dispute.
 20. Force Majeure. Except for City's obligation to pay amounts due to Company, any failure or delay in performance under this Contract due to contingencies beyond a party's reasonable control, including, but not limited to, strikes, riots, terrorist acts, epidemic or pandemic, compliance with Applicable Laws or governmental orders, fires, bad weather and acts of God, shall not constitute a breach of this Contract, but shall entitle the affected party to be relieved of performance at the current pricing levels under this Contract during the term of such event and for a reasonable time thereafter. The collection or disposal of any increased volume resulting from a flood, hurricane or similar or different Act of God over which Company has no control, shall not be included as part of Company's service under this Contract. In the event of increased or decreased volume due to a Force Majeure event, Company and the City shall negotiate the additional or lesser payment to be made to Company. Further, the City shall grant Company reasonable variances in routes and schedules as deemed necessary by Company to accommodate collection of the increased volume of Waste Materials.
 21. Non-Discrimination. Company shall not discriminate against any person because of race, sex, age, creed, color, religion or national origin in its performance of Services under this Contract.
 22. Licenses and Taxes. Company shall obtain all licenses and permits (other than the license and permit granted by this Contract) and promptly pay all taxes required by the City and by the State.
 23. No Guarantees or Liquidated Damages. Unless specifically provided herein, Company provides no guarantees or warranties with respect to the Services. No liquidated damages or penalties may be assessed against Company by City.
 24. Miscellaneous.
 - (a) This Contract represents the entire agreement between the Parties and supersedes all prior agreements, whether written or verbal, that may exist for the same Services.
 - (b) Company shall have no confidentiality obligation with respect to any Waste Materials.
 - (c) Neither party shall assign this Contract in its entirety without the other party's prior written consent, which consent shall not be unreasonably withheld. Notwithstanding the foregoing, Company may assign this Contract without the City's consent to its parent company or any of its subsidiaries, to any person or entity that purchases any operations from Company or as a collateral

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assignment to any lender to Company. This Contract shall be binding upon and inure solely to the benefit of the Parties and their permitted successors and assigns.

- (d) Company may provide any of the Services covered by this Contract through any of its affiliates or subcontractors, provided that Company shall remain responsible for the performance of all such services and obligations in accordance with this Contract.
- (e) No intellectual property rights in any of Company's IP are granted to City under this Contract.
- (f) All provisions of the Contract shall be strictly complied with and conformed to by the Parties, and this Contract shall not be modified or amended except by written agreement duly executed by the undersigned parties.
- (g) If any provision of this Contract is declared invalid or unenforceable, it shall be modified so as to be valid and enforceable but so as most nearly to retain the intent of the Parties. If such modification is not possible, such provision shall be severed from this Contract. In either case, the validity and enforceability of the remaining provisions of this Contract shall not in any way be affected thereby.
- (h) Failure or delay by either party to enforce any provision of this Contract will not be deemed a waiver of future enforcement of that or any other provision.
- (i) If any litigation is commenced under this Contract, the successful party shall be entitled to recover, in addition to such other relief as the court may award, its reasonable attorneys' fees, expert witness fees, litigation related expenses, and court or other costs incurred in such litigation or proceeding.
- (j) This Contract shall be interpreted and governed by the laws of the State where the Services are performed. This Contract has been negotiated by both Parties and shall not be construed against either.
- (k) Customer and Company agree that electronic signatures are valid and effective, and that an electronically stored copy of this Contract constitutes proof of the signature and contents of this Contract, as though it were an original.

[signatures begin next page]

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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.

Executed 3/4/2022

CITY OF ALPHARETTA, GEORGIA

DocuSigned by:
 
By: 2DC5226B6FD44FB...
Jim Gilvin, Mayor
3/4/2022
Date: _____

Approved as to Content:

DocuSigned by:

1D99C33391524B0...

Thomas G. Harris,
Director of Finance

Approved as to form and legal sufficiency:

DocuSigned by:

8CB007239B6F45D...

Michael D. Stacy, City Attorney

BFI WASTE SERVICES, INC DBA REPUBLIC SERVICES

DocuSigned by:

By: D499129DE60E458...
Will Blanchetti, General Manager
2/28/2022
Date: _____

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“EXHIBIT A” MUNICIPAL SOLID WASTE PRICING AND RECYCLING PRICING

RFP 21-105 City Residential Curbside Solid Waste and Recycling Collection Services

Residential Services Cost Proposal form

Vendor's/Offeree's Name: **BFI Waste Services LLC DBA Republic Services of Georgia**

The Proposed Contract Term is for seven years with 3 one-year extensions.

The Charges (Price) proposed to the City of Alpharetta by the respondent for the seven (7) year term beginning April 1, 2022 for Residential Services is as follows:

1. Full Current Service Level:

As stated in RFP as the current service level.

Weekly Services*	Monthly Charge	List any CPI or adjustments that could Apply
		Subject to annual rate review and adjustment.
95 Gallon Waste/65 Gallon Recycle Carts; Yard Waste	\$ 25.69	
68 Gallon Waste/65 Gallon Recycle Carts; Yard Waste	\$ 24.02	
Senior Discount	\$ 11.38	
Senior Exempt (Zero Charge)	\$ -	
Glass Recycling	\$ 4.07	
Extra Cart Waste	\$ 9.13	
Extra Cart Recycling	\$ 5.72	
Extra Bin Glass	\$ 4.07	

**includes scheduled bulky waste and other services as stated in the RFP*

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“EXHIBIT B” SPECIFICATIONS FOR MUNICIPAL SOLID WASTE SERVICES

1. Waste Material. The following Waste Material shall be considered in scope during the Term of this Contract:
 - (a) Municipal Solid Waste (MSW)
 - (b) Bulky Waste
 - (c) Yard Waste
2. Definitions.
 - (a) Bulky Waste – Stoves, refrigerators (with all CFC and other refrigerants removed), water tanks, washing machines, furniture and other similar items with weights and/or volumes greater than those allowed for the waste container supplied.
 - (b) Bundle – Tree, shrub and brush trimmings or newspapers and magazines securely tied together forming an easily handled package not exceeding four (4) feet in length or thirty-five (35) lbs. in weight.
 - (c) Customer – An occupant or operator of any type of premise within the City that is covered by this Contract and who generates Municipal Solid Waste and/or Recyclable Material, if applicable.
 - (d) Disposal Site – A Waste Material depository including, but not limited to, sanitary landfills, transfer stations, incinerators, recycling facilities and waste processing/separation centers licensed, permitted or approved by all governmental bodies and agencies having jurisdiction and requiring such licenses, permits or approvals to receive for processing or final disposal of Waste Material.
 - (e) Excluded Waste – Excluded Waste consists of Special Waste, Hazardous Waste, and any other material not expressly included within the scope of this Contract including, but not limited to, any material that is hazardous, radioactive, volatile, corrosive, highly flammable, explosive, biomedical, infectious, biohazardous, toxic or listed or characteristic hazardous waste as defined by Applicable Law or any otherwise regulated waste.
 - (f) Hazardous Waste – Any amount of waste listed or characterized as hazardous by the United States Environmental Protection Agency or any state agency pursuant to the Resource Conservation and Recovery Act of 1976, as amended, and including future amendments thereto, and any other Applicable Law.
 - (g) Municipal Facilities – Those specific municipal premises as set forth on “Exhibit E” of this Contract, if any.
 - (h) Municipal Solid Waste (or “MSW”) – Useless, unwanted or discarded nonhazardous materials (trash or garbage) with insufficient liquid content to be free-flowing that result from residential, commercial, governmental and community operations. Municipal Solid Waste does not include any Excluded Waste.
 - (i) Residential Unit – A dwelling where a person or group of people live. For purposes of this Contract, each unit in a multi-family dwelling (condominium, apartment or other grouped housing structure) shall be treated as a separate Residential Unit and a

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Residential Unit shall be deemed occupied when either water or power services are being supplied thereto.

- (j) Special Waste - Any nonhazardous solid waste which, because of its physical characteristics, chemical make-up, or biological nature requires either special handling, disposal procedures including liquids for solidification at the landfill, documentation, and/or regulatory authorization, or poses an unusual threat to human health, equipment, property, or the environment. Special Waste includes, but is not limited to (a) waste generated by an industrial process or a pollution control process; (b) waste which may contain residue and debris from the cleanup of spilled petroleum, chemical or commercial products or wastes, or contaminated residuals; (c) waste which is nonhazardous as a result of proper treatment pursuant to Subtitle C of the Resource Conservation and Recovery Act of 1976 ("RCRA"); (d) waste from the cleanup of a facility which generates, stores, treats, recycles or disposes of chemical substances, commercial products or wastes; (e) waste which may contain free liquids and requires liquid waste solidification; (f) containers that once contained hazardous substances, chemicals, or insecticides so long as such containers are "empty" as defined by RCRA; (g) asbestos containing or asbestos bearing material that has been properly secured under existing Applicable Law; (h) waste containing regulated polychlorinated biphenyls (PCBs) as defined in the Toxic Substances Control Act (TSCA); (i) waste containing naturally occurring radioactive material (NORM) and/or technologically-enhanced NORM (TENORM); and (j) Municipal Solid Waste that may have come into contact with any of the foregoing.
- (k) Waste Material - All nonhazardous Municipal Solid Waste and, as applicable, Recyclable Material, Yard Waste, and Bulky Waste generated at the Location Types covered by this Contract. Waste Material does not include any Excluded Waste.
- (l) Yard Waste - Grass, leaves, flowers, stalks, stems, tree trimmings, branches, and tree trunks. For yard waste collection services, grass, pine needles, leaves, flowers, stalks, stems, and small tree trimmings.

3. Collection Operations.

- (a) Location of Containers, Bags and Bundles for Collection. Each container, bag and bundle containing Waste Material shall be placed at curbside for collection. Curbside refers to that portion of right-of-way adjacent to paved or traveled City roadways. Containers, bags and bundles shall be placed as close to the roadway as practicable without interfering with or endangering the movement of vehicles or pedestrians. When construction work is being performed in the right-of-way, containers, bags and bundles shall be placed as close as practicable to an access point for the collection vehicle. Company may decline to collect any container, bag or bundle not so placed or any Waste Material not in a container, bag or bundle.
- (b) Hours of Collection Operations. Collection of Waste Material shall not start before 7:00 A.M. or continue after 7:00 P.M. Exceptions to collection hours shall be affected only upon the mutual agreement of the City and Company, or when Company reasonably determines that an exception is necessary in order to complete collection on an existing collection route due to unusual circumstances.

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- (c) Routes of Collection. Collection routes shall be established by the Company. Company shall submit the Residential Unit and Municipal Facility collection routes to the City at least two (2) weeks in advance of the commencement date for such route collection activity. The Company may from time to time make changes in routes or days of collection affecting Residential Units or Municipal Facilities, provided such changes in routes or days of collection are submitted to the City at least two (2) weeks in advance of the commencement date for such changes. City shall promptly give written or published notice to the affected Residential Units.
- (d) Residential Collection. Company will cart content only; specifically, one (1) MSW Cart and one (1) recycle container, unless the resident has set up payment with the Company for additional container service. Company will collect non-carted, bagged trash only if the bag is tagged with a City-provided yellow tag. City-approved yellow tags are available to purchase at City Hall for \$1.95 per bag. Any collections needed by a Residential Unit in excess of such amount must be individually contracted by the Residential Unit Customer with Company under terms, prices and documents acceptable to both the Residential Unit Customer and Company. If a customer requests a cart exchange for any reason other than a damaged cart, there will be a \$100 cart exchange fee charged to the resident. The \$100 charge shall be explained to the customer by the Company prior to the exchange.
- (e) Holidays. The following shall be holidays for purposes of this Contract: New Year's Day, Thanksgiving Day, and Christmas Day. Company may suspend collection service on any of these holidays, but such decision in no manner relieves Company of its obligation to provide collection service at least once per week.
- (f) Complaints. All service-related complaints must be made directly to the Company and shall be given prompt and courteous attention. In the case of alleged missed scheduled collections, the Company shall investigate and, if such allegations are verified, shall arrange for the collection of Waste Material not collected within one business day after the complaint is received.
- i. The Company shall maintain and adequately staff a Customer Service Department call center to handle customer calls and complaints throughout the Term of the Contract. Company's call center shall use a computerized customer database that shall be updated by the Company's employees. All service requests or complaints shall initially be directed to Contactor's Customer Service Department. All legitimate complaints resulting solely from the actions or omission of the Company shall be resolved within 24 hours.
 - ii. Company will generate an electronic work order outlining all complaints received. The work order will contain:
 - Identification number
 - Date and time of initial call
 - Date and time of any follow up call(s)
 - Customer name, service address, and phone number
 - Type of service request or complaint

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- Company contact by whom service request or complaint was received
- iii. Company will issue a work order for each complaint. Upon resolution of the customer complaint, Company will close the work order and enter the results into call center database. The closed work order information will include all of the above data, plus:
 - Company's determination as to legitimate or non-legitimate service request or complaint
 - Action taken to satisfy request or resolve complaint
 - Date of communication with Service Unit
 - Date and time of action taken
 - iv. Company shall configure the computerized customer database that stores the service request and complaint records, and those records shall be provided to the City simultaneously as data is entered into the record.
 - v. Company shall summarize work orders and complaints on a monthly basis
- (g) Collection Equipment. Collection Equipment. Company shall provide a fleet of Collection Vehicles sufficient in number and capacity to efficiently perform the work required by the Contract in strict accordance with its terms. Company shall have available on days of Collection, sufficient back-up Collection Vehicles for each type of Collection Vehicle used to respond to complaints and emergencies. The City requires the use of Collection Vehicles that are reliable, safe, well maintained, clean, and in good working order. Company shall remove from service and repair any Collection Vehicle that continuously leaks hydraulic fluid, oil, gas or other fluids. Company may use Collection Vehicles older than 10 years, but if it chooses to do so, those Collection Vehicles may be required to have a semi-annual inspection by a certified mechanic chosen by the City, and any costs and expenses of such inspections will be paid by the Company. Additionally, the City's representative(s) reserves the right to inspect all Collection Vehicles to be used in servicing this Contract no later than thirty (30) Days before Contract begins and at any time upon 48 hours' notice. The City shall notify Company about the failure of any Collection Vehicle to meet this requirement within ten (10) Days of inspection.
- i. Specifications: All Collection Vehicles used by Company in providing collection of materials under the Contract shall comply with all applicable local, City, State, and federal regulations. Collection Vehicles must be enclosed and designed to prevent leakage, spillage or overflow. All such Collection Vehicles shall comply with U.S. Environmental Protection Agency noise emission regulations and other applicable noise control regulations. Company shall also ensure that Gross Vehicle Weight (GVW) of all Collection Vehicles, even when loaded, does not exceed Collection Vehicle license limitations to protect the highways of the City.
 - ii. Collection Vehicle Identification: Company's name, local telephone number, and a unique Collection Vehicle identification number designated by Company for each Collection Vehicle shall be conspicuously displayed in at least three places on all Collection Vehicles, in letters and numbers no less than six (6) inches high. Company shall not place the City's name or logo on its Collection Vehicles.

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- iii. Equipment Inventory: In addition to the above required information, Company shall furnish the City a written inventory of all Collection Vehicles used in providing service, and shall update the inventory annually at the beginning of each Contract Year including the first Contract Year. The inventory shall list all Collection Vehicles by manufacturer, ID number, date of acquisition, model year, type, and capacity.
 - iv. Washing of Collection Vehicles: Collection Vehicles used in the Services under the Contract shall be thoroughly washed on a regular basis so as to present a clean appearance. The City may inspect Collection Vehicles at any time to determine compliance with sanitation requirements.
 - v. Maintenance of Collection Vehicles: Company shall inspect each Collection Vehicle daily to ensure that all equipment is operating properly. Collection Vehicles which are not operating properly shall be taken out of service until they are repaired and do operate properly. Company shall perform all scheduled maintenance functions in accordance with the manufacturer's specifications and schedule. Company shall keep accurate records of all Collection Vehicle maintenance, recorded according to date and mileage, and shall make such records available to the City upon request to the extent necessary to ensure compliance of manufacturer's recommended scheduled Collection Vehicle maintenance service. The City may inspect the Company's vehicles and maintenance records upon 48 hours' notice to the Company.
 - vi. Repair of Collection Vehicles: Company shall repair, or arrange for the repair of, all of its Collection Vehicles and equipment for which repairs are needed because of accident, breakdown or any other cause so as to maintain all equipment in a safe and operable condition. Company shall maintain accurate records of repair, which shall include the date/mileage, nature of repair and the signature of a maintenance supervisor that the repair has been properly performed.
- (h) Disposal. All Waste Material, other than processed Recyclable Material that is marketable, collected within the City under this Contract shall be deposited at a Disposal Site selected by Company and properly permitted by the State.
 - (i) Customer Education. The City shall notify all Customers at Residential Units about set-up, service-related inquiries, complaint procedures, rates, regulations, and day(s) for scheduled Waste Material collections.
 - (j) Litter or Spillage. The Company shall not litter or cause any spillage to occur upon the premises, roadway or the right-of-way wherein the collection shall occur. During hauling, all Municipal Solid Waste, Single-stream Recycling Materials, Bulky Waste, or Yard Waste, shall be contained, tied, or enclosed so that leaking, spilling and blowing is prevented. If any Municipal Solid Waste, Single-stream Recycling Materials, Bulky Waste, or Yard Waste are spilled during Collection, or any spillage or leakage occurs, including but not limited to, spillage or leakage of hydraulic and other fluids from the Collection Vehicle or materials such as paint the Company shall promptly remove and clean up all spilled materials. Each Collection Vehicle shall carry all necessary equipment, including a broom and shovel, at all times for this purpose.

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- (k) Bulky Waste. Company will collect up to two (2) bulky items weighing less than 100 lbs. each per week, per residential unit/ address. Resident may be charged reasonable rates by Company for any bulky waste item that exceeds 100 lb. limit.
- (l) Yard Waste. Yard Waste services are subject to the following additional guidelines:
- i. Unless otherwise provided herein, Yard Waste shall be placed in a special Yard Waste bag, which may be purchased through local retailers. A lawn waste, paper bag similar to those sold by home centers such as Home Depot or Lowes are acceptable containers to be used for the placement and storage of yard waste. Personal containers are also acceptable however they must not exceed 95-gallon capacity.
 - ii. The yard waste bag is for loose yard debris. Yard debris, such as grass clippings, leaves, small branches, and shrubbery clippings must be placed inside the yard bag in order for collection to occur.
 - iii. Larger limbs and branches must be bundled in 4 ft. lengths, no larger bundle than 12 inches in diameter and weigh less than 50 pounds and shall be tied or secured with natural rope, strings or cloth strips or other bio-degradable material.
 - iv. Yard waste shall be collected at the curb weekly at no additional cost.
 - v. Limit of 10 bags or bundles per service, per week.
 - vi. All City of Alpharetta residents will receive Yard Waste weekly collection service on regular service day of each week, unless changed by the Company in which case adequate notice will be provided.

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“EXHIBIT C” SPECIFICATIONS FOR SINGLE STREAM RECYCLING SERVICES

1. Recycling Services Definitions.
 - 1.1 **“Recyclable Materials”** are used and/or discarded materials that are capable of successful processing and sale on the commodity market.
 - 1.2 **“Acceptable Material”** means the materials listed in Section 6 below.
 - 1.3 **“Unacceptable Material”** means the materials listed in Section 7 below. All Recyclable Materials collected for delivery and sale by Company shall be hauled to a processing facility selected by Company for processing (“Recycling Services”).
2. City’s Duty. City shall make a commercially reasonable effort to educate its Customers regarding Acceptable and Unacceptable Materials and to encourage its Customers to place only Acceptable Materials in their recycling containers.
3. Collection and Processing. City’s Recycling Collection and Processing rate assumes that, on average, City’s Recyclable Material consists of no more than 20% Unacceptable Material (the **“Unacceptable Material Threshold”**). The Collection and Processing rate is subject to Rate Adjustments as set forth in Section 7 of the Contract.
4. Right to Inspect/Audit. Company may visually inspect the collected Recyclable Materials to ensure loads are at or below the Unacceptable Material Threshold. If Company’s visual inspector determines that loads of Recyclable Material are consistently above the Unacceptable Material Threshold, Company will notify City of the issue and the parties agree to promptly negotiate in good faith (a) an agreed upon procedure to audit a representative sample of City’s Recyclable Material to determine its actual composition of Unacceptable Material; and (b) an updated Collection and Processing rate commensurate with the composition of Unacceptable Material.
5. Changes in Market Conditions. If market conditions develop that significantly and materially limit or inhibit Company from selling some or all of the Acceptable Material, Company may at its option and upon notice to City (i) redefine Acceptable and Unacceptable Materials, (ii) update the processing facility’s Average Commodity Mix; (iii) suspend or discontinue any or all Services, or (iv) dispose of the Acceptable Material (as currently defined) in a landfill and update the pricing to City accordingly. Any such actions, if taken, may be reversed or further changed as market conditions dictate. In such an event the City shall have the right to hire others to provide Services or collect suspended Materials.
6. Acceptable Material. All material must be empty, clean and dry. Company may modify the following list of Acceptable Materials in its sole and absolute discretion but will provide City with at least thirty (30) days’ prior written notice of any such modifications.
 - Aluminum food and beverage containers - aluminum soda and beer cans, cat food cans, etc.
 - Ferrous Cans - soup, coffee cans, etc.
 - P.E.T. plastic containers with the symbol #1 - no microwave trays
 - H.D.P.E. natural plastic containers with the symbol #2 - milk jugs and water jugs containers only (narrow neck containers)

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- H.D.P.E. pigmented plastic containers with the symbol #2 - detergent, shampoo, bleach bottles without caps (narrow neck containers); butter and margarine tubs
- Polypropylene plastic food and beverage containers symbol #5 - yogurt containers
- Mixed Paper (54), as defined in the most recent ISRI Scrap Specifications Circular
- Sorted Residential Paper and News (56), as defined in the most recent ISRI Scrap Specifications Circular
- Kraft Paper Bags
- Old Corrugated Containers (OCC) - no wax coated
- Magazines (OMG) - Coated magazines, catalogues and similar printed materials, junk mail, and soft cover books
- Paper Based Food Service Packaging
- Aseptic Cartons - Juice boxes, gable top milk and juice containers, soy milk and soup cartons
- Plastic containers with #3, #4, #6, or #7 on them or no # at all
- Glass food and beverage containers - Flint (clear), Amber (brown), Emerald (green) provided these items are placed in the appropriate container.

7. Unacceptable Material. Company may modify the following list of Unacceptable Materials in its sole and absolute discretion but will provide City with at least thirty (30) days' prior written notice of any such modifications.

- Yard Waste
- Styrofoam
- Pizza Boxes, unless free of *any* food or grease residue
- Food
- Any liquids
- Diapers
- Clothing/textiles
- Plastic Bags or bagged material (newsprint may be placed in a Kraft bag)
-
- Mirrors, window or auto glass, light bulbs, ceramics
- Oil or antifreeze containers
- Coat hangers
- Paint cans
- Medical Waste/Sharps

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- Any Acceptable Material that is no longer acceptable due to its coming into contact with or being contaminated by Unacceptable Material.

“EXHIBIT D” SPECIFICATIONS FOR GLASS RECYCLING SERVICES

Residential Curbside Glass Recyclables Collection

1. Contractor will be required to supply an 18-gallon bin for separate glass recycling for each occupied, participating home.
2. Weekly provided service on same day as curbside solid waste and recycling collection.
3. As this is a relatively new program the contractor charges the City a separate rate for glass recycling per resident (No Senior Discount; only Senior Exempt applies).
4. All glass recycling must go directly to a glass recycling center. Glass recycling must not be disposed with solid waste.
5. Cost per resident for glass recycling services is included in “**Exhibit A**” of this contract.

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“EXHIBIT E” SPECIFICATIONS FOR CITY FACILITIES COLLECTION SERVICES

RFP 21-105	City Residential Curbside Solid Waste and Recycling Collection Services		
City Facility Services Cost Proposal form			
Vendor's/Offoror's Name:	BFI Waste Services LLC dba Republic Services of GA		
The Proposed Contract Term is for seven years with 3 one-year extensions.			
The Charges (Price) proposed to the City of Alpharetta by the respondent for the seven (7) year term beginning April 1, 2022 for City Facilities Services is as follows:			
Based on list of City facilities and servcies, cost per location per quarter:			
Location	Rate per Quarter	Services by Location	
City Hall, 2 Park Plaza	\$17.36, \$38.32 Monthly	1 Waste Container 90 Gal, 1 Left Per Week	4 All-In-One Recycling 64 Gal, 4 Lifts Per Week
Art Center, 238 Canton Street	\$90.00, \$26.00 Monthly	1 Waste Container 4 Cu Yd., 1 Lift Per Week	2 All-In-One Recycling 96 Gal, 2 Lifts Per Week
92 Milton Ave Parking Deck, 92 Milton Avenue	\$114.07 Monthly	1 Waste Container 8 Cu Yd., 1 Lift Per Week	N/A
Fire Station #81 & Alpha Tech, 2970 Webb Bridge Rd	\$69.44, \$69.44 Monthly	4 Waste Container 90 Gal, 4 Lifts Per Week	4 Waste Container 90 Gal, 4 Lifts Per Week
" "	\$104.45 Monthly	1 Waste Container 6 C Yd., 1 Lift Per Week	N/A
Fire Station #82, 3070 Market Place	\$90.00, \$34.72 Monthly	1 Waste Container 4 Cu Yd., 1 Lift Per Week	2 Waste Container 90 Gal, 2 Lifts Per Week
Fire Station #83, 9600 Westside Pkwy	\$104.40, \$34.72 Monthly	1 Waste Container 6 Cu. Yd., 1 Lift Per Week	2 Waste Container 90 Gal, 2 Lifts Per Week
Fire Station #84, 525 Park Bridge Pkwy	\$90.00, \$17.36 Monthly	1 Waste Container 4 Cu Yd., 1 Lift Per Week	1 Waste Container 90 Gal, 1 Left Per Week
Fire Station #85, 1475 Mid Broadwell	\$17.36 Monthly	1 Waste Container 90 Gal, 1 Left Per Week	N/A
Fire Station #86, 3275 Kimball Bridge Rd	\$52.08 Monthly	N/A	3 Waste Container 90 Gal, 3 Lifts Per Week

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 CONTRACT NO. 21-105

Public Works, 1790 Hembree Rd	\$322.53 Haul + \$15 PT, \$104.40 Monthly	1 Waste Container 30 Cu Yd. - On Call Service	1 All-In-One Recycling 8 Cu Yd., 1 Left per week
Court Services, 12624 Broadwell Rd	\$104.40, \$34.72 Monthly	1 Waste Container 6 Cu Yd., 1 Lift Per Week	2 Waste Container 90 Gal, 2 Lifts Per Week
Police Station, 2565 Old Milton Pkwy	\$594.42, \$17.36 Monthly	1 Waste Container 8 Cu Yd., 6 Lifts Per Week	1 Waste Container 90 Gal, 1 Left Per Week
Wills Park Pool/Playground, 1815 Old Milton Pkwy	\$198.14, \$34.72 Monthly	1 Waste Container 8 Cu yd., 2 Lifts Per Week	2 Waste Container 90 Gal, 2 Lifts Per Week
Community Center, 175 Roswell Street	\$114.07, \$34.72 Monthly	1 Waste Container 8 Cu Yd., 1 Lift Per Week	2 Waste Container 90 Gal, 2 Lifts Per Week
Equestrian Center, 11915 Wills Rd	\$265.50 Haul + \$15 per ton	1 Waste Container 20 Cu Yd., 1 Lift Per Week	N/A
" "	\$265.50 Haul + \$15 per ton	1 Waste Container 20 Cu Yd., 1 Lift Per Week	N/A
" "	\$265.50 Haul + \$15 per ton	1 Waste Container 20 Cu Yd., On Call Service	N/A
Recreation/Parks Administration, 1825 Old Milton Pkwy	\$17.36, \$17.36 Monthly	1 Waste Container 90 Gal, 1 Lift Per Week	1 Waste Container 90 Gal, 1 Lifts Per Week
Senior Center, 13450 Cogburn Road	\$265.50 Haul + \$15 per ton, \$52.08 Monthly	1 Waste Container 20 Cu Yd., 1 Lift Per Week	3 Waste Container 90 Gal, 3 Lifts Per Week
" "	\$198.14 Monthly	1 Waste Container 8 Cu Yd., 2 Lifts Per Week	N/A
Webb Bridge Park, 4780 Webb Bridge Rd	\$165.00 Monthly	2 Waste Container 6 Cu Yd., 2 Lifts Per Week	N/A
Mansell House, 1835 Old Milton Pkwy	\$90.00 Monthly	1 Waste Container 4 Cu Yd., 1 Lift Per Week	N/A
Rock Mill Park, 3100 Kimball Bridge	\$104.45 Monthly	1 Waste Container 6 Cu Yd., 1 Lift Per Week	N/A
" "	\$104.45 Monthly	1 Waste Container 6 Cu Yd., 1 Lift Per Week	N/A
Alpharetta Town Commons, 10 Roswell Street	\$2683.33, \$1958.00 Monthly (*)	4 Waste Container 8 Cu Yd., 12 Lifts Per Week	3 Recycle Container 8 C Yd., 9 Lifts Per Week
(*) Price adjustment based on letter dated 8-5-2021 from Republic, Brad Martin			



City of Alpharetta - Residential Curbside Solid Waste and Recycling Collection Services

Solicitation Number: RFP#21-105

Company Information

Proposal is submitted by: Brad Martin
Municipal Services Manager – NE Georgia

July 9th, 2021



We'll handle it from here.®



51 Patrick Mill Road SW, Winder GA 30680
C 770-871-6489 BMartin@republicservices.com
www.republicservices.com

June 10th, 2021

City of Alpharetta

2 Park Plaza
Alpharetta, GA 30009
Attn: Debora Westbrook, Procurement Agent

RE: Cover Letter for **RFP#21-105** Residential Curbside Solid Waste
and Recycling Collection Services

Ms. Westbrook,

Attached to this letter is the full response to the Request for Proposals "Residential Curbside Solid Waste and Recycling Collection Services" for the City of Alpharetta, GA. On behalf of BFI Waste Services, LLC, d/b/a Republic Services of Georgia we appreciate the opportunity to submit our proposal and look forward to your response. We have had the great pleasure to partner and work with the City since 1999 on the essential services as outlined in the requested RFP.

Republic Services of GA has all the required documentation to be considered as a qualified vendor for Alpharetta and has been doing so for many years now. Republic Services of GA will provide the services requested in the RFP with the attached rate schedule.

Republic Services operates in many major markets in Georgia with contracts of similar or larger sizes to that of Alpharetta. Republic Services of GA is fully qualified and experienced to handle the current scope of services requested both now and in the future.

We look forward to the opportunity to continue providing operational and management support to City. We appreciate the opportunity to submit a proposal and look forward to the outcome of this process.

Sincerely,

Brad Martin
Republic Services, Municipal Services Manager – Northeast Georgia
bmartin@republic.com
770-871-6489



Residential Curbside Solid Waste and Recycling Collection Services

Executive Summary

An overwhelming majority of municipalities extend their current contracts with Republic Services because of our partnerships and local expertise offering Simple Solutions, Reliability and Environmental Responsibility.

Best Value

The Republic Services team is passionate about our role as responsible stewards of our nation's waste. We believe in a cleaner, safer and healthier world where people thrive – not just for today, but for generations to come.

A Commitment to Excellence

We know that by offering differentiated products, services and experiences designed to meet our customers' wants and needs, we drive customer loyalty and increase willingness to pay. We continue to invest in and enhance our customer-facing technology, including our website and mobile app. We also use our new "RISE" platform to transform our dispatch operations. This technology equips our

Republic Services is your low-risk, best value partner

- 10 employees live within Alpharetta limits.
- 22 years continuously serving Alpharetta
- Reliable – 99.9% pickup rate
- Environmental Responsibility – approximately 21% of the fleet operates on natural gas
- Safer – 39% fewer incidents than industry average
- Simple Solutions – manage your account with the Republic Services app
- Named to both the Dow Jones Sustainability World and North America Indices 2020
- Named to Barron's 100 Most Sustainable Companies
- 3 fully staffed, US-based, national Customer Resource Centers

dispatchers with real-time routing information and enhanced data visualization tools. Over time, this platform will significantly increase connectivity with our

*Figure 1. **Your Low-Risk, Best Value Partner.** Republic Services is proud to lead the industry in many key factors that make us your preferred partner for municipal recycling and waste services.*

Strengths of our Company	Benefits to Municipality
99.9% On-time reliability rate	Happy community; fewer calls to city hall
39% safer than industry average	Fewer incidents; safer community streets for children at play
Simple Solutions for your community waste and recycling needs	Easy access to solutions for the growing number of waste streams
Recognized globally on Dow Jones Sustainability Index	Peace of mind that you have a global leader in sustainable initiatives as your partner
Most advanced, integrated Customer Resource Centers in the industry	Longer customer service hours, with hundreds of trained agents networked together nationwide
Web- and smartphone-based apps for easy access by community residents to relevant information	Stronger communications, and ease of alert and news dissemination
Robust community education and outreach	Communities educated on recycling produce less contamination and greater diversion



Residential Curbside Solid Waste and Recycling Collection Services

customers – which will also further empower our employees, improve productivity and transform our overall operations.

We know our customers care about recycling, and they have demonstrated a willingness to pay for it. We continue to make progress working with our municipal partners in transforming recycling into a more durable, economically sustainable business model. Recycling is essential to our sustainability platform, and we continue to invest in the business for the long term.

We'll handle it from here™, our promise, lets customers know they can always rely on us to handle their recycling and waste needs in a way that is easy and effortless.

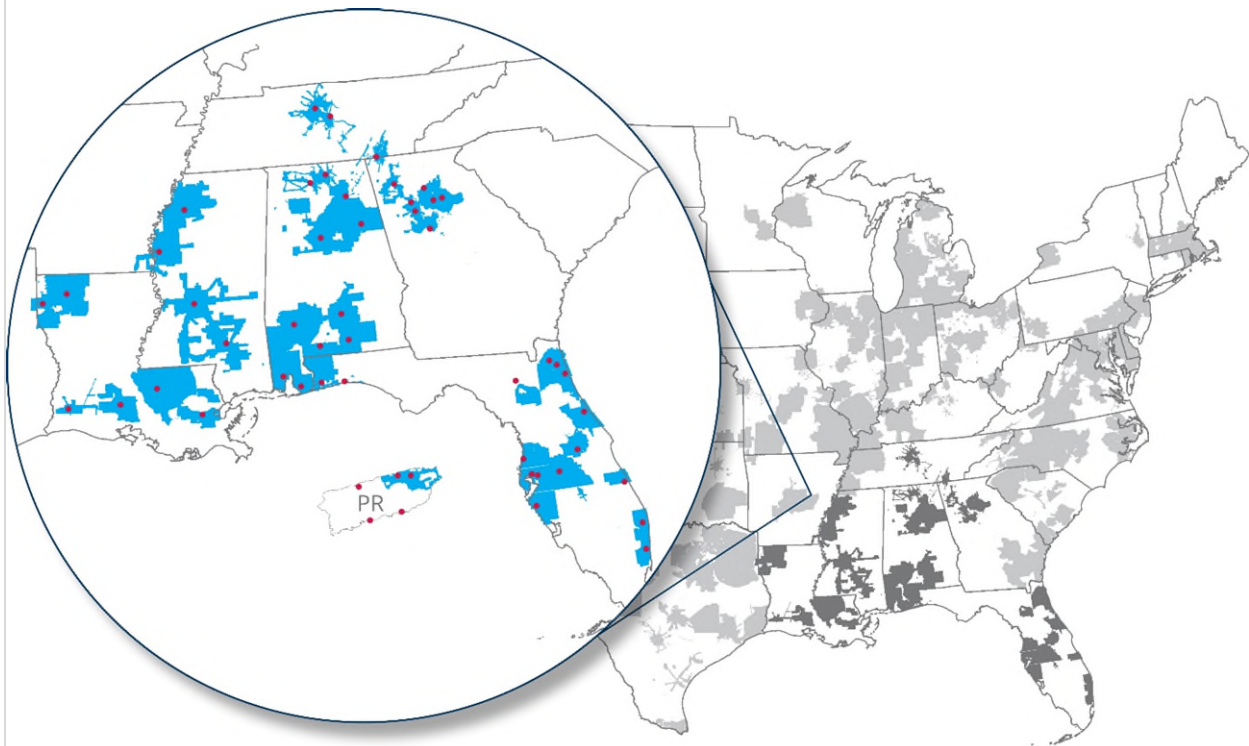
There is an undeniable energy of excellence at Republic Services, and it is surging through everything we do. Excellence is the essence of our growth through differentiation strategy.

We believe that excellence means being better than competitors at everything we do, every day. We begin by actively listening to our customers. We seek out thousands of conversations each month, mining for insights into customer wants and needs. Those insights lead to innovation. Our innovation brings about simple solutions for our customers. We configure products and services to the individual customer at the right price.

Next, we make it an effortless and enjoyable experience. We enable customers to interact with us on their terms: online, in-person or by phone. Then, the best people deliver a superior product or service, fulfilling and exceeding our promise, every time.

This zeal for our customers has brought forth new and exciting changes. From operations to talent to technology, we are focused on not just meeting the needs of our millions of customers but exceeding them.

*Figure 2. **Local accountability backed by national support.** Our Alpharetta operations are backed by our corporate-wide strength and experience, incorporating best practices from other local operations.*





Residential Curbside Solid Waste and Recycling Collection Services

Low-cost providers in the industry sacrifice one or more of these elements, translating to risk to your municipality. Republic Services is your best-value partner, through our proven and demonstrated balance of these factors, while serving more than 2,400 municipal contracts today.

Local Leadership with National Support

Our local team is vital to the [continued] successful delivery of this contract and its daily operations. This team’s unique

combination of collection experience, recycling expertise, and innovative management systems ensure quality service for the duration of the contract. Our local and area management teams have extensive industry experience operating and managing solid waste companies and have substantial experience in the region.

Because we retain experienced managers with extensive knowledge of their local communities, we are proactive in anticipating customers’ needs and adjusting to changes in the markets. We also seek to

Figure 3. **Five Elements of Sustainability.** These commitments are reflected in the way we do business and guided by the five elements of our sustainability platform.





implement the best practices of our various business units throughout our operations to continue improving our operations and service to our customers.

The local division that is responsible for the hauling operations, dispatch, customer service and fleet maintenance is located at:

2530 Business Drive

Cumming, GA 30028

While our local business operation is fully empowered and accountable for delivering on our commitments, they are also backed by the support and breadth of our area and corporate leadership teams, capable of amassing expertise and support to assist or respond to any challenge. An example of this benefit to you is the response capabilities during times of crisis, such as the recent coronavirus (COVID-19) pandemic, hurricanes, tornados, or other disasters. In times of challenges like this, our area and corporate teams activate to ensure our people are safe and our assets

Residential Curbside Solid Waste and Recycling Collection Services

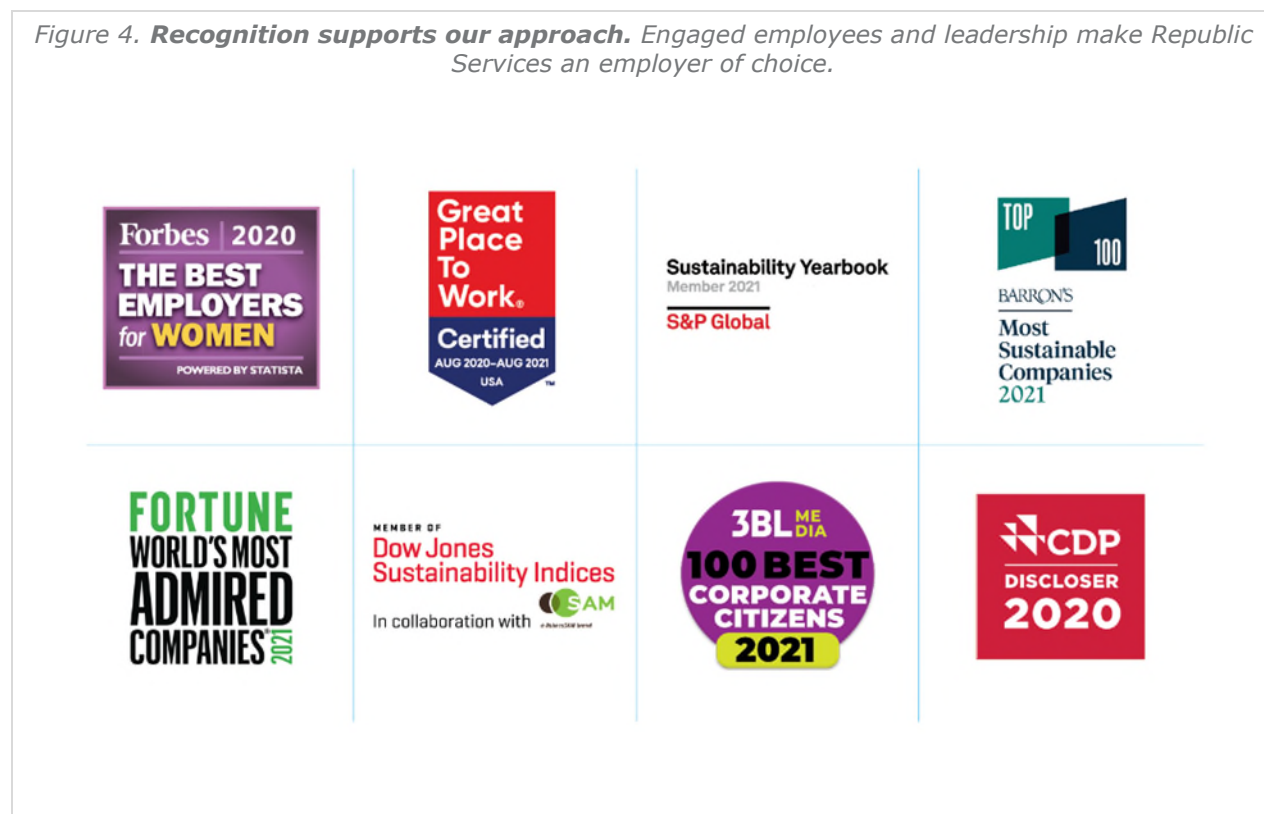
are operational, so we can return to normal operations quickly. This is a considerable benefit and risk mitigation to Alpharetta that many other providers in the industry are unable to stand behind.

Sustainability

The breadth and scope of our sustainability platform is earning noteworthy recognition. From products that create solutions for our customers to an industry-leading safety program, and a fleet that reduces its carbon impact to landfills that generates renewable energy, we are leading in every way possible. Sustainability contributes to a cleaner world, while also providing opportunities to improve brand awareness, increase customer loyalty, grow our business, motivate our employees and differentiate Republic Services from our competitors.

We are guardians of our environment and have a responsibility to regenerate our

*Figure 4. **Recognition supports our approach.** Engaged employees and leadership make Republic Services an employer of choice.*





planet with the materials we are entrusted to handle every day by driving increased recycling, generating renewable energy, and helping our customers to be more resourceful.

We must lead by example, working diligently to improve our relationship with the We must lead by example, working diligently to improve our relationship with the environment and society through decreased vehicle emissions, innovative landfill technologies, use of renewable energy, community engagement and employee growth opportunities. We are privileged to serve millions of customers across the country, creating effortless experiences that support your evolving needs and honor your unique commitments to improving your communities. Republic Services' multifaceted, enterprise-wide sustainability platform continues to revolve around five elements: Operations, Materials Management, Communities, Safety and People.

Operations

We exercise the utmost responsibility in our operations. This includes our fleet, buildings, landfill technology and the day-to-day activities we conduct in our communities. We are working hard to understand and measure our impact on air, land and water to minimize or eliminate any negative consequences, where possible.

Figure 5. An industry leading safety program that has been 39% better than the industry average.



Residential Curbside Solid Waste and Recycling Collection Services

Materials Management

We recognize the responsibility and opportunity we have in managing the nation's waste stream to provide a source of recovered and renewable materials and energy to the economy. We are innovative and constantly exploring new options to capture value and energy from materials in the waste stream, while ensuring environmental responsibility and sustainability.

Communities

We are dedicated to being a good neighbor in the communities in which we live and work. This includes investing back into our communities through customer engagement, philanthropic giving, volunteerism, environmentally responsible infrastructure, and operating in our markets at the highest standards.

Republic Services' community engagement plan is based on the needs of the community-based organizations and civic and business entities of Alpharetta Republic Services has a track record of giving to and spending in Alpharetta – and is estimated to be nearly \$300,000 annually.

Safety

We prioritize safety above all else. When people feel safe, they can fully participate every day in the opportunities that are available to them.

Republic Services has a consistently low and trending lower occurrence of incidents and accidents and is known for our strict focus on safety and corresponding best in industry, multi-faceted, and well-organized safety program. Republic Services' average OSHA scores are 39% lower than the average OSHA scores for the waste industry according to Department of Labor, Bureau and Statistics Data. Employees, the public, and rate payers all benefit from Republic Services' dedication to safety. We have been, and will continue to strive to be, the safest waste services company in America.



Residential Curbside Solid Waste and Recycling Collection Services

People

Engaged employees are the greatest indicator of our success. We provide ongoing job training, growth and development opportunities for our employees at every

level. We are invested in them and continue to look for meaningful ways to demonstrate our appreciation for the hard work and dedication they show every day.

Republic Services is a local company staffed with a committed team of nearly 200 professionals who take personal responsibility for serving customers with care. Republic Services is also an industry leader providing the strength of our national network, decades of experience, diversified capabilities and expertise serving clients of all sizes — including, proudly, Alpharetta.

Customer First

A few years ago, Republic Services made a major commitment to further differentiate ourselves from competitors by investing in the enhancement of the quality and reliability of our customer service capabilities. To accomplish this, we consolidated hundreds of small call centers into three state-of-the-art, fully integrated Customer Resource Centers located in

Phoenix, AZ, Indianapolis, IN, and Charlotte, NC. These facilities are strategically located across the country to ensure we can deliver call support when customers need it the most. Based on data from more than 12 million touches with customers, we have found the optimal operating hours are Monday through Friday from 7:30 a.m. to 5 p.m. for each time zone across the continental US.

Our Promise

We'll handle it from here™, our promise is backed by the details of this proposal submittal to you. In summary, we take pride in offering you a best-value partnership that consists of Simple Solutions, which are Reliable and Environmentally Responsible.

- **Simple Solutions** – We offer a wide range of tailored products to assist the community in the responsible recycling or disposal of unique waste streams that include electronics, bulb and battery waste, or household hazardous waste. Additionally, our investments in customer-facing web- and smartphone-based apps allow simple interaction between customers and Republic Services, offering service details, alerts, as well as delivery schedules and billing information.

Figure 6. Republic Services focuses on these characteristics enabling us to be your preferred recycling and waste partner.

Simple Solutions	Reliability	Environmental Responsibility
• Electronics Recycling • Universal Recycling • Compactor Solutions • eCommerce • Republic Services App • Customer Resource Centers	• 99.9% Daily Pickup Rate¹ • First Call Resolution • 40% Safer Drivers • Youngest Fleet in the Industry ¹99.9% proven daily pickup rate based on missed pickup data for commercial and residential customers from April 2018 - March 2019.	• Sustainability Commitments • 2,400 CNG Trucks • State-of-the-Art Recycling Facilities



Residential Curbside Solid Waste and Recycling Collection Services

- **Reliability** – Our operations and performance metrics prove that we are your most reliable partner. Our 99.9% pickup reliability rate means that you face fewer calls from the community regarding service, and when callers reach out to us for any needs, we strive for first-call resolution through our fully integrated customer resource centers. Additionally, our tenure drivers are the safest in the industry, which means your residents are better off with our team on your streets.
- **Environmental Responsibility** – We are globally recognized as a leader in sustainability. Our investments in recycling infrastructure, compressed natural gas-powered trucks, and landfill gas-to-energy plants are all examples of how we drive to be a good neighbor in every municipality we partner with.

The disposal assets used to fulfill the obligations of this agreement are as follows:

- Mauldin Drive Transfer Station (MSW)
175 Mauldin Drive
Alpharetta, GA 30004
- Westrock Recycling – Smyrna, GA
by way of:
WM Transfer Station (Recycling)
11465 Maxwell Road
Alpharetta, GA 30009
- UWL Richland Creek Landfill
5691 South Richland Creek Road
Buford, GA 30518

It is through these initiatives and recognitions that we reiterate our commitment to Alpharetta, GA. On behalf of the 35,000 employees at Republic Services, we appreciate the opportunity to earn your business through this submittal and look forward to a long and continued partnership for years to come.

Figure 7. Republic Services is proud to partner with our more than 2,400 communities across the country and our achievements on the sustainability platform.



**POST IN A
CONSPICUOUS
PLACE**

CITY OF ALPHARETTA, GEORGIA
2 PARK PLAZA
678-297-6086

**License
Number
412**

Occupational Tax Certificate Business Registration
THIS LICENSE EXPIRES 12/31/2021

Business Owner: REPUBLIC SERVICES
DBA: REPUBLIC SERVICES
Address: OUT OF LOCAL AREA
City, State Zip:

ID: 9471

Phone Number: 678-963-2879

Comments:

Classification: SOLID WASTE HAULER PERMIT

Date Issued: 12/04/2020

REPUBLIC SERVICES
51 PATRICK MILL ROAD SW
WINDER, GA 30680

This License is NOT Transferable and subject to be REVOKED if abused.

FORM LLICV

tylerbusinessforms.com

877.749.2090

License Copy

KEEP THIS COPY FOR YOUR RECORDS	City of Alpharetta, Georgia BUSINESS/OCCUPATIONAL LICENSE THIS LICENSE EXPIRES 12/31/2021	License Number 412
Business Owner: REPUBLIC SERVICES DBA: REPUBLIC SERVICES Address: OUT OF LOCAL AREA City, State Zip:		ID: 9471 Phone Number: 678-963-2879
Classification: SOLID WASTE HAULER PERMIT Date Issued: 12/19/2012		SOLID WASTE HAULER PERMIT 500.00
Total Received.....		500.00

Issue Date:
January 1, 2021

FORSYTH COUNTY BUSINESS LICENSE

Expires:
December 31, 2021

NAICS Code #:
**454390, 561110,
811111**

Business Description:
**General Automotive Repair , Office
Administrative Services, Other
Direct Selling Establishments**

Business Name:
**BFI WASTE SERVICES, INC
DBA REPUBLIC SERVICES**

License #: **L201300342**

Business Location:
**2530 BUSINESS DR
CUMMING, GA 30040**



Business Owner:
REPUBLIC SERVICES

Amy Konnath

LICENSE OFFICIAL

License Number: **L201300342**

Business Name: **BFI WASTE SERVICES, INC DBA REPUBLIC SERVICES**

Mailing Address: **51 PATRICK MILL RD SW WINDER, GA 30680**

Fee Name

BL Admin Fee	\$50.00
Occupational Tax Fee	\$792.50
Total Paid:	\$842.50
Total Due:	\$0.00
Payment Amount: \$842.50	Date: 01/27/2021
Transaction Number: REC-21-00002513	Type: Credit Card

If you have any questions, please contact the Forsyth County Business License Department at 678-455-9888.

**BFI WASTE SERVICES, INC DBA REPUBLIC SERVICES
51 PATRICK MILL RD SW
WINDER, GA 30680**



CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 2

DATE (MM/DD/YYYY)
06/24/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CANNON COCHRAN MANAGEMENT SERVICES, INC. 17015 N. SCOTTSDALE RD SCOTTSDALE, AZ 85255	CONTACT NAME:	
	PHONE (A/C No.Ext):	FAX (A/C No.Ext):
E-MAIL ADDRESS: certificateteam@ccmsi.com		
INSURED REPUBLIC SERVICES, INC. 18500 N. ALLIED WAY PHOENIX, AZ 85054	INSURER(S) AFFORDING COVERAGE	
	INSURER A: ACE American Insurance Co.	
	INSURER B: Indemnity Insurance Company of NA	
	INSURER C: ACE Fire Underwriters	
	INSURER D: Illinois Union Insurance Company	
	INSURER E:	
INSURER F:		
NAIC #		

COVERAGES**CERTIFICATE NUMBER: 1743659****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC ☐ OTHER:			HDO G71450892	06/30/2020	06/30/2021	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 5,000,000 MED EXP (Any one person) PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS -COMP/OP AGG \$ 5,000,000
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☒ OWNED AUTOS ☒ SCHEDULED AUTOS ONLY ☒ HIRED AUTOS ☒ NON-OWNED AUTOS ONLY			ISA H25305425	06/30/2020	06/30/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY(Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE AGGREGATE
B A C A D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WLR C67458424 AOS WLR C67458382 AZ/CA/MA/OR SCF C67458461 - WI WCU C67458503 - OH XS TNS C66948560 - TX NSXS	06/30/2020 06/30/2020 06/30/2020 06/30/2020	06/30/2021 06/30/2021 06/30/2021 06/30/2021	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 3,000,000 E.L. DISEASE -EA EMPLOYEE \$ 3,000,000 E.L. DISEASE -POLICY LIMIT \$ 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

EVIDENCE OF COVERAGE - FOR USE FOR REPUBLIC SERVICES, INC. AND ALL ITS SUBSIDIARIES

CERTIFICATE HOLDER

EVIDENCE OF COVERAGE

United States

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY		NAMED INSURED	
POLICY NUMBER See First Page		REPUBLIC SERVICES, INC. 18500 N. ALLIED WAY PHOENIX, AZ 85054	
CARRIER See First Page	NAIC CODE	EFFECTIVE DATE:	

ADDITIONAL REMARKS**CERTIFICATE NUMBER: 1743659**

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM.

FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

The following provisions apply when required by written contract. As used below, the term certificate holder also includes any person or organization that the insured has become obligated to include as a result of an executed contract or agreement.

GENERAL LIABILITY:

Certificate holder is Additional Insured including on-going and completed operations when required by written contract.

Coverage is primary and non-contributory when required by written contract.

Waiver of Subrogation in favor of the certificate holder is included when required by written contract.

AUTO LIABILITY:

Certificate holder is Additional Insured when required by written contract.

Coverage is primary and non-contributory when required by written contract.

Waiver of Subrogation in favor of the certificate holder is included when required by written contract.

WORKERS COMPENSATION AND EMPLOYERS LIABILITY:

Waiver of Subrogation in favor of the certificate holder is included when required by written contract where allowed by state law.

Stop gap coverage for ND, WA and WY is covered under policy no. WLR C67458424 and stop gap coverage for OH is covered under policy no. WCU C67458503, as noted on page 1 of this certificate.

TEXAS EXCESS INDEMNITY AND EMPLOYERS LIABILITY:

Insured is a registered non-subscriber to the Texas Workers Compensation Act. Insured has filed an approved Indemnity Plan with the Texas Department of Insurance which offers an alternative in benefits to employees rather than the traditional Workers Compensation Insurance in Texas. The excess policy (#TNS C66948560) shown on this certificate provides excess Indemnity and Employers Liability coverage for the approved Indemnity Plan.

Contractual Liability is included in the General Liability and Automobile Liability coverage forms. The General Liability and Automobile Liability policies do not contain endorsements excluding Contractual Liability.

Separation of Insured (Cross Liability) coverage is provided to the Additional Insured, when required by written contract, per the Conditions of the Commercial General Liability Coverage form and the Automobile Liability Coverage form.



51 Patrick Mill Road SW, Winder GA 30680
C 770-871-6489
BMartin@republicservices.com
www.republicservices.com

June 4th, 2021

RE: Republic Services Business Contact

Debora,

The primary business contact for this proposal in response to RFP#21-105 is the following:

Mr. Brad Martin
Municipal Services Manager – Northeast Georgia
1042 Pathview Court
Dacula, GA 30019
770-871-6489
BMartin@republicservices.com



Residential Curbside Solid Waste and Recycling Collection Services

OneFleet

The OneFleet management system enhances quality of service, maintains a reliable fleet and ultimately improves customer experience at the curb.

Republic Services is dedicated to operating the best running, safest and most environmentally friendly vehicles in the industry. This goal is achieved through a coordinated vehicular operation maintenance system called OneFleet.

With standardized procedures and consistent execution, the OneFleet system improves safety for the fleet, decreases repair downtime and improves customer satisfaction.

Preventive Maintenance

Preventive Maintenance (PM) is the hallmark of One Fleet. Republic Services prescribes six levels of PM activity at varying truck hour markers.

1. Every 150 hours - full inspection, including nuts/bolts/fluids/no cracks
2. Every 450 hours - 1, plus full lubrication service
3. Every 1,350 hours - transmission, front suspension, air-to-air, hydraulics, CNG inspection
4. Every 2,700 hours - 1- 3, plus drain transmission, new filters and fluids; crank ventilation filters; exhaust system inspection/service, cleaning, catalyst inspection/service
5. Every 5,400 hours - 1-4, plus differential fluids, DPF system, overhead valve adjustment, fuel systems inspection/service
6. Every Year - Annual Federal Safety Inspection

Planning and Scheduling

Standardized planning and scheduling leads to increased shop capacity and reduced fleet down time. Planning preventive repairs also

Our OneFleet system leads the industry in creating a safer, more reliable fleet - both operationally and environmentally

- A scheduled preventive maintenance program enables us to offer a superior fleet traveling on your roads
- Regular preventive maintenance contributes to our 99.9% reliability rate and 39% safer than industry average
- OneFleet allows us to keep costs low and efficiency high, which ultimately benefits the communities we serve

make certain that parts are on hand and technicians are scheduled accordingly. This also keeps the shop proactive and prepared and provides the benefit of prioritizing repairs and keeping the fleet ready at route time.

Figure 22. **OneFleet.** Our preventive maintenance system contains six pillars.





2530 Business Drive, Cumming, GA 30028
 C 770-871-6489 BMartin@republicservices.com
www.republicservices.com

June 3, 2021

Alpharetta Trucks

Municipal Solid Waste (MSW)

AUTOMATED SIDE-LOAD (ASL) = 2

2463-ASL 2013 HEIL

2464-ASL 2013 HEIL

Spare-2431 (ASL) 2012 HEIL

Municipal Solid Waste (MSW)

MINI REAR-LOAD (MRL) = 1

2148- MRL 2008 NU WAY

Spare-2146 (MRL) 2011 HEIL

Municipal Solid Waste (MSW)

FRONT END LOAD (FEL) = 1

2211- FEL (currotto) 2021 HEIL

YARD WASTE

REAR LOAD (RL) = 2

2020-RL 2018 MCNEILUS

2001- RL 2007 MCNEILUS

Spare-2002 RL 2007 MCNEILUS

GLASS

MANUAL SIDE LOAD (MSL) = 2

4044- MSL 2007 LABRIE

4204-MSL 2006 LABRIE

Spare- 4133 2014 HEIL

CART DELIVERY

7310-2016 PALFINFER (flat body)

Spare-7419 ISUZU BOX TRUCK

Recycle AUTOMATED SIDE-LOAD (ASL) = 3

2415-ASL 2012 HEIL

2476-ASL 2013 HEIL

2401- ASL 2013 HEIL

Spare- SAME AS MSW SPARES

<u>Vehicle Age</u>	<u>Number of Vehicles</u>
i. 0 – 1 Years	1
ii. 1 year 1 day – 5 years	2
iii. 5 years 1 day – 10 years	4
iv. 10 years 1 day – 15 years	4
v. 15 years 1 day and greater	0



Workplace Organization

A clean and organized workplace makes for a safer and more efficient environment. At Republic Services, we abide by the Five S's:

- Sort
- Straighten
- Sanitize
- Standardize
- Sustain

Training

The Republic Services OneFleet initiative is built on the foundation of an educated work force. Ongoing tech training, on-the-job projects, as well as formal classroom clinics, are all part of the "Republic Services Way."

Drivers Practice

Joint accountability and proper communication between maintenance crews and operations personnel (drivers and supervisors) fosters fewer unscheduled repairs and breakdowns. Each day, drivers:

- Perform a pre/post-trip driver quality control inspection
- Ensure that any issues they identify are accurately communicated to the shop
- Ensure that customer & route expectations are understood in the mornings

Figure 23. **Our highly-specialized technicians** deliver a best-in-class fleet for your municipality.



Residential Curbside Solid Waste and Recycling Collection Services

Parts Management

The right part at the right time is critical to maintaining a fleet. With proper inventory management, parts are on hand for all scheduled repairs. That decreases truck and labor down time and reduces overall costs for the customer. Integral to the parts maintenance program is a maintenance bay. The floors and shelves are kept clean and orderly. With proper scheduling, parts are also staged on dumpsters in advance of a technician's arrival.

The real benefit of OneFleet is the positive impact to the customers. Republic Services drivers begin each day with a safe and reliable fleet. A reliable fleet allows the frontline employees to focus outwards and onto the MSW and recycling needs of the community.

Vehicle Inspection Reports

The key to the preventive maintenance program is daily completion of vehicle inspection reports. This is done by the collection vehicle's assigned CDL driver and includes both a pre-trip inspection and post-trip inspection. Drivers check fluid levels, lights, tires and other safety related areas of their truck and indicate on the inspection report any defects or deficiencies found that day. Shop personnel review the report and check any items marked by the driver as being questionable or problematic.

Figure 24. **Parts Management** is a key component of our successful OneFleet program.





Residential Curbside Solid Waste and Recycling Collection Services

Technicians then make any needed repairs before the vehicle returns to the route.

Furthermore, each vehicle undergoes a thorough and comprehensive preventative maintenance inspection (PMI) every 150 hours of service. This inspection is conducted by a trained and certified brake inspector, according to USDOT requirements.

Vehicle Appearance

It is a fact that vehicles that are clean in appearance are usually well-maintained as well. Republic Services washes its collection vehicles weekly, utilizing biodegradable cleansing products, high- and low-pressure washers using a brush.

*Figure 25. **Clean, well maintained trucks.** Our well-maintained fleet is a direct reflection of your municipality.*





Emergency Response

As the largest municipal solid waste hauler in the country, Republic Services has the resources to mobilize a response to help clean up the mess Mother Nature left behind.

Republic Services Responds

It all starts with a plan. Republic Services' key objectives in responding to an emergency or disaster recovery include:

- Protect our employees and their families (when our employees know their families are safe, they can concentrate on helping their neighbors)
- Secure and safeguard our property and assets, so they are available for you when needed
- Provide service to our customers and satisfy their needs, even if this means calling up resources from other parts of the country

At the onset, and throughout the term of an emergency or disaster, we work closely with the Alpharetta personnel to define our role and develop solutions.

Republic Services provides essential community services, and we will be an integral member of the community leadership team planning for and responding to an emergency.

Republic Services was among the first responders after Hurricane Katrina devastated New Orleans and Hurricane Matthew ran up the eastern seaboard. We are eager to share our response plan with you, so we can join forces to ensure safety and essential services for our community during a major catastrophe or pandemic such as the COVID-19 Corona Virus outbreak.

Plan Implementation

Once word of a major disaster hits, our local team and corporate leaders initiate the communications and response plan, which locally includes notifying FEMA of our ability

Residential Curbside Solid Waste and Recycling Collection Services

Our goal is to work with you until life returns to normal

- We coordinate our response with you and have experience working directly with FEMA and other disaster relief organizations
- Our national footprint means that crews from outside the area can be drawn upon to respond locally
- Our human resources team ensures our local employees have what they need so they can concentrate on helping the community

to support recovery efforts. The strength of a national company backing our local teams is evident in these situations. Everything from fuel, water, safe accommodations for employees and their families to communications and payroll is managed by our team.

Locally, the team will:

- Conduct damage assessment
- Identify staging site
- Activate debris removal
- Conduct meetings/briefings with city staff

*Figure 26 . **Pre-defined Response Plans.** Our teams are there after disasters to assist the municipality and residents with cleanup and disposal needs.*





City of Alpharetta – Residential Curbside Solid Waste and Recycling Collection Services

Solicitation Number: RFP#21-105

References and Experience

Proposal is submitted by: Brad Martin
Municipal Services Manager – NE Georgia

July 9th, 2021



We'll handle it from here.®



51 Patrick Mill Road SW, Winder GA 30680
C 770-871-6489
BMartin@republicservices.com
www.republicservices.com

May 24th, 2021

Requested Municipal References

Please provide requested information for at least (3) three local governments or other customers for whom you provide solid waste and / or market recyclables for to fulfill the necessary duties given in a municipal franchised contract. Contact as requested:

Name: **Susan Paul, Division Director – Fiscal & Solid Waste**
Organization: **Gwinnett County Government**
Phone Number: **770-822-7870**
E-mail: susan.paul@gwinnettcountry.com
Services Provided and Date: **July 1st, 2010 - Present**

Name: **Laura Paul-Cone, City Administrator**
Organization: **City of Grayson, GA**
Phone Number: **770-963-8017**
E-mail: admin@cityofgrayson.org
Services Provided and Date: **August 2008 - Present**

Name: **James Riker, City Manager**
Organization: **City of Duluth, GA**
Phone Number: **770-476-3434**
E-mail: jriker@duluthga.net
Services Provided and Date: **April 2001 - Present**

Name: **Alex Mitchem, City Manager**
Organization: **City of Auburn, GA**
Phone Number: **770-963-4002**
E-mail: amitchem@cityofauburn-ga.org
Services Provided and Date: **July 2009 - Present**



Residential Curbside Solid Waste and Recycling Collection Services

Company Overview

Republic Services is one of the country's leading providers of municipal recycling and waste services, serving more than 2,400 communities, with millions of customers in 41 states.

Local Presence

For over 30 years, Republic Services has partnered with municipalities, residents, and businesses in Northeast GA to provide [solid waste, recycling, yard waste, and bulky item collection services]

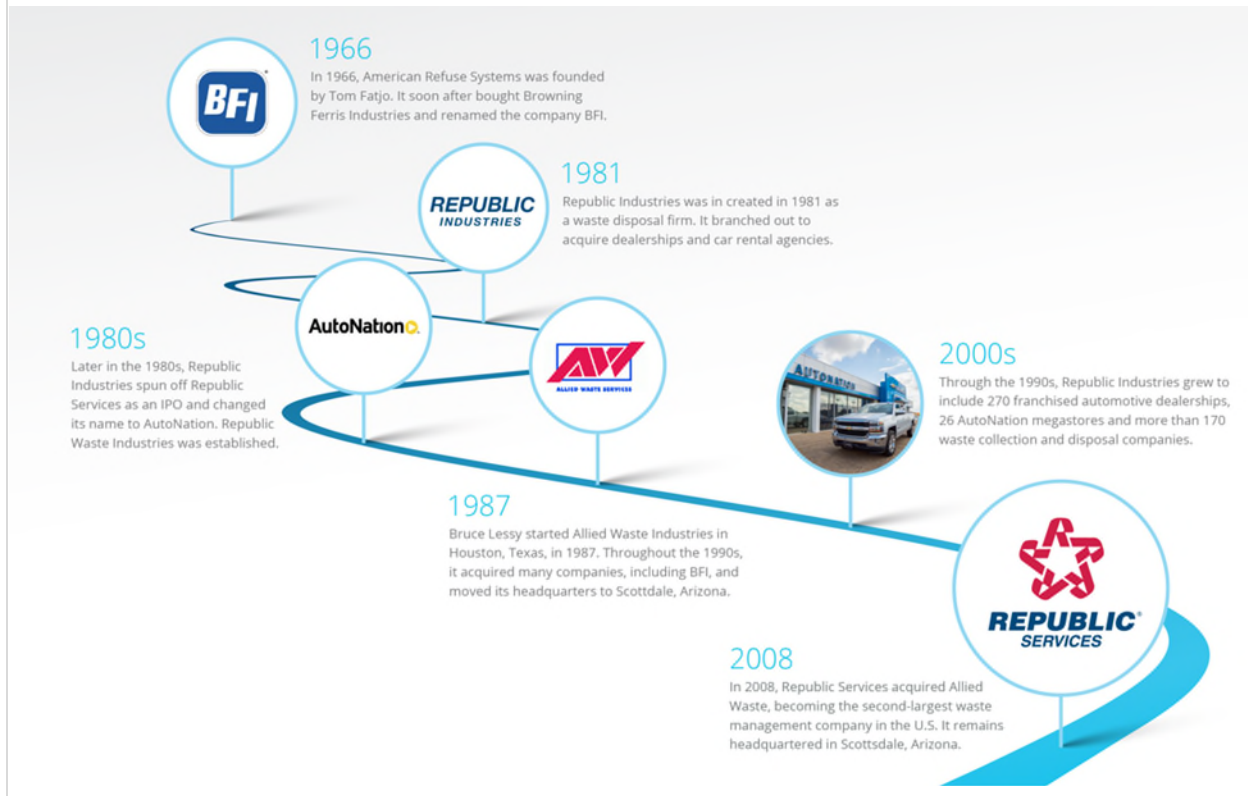
Republic Services is integrated in the community, employing approximately 230 people within Alpharetta, 10 of whom live within the Alpharetta limits.

We place great importance on our human capital and recognize that our employees are our most important asset. Republic Services endeavors to provide the very best

Republic Services invests in our communities by continuing to provide customers with safe, customer service-focused solutions

- Municipalities that partner with Republic Services choose to renew or extend their contracts over 92% of the time
- Our 15,500 drivers execute 5M pickups/day
- Average tenure of Republic Services Municipal customer is more than 15 years
- As a corporate partner, we sponsor and are present in the communities we serve
- (120K) residential customers, (10.5K) commercial, and (4.2K) industrial customers in NE Georgia market.
- Republic Services deploys (130) trucks daily from its local collection operations

Figure 10. **Company History.** Today's Republic Services is the product of three former industry leaders.





Residential Curbside Solid Waste and Recycling Collection Services

working conditions, including a safe environment, competitive pay and benefits, and many opportunities for professional growth. In fact, (90%) of our supervisors and managers began their careers at Republic Services as drivers, landfill operators or technicians.

Our Company

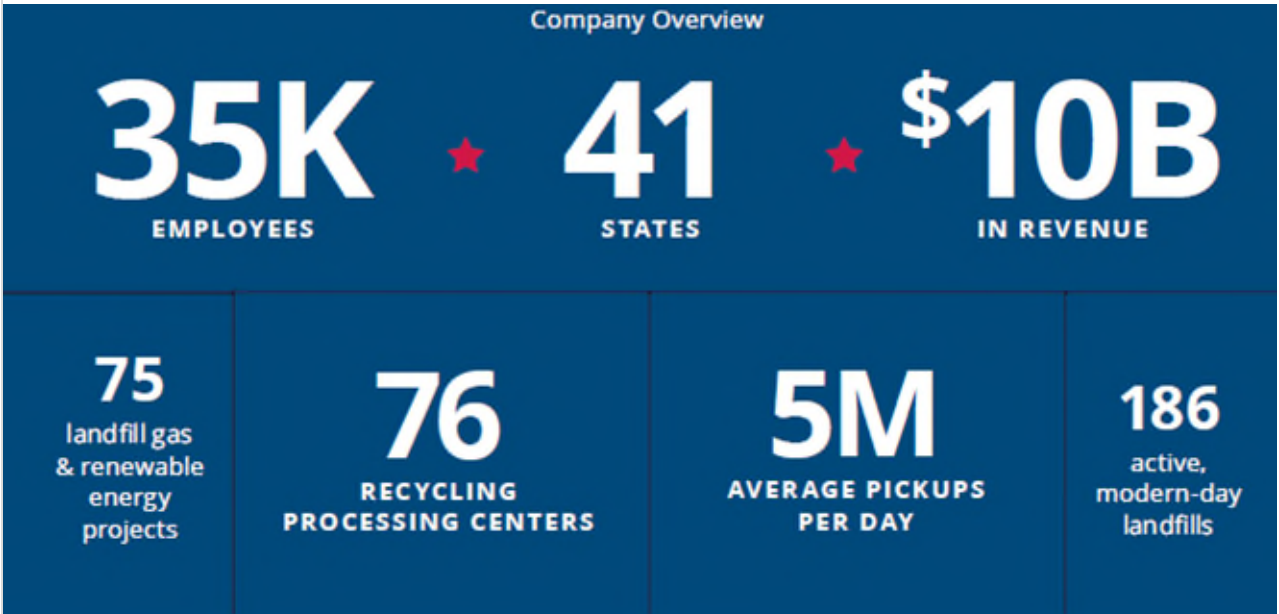
Republic Services is an industry leader in the non-hazardous solid waste industry with revenues more than \$10 billion and over 35,000 dedicated employees. Our lineage, which includes three of the industries most recognized brands, who combined in 2008. All our legacy brands operate today as a part of the Republic Services family.

Republic Services’ collection companies, transfer stations, recycling centers and landfills focus on providing effortless solutions for our millions of commercial, industrial, and residential customers. Republic Services responsibly operates 340 collection operations, 220 transfer stations, 186 active solid waste landfills and 76 recycling centers across 41 states. We also

have 75 landfill gas and renewable energy projects and are adding new facilities every year. In our Energy Services vertical, we have 6 treatment, recovery and disposal facilities as well as 9 saltwater disposal wells.

With more than 16,000 vehicles, Republic Services deploys the 5th largest vocational fleet in the U.S. to collect approximately 100 million tons of waste and over 6M tons of recyclables.

Figure 11. **Key Company Statistics.** Republic Services is an industry leader in the U.S. non-hazardous solid waste industry.





Vision

Republic Services’ vision is to be America’s preferred recycling and waste services partner. We earn this by providing our customers with simple solutions, reliability and environmental responsibility, wrapped with a level of service unmatched anywhere else in our industry.

Values

We believe that empowered and engaged employees are the greatest indicator of our success. We are guided by the principles we have adopted as our core values – to be Respectful, Responsible, Reliable, Resourceful and Relentless in all we do, every day. We are reminded of these principles every time we see the five R’s joined together to form the Republic Services’ Star.

Strategy

Our strategy is profitable growth through differentiation. Simply put, we hire the best people that deliver the best products that best meet our customers’ needs.

Our Promise

We’ll handle it from here™, our promise, lets customers know they can always rely on

Figure 10. **Environmental Responsibility.** We believe there will always be more we can do to enhance our sustainability efforts, and, in the process, strengthen our business.



Residential Curbside Solid Waste and Recycling Collection Services

us to handle their recycling and waste needs in a way that is easy and effortless for them.

Sustainability

At Republic Services, we are dedicated environmental stewards entrusted to properly handle materials every day by driving increased recycling, generating renewable energy, and helping our customers be more resourceful. Republic Services leads by example, working diligently to improve our relationship with the environment and society through decreased vehicle emissions, innovative landfill technologies, use of renewable energy, community engagement and employee growth opportunities.

Sustainability contributes to a cleaner world, while also providing opportunities to increase customer loyalty, grow our business, motivate our employees and differentiate Republic Services from our competitors.

People

Our people are the center of our success. Attracting, developing and engaging the best talent is critical to our strategy of profitable growth through differentiation. Whether it’s through our dedication to safety, robust learning and talent development programs or expanding our diversity and inclusion initiative, Mosaic, we are committed to making Republic Services an employer of choice where the best and brightest come to work.

Leadership

Republic Services’ operations are national in scope, but the physical collection and disposal of waste is very much a local business, and the dynamics and opportunities differ in each of our markets.

Our national presence allows us to identify and incorporate best practices that drive greater overall operating efficiency across the company while maintaining day-to-day operating decisions at the local level, closest to the customer. We manage our operations through ten geographic operating areas,



consisting of multiple divisions that each provides recycling and waste collection, transportation and disposal services.

Your municipal contract will be executed locally, by our seasoned team located at the Cumming facility. This team is fully empowered within our company structure to deliver on our promise to be your preferred recycling and waste provider. This local team is only two levels removed from our corporate staff, which means the backing and support of a national company is accessible in a moment’s notice.

Ownership

Republic Services, Inc. is a publicly traded company on the New York Stock Exchange (NYSE symbol: RSG).

Ownership beyond five percent

The following Figure shows certain information as of May 2020, with respect to the ownership of common stock by each shareholder who is known by Republic Services to own more than 5 percent of our outstanding common stock:

Figure 12. Ownership beyond five percent.

Name of Owner	% Outstanding Shares
Cascade Investment, LLC	34.18%
BlackRock, Inc.	5.52%
The Vanguard Group, Inc.	6.15%

Credit Rating

Republic Services, Inc. has an “investment grade” rating. No creditor is owed a debt greater than 10 percent of the company’s total assets.

Associations

Republic Services is a member of the following associations and organizations, among others. Our employees are actively engaged in these organizations and, in many cases, serve on the board of directors and/or are elected officers.

Residential Curbside Solid Waste and Recycling Collection Services

- National Waste & Recycling Association (NWRA)
- Solid Waste Association of North America (SWANA)
- Environmental Research and Education Foundation (EREF)
- United States Green Building Council (USGBC)
- Public Affairs Council
- U.S. Conference of Mayors, Solid Waste Advisory Council
- National League of Cities (NLC)
- International City Managers Association (ICMA)

Figure 13. Republic Services is a proud member of our industry association as well as many other trade associations.





Public Education and Outreach

Public education is critical to maintaining an efficient and cost-effective service for recycling and waste in your community.

The goal of Republic Services Public Education and Outreach Program is to educate residents on industry trends and the services offered by Republic Services. We do this by engaging community groups and business associations, to educate residents and businesses about the key elements of the program, including relevant program changes, and highlighting customer service, cost, environmental benefits and state requirements.

Website

The Republic Services website is designed to be a one-stop resource for current and potential customers. Here they will find news updates, collection information and educational tools. The educational program provides in-depth information for both residential and commercial customers, and the programs are downloadable and can be used for outreach and environmental initiatives. When a resident enters their service address, they will find news and resources specific to Alpharetta.

RepublicServices.com provides in-depth content specific to residential and commercial needs. Residential pages allow

Residential Curbside Solid Waste and Recycling Collection Services

We develop and maintain a library of public education programs and materials that our partners can leverage in their communities

- Instant access to information via website and the Republic Services app
- Facility tours
- School education and take-home materials
- Videos and public service announcements
- Community newsletters

the user to enter their address to receive information specific to them, including the ability to schedule pickup, or change service. If the customer is direct billed by Republic Services, they can also inquire into billing related questions or even view and securely pay their bill. Residential customers will also find resources on recycling and environmental needs.

Business pages allow users to login and view/pay their bills, view billing history, and schedule pickups. Commercial users will also find resources on how to responsibly dispose of electronics waste, hazardous household material, and other environmentally harmful materials.

On the main page of RepublicServices.com, visitors will be able to view a video clip of recycling education that features our “closed loop” recycling collection program. This video can easily be edited to focus on any new initiatives agreed upon with Alpharetta.



Figure 39. Republic Services’ Website. RepublicServices.com is a one-stop resource.

Republic Services App

Our application for mobile devices can be used to schedule a pick-up, report a missed pick-up, receive service notifications, search additional products and services, and much more. It can be easily downloaded from the App Store for Apple users or for Android users from Google Play.

Reference Guides & Collateral

As part of the initial program implementation our ongoing education



efforts, we will provide the following materials to ensure that residents are fully aware of the services provided by Republic Services and how to properly use these services.

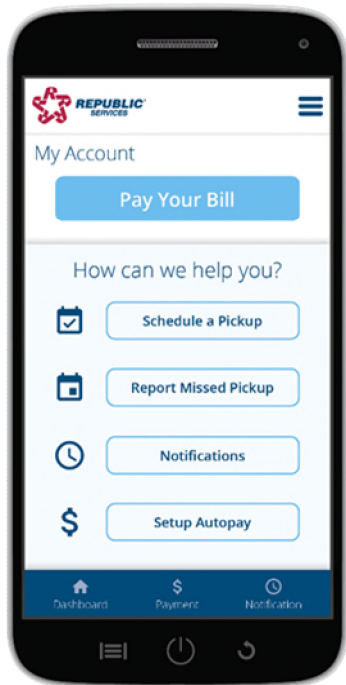
Welcome Packet

At the commencement of service, Republic Services will provide an initial information packet to residents. This packet will contain information on the services offered and proper preparation procedures. In addition, the packet will contain information on additional services and products offered by Republic Services as well as a collection day reminder for their specific location. This packet will also be made available to new residents that move into Alpharetta.

Annual Education Updates

Republic Services will mail each household an annual reference guide for collection

Figure 40. **Online Options.** About 2.4 customers use Republic Services online solutions to instantly access important information on services.



Residential Curbside Solid Waste and Recycling Collection Services

services. This reference guide will contain information on collection services as well as any updates for acceptable or unacceptable materials. The reference guide will also contain information on new products and services available to residents.

Oops Tags

Oops tags (improper set out tags) are our first line of education for residents that have placed unacceptable items at the curb for collection. Drivers and route supervisors will leave an oops tag with the resident if a material cannot be picked up. Oops tags will provide the reason why the item was not picked up as well as a phone number to call for further follow up information.

Presentations to Schools and Other Community Organizations

Republic Services is a well-known friend, supporter and partner to local schools in Alpharetta. We believe that providing an environmental education to students will build a foundation and an appreciation to preserving and protecting the planet. Students, in turn, bring this knowledge back to their families and become catalysts for promoting sustainable habits at home.

Republic Services provides teachers, staff and students with training on proper diversion and disposal practices. We place significant emphasis on the importance of recycling as it diverts reusable materials from being disposed in and allows for a longer lifespan for local landfills.

We provide education on all aspects of environmental stewardship including trash, electricity, water, paper, chemical, and emissions reductions. Our goal is to empower students to utilize what they have learned in their school communities about environmental sustainability to make a global impact.



Enroll and Involve the Entire School Community in Becoming Great Recyclers

Republic Services will engage school administrators, faculty, staff and students in its efforts to conduct a successful recycling program. Once enrolled, the entire school community will receive specialized education based on that group's role in promoting recycling.

Republic Services will include the following elements when addressing the education and training needs of each community member:

1.) **Communication and Feedback**

Republic Services will communicate the availability of educational resources to each school's administrators through a variety of outlets prior to the opening of school each fall. In addition, a recycling representative will follow up and respond to school/teacher requests for educational materials, resources, and presentations throughout the year.

2.) **Logistical Training**

Republic Services will meet with administrators, faculty, facilities personnel, and parents (through PTA meetings and other means) initially, and as needed, to establish and provide training on internal materials capture systems. We will provide educational curriculum and program how-to information in a fun format, such as storytelling, recycling relays, competitions, waste audits and videos. Educational curriculum, activities and presentations are geared toward grade level/age groups.

3.) **Recycling Champions**

Republic Services will work with all schools within the district to identify a recycling champion within each school who will act as the school's recycling coordinator. This coordinator will monitor faculty, staff and administrators for optimal, proper recycling program participation, knowledge, and utilization of educational resources provided by Republic Services and other sources.

Residential Curbside Solid Waste and Recycling Collection Services

They will also communicate recycling program results to students and staff.

4.) **District Recycling Committee**

Republic Services proposes that the school district recycling committee be comprised of the identified recycling champions named in item 3 above and headed by a district administrator and a Republic Services recycling representative. The recycling committee will meet according to need and district preference until recycling programs are functional in all schools.

5.) **Recycling Education**

All educational materials will be provided in the primary languages represented in the student body of the district and can be found at RecyclingSimplified.com

Republic Services involvement with local schools goes beyond how we can help with environmental education; we also believe in supporting students at all levels. For example, we provide educational and safety programs at local schools featuring characters such as Recycling Rosie, Garbage Gus and Driver Mike.

The presentation is interactive and features information on how to recycle and teaches children how to be safe around collection vehicles. Children receive a complimentary coloring book that reinforces the safety

Figure 41. Engaging kids through schools. We believe that providing an environmental education to students will build a foundation and an appreciation to preserving and protecting the planet.





message. At the end of the presentation, children are escorted out to the parking lot, where a Republic Services truck and driver are on hand so that children can sit in the cab, view the controls, and ask the driver questions.

Republic Services also encourages an annual recycling contest among local elementary schools. Each school is challenged to reduce waste, recycle more, and separate their food scraps for composting. Schools will compete for the greatest year-over-year diversion results (measured Fall through early Spring). The winning school is rewarded with an all-expenses paid recycling fair that will feature multiple activity stations including recycled art projects, an opportunity to view the inside of a recycling collection truck, and products made from recycled materials.

In addition to providing a unique and comprehensive school outreach program, Republic Services plans to reach out to various community organizations such as the Chamber of Commerce, Rotary, business associations and other appropriate groups to provide detailed recycling outreach education and offer tools and support for successful programs.

Public Events

Republic Services will be a true leader in Alpharetta, not only because of our dedication to excellence in service, but because we are a proud community partner.

We participate in numerous community events such as the **'Taste of Alpharetta'** on an annual basis and propose to build on these existing efforts by partnering with Alpharetta to develop and launch a sustainability-themed outreach schedule for public events.

The program would involve creating a family of "green" recycling-specific educational hand-outs, and a common, customizable booth design that could be used at local street fairs, art festivals and concerts.

Residential Curbside Solid Waste and Recycling Collection Services

Figure 42. **Recycling Education.** Our educational materials include flyers and stickers for distribution through mailers or at schools.



Republic Services will not only continue to provide service and assistance to community events, we will also work with event planners to bring additional value. This would include upfront planning for logistics detail, such as placement of dumpsters, providing a full contingent of dumpsters at each collection point with clear messaging to encourage recycling participation, clean up services, sponsorships and educational materials.

We see this as an opportunity to engage with the community to become even stronger and more vibrant. Alpharetta can count on Republic Services to be a true corporate citizen and community partner in greening the Alpharetta service area and educating residents and businesses every step of the way.

Curbing Contamination

The best way to reduce contamination is at the source, with both restricted access lids and spot checks.

Our drivers are well trained to check for and document contamination every time they service a cart or dumpster. The driver can then remotely update the account to reflect the contamination note, allowing our dedicated staff to notify the customer and offer one-on-one assistance. We work closely with each customer to develop a solution to their contamination problem. We



can also provide resources to the city they can share with residents and property staff.

Our National Neighborhood Promise®

In 2020, the Republic Services Charitable Foundation supported 24 National Neighborhood Promise projects focused on neighborhood revitalization, positively impacting nearly one million residents. This is in addition to ongoing charitable giving by the Company at the business unit level, in-kind contributions and employee giving and volunteerism.

We are good neighbors. We stand for strong neighborhoods. Through our charitable giving platform centered on neighborhood revitalization, we are making a promise to help rebuild, revitalize and restore places and spaces in need, ultimately creating stronger neighborhoods that sit at the heart of our planet.

Our National Neighborhood Promise is a charitable program funded by the Republic Services Charitable Foundation. This program provides financial support, in-kind products and services, and volunteer opportunities to select nonprofit charitable organizations focused on neighborhood revitalizations. These partnerships create a unique opportunity to strengthen the neighborhoods where our employees and customers live and work.

Through our program, we:

- Renovate / build parks & playgrounds
- Plant community gardens
- Restore public infrastructure
- Reduce neighborhood blight
- Clean up communities

How We Partner

The Republic Services Charitable Foundation partners with select nonprofit organizations to directly support neighborhood revitalization projects and programs in local markets. These partnerships are vital to the

Residential Curbside Solid Waste and Recycling Collection Services

We develop and maintain a library of public education programs and materials that our partners can leverage in their communities

- 24 projects identified in 2020
- 52 million or 1 in 6 across the U.S. are living in distressed neighborhoods
- Aiming to positively impact 20 million people by 2030

success of our program and create a unique opportunity to strengthen our neighborhoods side-by-side with the residents and employees that live there.

While the Foundation’s primary focus is neighborhood revitalization, we also support nonprofit charitable organizations that demonstrate community impact in the areas of safety, disaster relief and social services.

Figure 43. **Our 2020 Calendar** is full, and we are continually looking for additional projects for the future.





Financials and Other Requested Information

Republic Services is among the leading recycling and waste services companies in the United States, with the financial strength and stability to exceed Alpharetta's expectations for the duration of the contract and beyond.

Financial Overview

Republic Services' financial stability allows us to guarantee our commitments and obligations presented to Alpharetta in our proposal. We have the capacity to continually invest in equipment and preventive maintenance, as evidenced by having one of the youngest fleets in the industry.

Republic Services does not use third party financing, meaning Republic Services owns all assets used to perform the duties of this agreement. Alpharetta will not need to be concerned with the potential for adverse business or performance conditions affecting the ability of our company to perform or obtain financing.

We implore Alpharetta to take financial stability into serious consideration when choosing a long-term partner for your recycling and waste needs. In many instances, the success of a service provider is dependent on their ability to invest in necessary equipment or personnel.

Financial Reporting

Republic Services, Inc. provides audited financial statements on behalf of its subsidiaries. Republic Services, Inc. is a publicly traded (NYSE: RSG), Fortune 300 Company and will be the signatory for the corporate guarantee.

Our most recently completed audited financial statements can be found on our website at RepublicServices.com

The Annual Reports to Shareholders have been prepared in accordance with Securities and Exchange Commission requirements,

Residential Curbside Solid Waste and Recycling Collection Services

The financial strength you need in a long-term partner for your municipality

- Financial capacity to continually invest in equipment and preventive maintenance
- One of the youngest fleets in the industry
- Reinvesting in state-of-the-art equipment and facilities
- Republic Services contributed \$8.7 million in charitable giving in 2020

with New York Stock Exchange Commission requirements, and in accordance with generally accepted accounting principles (GAAP).

Labor Agreements and Wages

Republic Services offers a safe, respectful and rewarding workplace for our employees and provides the best training and safety programs in the industry.

Republic Services focuses on maintaining a positive and professional relationship with its workforce through continuous training and consistent communication. We utilize this approach with both our represented and non-represented employees

*Figure 34 **Excellence Driven.** Republic Services takes pride in being excellence driven, which includes continuous investment in new vehicles, carts, dumpsters and technologies.*





Residential Curbside Solid Waste and Recycling Collection Services

We negotiate fairly with our labor unions, carefully balancing the needs of the workforce with the cost to provide service and the ultimate impact it will have upon the municipality we are partnering with.

Republic Services works tirelessly with our labor partners to ensure labor peace and, although the parties do not always agree, both sides work respectfully and relentlessly to reach an expeditious resolution.

Republic Services will commit to the Alpharetta that the organization will take every reasonable measure to avoid a labor dispute or labor unrest during the term of the collection services agreement.

In the unlikely event of a labor dispute or unrest, Republic Services will immediately implement a plan to minimize the impact to the Alpharetta by utilizing our expansive network of local facilities, equipment and people to ensure there is minimal disruption in service.

Litigation Information

Republic Services is involved in routine judicial and administrative proceedings that arise in the ordinary course of business and that relate to, among other things, personal injury or property damage claims, employment matters and commercial and contractual disputes. We are subject to federal, state and local environmental laws and regulations.

Due to the nature of our business, we are also often routinely a party to judicial or administrative proceedings involving governmental authorities and other interested parties related to environmental regulations or liabilities.

From time to time, we may also be subject to actions brought by citizens' groups, adjacent landowners or others in connection with the permitting and licensing of our landfills or transfer stations, or alleging personal injury, environmental damage, or violations of the permits and licenses pursuant to which we operate. Additional information can be provided upon request.

*Figure 35. **Republic Services' Strengths.** Republic Services' dedication to our employees, the communities we serve, and environmental sustainability is relentless.*





Residential Curbside Solid Waste and Recycling Collection Services

In the previous five years, Republic Services has not experienced any of the following claims against:

- Officers of the company
- Local key personnel
- A bid or proposal
- Performance bond
- Any contractual default or termination

Summary Financial

Figure 36. Republic Services' Identifications, Classifications and Ratings

Republic Services Identifications, Classifications and Ratings	
Federal Employee Identification Number	65-0716904
Dun's Identification Number	61342862
U.S. Dept. of Labor (SIC) Code	4953 – Sanitary Services / Refuse Systems
North American Industry Classification System (NAICS) - Primary	562212 – Solid waste landfills combined with collection and/or hauling of waste materials
North American Industry Classification System (NAICS) – Secondary	562111 – Solid waste collection 562920 – Material Recovery Facilities 562920 – Other non-hazardous waste treatment and disposal
Standard & Poor's Identification Number and Rating	(TIN): 13-1026995 BBB+
Moody's Identification Number and Rating	(TIN): 13-3998945 Baa3
Fitch's Identification Number and Rating	(NRSRO): 3235-0625 BBB



Residential Curbside Solid Waste and Recycling Collection Services

Information – Income Statement

Figure 37. **Republic Services' 2020 Year Ending Consolidated Income Statement.** Selected financial data. These historical results are not necessarily indicative of the results to be expected in the future. Amounts are in millions, except per share data. The financial statements contained in the Annual Report were audited by Ernst & Young, LLP (Independent Registered Public Accountants).

REPUBLIC SERVICES, INC. CONSOLIDATED STATEMENTS OF INCOME (in millions, except per share data)			
	Years Ended December 31,		
	2020	2019	2018
Revenue	\$ 10,153.6	\$ 10,299.4	\$ 10,040.9
Expenses:			
Cost of operations	6,100.5	6,298.4	6,150.0
Depreciation, amortization and depletion	1,075.9	1,040.5	1,033.4
Accretion	82.9	81.9	80.7
Selling, general and administrative	1,053.0	1,091.9	1,059.5
Withdrawal costs – multiemployer pension funds	34.5	-	-
Loss (gain) on business divestitures and impairments, net	77.7	(14.7)	(44.9)
Restructuring charges	20.0	14.2	26.4
Operating income	1,709.1	1,787.2	1,735.8
Interest expense	(355.6)	(392.0)	(383.8)
Loss from unconsolidated equity method investments	(118.2)	(112.2)	(35.8)
Loss on extinguishment of debt	(101.9)	-	(0.3)
Interest income	5.2	6.4	1.6
Other income, net	4.1	6.4	3.4
Income before income taxes	1,142.7	1,295.8	1,320.9
Provision for income taxes	173.1	222.0	283.3
Net income	969.6	1,073.8	1,037.6
Net income attributable to non-controlling interests in consolidated subsidiary	(2.4)	(0.5)	(0.7)
Net income attributable to Republic Services, Inc.	\$ 967.2	\$ 1,073.3	\$ 1,036.9
Basic earnings per share attributable to Republic Services, Inc. stockholders:			
Basic earnings per share	\$ 3.03	\$ 3.34	\$ 3.17
Weighted average common shares outstanding	319.3	321.1	326.9
Diluted earnings per share attributable to Republic Services, Inc. stockholders:			
Diluted earnings per share	\$ 3.02	\$ 3.33	\$ 3.16
Weighted average common and common equivalent shares outstanding	319.8	322.0	328.4
Cash dividends per common share	\$ 1.66	\$ 1.56	\$ 1.44


REPUBLIC
SERVICES


Residential Curbside Solid Waste and Recycling Collection Services

Summary Financial Information – Balance Sheet

Figure 38. *Republic Services' 2020 Year Ending Consolidated Balance Sheet.*
Selected financial data.

REPUBLIC SERVICES, INC. CONSOLIDATED BALANCE SHEETS (in millions, except per share data)		
	December 31, 2020	December 31, 2019
ASSETS		
Current assets:		
Cash and cash equivalents	\$ 38.2	\$ 47.1
Accounts receivable, less allowance for doubtful accounts and other of \$34.7 and \$34.0, respectively	1,091.3	1,125.9
Prepaid expenses and other current assets	392.3	433.0
Total current assets	1,521.8	1,606.0
Restricted cash and marketable securities	149.1	179.4
Property and equipment, net	8,726.2	8,383.5
Goodwill	12,046.4	11,633.4
Other intangible assets, net	173.1	133.9
Other assets	817.4	747.6
Total assets	<u>\$ 23,434.0</u>	<u>\$ 22,683.8</u>
LIABILITIES AND STOCKHOLDERS' EQUITY		
Current liabilities:		
Accounts payable	\$ 779.0	\$ 777.9
Notes payable and current maturities of long-term debt	168.1	929.9
Deferred revenue	345.6	336.0
Accrued landfill and environmental costs, current portion	114.5	132.6
Accrued interest	54.6	74.0
Other accrued liabilities	820.2	814.2
Total current liabilities	2,282.0	3,064.6
Long-term debt, net of current maturities	8,766.1	7,758.6
Accrued landfill and environmental costs, net of current portion	1,694.7	1,703.2
Deferred income taxes and other long-term tax liabilities, net	1,238.8	1,180.6
Insurance reserves, net of current portion	281.8	276.5
Other long-term liabilities	681.8	579.4
Commitments and contingencies		
Stockholders' equity:		
Preferred stock, par value \$0.01 per share; 50 shares authorized; none issued	-	-
Common stock, par value \$0.01 per share; 750 shares authorized; 318.8 and 353.3 issued including shares held in treasury, respectively	3.2	3.5
Additional paid-in capital	2,741.4	4,994.8
Retained earnings	5,751.8	5,317.3
Treasury stock, at cost; — and 34.5 shares, respectively	(0.1)	(2,199.6)
Accumulated other comprehensive income, net of tax	(12.4)	2.2
Total Republic Services, Inc. stockholders' equity	8,483.9	8,118.2
Non-controlling interests in consolidated subsidiary	4.9	2.7
Total stockholders' equity	8,488.8	8,120.9
Total liabilities and stockholders' equity	<u>\$ 23,434.0</u>	<u>\$ 22,683.8</u>

The accompanying notes are an integral part of these financial statements.



Residential Curbside Solid Waste and Recycling Collection Services

Bank & Credit References

All inquiries for bank references must be made by fax. Credit References are available upon quest.

Bank of America

Attn: Confirmation Department
Reference: Republic Services Inc.
Tax ID 65-0716904
Phone: (803) 832-7770
Fax (Toll #): (900) 733-5100
Online: www.bankVOD.com

J P Morgan Chase Bank

Attn: Confirmation Credit Inquiries
PO Box 955200
Fort Worth TX 76155-2732
Reference AWIN Management, Inc.
Tax ID 76-0353318
Phone: (800) 550 8509
Fax: (817) 345-3795

Wells Fargo

Attn: Confirmation Department
Reference: Republic Services, Inc.
Tax ID 65-0716904
Phone: (540) 563-7323
Fax (Toll #) (844) 879-0544
(Audits and Credit Inquiries)
Fax: (844) 879-0416
(Routing Number and Verification Requests)



June 4, 2021

2530 Business Drive, Cumming, GA 30028
C 770-871-6489 BMartin@republicservices.com
www.republicservices.com

Document #2: Municipal Service Contracts

Beyond the list of references, describe the experience your company has with providing similar municipal residential trash and recycle service types and counts such as we are requesting in this RFP. Provide up to six (6) examples of similar municipal services that have occurred within the last five (5) years within the Metro Atlanta area. Include information of any **recent contract terminations** within the last three (3) years. Provide details of cause.

1. City of Buford
2. City of Riverdale
3. City of McDonough
4. City of Kennesaw
5. City of Duluth
6. City of East Point
7. City of Dacula

In the Metro Atlanta market, we have never had a contract terminated for insufficient service delivery or failure to meet the expectations of our government officials.



City of Alpharetta - Residential Curbside Solid Waste and Recycling Collection Services

Solicitation Number: RFP#21-105

Technical Approach, Management Plan, Key Personnel & Qualifications, etc.

Proposal is submitted by: Brad Martin
Municipal Services Manager – NE Georgia

July 9th, 2021



We'll handle it from here.®



Collections – Operations

Great operations come from great people. Republic Services’ locally based operations team draws from extensive training and the backing of a seasoned corporate support team. The result is a 99.9% on-time service record, with an emphasis on safety, sustainable practices, and low-risk operations.

Operations Overview

Successful collection operations begin with a skillful operations supervisor who knows the business as well as your community. Your Republic Services local operations supervisor is responsible for the day-to-day collection operations, including development and evaluation of routing (in conjunction with the general manager), training and oversight of drivers, and implementation and enforcement of safety procedures.

We ensure our operations supervisors are not overloaded, nor tied to a desk. On average, we maintain a 15:1 ratio of routes to supervisors, which means that items needing attention are dealt with immediately and that the supervisor knows your community intimately. In addition, our supervisors are out on the routes regularly. At least twice per week, they conduct ride-alongs with drivers on their routes. This creates great opportunities for driver mentoring, ensures quality control on the route, and keeps the supervisor directly

Figure 8. **Operational Excellence.** Our rigorous supervisor training program yields highly skilled operations teams.



Residential Curbside Solid Waste and Recycling Collection Services

Republic Services’ operations team is market-leading through training, collaboration and hands-on experience

- The most robust operations supervisor training in the industry
- Average of 15:1 route to dedicated supervisors’ ratio – means prompt response and oversight for your community
- Proven optimized routing process ensures efficiency, safety and minimal impact on city streets
- Republic Services executes 5M pickups per day

aware and familiar with the nuances of the route and the community. Few, if any other companies in the industry, dedicate their operations staff to success in this manner.

Operations Training

Our operations supervisor training programs are second to none. Every supervisor, upon starting employment at Republic Services, attends a rigorous 2-week boot camp training course. Regardless of prior industry experience, this boot camp level sets all our supervisors on The Republic Services Way of running operations and builds a strong peer network with those who attend the training together. After the initial training boot camp, supervisors engage in regular refresher and new training opportunities, between 2 and 4 times per year. This yields an operations supervisory team that shares best practices and constantly look for ways to improve on the level of service in your community.

Routing Optimization

Establishing the most optimized routes for a community has dramatic effects on the quality of service, safety and efficiency of the collection operation through shorter routes, safety in the neighborhoods, and ultimately the wear and tear on the streets within the municipality.



Residential Curbside Solid Waste and Recycling Collection Services

We conduct a proven route optimization process, which involves a tight collaboration between the local team and our corporate route optimization team. Through several iterations, these teams collaborate, sharing local knowledge and details, while running our optimization processes to yield the best routes possible for your community. An example of this process, we evaluate planned routes to ensure that trucks are not conducting collection on streets during times that are known for congestion or traffic.

Communication with the Community

In addition to the regular collaboration between the routing teams, our operations team can communicate with the residents easily using several forms of technology. Our Republic Services web- and smartphone-based app enables customers to see their accounts, make service requests, or raise issues for resolution. This app also enables our operations team to offer alerts or emails to customers regarding changes in service for holidays or inclement weather. We also employ a technology known as Call-Em-All, which is a phone-based capability for distributing operations updates when needed to customers on effected routes.

Economy of Scale

Another benefit of Republic Services as your partner is our economy of scale. As an industry leader with a national operation, we obtain trucks and equipment at a better price due to discounting, which allows us to refresh our assets more frequently than smaller companies. This applies to many of our vendors, including our uniforms, so our drivers and operations teams are better representatives of your city when out in the community.

Digital Operations

We are also leveraging technology to digitally connect our customers, drivers, dispatchers, supervisors and trucks via our "RISE" dispatch platform and in-cab technology. We are utilizing an agile iterative approach to the development and **multi-year** roll-out of this technology to ensure durable adoption and an appropriate return on our investment. With the roll-out of this technology, we will improve productivity through more real-time routing information and data visualization tools; increase customer connectivity and enable automated service verification communications; and enhance the employee experience by providing better tools and technology designed around how our employees will interact with it.

Figure 9. **RISE Platform.** Our new platform is in the process of rolling out over the next few years and will yield even safer, more efficient collection for your municipality.





Safety

Safety is Republic Services' highest priority. We adhere to a strict policy of safety protocols with supporting infrastructure, where employees are trained to Think. Choose. Live.®

Safety Overview

Republic Services has an industry leading safety program that has been 39% better than the industry average for the past ten years, based on OSHA data. In addition, we have been recipients of 70% of industry Driver of the Year since 2009.

Republic Services maintains strict compliance with all applicable OSHA and Federal, State, and Local safety requirements while performing all work-related functions.

We recognize that a safe workforce is not simply a discussion with a new hire, but a dedicated plan to review, educate, and verify employee practices throughout their career.

Republic Services has the lowest occurrence of incidents and crashes in the industry due to our company-wide emphasis on safety, extensive employee training and ongoing educational development programs. Republic Services requires all operations personnel to participate in extensive classroom training and testing, as well as, on-road auditing and policy reinforcement.

Republic Services offers full-spectrum safety initiatives and award-winning safety training programs to all employees. We are an industry leader in safety, and we are very proud of our safety track record.

Think. Choose. Live.®

Every day, drivers face a multitude of challenges and are required to make decisions that can greatly impact their safety, as well as the safety of those in the communities we serve. Our best-in-class driver training program focuses on continual improvement of all our 15,500 drivers.

Residential Curbside Solid Waste and Recycling Collection Services

Our employees are our greatest asset, and our dedication to every employee's safety is second to none

- 39% safer than the industry average, while maintaining the 5th largest vocational fleet in the United States
- Think. Choose. Live.® embodies our company culture
- Winners of 70% of industry Driver of the Year awards since 2009

Our Think. Choose. Live.® philosophy helps navigate these situations by encouraging employees to Think about their actions, Choose the safest approach and Live to go home to their families at the end of each day.

ReSOP Program

The Republic Services Observation Program (ReSOP) is paramount to decreasing safety incidents. Supervisors are required to conduct a minimum of two in-person employee observations per week.

The purpose is to improve safety, customer experience and productivity. The employee and their leader work together toward excellence.

Safety Meetings & Training

Republic Services provides weekly, monthly and annual safety training for all our employees.

Figure 14. Republic Services ReSOP. Program decreased safety incidents since implementation.





Safety topics are developed based on subject matter required under OSHA regulation. Republic Services prepares well-developed tailgate sessions, provides translators to engage all employees and encourages open discussion and participation.

Meeting topics may include:

- Injury and illness prevention/safety rules
- Back injury prevention
- Emergency response/fire safety
- Exposure control plan
- Drug and alcohol program
- Personal protective equipment
- Employee right-to-know
- Hearing conservation safety
- Lock out and tag out safety
- Slips, trips, and falls
- Confined space entry

Safety Recognition Program

The Republic Services Dedicated to Safety and Dedicated to Excellence programs are designed to identify, recognize and reward safety-sensitive employees who are dedicated to safety and excellence in their workplace.

Employee safety and excellence is measured on six criteria including having no preventable crashes or injuries, no unscheduled lost time and no safety warning letters. Each employee who qualifies is recognized monthly, quarterly and annually.

Quality Control

To ensure extreme reliability and a consistently high level of customer service, Republic Services has a quality control program called Driver Service Management (DSM).

DSM includes an extensive driver-lead reporting process, accompanied by regular auditing, that is focused on safeguarding against procedural failures. DSM standards guarantee that all driver issues will be addressed and completely resolved by

Residential Curbside Solid Waste and Recycling Collection Services

supervisors or management within seven days of discovery.

Other key benefits of this program include:

- Increased driver communication and accountability with Republic Services management
- Improved documentation and resolution of driver issues
- Improved customer service
- Improved on-route safety

The program is monitored and conducted by a Driver Service Coordinator responsible for:

- Conducting pre- and post-route briefings with drivers
- Entering and monitoring DSM issues
- Running and distributing reports

Drivers must observe and record issues while performing collection duties, and report findings to the Driver Service Coordinator during the pre- and post-route briefings daily.

The objective of the pre-route briefing is to ensure all drivers have the necessary tools to run their routes safely, competently and accurately each day. The Driver Service

Figure 15. **Continually Improving Safety** is Top Goal for Republic Services.





Coordinator reviews the following topics during the briefing:

- Confirms the driver is wearing the proper uniform and gear: clean uniform and personal protective equipment (PPE)
- Confirms the driver has the necessary route paperwork: sequenced route sheets and special/extra paperwork
- Confirms the driver has completed the pre-trip vehicle inspection report
- Ensures route completion by end of day

During collection activities, drivers are instructed to make notes on their route sheets throughout the day. The objective of the post-route briefing is to collect all valuable route information from each driver. Driver Service Coordinators must complete the post-route briefing section of the Driver Check-In form and drivers must sign the form before clocking out each day.

Finally, Driver Service Coordinators must submit any findings to the appropriate department that same day. For example, customer service will receive issues such as billing concerns and questions; operations will receive issues such as poorly sequenced routes; sales will receive items such as commercial overage issues; safety will receive information pertaining to safety items such as low hanging wires or dangerous dumpster locations; and maintenance will be forwarded issues such as repair and replacement needs.

Should an item remain open for longer than seven days, it is forwarded to the General Manager to bring matters to an immediate resolution.

To track items, the following reports are produced:

- Driver Service Issues Cover Sheets are printed automatically each day for any route that has associated issues and is distributed to drivers along with their daily route sheets
- Open Issue Reports are run daily by department managers and includes the day's new issues

Residential Curbside Solid Waste and Recycling Collection Services

- Aged Open Issue Reports are run by the Driver Service Coordinator, as needed, and is intended to bring awareness to the General Manager of challenging issues that need to be resolved
- Closed Issue Reports are posted weekly in the driver break room to increase driver awareness

Together for Safer Roads

As the operator of the 5th largest vocational fleet in the country, with an industry leading safety record, we have a direct effect on roadway safety each day. While our strong safety performance is significant in the communities we serve, we aspire for more.

Today, we are proud to be the only recycling and waste services provider associated with Together for Safer Roads. This innovative coalition brings together global private-

Figure 16. Driver performs pre-route inspection to ensure vehicle is safe for operating.





Residential Curbside Solid Waste and Recycling Collection Services

sector companies across industries to collaborate on improving road safety and reducing deaths and injuries caused by road traffic crashes.

The Coalition's mission to provide guidelines and processes to keep employees, partners and contractors safe on the road closely aligns with our continuous work in fostering an environment that provides ongoing road safety education.

Focus 6

Our Focus 6 program provides employees with tips and techniques to reduce the frequency of our six most common types of serious incidents. This industry-leading program involves in-class training and practical skills course exercises that have helped to reduce crashes and injuries.

Personal Protective Equipment

Republic Services is committed to providing the safest collection and disposal processes possible. We recognize that effective management of worker safety and health protection is a decisive factor in reducing the extent, severity, and cost of work-related injuries and illnesses.

Eye, face, head, hand and high visibility PPE is required to be worn when applicable.

Figure 17. Our Focus 6 safety program assists with tips and techniques to reduce our top 6 most common incident types.





Residential Curbside Solid Waste and Recycling Collection Services

Driver & Operator of the Year

We believe strong safety records should be acknowledged and celebrated. Each year, drivers who meet our stringent safety criteria are eligible for the National Waste & Recycling Association's Driver & Operator of the Year awards.

With more than 1,000 nominations each year, the awards are the most coveted in the industry and demonstrates winners' commitment to safety. Since 2009, Republic Services' drivers have won 75 percent of the NWRA Driver of the Year awards, an honor that celebrates exemplary customer service and superior driver safety records. **This year's winner was Mike Juhan from Winder, GA.** This is Republic Services' first year to have an NWRA Operator of the Year winner – Roberto Hernandez from Lake Havasu City, AZ.

Mike Juhan has spent more than 20 years in the industry and is a certified residential and dumpster collection truck driver. He has had no preventable crashes or injuries throughout his entire career. Mike is also the two-time reigning local ROAD-EO champion – Republic's local skills competition for drivers and operators.

Mike takes great pride in the communities he serves but is also willing to go above and beyond for the Company. Mike is part of a

Republic's SOS program that consists of volunteer drivers from across the country who are deployed to service routes in the aftermath of natural disasters.

For 25 years, Roberto Hernandez has been an essential part of Republic's landfill operations team. He has maintained a flawless safety record with no crashes or injuries, in addition to a perfect attendance record. He was a three-time NWRA Operator of the Year finalist before his win this year.

Roberto is a model employee and takes great pride in his profession. He is a selfless leader and has mentored countless other employees, inspiring team members to approach each day with a willingness to go above and beyond for customers. He is admired company-wide for his commitment to excellence.

Republic's relentless commitment to safety has led to the formation of comprehensive, industry-leading safety programs that rely on continual training to reduce incident frequency. Last year, roughly 14,000 employees earned Republic's Dedicated to Safety Award, and 4,000 employees received the Dedicated to Excellence recognition. Over the past 10 years, Republic's safety performance, based on Occupational Safety and Health Administration (OSHA) data, has been 40 percent better than the industry average.

Figure 18. Our 2019 Driver & Operator of the Year – Mike Juhan and Roberto Hernandez





Residential Curbside Solid Waste and Recycling Collection Services

Collection – Residential

When it comes to handling your waste needs, Republic Services knows how important safe and dependable curbside pickup is to you. We work to exceed your expectations with quality carts and dumpsters and outstanding customer service.

Residential MSW Collection

We intend to service all single-family carts using an automated side loader (ASL) truck. The ASL is proven to retrieve and return carts in even the most hard-to-reach locations such as narrow streets, courts and alleyways, enabling the industry’s most efficient, safe and environmentally

The largest provider of municipal residential collection services in the US

- 5 million pickups each day
- 99.9% on-time pickup
- Comprehensive collection services, including solid waste, recycling, yard waste, and bulk

responsible curbside automated collection services.

Each collection vehicle is operated by a single driver and will be painted in a uniform manner, featuring our logo and company contact information.

We propose to use blue carts with black lids for residential trash collection.

Figure 19. **Residential Collection process.** Our residential collection service is simple, reliable, and environmentally responsible.





Figure 20. **Automated Side Load Collection.**
Provides a cleaner, safer, more efficient residential collection.



Residents will be offered a 95-gallon cart. If a customer needs more than one collection cart, we will provide an additional cart for a fee to accommodate the customer’s needs.

The ASL cart collection methodology is fast and efficient and requires approximately 8 to 12 seconds completing the cycle (pick up cart, deposit contents, place cart back onto the curbside) before the driver moves to the next stop.

Residential Recycle Collection

We will offer all single-family customers weekly, fully automated single-stream recycling collection services. Recycling carts will be serviced with the same equipment and manner as residential solid waste carts.

All single-family customers will be issued a blue cart with a light blue lid 65-gallon wheeled recycle cart. 35-gallon carts will be available with restrictions approved by the City.

Residential Yard Waste Collection

We will offer all residential customers weekly, automated collection of accepted yard waste materials. Yard waste will be serviced with the same equipment and manner as residential solid waste and recycling carts.

Residential Curbside Solid Waste and Recycling Collection Services

Holiday trees will be collected curbside for a specified period at no additional charge to the customer.

Bulk Waste Collection

White goods, with chlorofluorocarbons (CFCs) removed, and bulk items will be serviced weekly. A rear load truck will service these items for most instances.

Residential Collection Equipment

In Cumming, we have approximately 30 collection vehicles daily to support the service delivery in Alpharetta of ~ 20 M-F daily routes. We pride ourselves in our ability to cross train drivers who can properly operate several types of vehicles. This is key when demands on personnel are high do to regular requested PTO or the latest pandemic.

Holiday Schedules

Republic Services will be closed on Thanksgiving and Christmas, if your service day falls on one of these days, we will service you on your next scheduled service day.

Service Days

The following table reflects the service schedules for residential MSW, recycle, yard waste and bulk items collection.

Figure 21 **Service Days.** Below are the service days for your contract.

Service	Days of Week	Collection Hours
MSW	M-F	7A – 7P
Recyclables	M-F	7A – 7P
Yard waste	M-F	7A – 7P
Bulky Items	M-F	7A – 7P



Key Personnel

Our operations are run locally, by seasoned industry veterans who live in your community, and are backed by the experience and strength of their area and corporate leadership teams.

Republic Services is structured along functional lines, which allows for local decision-making by managers with direct responsibility and experience relevant to the contract operations. They are knowledgeable of local collection and post-collection processing activities and are supported by the extensive resource recovery technical expertise and financial strength of our parent company, Republic Services, Inc.

Republic Services' in-house training, personnel advancement, recruitment programs, and workforce development are some of the most comprehensive in the industry. This enables Republic Services to attract and retain the most highly qualified, dedicated, and experienced professionals in the business today.

Local Leadership

Our local personnel are vital to the successful delivery of this contract and its daily operations. We will manage the various operational and administrative components of contract implementation and ongoing service to the Alpharetta. This team's unique combination of collection experience, recycling expertise, and innovative management systems will ensure quality service for the duration of the contract.

Our local and area management teams have extensive industry experience in operating and managing solid waste companies and have substantial experience in the region. This allows us to quickly respond and meet your needs; all-the-while staying in touch with your local businesses and residents. We believe our strong area management team allows us to effectively and efficiently drive our initiatives and helps ensure consistency across the organization. These teams have extensive authority, responsibility and autonomy for operations within their

Residential Curbside Solid Waste and Recycling Collection Services

Local Business Unit has over 30 years of combined industry experience

- We provide jobs to more than 35,000 people nationwide, including 10 who live and work in your community
- The local General Manager and his business unit are fully empowered to serve your needs
- Every business unit is supported by area and corporate staff

geographic markets. Because of retaining experienced managers with extensive knowledge of their local communities, we are proactive in anticipating customers' needs and adjusting to changes in the markets. We also seek to implement the best practices of our various business units throughout our operations to continue improving our operations and service to our customers.

National Backing

Each of our local business operations is fully empowered and accountable for delivering on our commitments to our customers. They are also backed by the support and breadth of our area and corporate leadership teams, capable of massing expertise and corporate might to assist or respond to any challenge during the term of the contract. An example of this benefit to you is the response capabilities during times of crisis such as hurricanes, tornados, or other disasters. In

*Figure 27. Empowered **Leadership**. The local business unit is fully empowered, with full support of area and corporate staff.*





times of challenges like this, our area and corporate teams activate to ensure people are safe and our assets are operational, so we can return to normal operations as soon as possible.

Key Personnel Bios

Your local team has been working together for 20 years, serving 12 municipalities in your area. The key positions and roles involved in the delivery of this contract are listed below:

Area President

Jamey Amick has over 20 years of experience in the solid waste industry and oversees the strategic and operational direction for the State of Georgia. Mr. Amick has been with Republic Services for 23 years. He is responsible for managing 3500 employees in the 22 solid waste divisions which include 28 landfills, 50 transfer stations and 5 recycling centers.

General Manager

Will Blanchetti has been with Republic Services since 2019 and has been responsible for leading the business unit in NE Georgia. Responsibilities include 275 employees, 12 municipal contracts, and 1 recycling center. He comes to Republic Services with a wealth of management skills including operations, P&L management, risk management, customer relations and satisfaction, sales, and marketing management.

Municipal Manager

Brad Martin has over 17 years' experience in the solid waste industry. He is responsible for earning and maintaining contracts with our municipal partners in Northeast GA. Additional responsibilities include marketing, public education, project development, landfill permit and expansion operations, governmental relations and high level negotiations on behalf of the local team.

Business Unit Controller

Residential Curbside Solid Waste and Recycling Collection Services

Mike Devaney has 30 years within the solid waste industry and is currently responsible for all administrative, accounting and statistical reporting functions for Republic Services. He ensures that financial controls and records are maintained in accordance with company policy and legal requirements. He is responsible for providing and reviewing financial statements and variance analyses, billing, and account reconciliation. In addition, Mr. Devaney is responsible for providing analytical support and assistance for the division goals and action plans. He develops and coordinates the annual budget, negotiates contract rates for municipal bids, and manages and trains staff in the accounting department.

Operations Manager

Billy Ketchum has 30 years of experience in municipal daily operations. He manages the daily operations for the Alpharetta hauling division and ensures maximum productivity and route management systems for commercial, roll-off and residential routes and establishes productivity improvement goals where needed.

Responsibilities include the development of supervisory goals and objectives, management of labor hours, and disposal expenses. He directly manages the budget for the operations department, which includes approval of purchase orders and vendor pricing. He also interacts with

*Figure 28. Your **Local Team**. Our team located in Cumming, GA is ready to deliver service to your city today.*





Residential Curbside Solid Waste and Recycling Collection Services

customers and local, state and federal government employees to resolve customer service concerns and ensure regulatory compliance standards are met.

Maintenance Manager

Mark Stanley has been in the solid waste industry for over 10 years. He is responsible for overseeing all aspects of our fleet maintenance program. Mr. Stanley ensures that all repair and maintenance work is performed in a safe, efficient and timely manner; reallocating resources among sites as appropriate. He oversees coordination, planning and scheduling of all repair work to increase productivity, while effectively managing the department’s overtime.

Operations Supervisor

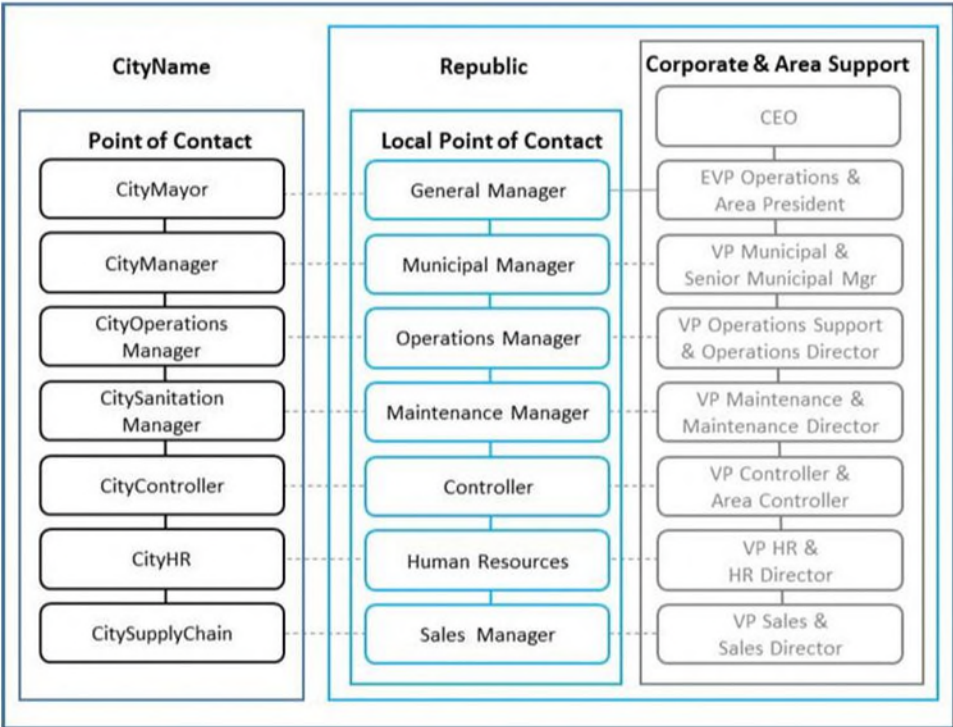
Dominic Leach has been in the solid waste industry for over 20 years. He is responsible for district route maps, route restructuring and supervision of employees providing waste collection and disposal. He is responsible for developing work schedules to match staffing levels, initiating

work assignments and monitoring progress to improve work efficiencies.

Human Resources Manager

Keyonia Parsons has been in the solid waste industry for over 4 years and with Republic Services for 4 years. As the Human Resources Manager, she is responsible for assessing, making recommendations, developing, implementing, and supporting human resources processes to assist in employee hiring, engagement, retention, and policy standardization.

Figure 29. **Personal and Powerful.** Your dedicated local support backed by Republic Services infrastructure





Residential Curbside Solid Waste and Recycling Collection Services

Customer Service

We have redefined the Best Practices in Customer Service coverage and user experiences through our response to the 2020 pandemic

Redefining Customer Service

Over the past 4 years, Republic Services has redefined the way we deliver superior customer service. Following a 2017 commitment to shift from hundreds of distributed, nonintegrated call centers to a national technology platform, the insights and experiences literally informed and shaped our thinking. Additionally, these investments and insights enabled us to lead the industry in our rapid response to the 2020 pandemic, when we shifted over 1800 agents to a work-from-home posture in three days, and never dropped a call.

Knowing Our Customers

Creating the optimal customer service offering starts with studying and understanding our customers, about how and when they want to contact us for help.

We provide an exceptional customer experience when your residents or businesses contact us for assistance

- Leverage technology and data to enable virtual agents to serve customers from any location seamlessly
- Over 1M customers expertly served each month via text, web, email, or phone
- Hours are when customers demand is highest – Monday through Friday from 7:30 a.m. – 5 p.m. for each time zone
- Web-based applications offering 24/7 access for customers on their own time
- Net Promoter Score has improved year-over-year for 5 consecutive years

Optimal Call Center Hours

During a 12-month period in 2019, we collected and tracked every call that was made to our staffed call centers across America. Over 12.7M calls were received during that timeframe, when our call centers were open from M-F (7am to 6pm), and Saturday (8am-1pm).

Figure 30 Comprehensive Customer Service. Our customer service offering spans self-service options to person-to-person contact to offer unmatched service, 24/7 daily.

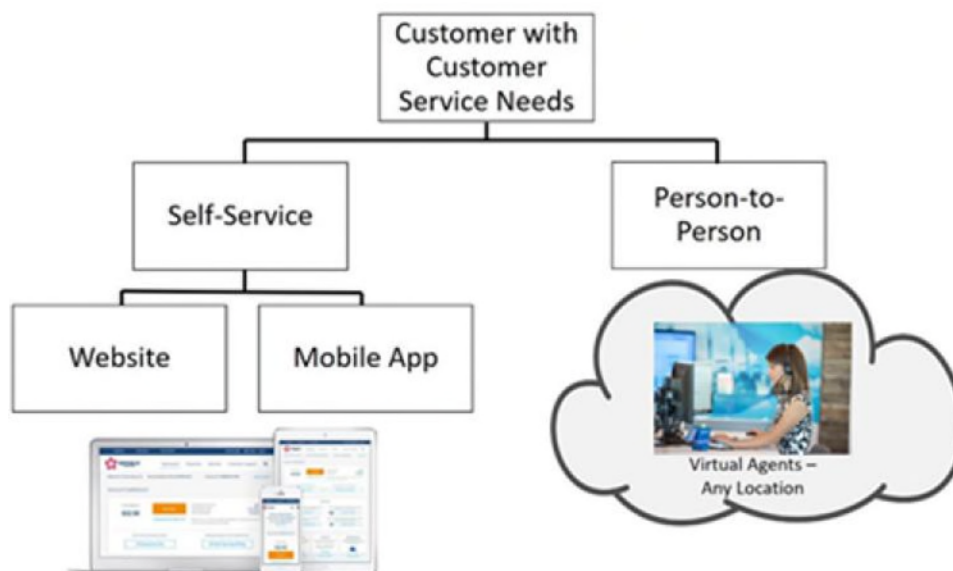
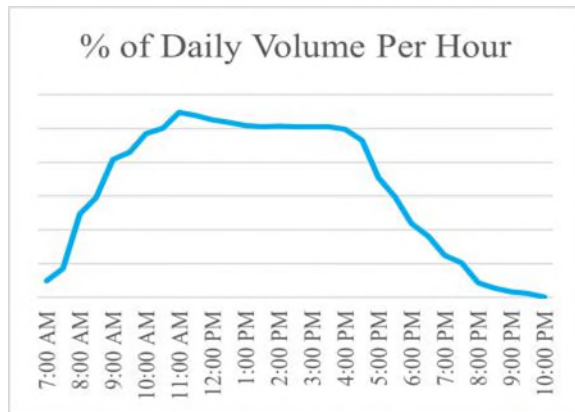




Figure 31 . Optimal Call Center Hours.
Analysis of over 12M calls in a 12-month period shows 90%+ of all calls occur M-F between 7:30am and 5:00pm



When analyzing the data, we learned that less than 1.5% of daily calls were received from 7am to 8am, and less than 1% of daily calls were received after 5pm daily. We further learned that less than 2% of the weekly call volume occurred on Saturday. Through the data, the customers were telling us that they were busy during those times, and that it was not necessary for the call centers to be running fully staffed for

such a small percentage of the total call volume.

This insight allows us to define the best practice for call center hours to be M-F from 7:30am to 5:00pm.

Customer Self-Service

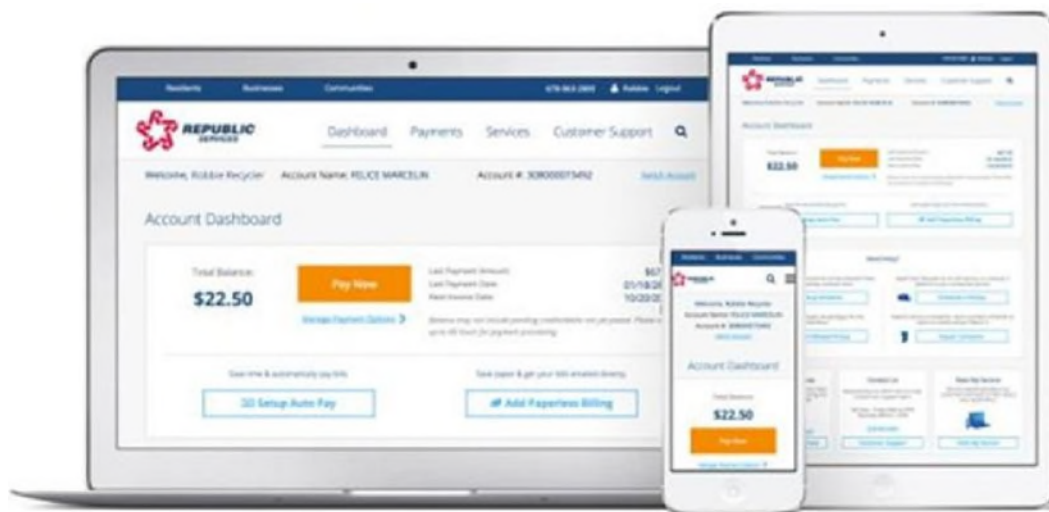
Modern day customer service is about customer options and simple solutions. Newer generations expect web-based and mobile app-based abilities to self-serve simple needs at any time of the day or night. Certainly, more complex topics may still require a person-to-person interaction, but a vast majority of customer service contacts in this industry are topics that are able to be self-served.

For this reason, Republic Services has invested to create a complete Service offering that allows customers to request service on their terms.

Our customers now have the ability to reach us 24/7 via our website, www.RepublicServices.com, or via our Republic Services mobile app.

Our self-service options are designed to improve overall response time, enabling

Figure 32 Web and Mobile App Based Simple Solutions. Customers are able to self-serve billing and common requests 24/7 using our web and mobile app offering.





resolution to simple customer inquiries and needs anytime, anywhere with the least amount of customer inconvenience as possible. Through our website and mobile app customers can:

- Pay their bill
- Schedule an extra pick up
- Discover new services
- Receive weather and holiday service updates
- Sign up for auto-pay and paperless billing
- Submit inquiries or complaints

Access to Live Agents, Virtually

When the pandemic of 2020 hit, we learned some powerful lessons regarding optimal customer service models. For years prior, we had invested to consolidate our agents into three national call centers, leveraging technology and training to offer a superior experience to callers. However, in February 2020, as the nation implemented shelter in place orders and moved to work-from-home, we leveraged our years of investment in our customer service technology systems to shift all our call center agents to work-from-home in three days. Over 1800 agents began taking calls from home, completely seamless to the customers who were calling. Throughout the months-long pandemic, we found performance improved, average call metrics improved, and customer satisfaction scores also improved. A new customer service model had been created and proven in the pandemic, whereby agents could take calls from anywhere, so long as they had access to their technology.

Leveraging this new proven reality, we now recognize that a vast majority of customer calls are for simple items like clarification or cart repairs, which can be served by virtual agents from any location. This paradigm shift enables far greater staffing with greater flexibility to attracting top talent from across the country, as well as flexible response to call volume surges.

Residential Curbside Solid Waste and Recycling Collection Services

When a customer calls our Customer Service line, a sophisticated series of actions begin:

- Initial questions for the customer help determine the complexity of the request. Simple requests are routed for virtual agents that can handle calls from anywhere in the country from their own home if needed. More complex needs can be routed to more specialized agents with knowledge of the geography and operations if appropriate.
- The customer's phone number then associates with known customer details in our database and triggers the integrated system to populate with a map of your service address, level of service, past service requests, and your city-specific contract information. This knowledge-based system even shows the customer's current weather.
- The agent confirms the customer's name and service address and begins to assist the customer with the reason for their call.
- If the question requires communication with the local operations team (such as, missed pick-up or container exchange), the agent can instantly connect with the local operations team through our national network.
- Often, the customer's concern is handled by the time she/he hangs up the phone. For those issues requiring operations support the issue will be addressed in the most-timely manner.
- Customers have the option to leave a recorded message or speak to a Supervisor if they choose

Post-Call Customer Satisfaction Surveys

When a customer call is completed, the caller is offered the opportunity to take an optional 3-question survey, enabling them to tell us if they are satisfied with the service we have provided. This immediate insight tells us daily that we are on track, and enables us to take corrective action quickly if ever needed.

- **Question 1 NPS:** On a scale of 0-10, How likely would you be to recommend Republic Services to a friend or colleague? 0 meaning that you are 'Not at all Likely' and 10 meaning you are 'Extremely Likely' to recommend Republic Services as a recycling and waste provider.
- **Question 2 FCR:** Were we able to resolve your issue or answer your question on this call?
 - a. Press 1 if yes
 - b. Press 2 if the agent could not personally resolve your issue but told you what to expect next.
 - c. Press 3 if the agent did not resolve your issue and did not tell you what would happen next.
- **Question 3 E v. E:** Once you reached an agent, how long did your call with Republic last? Did it take:

- a. Press 1 if less time than you expected,
- b. Press 2 if about as much time as you expected, or
- c. Press 3 if more time than you expected

Our 2020 results are offering in the figure below, indicating NPS with a 9.2 out of 10 satisfaction; 97.8% of callers feeling we achieved First Call resolution; and 95.1% feeling we handled their needs in a reasonable time.

Our Voice of Customer program captures feedback from more than 200,000 customers each [year. Net Promoter Score \(NPS\)](#), is at the core of our Voice of Customer program. Most anyone can recall answering the tell-tale NPS question, “On a scale of 1-10, how likely are you to recommend this service to a friend or family member?” Republic Services’ strong NPS performance has demonstrated that our customers appreciate our service and our strong commitment to them.

DATE RANGE

1/1/2020 9/3/2020

NPS

9.2

NPS Trend

Month	NPS Score
Jul-2019	9.1
Aug-2019	9.1
Sep-2019	9.1
Oct-2019	9.1
Nov-2019	9.1
Dec-2019	9.1
Jan-2020	9.2
Feb-2020	9.2
Mar-2020	9.2
Apr-2020	9.2
May-2020	9.2
Jun-2020	9.2
Jul-2020	9.2
Aug-2020	9.2
Sep-2020	9.2

NPS by CRC / Tier

CRC / Tier	NPS Score
Phoenix CRC	9.3
Indianapolis CRC	9.2
Charlotte CRC	9.1

FCR

97.8%

FCR Trend

Month	FCR Score (%)
Jul-2019	97.6%
Aug-2019	97.7%
Sep-2019	97.7%
Oct-2019	97.7%
Nov-2019	97.7%
Dec-2019	97.9%
Jan-2020	98.1%
Feb-2020	98.3%
Mar-2020	97.7%
Apr-2020	98.0%
May-2020	97.9%
Jun-2020	97.6%
Jul-2020	97.4%
Aug-2020	97.8%
Sep-2020	97.8%

FCR by CRC / Tier

CRC / Tier	FCR Score (%)
Phoenix CRC	98.5%
Indianapolis CRC	97.5%
Charlotte CRC	97.5%

Expectation vs Experience

95.1%

Expectation vs Experience Trend

Month	Expectation vs Experience Score (%)
Jul-2019	94.5%
Aug-2019	92.7%
Sep-2019	92.4%
Oct-2019	94.5%
Nov-2019	95.2%
Dec-2019	94.7%
Jan-2020	95.7%
Feb-2020	94.2%
Mar-2020	95.9%
Apr-2020	94.7%
May-2020	94.1%
Jun-2020	93.8%
Jul-2020	95.1%
Aug-2020	95.1%
Sep-2020	95.1%

Expectation vs Experience by CRC / Tier

CRC / Tier	Expectation vs Experience Score (%)
Phoenix CRC	94.9%
Indianapolis CRC	94.5%
Charlotte CRC	94.5%



Transition Plan

Experience Matters

Republic Services successfully implements more than 75 new municipal contracts each year, and we bring our national strength and local expertise to every one of them. Each transition takes into consideration the unique needs of the contract and Alpharetta.

The key to success, regardless of project details, relies on communication. We start with a transition timeline, crafted in collaboration with the City. This transition plan includes milestones, roles/responsibilities and contact information. See Figure X for a sample of our transition timeline for Alpharetta.

We provide frequent, proactive communication with the [Alpharetta](#) to ensure there are no surprises along the way including weekly in-person meetings and phone calls/emails as needed. Our philosophy is to constantly share updates with you as that gives everyone a chance to prepare and react in a timely fashion.

We utilize data sharing and operational field coordination with your current hauler(s) to ensure all open requests are met and service information is accurate.

The monitoring of open service notes is critical, especially when the transition date nears. The current hauler is responsible for

Figure 44. Low Risk Transition. From contract award to service start date our teams are visible and in constant communication.



Residential Curbside Solid Waste and Recycling Collection Services

Successful transitions cover many details and require strong communication

- Communication is key to a successful transition
- Capital asset procurement and delivery
- Driver hiring, training and route planning
- Community education and messaging

the service up until the current contract expires; however, there may be some service issues that cannot be resolved in the time allotted and will become the new hauler's responsibility. Our operations teams, customer service professionals and data partners understand the need to keep a close eye on open service notes. Dumpster removal and delivery also require careful coordination with field crews. Customers need same-day service from both the incoming and outgoing providers, and our local teams work with the current hauler to streamline this function for a seamless transition including:

- Timely and appropriate communication with residents and businesses — from events and mailings to website information and direct communication (phone, email, live chat)
- Daily communication with the internal team to assess project status and timeline benchmarks

Our operational management team meets daily with our supervisors and maintenance team to ensure critical-path items are addressed.

The publicity and education teams meet with the transition lead (operations manager), customer service manager and general manager to ensure customer-specific aspects of the rigorous training for customer service staff and drivers.

Dedicated phone lines, contract-specific information, route development and truck test drives combine to bring a safe and well-informed team to your city. We are in regular communication with vendors



Residential Curbside Solid Waste and Recycling Collection Services

supplying carts and dumpsters, printed material, trucks and on-board computing systems.

Our experience has shown that relationships matter — when we need equipment, we get it. Our national strength and buying power are leveraged for your benefit. Locally, we have secured relationships with key printing/mail house partners who put our needs first in a time-critical situation.

We have brought all of this to your City in the past and, if necessary, will provide an exit strategy with equal zeal and execution.



June 3, 2021

2530 Business Drive, Cumming, GA 30028
C 770-871-6489 BMartin@republicservices.com
www.republicservices.com

Cost of Living Adjustment - YEARLY

x.x Annual Rate Adjustments

Contractor shall increase the rates for all Services effective on each anniversary of the Effective Date of this Agreement in an amount equal to the greater of (a) four (4) percent or (ii) the percentage increase in the Consumer Price Index for All Urban Consumers (Water, Sewer and Trash Collection Services) U.S. City Average, as published by United States Department of Labor, Bureau of Statistics (the "CPI"). For the CPI calculation, rates will be adjusted using the most recently available trailing twelve (12) months average CPI compared to the twelve (12) months preceding.

x.x Rate Adjustments Due to Significant Changes

The rates set forth in Exhibit "A" shall be fixed for the initial first year term of this Agreement, and shall only be adjusted to compensate Contractor for:

- A. Any change in Governmental laws, ordinances, regulations, assessments, fees or taxes that require Contractor to incur additional costs in the performance of services pursuant to this Agreement (Changes in Law), including increases in disposal fees due to such Changes in Law.

In the event that any of the above events occur, Contractor shall determine the amount of rate adjustment required to compensate Contractor for the additional, fully justifiable costs and shall petition the City for approval of the rate adjustment. However, such rate increase shall be discretionary by the City. Contractor agrees to continue solid waste collection and disposal services during any dispute, with the City, if any, until any dispute is resolved, and the City and Contractor agree to adjusted rates of compensation.

Force Majeure

Except for the obligation to pay for services rendered, neither party hereto shall be liable for failure to perform hereunder due to contingencies beyond its control, including, but not limited to riots, war, fire, acts of God (including without limitation flood, hurricane, tornado or storm), epidemic or pandemic, compliance with any law, regulation or order, whether valid or invalid, of the United States of America or any other governmental body or instrumentality thereof, whether now existing or hereafter created (collectively referred to as "Force Majeure Event"). In addition, the performance required under this Contract does not include the collection or disposal of any increased volume of solid wastes resulting from a Force Majeure Event. In the event of such Force Majeure Event, the Contractor will vary routes and schedule as may be deemed necessary. In addition, the City and Contractor shall negotiate the amounts to be paid Contractor for services to be performed as a result of increased volumes resulting from a Force Majeure Event or any other event over which Contractor has no control.

Changes in Market Conditions – Recycling Materials

If market conditions develop that limit or inhibit Contractor from selling some or all of the acceptable Recyclable Material, Contractor may at its option and upon notice to Supplier (i) redefine acceptable and unacceptable Materials, (ii) where applicable, update the processing facility's Average Commodity Mix; (iii) suspend or discontinue any or all Services, or (iv) dispose of the acceptable Recyclable Material (as currently defined) in a landfill and update the pricing to City accordingly. Any such actions, if taken, may be reversed or further changed as market conditions dictate.



2530 Business Drive, Cumming, GA 30028
C 770-871-6489 BMartin@republicservices.com
www.republicservices.com

June 4, 2021

Document #3: APPROACH

1. Plan to enforce residential sanitation collection hours, clean up of spills (liquid, hydraulic, trash blowing). As we have proven over the last 20 years, one of the ways we differentiate ourselves from our competitors is speed and agility when it comes to these issues. We feel as though we are very good at resolving most any issue that may arise. It doesn't matter who is at fault we take action and keep the Cities involvement to a minimum.
2. Plan for addressing complaints that come to the city. Our goal is one call resolution. We have been able to maintain a very high standard with the residents of Alpharetta.



BIDDER'S DISCLOSURES AND CERTIFICATIONS

PROCUREMENT NUMBER & TITLE: RFP 21-105, City Residential Curbside Solid Waste and Recycling Collection Services

DISCLOSURE FORM AND CERTIFICATION OF NON-COLLUSION

Bidder must disclose any possible conflict of interest and/or any relationship that exists between any principal or employee of your corporation/firm/team/organization and with any City elected official and/or employee. Relationship may be financial, personal, or family or may be in the form of campaign contributions to elected officials. State whether Relationship DOES or DOES NOT exist. Failure to disclose or to submit this completed form may result in response being declared non-responsive and will not be considered further.

Check applicable box. Use additional forms if needed:

No known relationship exists ☒

Yes, Relationship does exist ☐

If this box checked, include the name and position of the City Official to whom a campaign contribution was made or official/employee relationship. Use a separate form for each official to whom a contribution has been made within the past two (2) years or for additional official/employee relationships.

City Elected Official and/or Employee Name and position

Ben Burnett

Contribution Amount/Value (if any)

\$250

Contribution Date and Description

May 2021, Campaign Contribution

List other Relationship if not contribution

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS

The Contractor certifies to the best of its knowledge and belief that neither it nor any of its principals:

1. are presently debarred, suspended, proposed for debarment, or declared ineligible from submitting bids or proposals by any federal, state or local entity, department or agency;
2. have within a three-year period preceding this bid/offer, been convicted or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performance of a public (Federal, state or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, tax evasion, or receiving stolen property;
3. are presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 2 of this certification;
4. have within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal, state or local public agency.

By signing this form, I certify that:

- As an officer of this firm, or per the attached letter of authorization, I am duly authorized to certify the information provided herein is accurate and true; and my firm shall comply with all State and Federal Equal Opportunity and Non-Discrimination requirements and conditions of employment.
- That the firm's response is made without prior understanding, agreement, or connection with any corporation, firm, team, organization, or person submitting a response for the same materials, supplies, equipment, opportunity, or services and is in all respects fair and without collusion or fraud. My firm understands and agrees that bid/proposal collusion is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards;
- Employees of this company or employees of any company supplying material or subcontracting to do work on this Contract will not engage in business ventures with employees of the CITY or Consulting Engineers nor shall they provide gifts, gratuities, favors, entertainment, loans or other items of value to employees of this Department, and
- That the provisions of the Official Code of Georgia Annotated, Sections 45-10-20 et seq. have not been violated and will not be violated in any respect. O.C.G.A. 45-10-20 through 45-10-28 provide that it is unlawful for a City elected official or employee to transact business with the City by which that person is employed for himself, on behalf of a business in which the employee or his/her spouse or dependents has a substantial interest, or on behalf of anyone as agent, broker, dealer, or representative.

BFI Waste Services LLC,dba Republic Services of Georgia

Company Name

Signature of Authorized Officer or Agent

06/10/2021

Date

Brad Martin, Municipal Services Manager

Printed Name & Title of Authorized Officer or Agent

51 Patrick Mill Road SW, Winder, GA 30680

Company Address

Subscribed and sworn before me on this the

10 day of **June**, 20**21**

Notary Public

07/04/2021

My Commission Expires

LAURA JANICK

NOTARY PUBLIC

BARROW COUNTY, GEORGIA

My Commission Expires **7/4/2021**

City of Alpharetta, GA

Procurement Required Document

Affidavit Verifying Contractor Participation in Federal Work
Authorization Program (E-Verify)

AFFIDAVIT VERIFYING CONTRACTOR PARTICIPATION IN FEDERAL WORK AUTHORIZATION PROGRAM (E-Verify)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A. § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- c) The Contractor will notify the City of Alpharetta in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;
- e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);
- f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10-91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and
- g) The Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the City of Alpharetta within five business days of receipt.

356205

Federal Work Authorization User Identification Number

BFI Waste Services LLC,dba Republic Services of Georgia

Name of Contractor

09/21/2010

Date of Authorization

City Residential Curbside Solid Waste and Recycling
Name of Project

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed date **06/10/2021** in **Winder** (city), **GA** (state).

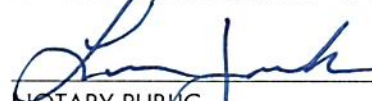

Signature of Authorized Officer or Agent

Will Blanchetti, General Manager

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE **10** DAY OF **June**, 20**21.00**


NOTARY PUBLIC

My Commission Expires: **07/04/2021**

LAURA JANICK
NOTARY PUBLIC
BARROW COUNTY, GEORGIA
My Commission Expires **7/4/2021**

Form

W-9(Rev. October 2018)
Department of the Treasury
Internal Revenue Service**Request for Taxpayer
Identification Number and Certification**► Go to www.irs.gov/FormW9 for instructions and the latest information.**Give Form to the
requester. Do not
send to the IRS.**

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Republic Services, Inc.

2 Business name/disregarded entity name, if different from above
BFI Waste Services, LLC (EIN: 86-1006825)

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ► _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any) **5**
Exemption from FATCA reporting code (if any) **D**
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
18500 N. Allied Way

6 City, state, and ZIP code
Phoenix, AZ 85054

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

				-						
--	--	--	--	---	--	--	--	--	--	--

or

Employer identification number

6	5	-	0	7	1	6	9	0	4
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign
Here**Signature of
U.S. person ►

Date ►

3-22-21**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

CITY OF ALPHARETTA REQUEST FOR PROPOSALS (RFP)

RFP Number: 21-105

RFP Title: City Residential Curbside Solid Waste
and Recycling Collection Services



RFP SCOPE OF WORK AND PROPOSAL SUBMISSION

1. RFP Period of No Communication

The no communication period starts on the issue date of this RFP May 5, 2021 and lasts until the City Council meeting for contract award recommendation (or until contract award if this isn't required to go before council for approval).

Any person or company, their employees, representatives, agents, attorneys, etc. must not contact the City's elected officials or any City staff concerning this RFP.

Contacting anyone other than the Procurement Agent named below for this RFP during this time will be reason to remove a proposal from review.

2. Procurement Agent, Single Point of Contact

Debora Westbrook is the Procurement Agent and Single Point of Contact for this RFP and is the only contact representing the City for this RFP.

Enter all questions or comments using Opportunity Q&A tab at the Bonfire project web page. Debora can be reached at 678-297-6052 or purchasing@alpharetta.ga.us.

City of Alpharetta
2 Park Plaza
Alpharetta, GA 30009
Attn: Debora Westbrook, Procurement Agent

3. RFP Schedule of Events

1. **Proposal Close Date, Deadline for Submissions: 10:00 AM, Wednesday, June 23, 2021.** We may change this date during the RFP process. We will post any change in an addendum. Review web page for addenda.
2. Link to Bonfire Project Web Page: <https://cityofalpharetta.bonfirehub.com/>
3. This project web page has the important dates and all project documents for this RFP.
4. Enter all questions, comments, requests for information before the Questions Due Date using ☒ **Message – Opportunity Q&A** at the project web page.
5. In each question, clearly tell the RFP document and section that is in question.
6. We will share any changes or added information from the City by a written addendum. We will make the information available to the public on the project web page.
7. It is your responsibility to check the project web page for any addenda, other information, or other messages before finally uploading a proposal. You must respond using any updated information.

4. Our Review of Proposals and Review Criteria:

1. The City will make investigations as we feel necessary to make sure of the Offeror's ability to provide the supplies or perform the work or services detailed in this RFP.
2. We will first review all proposals to be sure that proposal have basic requirements and information.
3. Some scoring may simply be Pass/Fail. Any proposal that Fails any part or section that is needed will be removed from further review and scoring.
4. The Review Team will only get correct proposals for review and scoring. Proposals will be scored based on the evaluation criteria below. We may consider accepted industry standards. We may compare all proposals to each other for price, quality, quantity, contract terms, etc. We will use this review and scoring to decide the top-scoring proposal[s] which provide the best value to our City.
5. The Review Team may decide to create a shortlist of the top-scoring proposals. If so, the shortlisted firms may be invited for a presentation or interview with us; may be asked to set-up a site visit; or may be asked to supply more information for review. We may ask for discussion, negotiation, or a "best and final offer" to finally decide the highest-scoring proposal.
6. We will review and score each proposal using the criteria and percentage weights below. If the City requests interviews with shortlisted firms, we will score interviews separately allowing a total maximum of 100 points for interview phase.

Proposal Evaluation Criteria	Maximum Points
Company Information	10
References and Experience	25
Technical Approach, Management Plan, Statement of Key Personnel and Qualifications, Available Personnel and Resources including Project Staffing, Trucks; Service Level; Customer Service	25
Cost Proposal	40
<i>Total Proposal Maximum Point Score</i>	<i>100</i>

WHAT WE WANT TO DO

1. General Description

The City of Alpharetta (City) contracts with one (1) waste hauler firm to supply once-weekly curbside residential solid waste, yard waste, and recycling collection services to our residents. Recycling has been single stream with glass separated as an added recyclable. All residents are required to participate under this program and therefore, no other provider will be permitted to provide residential services within our City limits.

2. Scope of Work

The City is requesting proposals from qualified residential waste haulers to provide City Curbside Residential Solid Waste and Recycling Collection Services including, but not limited to, all necessary labor, tools, collection vehicles, containers, container maintenance and/or modifications as needed, materials, and incidentals necessary to perform the Residential Collection Services as specified with the City of Alpharetta.

3. Current Services Provided:

- A. Weekly solid waste, yard waste, recycling, separate glass recycling pick-up, Monday – Friday service days.
- B. Holidays – no service provided: New Year’s Day, Thanksgiving Day, Christmas Day.
- C. Waste hauler supplies and maintains all carts and bins.
- D. Weekly recycle pick-up: single stream with glass separate.
- E. Bulky Waste upon request.

See separate requirements/limitations for each of these services at D. Minimum service level, pages 5 – 7 in this document.

Example of Service Count

Service Type	Oct. 2020	Nov. 2020
95 Gallon	12040	12058
68 Gallon	2176	2179
Senior Discount	2359	2363
Senior Exempt	133	138
Extra Waste Cart	263	268
Extra Recycle Cart	13	13
Glass Recycle Bin	16575	16600
Information below is a rough estimate.		
Back Door Customers	60	
Bag Tags sold by City	2,700 – 3,500 annually	

- List of streets and current service day of the week posted as a separate document.
- Senior, Disability, Or Special Needs Application for Sanitation details the Senior Discount and Senior Exempt policies. This application is posted as a separate document.

F. Current Fee Items:

- 95 waste gallon cart/65 gallon recycling cart per house
- 68 waste gallon/65 gallon recycling cart per house
- Senior Discount (per size waste gallon) per house
- Extra Cart per house
- Glass Rates:
 - 18 gallon per house
 - Extra 18 gallon per house

Note – As this is a relatively new program the contractor charges the City a separate rate for glass recycling per resident (No Senior Discount; only Senior Exempt applies).

G. Current City Functions

- Establish and discontinue residential sanitation services.
- Provide new service report, inactive customer list and other relevant communication to service provider.
- Receives customer calls and respond to inquiries as the primary point of contact.
- Acts as a liaison between resident and service provider.
- Perform annual, quarterly, and final sanitation billings to residents.
- Supply residents with extra capacity tags for garbage that does not fit in the supplied cart. Tags are not applicable for bulky waste.

4. Proposal must address:**A. Company Information**

- List facilities locations, including your local office, that will be overseeing services for our City. Also include locations landfills, transfer stations, recycling processing centers you intend to use for regular and glass recycling. Include any backup or secondary locations for waste disposal and recycling.
- Company history, including how long you have been providing waste collection and recycling services in the Metro Atlanta area.
- Explain your plan for any extreme weather events or disruptions in service.
- Explain your company's response to COVID-19. How do you plan for this or any other events or disruptions that may cause a shortage of your personnel (route drivers and helpers for example)?
- Number of trucks that are available for this service.
- Age of each truck in your waste hauler truck fleet to be assigned to this contract.
- Policies for vehicle replacement.
- Number of backup trucks available.
- Number of route drivers.

- Number of route helpers.
- B. References and Experience
 - a. Provide resumes and statements of qualifications for Project Manager key personnel that you plan to assign to this project.
 - Provide experience with similar municipal services in this RFP (size, customer count, services provided, etc.).
 - Information of any recent contract terminations within the last three (3) years. Provide details of cause.
- C. Technical response:
 - a. Describe your approach to our service and your service plan.
 - b. Explain your transition plan including any service education and communication with City residents, coordination with City personnel, etc.
 - c. Plan to enforce residential sanitation collection hours, cleanup of spills (liquid, hydraulic, trash blowing).
 - d. Plan for addressing complaints that come to the City about residential sanitation service. A few examples may concern uncollected trash and/or recycling, cart or bin not delivered, or possibly cart or bin not removed after cancelling of service.
 - e. Explain your standard CPI language, terms, and expectations. We anticipate recommending a contract award for a term of seven (7) years with potential of three 1-year extensions. At what point in the contract term do you expect review for pricing adjustments? What method do you use for CPI calculation?
 - f. Available resources to provide these services.
- D. Minimum service level. Provide the City with your plan for inclusion of these service. Explain any additional features or benefits to our City and/or our residents that your firm may provide.
 - a. Residential Curbside Garbage Collection

Contractor is required to provide resident-requested cart or carts (95-gallon or 68-gallon) for each occupied, participating home to be serviced on a weekly basis. Residents should have an option to obtain an additional cart (extra fee for additional cart(s) is permitted).

 - i. Cart Contents: Only bagged Municipal Solid Waste as is defined by the Georgia Comprehensive Solid Waste Management Act of 1990 may be placed in the container for collection. Yard Waste must be collected separately.
 - ii. Cart Placement: Containers must be placed at the curb no later than 7:00 A.M. on the morning of collection. We ask for the cart or carts to be placed as close to the curb (no more than two feet behind the curb line) and as is safely possible without interfering with the flow of traffic or mail service. Cart handles should face away from the street.

- iii. **Cart Overflow:** Contractor is only required to remove materials contained inside the supplied cart. Residents requiring additional service must secure a tag on each plastic trash bag or personal cart that does not fit with the supplied trash cart. Tags are acquired from the City. Residents may request a second cart for a more permanent solution. Tags are not applicable for bulky waste.

b. **Residential Curbside Recyclables Collection**

Contractor will be required to provide a separate 65-gallon recycling cart for each occupied, participating home for weekly provided single-stream recycling service. Residents should have an option to obtain additional cart(s) (extra fee for additional cart(s) is permitted).

- i. **Cart Contents:** The minimum types of recyclable materials to be collected are Plastic, and Metal; Junk Mail, Newspaper, Magazines, and cardboard. Recyclable materials list may be expanded or reduced at the City's discretion based on market ability to recycle said materials. For a current list, refer to the City's Sanitation & Recycling Program brochure posted at the webpage for this RFP.
- ii. **Cart Placement:** Containers must be placed at the curb no later than 7:00 A.M. on the morning of collection. We ask for the cart or carts to be placed as close to the curb (no more than two feet behind the curb line) and as is safely possible without interfering with the flow of traffic or mail service. Cart handles should face away from the street.
- iii. **Cart Overflow:** Contractor is only required to remove materials contained inside the cart. Residents requiring additional service must secure a tag on each plastic trash bag that does not fit with the supplied trash cart. Bag Tags are acquired from the City. Residents may request a second cart for a more permanent solution.

c. **Residential Curbside Glass Recyclables Collection**

Contractor will be required to supply an 18-gallon bin for separate glass recycling for each occupied, participating home. The City will entertain as many as three different options or alternates for glass recycling.

- i. Weekly provided service on same day as curbside solid waste and recycling collection.
- ii. Every other week (once every two weeks) glass recycle collection occurring on the day of regular curbside solid waste and recycling collection.
- iii. No glass recycle collection.

d. **Residential Curbside Bulky Waste Collection**

Contractor will collect oversized items from any resident requesting the service in advance. This service is included in the city- wide base service.

- i. **Acceptable Items:** Items to be collected are defined as oversized items that will not fit in the standard municipal waste cart. This would include, but

not be limited to, furniture, appliances, grills, etc. All appliances containing Freon must show proof of Freon removal by a certified technician. All doors on appliances are to be removed prior to placing on the curb.

- ii. Scheduling Requirement: Contractor will provide bulky services on no less than one day each week. Residents must complete our online Bulky Waste Pickup Form no less than 72 hours prior to collection day to schedule the pick-up
- iii. Limits on Bulky Waste
 - Resident may place no more than two items weighing less than 100 lbs. each per week.
 - Resident may be charged reasonable rates by the contractor for any bulky waste that exceeds these limits.

e. Residential Curbside Yard Waste Collection

Contractor will collect yard waste from each residence on a weekly basis. This service is included in the city- wide base service.

- i. Packaging: Yard waste must be in:
 - a) Paper lawn bags (10 bag maximum per service day), or
 - b) 35-gallon trash can or container (5 maximum per service day).
- ii. Tree limbs: maximum of 3 feet in length and 6 inches in diameter must be tied in bundles (10 bundle maximum).
- iii. Resident may be charged reasonable rates by the contractor for any yard waste that exceeds these limits.
- iv. Commercial Materials: (contractor is not responsible for) Materials generated by the contracted activities of a professional service provider including, Landscapers, Lawn Maintenance Companies, Tree Removal Companies, General Contractors and Handyman Services (the individual service providers are responsible for removal)

f. Back Door Service:

Back door garbage and recycling service is available to residents with physical impairments at no extra cost. Qualifying resident will contact the City's customer service team for more information.

g. Disposal Requirements:

- All waste collected from the city must be delivered to a solid waste disposal site of Contractors' choice, which facility that has been permitted in accordance with applicable laws, rules and regulations for the disposal of solid waste.
- All recyclable materials must be delivered to a recycle site. Recycle material must not be disposed of with solid waste.

- All glass recycling must go directly to a glass recycling center. Glass recycling must not be disposed with solid waste.

h. Routing, Software, Communications:

Explain all software and technology equipment used to perform the various functions to provide services and communication to our City's residents and to communicate and report to our City contacts for this contract.

Contractor must use routing software to create a routed service strategy that limits truck traffic through the community while maximizing productivity to minimize fuel consumption and the City's carbon footprint.

Prior to service implementation, Contractor will supply service route maps to the City's contact for this service that are color-coded by day of service for final route approval. Route maps must be delivered in an electronic format that enables the City to display on website.

Contractor must provide an internet/email-based system for the communication of all service requests from the City's customer service representatives to the Contractor. All requests will be tracked, recorded and reported monthly showing the date, type, and resolution of each request.

i. Reporting and Fee Requirements

Within 30 days following the end of each calendar quarter, submit to the City's customer service representatives the following data regarding waste collection in the city:

- i. Tonnage figures showing total waste tonnages collected. Catalog this total into residential and commercial/industrial subtotals.
- ii. Tonnage figures showing recovered, recycled or diverted materials by type.
- iii. All waste haulers provide quarterly reports to the City of tonnage collected and disposed. This includes Tons Recycled, Tons Glass Recycled, and Tons of Trash Landfilled. The fee to the City is calculated on the Tons of Trash Landfilled.

j. Personnel:

All personnel associated with the delivery of service must be hired, trained, and receive on-going safety training through an organized human resource management process that includes, but is not limited to, background checks, driving record reviews, and a committed drug-free workplace program.

E. Customer Service Standards:

- a. Customer Service Representatives/Line – Contractor must have one or more customer service representatives available to respond to calls at the phone number published on the collection bins for missed pickups, to schedule bulky waste items, and to address billing disputes.
- b. Collection - Contractor will establish and publish a weekly schedule to provide service City-wide on a weekly basis.

- i. Service times in residential neighborhoods are limited to the hours of 7:00 a.m. – 7:00 p.m. unless extenuating circumstances such as equipment failure, storms, or roadway obstruction, dictate a one-time change in hours of service. Such changes must be confirmed with and reported to the City.
- ii. Missed Service: When a customer calls regarding a missed pickup of solid waste, the home will be serviced by a smaller vehicle the following day. Missed service pickup will not be required if customer failed to have cart(s) at curb by 7:00 a.m. on collection day.
- iii. Cart Replacement: Carts that develop cracks, broken wheels, or other damage due to normal wear and tear will be replaced at no additional cost. Contractor may impose a reasonable collection fee to replace carts suffering from damage due to misuse.
- c. Billing & Payments: The City will bill residents quarterly for services provided. The contractor will invoice the City with detailed list of services provided each month, including any additional charges or service change requests.
- d. Non-Payment: We will ask the Contracted Waste Hauler to stop service for non-payment by residents. Once notified of service cancellation, the Contractor is responsible to ensure service is stopped and carts and bins are removed.

Explain how your company will ensure that service is not continued for non-paying customers once you have been notified by the City to suspend these services. How is this communicated with your route drivers so that they halt pickup and then resume pickup once we let you know that payment has been received for the delinquent account?

- e. Equipment: Curbside collection receptacles for all materials must be of dark, neutral coloring to include and be limited to black, green, blue, brown, or gray. Receptacles must display the Contractor name and telephone number.

5. City Facilities Services - Request for Quote

Our intent is that the selected vendor will service our City facility locations, noted on the following chart, as part of the awarded contract. A separate cost proposal form is provided for City facility services.

- The City will be allowed to add future City locations at equivalent frequencies as noted in the chart beginning on next page.

City of Alpharetta

RFP 21-105

Scope of Work and Proposal Submission

City Residential Curbside Solid Waste and Recycling Collection Services

CITY OFFICE or LOCATION	ADDRESS	TYPE OF SERVICES AND FREQUENCY	
		REFUSE	RECYCLING
City Hall	2 Park Plaza	1 Waste Container 90 Gal, 1 Left Per Week	4 All-In-One Recycling 64 Gal, 4 Lifts Per Week
Art Center	238 Canton Street	1 Waste Container 4 Cu Yd., 1 Lift Per Week	2 All-In-One Recycling 96 Gal, 2 Lifts Per Week
92 Milton Ave Parking Deck	92 Milton Avenue	1 Waste Container 8 Cu Yd., 1 Lift Per Week	N/A
Fire Station #81 & Alpha Tech	2970 Webb Bridge Rd	4 Waste Container 90 Gal, 4 Lifts Per Week	4 Waste Container 90 Gal, 4 Lifts Per Week
"	"	1 Waste Container 6 C Yd., 1 Lift Per Week	N/A
Fire Station #82	3070 Market Place	1 Waste Container 4 Cu Yd., 1 Lift Per Week	2 Waste Container 90 Gal, 2 Lifts Per Week
Fire Station #83	9600 Westside Pkwy	1 Waste Container 6 Cu. Yd., 1 Lift Per Week	2 Waste Container 90 Gal, 2 Lifts Per Week
Fire Station #84	525 Park Bridge Pkwy	1 Waste Container 4 Cu Yd., 1 Lift Per Week	1 Waste Container 90 Gal, 1 Left Per Week
Fire Station #85	1475 Mid Broadwell	1 Waste Container 90 Gal, 1 Left Per Week	N/A
Fire Station #86	3275 Kimball Bridge Rd	N/A	3 Waste Container 90 Gal, 3 Lifts Per Week
Public Works	1790 Hembree Rd	1 Waste Container 30 Cu Yd. - On Call Service	1 All-In-One Recycling 8 Cu Yd., 1 Left per week
Court Services	12624 Broadwell Rd	1 Waste Container 6 Cu. Yd., 1 Lift Per Week	2 Waste Container 90 Gal, 2 Lifts Per Week
Police Station	2565 Old Milton Pkwy	1 Waste Container 8 Cu Yd., 6 Lifts Per Week	1 Waste Container 90 Gal, 1 Left Per Week
Wills Park Pool/Playground	1815 Old Milton Pkwy	1 Waste Container 8 Cu yd., 2 Lifts Per Week	2 Waste Container 90 Gal, 2 Lifts Per Week
Community Center	175 Roswell Street	1 Waste Container 8 Cu Yd., 1 Lift Per Week	2 Waste Container 90 Gal, 2 Lifts Per Week
Equestrian Center	11915 Wills Rd	1 Waste Container 20 Cu Yd., 1 Lift Per Week	N/A
"	"	1 Waste Container 20 Cu Yd., 1 Lift Per Week	N/A
"	"	1 Waste Container 20 Cu Yd., On Call Service	N/A
Recreation/Parks Administration	1825 Old Milton Pkwy	1 Waste Container 90 Gal, 1 Lift Per Week	1 Waste Container 90 Gal, 1 Lifts Per Week
Senior Center	13450 Cogburn Road	1 Waste Container 20 Cu Yd., 1 Lift Per Week	3 Waste Container 90 Gal, 3 Lifts Per Week
"	"	1 Waste Container 8 Cu Yd., 2 Lifts Per Week	N/A
Webb Bridge Park	4780 Webb Bridge Rd	2 Waste Container 6 Cu. Yd., 2 Lifts Per Week	N/A
Mansell House	1835 Old Milton Pkwy	1 Waste Container 4 Cu Yd., 1 Lift Per Week	N/A
Rock Mill Park	3100 Kimball Bridge	1 Waste Container 6 Cu Yd., 1 Lift Per Week	N/A
"	"	1 Waste Container 6 Cu Yd., 1 Lift Per Week	N/A
Alpharetta Town Commons	10 Roswell Street	4 Waste Container 8 Cu Yd., 12 Lifts Per Week	3 Recycle Container 8 C Yd., 9 Lifts Per Week

FOLLOW THIS OUTLINE

How We Want You to Construct Your Proposal

1. Using Bonfire to Submit Proposal

- 1.1. This is the link to Bonfire Project Web Page to get our documents and to upload your proposal: <https://cityofalpharetta.bonfirehub.com/>
- 1.2. We are accepting all proposals by online response only. You must upload completed proposals online before the closing date and time found in Project Details of the project web page for this RFP.
- 1.3. Don't send proposals by mail, fax, or email. We will not accept paper copy proposals. We will not accept any proposals after the closing time deadline has passed.
- 1.4. You have not completed your response simply by uploading proposal documents and information. You must successfully upload all the required documents, including filling out any questionnaires, price sheets, or data requests, and then you must click the submit button before the closing time.
- 1.5. You will receive an email confirmation receipt with a unique confirmation number shortly after you complete your proposal upload. This confirms that you have successfully turned in your proposal with all required information.

- 1.6. You can update your proposal at any time until the closing time.
- 1.7. All uploaded items and responses are Sealed and will only be visible by the City after the closing time has passed.
- 1.8. If the file is 'mandatory' or 'required', you won't be able to complete your proposal until you have met all requirements.
- 1.9. Uploading large documents may take more time, depending on the size of the file(s) and your Internet connection speed.
- 1.10. Pay attention to the type and number of files we have asked you to upload.
- 1.11. The largest upload file size is 1000 MB.
- 1.12. Don't embed any documents within your uploaded files. They won't be accessible or evaluated.
- 1.13. Minimum system requirements: Internet Explorer 11, Microsoft Edge, Google Chrome, or Mozilla Firefox. Java Script must be enabled.

2. Required Proposal Document Formats

- ❖ Each proposal must follow these document formats.
 - formatted to single space or up to 1.5 space lines,
 - 10 to 12-point font size,
 - Text: black font color (color allowed in photos, document title page, etc.), and
 - upload in PDF format, except if directed otherwise.
- ❖ For each document, label sections using the section title noted in **Bold Type**. If you use section or tab pages, they won't count in the page number total.
- ❖ Title / cover page does not count in the page number total.
- ❖ For each document, organize in the order listed.
- ❖ Failure to follow these formats will reduce our review team's ability to evaluate and will result in a lower proposal score or in complete removal of a proposal from scoring.

DOCUMENT 1 Title: **Company Information** 10 Points

- This document must be no more than ten (10) pages, see #4 A, page 4 in this document for more details to be included in this document.
 - A. **Cover Letter with Brief Business Profile**, length of time in business, and a summary describing company strong points and why your experience with similar projects will benefit the City.
 - B. **Business information**, including name and home office address. If another office address oversees work of this project, add that address information too.
 - C. **Copy of current business license.**
 - D. **Copy of current certificate of insurance** as proof of insurance coverage amounts and types.
 - E. **Contact**, one person to be the single point of contact for this proposal. All communication with the City will be with this person. Supply the following contact information in the proposal:

- Name, including business title and preferred personal/honorific title (Mr. Ms. Dr. etc.)
- mailing address,
- telephone number, cell phone number, and
- e-mail address.

Document 2 Title: References and Experience: 25 points

- This document must be no more than fifteen (15) pages, see #4 B, page 5 in this document for more details to be included in this document.
- A. **References.** Supply at least three references for services like the project in this RFP (don't include the City of Alpharetta). These references must be for services provided within the last three years and with similar municipal residential trash and recycle service types and counts.
- NOTE:* We contact references to verify your ability to do the work. We also reserve the right to use any information or other references to decide your ability to perform the work in this RFP. Poor references from any source are grounds to disqualify a proposal.
- B. **Company Experience.** Beyond the list of references, describe the experience your company has with providing similar municipal residential trash and recycle service types and counts such as we are requesting in this RFP. Provide up to six (6) examples of similar municipal services that have occurred within the last five (5) years within the Metro Atlanta area. Include information of any **recent contract terminations** within the last three (3) years. Provide details of cause.

Document 3 Title: Technical Approach, Management Plan, Statement of Key Personnel and Qualifications, Available Resources including Project Staffing, Trucks; Service Levels; Customer Service 25 points

- This document must be no more than fifteen (15) pages, see from #4C page 5 through #5 page 10 in this document for more details to be included in this document.
- A. **Approach** to our service and your service plan.
- B. **Transition plan** including any service education and communication with City residents, coordination with City personnel, etc.
- C. **Plan to enforce residential sanitation collection hours**, cleanup of spills (liquid, hydraulic, trash blowing).
- D. **Plan for addressing complaints** that come to the City about residential sanitation service.
- E. **Explain your standard CPI language, terms, and expectations.** We anticipate recommending a contract award for a term of seven (7) years with potential of three 1-year extensions. At what point in the contract term do you expect review for pricing adjustments? What method do you use for CPI calculation?

- F. **Resumes or Statements of Qualifications.** Include resumes or qualifications for Key people that you plan to assign to this project. The information included must be for work history related to this project. At a minimum, include:
- Employee's name, title, and intended role for this project.
 - Employee's work experience and years performing work like this project.
 - Employee's qualification, education, skills, certifications that may apply.
 - Employee's length of time with your company.
 - Examples of employee's project work that is like our project.
- G. **Available Resources.** Include a list describing the personnel, equipment, materials, sub-contractors, and any other resources available to you and that may be needed and used in order to show your ability to do the work or services as requested in this RFP.
- Provide a copy of your current certificate of insurance including coverage as required in this RFP. (*see Information and Contract Terms & Conditions document*)
 - Provide proof of ability to supply the required performance bond for this service contract.

Cost Proposal: 40 points

Two cost proposal forms are provided separately in Excel format and must be completed with each proposal. One form is for Residential Services and one form is for City Facility Services. The Proposed Contract Term is for seven years with 3 one-year extensions.

- A. The provided Excel formatted **Residential Services Cost Proposal form** requests the following fees. The Charges (Price) proposed by the respondent for the seven (7) year term beginning April 1, 2022 is as follows:

1. Full Current Service Level:

As stated in RFP as the current service level.

Weekly Services*	Monthly Charge	List any CPI or adjustments that may Apply**
95 Gallon Waste/65 Gallon Recycle Carts; Yard Waste		
68 Gallon Waste/65 Gallon Recycle Carts; Yard Waste		
Senior Discount		
Senior Exempt (Zero Charge)		
Glass Recycling		
Extra Cart Waste		
Extra Cart Recycling		
Extra Bin Glass		
<i>*includes scheduled bulky waste and other services as stated in the RFP</i>		
<i>** If any are intended to apply please detail how it would be applied and when</i>		

2. Modified Service Level 2:

Same as (1) above with Glass Recycling only once every 2 weeks. Use this Chart Format for Modified Service Level 2.

3. Modified Service Level 3:

Same as (1) above with Glass Recycling once ever month (e.g. first week of the month). Use this Chart Format for Modified Service Level 3.

4. Modified Service Level 4:

Same as (1) above with No Separate Glass Recycling. Use this Chart Format for Modified Service Level 4.

5. Alternative Service Adjustment (Bulky Waste)

Show how each of the above Service Levels Charges would be amended if a proposed change (describe change) to the current service for Bulky Waste was to be implemented. Use this Chart Format for Modified Service Level 5.

- B. The provided Excel formatted **City Facility Services Cost Proposal** form requests fees to be charged to the City for each location based on type and frequency of service.

Based on list of City facilities and services, cost per location per quarter:			
Location	Rate per Quarter	Services by Location	
City Hall, 2 Park Plaza		1 Waste Container 90 Gal, 1 Left Per Week	4 All-In-One Recycling 64 Gal, 4 Lifts Per Week
Art Center, 238 Canton Street		1 Waste Container 4 Cu Yd., 1 Lift Per Week	2 All-In-One Recycling 96 Gal, 2 Lifts Per Week
92 Milton Ave Parking Deck, 92 Milton Avenue		1 Waste Container 8 Cu Yd., 1 Lift Per Week	N/A
Fire Station #81 & Alpha Tech, 2970 Webb Bridge Rd		4 Waste Container 90 Gal, 4 Lifts Per Week	4 Waste Container 90 Gal, 4 Lifts Per Week
" "		1 Waste Container 6 C Yd., 1 Lift Per Week	N/A
Fire Station #82, 3070 Market Place		1 Waste Container 4 Cu Yd., 1 Lift Per Week	2 Waste Container 90 Gal, 2 Lifts Per Week
Fire Station #83, 9600 Westside Pkwy		1 Waste Container 6 Cu. Yd., 1 Lift Per Week	2 Waste Container 90 Gal, 2 Lifts Per Week
Fire Station #84, 525 Park Bridge Pkwy		1 Waste Container 4 Cu Yd., 1 Lift Per Week	1 Waste Container 90 Gal, 1 Left Per Week
Fire Station #85, 1475 Mid Broadwell		1 Waste Container 90 Gal, 1 Left Per Week	N/A
Fire Station #86, 3275 Kimball Bridge Rd		N/A	3 Waste Container 90 Gal, 3 Lifts Per Week

City of Alpharetta

RFP 21-105

Scope of Work and Proposal Submission

City Residential Curbside Solid Waste and Recycling Collection Services

Public Works, 1790 Hembree Rd		1 Waste Container 30 Cu Yd. - On Call Service	1 All-In-One Recycling 8 Cu Yd., 1 Left per week
Court Services, 12624 Broadwell Rd		1 Waste Container 6 Cu. Yd., 1 Lift Per Week	2 Waste Container 90 Gal, 2 Lifts Per Week
Police Station, 2565 Old Milton Pkwy		1 Waste Container 8 Cu Yd., 6 Lifts Per Week	1 Waste Container 90 Gal, 1 Left Per Week
Wills Park Pool/Playground, 1815 Old Milton Pkwy		1 Waste Container 8 Cu yd., 2 Lifts Per Week	2 Waste Container 90 Gal, 2 Lifts Per Week
Community Center, 175 Roswell Street		1 Waste Container 8 Cu Yd., 1 Lift Per Week	2 Waste Container 90 Gal, 2 Lifts Per Week
Equestrian Center, 11915 Wills Rd		1 Waste Container 20 Cu Yd., 1 Lift Per Week	N/A
" "		1 Waste Container 20 Cu Yd., 1 Lift Per Week	N/A
" "		1 Waste Container 20 Cu Yd., On Call Service	N/A
Recreation/Parks Administration, 1825 Old Milton Pkwy		1 Waste Container 90 Gal, 1 Lift Per Week	1 Waste Container 90 Gal, 1 Lifts Per Week
Senior Center, 13450 Cogburn Road		1 Waste Container 20 Cu Yd., 1 Lift Per Week	3 Waste Container 90 Gal, 3 Lifts Per Week
" "		1 Waste Container 8 Cu Yd., 2 Lifts Per Week	N/A
Webb Bridge Park, 4780 Webb Bridge Rd		2 Waste Container 6 Cu. Yd., 2 Lifts Per Week	N/A
Mansell House, 1835 Old Milton Pkwy		1 Waste Container 4 Cu Yd., 1 Lift Per Week	N/A
Rock Mill Park, 3100 Kimball Bridge		1 Waste Container 6 Cu Yd., 1 Lift Per Week	N/A
" "		1 Waste Container 6 Cu Yd., 1 Lift Per Week	N/A
Alpharetta Town Commons, 10 Roswell Street		4 Waste Container 8 Cu Yd., 12 Lifts Per Week	3 Recycle Container 8 C Yd., 9 Lifts Per Week

Required Forms:

- We have provided a document file with three required forms. You must complete these forms and return to us with every proposal.
- We prefer all three completed forms returned as one PDF file. However, we won't lower your scoring if you return the forms separately.
- Below are the required forms for all proposals:
 - IRS Form W-9**
 - Bidder's Disclosures and Certifications**

C. **E-Verify** (Affidavit Verifying Contractor Participation in Federal Work Authorization Program)

- ❖ *E-Verify side note:* Companies return this form to us incorrectly more often than anything else we request in our RFPs.
- ❖ Top mistakes include wrong number or missing information.
- ❖ State of Georgia law requires that we have this completed form before we can review a bid or proposal.
- ❖ A form with errors doesn't fulfill this requirement.

All the following must be on the E-verify affidavit.

- Federal Work Authorization User Identification Number – this is only five to eight numbers.
 - ⊗ No A,B,Cs.
 - ⊗ It's different from your Tax ID, Employer Identification, or Social Security Number.
 - ⊗ It won't have a combination of letters and numbers.
- Date of Authorization – this is when you first signed up and got the E-verify number.
- Name of Contractor – your company
- Name of Project – Same as RFP title
- Date, City, and State – when and where this form was signed
- Signature of Authorized Officer or Agent – to be signed
- Printed Name and Title of Authorized Officer or Agent – the person that signed the form.
- Notarized with seal

2. Other Required Information

Questionnaire

We use a questionnaire to gather important information needed for legal requirements, your acknowledgements, our proposal review, or information needed for writing a contract.

You will fill out the questionnaire completely online. There is no other form or document to upload.

Performance Bond

A performance bond will be required from the firm awarded the contract for this service. The Performance Bond will be in the amount of the estimated annual service cost charged to the City for the contracted services. Acknowledgement of this requirement will be requested in our Questionnaire.

CITY OF ALPHARETTA REQUEST FOR PROPOSALS (RFP)

RFP Number: 21-105

RFP Title: City Residential Curbside Solid Waste and Recycling Collection Services



INFORMATION AND CONTRACT DRAFT

RFP Information

1. Offeror Acknowledgement

By submitting a Proposal for this request, the authorized signer and represented firm have read, understand, and agree to information within this RFP's documents including all required and informational documents, files, and forms posted to the Bonfire project webpage for this RFP. These documents make up the RFP. They will become part of any contract that may be awarded because of responses to this RFP.

By sending a Proposal, the Offeror acknowledges and agrees that:

- a. The Offeror has carefully examined and fully understands the conditions and requirements of any proposed Work within this RFP.
- b. The Offeror acknowledges that they completed a personal examination of the site of the proposed work (if applicable).
- c. The Offeror is satisfied with the actual conditions and requirements of the proposed Work.

Acknowledging these statements, the Offeror proposes and agrees that if the Offeror's proposal is accepted, the Offeror will contract with the City in full agreement with the Contract Documents.

2. City's Authority and Right to Investigate

This procurement is issued under the authority of the City of Alpharetta's Procurement Policy, also following State of Georgia and Federal applicable laws. The City has the right to reject all bids or proposals, to reject any bid or proposal that has not followed or met the City's scope of work or specifications (non-responsive), or reject any bid or proposal that shows that a bidder cannot meet one or more of the requirements (non-responsibility). The City has the right to ignore unimportant mistakes that do not affect the work or service to be provided, the purchase of requested item(s), or proposal pricing in order to award a contract that is in the best interest of the City.

The City may make such investigations as considered necessary to determine the ability of the Offeror to provide the supplies and/or perform the services specified.

General Terms and Conditions

We will incorporate the City's standard terms and conditions into the Contract. Those terms and conditions are set forth below in this document and contract draft. Vendors must notify the City of any Terms and Conditions that either prevent them from responding to this procurement or add unnecessary cost. The Vendor must make this in writing notification either as a written question sent before the question deadline or with the Vendor's response.

We will address any requests received prior to the deadline for receipt of questions for material, substantive, important exceptions to the Terms and Conditions by formal written addendum issued by the designated Procurement Agent. The City reserves the right to address any non-material, minor, and/or insubstantial exceptions to the Terms and Conditions.

1. Disclosure

Any Consultant as defined in O.C.G.A. §36-80-28 that is engaged to develop or draft specifications/requirements or serve in a consultative role during the procurement process for any City procurement method, by entering into such an arrangement or executing a contract that the consultant agrees to: (1) Avoid any appearance of impropriety and must follow all policies and procedures of the City; (2) disclose to the City any material transaction or relationship pursuant to §36-80-28, considered a conflict of interest, any involvement in litigation or other dispute, relationship or financial interest not disclosed in the Disclosure form; and (3) Acknowledge that any violation or threatened violation of the agreement may cause irreparable injury to the City, entitling the City, to seek injunctive relief in addition to all other legal remedies. This requirement does not apply to confidential economic development activities pursuant to §50-18-72 or to any development authority for the purpose of promoting the development of trade, commerce, industry, and employment opportunities or for other purposes and, without limiting the generality of the foregoing, must specifically include all authorities created pursuant to Title 36 Chapter 62; However, per provisions of subparagraph (e)(1)(B) of Code Section 36-62-5 reporting of potential conflicts of interest by development authority board members is required.

2. Compliance with Title VI of the Civil Rights Act of 1964

The City of Alpharetta, as a federal grant recipient, conforms to Title VI of the Civil Rights Act of 1964 and its amendments. Title VI of the Civil Rights Act of 1964 requires that no person in the United States will, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Presidential Executive Order 12898 addresses environmental justice in minority and low-income populations. Presidential Executive Order 13166 addresses services to those individuals with limited English ability.

The City is committed to enforcing the provisions of Title VI and to taking positive and realistic affirmative steps to ensure the protection of rights and opportunities for all persons affected by its programs.

Any person who believes they have been subjected to unlawful discriminatory practice under Title VI has a right to file a formal complaint. Any such complaint must be filed in writing or in person with the City of Alpharetta's, Title VI Compliance Officer, within one hundred-eighty (180) days following the date of the alleged discriminatory action. For more information on Title VI Discrimination Complaint Forms contact the Title VI Compliance Officer at the following:

Human Resources: Title VI Compliance
City of Alpharetta
2 Park Plaza
Alpharetta, GA 30009
Tel: 678-297-6014

3. Substitutions and Change Orders

NO substitutions of material, schedule cancellations, or Change Orders are allowed after Contract award without written approval by the Director of the contracting City Department or his authorized representative. Cumulative Change Orders more than \$50,000.00 or 10% of the original contract will require the approval of the City Council.

Where specific employees are proposed by the Contractor for the work, those employees must perform the work as long as those employees work for the Contractor, either as employees or subcontractors, unless the City agrees to a replacement or requests same based on an objective standard of review of past performance. We will review requests for any substitution and may be approved by the City at its sole discretion. We will not recognize any verbal agreements to the contrary. In the event a substitution of a Contractor employee is required due to termination of

employment by Contractor, Contractor must provide the City with prompt written notice of the need for such substitution and must cooperate with the City in providing a replacement.

4. Bonding Requirements

Performance Bond

Prior to commencing the Work, the Contractor, as principal, and a surety company listed in the Federal Register and licensed to write surety insurance in the State of Georgia, as surety, must give a Performance Bond in the amount of one hundred percent (100%) of the anticipated annual price of the Contract.

“Performance bond” means a bond with good and sufficient sureties or guarantees for the faithful performance of the Contract and to indemnify the City for any damages occasioned by a failure to perform same within the prescribed time. Such bond must be payable to, in favor of, and for the protection of the City.

Refer to Appendix C at the end of this document for Sample Performance and Payment Bond forms.

5. Invoicing, Payment Processing, ePayables

Replying to this RFP confirms Bidder’s agreement to accept electronic payments (*ePayables*) of invoices if awarded the contract.

Contract Draft

It is the intent of the City to execute a contract similar to the contract for services (posted online as a separate document) with the successful Offeror. By replying to this RFP, Offerors confirm review and agreement with this contract language.

If an Offeror has any exceptions to the contract provisions, supply any requested revisions the Questionnaire provided with RFP documents.

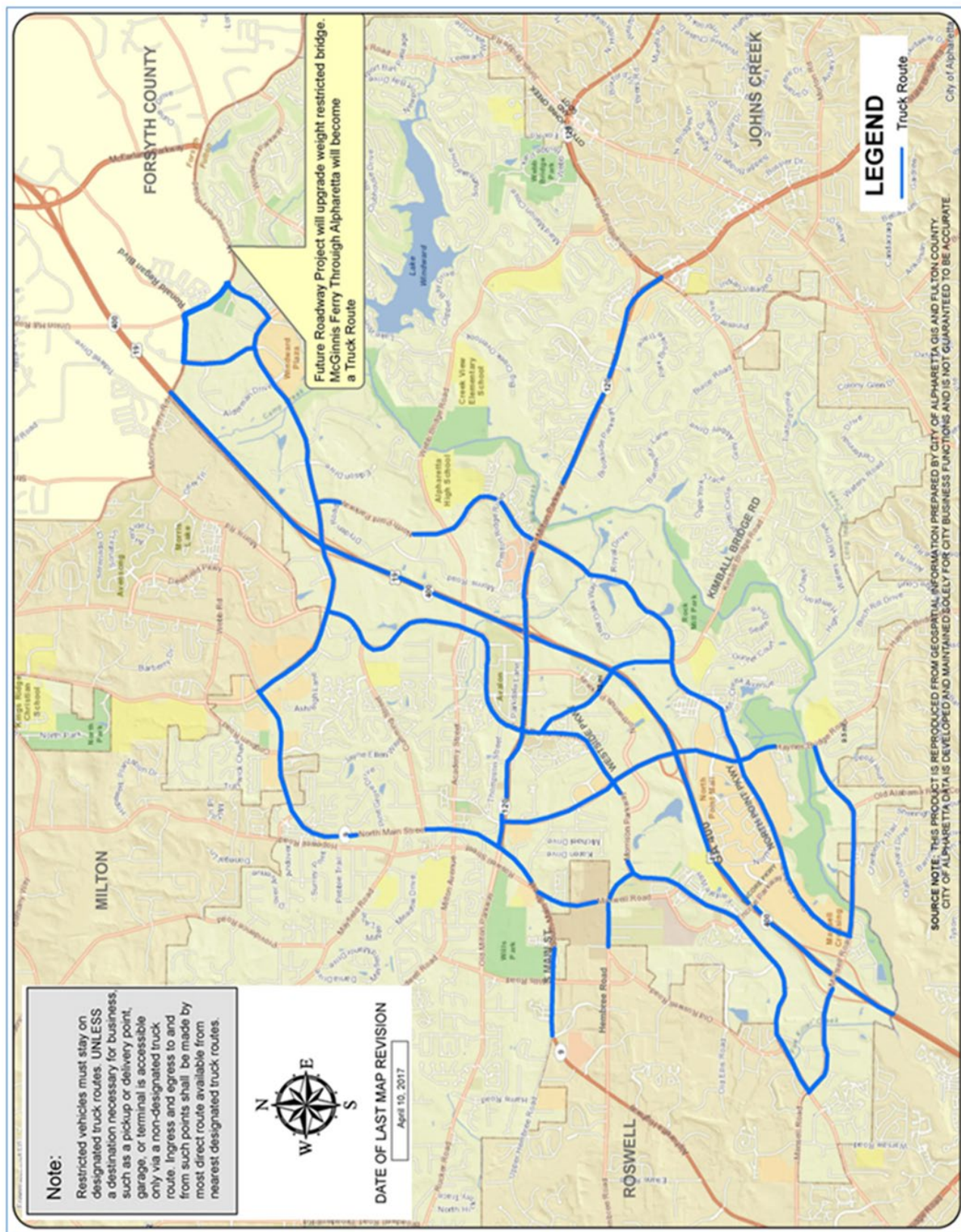
Appendix A: City Truck Route Allowed Truck Routes and Map

Certain trucks may travel in and through the City of Alpharetta using only those streets and roads highlighted in the Truck Route Map provided in Appendix A of this document and available for review online at <http://www.alpharetta.ga.us/government/departments/public-works/alpharetta-truck-routes>.

As noted in Chapter 18 (Traffic) of the Code of the City of Alpharetta, Georgia, except as specifically set out herein, trucks (defined as motor vehicle having a gross vehicular weight rating (G.V.W.R.) in excess of thirty-six thousand pounds (36,000 lbs.) or having an overall length in excess of thirty feet (30’), except vehicles designed to carry passengers) are prohibited from using any street within the City except those designated below:

- | | |
|---|--|
| 1) SR 9 (North Main Street – South Main Street) | 6) Maxwell Road (SR 9 to Hembree Road) |
| 2) SR 120 | 7) McGinnis Ferry Road |
| 3) Haynes Bridge Road (SR 120 to City Limits) | 8) North Point Parkway |
| 4) Hembree Road (Westside Parkway to Roswell City Limits continuing on Roswell Truck Route) | 9) Union Hill Road |
| 5) Mansell Road | 10) Westside Parkway |
| | 11) Windward Concourse |
| | 12) Windward Parkway (SR 9 to Union Hill Road) |

Exceptions to the above schedule are when the terminal, parking lot, repair garage, headquarters, place of pickup or delivery of the restricted motor vehicle is not on a designated truck route, ingress to and egress from such places will be made by the most direct route available between the terminal, parking lot, repair garage, headquarters, place of pickup or delivery and the nearest designated truck route.



Appendix B: Informational Forms**Subcontractor E-verify Affidavit**

**AFFIDAVIT VERIFYING SUBCONTRACTOR
PARTICIPATION IN FEDERAL WORK
AUTHORIZATION PROGRAM**

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with _____ (contractor) on behalf of the **City of Alpharetta (GA)** has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five business days of receipt. If the undersigned subcontractor receives notice that a sub-subcontractor has received an affidavit from any other contracted sub-subcontractor, the undersigned subcontractor must forward, within five (5) business days of receipt, a copy of the notice to the contractor.

Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization (E-Verify) User Identification Number

Date of Authorization

Name of Subcontractor

Name of Project

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, _____, 201__ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE ____ DAY OF _____, 201__.

NOTARY PUBLIC

My Commission Expires

Sub-subcontractor E-verify Affidavit



AFFIDAVIT VERIFYING SUB- SUBCONTRACTOR PARTICIPATION IN FEDERAL WORK AUTHORIZATION PROGRAM

GEORGIA

By executing this affidavit, the undersigned sub-subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract for _____ (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract) and _____ (contractor) on behalf of the **City of Alpharetta (GA)** has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned sub-subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned sub-subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the sub-subcontractor with the information required by O.C.G.A. § 13-10-91(b). The undersigned sub-subcontractor shall submit, at the time of such contract, this affidavit to _____ (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract). Additionally, the undersigned sub-subcontractor will forward notice of receipt of any affidavit from a sub-subcontractor to _____ (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract).

Sub-subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization (E-Verify) User Identification Number

Date of Authorization

Name of Sub-subcontractor

Name of Project

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, _____, 201__ in _____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY OF _____, 201__.

NOTARY PUBLIC

My Commission Expires

Appendix C: Sample Contract Bond Form

Do not return these forms with proposals. Only the awarded contractor will have to supply these bonds.

A. 100% Performance Bond

[The rest of page intentionally blank]

City of Alpharetta

RFP 21-105, City Residential Curbside Solid Waste and Recycling Collection Services
Information and Contract Draft**100% Performance Bond****BOND #** _____

KNOW ALL MEN BY THESE PRESENTS: that, _____, as Principal, hereinafter called **CONTRACTOR**, and _____, a corporation organized and existing under the laws of the State of Georgia, hereinafter called **SURETY**, are held and firmly bound unto CITY OF ALPHARETTA, GEORGIA, as obligee, hereinafter called **CITY** and their successors and assigns, _____ in the _____ penal amount of _____ DOLLARS

(\$ _____) for the payment of which the **CONTRACTOR** and **SURETY** bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly be these presents.

WHEREAS, CONTRACTOR has by written agreement dated _____, 20____, entered into a written construction contract, hereinafter referred to as the **CONTRACT**, with **CITY** for:

CITY CURBSIDE RESIDENTIAL SOLID WASTE AND RECYCLING COLLECTION SERVICES including, but not limited to, all necessary labor, tools, collection vehicles, containers, container maintenance and/or modifications as needed, materials, and incidentals necessary to perform the residential collection services as specified with the city of Alpharetta, GA, more particularly described in the **CONTRACT** (hereafter called the **PROJECT**)

in accordance with drawings and specifications prepared by **CITY**, which **CONTRACT** is by reference made a part hereof.

NOW, THEREFORE, the conditions of this obligation is such that, if **CONTRACTOR** must fully and completely perform all the undertakings, covenants, terms, conditions, warranties and guarantees contained in said **CONTRACT**, including all modifications, amendments, changes, deletions, additions and alterations thereto that may hereafter be made, then this obligation will be null and void, otherwise it will remain in full force and effect.

Whenever **CONTRACTOR** is, and declared by **CITY** to be in default under the **CONTRACT**, the **CITY** having performed **CITY**'s obligation thereunder, the **SURETY** will promptly remedy the default promptly as follows:

1. Complete the **CONTRACT** in accordance with its terms and conditions; or,
2. Obtain a bid or bids for completing the **CONTRACT** in accordance with its terms and conditions, and upon determination by **SURETY** and the **CITY** of the lowest responsible bidder, arrange for a contract between such Bidder and the **CITY**, and make available as **PROJECT** progresses (even though there should be a default or a succession of defaults under the **CONTRACT** or Contract of Completion arranged under this paragraph) sufficient funds to pay the cost of completion less the balance of the contract price; but not exceeding, including other costs and damages for which the **SURETY** may be liable hereunder, the penal sum set forth in the first paragraph hereof. The term "Balance of the Contract Price", as used in this paragraph will mean the total amount payable by **CITY** to **CONTRACTOR** under the **CONTRACT** and any amendments hereto, less the amount properly paid by **CITY** to **CONTRACTOR**.
3. Allow the **CITY** to complete the **PROJECT** and reimburse the **CITY** for all reasonable costs incurred in completing the **PROJECT**.

100% Performance Bond

Page 2 of 2

The **SURETY** hereby waives notice of any and all modifications, omissions, additions, changes, alterations, extensions of time, changes in payment terms, and any other amendments in or about the **CONTRACT**, and agrees that the obligations undertaken by this bond will not be impaired in any manner by reason of any such modifications, omissions, additions, changes, alterations, extensions of time, change in payment terms, and amendments.

The **SURETY** hereby agrees that this bond will be deemed amended automatically and immediately, without formal or separate amendments hereto, upon any amendment to the **CONTRACT**, so as to bind the **CONTRACTOR** and the **SURETY** to the full and faithful performance of the **CONTRACT** as so amended or modified, and so as to increase the penal sum to the adjusted Contract Price of the **CONTRACT**.

No right of action will accrue on this bond to or for the use of any person, entity, or corporation other than the **CITY** and any other obligee named herein, or their executors, administrators, successors or assigns.

This Bond is intended to comply with O.C.G.A. § 36-91-70 and will be interpreted to comply with the minimum requirements thereof. However, in the event the express language of this bond extends protection to the **CITY** beyond that contemplated by O.C.G.A. § 36-91-70, or any other statutory law applicable to this **PROJECT**, then the additional protection will be enforced in favor of the **CITY**, whether or not such protection is found in the applicable statutes.

No action can be instituted on this bond after one year from the completion of the **CONTRACT** and the acceptance by the **CITY** of the work thereunder.

IN WITNESS WHEREOF the undersigned have caused this instrument to be executed and their respective corporate seals to be affixed and attested by their duly authorized representatives this

Signed and sealed this _____ day of _____, 201____ .

In the presence of:

CONTRACTOR: _____

Witness

By: _____ (Seal)

SURETY: _____

Witness

By: _____ (Seal)
Georgia Representative

SURETY Contact Information:

Address: _____

Phone: _____

Email: _____

Surety companies executing bonds must appear on the Treasury Department’s most current list (Circular 570, as amended) and be authorized to conduct business in the State of Georgia.



CITY OF ALPHARETTA REQUEST FOR PROPOSALS (RFP)

RFP Number: 21-105

RFP Title: City Residential Curbside Solid Waste and Recycling Collection Services

RFP Addendum Posting Date: June 2, 2021

ADDENDUM # 1

TO ALL OFFERORS:

1. The information included in this addendum is made part of the RFP noted above and part of any contract that may be awarded because of response to this RFP.
2. The purpose of this addendum is to supply other information or documents, or revised information or documents.
3. If a conflict between any previously supplied information and the information contained in this addendum, the information contained in this addendum will prevail.
4. Offerors must acknowledge receipt of this addendum when submitting bid.
5. Remainder of this page intentionally blank. See addendum information beginning on the next page.

The City of Alpharetta (City) is responding to questions received and, in some instances, changing request for proposal documents in the following respects:

1. Will the City require all responders and the incumbent to bid all new equipment to provide a fair platform for rate comparison for all bidders?
 - a. Please refer to page 4, Section 4, Subsection A “Company Information,” bullet point #6 of the RFP. The City’s intent is to ensure that each vendor addresses the age of the fleet, as well as policies for maintaining and replacing fleet.
 - b. As for age of fleet, the City demands high standards regarding appearance and quality of products used to service our citizens as well as top-tiered professionalism in the conduct of such services. To assist in determining the level of commitment a firm has to this standard, identify the age of the fleet to be assigned to this contract in year one based on the below bands:

<u>Vehicle Age</u>	<u>Number of Vehicles</u>
i. 0 – 1 Years	
ii. 1 year 1 day – 5 years	
iii. 5 years 1 day – 10 years	
iv. 10 years 1 day – 15 years	
v. 15 years 1 day and greater	

2. Revised Proposal Evaluation Criteria (See RFP 20-105 Scope of Work pages 2, 11, 12, & 13). The following replaces information presented in the RFP.

Proposal Evaluation Criteria	Maximum Points
References, Experience, Company Information	25
Technical Approach, Management Plan, Statement of Key Personnel and Qualifications. Quality of Resources: Project Staffing/ Trucks/ etc. Customer Service	35
Cost Proposal	40
<i>Total Proposal Maximum Point Score</i>	<i>100</i>

Document 1 Title: **Company Information**
Document 2 Title: **References and Experience:** } 25 points
Document 3 Section Titles below: 35 points

1. **Technical Approach, Management Plan, Statement of Key Personnel and Qualifications.**
2. **Available Resources including Quality of Resources: Project Staffing, Trucks, etc.**
3. **Service Levels; Customer Service**

Cost Proposal: 40 points

3. How many homes are serviced by "pup" trucks or single axle trucks on the streets with limitations for large vehicles?

a. 433

Link of Addresses: https://www.alpharetta.ga.us/docs/default-source/press-releases/2021/residential-trash-service-schedule-change-impacted-addresses.pdf?sfvrsn=3235d8ab_2

b. Subdivisions:

- Avalon
- Canton Street Commons
- East of Main (excluding Belle Isle Drive)
- Folia Old Milton
- Foundry
- Georgia at the Garden District
- Rowes Downtown
- The Maxwell
- Voysey
- Villa Magnolia (newly added to the list – under construction)
- Seventeen “stand alone” addresses will also be impacted.

4. Are residential landscape companies allowed to leave yard waste at residences?

a. Residential landscape companies are NOT allowed to leave yard waste at residences.

5. Please provide an explanation for "Available Resources" requested in the section "Scope of Work and Proposal Submission", page 5, section C Technical Response and page 13 section G.

a. This applies to all of Section 4 Proposal Must Address, P 4 - 9. Available resources as referenced in this entire Section 4 includes, but may not be limited to, personnel, fleet, equipment, technology, etc. that will ensure the work and services as requested in this RFP.

- b. Page 13, Document 3, #G Available Resources covers the same request assigning the information to Response Document 3. Additionally, we ask for proof of insurance coverage and proof of ability to supply requested performance bond.
6. What are the annual tons by lines of service: yard waste, trash, bulk, recycle, and glass?
- a. Bulk – Not available

Month	Tons Recycled	Tons Glass Recycled	Tons Trash	Tons Yard Waste
Jan	311.58	53.90	1,088.26	377.89
Feb	269.96	37.84	806.02	255.50
Mar	344.51	45.56	1,133.15	447.16
Apr	363.17	85.51	1,348.28	537.17
May	297.09	54.08	1,179.14	503.74
Jun	350.92	69.15	1,243.95	516.96
Jul	350.92	72.52	1,257.12	501.42
Aug	365.41	64.76	1,218.13	464.94
Sep	332.09	62.00	1,239.73	444.56
Oct	327.98	49.39	1,163.21	367.62
Nov	318.72	54.98	1,146.48	614.97
Dec	365.10	59.45	1,214.64	506.11
Total	3,997.45	709.14	14,038.11	5,538.04

7. Does the service provider share in the revenue from bag sales?
- a. Bag sales, or “tag sales” as referenced in our RFP, are at cost. No revenue is generated from tag sales.

END ADDENDUM



CITY OF ALPHARETTA REQUEST FOR PROPOSALS (RFP)

RFP Number: 21-105

RFP Title: City Residential Curbside Solid Waste and Recycling Collection Services

RFP Q&A Posting Date: June 30, 2021

QUESTIONS & ANSWERS, CLARIFICATIONS

TO ALL OFFERORS:

1. We have included in this document the questions that we received from interested consultants, along with our answers to these questions.
2. This is NOT an Addendum. We have not made any changes to the RFP. It is simply for clarification purposes.
3. We will add this to the RFP documents as record of our Q&A.

-
- Q1 How many times is the 30 yard located at 1790 Hembree Rd. serviced per year and what type of waste is disposed in the container.
- a. On-Call Service: As often as necessary.
 - b. Some of everything with the exception of prohibited items including but not limited to hazardous material, chemicals, HAZMAT materials, anything flammable, wet paint, oil, gasoline, propane, tires, mercury-based materials or appliances with liquids associated with them (AC units, refrigerators, microwaves, televisions, etc.), oil filters, batteries, etc.
- Q2 Equestrian Center - to confirm, 2 - 20 yards are serviced 1x weekly and a third container is serviced on call? What is disposed of in the 20 yards?
- a. Equestrian Center: Normally this will be trash from park trash cans, broken pallets and cardboard boxes.
- Q3 Senior Center - to confirm, 1 - 20 yard container serviced 1x weekly? What is disposed of in the container?
- a. Senior Center at North Park: Normally this will be trash from park trash cans, broken pallets and cardboard boxes.
- Q4 What is the intended start date of these services?
- a. April 1, 2022
- Q5 What are the current rates for all services?
- a. See attached brochure.
- Q6 Are any franchise fees included in this project?

- a. See Scope of Work – Proposal Requirements RFP 21-105, p. 8, i. Reporting and Fee Requirements.
- Q7 Page 5 Section 4D.a.i- Please clarify the last sentence regarding Yard Waste being collected separately. Currently in GA, yard waste can be disposed of with solid waste.
- a. Yard waste is collected separately from solid waste. This means that there is a separate truck responsible for collecting yard waste.
- Q8 Will carts remain the property of the proposer?
- a. The carts will remain the property of the proposer.
- Q9 The excel questionnaire file refers to items titled "T&Cs". Please define what is referred to here.
- a. Review the document titled Information and Contract T&C RFP 21-105. This document also references the posted documents for Current Contract and Current Contract Amendment for review of contract terms and conditions currently in place.
- Q10 What is current and expected discount for Seniors?
- a. See the Senior – Special Needs Application for Sanitation form posted online for details of current charges for services.
- Q11 What is the current process when recyclables are rejected due to contamination?
- a. This process is facilitated at the applicable recycling site or by service provider.
- Q12 Please define "All in one" as referred to on the city locations page 10.
- a. All-in-one meaning all recyclables are placed into one bin with no sorting.
- Q13 Please clarify the container sizes for residential carts and carts at City locations. The residential cart is described as a 68 gallon in Section 4D.a page 5 (and in other places), while some City locations describe a 64 gallon cart. Are these sizes generally flexible? Could one size be used for each of these (64, 65, or 68)?
- a. City Hall, 2 Park Plaza is the only location with 4 All-In-One Recycling 64 Gallon carts. This is flexible.
 - b. We would like to keep the residential recycling container at 65 gallon and the refuse carts at 68 and 95 gallons.

END



CITY OF ALPHARETTA REQUEST FOR PROPOSALS (RFP)

RFP Number: 21-105

RFP Title: City Residential Curbside Solid Waste and Recycling Collection Services

RFP Addendum Posting Date: June 4, 2021

ADDENDUM # 2

TO ALL OFFERORS:

1. The information included in this addendum is made part of the RFP noted above and part of any contract that may be awarded because of response to this RFP.
2. The purpose of this addendum is to supply other information or documents, or revised information or documents.
3. If a conflict between any previously supplied information and the information contained in this addendum, the information contained in this addendum will prevail.
4. Offerors must acknowledge receipt of this addendum when submitting bid.

BEGIN ADDENDUM

The City of Alpharetta (City) is changing this request for proposal's documents in the following respects:

1. We are changing the due date for proposals as reported in RFP 21-105 RFP Scope of Work and Proposal Submission document and at Bonfire online bid posting Events (schedule of events).
2. New due date / close date for response to our RFP is now **July 9, 2021 at 10:00 AM.**
3. The deadline for questions from potential bidders is now June 29, 2021 at 2:00 PM.
4. Have the insurance requirements changed from the previous contract?
 - a. Insurance requirements are per our insurance broker and underwriters.
5. Be advised that there were no insurance requirements in the RFP containing page 13, section (G) or in any of the other attached RFP's.

a. General Insurance Requirements

Upon Council approval, the awarded Contractor shall provide the City with a Certificate of Insurance (COI) to the procurement agent listed on the cover page for this RFP. The COI shall indicate the existence of the policies prior to the beginning of the contract work or term. Thereafter, a renewal certificate shall be delivered to the City at least thirty (30) days prior to the expiration date of each expiring policy. If at any time, any of the policies shall be or become unsatisfactory to the City as to form or substance, or any of the carriers issuing such policies shall be or become

May 2021

unsatisfactory to the City, the Contractor shall deliver to the City representative upon demand a certified copy of any policy required herein for review. The Certificates of Insurance shall state that the City of Alpharetta is additionally insured.

- **Workers Compensation:** Workers Compensation \$500,000 per accident per employee with waiver of subrogation. Required documentation includes certificate from insurance company showing issuance of workmen's compensation coverage for the State of Georgia.
- **Comprehensive General Liability Insurance:**

Commercial General Liability	\$1,000,000 each occurrence
	\$1,000,000 aggregate
- **Comprehensive Auto Liability Insurance:**

Bodily Injury Liability	\$1,000,000 each occurrence
Property Damage Liability	\$ 100,000 each occurrence
- **Excess Umbrella Liability:**

Combined Single Limit Bodily Injury and / or Property Damage	\$1,000,000 each occurrence
	\$1,000,000 aggregate

Insurance; Indemnification. The awarded Consultant must keep the types and amounts of insurance set forth as from time to time will be requested by the City. The awarded Consultant must supply proof of such insurance to the City at the same time as the execution of any resulting Contract and/or purchase order, and as and when requested by the City during the term hereof. Acceptance of a certificate or proof of insurance does not constitute approval or agreement by the City that the insurance requirements have been satisfied. The awarded Consultant will indemnify and hold the City harmless from all claims, demands, losses, attorneys' fees and liabilities of any type or nature arising out of or related to the Consultant's, or Consultant's agents', employees' or subconsultants', negligent performance or non-performance of any resulting Contract and/or purchase order, including, but not limited to, claims for injury to person or property; provided, however, that this indemnification obligation will not apply to claims arising from the sole negligence of the City or its employees. Nothing in this paragraph or any resulting Contract and/or purchase order will be considered to constitute a waiver of the City's sovereign immunity, create rights in any third party, or create any third-party beneficiaries.

END ADDENDUM

THE CITY OF
ALPHARETTA
GEORGIA

SANITATION & RECYCLING PROGRAM



City of Alpharetta
Finance Department
2 Park Plaza
Alpharetta, GA 30009

Phone: 678-297-6060
Fax: 678-297-6061
www.alpharetta.ga.us

QUICK REFERENCE GUIDE



Holiday Schedule:

- New Year's Day
- Thanksgiving Day
- Christmas

If your scheduled pick-up day falls on one of the holidays listed above or a subsequent day of the same week, your revised pick-up day will be the day following your regularly scheduled pick-up day.

NOTE: Household trash, recycling, and yard waste collection schedules will be maintained on all other holidays. If your normal collection schedule falls on any holiday not listed above please have your carts/bin at curbside as usual on your assigned day.

KEY CONTACT INFORMATION

City of Alpharetta Customer Service

Office Hours:

Monday – Thursday, 8:30 am to 5:00 pm

Friday, 8:30 am to 4:30 pm

Telephone Numbers:

678-297-6060 (Phone)

678-297-6061 (Fax)

E-mail:

utilities@alpharetta.ga.us

The City of Alpharetta's website is a quick and convenient source of information about the sanitation and recycling program. Please visit: www.alpharetta.ga.us

Republic Services Customer Service

Office Hours:

Monday – Friday, 8:00 am to 5:00 pm

Telephone Number:

678-407-6216

E-mail:

alpharetta@republicservices.com

SANITATION & RECYCLING SERVICES

The City of Alpharetta provides sanitation and recycling services to all of its residents through a contract with Republic Services, Inc.

What is collected?

- Household trash, recyclables, yard waste, and bulky waste.

How often?

- Weekly - household trash, recyclables, and yard waste.
- As needed – bulky waste (service must be requested 72 hours in advance by completing the Bulky Waste Pickup Form online at www.alpharetta.ga.us or by contacting Republic Services, Inc. at 678-407-6216).

Where can I find the scheduled pickup day for my street?

- Pickup day listing is available for download from the city's website (www.alpharetta.ga.us).
- Republic Services, Inc. at 678-407-6216.

When/where should the carts/bin be placed at the curbside for pickup?

- No later than 7:00 a.m. on your scheduled pickup day.
- The handles of the household trash and recycling carts should face the front of the house when placed at the curbside. Carts should be placed no more than 2 feet behind the curb line while leaving 5 feet of clearance (please do not place near mailboxes, trees, etc.).
- The glass recycling bin should be placed adjacent to the carts (please do not place the bin on top of the carts).
- Backdoor service is provided to customers with physical impairments. Please contact the city's customer service team for more information.

How do I signup for new service or cancel existing service?

- Contact a member of the city's customer service team: (a) in person at City Hall, 2 Park Plaza, Alpharetta, GA 30009; or (b) by calling 678-297-6060.

How much does the service cost?

Base Service:

- \$76.95 quarterly for 95-gallon household trash cart, 65-gallon recycling cart, and 18-gallon glass recycling bin.
- \$72.84 quarterly for 68-gallon household trash cart, 65-gallon recycling cart, and 18-gallon glass recycling bin.
- Seniors (65 years and older) and customers with disabilities and/or special needs pay \$39.87 quarterly.
- Seniors (65 years and older) and customers with disabilities and/or special needs, that meet certain income restrictions, pay \$0. Backdoor pickup is also available for qualifying customers.
- All fees listed above include household trash, recycling, yard waste, and bulky waste pickup.

Additional Service:

- \$23.16 quarterly for each additional household trash cart or recycling cart (if needed).
- \$10.32 quarterly for each additional glass recycling bin (if needed).
- \$1.50 bag tag that must be secured to each personal trash container and/or plastic trash bag that is not placed in the city's standard household trash/recycling carts. Tags can be purchased by contacting the city's customer service team: (a) in person at City Hall, 2 Park Plaza, Alpharetta, GA 30009; or (b) by calling 678-297-6060.

Available Discounts:

- Customers can receive a 5% discount on all Base/ Additional Service rates noted herein (excluding tag fees) by making a non-refundable annual payment in advance and in full on or before July 1st of each service year.

How does the City bill for this service?

- City bills quarterly in advance.
- Payment is due 20-days from the date listed on the bill.
- \$5.00 charge is assessed for all late payments.
- \$25.00 charge for all checks returned due to insufficient funds.

What are my payment options?

- Types of payment include: Visa, MasterCard, American Express, check, cash, or bank draft.
- Payment can be made: (a) in person at City Hall, 2 Park Plaza, Alpharetta, GA 30009; (b) via the city's website www.alpharetta.ga.us; (c) by completing the *Authorization for Automatic Payment of Sanitation Billing* (see attached form) and mail to the city's customer service team at the address listed above; or (d) by contacting the customer service team at 678-297-6060.

Anything else I should know about the yard waste pickup?

- Yard trimmings should be containerized in: (a) paper lawn bags (10 bags maximum); or (b) 35 gallon trash cans or containers (5 maximum).
- Tree limbs (maximum of 3 feet in length and 6 inches in diameter) should be tied in bundles (10 bundle maximum).

You can access the city's website for Sanitation and Recycling Services through your smartphone with this QR-Code



WHAT IS RECYCLABLE?

YES! Please recycle these items
in your recycling cart:

Aluminum/Metal

Aluminum beverage cans
Food cans
Pots, pans, tins and utensils
Scrap metal



Cardboard

Cardboard boxes
(flattened)
File folders
Frozen food boxes
Milk and juice cartons
Poster board

Paper

Brochures
Envelopes
Magazines
Newspaper
Paper
Phone books
Junk mail

Plastic

Milk jugs
Plastic bottles
Six or twelve pack rings
Take-out containers

YES! Please recycle these items
in your glass recycling bin:



Glass

Glass bottles
and jars



AND WHAT IS NOT?

NO! Do not recycle these items:

Aerosol cans	Juice boxes
Aluminum foil	Light bulbs
Batteries	Pizza boxes
Ceramic	Plastic bags
Clothing	Shredded paper
Food tainted items (used paper plates, paper towels/napkins, etc.)	Stickers/ address labels
Glass windows/ mirrors	Styrofoam
Ice cream cartons	Tissue

**INSPIRING AND REWARDING SMARTER, EVERYDAY
CHOICES THAT LEAD TO A MORE SUSTAINABLE FUTURE**

AUTHORIZATION FOR AUTOMATIC PAYMENT OF SANITATION BILLING

I HEREBY AUTHORIZE THE City of Alpharetta to debit my account and, if needed, to debit or credit my account for adjustments made to correct my account. I request that all transactions be made to the account selected below:

- ☐ Checking account ☐ Savings account
for payments due on my (our) Sanitation Account

My Account information is listed below:

Account Holder(s) Name(s): _____ Account Number: _____
Billing Address: _____

My Bank information is listed below:

Bank Name: _____ Bank Transit (ABA) Number: _____
Account Number: _____

This authority will remain in effect until the City of Alpharetta has received written notification from me of its termination.

Signed: _____ Dated: _____

PLEASE SIGN THIS APPLICATION, ATTACH A VOIDED CHECK AND MAIL TO:

CITY OF ALPHARETTA; FINANCE DEPARTMENT, 2 PARK PLAZA; ALPHARETTA, GA 30009. ANY QUESTIONS CALL 678-297-6060.

CITY OF ALPHARETTA
SENIOR, DISABILITY, OR SPECIAL NEEDS APPLICATION FOR SANITATION

The City of Alpharetta offers the following sanitation fee reduction, exemption and/or additional service to assist seniors and customers with disabilities and/or special needs. Please check the appropriate category below and provide the listed documentation. Applicant must also attach a copy of one of the following as proof of age and residence: Driver's License or Identification Card (address must match the information provided below).

Customer Name: _____

Account #: _____ Daytime Phone# _____

Street Address: _____

 (City)

 (State)

 (Zip code)

Form/Documentation Submission:

email: utilities@alpharetta.ga.us

mail/in-person:

City Hall

2 Park Plaza

Alpharetta, GA 30009

Questions? (678) 297-6060

☐ SENIOR REDUCED FEE: \$36.24 every three months

The City provides up to a 50% sanitation fee reduction for customers that are the primary wage earner and 65 years and older. The following information is required:

Applicant's Date of Birth: _____

☐ DISABILITY AND/OR SPECIAL NEEDS REDUCED FEE AND BACKDOOR PICK-UP SERVICE:
 \$36.24 every three months

The City provides up to a 50% sanitation fee reduction and backdoor pick-up service for customers with disabilities and/or special needs that prevents them from placing the pickup carts/bins curbside. Proof of disability must be provided via one of the following:

[] Department of Public Safety Handicap I.D. card;

[] Disabled Veterans I.D. card; or

[] Letter from personal physician stating disability on professional letterhead.

___ I request the disability and/or special needs fee reduction; and/or

___ I request the backdoor pickup service.

☐ SENIOR, DISABILITY, AND/OR SPECIAL NEEDS EXEMPTION: Full Exemption (\$0 Fee)

Primary wage earner who is a senior (65 years and older), disabled, or has special needs, may qualify for a full exemption from sanitation collection fees if their combined total income is equal-to, or less-than, the established poverty level as established by the United States Government. Please provide the following information:

[] Total annual income (less Social Security benefits) of Primary Wage Earner.

\$ _____

[] Total annual income (less Social Security benefits of Spouse, if living in the same household) of Primary Wage Earner:

\$ _____

The undersigned certifies, under penalty of law that the information provided above and given in support of this application is true and correct.

Applicant Signature: _____

Date: _____

(Rev. 031820)

*****Application for sanitation senior discount will be effective the NEXT billing cycle. *** Seniors 65 or over may also qualify for certain property tax exemptions. Please contact the City of Alpharetta at 678-297-6060 (option 0) for more information.**



APPLICATION FOR BACKDOOR PICKUP

Customer Name: _____

Account #: _____ Customer # _____

Street Address: _____

(City) _____ (State) _____ (Zip code) _____

Daytime Phone #: _____ Email: _____

Form/ Documentation Submission
 Attn: Backdoor Service
 Email: utilities@alpharetta.ga.us
 Mail: City of Alpharetta
 2 Park Plaza
 Alpharetta, GA 30009
 Questions? (678) 297-6060

I hereby certify that I am unable to push the garbage and recycling containers to the curb for collection due to a physical impairment and that there is no one who resides with me that can do so. I will be responsible and required to have household garbage and recycling items placed inside the carts in secured/ ties plastic bags for collection on the scheduled day of pickup. Location of the carts shall be visible from the sanitation collection route and completely accessible by Republic.

Customer Signature: _____ Total Number in Household: _____

Please Check one:

- ☐ I certify that I live alone and do not have anyone to assist in placing the cart(s) out.
- ☐ I certify that there are other person(s) living in the household and each person is disabled.

Physician Statement:

I hereby certify the above-mentioned individual(s) is/are disabled and is physically unable to push the garbage and recycling carts to the street for collection. Please check one of the following:

- ☐ Permanently Disabled ☐ Temporarily Disabled Until _____

Doctor's Name: _____

Office Address: _____

Office Phone #: _____

Doctor's Signature: _____ Date: _____

Subscribed and Sworn before me on this _____ day of _____ 20____.

Notary Public_____
My Commission expires

"For Office Use Only"

Received By: _____ Date: _____
 City of Alpharetta Signature: _____ Date: _____
 Approved: _____ Disapproved: _____ Comments: _____



STAFF REPORT

Department: Community Development

Submitted By: Kathi Cook

Meeting Date: June 16, 2025

AGENDA ITEM:

Unified Development Code Text Amendments - Parking

Discussion of proposed text amendments to the Unified Development Code (UDC) to amend Section 2.5 Parking and Loading and Appendix A: Alpharetta Downtown Code Section 2.4 Parking and Loading.

STAFF RECOMMENDATION:

Seeking feedback and direction from Mayor and Council.

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:

Staff recommends text amendments to Unified Development Code (UDC) Section 2.5 Parking and Loading to amend the parking ratio for an elementary and middle school and Appendix A: Alpharetta Downtown Code Section 2.4 Parking and Loading to amend parking requirements for Downtown properties that are located beyond a certain distance from a public parking facility.

Due to concerns voiced by Council, Staff explored the current Downtown parking ratios to determine if the ratios are appropriate for all areas of Downtown. An article from the National Parking Association in *PARKING* magazine suggests that parking designers typically use a maximum walking distance of 300' – 600' for retail customers and 1,200' – 1,500' for employees. A buffer map displaying these distances from public parking facilities in the Downtown Overlay reveals that properties north of Mayfield Road, as well as properties south of Old Milton Parkway exceed the retail customer maximum walking distance from a public parking facility. Therefore, it is recommended that properties in the Downtown south of Old Milton Parkway and north of Mayfield Road should be subject to the City-wide parking ratios in UDC Section 2.5 Parking and Loading.

Staff researched parking ratios for elementary and middle schools in response to a concern from City Council that the City's current parking ratio may be insufficient. The UDC requires one (1) parking space per classroom and administrative office, plus five (5) parking spaces for guests for an elementary and middle school. Staff looked at school parking ratios in surrounding jurisdictions, as shown in the table below, and compared those to existing parking ratios at Manning Oaks Elementary School and Hopewell Middle School. It is estimated that Manning Oaks Elementary School has 2.12 parking spaces/classroom and administrative office, and Hopewell Middle School has 1.94 parking spaces/classroom and administrative office. Therefore, it is recommended that two (2) parking spaces per classroom and administrative office be required for elementary and middle schools.

Municipality	Vehicle Parking Calculation (K-8)
Dunwoody	2 spaces per Classroom - min 4 spaces
Sandy Springs	1 space per 500 SF (K-12)
Roswell	1 space per 1000 SF
John's Creek	Larger of 2 per classroom or one per 35 SF in largest assembly area
Milton	Larger of 2 per classroom or one per 35 SF in largest assembly area

ALTERNATIVES:

Maintain the City's current parking ratio for elementary and middle schools. Maintain the Downtown Overlay as the boundary applicable to Downtown parking ratios.

ATTACHMENTS:

1. Downtown Code Sec. 2.4. Parking and Loading
2. SECTION 2.5 PARKING AND LOADING
3. Parking Buffers Map

Sec. 2.4. Parking and Loading.

2.4.1. Vehicle Parking.

- A. Every use must provide and maintain vehicular parking in accordance with the Vehicular Parking Requirements Table, except those properties in the Downtown Overlay that are located north of Mayfield Road and south of Old Milton Parkway shall provide vehicular parking in accordance with UDC Section 2.5 Parking and Loading.
- B. Vehicular Parking Requirements Table.

Use	Parking Space Ratio
Residential Activities	
Dwelling, 'For-Sale,' Attached	Min. 1 per bedroom (up to 2 bedrooms), plus 0.50 visitor space per unit
Dwelling, 'For-Sale,' Detached	Min. 1 per bedroom (up to 2 bedrooms), plus 0.50 visitor space per unit
Dwelling, 'For-Rent'	Min. 1 per bedroom (up to 2 bedrooms), plus 0.50 visitor space per unit
Bed & Breakfast	Min. 1 per guest bedroom
Hotel	Min. 1 space per guest room, plus 1 employee space per 20 guest rooms, plus 1 per 500 sf of convention rooms, conference rooms, ballrooms, restaurant and retail shops
Congregate Housing, Assisted Living Facility	Min. 1 per 2 sleeping rooms
Home-Elderly, Children, Nursing	Min. 1 per 2 sleeping rooms
Business Uses	
Bank, Savings & Loan, Mortgage Company	Min. 3 per 1,000 sf
Day Care Center	Min. 1 per 400 sf, plus stacking for 6 cars on the lot
Funeral Home (with no cemetery or mausoleum)	Min. 1 per 4 seats in chapel or parlor, plus sufficient space to park or store all company vehicles
Medical, dental and optical offices	Min. 3 per 1,000 sf
Professional and business offices not otherwise specifically enumerated	Min. 3 per 1,000 sf
Auto, truck and mobile home sales, outdoor equipment and machinery sales, commercial nurseries	Min. 3 per 1,000 sf of showroom, sales office or other conditioned space
Restaurant	Min. 1 per 500 sf
Retail businesses, not otherwise specifically enumerated	Min. 1 per 500 sf
Theaters, night clubs and other such places of public assembly	Min. 1 per 4 seats, plus 1 (employee space) per 10 seats
Service and repair establishments not otherwise specifically enumerated	Min. 3 per 1,000 sf, excluding storage
Service Station, Automotive	Min. 2 per fueling station, plus 1 per 250 sf of retail
Technology Centers/Data Processing Centers	Min. 1 per 500 sf of unmanned areas and min. 1 per 300 sf of manned areas
Wholesale/Industrial Uses	
Wholesaling and industrial uses including lumber, brick, coal, junk and supply yards	Min. 1 per 1,000 sf

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Public and Semipublic Uses	
Hospital	Min. 1 per bed, plus 1 per 200 sf for outpatient treatment areas
Church, Synagogue, Other Place of Worship	Min. 1 per 2 seats in the principal assembly room
Places of assembly or indoor recreation without fixed seats	Min. 1 per 500 sf playing court, rink, playing field and spectator area, plus 1 per 200 sf of patron use areas
Schools, elementary and middle schools	Min. 1 <u>The larger of two (2) per classroom and administrative office, plus 5 visitor spaces or 1 per 35 square feet in largest assembly area</u>
Schools, senior high	Applicants must submit a parking study (prepared by an independent third party) to determine minimum parking requirements. The study must estimate parking demand based on reliable data collected from comparable uses or on external data from credible research organizations (e.g. Institute of Transportation Engineers or American Planning Association). It must also consider the number of students, staff, classrooms, visitors, and the availability of busing. In no case may the minimum requirement be less than 1 per classroom and administrative office, plus 1 per 4 students (based on the design capacity of the school)
Other public building	Min. 1 per 300 sf

- C. Parking in the following locations may be used to satisfy the minimum requirements of the Vehicular Parking Requirements Table:
1. Off-street parking located on the same site or lot as the use it serves;
 2. On-street parking located adjacent to and on the same side of the street as the site or lot containing the use it serves; and
- D. When a use provides more than 120% of the minimum number of spaces required by the Vehicular Parking Requirements Table, any additional spaces in a surface parking lot must be constructed of pervious paving materials. For the purpose of conforming to this requirement, any on-street spaces or off-street spaces in parking structures must be counted towards satisfying the minimum requirement.
- E. Parking In-Lieu Fees.
1. The city council may authorize vehicular parking requirements to be satisfied through payment of parking in-lieu fees according to the following fee schedule:

Parking In-Lieu Fee Schedule

If the Number of Required Spaces Satisfied through In-Lieu Program is Between:	The Fee Due is:
1—5 spaces	\$4,500 per space
6—20 spaces	\$22,500 + \$8,000 per space over 5
21—40 spaces	\$142,500 + \$14,000 per space over 20
41 spaces and greater	\$422,500 + \$20,000 per space over 40

-
2. Applications to use parking in-lieu fees must be made to the city council, which will then hold a public hearing to approve or deny the application. The city council must consider the following in reviewing an application for parking in-lieu:
 - a. The availability of parking in the Downtown Overlay;
 - b. The availability of alternative transportation in the Downtown Overlay;
 - c. The impact on the public health, safety, and general welfare; and
 - d. Other considerations deemed material to the application by city council.
 3. Following approval of a parking in-lieu fee application, the fee must be paid in a lump sum either:
 - a. Prior to the issuance of a building permit; or
 - b. Prior to the issuance of a business license for the use for which the parking is required, if no building permit is required.
 4. When parking in-lieu fees are utilized, the following apply if the use is changed or discontinued:
 - a. If a use is enlarged or replaced by a use that requires more parking, the additional parking requirement may be met by paying additional parking in-lieu fees.
 - b. If a use is reduced in area, or wholly or partially becomes vacant, or is replaced by a use that requires less parking, no additional parking in-lieu fees are required.
 - c. If a use is destroyed, the property owner may count its parking in-lieu fee spaces towards meeting the requirement of new uses built on-site, subject to "a" and "b" above.
 - d. A change of ownership or the dividing or merging of lots will not affect parking in-lieu fees or any determination that parking requirements have been met according to fees paid for a particular use, except when the change of ownership results in one of the conditions identified in "a" through "c" above.

F. On-Site Parking Special Exceptions.

1. The following applies in place of Section 4.5.5 of the Unified Development Code when some or all of the required on-site parking is not provided and said requirement is not otherwise fully or partially satisfied through the payment of parking in-lieu fees.
2. Parking special exceptions shall be heard by the Planning Commission and decided by the City Council utilizing the same process required for conditional use applications under Section 4.2. of the Unified Development Code, except the conditional use standards of Section 4.2.3.C. shall not apply.
3. Parking special exceptions may be granted when the character of the use is such that the full provisions of on-site parking facilities is unnecessary, or when a site is unable to accommodate the required number of parking spaces due to the site's size, shape, topography, existing buildings, existing trees, other natural features, or required buffers.
4. The City Council may impose conditions of approval on the special exception in order to protect the public health, safety, and general welfare.
5. In no case shall a special exception be granted from the conditions of approval imposed on a property through a zoning change granted by the City Council.

(Ord. No. 732, § 43, 2-6-2017; Ord. No. 736, § 3, 3-20-2017; Ord. No. 753, § 1(Exh. A), 3-19-2018; Ord. No. 859, § 1(Exh. A), 6-26-2023)

2.4.2. Bicycle Parking.

- A. Facilities that provide or require 25 or more vehicle parking spaces must provide a minimum of 1 bicycle parking space, plus 1 space for each additional 25 provided vehicle parking spaces, provided that no site may have fewer than 3 spaces nor be required to exceed 30 bicycle spaces.
- B. Bicycle parking facilities must comply with the following provisions.
 - 1. Each required bicycle parking space must be at least 2 feet by 6 feet. Where a bike can be locked on both sides of a bicycle rack without conflict, each side can be counted as a required space.
 - 2. Bicycle racks must be securely anchored, be easily usable with both U-locks and cable locks, and support a bicycle at 2 points of contact to prevent damage to the bicycle wheels and frame.
 - 3. Bicycle parking must be provided in a well-lit area.
 - 4. Spacing of the bicycle racks must provide clear and maneuverable access.
 - 5. Bicycle parking may be placed within the public right-of-way, provided the encroachment is approved by the City Transportation Engineer.
 - 6. Bicycle parking spaces must be as close as or closer than the nearest vehicle parking space (as measured along a pedestrian walkway from the door of the use the parking serves).

2.4.3. Driveways.

- A. Applicability. The following applies to driveways, including those serving alleys, but not to new streets in conformance with Section 2.3.3.
- B. Width. Unless approved by the City Transportation Engineer or required by the Georgia Department of Transportation along a State highway, the maximum width of curb cuts, not including flares or returns at the throat of the facility, for entrances, exits, service drives and similar facilities shall be 24 feet for two-way entrances and 12 feet for one-way entrances.
- C. Number. The maximum number of driveways allowed on a site shall not exceed an amount equal to one driveway for every 300 feet of total street frontage or fraction thereof. All parcels are permitted at least one driveway.
- D. Location. Driveways may not be located on an arterial street when access is available from a collector or local street.

2.4.4. Design of Parking Structures.

- A. When a parking structure fronts an arterial or collector street its ground story must have active uses (such as, but not limited to, residential, commercial, office or civic space) located between the parking structure and the closest adjacent street (not including an alley). Such active use shall have a minimum depth of 20 feet.
- B. Where upper stories of structured parking are adjacent to or visible from any street, they must be screened so that cars and ramps are not clearly visible from ground level view from the adjacent parcel or the adjacent street (not including an alley).
- C. Structured parking facades adjacent to or visible from any street must have the appearance of a horizontal storied building.

2.4.5. Loading.

- A. On-site loading space is not required.

-
- B. Loading areas must be located to the rear of buildings. Loading areas must not be placed between a building and the closest adjacent street.
 - C. Screening. If a loading area is provided, it must meet the following.
 - 1. Where a loading dock designed for tractor-trailers is placed between a shared lot line or building and the closest adjacent street (not including an alley), the entire length of the loading area must be screened.
 - 2. Screening must consist of either:
 - a. An 8-foot high wall compatible with the principal building in terms of texture, quality, material and color; or
 - b. Evergreen plant material that can be expected to reach a height of 8 feet with a spread of 4 feet within 3 years of planting.

2.4.6. Vehicle Access and Parking Locations.

- A. No driveway or off-street parking lots may be located between a building and the closest street unless an intervening approved building type exists.
- B. Off-street parking for the following must be accessed from alleys:
 - 1. Townhouses on lots of any width.
 - 2. All other building types on lots less than 50 feet in width.
- C. Where a garage faces a street the garage must be recessed a minimum distance of 20 feet behind the front building façade.
- D. Each 'For Sale' dwelling unit shall have a minimum 18' long and 10' wide paved driveway, as measured from the garage to the back of sidewalk, or back of curb where a sidewalk is not provided.
- E. Enclosed tandem parking spaces shall only count for one required parking space, since only one space is fully accessible.

(Ord. No. 772, § 7, 2-4-2019)

SECTION 2.5 PARKING AND LOADING¹

Areas suitable for parking vehicles in off-street locations shall be required in all districts at the time of the initial construction of any principal building or when a structural alteration or change in a principal building produces an increase in dwelling units, guest rooms, floor area, seating or bed capacity, or when a conversion in use occurs.

Off-street parking shall be provided and maintained in accordance with the following requirements. A parking study may be submitted to support a request for a proposed parking reduction. This study shall be reviewed by Community Development and must be approved prior to permitting.

(Ord. No. 718, § 17(Exh. C), 12-14-2015; Ord. No. 732, § 5, 2-6-2017)

2.5.1 Number of vehicle parking spaces required.

The following number of off-street vehicle parking spaces shall be required for the respective use:

- A. *Residential Uses.* Residential parking spaces required by this Ordinance shall be standard parking spaces (9 feet by 19 feet).

Dwelling, 'For-Sale', detached:

Two (2) spaces on the same lot for each dwelling unit, plus 1 additional space where a home occupation is permitted.

Dwelling, 'For-Sale', attached; efficiency or one-bedroom units:

One and one-half (1½) spaces for each dwelling unit.

Two or more bedroom units:

One (1) space for each bedroom.

Bed and Breakfast:

One (1) space for each bedroom.

Dwelling, 'For-Rent', residential:

Two (2) spaces for each unit, plus one (1) guest space per 20 units.

Group Home/Congregate Housing:

One (1) space for each two (2) sleeping rooms.

- B. *Business Uses.*

Medical, dental and optical offices:

One (1) space per 200 square feet.

Professional and business offices not otherwise specifically enumerated:

One (1) space for each 250 square feet of gross floor space.

¹Ord. No. 718, § 17(Exh. C), adopted Dec. 14, 2015, repealed the former § 2.5 (2.5.1—2.5.9), and enacted a new 2.5 (2.5.1—2.5.9) as set out herein. The former § 2.5 pertained to similar subject matter and derived from the original codification and Ord. No. 675, § 1, adopted June 3, 2013.

Banks:

One (1) space for each 300 square feet of gross floor space.

Hotels (or Motels) and Extended Stay Hotels:

One (1) space for each guest room, plus 1 employee space for each 20 sleeping rooms, plus one space per 500 sq. ft. of space used for convention rooms, conference rooms, ballrooms, restaurant and/or retail shops.

Day Care:

One (1) space for each 400 square feet. (Stacking for six cars must be provided on site.)

Service and repair establishments not otherwise specifically enumerated:

One (1) space for each 250 square feet of floor area not used for storage.

Retail businesses, not otherwise specifically enumerated:

One (1) space for each 200 square feet of gross floor space.

Auto, truck and mobile home sales, outdoor equipment and machinery sales, commercial nurseries:

One (1) space per 100 square feet of showroom, sales office or other conditioned space.

Restaurants:

One (1) space for each 100 sq. ft. of the entire facility.

Retail Shopping Center:

Less than 50,000 sq. ft.: One (1) space for each 200 sq. ft.

50,000—400,000 sq. ft.: One (1) space for each 250 sq. ft.

Over 400,000 sq. ft.: One (1) space for each 285 sq. ft.

Theaters, night clubs and other such places of public assembly:

One (1) space for each 4 seats accommodations plus 1 employee space for each 10 seats.

Service stations:

Two (2) spaces for each gasoline pump plus 1 space per 250 sq. ft. for convenience store.

Funeral homes:

One (1) space for each 4 seats in chapel or parlor plus sufficient space to park or store all company vehicles.

Technology Centers/Data Processing Centers:

One (1) space per 1,000 square feet per gross area of unmanned space together with parking as required for space dedicated to manned space at 1 space per 300 square feet. Land for additional parking calculated at 1 space per 500 square feet of gross area shall be set aside and preserved until such time as additional parking is needed and/or use changes. This land shall not be subdivided from the remainder of the property so that it can be used for parking in the future.

C. *Wholesale and Industrial Uses.*

Wholesaling and industrial uses including lumber, brick, coal, junk and supply yards:

One (1) space per 1,000 square feet.

D. *Public and Semipublic Uses.*

Hospitals:

One (1) space per bed, plus 1 space per 200 square feet of floor area used for outpatient treatment.

Churches, stadium and other places of public assembly:

One (1) space for each 2 seats in the principal assembly room.

Places of assembly or indoor recreation without fixed seats:

One (1) space for each 500 square feet of playing court, rink, playing field and spectator area, plus one (1) space for each 200 sq. ft. of gross floor space directed to other patron use areas.

Schools, elementary and middle schools:

~~One (1)~~ The larger of two (2) spaces for each classroom and administrative office ~~plus 5 spaces for visitors or 1 per 35 square feet in largest assembly area.~~

Schools, senior high:

One (1) space for each classroom and administrative office plus 1 space for each 4 students based on the design capacity of the school.

Other public building:

One (1) space for each 300 square feet of gross floor space.

(Ord. No. 718, § 17(Exh. C), 12-14-2015)

2.5.2 Shared parking.

- A. *Common Off-street Parking Areas.* Two (2) or more principal uses may utilize a common area in order to comply with the off-street parking requirements, provided that the total number of individual spaces available in the common area is not less than the sum of the spaces required for the individual uses as separately computed in accordance with the provisions of this Ordinance. If it can be demonstrated that the principal uses would not utilize the shared parking areas during the same hours, the required number of parking spaces may be reduced by 25% in the common area.

(Ord. No. 718, § 17(Exh. C), 12-14-2015)

2.5.3 Off-street loading and unloading spaces.

- A. Every lot on which a business, trade or industry is thereafter established shall provide space as indicated below for the loading and unloading of vehicles off the street. Such space shall have access to an alley or, if there is no alley, to a street. For the purpose of this Section, an off-street loading space shall have the minimum dimensions of 12 by 40 feet and be clear and be free of obstructions at all times.

Required spaces shall be provided as follows:

Retail businesses, office, wholesale, industrial, governmental and institutional uses, including public assembly places, hospitals and educational institutions, 1 space for the first 25,000 square feet of total floor area or fractional part thereof. For anything in excess of 25,000 square feet, such uses shall provide loading spaces according to the following schedule:

SQUARE FEET	NUMBER OF SPACES
25,000—99,999	2

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(Supp. No. 22)

100,000—159,999	3
160,000—239,999	4
240,000—349,999	5
For each additional 100,000 or fraction thereof	1 additional

- B. Vehicles used for the loading and unloading of retail merchandise may not be parked overnight (between 10:00 p.m. of one day and 8:00 a.m. of the next day) in a location closer to the frontage street than the principal building.

(Ord. No. 718, § 17(Exh. C), 12-14-2015)

2.5.4 Locational criteria for parking.

- A. Location on Other Property. If the required parking cannot reasonably be provided on the same lot on which the principal use is conducted, such parking may be provided on other off-street property provided such property lies within 500 feet of the main entrance to the principal use. Such parking shall be associated with the principal use and shall not thereafter be reduced or encroached upon in any manner.
- B. Location of Required Parking in Residential Districts. Required parking spaces in residential districts shall be subject to applicable area regulations pertaining to setbacks (front, side and rear yard), lot coverage, and accessory and principal structures.

Required parking spaces in 'For-Sale' residential districts shall be contained within a carport, garage or completely enclosed building, in addition:

Each 'For Sale' dwelling unit shall have a minimum 18' long and 10' wide paved driveway, as measured from the garage to the back of sidewalk, or back of curb where a sidewalk is not provided.

Ordinary passenger vehicles and non-commercial pickup trucks may be parked on a paved driveway providing ingress and egress to the lot or on a paved parking space provided that the maximum width of the total paved area cannot exceed 40 (forty) feet.

One (1) business vehicle not prohibited by the provisions of this Ordinance from parking within a residential district and one or more recreational vehicles or boats, or boat trailers may be parked or stored in an area not visible from a street.

The regular parking or storage of any business vehicle, any vehicle used in connection with a home occupation, or any vehicle with a carrying capacity of more than one-and-one-half (1½) tons is prohibited in any residential district. Pickup or panel trucks, used to provide daily transportation to and from work, are allowed in all residential districts.

- C. Parking and Storage of Certain Vehicles. No automobile, truck, motorcycle, trailer or other vehicle of any kind or type without current license plates shall be parked or stored on any lot in a residential district except in a completely enclosed building.
1. Any person who, as of the effective date of this Article (6/94), has established a long-standing practice of parking or storing boats or recreational vehicles which is not in compliance with the provisions of C(1), above, may continue such practice as a lawful nonconforming use, subject only to the provisions of any applicable district regulations.
 2. Any person may apply to the Director of Community Development for a variance to the provisions of C(1), above pertaining to the parking and storage of boats or recreational vehicles. Variances shall be granted only in the case of extreme hardship or unusual circumstance, as contrasted with merely granting an advantage or a convenience. The factors to be taken into consideration by the Director may include the following:

-
- a. The ease with which the applicant can comply with the provisions of this ordinance;
 - b. Whether there are extraordinary and exceptional conditions pertaining to the particular lot because of its size, shape, topography or location of the improvements on the lot;
 - c. The economic hardship that would be imposed upon the applicant if the variance were denied; and
 - d. Whether relief, if granted, would cause substantial detriment to the public good or impair the purpose and intent of this ordinance.
3. Where appropriate, the Director may attach reasonable conditions to the grant of a variance. The Director may also approve an alternative parking practice which, although not in strict compliance with the literal provisions of this Article, is deemed by the Director to be in compliance with the spirit of the Ordinance. All variances are personal to the applicant and shall terminate upon the sale of the lot.
- D. Written variance applications shall be acted upon by the Director within thirty (30) days of receipt. Variance applications denied by the Director may be appealed by filing a written appeal with the Board of Appeals within fifteen (15) days of the date of denial. The Board shall act upon the appeal at its next available meeting following receipt of the appeal.
- E. No parking or loading area shall be used for the sale, repair, dismantling or servicing or storing of any vehicle, equipment, materials or supplies.

(Ord. No. 718, § 17(Exh. C), 12-14-2015; Ord. No. 757, § 2, 5-9-2018; Ord. No. 772, § 4, 2-4-2019)

2.5.5 Design criteria.

- A. **Parking Space Area Requirements.** Including aisles, entrances and exits, each required off-street parking area, lot or other facility shall contain a minimum of 300 square feet of space for each vehicle to be accommodated. Not less than 80% of the parking spaces required by this Ordinance shall be standard parking spaces (9 feet by 19 feet). The dimensions of parking spaces and aisles shall be in accordance with the Parking Standards Illustration (Table 2.3). In order to reduce impervious area, projects using runoff reduction measures may use alternative off street parking dimensions as specified in Table 2.3.a. Accessible parking shall be designed and provided in accordance with the requirements of the Georgia Accessibility Code for Buildings and Facilities.
- B. **Permitted Percentage of Compact Car Parking Spaces.** Up to 20% of the parking spaces required by this Ordinance may be compact car parking spaces (8 feet by 16 feet). Compact spaces shall be located on the periphery of the parking lot wherever possible.
- C. **Minimum Parking Bay Width.** The minimum width for 90 degree parking bays shall be 60 feet for standard spaces and 54 feet for compact spaces, except for projects using runoff reduction measures, as noted in 2.5.5.A above.
- D. **Off-street parking lots,** whether public or private, shall be graded to insure proper drainage, surfaced with concrete or asphalt on an approved base and maintained in good condition free of weeds, dust, trash and debris. A gravel surface may be used for parking when such parking is in excess of code requirements and located within 700' of a waterway.
- E. **Tree Preservation.** To allow an existing or new development to preserve healthy existing trees within or adjacent to a parking lot, the number of required off-street parking spaces may be reduced by up to twenty percent (20%).
- F. **Within residential districts,** gravel parking in existence as of 01/01/01 may remain. Such gravel parking areas shall accommodate a maximum of two vehicles and shall be contained on three sides by landscape timbers.

-
- G. Pervious paving materials for parking areas are allowed as part of an approved stormwater management plan for the site with a long-term maintenance agreement.
 - H. Parking Lot Landscaping. See, Sec. 2.3.5.
 - I. Multifunctional Functional Runoff Reduction Measures. To encourage multifunctional runoff reduction measures and provide incentives for their use, bioretention areas, vegetated swales, planter boxes, rainwater harvesting systems, and other vegetated BMPs may be used to meet the perimeter island, interior island, and median island landscaping requirements of this Chapter, and may be constructed in the designated landscape areas if part of an approved stormwater management plan for the site and if screening functions are maintained.
 - J. Tandem Parking. Enclosed tandem parking spaces shall only count for one required parking space, since only one space is fully accessible.

(Ord. No. 718, § 17(Exh. C), 12-14-2015; Ord. No. 732, §§ 6—9, 2-6-2017; Ord. No. 772, § 5, 2-4-2019)

2.5.6 Public street access.

- A. *Access to Parking Lots.* A plan of entrances, exits and storm water drainage shall be submitted to the Department of Community Development and approved prior to the issuance of a development permit for off-street parking lots, whether public or private. Installation of entrances, exits and drainage systems shall have been completed prior to the issuance of a certificate of occupancy. All curb cut locations as well as widths shall comply with the Alpharetta Standard Drawings.
- B. *Driveways and Curb Cuts.* Local structures may have access points to parking lots as needed to fit the development, in accordance with professional traffic engineering practice. In general, curb cuts shall be spaced at least 300 feet apart and be located at least 300 feet away from a street intersection. An individual residential lot shall not have more than one (1) curb cut per 300 feet of street frontage.
- C. *Vision Clearance.* In all districts no fence, wall, shrubbery or other obstruction to vision between the heights of 2½ feet and 10 feet above the finished grade of streets shall be erected, permitted or maintained within 20 feet of the intersection of the right-of-way lines of streets.

(Ord. No. 718, § 17(Exh. C), 12-14-2015; Ord. No. 732, §§ 6—9, 2-6-2017; Ord. No. 843, § 3(Exh. C), 4-18-2022)

2.5.7 Electric Vehicle Charging Stations (EVCS).

All non-residential and Dwelling, 'For-Rent' developments requiring 100 or more vehicle parking spaces shall provide electric vehicle charging stations. One (1) Level 2 EVCS for every 25 required vehicle parking spaces or one (1) Level 3 EVCS for every 100 required vehicle parking spaces shall be required.

(Ord. No. 718, § 17(Exh. C), 12-14-2015; Ord. No. 864, § 2(Exh. B), 10-16-2023)

2.5.8 Number of bicycle parking spaces required.

- A. *Residential Uses.*

Dwelling, 'For-Rent':

One (1) bicycle space for every two (2) units.

- B. *Business Uses.*

Retail, Office, Hotel, Place of Assembly, Entertainment:

One (1) bicycle space for every 25 required vehicle parking spaces.

C. *Public and Semipublic Uses.*

Schools (public/private):

One (1) bicycle space for every ten (10) employees, plus one (1) space for every four (4) students.

D. *Miscellaneous/Other.*

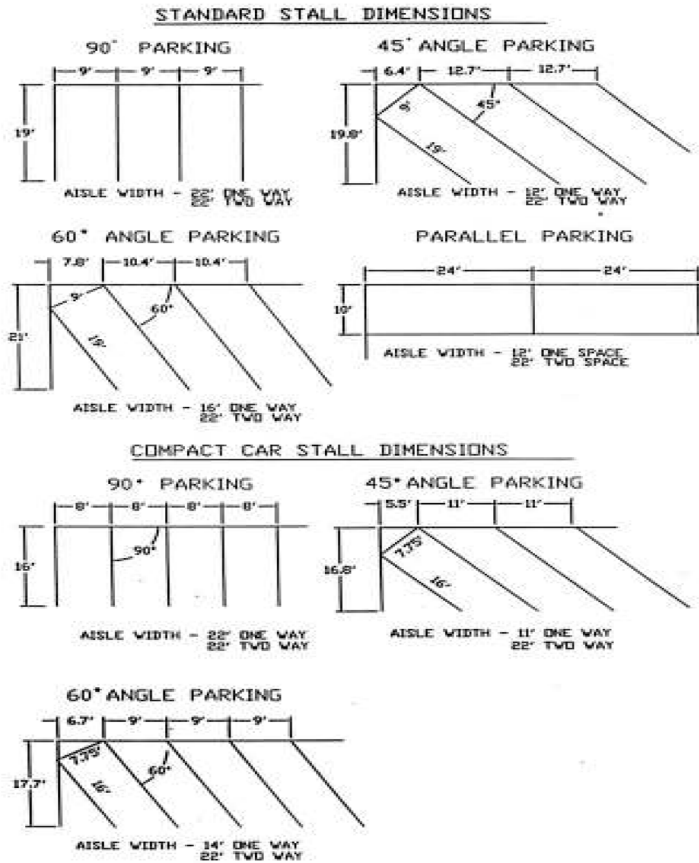
To be determined by the Transportation Engineer and/or Zoning Administrator.

(Ord. No. 718, § 17(Exh. C), 12-14-2015)

2.5.9 Prohibited parking.

- A. Except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer, no person shall:
1. Park a vehicle, except temporarily for the purpose of and while actually engaged in loading or unloading of property or passengers, in acceleration or deceleration lane; or
 2. Park a vehicle overnight in a cul-de-sac located in a residential district.
 3. Park a vehicle on an unpaved surface in any commercial district, the front yard of a residence or the side or rear yard if the side or rear yard fronts on the street, except as provided for in Subsection 2.5.5(F).
- B. The City may, but is not required to, post no parking signs in areas where parking is prohibited in Paragraph 'A' above, and the failure to post signs shall not excuse any person from compliance with Paragraph 'A'.
- C. Paragraph 'A' of this section shall not apply to the driver of any vehicle which is disabled while on the roadway in such a manner and to such extent that is impossible to avoid stopping and temporarily leaving such disabled vehicle in such position.
- D. No inoperable vehicle shall be parked or stored on a street within a residential district. An automobile or other vehicle shall be deemed inoperable if it meets any one of the following criteria:
1. It does not meet the Official Code of Georgia requirements for operating on a public street;
 2. It is extensively damaged, such damage including but not limited to any of the following: missing wheels, tires, motor or transmission;
 3. It is not operable on the public streets because it is not currently registered with the Georgia Department of Motor Vehicles;
 4. It is not capable of being operated on a public street due to missing or inoperable mechanical or electronic parts; or
 5. It has been continuously parked in the same location for a period of thirty (30) consecutive days.

(Ord. No. 718, § 17(Exh. C), 12-14-2015; Ord. No. 843, § 3(Exh. C), 4-18-2022)

TABLE 2.3 - PARKING LOT STANDARDS**NOTES:**

1. FIRE LANES SHALL BE A MINIMUM OF TWENTY-FOUR (24) FEET.
2. DIMENSIONS SHOWN FOR PARKING STALLS ARE MINIMUM. COLUMNS & OTHER OBSTRUCTIONS WILL BE ALLOWED IN THE FRONT TWO (2) FEET AND REAR FIVE (5) FEET OF THE LENGTH OF THE STALL, AND SHALL NOT INTRUDE MORE THAN SIX (6) INCHES INTO THE WIDTH OF THE STALL.
3. REFERENCE CITY OF ALPHARETTA STANDARD PLANS FOR CONSTRUCTION DETAILS.

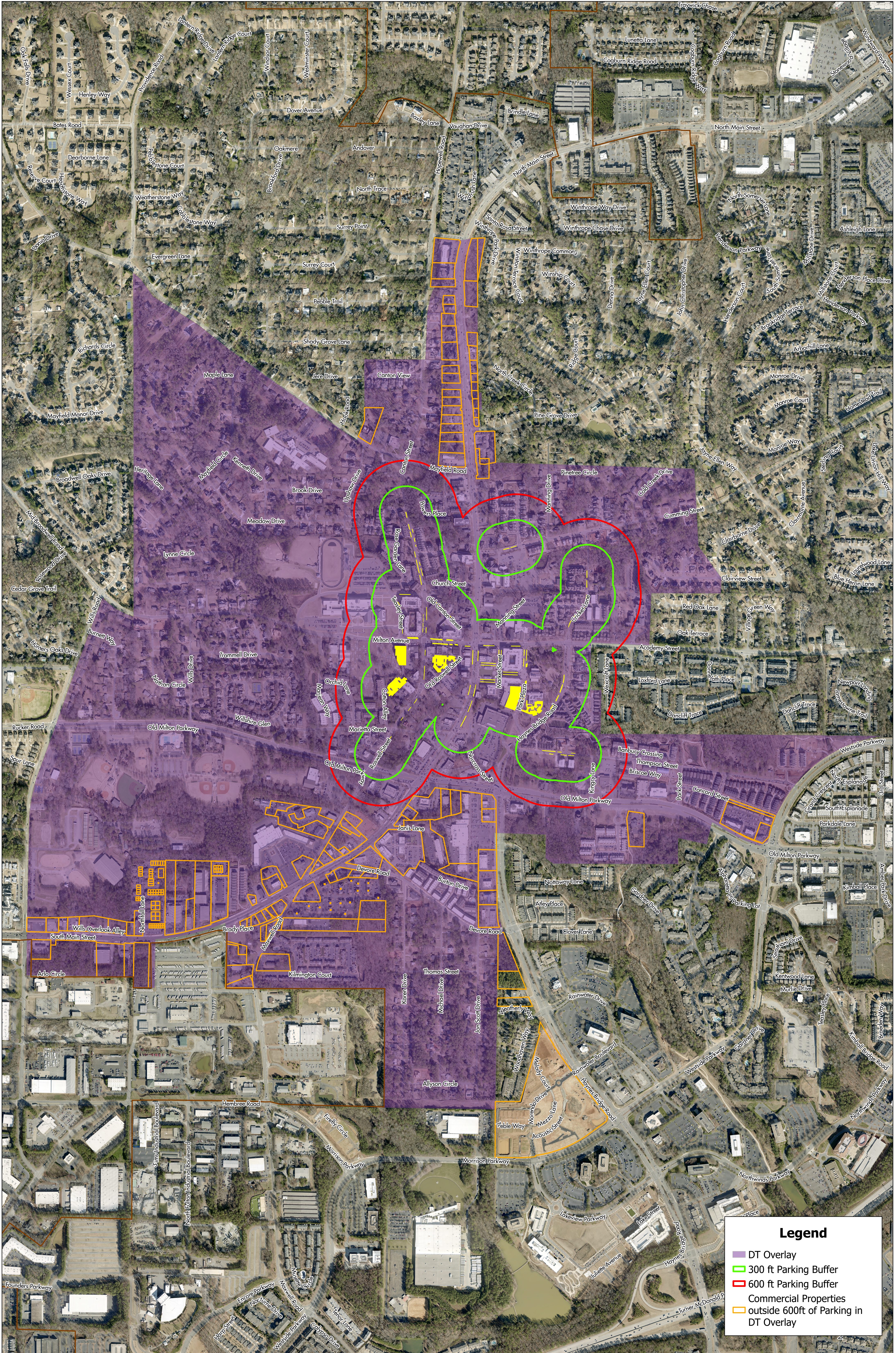
Table 2.3.a Alternative Criteria for Off-Street Parking

The following are recommended alternative criteria for off-street parking design to reduce impervious area of the site.

Angle	Base Module	Vehicle Projection	Aisle Width	Single Loaded Module	Wall to Interlock	Interlock to Interlock	Curb to Curb	Overhang
θ	M ₁	VP	A	M ₂	M ₃	M ₄	M ₅	Overhang
30	41'-2"	15'-1"	11'-0"	26'-1"	37'-6"	33'-10"	38'-8"	1'-3"
45	47'-0"	17'-7"	11'-10"	29'-5"	44'-0"	41'-0"	43'-6"	1'-9"
60	51'-6"	19'-0"	13'-6"	32'-6"	49'-4"	47'-2"	47'-2"	2'-2"
90	59'-0"	18'-0"	23'-0"	41'-0"	59'-0"	59'-0"	54'-0"	2'-6"

	Low Turnover			Medium Turnover			High Turnover	
Angle	Width Projection	Interlock	Width Projection	Interlock	Width Projection	Interlock	Width Projection	Interlock
Θ	WP	I	WP	I	WP	I	WP	I
30	16'-6"	3'-7"	17'-0"	3'-8"	16'-6"	3'-9"	18'-0"	3'-11"
45	11'-8"	2'-11"	12'-0"	3'-0"	12'-4"	3'-1"	12'-9"	3'-2"
60	9'-6"	2'-1"	9'-10"	2'-2"	10'-1"	2'-2"	10'-5"	2'-3"
90	8'-3"	0'-0"	8'-6"	0'-0"	8'-9"	0'-0"	9'-0"	0'-0"

Source: Urban Land Institute (2010). The Dimensions of Parking, Fifth Edition. National Parking Association.
 Notes: Recommendations assume (1) one-way traffic for aisles less than 90 degrees, and two-way traffic for 90 degree parking; (2) double loaded aisles; and (3) a design vehicle that is 6'7" by 17'3".



Legend

DT Overlay

300 ft Parking Buffer

600 ft Parking Buffer

Commercial Properties

Outside 600ft of Parking in DT Overlay



STAFF REPORT

Department: City Clerk

Submitted By:

Meeting Date: June 16, 2025

AGENDA ITEM:

City Council Meeting Minutes (Meeting of 6/2/2025)

Consideration of approval of the City Council meeting minutes from the meeting of June 2, 2025.

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:

1. CC Minutes 6.2.2025



City Council Meeting & Public Hearing

JUNE 2, 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
- John Hipes
- Fergal M. Brady
- Douglas J. DeRito

• Council Members Absent

- Donald F. Mitchell
- Brian Will

• Staff

- Chris Lagerbloom, City Administrator
- Molly Esswein, City Attorney
- Lauren Shapiro, City Clerk
- Adam Montgomery, Director of Information Technology
- Brooke Lappin, Director of Courts
- Charlie Jewell, Director of Economic Development
- 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
- Deanna McKay, Public Communication & Engagement Coordinator
- George Doyle, Transportation Planner
- Shawn Mitchell, Budget and Procurement Manager

3. PLEDGE TO THE FLAG

4. BOARDS & COMMISSIONS

A. Swearing In of Recreation Board Members

- Mayor Gilvin swore in Shuntel Beach, John Norton, and Derek Kaighin to the Recreation Board.

5. WORK SESSION

A. Fiscal Year 2026 Budget

SECOND WORK SESSION: The first reading Fiscal Year 2026 Budget occurred during the May 19, 2025 City Council Meeting.

Presentation and discussion of the proposed FY 2026 Budget as well as operating and capital initiatives.

- Director of Finance, Tom Harris, came forward to present the updated Fiscal Year 2026 Budget.
- A copy of the budget presentation is attached hereto as "Exhibit A."

CITY COUNCIL DISCUSSION

- Council Member Brady commended Director Harris and the city's leadership for its Bond Rating Status.
- Council Member Hipes gave thanks to staff leadership for an updated and detailed CIP within this year's budget.
- Council Member DeRito questioned the budget's line items which have not been spent in the previous fiscal year.

6. CONSENT AGENDA

A. City Council Meeting Minutes (Meeting of 5/19/2025)

Consideration of approval of the City Council meeting minutes from the meeting of May 19, 2025.

B. Permanent Alpha Loop Easement Agreement, Civic Space and Public Access Easement Agreement, and First Amendment to Private Development Agreement: Lakeview Development

Consideration of approval of a Permanent Alpha Loop Easement Agreement, Civic Space and Public Access Easement Agreement, and a First Amendment to a previously executed Private Development Agreement between the City of Alpharetta and LWV TPA GA 400, LLC, for The Lakeview Park Development and with authorization for the Mayor to execute all necessary documents.

C. Appointment of Special Counsel

Consideration of approval of an engagement letter to appoint Troutman Pepper Locke, LLP as special counsel for the City and with authorization for the Mayor to execute all necessary documents.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member DeRito offered a motion to approve the Consent Agenda.
 - Mayor Pro Tem Merkel seconded the motion.
 - The motion was approved unanimously (5-0).

7. PUBLIC HEARING

A. Ordinance: City Code Text Amendments – Occupational Licenses, Taxes and Regulations

SECOND READING: The first reading of this items occurred during the May 19, 2025 City Council Meeting.

Consideration of an ordinance proposing modifications to increase the annual license fee levied upon each insurer doing business within the City; to increase the occupation tax levied on certain businesses and practitioners of professions and occupations; to amend business registration requirements; to provide for enforcement; to provide penalties for violations; to repeal conflicting ordinances; and for other purposes.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Brady offered a motion to approve the modifications to increase the annual license fee levied upon each insurer doing business within the City; to increase the occupation tax levied on certain businesses and practitioners of professions and occupations; to amend business registration requirements; to provide for enforcement; to provide penalties for violations; to repeal conflicting ordinances; and for other purposes.
 - Council Member Hipes seconded the motion.
 - The motion was approved unanimously (5-0).

8. NEW BUSINESS

A. Purchase Approval: Public Works Fleet Replacement Chevrolet Silverado Service Truck

Consideration of approval of the purchase of a 2024 Chevrolet Silverado 3500 Crew Cab 4x2 Reading Service Truck utilizing State Contract 99999-0001-SPD00000155 from Hardy Chevrolet in an amount not to exceed \$80,268.00.

The Public Works Department budgeted for a replacement crew service truck. Staff recommends the purchase of a 2024 Chevrolet Silverado 3500 Crew Cab 4x2 Reading Service Truck that is readily available on the lot at Hardy Chevrolet. This vehicle would be

available under State Contract, 99999-001-SPD00000155, without the typical wait time of utilizing a State contract order. Public Works compared pricing and availability of other vendors to the state contract and the vendor under state contract had a lower price and is readily available. This unit would replace unit 665, EN8756, 2009 F350 Service Truck with 126,000 miles. This truck is overdue to be replaced based on mileage and age and is in need of repairs, which is affecting the reliability of this vehicle for the crew. Per policy, the vehicle being replaced will be surplussed by the Finance Department.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member DeRito offered a motion to approve the purchase of a 2024 Chevrolet Silverado 3500 Crew Cab 4/2 Reading Service Truck utilizing State Contract 99999-0001-SPD00000155 from Hardy Chevrolet in an amount not to exceed \$80,268.00.
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (5-0).

B. Request For Proposals 25-114: Financial Auditing Services for City of Alpharetta

Consideration to approve the award of a contract for Request for Proposals (RFP) 25-114 to Mauldin & Jenkins for Financial Auditing Services and with authorization for the Mayor to execute all necessary documents.

On March 13, 2025, the City of Alpharetta issued RFP 25-114 for Financial Auditing Services. Specifically, the City was seeking a qualified Certified Public Accountant to perform financial and compliance audits in accordance with generally accepted auditing standards (GAAS) as set forth by the American Institute of Certified Public Accountants, and in accordance with generally accepted auditing standards (GAGAS) issued by the Comptroller General of the United States.

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.

The Department of Finance prepared RFP 25-114 which was issued on March 13, 2025.

RFP 25-114 was advertised through the City's e-procurement site (Bonfire) as well as the Georgia Procurement Registry and resulted in over 1,395 vendor invites and 32 document takers.

RFP 25-114 responses were received on April 10, 2025, and included proposals from 3 firms.

An Evaluation Committee composed of members of the Finance and Public Safety Departments evaluated the proposals based on the following criteria (max of 100 points):

Evaluation Criteria:

- Experience of Auditor Firm, Quality Control, and Peer Group (30 points)
- Qualifications of Staff Assigned to City's Audit (22 points)
- Approach to City's Audit (25 points)
- References (10 points)
- Cost Proposal (10 points)
- Local Vendor Preference (3 points)
- Georgia CPA License Pass/Fail

Evaluation Committee members independently evaluated and scored each proposal for all criteria above, excluding cost.

The Evaluation Committee recommends award of RFP 25-114 to Mauldin & Jenkins as the high scoring proposal and competitive cost proposal.

Mauldin & Jenkins held the prior contract for Financial Auditing Services and has proven to be a highly competent and knowledgeable auditing services firm.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Brady offered a motion to approve the award of a contract for Request for Proposal (RFP) 25-114 to Mauldin & Jenkins for Financial Auditing Services with authorization for the Mayor to execute all necessary documents.
 - Council Member DeRito seconded the motion.
 - The motion was approved unanimously (5-0).

9. PUBLIC COMMENT

- There were no public comments.

10. REPORTS

- There were no reports.
- Mayor Gilvin commended the Memorial Day Service and thanked everyone who participated, including the volunteers from Alpharetta Rotary and Congressman McCormick.

11. EXECUTIVE SESSION (IF NECESSARY)

- There was an Executive Session on the topic of litigation.
 - ❖ Council Member Hipes offered a motion to adjourn to an executive session.
 - Council Member Brady seconded the motion.

- The motion was approved unanimously (5-0).
- ❖ Council Member DeRito offered a motion to reconvene the meeting.
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (5-0).

12. ADJOURNMENT

- ❖ Council Member DeRito offered a motion to adjourn the meeting.
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (5-0).
- With there being no further items to consider or discuss, Mayor Gilvin adjourned the meeting at 7:54 p.m.

Respectfully submitted,



Lauren Shapiro, City Clerk



STAFF REPORT

Department: Finance
Submitted By: Shawn Mitchell
Meeting Date: June 16, 2025

AGENDA ITEM:

Financial Management Report (Month Ending April 30, 2025)

Consideration of approval of the Financial Management Report for the month ending April 30, 2025.

STAFF RECOMMENDATION:

Approve the Financial Management Report for the month ending April 30, 2025.

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>
-----------------------------	----------------------

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
-----------------------------	----------------------

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 (10-April)

Financial Management Reports



for the month ending
April 30, 2025
(period 10 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/212/Financial-Transparency>

Financial Management Reports

Fiscal Year 2025

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CITY OF ALPHARETTA

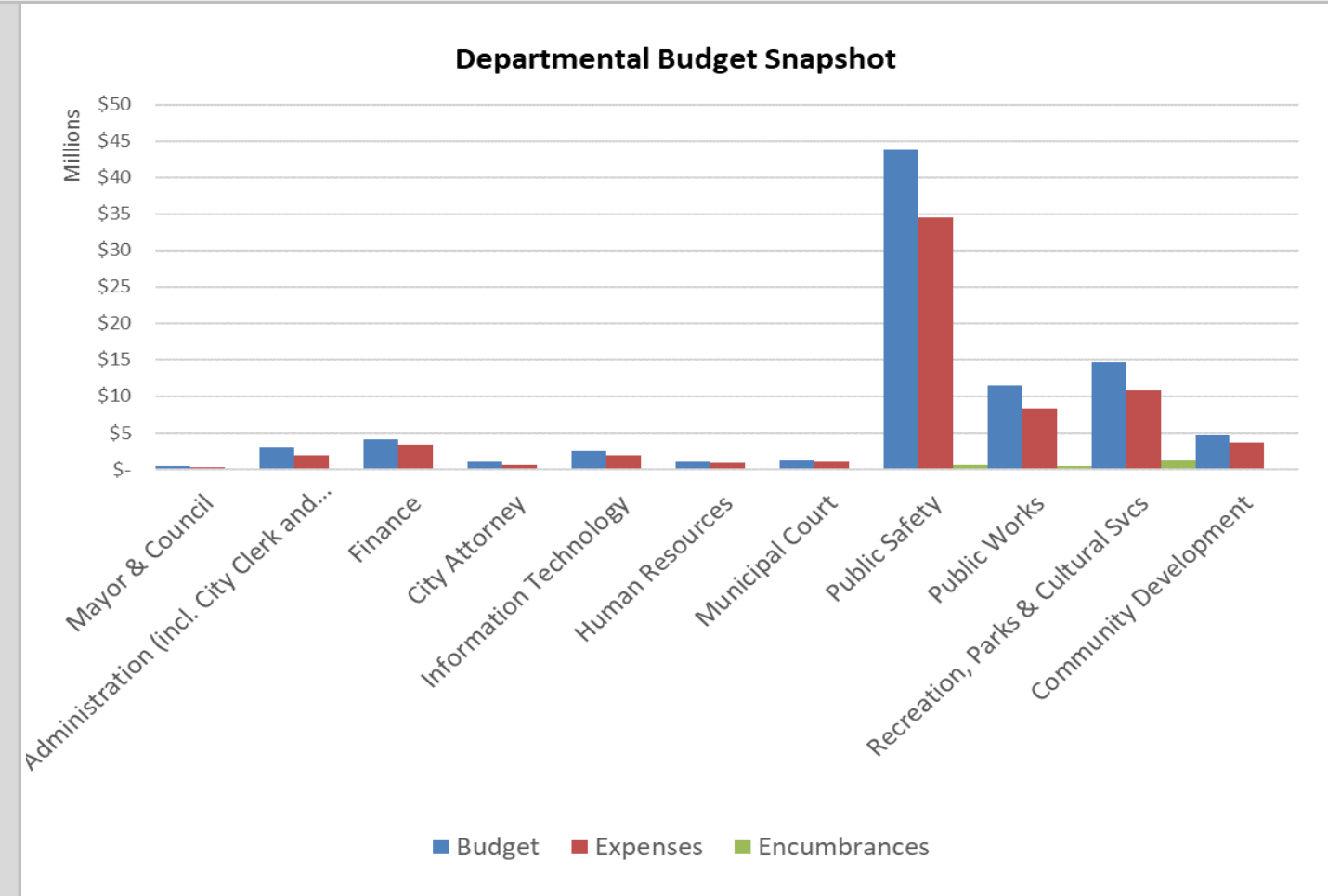
Financial Management Reports
Performance Dashboard
For the month ended April 30, 2025

LEGEND	
↑	Positive
↔	Neutral
↓	Negative

GENERAL FUND DETAIL

Revenues	Performance Status	Forecasted Gain/Loss
Top-10		
Property/Motor Vehicle Taxes	↔	(\$809,092)
Local Option Sales Tax	↔	\$250,000
Franchise Tax	↔	\$305,054
Insurance Premium Tax	↔	\$204,075
Alcohol Beverage Excise Tax	↔	(\$50,000)
Building Permit Fees	↔	\$325,000
Business and Occupational Tax	↔	(\$35,000)
Court/Traffic Fines	↓	(\$250,000)
Recreation/Special Event Fees	↔	(\$116,312)
Hotel/Motel Tax (City portion)	↔	\$18,750
Other Revenues	↔	\$1,089,709
Minimum Surplus Goal Needed to Fund Capital: (\$15M Annual Capital Need less \$4M allocated in the annual budget)		\$11M
Less: Forecasted Revenue Gain		\$932K
Less: Forecasted Expenditure Savings		(\$4M)*
Favorable (Unfavorable) Net Surplus vs \$15M Capital Need:		(\$6.1M)*

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



FUND SYNOPSIS

	Revenue	Expenses	Non-Allocated
General Fund (1)	↔	↔	\$752,874
Special Revenue Funds			
Confiscated Assets Fund (DEA)	↔	↔	\$295,061
Opioid Settlement Fund	↔	↔	\$61,930
Emergency 911 Fund (1)	↓	↔	\$0
Impact Fee Fund	↔	↔	\$1,097,564
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)	(\$15,030)
Capital Project Funds	
Capital Project Fund (3)	\$2,612,443
Stormwater Capital Fund	\$107,581
Series 2022 Bond Fund (Parks) (3)	\$1,666,566
TSPLOST I Capital Fund	\$504,763
TSPLOST II Capital Fund	\$7,490,031
Blended Component Unit	
Development Authority Fund	\$322,669

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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WWW.ALPHARETTA.GA.US

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: THOMAS G. HARRIS, FINANCE DIRECTOR 

DATE: JUNE 16, 2025

RE: FINANCIAL MANAGEMENT REPORTS AS OF APRIL 30, 2025

The documents contained herein represent the financial management reports for the City of Alpharetta ("city") as of the period ending April 30, 2025.

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 \$94.2 million (net of Carryforward Fund Balance totaling \$9 million). As of April 30, 2025, actual revenue collections total 89% or \$83 million. Trends through the March collection period indicate collections exceeding budget by \$932,183 and will be updated in future periods as more trend data becomes available.

The October 1st billing for General Fund property taxes totaled 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 \$32.6 million.

Motor Vehicle Title Fee collections is trending 1% greater than FY 2024 (\$3.5 million). Collection estimates for FY 2025 tentatively total \$3.7 million (\$250,000 less than budget).

Franchise tax collections represents an estimated gain of \$305,054. Specifically, the forecast for electricity franchise tax collections reflects Georgia Power (\$5.2 million) remittances which equate to growth of 16% compared to 2024 actuals (\$4.4 million). Partially offsetting the growth in electricity franchise tax collections is the cable and telephone components. Franchise taxes for cable have been declining since FY 2020 (\$919,107) and is down -38% year-to-date resulting in a revised forecast of \$525,000 in FY 2025 (\$135,000 less than budget). Franchise taxes for telecommunication have been declining since FY 2022 and is down -74% year-to-date due primarily to a settlement with a telecom provider resulting in a revised forecast of \$100,000 in FY 2025 (\$180,000 less than budget).

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

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 flat with FY 2024. Current estimates for FY 2025 total \$2.85 million which is -\$50,000 less than budget.

Building Permit Fee collections is trending 36% 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. Current estimates for FY 2025 total \$2.15 million which is \$325,000 greater than budget.

Collections for Municipal Court Fines is trending 10% 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 \$1.6 million which is -\$250,000 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 April 30, 2025, city departments (not including General Government¹) have encumbered and expensed 79%, or \$70 million, of their FY 2025 budget appropriations.

Contingency: The General Fund contingency balance totals \$752,874.

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 \$109,636. Remaining appropriations are set aside for a non-allocated reserve (\$30,641).

Capital Grants Fund (Fund 340): Unspent/unencumbered project appropriations total \$564,686.

General Capital Project Fund (Fund 301): Unspent/unencumbered project appropriations total \$13.6 million. Remaining appropriations are set aside for a non-allocated reserve (\$2.6 million for general non-allocated and \$276,000 constituting matching funds for grant applications).

Stormwater Capital Fund (Fund 302): Unspent/unencumbered project appropriations total \$3.8 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,

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

and expired on March 31, 2022. Unspent/unencumbered project appropriations total \$6.8 million. Remaining appropriations are set aside for a non-allocated reserve (\$504,763).

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.

Current project funding levels approximate 90% of forecasted revenue collections over the life of the 5-year tax (as provided by Georgia State University). For comparison purposes, TSPLOST 1 collections trended at over 90% of forecasted revenue collections. Life-to-date collections for TSPLOST 2 have trended at 111% of the original forecasted revenue collections.

Unspent/unencumbered project appropriations total \$21.5 million. Remaining appropriations are set aside for a non-allocated reserve (\$7.5 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 3% higher than FY 2024 (\$9.1 million). Current estimates for FY 2025 total \$9.3 million which aligns with budget estimates.

E911 Fund: FY 2025 revenues are budgeted at \$5.3 million (net of carryforward fund balance totaling \$512,920). As of April 30, 2025, the city has collected 52%. E911 Fund collections (non-prepaid) is trending -12% down compared to FY 2024 and has been declining since October 2023 (on average).

Expenditures/encumbrances during the same time period total \$4.8 million and represent general operations and blanket purchase orders that will sustain operations. E911 Fund revenues cannot sustain expenditure trends; accordingly, the FY 2026 budget proposal includes a reallocation of \$1.2 million in expenditure appropriations to the General Fund.

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 April 30, 2025 are as follows:

	Budget	Expenditures	Available Balance
Mayor: Jim Gilvin	\$ 9,200	\$ 8,442	\$ 758
Post #1: Donald Mitchell	\$ 8,000	\$ 1,109	\$ 6,891
Post #2: Brian Will	\$ 8,000	\$ 109	\$ 7,891
Post #3: Doug DeRito	\$ 8,000	\$ 257	\$ 7,743
Post #4: John Hipes	\$ 8,000	\$ 3,958	\$ 4,042
Post #5: Fergal Brady	\$ 8,000	\$ 1,209	\$ 6,791
Post #6: Dan Merkel	\$ 8,000	\$ 3,212	\$ 4,788

Development Authority² (Component Reporting Unit)

As of April 30, 2025, the Development Authority has \$322,669 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 April 30, 2025

	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	\$ 32,327,511	97.4%	\$ 32,600,000	\$ (580,000)	\$ 30,901,251	\$ 30,814,949	99.7%
Delinquent	249,000	245,861	98.7%	272,908	23,908	516,431	268,697	52.0%
Motor Vehicle Tax	58,000	39,243	67.7%	55,000	(3,000)	58,343	42,864	73.5%
Motor Vehicle Title Fee	3,950,000	2,771,116	70.2%	3,700,000	(250,000)	3,535,536	2,473,976	70.0%
Local Option Sales Tax	22,250,000	16,861,715	75.8%	22,500,000	250,000	22,003,613	16,433,323	74.7%
Franchise Tax	6,785,000	6,663,849	98.2%	7,090,054	305,054	6,657,758	6,272,021	94.2%
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	2,097,411	72.3%	2,850,000	(50,000)	2,915,349	2,104,686	72.2%
Building Permit Fees	1,825,000	1,946,326	106.6%	2,150,000	325,000	1,767,446	1,436,132	81.3%
Business and Occupational Tax	1,210,000	1,096,791	90.6%	1,175,000	(35,000)	1,286,921	1,199,497	93.2%
Court/Traffic Fines	2,600,000	1,991,273	76.6%	2,350,000	(250,000)	2,515,143	2,022,579	80.4%
Recreation/Special Event Fees	3,845,480	2,963,923	77.1%	3,729,168	(116,312)	3,330,531	2,567,707	77.1%
Hotel/Motel Tax (City portion)	3,468,750	1,914,159	55.2%	3,487,500	18,750	3,418,049	2,234,490	65.4%
subtotal	\$ 88,396,230	\$ 77,198,252	87.3%	\$ 88,238,704	\$ (157,526)	\$ 84,743,942	\$ 73,708,491	87.0%
Other Revenues	5,803,863	6,126,688	105.6%	6,893,572	1,089,709	6,414,013	5,047,661	78.7%
Total Revenues	\$ 94,200,093	\$ 83,324,940	88.5%	\$ 95,132,276	\$ 932,183	\$ 91,157,956	\$ 78,756,153	86.4%
 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 April 30, 2025

		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	\$ 2,933	\$ 281,661	\$ 109,450	72.2%	71.5%	\$ 330,619	\$ 278,170	84.1%
(1)	City Administration (incl. City Clerk and Economic Development)	3,025,435	85,566	1,928,099	1,011,770	66.6%	63.7%	1,962,226	1,633,691	83.3%
	Finance	4,124,713	20,015	3,360,373	744,326	82.0%	81.5%	3,884,976	3,266,508	84.1%
	City Attorney	1,000,000	-	546,728	453,272	54.7%	54.7%	636,323	487,167	76.6%
	Information Technology	2,543,961	17,112	1,977,170	549,679	78.4%	77.7%	2,441,958	1,942,560	79.5%
	Human Resources	1,065,277	12,269	821,536	231,472	78.3%	77.1%	898,324	715,421	79.6%
	Municipal Court	1,362,008	10,870	1,023,278	327,860	75.9%	75.1%	1,140,547	929,146	81.5%
	Public Safety	43,748,581	553,056	34,560,270	8,635,255	80.3%	79.0%	38,510,158	31,479,301	81.7%
	Public Works	11,462,030	493,932	8,424,489	2,543,609	77.8%	73.5%	10,157,660	8,018,553	78.9%
	Recreation, Parks & Cultural Svcs	14,706,217	1,341,971	10,849,069	2,515,177	82.9%	73.8%	13,424,187	9,996,817	74.5%
(1)	Community Development	4,733,725	51,200	3,641,057	1,041,468	78.0%	76.9%	4,668,399	3,807,142	81.6%
	subtotal	\$ 88,165,991	\$ 2,588,924	\$ 67,413,730	\$ 18,163,337	79.4%	76.5%	\$ 78,055,376	\$ 62,554,476	80.1%
General Government:										
	Insurance Premiums (Risk)	\$ 966,800	\$ -	\$ 805,667	\$ 161,133	83.3%	83.3%	\$ 928,885	\$ 774,071	83.3%
	Gwinnett Tech Bond P&I	286,978	-	286,978	1	100.0%	100.0%	287,490	285,520	99.3%
	Transfer(s) to other Funds	13,447,780	-	-	13,447,780	0.0%	0.0%	16,457,920	14,023,852	85.2%
	Contingency	780,324	-	27,450	752,874	3.5%	3.5%	9,062	9,062	100.0%
	subtotal	\$ 15,481,882	\$ -	\$ 1,120,094	\$ 14,361,788	7.2%	7.2%	\$ 17,683,357	\$ 15,092,504	85.3%
	Total Expenditures	\$ 103,647,873	\$ 2,588,924	\$ 68,533,824	\$ 32,525,125	68.6%	66.1%	\$ 95,738,733	\$ 77,646,980	81.1%

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 April 30, 2025

		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	\$	37,952,893	\$	-	\$	28,824,055	\$	9,128,838	75.9%	75.9%	\$	34,229,593	\$	26,814,441	78.3%
	Overtime		2,905,279		-		2,804,068		101,212	96.5%	96.5%		3,436,814		2,679,793	78.0%
	Group Insurance		10,136,444		-		7,620,341		2,516,103	75.2%	75.2%		8,350,514		6,994,678	83.8%
	FICA and Social Security		3,128,159		-		2,295,176		832,983	73.4%	73.4%		2,760,264		2,147,556	77.8%
	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		-		3,001,415		1,005,700	74.9%	74.9%		3,269,287		2,735,197	83.7%
(2)	Other		1,845,963		-		1,688,091		157,872	91.4%	91.4%		1,768,250		1,615,650	91.4%
	subtotal	\$	63,513,578	\$	-	\$	49,770,872	\$	13,742,706	78.4%	78.4%	\$	57,001,736	\$	46,174,330	81.0%
Maintenance & Operations:																
	Professional Services	\$	3,970,257	\$	768,617	\$	2,687,281	\$	514,359	87.0%	67.7%	\$	3,196,835	\$	2,163,108	67.7%
	Legal Services		1,000,000		-		546,728		453,272	54.7%	54.7%		636,323		487,167	76.6%
	Vehicle Fuel/Maintenance		1,357,271		5,620		1,155,415		196,236	85.5%	85.1%		1,646,154		1,222,521	74.3%
	Maintenance Contracts		3,958,006		1,042,559		2,704,730		210,718	94.7%	68.3%		3,179,338		2,371,236	74.6%
	IT Professional Services		4,699,323		429,966		3,325,685		943,672	79.9%	70.8%		3,267,577		2,943,603	90.1%
	General Supplies		1,326,451		37,057		1,009,902		279,492	78.9%	76.1%		1,120,732		833,776	74.4%
	Utilities		3,277,825		-		2,680,215		597,610	81.8%	81.8%		3,250,163		2,445,824	75.3%
	Insurance Premiums (Risk)		966,800		-		805,667		161,133	83.3%	83.3%		928,885		774,071	83.3%
	Other		4,082,359		298,904		2,633,571		1,149,883	71.8%	64.5%		3,607,377		2,821,011	78.2%
	subtotal	\$	24,638,292	\$	2,582,723	\$	17,549,193	\$	4,506,376	81.7%	71.2%	\$	20,833,384	\$	16,062,315	77.1%
Capital/Leases/Other:																
	Fire Vehicle/Equip. Leases	\$	779,066	\$	-	\$	779,059	\$	7	100.0%	100.0%	\$	779,059	\$	779,059	100.0%
	City Hall HVAC		-		-		-		-	-	-		128,355		128,355	100.0%
	Equipment/Capital		194,355		6,201		109,256		78,898	59.4%	56.2%		236,726		179,487	75.8%
	Other		7,500		-		11,016		(3,516)	146.9%	146.9%		5,000		5,000	100.0%
	subtotal	\$	980,921	\$	6,201	\$	899,331	\$	75,389	92.3%	91.7%	\$	1,149,141	\$	1,091,901	95.0%
General Government:																
	Gwinnett Tech Bond P&I	\$	286,978	\$	-	\$	286,978	\$	1	100.0%	100.0%	\$	287,490	\$	285,520	99.3%
	Transfer(s) to other Funds		13,447,780		-		-		13,447,780	0.0%	0.0%		16,457,920		14,023,852	85.2%
	Contingency		780,324		-		27,450		752,874	3.5%	3.5%		9,062		9,062	100.0%
	subtotal	\$	14,515,082	\$	-	\$	314,428	\$	14,200,655	2.2%	2.2%	\$	16,754,472	\$	14,318,433	85.5%
Total Expenditures																
		\$	103,647,873	\$	2,588,924	\$	68,533,824	\$	32,525,125	68.6%	66.1%	\$	95,738,733	\$	77,646,980	81.1%

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 April 30, 2025

Account #		Project		Project Snapshot: FY2013 - FY2024		FY 2025					
				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	5,400		11,600
22031150-331110	G2509	2024 BULLETPROOF VEST (DOT)		13,334	-	-	13,334	13,334	-		13,334
subtotal						\$ -	\$ 50,015	\$ 50,015	\$ 25,081		\$ 24,935
Public Works											
22041100-371000	G2512	KEEP AMERICA BEAUTIFUL		10,000	-	\$ -	\$ 10,000	\$ 10,000	\$ -		\$ 10,000
subtotal						\$ -	\$ 10,000	\$ 10,000	\$ -		\$ 10,000
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)		1,813	-	-	1,813	1,813	1,813		-
22061150-347509	C2308	MUSIC MATCH SPONSORSHIPS		2,550	-	-	2,550	2,550	2,550		-
22061150-371000	C2308	MUSIC MATCH APPLICATIONS		4,700	3,926	-	774	774	773		1
22061150-371000	c2528	SENIOR TALENT SHOW		-	-	-	-	-	2,500		(2,500)
22061150-336000	G2508	FC ARTS & CULTURE		9,000	-	-	9,000	9,000	9,000		-
22061150-336000	G2511	2025 CAMP HAPPY HEARTS		5,000	-	-	5,000	5,000	5,000		-
subtotal						\$ -	\$ 104,461	\$ 104,461	\$ 106,960		\$ (2,499)
General Government											
22090200-361000		INTEREST EARNINGS				\$ -	\$ -	\$ -	4,402		\$ (4,402)
22090200-362000		REALIZED GAIN/LOSS				-	-	-	(137)		137
22090200-363000		UNREALIZED GAIN/LOSS				-	-	-	1,579		(1,579)
22090200-395000		CARRYFORWARD FUND BALANCE				-	105,337	105,337	-		105,337
subtotal						\$ -	\$ 105,337	\$ 105,337	\$ 5,843		\$ 99,494
Total						\$ -	\$ 269,813	\$ 269,813	\$ 137,884		\$ 131,929



CITY OF ALPHARETTA
 Financial Management Reports
 Grant Funds
Operating Grant Fund Detail (Fund 220; life-to-date for active projects)
 As of April 30, 2025

Account #Project		Project Snapshot: FY2013 - FY2024		FY 2025					
		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	34,000	-	-
22031150-542100	G2509 2024 BULLETPROOF VEST (DOT)	26,668	-	-	26,668	26,668	231	-	26,437
subtotal				\$ -	\$ 78,165	\$ 78,165	\$ 45,288	\$ -	\$ 32,877
Public Works									
22041100-522240	G2512 KEEP AMERICA BEAUTIFUL	10,000	-	\$ -	\$ 10,000	\$ 10,000	\$ 5,433	\$ -	\$ 4,567
subtotal				\$ -	\$ 10,000	\$ 10,000	\$ 5,433	\$ -	\$ 4,567
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)	6,692	3,023	-	3,669	3,669	244	-	3,426
22061150-531100	C2237 PARTNERED EVENTS	5,000	4,305	-	695	695	-	-	695
22061150-521200	C2308 MUSIC MATCH APPLICATIONS	9,321	5,615	-	3,706	3,706	2,700	-	1,006
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	3,600	4,500	900
22061150-531100	G2511 2025 CAMP HAPPY HEARTS	5,000	-	-	5,000	5,000	-	4,095	905
subtotal				\$ -	\$ 136,592	\$ 136,592	\$ 20,220	\$ 58,595	\$ 57,777
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				\$ -	\$ 269,813	\$ 269,813	\$ 70,941	\$ 58,595	\$ 140,277



CITY OF ALPHARETTA

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Capital Grant Fund Detail (Fund 340; life-to-date for active projects)

As of April 30, 2025

			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)	353,308	313,774	\$ -	\$ 39,534	\$ 39,534	\$ 39,534		\$ (0)
34041100-331350	C2305	ALPHALOOP (LANDWATER)	500,000	-	-	500,000	500,000	500,000		-
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	837,515		1
		subtotal			\$ -	\$ 2,070,794	\$ 2,070,794	\$ 2,070,793		\$ 1
Recreation, Parks & Cultural Services										
34061150-371000	C2248	CITY AGRICULTURE PLAN (FOOD WELL)	150,000	75,000	\$ -	\$ 75,000	\$ 75,000	\$ -		\$ 75,000
34061150-331310	G2507	LWCF GRANT (N PARK LIGHTING)	495,000	-	-	495,000	495,000	-		495,000
		subtotal			\$ -	\$ 570,000	\$ 570,000	\$ -		\$ 570,000
General Government										
34090200-361000		INTEREST EARNINGS			\$ -	\$ -	\$ -	\$ 30,255		\$ (30,255)
34090200-362000		REALIZED GAIN/LOSS			-	-	-	(986)		986
34090200-363000		UNREALIZED GAIN/LOSS			-	-	-	6,538		(6,538)
34090200-395000		CARRYFORWARD FUND BALANCE			-	(554,564)	(554,564)	-		(554,564)
		subtotal			\$ -	\$ (554,564)	\$ (554,564)	\$ 35,806		\$ (590,370)
		Total			\$ -	\$ 2,086,230	\$ 2,086,230	\$ 2,106,599		\$ (20,369)



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Capital Grant Fund Detail (Fund 340; life-to-date for active projects)
As of April 30, 2025

			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									
Expenditures										
Public Works										
34041100-521200	C2242	NORTHPOINT ALPHALINK (ARC/LCI)	417,316	417,316	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
34041100-541420	C2305	ALPHALOOP (LANDWATER)	500,000	500,000	-	-	-	-	-	-
34041100-541410	G2500	FY 2025 LMIG GRANT (MILLING/RESURFACING)	693,744	-	-	693,744	693,744	693,744	-	-
34041100-541410	G2501	FY 2025 LRA GRANT (MILLING/RESURFACING)	837,516	-	-	837,516	837,516	837,516	-	-
subtotal					\$ -	\$ 1,531,260	\$ 1,531,260	\$ 1,531,260	\$ -	\$ -
Recreation, Parks & Cultural Services										
34061150-541500	C2248	CITY AGRICULTURE PLAN (FOOD WELL)	75,000	-	\$ -	\$ 75,000	\$ 75,000	\$ 2,314	\$ 3,000	\$ 69,686
34061150-541500	G2507	LWCF GRANT (N PARK LIGHTING)	495,000	-	-	495,000	495,000	-	-	495,000
subtotal					\$ -	\$ 570,000	\$ 570,000	\$ 2,314	\$ 3,000	\$ 564,686
Non-Allocated										
34090200-579000		CONTINGENCY			\$ -	\$ (15,030)	\$ (15,030)	\$ -	\$ -	\$ (15,030)
subtotal					\$ -	\$ (15,030)	\$ (15,030)	\$ -	\$ -	\$ (15,030)
Total					\$ -	\$ 2,086,230	\$ 2,086,230	\$ 1,533,574	\$ 3,000	\$ 549,656



CITY OF ALPHARETTA
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 Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
 As of April 30, 2025

Account #			Project Snapshot: FY2013 - FY2024		FY 2025					
			Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrance	Available Budget
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	8,515		1,500,020
30161150-371000	C0922	SYNTHETIC TURF (AMBUSH)	14,100	-	-	14,100	14,100	7,050		7,050
30161150-371000	C1929	COMM AG PROGRAM	121,340	102,525	-	18,815	18,815	18,858		(43)
30161150-371000	C2010	MEMORIAL-PARK ENHANCEMENTS	17,640	-	-	17,640	17,640	17,640		-
30161150-371000	C2309	WACKY WORLD 2.0 (DONATIONS)	224,335	204,874	-	19,461	19,461	19,460		1
30161150-371000	C2415	PUBLIC ART FUND (CITY LOC)	32,500	20,000	-	12,500	12,500	12,500		-
30161150-337052	C2426	MAYFIELD PARK - MILTON IGA	55,055	-	-	55,055	55,055	-		55,055
30161150-371000	C2519	GREENHOUSE (RUCKER ROAD)	3,000	-	-	3,000	3,000	3,000		-
30174150-337000	C0910	TREE REPLACEMENT FUND	1,002,150	417,450	-	584,700	584,700	942,300		(357,600)
30174150-347509	C2500	DOWNTOWN WAYFINDING SIGNAGE	21,692	-	-	21,692	21,692	21,692		-
subtotal					\$ -	\$ 2,860,961	\$ 2,860,961	\$ 1,051,015		\$ 1,809,946
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			-	-	-	(12,152)		12,152
30190200-363000		UNREALIZED GAIN/LOSS			-	-	-	136,680		(136,680)
30190200-361000		INTEREST EARNINGS			325,000	-	325,000	332,417		(7,417)
subtotal					\$ 15,573,766	\$ 10,945,336	\$ 26,519,102	\$ 456,945		\$ 26,062,157
Total					\$ 15,573,766	\$ 13,806,297	\$ 29,380,063	\$ 1,507,959		\$ 27,872,104



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			Project Snapshot: FY2013 - FY2024		FY 2025					
			Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrance	Available Budget
Account #	Project									
Expenditures										
Administration										
30113230-544100	C1300	CITY ECONOMIC DEVELOPMENT INITIATIVES	43,750	-	\$ -	\$ 43,750	\$ 43,750	\$ -	\$ -	\$ 43,750
30113230-542400	C1404	WEBSITE UPGRADE	88,820	63,647	-	25,173	25,173	25,173	-	0
30113230-521200	C2524	PARKING MANAGEMENT PLAN	53,197	-	-	53,197	53,197	21,000	32,197	-
		subtotal			\$ -	\$ 122,120	\$ 122,120	\$ 46,173	\$ 32,197	\$ 43,750
Finance										
30115150-542400	C1141	TYLER ERP SYSTEM	362,163	358,550	\$ -	\$ 3,613	\$ 3,613	\$ 1,050	\$ -	\$ 2,563
		subtotal			\$ -	\$ 3,613	\$ 3,613	\$ 1,050	\$ -	\$ 2,563
Information Technology										
30117400-542400	C1103	NETWORK AND VOIP	717,679	401,067	\$ -	\$ 316,612	\$ 316,612	\$ 72,014	\$ 74,413	\$ 170,184
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	298,413	9,734	307,321
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	38,161	-	233,235
30117400-544200	C2300	BUSINESS CONTINUITY STUDY	50,000	-	-	50,000	50,000	-	35,500	14,500
		subtotal			\$ 440,000	\$ 934,532	\$ 1,374,532	\$ 423,294	\$ 119,648	\$ 831,590
Public Safety										
30131150-542200	C1202	FLEET REPLACEMENT	9,890,847	8,860,834	\$ -	\$ 1,030,013	\$ 1,030,013	\$ 935,132	\$ 72,915	\$ 21,966
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
30131150-542400	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	-	33,402
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	768	34,800	84,557
30131150-542200	C2407	ASST FIRE MARSHAL EQUIPMENT	66,001	51,863	-	14,138	14,138	6,086	4,537	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	22,054	238,552	2,569,395



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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
30131150-541300	C2502 2972 WB RD RENOVATIONS	150,000	-	150,000	-	150,000	14,250	-	135,750
30131150-542200	C2504 FY2025 FLEET REPLACEMENT	1,558,689	-	1,875,000	(316,311)	1,558,689	35,469	-	1,523,220
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)	-	-	-	-
30131150-542200	C2526 TESLA FLEET (FY 2025)	346,311	-	-	346,311	346,311	254,478	83,101	8,732
	subtotal			\$ 5,083,400	\$ 3,461,206	\$ 8,544,606	\$ 1,549,928	\$ 2,010,704	\$ 4,983,973
Public Works									
30141100-541200	C0910 TREE REPLACEMENT FUND	\$ 2,650,302	\$ 1,515,151	\$ -	\$ 1,135,151	\$ 1,135,151	\$ 8,977	\$ 39,467	\$ 1,086,707
30141100-541200	C1008 CEMETERY AUTHORITY-MAINTENANCE	493,161	246,994	-	246,167	246,167	14,750	17,625	213,792
30141100-541410	C1207 BRIDGE MAINTENANCE	1,115,212	722,040	250,000	143,172	393,172	38,800	-	354,372
30141100-541410	C1208 MAST ARM MAINTENANCE	45,000	-	45,000	-	45,000	-	34,700	10,300
30141100-541410	C1215 STRIPING & SIGNAGE	2,494,665	2,181,836	170,000	142,829	312,829	117,740	163,667	31,421
30141100-541410	C1217 TRAFFIC CALMING & INTERSECTION IMP	613,584	553,584	60,000	-	60,000	14,056	2,861	43,083
30141100-541410	C1218 TRAFFIC SIGNAL SYSTEM MAINTENANCE	974,268	880,436	100,000	(6,168)	93,832	49,892	13,996	29,944
30141100-541410	C1219 MILLING AND RESURFACING	29,051,629	26,627,537	2,500,000	(75,908)	2,424,092	804,868	903,900	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	1,157,079	1,041,602	100,000	15,477	115,477	84,860	11,368	19,249
30141100-541410	C1221 DESIGN SERVICES	1,068,301	954,705	50,000	63,596	113,596	25,482	32,284	55,831
30141100-542200	C1223 FLEET REPLACEMENT	2,025,223	1,484,474	353,000	187,749	540,749	165,788	172,280	202,681
30141100-541300	C1229 FACILITY ROOF REPAIR/REPLACE	810,000	325,000	550,000	(65,000)	485,000	428,908	53,015	3,077
30141100-541200	C1302 TREE PLANTING & LANDSCAPING IMP	1,534,772	1,171,890	160,000	202,882	362,882	29,234	8,148	325,501
30141100-541420	C1801 SIDEWALK MAINTENANCE & REPAIR	240,000	25,841	140,000	74,159	214,159	131,433	-	82,726
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	54,588	45,412	-
30141100-542400	C2026 TCC HARDWARE/SOFTWARE	170,002	107,770	-	62,232	62,232	2,942	-	59,290
30141100-541410	C2048 STREETLIGHT MAINTENANCE	434,080	270,126	85,000	78,954	163,954	13,793	18,380	131,781



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		Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrance	Available Budget
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	77,320	41,488	53,382
30141100-541410	C2104 WEBB BR ROAD PH4 (NPP-GREENWAY)	333,925	24,570	-	309,355	309,355	204,595	104,760	-
30141100-541410	C2113 ENCORE GREENWAY GATEWAY	1,930,001	429,981	-	1,500,020	1,500,020	100,741	1,399,259	20
30141100-521200	C2242 NORTHPOINT ALPHALINK (ARC/LCI)	365,001	72,092	-	292,909	292,909	33,953	35,785	223,171
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	26,399	-	23,601
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	4,900	11,531
30141100-542200	C2513 FY 2025 FORESTRY ASST VEHICLE	50,000	-	50,000	-	50,000	40,600	-	9,400
	subtotal			\$ 6,043,000	\$ 4,908,471	\$ 10,951,471	\$ 2,841,586	\$ 3,295,891	\$ 4,813,994
Recreation, Parks & Cultural Services									
30161150-541500	C0922 SYNTHETIC TURF REPLACEMENT	1,635,779	1,021,629	\$ -	\$ 614,150	\$ 614,150	\$ 614,150	\$ -	\$ -
30161150-541200	C1210 TREE MAINT-PLANTING-REMOVAL	585,001	434,219	125,000	25,782	150,782	148,813	-	1,969
30161150-541500	C1221 DESIGN SERVICES	235,424	212,646	21,200	1,578	22,778	2,985	7,400	12,393
30161150-542200	C1232 FLEET	534,009	434,009	100,000	-	100,000	-	86,754	13,246
30161150-542100	C1402 RP EQUIPMENT REPLACEMENT	1,145,788	885,567	177,000	83,221	260,221	87,127	47,137	125,957
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	85,905	1,956	698,567
30161150-541500	C1804 PARK REPAIRS/IMPROVEMENTS	1,036,212	809,095	160,000	67,117	227,117	128,367	58,896	39,854
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	41,500	-	37,160
30161150-541500	C1926 NORTHSIDE MOU (PARKS)	149,904	138,991	-	10,913	10,913	7,126	-	3,787
30161150-541500	C1929 COMMUNITY AGRICULTURE PROGRAM	121,344	69,990	-	51,354	51,354	35,003	-	16,351
30161150-541500	C2010 PARK ENHANCEMENTS	666,218	631,629	-	34,589	34,589	25,180	-	9,409
30161150-541500	C2030 TOWN GREEN IMPROVEMENTS	250,001	237,421	-	12,580	12,580	12,580	-	-
30161150-541500	C2035 NORTH PARK RESTROOM 1 - 4 (DESIGN)	16,180	-	16,180	-	16,180	4,168	655	11,358



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
 As of April 30, 2025

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	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	11,698	-	32,265
30161150-541500	C2217 MID-BROADWELL PARK	51,840	51,840	-	-	-	-	(0)	0
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)	224,336	6,673	-	217,663	217,663	660	-	217,003
30161150-541500	C2411 PARK TRAIL MAINTENANCE	200,000	-	-	200,000	200,000	32,876	13,350	153,774
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)	57,500	-	25,000	32,500	57,500	-	-	57,500
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	10,111	-	9,889
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	120,055	-	-	120,055	120,055	4,853	110,109	5,094
30161150-541500	C2514 INNOV ACADEMY SOCCER	40,000	-	40,000	-	40,000	33,473	-	6,528
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	300,000	98,837	398,837	-	-	398,837
	subtotal			\$ 1,454,380	\$ 2,720,929	\$ 4,175,309	\$ 1,753,622	\$ 369,564	\$ 2,052,124
Community Development									
30174150-544100	C0019 DOWNTOWN PARKING FUND	523,552	315,748	\$ -	\$ 207,804	\$ 207,804	\$ -	\$ -	\$ 207,804
30174150-541410	C1603 DESIGN SERVICES	649,604	493,832	62,400	93,372	155,772	17,486	32,795	105,491
30174150-542400	C2111 COMMUNITY DEVELOPMENT EQUIPMENT	21,001	16,037	-	4,964	4,964	4,659	-	305
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	179,102	-	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	16,393	147,000
30174150-544100	C2404 BROOKSIDE PARK GATEWAY	300,000	-	225,000	75,000	300,000	6,863	21,637	271,500
30174150-541410	C2414 BROOKSIDE PARKWAY LAND DIET	40,000	-	-	40,000	40,000	30,768	9,232	-
30174150-544100	C2500 DWTN WAYFINDING SIGNAGE	33,692	-	12,000	21,692	33,692	29,284	3,254	1,154
30174150-544200	C2516 MILTON AVE LIGHTING	50,000	-	50,000	-	50,000	-	11,375	38,625



CITY OF ALPHARETTA
Financial Management Reports
Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
As of April 30, 2025

Account #			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	C2517	ENTRY MONUMENTS	50,000	-	50,000	-	50,000	-	-	50,000
30174150-521200	C2527	NF COMP TRANSPORTATION PLAN			-	60,000	60,000	-	-	60,000
subtotal					\$ 549,400	\$ 770,569	\$ 1,319,969	\$ 341,150	\$ 94,686	\$ 884,133
Non-Departmental										
30190200-579000		NON-ALLOCATED			\$ 2,003,586	\$ 608,857	\$ 2,612,443	\$ -	\$ -	\$ 2,612,443
30190200-579011		MATCH (GRANTS UNDER REVIEW)			-	276,000	276,000	-	-	276,000
subtotal					\$ 2,003,586	\$ 884,857	\$ 2,888,443	\$ -	\$ -	\$ 2,888,443
Total					\$ 15,573,766	\$ 13,806,297	\$ 29,380,063	\$ 6,956,803	\$ 5,922,690	16,500,570



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
Stormwater Capital Fund Detail (Fund 302; life-to-date for all projects)
 As of April 30, 2025

		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									
30290200-361000	INTEREST EARNINGS	522,470	412,470	\$ 110,000	\$ -	\$ 110,000	\$ 143,854		\$ (33,854)
30290200-362000	REALIZED GAIN/LOSS INV	-	-	-	-	-	(5,313)		5,313
30290200-363000	UNREALIZED GAIN/LOSS INV	-	-	-	-	-	59,040		(59,040)
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	\$ 197,581		\$ 7,793,209
	Total			\$ 2,000,000	\$ 5,990,790	\$ 7,990,790	\$ 197,581		\$ 7,793,209
Expenditures									
Public Works									
30241100-541430-C1308	SW PIPE & STRUCTURE R&M	17,069,356	9,811,131	\$ 2,000,000	\$ 5,258,225	\$ 7,258,225	\$ 1,940,258	\$ 1,519,736	\$ 3,798,230
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	379,072	-	4,434
30241100-541430-C2518	MID-BORADWELL CULVERT	118,815	-	-	118,815	118,815	99,899	18,916	-
	subtotal			\$ 2,000,000	\$ 5,883,209	\$ 7,883,209	\$ 2,534,642	\$ 1,538,653	\$ 3,809,915
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	\$ 2,534,642	\$ 1,538,653	\$ 3,917,496



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
2022 Parks Bond Fund Detail (Fund 318; life-to-date for all projects)
 As of April 30, 2025

		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	\$ 892,349		\$ 7,652
31890200-395000	CARRYFORWARD FUND BALANCE			-	27,383,446	27,383,446	-		27,383,446
	subtotal			\$ 900,000	\$ 27,383,446	\$ 28,283,446	\$ 892,349		\$ 27,391,098
	Total			\$ 900,000	\$ 27,383,446	\$ 28,283,446	\$ 892,349		\$ 27,391,098
Expenditures									
31841100-541420 C1712	ALPHALOOP	7,335,240	-	\$ -	\$ 7,335,240	\$ 7,335,240	\$ 595,162	\$ 88,585	\$ 6,651,493
31841100-541420 C2520	ALPHALOOP (ROSWELL ST)	43,675	-	-	43,675	43,675	36,006	7,669	-
31841100-541420 C2521	ALPHALOOP (DEVORE RD)	33,265	-	-	33,265	33,265	23,830	9,435	-
31841100-541420 C2522	ALPHALOOP (OMP TO THOMPSON)	52,725	-	-	52,725	52,725	33,876	18,849	-
31841100-541420 C2523	ALPHALOOP (HBR TO WESTSIDE)	35,095	-	-	35,095	35,095	24,959	10,136	-
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	530,214	20,820	3,534,949
31861150-541500 C2011	WILLS PARK MASTER PLAN IMP	5,671,367	759,165	-	4,912,202	4,912,202	9,710	22,790	4,879,702
31861150-541500 C2216	UNION HILL PARK	3,250,002	581,769	-	2,668,233	2,668,233	116,638	-	2,551,596
31861150-541500 C2217	MID-BROADWELL PARK	496,021	494,463	-	1,558	1,558	1,558	-	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	\$ 2,971,192	\$ 182,210	\$ 25,130,044



CITY OF ALPHARETTA
Financial Management Reports
Capital Project Funds
TSPLOST I Fund Detail (Fund 335; life-to-date for all projects)
As of April 30, 2025

			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	350,000	850,000	1,133,783		(283,783)
	Total				\$ 500,000	\$ 31,952,130	\$ 32,452,130	\$ 1,133,783		\$ 31,318,347
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	93,547	-	3,704,080
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	943,852	338,601	1,230,745
33541100-541410	C1800	HAYNES BRIDGE RD IMP	187,598	187,598	-	-	-	-	-	-
33541100-541410	C1933	WEBB BRIDGE RD (DESIGN-PROJ. MGMT., ETC.)	876,389	876,389	-	-	-	-	-	-
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	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	756,372	5,413,832	213,435
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	387,608	878,776	1,067,172
33541100-541410	C2232	WEBB BRIDGE RD PHASE 3 (GREENWAY-ROUNDAABOUT)	17,000,001	2,217,194	-	14,782,807	14,782,807	3,871,424	10,282,512	628,871
33541100-541420	C2305	ALPHALOOP (OMP-NORTHWINDS)	825,000	825,000	-	-	-	-	-	-
33590200-579000	CONTINGENCY				500,000	4,763	504,763	-	-	504,763
	Total				\$ 500,000	\$ 31,952,130	\$ 32,452,130	\$ 6,052,803	\$ 19,049,177	\$ 7,350,150



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
TSPLOST II Fund Detail (Fund 336; life-to-date for all projects)
 As of April 30, 2025

		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			\$ -	\$ 21,945,421	\$ 21,945,421	\$ 11,100,564		\$ 10,844,857
33641100-361000	INTEREST EARNINGS			300,000	150,000	450,000	691,942		(241,942)
33690200-395000	CARRYFORWARD FUND BALANCE			-	15,625,733	15,625,733	-		15,625,733
	Total			\$ 300,000	\$ 37,721,154	\$ 38,021,154	\$ 11,792,506		\$ 26,228,648
Expenditures									
33641100-541410 C1713	KIMBALL BR RD GAP	500,000	25,356	\$ -	\$ 474,644	\$ 474,644	\$ 102,598	\$ 265,995	\$ 106,051
33641100-541410 C2040	TRADEWINDS PARKWAY	2,000,000	437,015	-	1,562,985	1,562,985	-	-	1,562,985
33641100-541410 C2104	WEBB BRIDGE ROAD (NPP-GREENWAY)	13,500,001	5,564,700	-	7,935,301	7,935,301	2,252,127	2,120,882	3,562,292
33641100-541410 C2107	NORTH POINT PARKWAY IMP	703,442	263,800	-	439,642	439,642	175,407	188,099	76,135
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	136,973	119,343	-
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)	4,000,002	611,856	-	3,388,146	3,388,146	671,417	2,451,706	265,023
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	279,089	75,462	4,400,919
33641100-541420 C2242	NP ALPHALINK			-	7,937,063	7,937,063	-	-	7,937,063
33641100-541420 C2305	ALPHALOOP (OMP - NORTHWINDS)	11,110,929	11,041,215	-	69,714	69,714	7,522	62,182	10
33641100-541410 C2427	DRYDEN RD EXTENSION	3,000,000	98	-	2,999,902	2,999,902	1,000	-	2,998,902
33690200-579000	CONTINGENCY	7,490,031	-	300,000	7,190,031	7,490,031	-	-	7,490,031
	Total			\$ 300,000	\$ 37,721,154	\$ 38,021,154	\$ 3,626,133	\$ 5,364,308	\$ 29,030,713



CITY OF ALPHARETTA
 Financial Management Reports
 Special Revenue Funds
Impact Fee Fund (Fund 270; life-to-date for active projects)
 As of April 30, 2025

				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											
27074110-341321	IMPACT FEES STREETS & HIGHWAYS			3,791,936	3,691,936	\$ -	\$ 100,000	\$ 100,000	\$ 389,250		\$ (289,250)
27074110-341323	IMPACT FEES RECREATION & PARKS			8,616,029	8,506,029	-	110,000	110,000	388,863		(278,863)
27074110-341324	IMPACT FEES PUBLIC SAFETY			1,093,145	1,075,145	-	18,000	18,000	49,718		(31,718)
27074110-362000	REALIZED GAIN/LOSS					-	-	-	(4,812)		4,812
27074110-363000	UNREALIZED GAIN/LOSS					-	-	-	58,828		(58,828)
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	-	-	-	156,368		(156,368)
Total						\$ 353,820	\$ 5,477,850	\$ 5,831,670	\$ 1,038,215		\$ 4,793,455
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
27041100-541420	C2242	NP ALPHALINK		2,062,937	-	-	2,062,937	2,062,937.00	-	-	2,062,937.00
subtotal						\$ -	\$ 2,063,537	\$ 2,063,537	\$ -	\$ -	\$ 2,063,537
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	95,526	1,876,994	-
subtotal						\$ 183,820	\$ 2,279,224	\$ 2,463,044	\$ 95,526	\$ 1,876,994	\$ 490,524



CITY OF ALPHARETTA
Financial Management Reports
Special Revenue Funds
Impact Fee Fund (Fund 270; life-to-date for active projects)
As of April 30, 2025

Account #	Project	Project Snapshot: FY2013 - FY2024		FY 2025					Available Budget
		Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	
Non-Departmental									
27074110-521200	PROFESSIONAL SERVICES			\$ -	\$ 37,525	\$ 37,525	\$ -	\$ 37,525	\$ -
27074110-579001	NON-ALLOCATED STREETS & HIGHWAYS			-	-	-	-	-	-
27074110-579002	NON-ALLOCATED PARKS				1,029,038	1,029,038	-	-	1,029,038
27074110-579003	NON-ALLOCATED PUBLIC SAFETY			-	68,526	68,526	-	-	68,526
	subtotal			\$ -	\$ 1,135,089	\$ 1,135,089	\$ -	\$ 37,525	\$ 1,097,564
	Total			\$ 353,820	\$ 5,477,850	\$ 5,831,670	\$ 95,526	\$ 1,914,519	\$ 3,821,625



CITY OF ALPHARETTA
 Financial Management Reports
 Special Revenue Funds
Hotel/Motel Fund (Fund 275; life-to-date for active projects)
 As of April 30, 2025

Account #Project		Project Snapshot: FY2013 - FY2024		FY 2025					
		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	\$ 6,835,160		\$ 2,414,840
27590150-319201	PEALTY/INT HOTEL/MOTEL TAX	(3,413)	(3,413)	-	-	-	1,654		(1,654)
27590150-362000	REALIZED GAIN/LOSS	7,903	7,903	-	-	-	(1,570)		1,570
27590150-363000	UNREALIZED GAIN/LOSS	117,443	117,443	-	-	-	18,908		(18,908)
27590150-361000	INTEREST EARNINGS	122,977	102,977	20,000	-	20,000	54,386		(34,386)
	subtotal			\$ 9,270,000	\$ -	\$ 9,270,000	\$ 6,908,538		\$ 2,361,462
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	\$ 6,908,538		\$ 3,700,533
Expenditures									
Alpharetta Convention & Visitors Bureau									
27590150-572002	ALPHA CONV & VISITORS BUREAU DISTRIBUTION	38,756,603	34,709,728	\$ 4,046,875	\$ -	\$ 4,046,875	\$ 2,644,900	\$ -	\$ 1,401,975
	subtotal			\$ 4,046,875	\$ -	\$ 4,046,875	\$ 2,644,900	\$ -	\$ 1,401,975
City of Alpharetta									
27590150-611100	CITY OF ALPHARETTA DISTRIBUTION	33,618,657	30,149,907	3,468,750	-	3,468,750	1,914,159	-	1,554,591
	subtotal			\$ 3,468,750	\$ -	\$ 3,468,750	\$ 1,914,159	\$ -	\$ 1,554,591
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	647,213	-	1
	subtotal			\$ 1,754,375	\$ 1,339,071	\$ 3,093,446	\$ 1,417,213	\$ -	\$ 1,676,234
	Total			\$ 9,270,000	\$ 1,339,071	\$ 10,609,071	\$ 5,976,271	\$ -	\$ 4,632,800



CITY OF ALPHARETTA
Financial Management Reports
Special Revenue Funds
Confiscated Assets Fund (Fund 210; life-to-date for active projects)
As of April 30, 2025

		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	3,441,365	3,411,430	\$ -	\$ 29,935	\$ 29,935	\$ 124,929		\$ (94,994)
21031110-395000	CARRYFORWARD FUND BALANCE	346,851	-	43,800	303,051	346,851	-		346,851
	Total			\$ 43,800	\$ 332,986	\$ 376,786	\$ 124,929		\$ 251,857
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		-	-	295,061	295,061	-	-	295,061
	Total			\$ 43,800	\$ 332,986	\$ 376,786	\$ -	\$ -	\$ 376,786



CITY OF ALPHARETTA
Financial Management Reports
Special Revenue Funds
State Confiscated Assets Fund (Fund 211; life-to-date for active projects)
As of April 30, 2025

		Project Snapshot: FY2019 - FY2024		FY 2025					
Account #	Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue									
State									
21131120-351301	CONFISCATION/STATE SEIZURE	324,868	324,868	\$ -	\$ -	\$ -	\$ 9,843		\$ (9,843)
21131120-395000	CARRYFORWARD FUND BALANCE	32,101	-	-	32,101	32,101	-		32,101
	subtotal			\$ -	\$ 32,101	\$ 32,101	\$ 9,843		\$ 22,258
	Total			\$ -	\$ 32,101	\$ 32,101	\$ 9,843		\$ 22,258
Expenditures									
State									
21131120-532400	NON-RECURRING EXPENSES	351,643	319,542	\$ -	\$ 32,101	\$ 32,101	\$ 14,808	\$ -	\$ 17,293
	subtotal			\$ -	\$ 32,101	\$ 32,101	\$ 14,808	\$ -	\$ 17,293
	Total			\$ -	\$ 32,101	\$ 32,101	\$ 14,808	\$ -	\$ 17,293

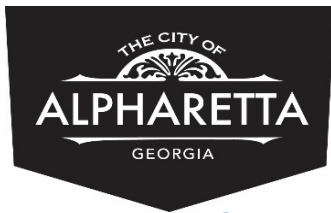


CITY OF ALPHARETTA
Financial Management Reports
Special Revenue Funds
Opioid Settlement Fund (Fund 213; life-to-date for active projects)
As of April 30, 2025

		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	\$ -	\$ -	\$ -	\$ 13,157		\$ (13,157)
21331510-395000	CARRYFORWARD	61,930	-	-	61,930	61,930	-		61,930
	subtotal			\$ -	\$ 61,930	\$ 61,930	\$ 13,157		\$ 48,773
	Total			\$ -	\$ 61,930	\$ 61,930	\$ 13,157		\$ 48,773
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 April 30, 2025

Vendor	Description	Department	\$ Amount
3750 BROOKSIDE LLC	CURRENT YEAR PROPERTY TAXES	Various Departments	\$ 18,003.54
A&B PAINTING AND HOME	REMODELING AND ALTERATIONS	Rec., Parks & Cultural Services	\$ 9,775.00
A. B. GYMNASTICS LLC	INSTRUCTORS, CLASSES FOR THE PUBLIC	Rec., Parks & Cultural Services	\$ 13,116.51
AFLAC	VOL SUPP ACCIDENT INS	General Government	\$ 10,612.57
AFLAC	VOL SUPP ACCIDENT INS	General Government	\$ 10,585.66
AIMS COMPANIES	SW PIPE & STRUCTURE R&M	Public Works	\$ 5,075.00
AIMS COMPANIES	MAINTENANCE AND REPAIR, PIPELINE (INCLUDES REMOVAL)	Public Works	\$ 21,415.00
ALLIED PAVING	PAVING/RESURFACING, STREET (MAJOR AND RESIDENTIAL)	Public Works	\$ 920,904.70
ALLIED WASTE SERVICE	WASTE MANAGEMENT SERVICES	Finance	\$ 11,224.69
ALLIED WASTE SERVICE	WASTE SERVICES	Various Departments	\$ 466,136.06
AMERICAN FACILITY	JANITORIAL/CUSTODIAL SERVICES	Various Departments	\$ 9,712.75
AMERICAN FACILITY	CLEANING OF ROADSIDE PARK	Rec., Parks & Cultural Services	\$ 25,893.50
ARTS ALPHARETTA	ARTS SERVICES (CULTURAL, DESIGN, VISUAL, ETC.)	Rec., Parks & Cultural Services	\$ 35,000.00
AT&T/BELLSOUTH @ 85	TELEPHONE SERVICES 2/18-3/17/25 (E-911)	Public Safety	\$ 10,105.21
AT&T/BELLSOUTH @ 85	TELEPHONE SERVICES, LONG DISTANCE AND LOCAL (E-911)	Public Safety	\$ 17,187.31
ATKINSREALIS USA INC	PROJECT MANAGEMENT SERVICES	Public Works	\$ 23,536.81
ATKINSREALIS USA INC	PROJECT MANAGEMENT SERVICES	Public Works	\$ 22,899.85
AZIMUTH CONTRACTORS	CONSTRUCTION, HIGHWAY AND ROAD	Public Works	\$ 289,325.34
BANC OF AMERICA	CAPITAL LEASE PRINCIPAL & INTEREST	Public Safety	\$ 149,071.83
BNY MELLON	PRINCIPAL (GTECH SERIES 2013)	General Government	\$ 215,000.00
BNY MELLON	INTEREST (GTECH SERIES 2013)	General Government	\$ 35,988.75
BNY MELLON	PRINCIPAL (2016 CONF CTR)	General Government	\$ 770,000.00
BNY MELLON	INTEREST (2016 CONF CTR)	General Government	\$ 323,606.25
BNY MELLON	PRINCIPAL (GO SERIES 2014R)	General Government	\$ 1,810,000.00
BNY MELLON	BOND PRINCIPAL (2016 GO BOND)	General Government	\$ 530,000.00
BNY MELLON	PRINCIPAL (GO 2020 REFUNDING)	General Government	\$ 310,000.00
BNY MELLON	PRINCIPAL (GO 2022 BOND)	General Government	\$ 770,000.00
BNY MELLON	INTEREST (GO SERIES 2014R)	General Government	\$ 42,822.00
BNY MELLON	BOND INTEREST (2016 GO BOND)	General Government	\$ 697,593.75



CITY OF ALPHARETTA
 Financial Management Reports
Listing of Payments \$5,000 and greater
 for the month ended April 30, 2025

Vendor	Description	Department	\$ Amount
BNY MELLON	INTEREST (GO 2020 REFUNDING)	General Government	\$ 420,250.00
BNY MELLON	INTEREST (GO 2022 BOND)	General Government	\$ 433,383.75
BOF II GA BROOKSIDE	CURRENT YEAR PROPERTY TAXES	Various Departments	\$ 28,538.40
CAMBRIDGE INVESTMENT	CONSULTING FEE	Finance	\$ 11,157.11
CAPITAL ONE	CURRENT YEAR PROPERTY TAXES	General Government	\$ 5,323.81
CARL BLACK BUICK GMC	VEHICLE REPAIR & MAINTENANCE	Various Departments	\$ 14,630.67
CITY OF MILTON	LEASE-COURTROOM IGA-APRIL 2025	Municipal Court	\$ 6,775.00
CLASSIC TENTS	TENTS, TARPAULINS AND SUPPLIES RENTAL OR LEASE	Rec., Parks & Cultural Services	\$ 23,776.63
CORPORATE BILLING	VEHICLE REPAIR & MAINTENANCE	Public Safety	\$ 34,283.40
CSTE INC	CONSTRUCTION, CURB AND GUTTER (INCLUDES MAINTENANCE)	Public Works	\$ 91,485.50
DATA MEDIA ASSOCIATE	PRINTING AND BINDING	Finance	\$ 13,748.29
DATAPRISE LLC	SOFTWARE MAINTENANCE/SUPPORT	Public Safety	\$ 5,923.44
DC POOL SERVICE LLC.	SWIMMING POOL MANAGEMENT AND OPERATION	Rec., Parks & Cultural Services	\$ 7,165.00
DIX.HITE + PARTNERS	DESIGNING SERVICES: UNION HILL PARK	Rec., Parks & Cultural Services	\$ 22,566.73
DXC TECHNOLOGY SERVICES	CURRENT YEAR PROPERTY TAXES	General Government	\$ 8,475.96
ELARBEE THOMPSON	BRADFORD VS COA 2/2025	Risk Management	\$ 12,180.89
ESIS INC	CLAIMS (WORKERS COMP)	Risk Management	\$ 6,590.74
FIRST DATA MERCHANT	CURRENT YEAR PROPERTY TAXES	General Government	\$ 11,983.46
FIVE OAKS FENCE CO.	FENCING, CHAIN LINK (INCLUDING FABRIC, GATES, PANELS)	Rec., Parks & Cultural Services	\$ 26,475.00
FULTON COUNTY BOARD OF COMMISSIONERS	MARCH 2025 LVAP	Public Safety	\$ 7,278.75
FULTON COUNTY SHERIFFS DEPARTMENT	INMATE HOUSING	Public Safety	\$ 6,600.00
FULTON COUNTY SUPERIOR COURT	CUMMING STREET CORRIDOR - PARCEL 9	Public Works	\$ 25,100.00
FULTON COUNTY SUPERIOR COURT	OLD MILTON PKWY - PARCEL 17	Public Works	\$ 30,000.00
FULTON COUNTY SUPERIOR COURT	OLD MILTON PKWY 18	Public Works	\$ 19,400.00
FULTON COUNTY SUPERIOR COURT	CUMMING ST CORRIDOR PARCEL 2	Public Works	\$ 22,200.00
FULTON COUNTY-DEPT OF FINANCE	WATER AND SEWER UTILITIES	Various Departments	\$ 11,351.14
GA SUPERIOR COURT CLERK'S COOP AUTHORITY	MUNICIPAL COURT FINES	Public Safety	\$ 33,703.40
GALLS INC	EMPLOYEE UNIFORMS	Public Safety	\$ 5,239.69



CITY OF ALPHARETTA
 Financial Management Reports
Listing of Payments \$5,000 and greater
 for the month ended April 30, 2025

Vendor	Description	Department	\$ Amount
GALLS INC	EMPLOYEE UNIFORMS	Public Safety	\$ 6,724.01
GEORGIA BRIDGE AND CONCRETE	CONSTRUCTION, WATER SYSTEM/PLANTS; CONSTRUCTION, STREET	Public Works	\$ 169,058.04
GEORGIA BRIDGE AND CONCRETE	CONSTRUCTION, WATER SYSTEM/PLANTS, MAIN AND SERVICE	Public Works	\$ 9,600.00
GEORGIA GREEN	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT	Public Works	\$ 17,267.80
GEORGIA INFRASTRUCTURE	CONSTRUCTION, HIKE AND BIKE TRAIL	Various Departments	\$ 178,261.44
GEORGIA INFRASTRUCTURE	CONSTRUCTION, HIKE AND BIKE TRAIL: ENCORE GREENWAY GATEWAY	Various Departments	\$ 279,654.05
GEORGIA POWER CO	ELECTRICITY UTILITIES	Various Departments	\$ 205,970.82
GEORGIA POWER CO	ELECTRICITY UTILITIES	Public Safety	\$ 7,163.08
GREATER ATLANTA HOTEL	CURRENT YEAR PROPERTY TAXES	General Government	\$ 8,774.50
GREATER N. FULTON CHAMBER OF COMMERCE	SPONSORSHIPS (ALL TYPES)	City Administration	\$ 5,500.00
GREENTREE BEDDING	BEDDING (ALL TYPES)	Rec., Parks & Cultural Services	\$ 5,947.20
GREENTREE BEDDING	BEDDING (ALL TYPES)	Rec., Parks & Cultural Services	\$ 5,947.20
HALYNA IVASKIV	CUMMING ST. CORRIDOR-PARCEL 7	Public Works	\$ 11,500.00
HEWLETT PACKARD	CURRENT YEAR PROPERTY TAXES	General Government	\$ 17,058.64
HOME BY DARK PRODUCT	AMUSEMENT AND ENTERTAINMENT SERVICES	Rec., Parks & Cultural Services	\$ 30,000.00
HP INC	CURRENT YEAR PROPERTY TAXES	General Government	\$ 49,477.60
INLINER SOLUTIONS	PIPE AND PIPE FITTINGS MAINTENANCE AND REPAIR	Public Works	\$ 74,183.22
JARRARD & DAVIS	LEGAL SERVICES	Legal Services	\$ 84,477.93
KECK & WOOD INC	DESIGNING SERVICES: ALPHALOOP	Public Works	\$ 23,296.25
KECK & WOOD INC	DESIGNING SERVICES: ALPHALOOP	Public Works	\$ 12,181.50
KIMBROUGH INDUSTRIAL	HEATING, VENTILATING AND AIR CONDITIONING (HVAC)	Public Safety	\$ 36,018.00
KIMLEY-HORN & ASSOCIATES	LAND DEVELOPMENT AND PLANNING/ENGINEERING	Community Development	\$ 25,488.41
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	\$ 37,934.62
LIBERTY MUTUAL INSURANCE	92 MILTON AVE-COMMERCIAL PACKAGE	Risk Management	\$ 28,397.00
LOCAL ELECTRIC	ELECTRICAL	Public Safety	\$ 5,100.00
MATT MITCHELL DESIGN	DESIGNING SERVICES	Rec., Parks & Cultural Services	\$ 6,000.00
MATT MITCHELL DESIGN	DESIGNING SERVICES	Rec., Parks & Cultural Services	\$ 8,000.00



CITY OF ALPHARETTA
 Financial Management Reports
Listing of Payments \$5,000 and greater
 for the month ended April 30, 2025

Vendor	Description	Department	\$ Amount
MEER ELECTRIC	TRAFFIC SIGNAL MAINTENANCE AND REPAIR	Risk Management	\$ 6,481.60
MICROSOFT CORPORATION	CURRENT YEAR PROPERTY TAXES	General Government	\$ 5,056.32
MOFFATT & NICHOL	DESIGN BUILD SERVICES	Public Works	\$ 22,749.85
MTN VIEW FORD	AUTOMOBILE AND OTHER PASSENGER VEHICLES MAINTENANCE	Public Works	\$ 40,600.00
NORTH FULTON REGIONAL RADIO SYS AUTH	RADIO FREQUENCY ACCESS SERVICES	Various Departments	\$ 131,287.40
OHMSHIV	CONSTRUCTION, SIDEWALK AND DRIVEWAY (INCLUDES PEDESTRIAN)	Public Works	\$ 458,260.87
OVERHEAD DOOR CO	DOOR AUTOMATIC OPERATOR INSTALLATION, MAINTENANCE	Public Works	\$ 17,437.00
PARKVIEW OFFICE LLC	CURRENT YEAR PROPERTY TAXES	Various Departments	\$ 10,576.33
PEACE OFFICER'S ANNUITY BENEFIT FUND OF GA	MUNICIPAL COURT FINES	Public Safety	\$ 15,206.49
POND & COMPANY	DESIGNING SERVICES	Public Works	\$ 12,700.00
PPF AMLI MANSELL ROAD	CURRENT YEAR PROPERTY TAXES	Various Departments	\$ 8,634.65
QUIKTRIP CORP	FUEL PURCHASES	Public Safety	\$ 7,167.77
RINGCENTRAL, INC.	COMMUNICATION SYSTEMS, INTEGRATED (INCLUDES TELEPHONE)	Information Technology	\$ 9,492.48
ROYAL CENTRE HOLDING	CURRENT YEAR PROPERTY TAXES	Various Departments	\$ 7,449.47
ROYAL CENTRE HOLDING	CURRENT YEAR PROPERTY TAXES	Various Departments	\$ 24,864.79
ROYAL CUP COFFEE	MAINTENANCE CONTRACTS	Various Departments	\$ 5,789.21
RURAL METRO	EMERGENCY MEDICAL SERVICES (INCL. EMERGENCY AMBULANCE)	Public Safety	\$ 31,317.99
RUSSELL LANDSCAPE	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT	Public Works	\$ 60,920.41
SANCTUARY ACQUISITION	CURRENT YEAR PROPERTY TAXES	Various Departments	\$ 5,866.43
SAWNEE ELECTRIC MEMBERSHIP	ELECTRICITY UTILITIES	Various Departments	\$ 34,233.24
SPENCER CONSULTING	PAVEMENT DATA COLLECTION SERVICES	Public Works	\$ 17,365.50
SPORTSCON LLC	BASKETBALL EQUIPMENT (INCLUDING BACKBOARDS)	Rec., Parks & Cultural Services	\$ 10,548.00
SPRINTURF	RETAINAGE PAYABLE: Contract Withholding: 24-113	General Government	\$ 79,914.00
STATE FARM MUTUAL	CURRENT YEAR PROPERTY TAXES	Various Departments	\$ 5,232.04
STEPHEN A. LASER ASSOCIATES	PSYCHOLOGISTS/PSYCHOLOGICAL AND PSYCHIATRIC SERVICES	Human Resources	\$ 6,150.00
STRYKER SALES LLC	CARDIOVASCULAR INSTRUMENTATION: DEFIBRILLATORS...	Public Safety	\$ 23,784.63
SWVP ALPHARETTA LLC	CURRENT YEAR PROPERTY TAXES	Various Departments	\$ 14,031.38
TECH ALPHARETTA	ATC OPERATIONAL FUNDS	Development Authority	\$ 7,916.67



CITY OF ALPHARETTA
 Financial Management Reports
Listing of Payments \$5,000 and greater
 for the month ended April 30, 2025

Vendor	Description	Department	\$ Amount
TEMPLE INC	TRAFFIC SIGNAL POLES, STANDARDS, AND BRACKETS	Public Works	\$ 42,953.86
TEN 10 TEAMS	INSTRUCTORS, CLASSES FOR THE PUBLIC	Rec., Parks & Cultural Services	\$ 8,767.50
THE DUMPSTER CO	ROADSIDE, GROUNDS, RECREATIONAL AND PARK AREA SERVICES	Rec., Parks & Cultural Services	\$ 24,013.80
THE F. A. BARTLETT T	TREE AND SHRUB REMOVAL SERVICES	Public Works	\$ 5,937.90
TIOMAN CONSTRUCTION	STRIPING STREETS, PARKING FACILITIES, LANE DIVISION	Public Works	\$ 18,900.00
TOKIO MARINE HCC	DEDUCTIBLE	Risk Management	\$ 10,000.00
TRI SCAPES	CONCRETE RESURFACING SERVICES & WILLS PARK TREE REMOVALS	Rec., Parks & Cultural Services	\$ 5,722.65
TRILOGY LEASING CO.	CURRENT YEAR PROPERTY TAXES	General Government	\$ 6,722.90
TRUIST BANK	PCARD STATEMENT 4/2/25	General Government	\$ 178,771.28
TSO ROYAL CENTRE ONE	CURRENT YEAR PROPERTY TAXES	Various Departments	\$ 5,639.46
VERIZON WIRELESS SER	TELEPHONE SERVICES, CELLULAR	Various Departments	\$ 13,589.89
VERTICAL EARTH	CONSTRUCTION, HIKE AND BIKE TRAIL	Public Works	\$ 126,202.18
VOLODYMYR IVASKIV	CUMMING ST. CORRIDOR-PARCEL 7	Public Works	\$ 11,500.00
VON DER KING KENNELS	EDUCATIONAL/TRAINING SERVICES	Public Safety	\$ 5,850.00
WATT COMMERCIAL SWEEPING	STREET SWEEPING SERVICES	Public Works	\$ 8,776.50
WINSTON'S OUTDOOR CO.	ASPHALT PAVERS MAINTENANCE AND REPAIR	Public Works	\$ 21,500.82



CITY OF ALPHARETTA
Financial Management Reports
Listing of PO's between \$5,000.01 and \$50,000.00
for the month ended April 30, 2025

Purchase Order #	Vendor	Department	Purchase Order Amt.	Description
25000691	GREATER NORTH FULTON	ADMINISTRATION	5,500.00	GNFCC SPRING SOIREE SPONSORSHIP AND TICKETS
25000695	REYNOLDS-WARREN EQUIP COMPANY, INC.	PUBLIC WORKS	13,350.00	ASPHALT SPREADER RENTAL
25000696	RUSSELL LANDSCAPE, LLC	PUBLIC WORKS	45,067.50	SOIL AND MULCH ON WEBB BRIDGE RD IN NEWLY CONSTRUCTED BEAUTY STRIPS
25000698	MILLER ENVIRONMENTAL GROUP INC.	PUBLIC WORKS	11,131.86	OIL/WATER SEPARATOR INSPECTION AND TESTING SERVICES
25000701	FLOCK GROUP INC	PUBLIC SAFETY	34,800.00	UPGRADING TO FLOCK OS ELITE
25000703	AVENU GRS LLC	COMMUNITY DEVELOPMENT	7,500.00	SHORT TERM RENTAL SOFTWARE
25000705	SUSTAINABLE WATER PLANNING & ENG	PUBLIC WORKS	49,220.00	CIVIL ENGINEERING ADDITIONAL MS4 SUPPORT SERVICES
25000706	RUSSELL LANDSCAPE, LLC	PUBLIC WORKS	5,787.50	SOIL AND MULCH FOR ROSWELL ST
25000709	SEM EVENTS LLC	REC., PARKS & CULTURAL SVCS	47,553.25	RENTAL EQUIPMENT FOR 2025 TASTE OF ALPHARETTA
25000715	VON DER KING KENNELS AND TRAINING	PUBLIC SAFETY	5,850.00	K9 INSTRUCTOR TRAINING
25000719	TIOMAN CONSTRUCTION	PUBLIC WORKS	18,900.00	THERMOPLASTIC REFRESHING IN (2) LOCATIONS
25000720	AZTECA SYSTEMS, INC.	PUBLIC WORKS	14,360.00	CITWORKS TRAINING
25000721	THE F. A. BARTLETT TREE EXPERT COMPANY	PUBLIC WORKS	9,220.00	TREE AND SHRUB REMOVAL SERVICES AT PUBLIC SAFETY STORMWATER DETECTION AREA
25000722	ARTS ALPHARETTA INC	REC., PARKS & CULTURAL SVCS	31,500.00	OUTDOOR ON LOAN SCULPTURE FIRST EXHIBIT CYCLE PAYMENT
25000723	TRI SCAPES LLC	REC., PARKS & CULTURAL SVCS	12,381.25	LANDSCAPE IMPROVEMENTS AT ADULT ACTIVITY CENTER
25000724	NORTH CHEROKEE ELECTRICAL, INC.	PUBLIC WORKS	40,650.00	MAST ARM REPLACEMENT AT WINDWARD PKWY AT MARCONI DR DUE TO VEHICLE ACCIDENT
25000726	HOME BY DARK PRODUCTIONS LLC	REC., PARKS & CULTURAL SVCS	30,000.00	BROOKE ST PARK CONCERT SERIES FOR APRIL - JUNE 2025
25000727	TEN 10 TEAMS	REC., PARKS & CULTURAL SVCS	10,046.00	INSTRUCTOR SERVICES FOR SOCCER SHOT CLASSES
25000728	EUROFINS ENVIRONMENT TESTING SE, LLC	PUBLIC WORKS	13,540.25	LONG TERM AMBIENT TREND STREAM WATER QUALITY MONITORING SERVICES
25000729	LOCAL ELECTRIC LLC	PUBLIC SAFETY	5,100.00	ELECTRICAL SERVICES AT 2972 WEBB BRIDGE RD
25000733	RUSSELL LANDSCAPE, LLC	PUBLIC WORKS	10,202.11	VEGETATION RESTORATION AT WEBB BRIDGE RD BRIDGE CORNERS
25000735	TERRAMARK LAND SURVEYING INC	PUBLIC WORKS	6,020.00	SURVEYING SERVICES FOR MID BROADWELL RD CULVERT
25000736	MTN VIEW FORD INC	PUBLIC WORKS	40,608.00	(1) 2024 FORD RANGER SUPERCREW 4X4 TRUCK, VIN 1417
25000738	MASON TRACTOR COMPANY INC	REC., PARKS & CULTURAL SVCS	47,136.51	(1) KUBOTA SKID STEER LOADER WITH BUCKET AND FORKS
25000739	NUGEN OUTDOOR ENTERPRISES LLC	REC., PARKS & CULTURAL SVCS	24,000.00	(50) LED STADIUM LIGHTS
25000740	STEELE & ASSOCIATES INC	REC., PARKS & CULTURAL SVCS	22,515.00	REPAIRS TO WATER LINE TO WEBB ZONE STREAM
25000746	TERRAMARK LAND SURVEYING INC	PUBLIC WORKS	5,225.00	SURVEYING SERVICES FOR RIGHT OF WAY STAKING ON GOLF CLUB DRIVE
25000750	THE F. A. BARTLETT TREE EXPERT COMPANY	REC., PARKS & CULTURAL SVCS	7,560.00	TREE REMOVAL SERVICES IN WILLS PARK
25000752	KIMBROUGH INDUSTRIAL GROUP LLC	PUBLIC WORKS	19,630.44	HVAC REPLACEMENT SERVICES FOR COMMUNITY CENTER GYM

**City of Alpharetta
Balance Sheet
Governmental Funds
April 30, 2025**

	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	\$ 54,119,175	\$ 8,680,399	\$ 631,439	\$ 25,344,174	\$ 27,083,800	\$ 24,254,728	\$ 14,477,631	\$ 154,591,345
Receivables (net of allowance for uncollectibles)								
Taxes Receivable								
Property Taxes	1,548,419	-	-	-	-	-	8,611	1,557,030
Other Taxes	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-
Accounts	184,894	-	-	-	-	-	252,622	437,516
Due from Other Funds	553,582	-	-	-	-	-	2,831	556,413
Intergovernmental Receivable	22,062	155,248	-	-	-	-	-	177,310
Cash - Restricted	201,278	470,100	-	-	-	-	-	671,378
Total Assets	56,629,411	9,305,746	631,439	25,344,174	27,083,800	24,254,728	14,741,695	157,990,992
LIABILITIES AND FUND BALANCES								
Liabilities								
Current								
Accounts Payable	545,202	134,366	-	12,182	22,900	-	10,515	725,165
Retainage Payable	-	66,454	76,563	27,131	274,005	376,200	49,464	869,816
Intergovernmental Payable	-	-	-	-	-	-	-	-
Claims Payable	-	-	-	-	-	-	-	-
Payroll Payable	160,720	-	-	-	-	-	-	160,720
Due to Other Funds	-	-	458,221	-	-	-	13,480	471,702
Deferred Revenue	2,685,440	155,248	-	-	-	-	264,063	3,104,752
Unearned Revenue	125,685	-	75,000	-	-	-	3,984	204,669
Non-Current								
Unclaimed Property	105,106	-	-	-	-	-	-	105,106
Claims Payable	-	-	-	-	-	-	-	-
Total Liabilities	3,622,155	356,068	609,785	39,312	296,905	376,200	341,505	5,641,929
Fund Balances:								
Restricted for:								
Capital Projects	-	138,546	33,684	22,166,086	7,232,955	11,024,190	5,881,655	46,477,115
Law Enforcement	-	-	-	-	-	-	217,013	217,013
Emergency Telephone Activities	-	-	-	-	-	-	(439,529)	(439,529)
Debt Service	-	-	-	-	-	-	149,528	149,528
Promotion of Tourism	-	-	-	-	-	-	629,094	629,094
Assigned for:								
Grant Projects	-	276,000	-	-	-	-	83,954	359,954
Arbitrage	-	-	-	1,290,000	-	-	-	1,290,000
Encumbrances	2,588,924	5,922,690	3,000	182,210	19,049,177	5,364,307	3,676,162	36,786,470
Unallocated	50,418,332	2,612,443	(15,030)	1,666,566	504,763	7,490,031	4,202,313	66,879,418
Total Fund Balances	53,007,256	8,949,678	21,654	25,304,862	26,786,895	23,878,528	14,400,189	152,349,062
Total Liabilities and Fund Balances	\$ 56,629,411	\$ 9,305,746	\$ 631,439	\$ 25,344,174	\$ 27,083,800	\$ 24,254,728	\$ 14,741,695	\$ 157,990,992

City of Alpharetta
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Period Ended April 30, 2025

	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	\$ 35,677,490	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,152,585	\$ 41,830,075
Local Option Sales Tax	16,861,715	-	-	-	-	-	-	16,861,715
Transportation SPLOST	-	-	-	-	-	11,100,564	-	11,100,564
Other Taxes	17,090,222	-	-	-	-	-	6,836,814	23,927,036
Licenses and permits	3,512,337	-	-	-	-	-	-	3,512,337
Intergovernmental	153,230	942,300	2,070,793	-	-	-	2,943,390	6,109,714
Charges for services	4,345,654	21,692	-	-	-	-	87,874	4,455,220
Impact Fees	-	-	-	-	-	-	827,830	827,830
Fines/Forfeitures	1,998,273	-	-	-	-	-	9,843	2,008,116
Investment earnings (Loss)	1,675,348	504,780	38,999	892,607	1,237,568	778,363	692,164	5,819,829
Contributions and Donations	106,228	87,023	-	-	-	-	5,086	198,337
Misc Revenue	90,220	-	-	-	-	-	-	90,220
Other	-	-	-	-	-	-	13,157	13,157
Total revenues	81,510,717	1,555,795	2,109,792	892,607	1,237,568	11,878,927	17,568,744	116,754,150
EXPENDITURES								
Current:								
Unallocated	-	-	-	-	-	-	-	-
General government	10,771,962	470,517	-	-	-	-	4,064,462	15,306,941
Public safety	34,589,520	1,549,928	-	-	-	-	4,493,017	40,632,465
Public works	8,429,675	2,841,586	1,531,260	713,832	6,052,803	3,626,133	2,540,074	25,735,363
Economic and community development	3,642,233	341,150	-	-	-	-	-	3,983,383
Alpharetta Business Community	-	-	-	-	-	-	-	-
Culture and recreation	10,852,402	1,753,622	2,314	2,257,360	-	-	115,747	14,981,445
Contingency	-	-	-	-	-	-	-	-
Professional Services	-	-	-	-	-	-	-	-
Debt service:								
Principal	215,000	-	-	-	-	-	3,646,006	3,861,006
Interest	71,978	-	-	-	-	-	3,188,099	3,260,077
Other Costs	-	-	-	-	-	-	-	-
Bond issuance costs	-	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-	-
Total expenditures	68,572,769	6,956,803	1,533,574	2,971,192	6,052,803	3,626,133	18,047,406	107,760,680
Excess (deficiency) of revenues over (under) expenditures	12,937,948	(5,401,008)	576,217	(2,078,585)	(4,815,235)	8,252,795	(478,662)	8,993,470
OTHER FINANCING SOURCES (USES)								
Transfers in	1,914,159	-	-	-	-	-	-	1,914,159
Transfers out	-	-	-	-	-	-	(1,914,159)	(1,914,159)
Loan Proceeds	-	-	-	-	-	-	-	-
Capital Leases	-	-	-	-	-	-	-	-
Sale of capital assets	164,887	-	-	-	-	-	-	164,887
Sale of non-capital assets	5,435	-	-	-	-	-	-	5,435
Land Sale	-	-	-	-	-	-	-	-
Insurance Proceeds	-	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-	-
Total other financing sources and (uses)	2,084,481	-	-	-	-	-	(1,914,159)	170,322
Net change in fund balances	15,022,429	(5,401,008)	576,217	(2,078,585)	(4,815,235)	8,252,795	(2,392,821)	9,163,792
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	\$ 53,007,256	\$ 8,949,678	\$ 21,654	\$ 25,304,862	\$ 26,786,895	\$ 23,878,528	\$ 14,400,189	\$ 152,349,062

City of Alpharetta
Combining Balance Sheet
Non-Major Governmental Funds
April 30, 2025

	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	\$ 2,284,757	\$ 6,584,674	\$ 471,781	\$ 27,136	\$ 174,390	\$ (253,840)	\$ 75,087	\$ 1,107,384	\$ 4,006,263	\$ 14,477,631
Taxes Receivable	8,611	-	-	-	-	-	-	-	-	8,611
Pre-Paid Expenditures	-	-	-	-	-	-	-	-	-	-
Accounts Receivable	-	-	-	-	-	-	-	-	-	-
Property Taxes	-	-	-	-	-	-	-	252,622	-	252,622
Intergovernmental Receivable	-	-	-	-	2,831	-	-	-	-	2,831
Due From Other Funds	-	-	-	-	-	-	-	-	-	-
Restricted	-	-	-	-	-	-	-	-	-	-
Total Assets	2,293,368	6,584,674	471,781	27,136	177,220	(253,840)	75,087	1,360,006	4,006,263	14,741,695
LIABILITIES										
Accounts Payable	-	-	-	-	1,200	7,813	-	-	1,502	10,515
Retainage Payable	-	4,776	-	-	-	-	-	-	44,687	49,464
Intergovernmental Payable	-	-	-	-	-	-	-	-	-	-
Arbitrage Payable	-	-	-	-	-	-	-	-	-	-
Compensated Absences	-	-	-	-	-	-	-	-	-	-
Payroll Liabilities	-	-	-	-	-	13,480	-	-	-	13,480
Due to Other Fund	-	-	-	-	-	-	-	-	-	-
Deferred Revenue	8,611	-	-	-	2,831	-	-	252,622	-	264,063
Unearned Revenue	-	-	-	-	-	-	-	3,984	-	3,984
Total Liabilities	8,611	4,776	-	-	4,031	21,293	-	256,606	46,189	341,505
FUND BALANCES										
Restricted:										
Capital Projects	-	3,567,815	-	-	-	-	-	-	2,313,840	5,881,655
Law Enforcement	-	-	176,720	27,136	-	-	13,157	-	-	217,013
Promotion of Tourism	629,094	-	-	-	-	-	-	-	-	629,094
Emergency Telephone Activities	-	-	-	-	-	(439,529)	-	-	-	(439,529)
Debt Service	-	-	-	-	-	-	-	149,528	-	149,528
Assigned for: Grant Projects	-	-	-	-	-	-	-	-	-	-
Grant Projects	-	-	-	-	83,954	-	-	-	-	83,954
Encumbrances	-	1,914,519	-	-	58,595	164,396	-	-	1,538,653	3,676,162
Unallocated	1,655,663	1,097,564	295,061	-	30,641	-	61,930	953,873	107,581	4,202,313
Total Fund Balances	2,284,757	6,579,898	471,781	27,136	173,190	(275,133)	75,087	1,103,401	3,960,074	14,400,189
Total Liabilities and Fund Balances	\$ 2,293,368	\$ 6,584,674	\$ 471,781	\$ 27,136	\$ 177,220	\$ (253,840)	\$ 75,087	\$ 1,360,006	\$ 4,006,263	\$ 14,741,695

City of Alpharetta
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Non-major Governmental Funds
For the Period Ended April 30, 2025

	Special Revenue							Total Non-major		
	Hotel Motel	Impact Fee	Federal Confiscated Assets	State Confiscated Assets	Grant Operating	E911 Fund	Opioid Settlement Fund	Debt Service Fund	Stormwater Service Fund	Governmental Funds
REVENUES:										
Hotel Motel Tax	\$ 6,836,814	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,836,814
Property tax	-	-	-	-	-	-	-	6,152,585	-	6,152,585
Charges for Service	-	-	-	-	87,874	-	-	-	-	87,874
Impact Fees	-	827,830	-	-	-	-	-	-	-	827,830
Forfeiture Income	-	-	-	9,843	-	-	-	-	-	9,843
Intergovernmental	-	-	124,929	-	39,081	2,779,381	-	-	-	2,943,390
Contributions & Donations	-	-	-	-	5,086	-	-	-	-	5,086
Investment Earnings (Loss)	85,142	243,923	-	-	6,752	(7,058)	-	145,115	218,289	692,164
Other	-	-	-	-	-	-	13,157	-	-	13,157
Total revenues	6,921,956	1,071,753	124,929	9,843	138,793	2,772,323	13,157	6,297,701	218,289	17,568,744
EXPENDITURES:										
Tourism	4,062,112	-	-	-	-	-	-	-	-	4,062,112
Community Development	-	-	-	-	-	-	-	-	-	-
Culture/Recreation	-	95,526	-	-	20,220	-	-	-	-	115,747
Public Safety	-	-	-	14,808	45,288	4,432,921	-	-	-	4,493,017
Public Works	-	-	-	-	5,433	-	-	-	2,534,642	2,540,074
General Government	-	-	-	-	-	-	-	2,350	-	2,350
Debt Service:	-	-	-	-	-	-	-	-	-	-
Principal	-	-	-	-	-	226,006	-	3,420,000	-	3,646,006
Interest	-	-	-	-	-	-	-	3,188,099	-	3,188,099
Bond Issuance Costs	-	-	-	-	-	-	-	-	-	-
Total expenditures	4,062,112	95,526	-	14,808	70,941	4,658,927	-	6,610,449	2,534,642	18,047,406
Excess (deficiency) of revenues over expenditures	2,859,844	976,227	124,929	(4,965)	67,852	(1,886,604)	13,157	(312,748)	(2,316,353)	(478,662)
OTHER FINANCING SOURCES (USES):										
Transfers in / out:										
General fund	(1,914,159)	-	-	-	-	-	-	-	-	(1,914,159)
Budgeted Fund Balance:	-	-	-	-	-	-	-	-	-	-
Capital Leases	-	-	-	-	-	-	-	-	-	-
Total other financing sources	(1,914,159)	-	-	-	-	-	-	-	-	(1,914,159)
Net change in fund balances	945,685	976,227	124,929	(4,965)	67,852	(1,886,604)	13,157	(312,748)	(2,316,353)	(2,392,821)
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	\$ 2,284,757	\$ 6,579,898	\$ 471,781	\$ 27,136	\$ 173,190	\$ (275,133)	\$ 75,087	\$ 1,103,401	\$ 3,960,074	\$ 14,400,189

City of Alpharetta
Enterprise Fund -Solid Waste
Statement of Net Position
April 30, 2025

	<u>Solid Waste</u>
ASSETS	
Current Assets:	
Cash and Cash Equivalents & Investments	\$ 1,515,087
Inventories, at cost	-
Accounts Receivables (net of allowance for uncollectibles)	48,975
Prepaid Insurance Expenses	-
Total Current Assets	<u>1,564,062</u>
Noncurrent Assets:	
Restricted Cash, Cash Equivalents, and Investments	-
Total Restricted Assets	<u>-</u>
Other	-
Capital Assets	
Buildings and System	-
Machinery and Equipment	-
Less Accumulated Depreciation	-
Total Capital Assets (net of accumulated depreciation)	<u>-</u>
Total Noncurrent Assets	<u>-</u>
Total Assets	<u>1,564,062</u>
LIABILITIES	
Current Liabilities:	
Accounts Payable	19,606
Accounts Payable/ Customer Credit Balances	37,069
Accounts Payable/ Customer Pre-Paid Service	-
Payroll Liabilities	44
Accrued Salaries	-
Accrued Interest Payable	-
Compensated Absences Payable	-
Notes Payable - Revenue Bonds	-
Due to Other Funds	-
Total Current Liabilities	<u>56,718</u>
Current Liabilities Payable from Restricted Assets:	
Revenue Bonds Payable	-
Total Current Liabilities Payable from Restricted Assets	<u>-</u>
Noncurrent Liabilities:	
Customer Deposits	-
Compensated Absences less Current Portion	-
Revenue Bonds Payable	-
Total Noncurrent Liabilities	<u>-</u>
Total Liabilities	<u>56,718</u>
NET ASSETS	
Invested in Capital Assets, net of related debt	-
Reserved for Debt Service	-
Reserved for Encumbrances	-
Unreserved	1,507,344
Total Net Assets	<u>1,507,344</u>
Total Liabilities & Net Assets	<u>\$ 1,564,062</u>

City of Alpharetta
Enterprise Fund - Solid Waste
Statement of Revenues, Expenses, and Changes in Net Position
For the Period Ended April 30, 2025

Operating revenues:	
Charges for sales and services:	
Refuse Collection charges	\$ 5,747,272
Misc Revenue	-
Total operating revenues	<u>5,747,272</u>
Operating expenses:	
Administration	5,737,922
Non-departmental	-
Total operating expenses	<u>5,737,922</u>
Operating Gain (loss)	9,349
Non-operating revenues (expenses):	
Investment earnings (Loss)	56,698
Total non-operating revenue (expenses)	<u>56,698</u>
Income (loss) before transfers	66,048
Transfers In	-
Transfers Out	<u>-</u>
Change In Net Assets	66,048
Total net assets-beginning	<u>15,351</u>
Total net assets-ending (net of encumbrances)	<u>81,398</u>
Adjustments to GAAP basis:	
Encumbrances	1,425,945
Misc adj-Encumbrances Resv/Prior Year	
Total net assets-ending	<u>\$ 1,507,344</u>

DEVELOPMENT AUTHORITY



Revenue & Expenditure Report GAAP Financial Statements



ALPHARETTA DEVELOPMENT AUTHORITY

Financial Management Report - As of April 30, 2025 (unaudited)

Account #	Project	Total Budget	Actuals (Collections/ Expenditures)	Encumbrances	Remaining
Revenues					
99575100-346900	Bond Application Fee	\$ 164,563	\$ 164,563		\$ 0
99575100-361000	Investment Earnings	-	12,832		(12,832)
99575100-371000-C1532	Tech Alpharetta Operational Funding (IGA with COA)	95,000	79,167		15,833
(2) 99575100-381000-C1535	Tech Alpharetta Incubator Operations	7,356	7,355		-
	subtotal	\$ 266,919	\$ 263,917		\$ 3,001
(1) 99575100-395000	Carryforward Fund Balance	\$ 284,976	\$ -		\$ 284,976
	subtotal	\$ 284,976	\$ -		\$ 284,976
	Total	\$ 551,895	\$ 263,917		\$ 287,977
Expenditures					
99575100-571000	Local Job Creation Grant Program	\$ 32,500	\$ -	\$ -	\$ 32,500
99575100-544100-C1532	Tech Alpharetta Operational Funding	95,000	87,083	7,917	-
(2) 99575100-544100-C2525	Tech Alpharetta Relocation MOU	27,865	27,865	-	-
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	\$ 236,313	\$ 114,948	\$ 7,917	\$ 113,448
(2) 99575100-523860-C1535	Tech Alpharetta Incubator Operation (Maint. Contracts)	\$ 2,888	\$ 2,888	\$ -	\$ 0
(2) 99575100-531200-C1535	Tech Alpharetta Incubator Operation (Misc. Utilities)	317	316	-	1
(2) 99575100-531210-C1535	Tech Alpharetta Incubator Operation (Water/Sewer)	44	43	-	1
(2) 99575100-531220-C1535	Tech Alpharetta Incubator Operation (Natural Gas)	881	880	-	1
(2) 99575100-531230-C1535	Tech Alpharetta Incubator Operation (Electricity)	1,617	1,617	-	0
	subtotal	\$ 5,747	\$ 5,744	\$ -	\$ 3
99575100-579000	Reserve	\$ 309,835	\$ -	\$ -	\$ 309,835
	Total	\$ 551,895	\$ 120,693	\$ 7,917	\$ 423,286

(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) These initiatives are complete with no further collections/expenses anticipated.



ALPHARETTA DEVELOPMENT AUTHORITY
Financial Management Report - As of April 30, 2025 (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			263,917		
Expenditures incurred to date			(120,693)		
Fund Balance (current)			\$ 428,200		
Forecasted revenue collections (Tech Alpharetta Operational Funding from the City)			15,833		
Fund Balance*			\$ 444,034		
Fund Balance Allocation (forecasted):					
Non-Spendable (unspent/remaining project allocations)			\$ 121,365		
Spendable (available for investment by the Board)			322,669		
			\$ 444,034		

* 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
April 30, 2025

ASSETS

Current Assets:

Cash and Cash Equivalents	\$ 428,200
Investments	-
Receivables	-
Restricted Cash for Bond Issuance Costs	-

Total Assets 428,200

LIABILITIES

Current Liabilities:

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

Current Liabilities Payable from Restricted Assets:

Total Current Liabilities Payable from Restricted Assets	-
--	---

Noncurrent Liabilities:

Total Noncurrent Liabilities	-
Total Liabilities	-

Fund Balance

Restricted	121,365
Unallocated	306,835
Total Fund Balance	428,200

Total Liabilities & Fund Balance \$ 428,200

City of Alpharetta
Statement of Revenues, Expenditures, and Changes in Fund Balance
COMPONENT UNIT-DEVELOPMENT AUTHORITY
For the Period Ended April 30, 2025

	<u>Actual Amounts</u>
Revenues	
Rent/Royalties	\$ 164,563
State Grant	-
Fees	-
Contributions & Donations	79,167
Miscellaneous Income-Interest	12,832
Miscellaneous Revenue	<u>7,355</u>
Total Revenues	<u>263,917</u>
Expenditures	
Economic Development	122,865
Maintenance Contracts	2,888
Donation to private source	-
Utilities - Miscellaneous	2,856
Debt Service:	
Principal	-
Interest	<u>-</u>
Total Expenditures	<u>128,609</u>
Excess (deficiency) of revenues over (under) expenditures	135,307
Other Financing Sources (Uses)	
Sale of capital assets	<u>-</u>
Net Change in Fund Balances	135,307
Fund Balance, Beginning of Year	<u>284,976</u>
Encumbrances	7,917
Fund Balance, End of Year	<u>428,200</u>





STAFF REPORT

Department: Finance
Submitted By: Shawn Mitchell
Meeting Date: June 16, 2025

AGENDA ITEM:

Fiscal Year 2026 Budget and Millage Rate Levy
FIRST PUBLIC HEARING

STAFF RECOMMENDATION:

The purpose of this hearing is to obtain public comment on the Recommended Fiscal Year 2026 Budget and Millage Rate Levy. This is public hearing #1 of 3.

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: \$162,982,991 (SEE
ATTACHED FY 2026 OPERATING AND CAPITAL
BUDGET)

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
-----------------------------	----------------------

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
-----------------------------	----------------------

ITEM DESCRIPTION:

The Fiscal Year 2026 Budget was distributed electronically to the City Council on May 5, 2025, and is available on the City's website as a downloadable pdf and available for filtering/analysis through the City's financial transparency sites powered by ClearGov (FY 2026 budget as well as historical budget/actual revenue/expenditure trend data) and OpenGov (FY 2026 budget line-item detail).

A City Council Budget Workshop was held on May 19, 2025, and June 2, 2025.

Changes since the June 2nd Budget Workshop include:

- Operating Initiatives
 - Recommended Operating Initiatives were appropriated into departmental budgets. Net changes include +\$850,000 (revenue) and +\$850,000 (expenditures; net of reduction in Operating Initiative Reserve account). This impacts the General Fund, Capital Project Fund, and OPEB Retirement Reimbursement Plan Trust Fund.
 - Please Note: This includes funding for a new Operating Initiative (City Hall Chambers Remote Production and Streaming Services) that is detailed on pages 68 (annual operations component; \$71,000) and 207 (one-time capital component; \$61,000) of the attached Operating and Capital Budget for FY 2026.

- Capital Initiatives

- TSPLOST 3 Exhibits was reduced by -\$150,000 (from \$250,000 to \$100,000). Upon further review of the conceptual project listing, including the combination of capacity improvement projects coupled with maintenance improvement projects, staff determined that the funding needs for exhibits can be reduced, and staff can supplement with in-house exhibit preparation as needed. This impacts the TSPLOST 2 Capital Fund and is detailed on page 227 of the attached Operating and Capital Budget for FY 2026.
- Economic Development Toolkit funding was increased by +\$50,000 (from \$50,000 to \$100,000) to provide funding for consultants, counsel, and related professionals to study and implement economic development priorities. This impacts the Capital Project Fund and is detailed on page 206 of the attached Operating and Capital Budget for FY 2026.
- As detailed above, the City Hall Chambers Remote Production and Streaming Services initiative includes one-time capital costs of \$61,000. This impacts the Capital Project Fund and is detailed on page 207 of the attached Operating and Capital Budget for FY 2026.
- A new capital initiative was added for the conceptual design of a passive park and Alpha Loop connection at the city-owned land at 114 Roswell Street (corner of Marietta St. - Roswell St.). Funding request totals \$20,000 and impacts the Impact Fee Fund and is detailed on page 241 of the attached Operating and Capital Budget for FY 2026.

- Administrative Changes

- Additional changes to the operating budget total \$52,022 (net) and represent adjustments to personnel services to reflect personnel adjustments (e.g. salary and benefit adjustments, position reclassifications, etc.), operational adjustments (e.g. additional funding for safety barriers for special events), and minor revenue adjustments. This impacts the General Fund and OPEB Retirement Reimbursement Plan Trust Fund.
- Additional changes to the capital budget total -\$485,000 (net) and represent adjustments to the Impact Fee Fund to reflect revised fund balances available for eligible park improvements.

Tonight is the first of three public hearings and the first of two votes on the FY 2026 Budget and Millage Rate Levy with the schedule as follows:

June 16, 2025 (6:30pm):

Public Hearing

City Council Meeting

Budget Ordinance (1st Reading)

Millage Ordinance (1st Reading)

June 23, 2025 (11:30am):

Public Hearing

June 23, 2025 (6:30pm):

Public Hearing
City Council Meeting
 Budget Ordinance (2nd Reading)
 Millage Ordinance (2nd Reading)

ALTERNATIVES:

ATTACHMENTS:

1. FY 2026 GFOA Budget (1st Reading; 6-16-2025)

Operating and Capital Budget for Fiscal Year 2026

July 1, 2025 through June 30, 2026

Citywide Budget Summaries

Pages 81-91

Capital Project Fund Summaries

Pages 198-261

18TH STREET PROJECTS

- #1 GREENHOUSE
~ clean/organize
- #2 PRODUCTION
FIELD ~ mulching, digging
planting
- #3 OUTDOOR CLASSROOM
~ fill planters/plant
- #4 COMMUNITY
GARDEN ~ weed/mulch

STRING CAPE LIGHTS
~ production field

WILLS PARK



Budget Overview

Pages 15-28



Prepared by:
Finance Department
2 Park Plaza
Alpharetta, GA 30009
Phone (678) 297-6094
Fax (678) 297-6063

Recommended Annual Operating & Capital Budget

for Fiscal Year 2026

(July 1, 2025 through June 30, 2026)



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MAYOR AND CITY COUNCIL

Mayor and City Council

DONALD MITCHELL
CITY COUNCIL (POST 1)



DMitchell@alpharetta.ga.us

CITY COUNCIL (POST 2)

VACANT

DOUGLAS DERITO
CITY COUNCIL (POST 3)



DDerito@alpharetta.ga.us

JIM GILVIN
MAYOR



JGilvin@alpharetta.ga.us

Mission Statement

TO MAKE A POSITIVE DIFFERENCE in the community by efficiently managing public resources and providing effective services and leadership that exceed the expectations of our citizens.

JOHN HIPES
CITY COUNCIL (POST 4)



JHipes@alpharetta.ga.us

FERGAL BRADY
CITY COUNCIL (POST 5)



FBrady@alpharetta.ga.us

DAN MERKEL
CITY COUNCIL (POST 6)



DMerkel@alpharetta.ga.us

VISION

Vision

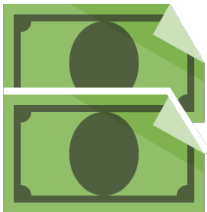
Our Community Vision is to advance Alpharetta as a signature City by:



Offering the highest quality of environment for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget to identify the link between the city's Community Vision and the goals and objectives of our various departmental activities.

Mission

To make a positive difference in the community by efficiently managing public resources and providing effective services and leadership that exceed the expectations of our citizens.

EXECUTIVE MANAGEMENT TEAM

Executive Management Team



CHRIS LAGERBLOOM
CITY ADMINISTRATOR



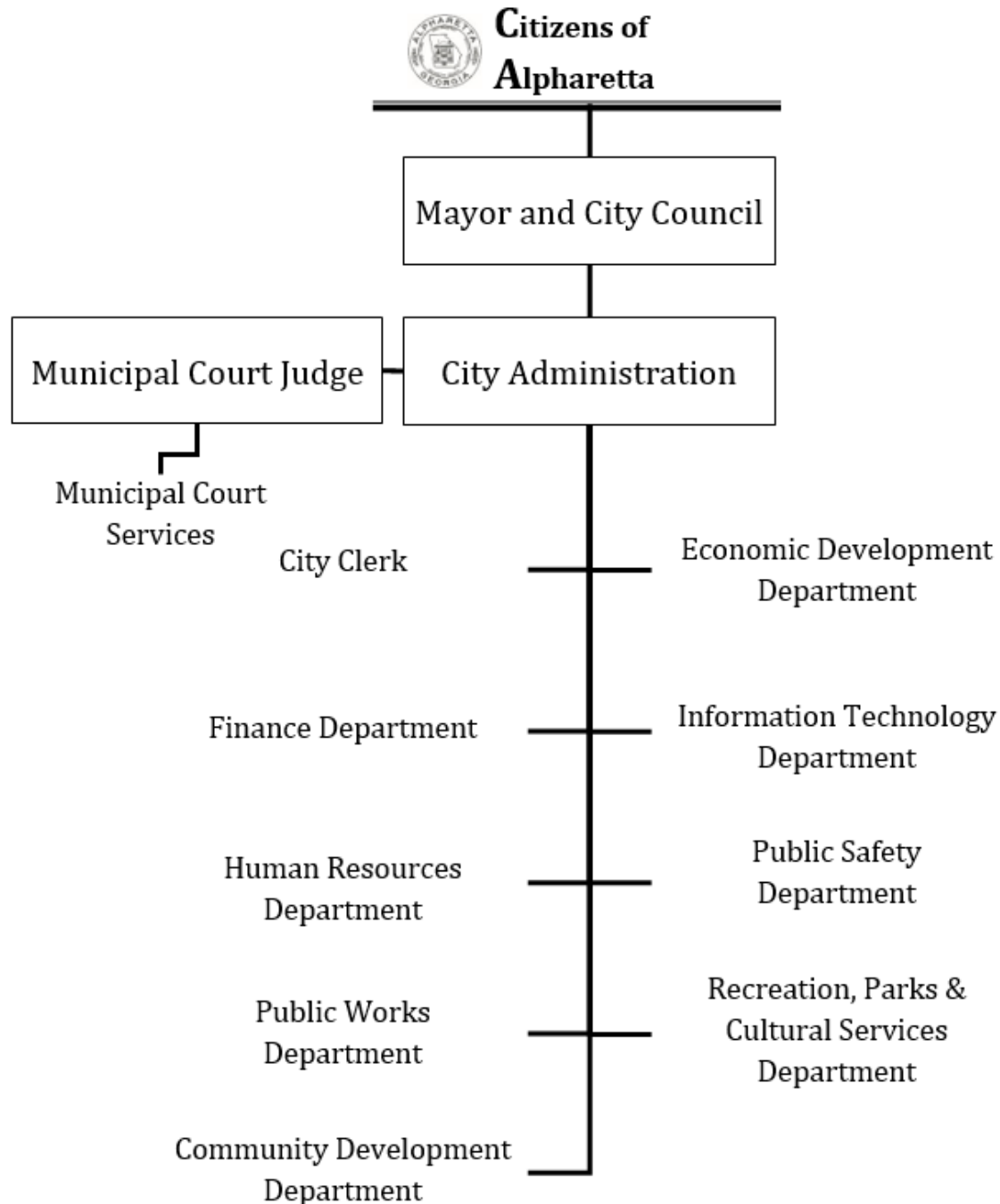
CLagerbloom@alpharetta.ga.us

EXECUTIVE STAFF

<i>vacant</i>		Assistant City Administrator
Lauren Shapiro	LShapiro@alpharetta.ga.us	City Clerk
Charlie Jewell	CJewell@alpharetta.ga.us	Director of Economic Development
Thomas G. Harris	THarris@alpharetta.ga.us	Director of Finance
Adam Montgomery	AMontgomery@alpharetta.ga.us	Director of Information Technology
Cris Randall	CRandall@alpharetta.ga.us	Director of Human Resources
Brooke Lappin	BLappin@alpharetta.ga.us	Director of Municipal Court Services
John Robison	JRobison@alpharetta.ga.us	Director of Public Safety
Pete Sewczwicz	PSewczwicz@alpharetta.ga.us	Director of Public Works
Morgan Rodgers	MRodgers@alpharetta.ga.us	Director of Recreation, Parks & Cultural Services
Kathi Cook	KCook@alpharetta.ga.us	Director of Community Development

ORGANIZATIONAL STRUCTURE

Organizational Structure



Reader's Guide

The City of Alpharetta Budget is intended to provide information at both the detailed and summary level – information that can be used by both citizens (as an informational tool) and city employees (as an operational tool) alike. Following is a brief description of the information included in each section of this document.

Introduction and Overview

Transmittal Letter

Comprehensive introduction to the City's fiscal year 2026 budget.

2026 Annual Action Plan

The City Council Retreat during January 2025 set forth priorities to guide the construction of the FY 2026 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan.

About Alpharetta

Brief history of our City and detail of our governmental structure, Mission, and Vision.

Alpharetta by the Numbers

Demographic, economic, and statistical data of our City.

Financial Structure, Policy, and Process

Financial Accounting Structure

Information on our financial accounting structure including classification (e.g., Governmental vs. Proprietary), descriptions, and a graph of all city funds.

Financial Reporting

Comprehensive listing of our financial reporting products aimed at ensuring the information needs of the government, authorities, regulatory agencies, and citizens/stakeholders are met.

Budget Process

Information on our budget basis and structure, budget process, and performance measurement program.

Financial Summaries

Citywide Budget Summaries

Information on the overall (i.e., all appropriated funds) fiscal year 2026 budget. Included are schedules that provide readers with revenue and expenditure summaries from several different perspectives including fund, revenue source, expenditure category, and expenditures by department. A detailed multi-year personnel listing by department is also provided.

READER'S GUIDE

General Fund Summary

Information on the fiscal year 2026 budget for the General Fund. Included are schedules that provide readers with revenue and expenditure summaries/narratives from several different perspectives including fund summary; statement of budgetary comparisons (i.e., FY 2025 and FY 2026); statement of revenues, expenditures, and changes in fund balance (FY 2022 through FY 2026); and a detailed narrative of revenue and expenditure trends including historical information.

General Fund Department Summaries

Detailed non-financial and financial information about each department's activities (General Fund only) including departmental mission statement; goals and objectives and how they link with the city's vision/strategic priorities; revenue and expenditure summary and fiscal year 2026 budget narrative; changes in personnel; and performance measurement.

Special Revenue/Enterprise/Internal Service Fund Summaries

Information on the fiscal year 2026 budget for the Special Revenue Funds, Enterprise Fund, and Internal Service Funds. Included are schedules set forth by Fund that provide readers with revenue and expenditure summaries/narratives from several different perspectives including fund summaries; statements of budgetary comparisons (i.e., FY 2025 and FY 2026); and statements of revenues, expenditures, and changes in fund balance (FY 2022 through the FY 2026).

Capital and Debt

Capital Project Fund Summaries

Information on our capital budgeting process and funding methodology as well as a detailed capital listing (Fiscal Year 2026 as well as a summary 5-Year Capital Plan).

Debt Service Fund Summary

Listing and description of the city's outstanding debt obligations (including debt schedules) and the debt service requirements.

Appendices

Capital Improvement Plan (5-Year)

Alpharetta Convention & Visitors Bureau FY 2026 Budget

Financial Management Policies

Adopting Ordinances (Millage and Budget)

Glossary

Definition of the many terms used in city government/budget process.

READER'S GUIDE

Acronyms and Abbreviations

BRC	Budget Review Committee	GDOT	Georgia Department of Transportation
ACFR	Annual Comprehensive Financial Report	GF	General Fund
CF	Carryforward	GFOA	Government Finance Officers Association
CIP	Capital Improvement Plan	GO Bonds	General Obligation Bonds
CPI	Consumer Price Index	HX	Homestead Exemption
CY	Current Year	IT	Information Technology Department
DCA	Department of Community Affairs (Georgia)	LOST	Local Option Sales Tax
DEA	Drug Enforcement Administration (Federal)	M&O	Maintenance and Operations
DOR	Department of Revenue (Georgia)	MPP	Minimum Premium Plan
E911	Emergency 911	NTV	Net Taxable Value
FT	Full-Time	O.C.G.A.	Official Code of Georgia Annotated
FTE	Full-Time Equivalent	OMB	Office of Management and Budget (Federal)
FY	Fiscal Year	PAFR	Popular Annual Financial Report
GAO	General Accounting Office (Federal)	PO	Purchase Order
GAAP	Generally Accepted Accounting Principals	PT	Part-Time
GAAS	Generally Accepted Auditing Standards	PY	Prior-Year
GAGAS	Generally Accepted Governmental Auditing Standards	SWAT	Special Weapons and Tactics (team)
GASB	Governmental Accounting Standards Board	TV	Taxable Value



GFOA Distinguished Budget Presentation Award



The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Alpharetta, Georgia for its annual budget for the fiscal year beginning July 1, 2024. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe the FY 2026 budget continues to conform to Distinguished Budget Presentation Award program requirements and are submitting it to GFOA to determine its eligibility.



2 PARK PLAZA
ALPHARETTA, GA 30009
PHONE: 678.297.6000
WWW.ALPHARETTA.GA.US

June 16, 2025

To the Mayor, City Council, and Citizens of Alpharetta:

We are pleased to present our Recommended Annual Operating and Capital Budget for Fiscal Year 2026 (the “Budget”) of the City of Alpharetta, Georgia. Our recommendations are based on direction provided at the City Council Retreat (compiled as the “Annual Action Plan”) as well as a thorough review of our current financial status, revenue trends, economic data, and our standard of providing top level service while maintaining our focus on keeping Alpharetta an affordable option for our citizens and stakeholders.

The City's budget for FY 2026 reflects the challenges of the current economic landscape, characterized by stagnating or declining revenues alongside persistent inflationary pressures on expenditures. Economic uncertainties, including fluctuating consumer demand, evolving market conditions, and external cost drivers, continue to impact revenue growth while increasing the costs of providing essential services. Rising personnel expenses, supply chain disruptions, and higher costs for goods and services place additional strain on the City's financial position. In response, this budget emphasizes prudent fiscal management, strategic resource allocation, and a commitment to maintaining core services while ensuring long-term financial sustainability.

Today, more than ever, governments need to be nimble to respond to market conditions.

Alpharetta's 2026 budget is focused on City Council priorities (including the 2026 Annual Action Plan) and responding to market conditions in a prudent manner including maintaining a competitive compensation package for our staff and keeping up with market prices from private service providers.

Highlights include:

- Tax-burden reductions for our homeowners in excess of \$10 million through our annual homestead exemption offerings (see section entitled *Taxpayer Savings* for more information).

MAYOR
JIM GILVIN

MAYOR PRO TEM
DAN MERKEL

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

CITY ADMINISTRATOR
CHRIS LAGERBLOOM

INTRODUCTION AND OVERVIEW

- Maintenance of the city's millage rate at 5.750 mills (flat with FY 2025) including funding expanded service levels for our citizenry, business owners, and stakeholders (*Operating Initiative Requests* section of this document).
- The FY 2026 budget includes funding totaling \$1.1 million for expanded service levels within multiple departments and increases in capital investment and is described in detail under the *Operating Initiative Requests* section of this document (funded through general tax revenues as detailed above as well as other revenue adjustments).
- Capital investment focused on maintaining and improving city infrastructure and assets (\$27 million when including potential grant sources) while reserving sufficient funds to provide flexibility for future prioritized capital investment (\$6 million) and described in detail under the *Capital Project Fund Summaries* section of this document.
- Continuation of the same high service levels our citizenry, business owners, and stakeholders expect from our city.

Fiscal Year 2026 Annual Action Plan

The City Council Retreat during January 2025 set forth priorities to guide the construction of the FY 2026 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan and are detailed within the section of this document entitled *2026 Annual Action Plan* with the components set forth below:

- Strategic Growth and Redevelopment of North Point.
- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Downtown Alpharetta.
- Communications that Connect.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- People Focused Workforce.
- Economic Development.



INTRODUCTION AND OVERVIEW

Budget Process and Overview

The Fiscal Year 2026 Budget process began with an update of the city's financial condition, which was presented to the Mayor and City Council during the January 2025 City Council retreat.

As previously detailed, the City Council Retreat set forth priorities (Annual Action Plan) that guided our departmental decision making and resource allocation during construction of the FY 2026 budget.

The FY 2026 Budget is balanced for all funds and totals \$163 million with the breakdown by fund type as follows:

FUNDS BY TYPE	\$	
General Fund	\$101,845,975	
Special Revenue Funds	14,903,884	(1)
Capital Project Funds	20,013,340	(1)
Debt Service Fund	6,621,546	
Solid Waste Fund	6,252,568	
Internal Service Funds	12,312,500	
Fiduciary Funds	1,033,178	
Total	\$162,982,991	

(1) Amounts contained herein represent new appropriations for FY 2026. Unexpended FY 2025 appropriations for City Council approved projects are re-appropriated annually pursuant to city policy.

Several of the major points of the FY 2026 Budget are as follows:

- Management of personnel and compensation program to align with current market environment which includes budgetary adjustments to cover significant inflation in labor costs which are necessary to retain and recruit our highly skilled workforce:
 - Staffing level of 473 full-time equivalents “FTE” (citywide) which includes the reduction of one vacant (1) full-time equivalent position (Treasury Services Manager) within the Finance Department that was unfunded during the COVID pandemic and has not been reinstated. This position will be revisited in the future as needs dictate. Also, this FTE count includes the new position (Firefighter within the Public Safety Department) request set forth in the *Operating Initiative Requests* section of this document.
 - Staffing compensation adjustments aimed at maintaining competitiveness in an inflationary labor market include:
 - Recent compensation adjustments:
 - ✓ July 1, 2021: Continuation of the annual performance-based merit program (3% on average) in an estimated cost of \$1 million annually.

INTRODUCTION AND OVERVIEW

- ✓ November 19, 2021: Mid-year 2022 adjustments (combined) in an estimated cost of \$1.9 million annually.
 - Across-the-board 3% salary adjustment for all employees.
 - Additional across-the-board 10% salary adjustment for 911 personnel and sworn Police Officers to maintain market competitiveness in recruitment and retention.
- ✓ July 1, 2022: Increase in the annual performance-based merit program (4% on average) in a total estimated cost of \$1.6 million.
- ✓ July 1, 2022: Salary compression adjustments in an amount totaling \$825,000 annually (including taxes/benefits). Specifically, this initiative represents a continuation of the City's salary adjustment process and follows the recent adjustments related to maintaining competitiveness within the market. This phase is focused on adjusting internal compression issues within our pay structure to ensure we maintain a fair and equitable compensation plan for our employees.
- ✓ July 1, 2023: Continuation of the annual performance-based compensation program (4% on average) in a total estimated cost of \$1.8 million.
- ✓ July 1, 2023: This initiative represents a continuation of the City's salary adjustment process aimed at maintaining competitiveness within the market and is estimated at \$1.73 million. Specifically, market-based personnel compensation adjustments are proposed to ensure Alpharetta maintains its capacity to retain and attract our most valuable assets – namely, the team members that deliver excellent service to our community on a daily basis. The forecasted cost reflects salary adjustments and those impacted benefit line items (e.g., FICA, pension, etc.).
- ✓ July 1, 2024: Continuation of the annual performance-based compensation program (4% on average) in a total estimated cost of \$2.2 million. This figure is included within departmental operating budgets.
- ✓ July 1, 2024 (Operating Initiative): Market-based personnel compensation adjustments scheduled for July 1, 2024, in a total estimated cost of \$913,800 (targeted to specific positions but representing average costs equivalent to 2% of payroll citywide) to ensure Alpharetta's compensation competitiveness within the market.

INTRODUCTION AND OVERVIEW

- Proposed compensation adjustments:
 - ✓ July 1, 2025: Continuation of the annual performance-based compensation program (3% on average) in a total estimated cost of \$1.6 million coupled with targeted market-based compensation adjustments. This figure is included within departmental operating budgets.
- Increase (5.6% or \$1.4 million) in departmental maintenance and operations budgets (General Fund). However, included in this figure is one-time costs for FY 2025 (Fire Station 85 Remediation), one-time costs for FY 2026 (runoff election), a reallocation of \$1 million in initiatives from the E911 Fund into the General Fund due to revenue constraints within the E911 Fund, and the operating initiatives funding for FY 2026¹. After adjusting for these items, the base operational growth totals 1.3%. Specific cost drivers include:
 - Increase in professional services of \$114,251 (3% growth) due primarily to the net impact of the following:
 - City Administration: Decrease in Tech Alpharetta funding of -\$85,000 (from \$95,000 in FY 2025 to \$10,000 in FY 2026) as the operations continue their path to self-sufficiency.
 - City Administration: Increase in election funding of \$150,000 as Fiscal Year 2026, as opposed to 2025, is an election year. On April 18, 2024, the Governor signed House Bill 1312, mandating a statewide Special Primary Election and Special Election in 2025 for Public Service Commission (PSC) Districts 2 and 3. As a result, Fulton County must conduct a countywide election concurrently with the 2025 Municipal General Elections and the City will not incur costs. If no PSC Runoff Election is required, for the July and December 2025 election dates, municipalities needing a Runoff Election will incur the costs.

As previously noted, the City will not incur costs for the general election and has allocated \$150,000 to cover costs for a potential runoff election should one be needed (and assuming no PSC runoff election in which case the City would not incur costs).

¹ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

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- Economic Development: Operating initiative funding for FY 2026 ² totaling \$60,000 to support the North Fulton Economic Alliance Strategic Initiative (2025-2029), a five-year initiative designed to address three pressing challenges to the region's economic prosperity and quality of life.
 - ✓ Brand and market our region to attract investment, talent, and jobs.
 - ✓ Expand our talent pipeline to strengthen our regional competitiveness.
 - ✓ Elevate regional economic development to maximize region-wide performance.
- Decrease in repair/maintenance costs of -\$43,222 (-2% reduction) due primarily to the net impact of the following:
 - Public Safety: Increase in vehicle repair/maintenance of \$145,500 (14% growth) based on current cost trends. Specifically, the city replaces 1/7th of its public safety fleet annually (this equates to a lifetime mileage target of 100,000) to ensure minimal downtime and that our equipment is responsive to service demands. That said, the city is still transitioning from Impala sedans to Explorers SUVs/Tahoe's. The Impala's have a more costly repair record (than the Explorers) and, with our existing units reaching their mileage targets, we are incurring more repair costs in the short-term as we phase out the legacy Impalas. Additionally, new vehicle availability is still constricted which leads to retaining existing vehicles in excess of the 100,000-mileage target which also impacts maintenance costs.
 - Public Works: Decrease in facility repair/maintenance of -\$209,371 as FY 2025 includes one-time funding of Fire Station 85 Remediation costs totaling \$223,371. Upon adjusting for the Fire Station 85 Remediation one-time costs in FY 2025, repair/maintenance costs within Public Works for FY 2026 grew 7% due primarily to an increase in grounds maintenance services of \$35,000 (78% growth) to cover increased contract rates for arborist/tree removal services coupled with forecasted needs based on usage trends within the last several years.

² Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

INTRODUCTION AND OVERVIEW

- Increase in maintenance contract costs of \$705,213 (18% growth) due primarily to the following:
 - Public Safety: Transfer of North Fulton Regional Radio System Authority appropriations from the E911 Fund in an amount totaling \$740,000. This initiative was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.
- Increase in IT professional services costs of \$666,219 (14% growth) due to software inflationary growth across all departments with specific drivers denoted below:
 - City Clerk: Operating initiative funding for FY 2026³ totaling \$71,000 for a managed service for remote meeting production, broadcast production, and streaming services in the City Hall Chambers.
 - Public Safety: Transfer of CentralSquare (current Public Safety Records Management/Computer Aided Dispatch system) IT professional services appropriations from the E911 Fund in an amount totaling \$244,950. This initiative was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.

Specifically, the FY 2025 E911 Fund Budget included appropriations totaling \$114,950 for CentralSquare which approximated 6-months of coverage due to original Hexagon (new Public Safety Records Management/Computer Aided Dispatch currently) implementation timeline. As the implementation timeline evolved, so too did our need to ensure access to the current CentralSquare system and this budget proposal extends operability of both through June 30, 2026.

- Public Safety: Increase in remaining IT professional services (in addition to the CentralSquare costs noted above) of \$176,822 (6% growth) due to coverage of general software inflationary cost growth including cyber security software, Flock camera infrastructure support/maintenance (+\$42,000), expansion of the Mindbase peer support software (+\$20,000), fire promotion testing software (+\$13,000), as well as initial-year maintenance costs for the new phone system (RingCentral).

³ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

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- Recreation, Parks & Cultural Services: Increase in IT professional services of \$46,117 (9% growth) due to additional funding for the RecWare Park Program Registration software (+\$25,000 as it is funded on a per customer basis and grows along with program participation), as well as coverage of general software inflationary cost growth including cyber security software, initial-year maintenance costs for the new phone system (RingCentral), etc.).
- Increase in utility expenses of \$160,050 (5% growth) for electricity, natural gas, water/sewer, and miscellaneous utilities (e.g., cable and garbage). The main driver is electric utility cost growth and is based on usage trends coupled with adjustments for approved GA Power rate increases.
- Increase in uniform expenses of \$62,090 (13.8% growth) primarily within the Public Safety Department to cover cost growth and ensure full funding of all needed components including police uniforms, fire uniforms (station uniforms and footwear, duty gear, related components), etc. as well as additional funding to cover uniform needs for the new Firefighter position approved as part of the operating initiatives for FY 2026⁴.
- Decrease in legal services of -\$200,000 to match current cost and usage trends.
- Increase in insurance premium funding (+\$93,700, or 10% growth) to the Risk Management Fund to cover the increasing costs of liability insurance premiums.
- All other departmental maintenance and operations accounts (travel, training, supplies, etc.) declined -\$187,783, or -5%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.
- Increase in the departmental operating capital/lease accounts of \$341,829, or 35%, primarily related to the absorption of funding for the Public Safety portable radio capital lease totaling approximately \$226,007 that was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund. Remaining growth drivers include:
 - Increases in Public Safety machinery and equipment of \$115,779 due to multiple initiatives including:
 - Replacement of fire ballistic helmets (\$48,000).
 - Replacement of propane-fueled fire extinguishers (\$15,000).
 - Replacement of fire hoses (\$40,000).
 - Addition of a key control system (\$14,679).

⁴ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

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- Addition of a weather monitoring system (\$15,000).
- Equipment needs for the new Firefighter position approved as part of the operating initiatives for FY 2026⁵ (\$3,000).
- Funding from the General Fund which is available for immediate capital investment in 2026 includes the following:
 - \$ 5,017,048 Fund Balance for one-time capital.
 - 3,091,292 Capital Contribution from the General Fund⁶.
 - \$ 8,108,340

Please refer to the Fund and Departmental Summary sections of this document for (1) multi-year revenue/expense statements on both a citywide and individual fund basis (e.g., Special Revenue Funds, Enterprise Fund, etc.) as well as (2) a personnel listing by department.

Budget and Millage Rate Hearings

As set forth under Georgia law and the City of Alpharetta Code, citizen input is solicited during the process of adopting the budget through publicly advertised meetings as follows.

DATE	ACTION
May 5, 2025	Release Fiscal Year 2026 Budget (pdf, transparency site, etc.)
May 19, 2025	City Council Budget Workshop <i>Base Budget, Operating and Capital Initiatives</i>
June 2, 2025	City Council Budget Workshop <i>Base Budget, Operating and Capital Initiatives</i>
June 16, 2025	1 st Public Hearing and Council Meeting (Budget/Millage) <i>1st reading of Budget Ordinance</i> <i>1st reading of Millage Rate Ordinance</i>
June 23, 2025	2 nd Public Hearing (Budget/Millage; 11:30am)
June 23, 2025	3 rd Public Hearing and Council Meeting (Budget/Millage) <i>2nd reading of Budget Ordinance</i> <i>2nd reading of Millage Rate Ordinance</i>

⁵ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

⁶ Includes an augmentation of \$829,000 in the annual capital contribution account approved as part of the operating initiatives for FY 2026. Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

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Budget Issues and Priorities

The FY 2026 Budget formalizes numerous key financial factors which have been themes for several years within the government.

- ✓ Taxpayer savings.
- ✓ Cost of government.
- ✓ Bond ratings.
- ✓ Debt service payments.
- ✓ Expansion of departmental service levels.
- ✓ Proper use of fund balance.
- ✓ Funding capital initiatives from operating budget.
- ✓ Maintaining an effective capital improvement program.

Taxpayer Savings – City (annual)

The FY 2026 millage rate, coupled with the city's substantial Homestead Exemptions, goes great lengths in keeping Alpharetta an affordable place to live and strategically position us relative to neighboring areas. The city's multiple homestead exemptions are estimated to save our homeowners over \$10 million annually and include:

- Floating Homestead exemption that caps the taxable value growth of homesteaded properties to the lesser of 3% or CPI.
- Basic Homestead exemption of \$45,000 off the assessed value of homesteaded properties which is among the highest in the State.
- Senior Basic Homestead exemption of \$25,000 off the assessed value of homesteaded properties for residents aged 65 and older.
- Senior full-value exemption available to residents aged 70 and older who meet certain income requirements.

Cost of Government

The city has historically acknowledged the need to provide a taxation rate commensurate with the government's level of service.

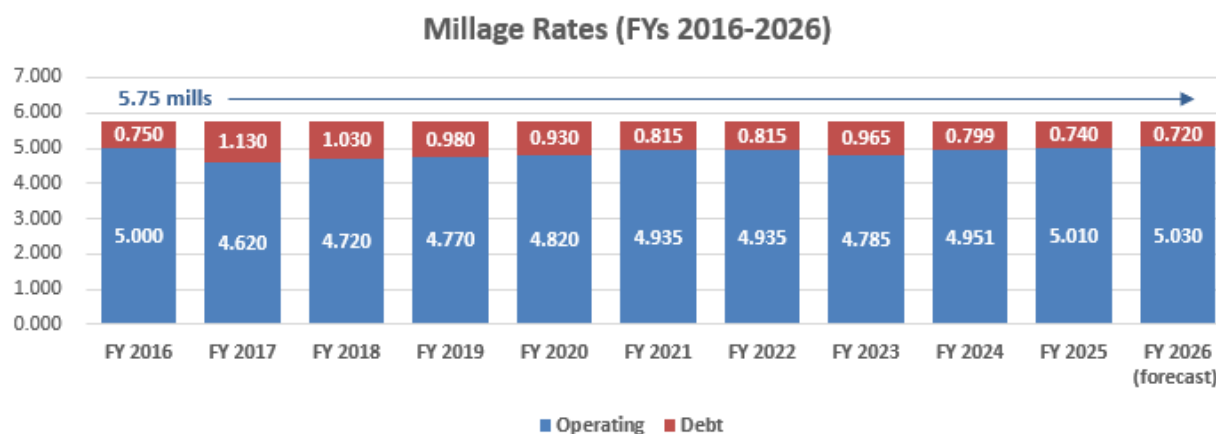
The FY 2026 Budget is based on maintenance of the city's millage rate at 5.750 mills.

- The portion of the millage rate funding debt service (Debt Service Fund) is estimated to decrease 0.020mills compared to FY 2025 to a total of 0.720 mills. As our annual debt service obligations are relatively flat, growth in the tax digest allows for a reduction in the debt service millage rate. The decrease in tax revenue associated with the debt service millage shift is estimated at -\$170,000.
- The portion of the millage rate funding operations and capital investment (General Fund) is estimated to increase 0.020 mills compared to FY 2025 to a total of 5.030 mills. The increase in tax revenue associated with the operations millage shift is estimated at +\$135,000 and has been allocated towards operating initiatives. The

INTRODUCTION AND OVERVIEW

shift from debt service millage to operations millage results in additional tax savings for our homeowners as the operations millage rate is subject to homestead exemptions.

The chart below illustrates the annual millage rates levied by the city for the last 10 years including the request for FY 2026.



Bond Ratings

The city's AAA bond rating was reaffirmed by Moody's and Standard & Poor's ("S&P") during January 2022 in conjunction with the sale of \$27 million (par) of Series 2022 General Obligation Bonds to fund a variety of park enhancements and projects.

The AAA rating represents the highest rating available to municipalities and translates to significant savings to our citizens and stakeholders through reduced borrowing costs. This rating demonstrates the strongest creditworthiness relative to other US municipal or tax-exempt issuers and reflects the city's current sound financial position as well as strong financial management practices guiding our ongoing decision making. These practices are supported by formal policies to guide budget and procurement practices, capital investment, and debt management. Other positive factors include a relatively strong economic base and manageable debt/pension burdens. The FY 2026 Budget is mindful of these factors and the importance of maintaining the highest rating, not only for our citizens but also our bondholders.

Debt Service Payments

The city's primary method of funding large-scale capital projects is through the issuance of bonds (e.g., general obligation bonds, Development Authority bonds, etc.). General obligation bonds have been issued to fund numerous large-scale projects including public safety facilities, parks and recreation facilities, and transportation improvements that continue to define Alpharetta as a desirable community to work and live. General obligation bonds are funded through a separate millage levy. The Alpharetta Development Authority, a component unit of the city that is focused on economic development within our borders,

INTRODUCTION AND OVERVIEW

issued bonds in 2016 to fund construction of our state-of-the-art Conference Center. These bonds are funded by a portion of the Hotel/Motel Tax.

Principal and interest payments for fiscal year 2026 are budgeted at \$8.4 million with the following forecast: 2027 - 2041⁷: \$8.8 million (annual average); 2042-2046⁸ totaling \$1.6 million (annual average). These figures include city and Development Authority obligations and span multiple Funds.

Expansion of Departmental Service Levels (Operating Initiatives)

Recommended operating initiatives include revenue adjustments of \$850,000 and expenditure adjustments of \$1.1 million. Please refer to the *Operating Initiatives Request* section of this document for details of the requests.

Proper Use of Fund Balance

General Fund: Based on audited financial statements for the year ended June 30, 2024, the city's fund balance totaled \$38 million. Of this amount, approximately \$9.4 million was appropriated in the FY 2025 Budget for capital/one-time initiatives/reserve and \$23.5 million has been designated as an emergency account based on a conservative policy of 25% of total appropriations (i.e., roughly 3 months of operating expenditures). It has been the city's policy to utilize the remaining fund balance above the emergency requirement for one-time expenditures (generally capital investment). Available capital/one-time initiative funding for FY 2026 totals \$5 million.

Funding Capital Initiatives from Operating Budget

The FY 2026 budget includes funding totaling \$3.1 million from General Fund operations for capital investment (e.g., replacement of our infrastructure and equipment, etc.). By programming an annual capital contribution into the operating budget, the city is announcing to its citizens and stakeholders that capital investment in our roads and infrastructure is a priority that should be funded with certainty as opposed to relying on fund balance which may or may not be accumulated. Funding from the General Fund which is available for immediate capital investment in 2026 includes the following:

▪ \$ 5,017,048	Fund Balance for one-time capital.
▪ <u>3,091,292</u>	Capital Contribution from the General Fund ⁹ .
\$ 8,108,340	

⁷ Represents the final maturity of the Series 2016 Alpharetta Parks and Transportation Bonds and the Series 2016 Development Authority Revenue Bonds.

⁸ Represents the final maturity of the Series 2022 General Obligation Bonds.

⁹ Includes an augmentation of \$829,000 in the annual capital contribution account approved as part of the operating initiatives for FY 2026. Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

INTRODUCTION AND OVERVIEW

Maintaining an Effective Capital Improvement Program (Capital Initiatives)

The FY 2026 Capital Plan includes funding of \$27 million for capital initiatives (including potential grant funding). Base capital funding totals \$21 million and has been appropriated to the identified projects and non-allocated. Other Sources totaling \$6 million and consisting of anticipated LMIG (Local Maintenance & Improvement Grant) grant funding, LRA (Local Roads Assistance) grant funding, Capital Lease funding, and a contribution from the Alpharetta Youth Baseball Association (Wills Park Baseball Field 5 synthetic turf installation), will be appropriated once received (and/or appropriate agreements executed).

FY 2026 Capital Source & Use Summary	Capital Project Fund	Capital Project Fund (Tree Bank)	Stormwater Capital Fund	TSPLOST 1 Capital Fund	TSPLOST 2 Capital Fund	Asset Forfeiture Fund	Impact Fee Fund (Parks)	Impact Fee Fund (Public Safety)	Subtotal	Other Sources (grants, etc.)	Total
Sources											
Available Fund Balance	\$ 2,500,000	\$ -	\$ -	\$ 400,000	\$ 7,000,000	\$ 290,000	\$ 515,000	\$ 60,000	\$ 10,765,000	\$ -	\$ 10,765,000
Available Fund Balance (Tree Bank)	-	905,000	-	-	-	-	-	-	905,000	-	905,000
General Fund											
Annual Capital Appropriation	1,191,292	-	1,900,000	-	-	-	-	-	3,091,292	-	3,091,292
Available Fund Balance	5,017,048	-	-	-	-	-	-	-	5,017,048	-	5,017,048
Investment Earnings	300,000	-	100,000	300,000	400,000	-	-	-	1,100,000	-	1,100,000
Other											
Local Maintenance Improvement Grant (LMIG); Milling and Resurfacing	-	-	-	-	-	-	-	-	-	710,000	710,000
Local Roads Assistance (LRA) Grant; Milling and Resurfacing, Bridge and Guardrail Maintenance	-	-	-	-	-	-	-	-	-	851,107	851,107
Capital Leases	-	-	-	-	-	-	-	-	-	4,660,000	4,660,000
Alpharetta Youth Baseball Association Contribution	-	-	-	-	-	-	-	-	-	250,000	250,000
Total Sources	\$ 9,008,340	\$ 905,000	\$ 2,000,000	\$ 700,000	\$ 7,400,000	\$ 290,000	\$ 515,000	\$ 60,000	\$ 20,878,340	\$ 6,471,107	\$ 27,349,447
Uses											
Capital/One-Time Initiatives											
Economic Development	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
Information Technology	958,800	-	-	-	-	-	-	-	958,800	-	958,800
Public Safety	2,305,162	-	-	-	-	28,952	-	-	2,334,114	4,660,000	6,994,114
Public Works	1,472,500	905,000	2,000,000	-	4,518,893	-	-	-	8,896,393	1,561,107	10,457,500
Recreation, Parks & Cultural Services	1,540,000	-	-	-	-	-	515,000	-	2,055,000	250,000	2,305,000
Community Development	183,600	-	-	-	-	-	-	-	183,600	-	183,600
Total Uses	\$ 6,560,062	\$ 905,000	\$ 2,000,000	\$ -	\$ 4,518,893	\$ 28,952	\$ 515,000	\$ -	\$ 14,527,907	\$ 6,471,107	\$ 20,999,014
Non-Allocated (Future Capital/One-Time Initiatives)											
	\$ 2,448,278	\$ -	\$ -	\$ 700,000	\$ 2,881,107	\$ 261,048	\$ -	\$ 60,000	\$ 6,350,433		

Recommended capital investment totals \$21 million and is focused on maintaining and improving city infrastructure and assets, including:

- Acting on the findings of the Facility Condition Assessment completed during FY 2025 (City Facility Preventative Maintenance Assessment and Implementation, HVAC Replacements, Public Safety Headquarters window repair/replacements, Wood Lightpole/LED Replacement Initiative, Public Works Headquarters improvements).

INTRODUCTION AND OVERVIEW

- Delivering on prior-year funded design projects (Mast Arms at Kimball Bridge Road and Northwinds Parkway intersection, North Park Restroom/Concession Stand Replacement at Fields 1-4 – conceptual design only).
- Planning for known obligations (e.g. SR 9 Landscaping from Academy Street to Windward Parkway, Fire Equipment for New Fire Engines, etc.).
- Prioritizing future project needs (TSPL0ST 3 Exhibits).

An additional \$6 million is being reserved to provide flexibility for future prioritized capital investment.

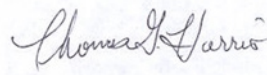
Please refer to the *Capital Project Fund Summaries* and *Appendix A (Detailed 5-Year Capital Improvement Plan)* sections of this document for details of the requests.

In closing, while this budget is conveyed on behalf of the City Administrator, this document is due in large part to the diligent work of staff, as well as the constructive management provided by the City Council and the feedback provided by our citizenry. We would like to thank our elected officials for their effective leadership and commitment to continuing our Signature City status in the region, despite the many demands on their time and interests.

Respectfully Submitted,



Chris Lagerbloom
City Administrator



Thomas G. Harris
Finance Director

FISCAL YEAR 2026 ANNUAL ACTION PLAN

Fiscal Year 2026 Annual Action Plan

The City Council Retreat during January 2025 set forth priorities to guide the construction of the FY 2026 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan with the following components:

- Strategic Growth and Redevelopment of North Point.
- Safe and Welcoming Community.
- Communications that Connect.
- Downtown Alpharetta.
- The Alpha Loop and Greenway.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Economic Development.
- People Focused Workforce.
- Transportation and Traffic.



The 2026 Annual Action Plan builds upon the city's Community Vision and guides construction of the FY 2026 budget including operations and capital investment. Linkages, where applicable, have been provided within the *Operating Initiative Requests* and *Capital Project Fund Summaries* sections of this document.

FISCAL YEAR 2026 ANNUAL ACTION PLAN

Strategic Growth and Redevelopment of North Point

- North Point holds tremendous potential as one of the city's main redevelopment areas. To ensure that we make the most of this opportunity, we will dedicate the necessary time and attention to get it right.
- As new projects and opportunities emerge in our city, we remain committed to supporting strategic growth. We believe that our city is unique and deserves development patterns that reinforce that fact.
- To support North Point redevelopment, we will re-create the tax allocation district and will evaluate new tax opportunities.
- We will explore options to improve transportation in the area, including the alignment of the Alpha Link to connect to Encore Parkway Gateway Park.

Safe and Welcoming Community

- We enjoy the benefits of a safe community, and we are driven to protect everything within our borders.
- We value and support our Public Safety Department and recognize their essential role in keeping our city safe. We are committed to providing them with the necessary resources to fulfill their duties effectively.
- Our 911 dispatchers are lifelines to our community. We will actively remember their value.
- We will examine all emerging technologies and how they can enhance the way we keep our community safe, such as enhanced cameras and unmanned aerial flights.
- We will evaluate our community paramedic program and quantify results, make changes, and look for ways to provide new services.

Communications that Connect

- Through talented communicators, we will improve communication across all areas of our organization, including internal communications, and implement an effective crisis communications plan.
- To improve community engagement, we will develop a new website featuring advanced capabilities that will enable us to communicate in real-time, providing timely and relevant information.
- Through the launch of the new city website, we will enhance the usability by exploring AI options, and further refine the Alpha Bot chat feature.
- We will focus our communication strategy on crafting compelling content and strategic messaging and will seek new and evolving ways to connect with the public.

FISCAL YEAR 2026 ANNUAL ACTION PLAN

Downtown Alpharetta

- Safety is fundamental to a vibrant downtown. We understand the importance of our image and remain driven to provide a safe environment.
- Effective parking management is key to ensuring that everyone can enjoy downtown. We will continue to explore and implement strategies that maximize our current parking resources.
- We are dedicated to supporting our local businesses and will collaborate with the Downtown District to identify and pursue mid-term and long-term options that maintain the character, cleanliness, and desirability of downtown.
- We will create a balance by designating specific areas for activity while preserving green space for leisure.

The Alpha Loop and Greenway

- Our city is mobile. Extending the Alpha Loop and Alpha Link remains an important focus of our transportation network.
- User experience matters, and we will pursue public art and other gateway features on our transportation network.
- We will review the Alpha Loop project plan to identify and address any gaps. Project phasing will be considered if necessary.
- To ensure that we have the necessary resources to complete the Alpha Loop, we will identify additional funding sources and seek out interested private investors.

Recreation, Parks, and Culture

- Parks are valued assets in our city, and we will continue to deliver on park bond projects to ensure that our parks are well-maintained and equipped with the necessary amenities to serve our residents.
- We will renovate, reimagine, and construct improvements to all parts of Wills Park.
- We will partner with the Equestrian Foundation to complete arena projects and other important updates at the equestrian center.
- Culture is an important part of our community, and we are committed to implementing efforts that celebrate it. We will continue to promote public art and the filming of oral history to showcase our shared history and traditions.
- We will promote fun.

FISCAL YEAR 2026 ANNUAL ACTION PLAN

Infrastructure and Facilities Maintenance

- To maintain the safety and long-term functionality of our facilities, we will conduct assessments, formulate recommendations, and develop renovation plans.
- Managing stormwater is important in our city, and we will continue investing in projects with high impact areas.
- Focus on transportation enhancements to our transportation network, the completion of the Highway 9 project, the Webb Bridge Road project, and the beginning of the Old Milton project are important.
- New street and directional signage will be designed and installed to improve wayfinding and enhance public spaces, making it easier for residents and visitors to navigate the city.

Economic Development

- To attract new businesses and industries to our city, we will explore innovative solutions by repurposing underutilized areas that can be transformed into thriving working models creating a vibrant and diverse economy that benefits both our residents and businesses.
- Maintaining a presence in Atlanta and Washington DC is crucial for our city, and we will utilize lobbying services to help us achieve our goals in both locations.
- We will continue to pursue grants to fund projects and initiatives that benefit our city, creating opportunities for growth and development.
- We will market Alpharetta more comprehensively. As our focus on Economic Development grows, we will reach broader audiences and diversify the way we market ourselves as a desirable city to do business in.

People Focused Workforce

- Our highly talented staff works tirelessly to serve our community. We're committed to recruiting, retaining, and rewarding our public servants to ensure we continue to attract and retain top talent. By investing in our staff, we can build a stronger, more effective team that provides top-quality services to our community.
- We strive to be an employer of choice that attracts and retains the best talent. Our employees are our greatest asset, and we are devoted to providing them with a rewarding work environment. We will continue to implement a market competitive compensation system that ensures employees are well-compensated and supported.

FISCAL YEAR 2026 ANNUAL ACTION PLAN

Transportation and Traffic

- Our city is on the move, and we recognize the importance of managing traffic and promoting ease of mobility in our city as it continues to grow and evolve.
- We support multi-modal transportation options and will explore both traditional and non-traditional solutions for surface, underground, and aerial transportation to meet the diverse needs of our community.
- Public transit is a crucial component of a well-connected community, and we will continue to support bus rapid transit in the Georgia 400 Corridor.



ABOUT ALPHARETTA

About Alpharetta

History¹⁰

From the North Georgia Mountains to the Chattahoochee River along a Cherokee Indian trail, a tiny village named *New Prospect Campground* was formed. This village made up of tents, a log school, and an arbor became a trading post where Indians and settlers exchanged their goods. The surrounding countryside provided excellent farmland, especially for cotton. On December 11, 1858, the town was chartered and became the county seat of Milton County. The town was renamed Alpharetta from the Greek words “alpha” meaning first and “retta” meaning town.

Alpharetta and Milton County can trace their history to the time of the Cherokee Indian Nation resettlement in the 1830's. First, drawn by the promise of free Indian lands, a few somewhat itinerant settlers moved into the area. These first pioneers were soon followed by permanent farmers and merchants who were the fortunate winners of the land lotteries of the early 1830's.

The first permanent landmark in the area was the New Prospect Campground, often referred to as the "Methodist Campground". This campground was located next to a natural spring just north of the present "downtown" section of Alpharetta. A "Camp Meeting" in that era was the social and cultural highlight of the year for the families living on isolated farms with few travel options.



On December 11, 1858, Alpharetta was legally chartered. Prior to July of that year, the town was known as the "Town of Milton". The original town charter provided that the city could pass a tax on every grocery store, retailing liquor store, hallway and billiard table of not more than \$25 per year. Another provision of that charter was the right to levy a tax of \$25 on

¹⁰ The information contained within this section is based upon original research by Anne Rogers Ferguson and accessed via the City of Alpharetta website.

ABOUT ALPHARETTA

every show that may be exhibited within the city. The first report of the city Trustees showed a balance of \$1,302 for fiscal year 1859.

A courthouse and jail were soon constructed, and with building costs being what they were, the final bill for the completed facility was \$2,400. This building served as a landmark for the city limits because, according to the charter, the limits were to extend in a one-half mile radius from the Courthouse.

By the time of the Civil War, Alpharetta had grown to a fair-sized town with three hotels, several mercantile shops, numerous churches and a school. The farms around the area were for the most part small family farms and most of the farmers were not slave owners.

In 1863, an epidemic of smallpox spread through town. In one instance, 16 cases of the disease were recorded in two families alone. Guards were hired to keep people from leaving their quarantine and thereby spreading the sickness further.

Many of these early records are incomplete because as the left flank of the Union Army passed through Milton County, the original Courthouse was burned. In fairness, it was never established whether it was burned by the Union Troops or by retreating Confederate soldiers. In any case, one enterprising citizen, a Dr. O.P. Skeleton salvaged many of the court documents and carried them to a hiding place in Jackson County and promptly billed the city \$30.00 for "services rendered". Later, the city paid O.P.'s friend, John Webb, \$60.00 to bring them back.

As the Civil War ended, Alpharetta, along with the rest of the South, suffered a period of economic hardship. These "hard times" tended to draw folks together and a sense of community identity began to grow. As hard as these times were, Milton County fared better than many areas. Since the area was populated primarily by small farms and merchants, the collapse of the "Plantation" economy had nowhere near the impact as in other communities.

In the next decades, growth in Milton County was steady, but never spectacular. The area was hampered by the lack of a railroad, around which most growth in those times was centered. The nearest railroad dead-ended at the river in Roswell. It is ironic that in those times a railroad was so important, but today the absence of a noisy and dangerous railroad track is considered desirable for community development.

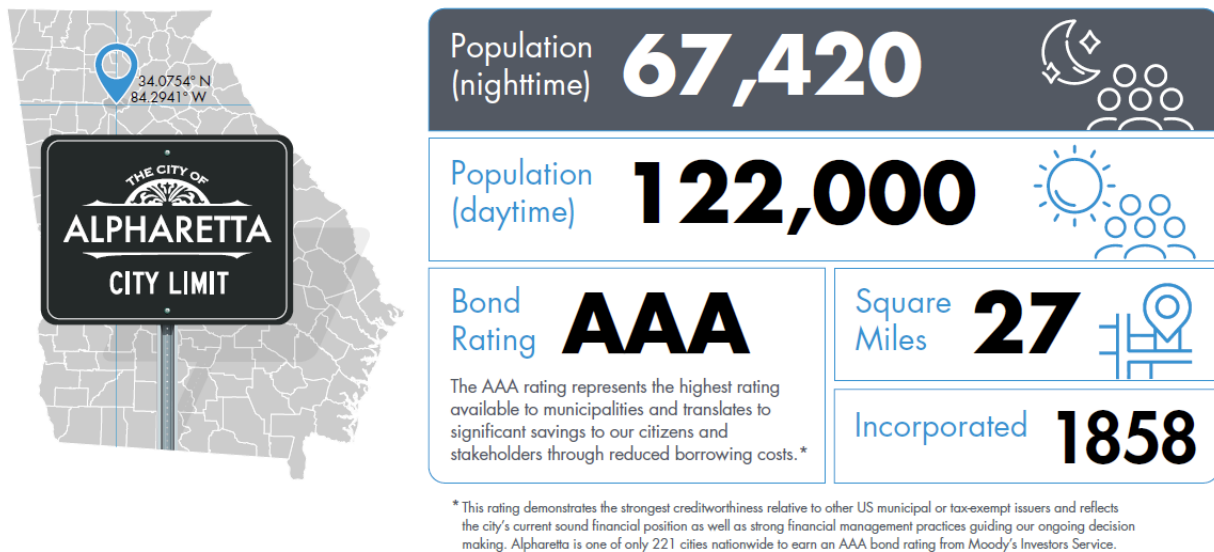
When the depression of the early 1930's devastated the nation's economy, Milton County found itself near bankruptcy. In order to save the area from disaster, it was decided that a merger of Milton County with Fulton County would be to everyone's advantage. It was because of this merger that the first roads began to be paved. Until that time, the only paved roads in the area were State Highway 19 (now Highway 9) and 120 (now Old Milton Parkway).

Today, Alpharetta represents one of fourteen incorporated cities/towns within Fulton County and is one of the fastest growing communities in the South. Its environment is

ABOUT ALPHARETTA

considered ideal for raising families and living a quality lifestyle free from the problems found in so many similar sized cities.

Located approximately 25 miles north of the City of Atlanta, Alpharetta occupies a land area of approximately 27 square miles and serves an estimated population of 122,000 (daytime) and 67,420 (nighttime). Population growth has been fueled in part by the city's strong economic base as well as the annexation of surrounding communities. With the incorporation of the City of Milton and the City of John's Creek, all unincorporated areas within north Fulton County have been absorbed. As such, future growth is through development and redevelopment as opposed to annexation. Please refer to the *Alpharetta by the Numbers* section of this document for detailed economic and demographic information about our great city.



Government

The City of Alpharetta ("city") operates under a strong mayoral form of government, whereby the mayor possesses all the executive and administrative powers granted to the government under the constitution and laws of the State of Georgia and the city charter. Policy making and legislative authority are vested in the governing council, consisting of the mayor and six (6) council members, all elected on a non-partisan basis. The mayor is chosen by popular vote. City Council members run for a specific post, but they are elected by a citywide vote. The city's elected officials serve four (4) year terms which begin on January 2nd immediately following the date of election into office. Council members elected for three (3) consecutive terms are not eligible for the succeeding term. A mayor elected and qualified for two (2) consecutive terms is not eligible for a succeeding term. Elections are held every two (2) years and are conducted by the Fulton County Board of Elections. The Mayor and City Council appoint a City Administrator to carry out the day-to-day operations of the city.

ABOUT ALPHARETTA

The city provides a full range of services, including police and fire protection; the construction and maintenance of highways, streets, and other infrastructure; and recreational activities and cultural events. Sanitation services are provided through relationships with private operators.

The city relies heavily on its dedicated volunteers that provide their expertise and time through serving on our various board and commissions which include.

Board of Ethics

Meeting Day:	As Needed
Meeting Time:	Case-By-Case Based on Member Availability
Meeting Location:	Alpharetta City Hall – Council Chambers
City Department:	City Clerk

The Board of Ethics is charged with conducting investigations and hearings of complaints of unethical behaviors by City Officials. The City of Alpharetta adopted an Ethics Ordinance to ensure that City Officials will work for the common good of the people of Alpharetta and not for any private or personal interest, they will ensure fair and equal treatment of all persons, claims, and transactions coming before City Council, Boards, and Commissions.

When a verified complaint is submitted, the Mayor and Council, at the next public meeting, will draw names randomly from a list of fourteen qualified citizens, until five members of the Board have been appointed to investigate said complaint. The five appointed members will serve until the complaint is resolved and then will no longer be eligible to serve in the pool of fourteen qualified citizens. At that time, the Mayor and City Council will then appoint a new citizen to serve on the Board.

Board of Zoning Appeals

Meeting Day:	3 rd Thursday of the Month
Meeting Time:	5:30 PM
Meeting Location:	Alpharetta City Hall – Council Chambers
City Department:	Community Development

The Board of Zoning Appeals hears and decides appeals of determinations made by the Director of Community Development and may authorize a hardship variance or an exception from the City's Unified Development Code. The Board of Zoning Appeals may hear variance or exceptions that fall between a 20% and 50% variance or exception from the City's stipulated code requirement.

ABOUT ALPHARETTA

Code Enforcement Board

Meeting Day:	4 th Thursday of the Month
Meeting Time:	3:30 PM
Meeting Location:	Alpharetta City Hall – Council Chambers
City Department:	Community Development

The Code Enforcement Board was created with the intent to promote, protect, and improve the health, safety, and welfare of the citizens of Alpharetta. The Code Enforcement Board has the authority to impose administrative fines and non-criminal penalties as a method of enforcing City codes and ordinances where a pending or repeated violation continues to exist.

Cultural Arts Commission

Meeting Day:	4 th Tuesday of the Month
Meeting Time:	6:00 PM
Meeting Location:	Alpharetta City Hall – Council Chambers
City Department:	Recreation, Parks, and Cultural Services

The Cultural Arts Commission was created with the intent to promote, protect, and support the growth of cultural arts in the City of Alpharetta. The Commission reviews and recommends the acquisition of all works of art to be purchased by or gifted to the City, encourages cultural enrichment programs, supports existing local arts and culture organizations, and works to expand public understanding, appreciation, and enjoyment of cultural activities and art forms.

Further, the Commission advises the City Council on art acquisition, strategic arts planning, local art groups, sponsoring artistic performances and programs, preservation of city cultural landmarks, and design and location of current or future statutory or artworks owned by the City.

Design Review Board

Meeting Day:	3 rd Friday of the Month
Meeting Time:	8:30 AM
Meeting Location:	Alpharetta City Hall – Council Chambers
City Department:	Community Development

The Design Review Board is charged with conducting a public hearing for all design applications for non-single-family detached buildings, structures, sites, and property areas that are located within the Downtown Overlay, Corridors of Influence, Interchange Districts, and any other applications forwarded to the Board by the Director of

ABOUT ALPHARETTA

Community Development. Further, the Design Review Board hears and decides appeals of administrative decisions, where the Director of Community Development has denied sign design approval.

The Board reviews design applications for exterior features of new construction or changes to existing structures, exterior modifications, new paint selection, and signage applications for master plans or properties within the Downtown Overlay. The Board grants or denies applications based upon a review of the application's compliance with the City's design standards and preservation of the historical, cultural, and aesthetic heritage of the City.

Development Authority

Meeting Day:	1 st Tuesday of the Month
Meeting Time:	6:00 PM
Meeting Location:	Alpharetta City Hall – Council Chambers
City Department:	Economic Development

The Alpharetta Development Authority is a seven-member board appointed by the Alpharetta City Council with the goal of fostering commerce and growth within the City of Alpharetta.

Statement of Purpose: The Development Authority of Alpharetta is granted powers and jurisdiction through the Georgia General Assembly and a resolution adopted by the Alpharetta City Council on September 3, 1996, and is regulated under O.C.G.A. Sec. 36-62-1. The function of this Authority is to promote the public good and general welfare, trade, commerce, industry, general tax base, and the employment opportunities available in the City of Alpharetta. To accomplish these goals, the Authority may acquire, own, and/or lease real property; issue revenue bonds or other obligations to finance projects; and may arrange or provide for property tax abatements or other means of incentivizing projects. The Authority may also engage in a variety of initiatives and programs to promote and market the community and/or strengthen the City's position as a location for business investment.

The Development Authority consists of seven members who are appointed by vote of the City Council, with each member serving a term of four years. In accordance with Georgia Law, the members of the Authority do not receive compensation for their service but may be reimbursed for out-of-pocket expenses incurred in performing the duties of their appointment.

ABOUT ALPHARETTA

Historic Preservation Commission

Meeting Day:	2 nd Thursday of the Month
Meeting Time:	3:00 PM
Meeting Location:	Alpharetta City Hall – Council Chambers
City Department:	Community Development

The Historic Preservation Commission updates and maintains an inventory of all properties and buildings within the City that have the potential for designation as a historic property. The Historic Preservation Commission is charged with the responsibility of conducting a public hearing for applications seeking historic property designation. Also, the Commission reviews historic preservation plans and may make recommendations, and further, approve or deny said preservation plans. The Commission makes recommendations to City Council when a historic structure should be listed in or removed from the City's Historic Resources Inventory – Contributing Historic Buildings and may also recommend other historic preservation incentive programs for City Council to review.

Additionally, the Commission promotes programs related to historic properties, may undertake the restoration or preservation of a historic property owned by the City (based on funding and City Council approval), conduct education programs on historic properties, and may retain persons with professional expertise to carry out tasks related to historic preservation.

Natural Resources Commission

Meeting Day:	3 rd Tuesday of the Month
Meeting Time:	6:30 p.m.
Meeting Location:	Alpharetta City Hall – Executive Conference Room (1 st Floor)
City Department:	Public Works / Community Development

The Natural Resources Commission advises City Council, provides leadership in the development and understanding of the tree program, and assists the Director of Community Development and Director of Public Works in the development and maintenance of technical specifications. Further, the Commission maintains a list of proposed changes to the kinds and species of trees described in the City's Tree Planting List. Any changes are presented before City Council by way of resolution.

ABOUT ALPHARETTA

Planning Commission

Meeting Day:	1 st Thursday of the Month
Meeting Time:	6:30 PM
Meeting Location:	Alpharetta City Hall – Council Chambers
City Department:	Community Development

The Planning Commission is charged with the responsibility of conducting a public hearing for all applications for zoning changes, Comprehensive Land Use Plan amendments, and amendments to the City's Unified Development Code. During the public hearing, the Commission reviews applications and makes an appropriate recommendation (based on the City's Unified Development Code) to City Council.

Further, the Commission may also initiate proposed changes to the Comprehensive Land Use Plan and the City's Unified Development Code when said changes are necessary or desirable.

Recreation Commission

Business Meeting Day:	2 nd Tuesday of the Month
Business Meeting Time:	5:30 PM
Business Meeting Location:	Alpharetta City Hall – Council Chambers
Workshop Meeting Day:	3 rd Wednesday following the Regularly Scheduled Recreation Commission Business Meeting
Workshop Meeting Time:	5:30 p.m.
Workshop Meeting Location:	Alpharetta City Hall–Community Room
City Department:	Recreation, Parks, and Cultural Services

The Recreation Commission has the authority to adopt rules and regulations for the proper conduct of City parks, playgrounds, and recreation activities. The Commission may also initiate any form of recreation or cultural activity for all Alpharetta Citizens to enjoy, whether on public property owned by the City or on private property with approval of the property owner.

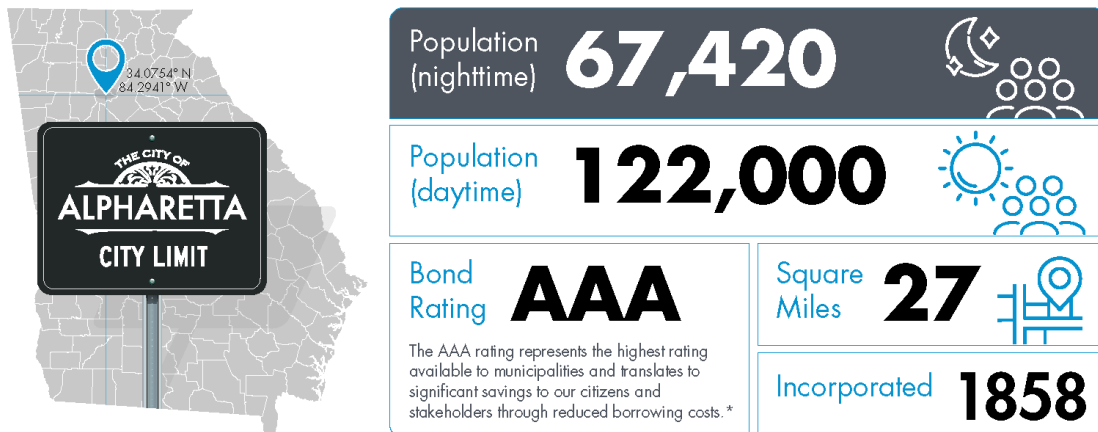
All meetings and hearings are held at Alpharetta City Hall (2 Park Plaza, Alpharetta, GA 30009) and are open to the public. City residents and stakeholders are encouraged to attend.

All meetings are subject to change. Please confirm the dates/times on the city's website: <https://alpharettaga.portal.civicclerk.com/>.

ALPHARETTA BY THE NUMBERS

Alpharetta by the Numbers

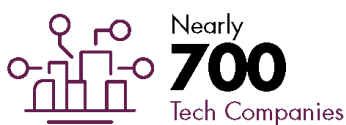
OUR COMMUNITY



INFRASTRUCTURE

ADVANTAGES

Our story goes like this: During the late-90s dot-com boom, the City of Alpharetta started to grow from the ground up—literally. Hundreds of miles of fiber optic cables were buried throughout the city, and the state's largest electricity provider, Georgia Power, took it a step further by establishing a series of redundant electric networks throughout the city.



ACCESSIBILITY

Because Alpharetta is just a quick drive from Atlanta, businesses are conveniently positioned right by the world's busiest airport. And if that's not enticing enough, there are plenty of other ways to get around whether you prefer to drive by car or ride public transit, Alpharetta makes sure businesses and their workers get to where they need to go.



ALPHARETTA BY THE NUMBERS

BUSINESS CLIMATE

LOCAL COMPANIES

There's a reason why more than 700 technology-based businesses have made their home in Alpharetta, and it's not just the nice houses and great weather. Our fiber-optic network is the most extensive and redundant in the Southeast, and we work closely with state and local economic development agencies to provide tax credits and incentives to complement any brand of business. Some of the biggest and most recognized names in the tech industry are thriving here in Alpharetta.

We could talk about Alpharetta's exceptional business climate all day long, but nothing speaks to our success quite like our track record. Here are just a few names we're proud to work with.

TOP 10 EMPLOYERS

Providing a strong economic foundation for our community, the City of Alpharetta is pleased to recognize the top 10 employers – based on the number of employees.



<i>Employer</i>	<i>No. of Employees</i>
FISERV, INC.	2,088
EQUIFAX.	2,054
ADP, INC.	1,928
LEXIS NEXIS RISK SOLUTIONS.	1,376
VERIZON	1,095
UPS	1,051
E*TRADE FINANCIAL.	878
JACKSON HEALTHCARE	870
ERNST & YOUNG U.S. LLP	756
HEWLETT PACKARD ENTERPRISE COMPANY.	738

Source: City of Alpharetta Finance Department

ALPHARETTA BY THE NUMBERS

WORKFORCE

COMPETITIVE EDGE

Every business on the planet, from Mom & Pop stores to Fortune 500 companies, is only as good as its employees. And in Alpharetta, we're proud to be home to some of the smartest minds in the world of tech.

65% of Alpharetta's residents own a bachelor's degree or higher, which is nearly double the national average for young adults. And there are plenty of them, too. With a **daytime population over 122,000**, Alpharetta boasts close to 3,000 workers per square mile; that's more than major metropolitan areas like Charlotte, Dallas, Austin, or Phoenix.

EDUCATION

When it comes to college degrees, our workforce has credentials that are hard to compete with. No matter what heights our businesses desire to reach, our workers come equipped with the invaluable knowledge it takes to get there.

26.4%

Graduate or
Professional Degree



64.6%

Bachelor's
Degree



6.6%

Associate's
Degree

PROFESSIONS

Need more proof that Alpharetta is a rising hub in the business world? Consider that 82% of Alpharetta residents are employed in professional, managerial, technical, sales and administrative positions. Our citizens don't just have degrees—they've got the experience and working knowledge needed to take any business to the next level.

20%

Individuals Earn
\$100K or More



82%

Employed in Professional/
Technical Sector



67K

Total City
Population

PERSONNEL

Alpharetta's consistent population nearly doubles during the day. That means that employees are coming from throughout the region to work for Alpharetta's rising tech companies. With great accessibility and a superior quality of life, it's no wonder we're one of the fastest-growing cities in the nation, and it's getting better every day.

122K

Daytime
Population



1M+

People With
30-Minute Drive Time



2,923

Workers Per
Square Mile

**Top City in the Nation
For Health IT**

**Healthcare
Informatics**

**The Best Small Cities to
Start a Small Business**

verizon

ALPHARETTA BY THE NUMBERS

RECOGNITION



**Certificate of Achievement
for Excellence in
Financial Reporting**
for fiscal year 2023 from the
Government Finance Officers
Association (GFOA)



**Distinguished Budget
Presentation Award**
for fiscal year 2024
from GFOA.



**Insurance Services Office
(ISO) Class 1 Rating**

This certification, representing superior property fire protection capabilities, is based primarily on an evaluation of the city's water supply and distribution, fire department equipment, manpower, etc. Alpharetta is one of only 25 agencies in Georgia and 474 agencies nationwide, to receive an ISO Class 1 rating, the highest available.



Tree City USA
from the
National Arbor
Day Foundation
for the 34th
consecutive year.

TREE CITY USA

RANKINGS

“ Alpharetta’s revamped downtown district, which is known as the City Center, has become a walkable, family-friendly hub filled with restaurants and shops surrounding a central greenspace. ” — *Southern Living*

**Best Places to
Live In Georgia**
2023

**TRAVEL+
LEISURE**

**Safest and Most
Affordable Cities
In the US**
2024

moneygeek
YOUR MONEY, SMARTER

**Best Places to
Raise a Family
In Georgia**
2024

NICHE

**Best Places to Live
On the East Coast**
2021

Newsweek

**The South's Best
Cities On the Rise
2024**

Southern Living

**5 of Georgia's Top
15 High Schools**



**Governor's Office of
Student Achievement**

Source: <https://www.awesomealpharetta.com/about/>

ALPHARETTA BY THE NUMBERS

CITY DEPARTMENTS BY THE NUMBERS



** Data set forth above is based on prior-year values and not reflective of FY 2026 changes.*

ALPHARETTA BY THE NUMBERS

Mission¹¹

To make a positive difference in the community by efficiently managing public resources and providing effective services and leadership that exceed the expectations of our citizens.



Vision¹²

Our Community Vision is to advance Alpharetta as a signature City by:

- Offering the highest quality of environment for our residents and businesses.
- Fostering strong sense of community including safety and security.
- Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission.

In summary, our vision for the future guides the city's decision-making process. As you read this document, you will notice that direct linkages are identified between the city's vision/strategic priorities and departmental goals & objectives as well as the projects set forth in the Capital Improvement Plan.

When funding initiatives (e.g., annual departmental budgets) are brought before the City Council for consideration, discussion is centered on how the initiatives link with the city's vision for the future.



¹¹ The Mission Statement details our City's reason for existence and embodies our philosophies, goals, ambitions, and character.

¹² The Vision Statement represents what we want our City to become and details how the City's future will look if we continue to achieve our Mission.

FINANCIAL ACCOUNTING STRUCTURE

Financial Accounting Structure

The accounting policies of the city shall conform to the generally accepted accounting principles (“GAAP”) as applicable to local governments.

The diverse nature of governmental operations and the necessity of assuring legal compliance preclude recording and summarizing all governmental financial transactions and balances in a single entity. From an accounting and financial management viewpoint, a governmental unit is a combination of several distinctly different fiscal and accounting entities, each having a separate set of accounts and functioning independently of each other.

Each accounting entity is accounted for in a separate “fund”. A fund is defined as a fiscal accounting entity with a self-balancing set of accounts recording cash and other financial resources together with related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

The city’s accounting records for governmental funds are maintained on a modified accrual basis with the revenues being recorded when available and measurable and expenditures being recorded when the services or goods are received, and the liabilities are incurred. Accounting records for the city’s proprietary and fiduciary funds are maintained on an accrual basis.

Fund Classification

The city’s accounting system is organized and operated on a “fund” basis and each fund is classified in one of three categories:

CLASSIFICATION	FUND TYPE
Governmental Funds	General Fund
	Special Revenue Funds
	Debt Service Fund
	Capital Project Funds
Proprietary Funds	Enterprise Fund
	Internal Service Funds
Fiduciary Funds	Pension Trust Fund
	Other Post Employment Benefit (OPEB) Trust Fund

FINANCIAL ACCOUNTING STRUCTURE

Governmental Funds

These funds are accounting segregations of financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used; current liabilities are assigned to the fund from which they are to be paid; and the differences between governmental fund assets and liabilities is referred to as “Fund Balance”. The primary measurement focus is “flow of current financial resources”. In other words, are there more or less resources than can be spent soon as a result of transactions of the period? Increases in resources are reported in the operating statement as revenues or other financing sources, and decreases are reported as expenditures or other financing uses.

Proprietary Funds

These funds are sometimes referred to as “income determination,” “non-expendable”, or “commercial type” funds and are used to account for a government’s on-going organizations and activities which are like those often found in the private sector. All assets, liabilities, equities, revenues, expenses, and transfers relating to the government’s business and quasi-business activities, where net income and capital maintenance are measured, are accounted for through proprietary funds. The generally accepted accounting principles are those applicable to similar businesses in the private sector, and the measurement focus is the economic condition of the fund as a result of the events and transactions of the period. Events and transactions that improve the economic position of a proprietary fund are reported as revenues or gains in the operating statement. Those events and transactions that diminish the economic position are reported as expenses or losses.

Fiduciary Funds

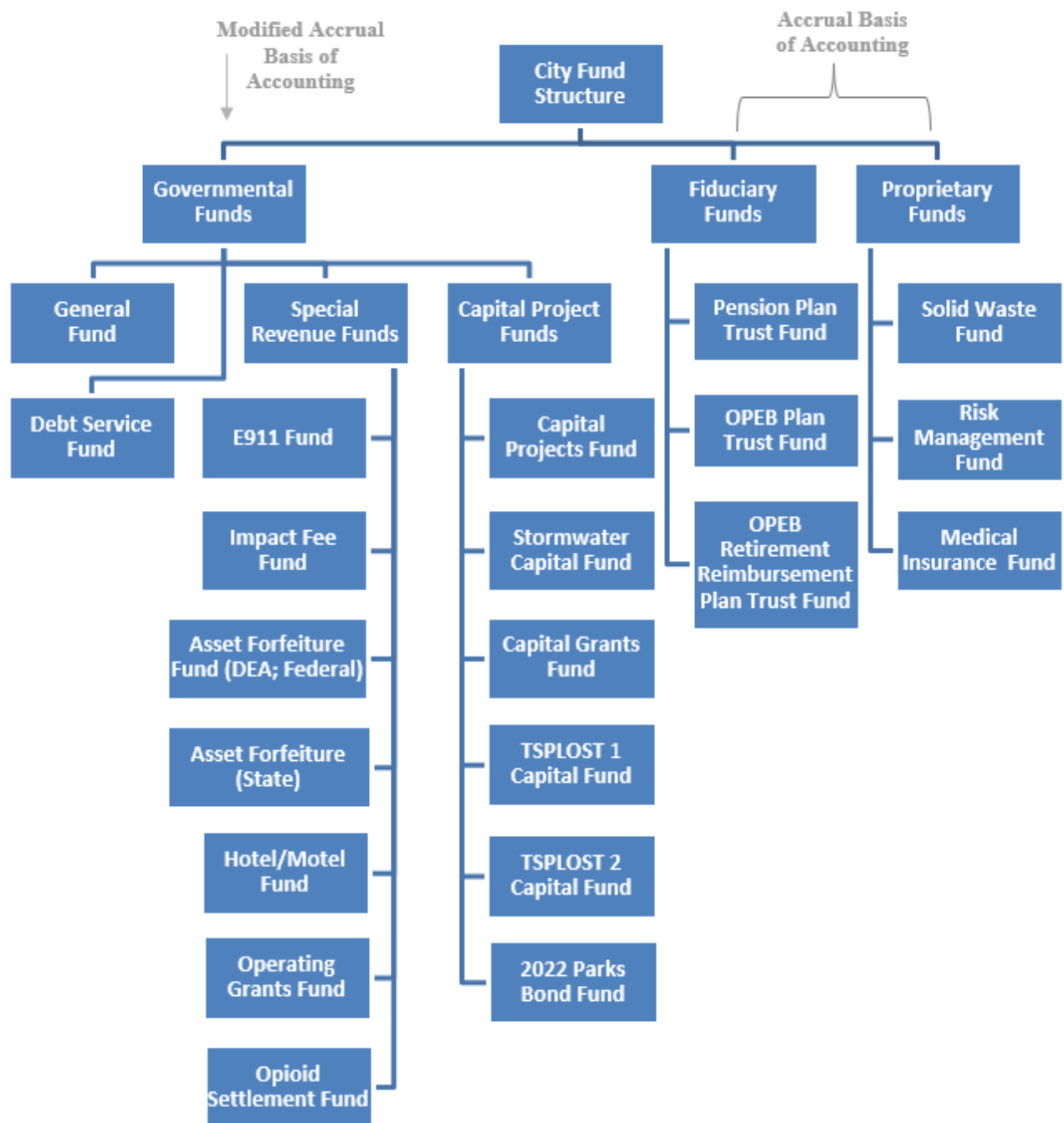
These funds are used to account for assets held by the city in a trustee capacity or as an agent for other governmental units and for other funds.



FINANCIAL ACCOUNTING STRUCTURE

Fund Structure

The city uses 15 governmental funds, 3 fiduciary funds and 3 proprietary funds as detailed below.



FINANCIAL ACCOUNTING STRUCTURE

Fund Descriptions

The following section provides a narrative on each of the city's 21 funds:

General Fund (Governmental Fund)

The General Fund is the principal operating fund of the city and includes governmental activities such as police, fire, recreation, transportation, and other general governmental functions that are primarily funded with property taxes, utility taxes, franchise fees, state shared revenues, and charges for services, such as recreation program fees.

The General Fund utilizes the modified accrual basis of budgeting and accounting. Under the modified accrual basis, revenues are recorded when both available and measurable. Expenditures are recognized when the liability is incurred, except for: (1) principal and interest on general long-term debt which are recognized when due; and (2) annual employee leave and claims/judgments for litigation and self-insurance which are recorded in the period due and payable.

While debt service on voter-approved debt is funded through the Debt Service Fund, debt service on other obligations (i.e., Alpharetta Development Authority revenue bonds that are backed by the City through Intergovernmental Agreement) resides in each applicable Fund based on the identified funding source. As an example, the General Fund includes debt service for the Series 2013 Alpharetta Development Authority revenue bonds which were issued to fund a portion of the costs associated with the new Alpharetta campus of Gwinnett Technical College. The Hotel/Motel Fund also includes debt service associated with Alpharetta Development Authority revenue bonds (discussed in the following section).

Debt Service Fund (Governmental Fund)

This fund accumulates financial resources for the repayment of the city's voter-approved debt obligations including.

- **General Obligation Refunding Bonds, Series 2014** (advanced refunded the callable portion of the Series 2006 GO Bonds).
- **General Obligation Bonds, Series 2016.**
- **General Obligation Refunding Bonds, Series 2020** (refunding of the Series 2012 GO Bonds).
- **General Obligation Bonds, Series 2022.**

The Debt Service Fund utilizes the modified accrual basis of budgeting and accounting.

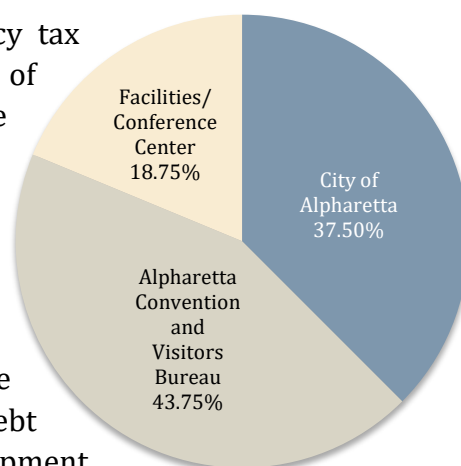
FINANCIAL ACCOUNTING STRUCTURE

Special Revenue Funds (Governmental Funds)

Special revenue funds are used to account for specific revenues that are legally restricted to expenditures for specific purposes. All special revenue funds utilize the modified accrual basis of budgeting and accounting.

- **E911 Fund:** This fund accounts for fees received from users, or potential users, of the city's Emergency 911 System. The fee equals \$1.50 monthly and is paid directly from wired, wireless (including prepaid cards), and voice-over-internet-protocol telecommunication providers, with expenditures occurring to maintain and run the system within the government. The city also provides emergency dispatch services to the City of Milton through an Intergovernmental Agreement. Funding under this agreement is based on remittance of Milton's E911 service fees and is accounted for within the E911 Fund. The Public Safety Department manages the E911 Program.
- **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 Community Development Department manages the Impact Fee Program.
- **Asset Forfeiture Funds (Federal/State):** These funds account for revenues received from the enforcement of drug laws and the confiscation of property from drug offenders' arrests that can be used by public safety to aid in drug enforcement activity. Funds cannot be used to supplant the Public Safety Department's normal operational budget. The Public Safety Department manages the asset forfeiture programs.
- **Hotel/Motel Fund:** This fund accounts for occupancy tax collections from area hotels and motels for the purpose of promoting conventions, tourism, and trade shows, while providing funds to facilitate economic vitality in downtown areas. Currently, the city levies a hotel/motel occupancy tax of 8% on total rental charges.

The chart to the right details the resulting revenue distribution. The Conference Center portion of the hotel/motel occupancy tax remains in the Fund to pay debt service costs associated with the Alpharetta Development Authority's Series 2016 Revenue Bonds ¹³ which were issued in 2016 to fund construction of a state-of-the-art conference center at the Avalon Development.



¹³ The City is obligated via Interlocal Agreement to fund the debt service on this obligation.

FINANCIAL ACCOUNTING STRUCTURE

- **Operating Grants Fund:** This fund accounts for resources received from federal, state, and local grants awarded to the city. Matching funds, which represents the city's financial investment, are also recorded within this fund. This fund accounts for operational grants only. Capital grant proceeds are recorded within the Capital Grants Fund. All operating grant funds follow the life-to-date budgeting process whereby budget is carried forward annually to cover Council approved projects. As such, only new appropriations are reflected in the annual budget document. Existing appropriations are reflected in the city's monthly financial management reports and can be accessed at www.alpharetta.ga.us.
- **Opioid Settlement Fund:** This fund accounts for Opioid Settlement proceeds. Specifically, the State of Georgia reached a \$636 million agreement with three distributors and a major manufacturer of opioids. Approximately \$517 million will come from the National Distributors' Settlement over the course of 18-years. An additional \$118 million will come from the Janssen/J&J Settlement over the next 9-years.
 - The settlement allocates 25% (\$159 million) of the total funds to local governments.
 - The State will receive 75% (\$477 million) of the funding.

All funds must adhere to approved purposes as described in the settlements.

Capital Project Funds (Governmental Fund)

These funds are used to account for the acquisition and construction of major items, such as buildings, infrastructure, parks, streets, and other major capital facilities. The city has six (6) capital project funds which are detailed below. All capital project funds follow the life-to-date budgeting process whereby budget is carried forward annually to cover Council approved projects. As such, only new appropriations are reflected in the annual budget document. Existing appropriations are reflected in the city's monthly financial management reports and can be accessed at www.alpharetta.ga.us. The capital project funds utilize the modified accrual basis of budgeting and accounting.

- **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, with a value in excess of \$25,000. Funding for these capital improvements typically come primarily from a transfer of available fund balance within the General Fund. Appropriations are perpetual with only new appropriations recognized in the annual budget.
- **Stormwater Capital Fund:** This fund accounts for stormwater/drainage maintenance, repair, and/or improvement projects with a value in excess of \$25,000. Funding for these capital improvements typically come primarily from a transfer of

FINANCIAL ACCOUNTING STRUCTURE

available fund balance within the General Fund. Appropriations are perpetual with only new appropriations recognized in the annual budget.

- **Capital Grants Fund:** This fund accounts for resources received from federal, state, and local grants awarded to the city. Matching funds, which represents the city's financial investment, are also recorded within this fund. This fund accounts for capital grants only. Operating grant proceeds are recorded within the Operating Grant Fund.
- **TSPLOST 1 Capital Fund:** This fund accounts for the collection of TSPLOST 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.
- **TSPLOST 2 Capital Fund:** This fund accounts for the collection of TSPLOST 2 (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.
- **2022 Parks Bond Fund:** This fund accounts for the proceeds and associated expenditures resulting from the issuance of voter approved general obligation bonds, series 2022. Fund appropriations will be perpetual with only new appropriations recognized in the annual budget.

Fiduciary Funds

These funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds utilize the accrual basis of accounting and are appropriated in the annual budget (excluding the Pension Trust Fund) and reflected in the city's monthly financial management reports which can be accessed at www.alpharetta.ga.us.

- **Pension Plan Trust Fund:** This fund accounts for assets of the city's defined benefit pension plan. The assets in this fund cannot be used to support government programs or activities.
- **Other Post Employment Benefit (OPEB) Plan Trust 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.

FINANCIAL ACCOUNTING STRUCTURE

- **Other Post Employment Benefit (OPEB) Retirement Reimbursement Plan Trust 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).

Proprietary Funds

The city maintains two different proprietary fund types. Enterprise Funds are used to account for business-type activities whose operations are primarily funded by customer fees. Internal Service Funds are used to accumulate and allocate costs internally among the city's various functions. Proprietary Funds utilize the accrual basis of budgeting and accounting.

- **Solid Waste Fund (Enterprise Fund):** This fund accounts for fees received from users of the city's solid waste program (i.e., garbage and trash collection). Services are provided on a user charge basis and managed through a contract with a private operator. The Finance Department manages the Solid Waste Program including billing, collection, and customer service functions.
- **Risk Management Fund (Internal Service Fund):** This fund is used to account for expenses related to providing and administering the general liability, automotive liability, workers' compensation, and property insurance coverage for the city.
- **Medical Insurance Fund (Internal Service Fund):** This fund accounts for activity under the City's Minimum Premium Plan (MPP) in accordance with Generally Accepted Accounting Principles.

Accounting rules dictate the creation of an Internal Service Fund to track activity under an MPP. As such, this fund does not represent new costs. Rather, it represents a flow of funds from the Operating Funds (e.g., employer/employee premiums) that does have the effect of grossing-up the totals as the appropriations are reflected in multiple Funds. Under the MPP, the City and the medical insurer (CIGNA) agree that the City will be responsible for paying all claims up to an agreed-upon aggregate level, with the insurer responsible for the excess. The insurer will continue to process claims and administrative services. Through the MPP arrangement, the City is able to reduce premium taxes while maintaining coverage benefits. The MPP is still a fully insured medical plan.

FINANCIAL REPORTING

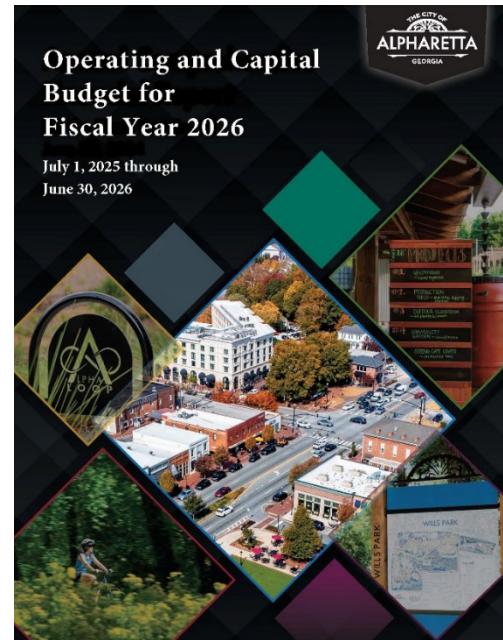
Financial Reporting

The Finance Department provides detailed financial reporting to meet the information needs of the government, authorities, regulatory agencies, and citizens/ stakeholders. In addition, the City Administrator, Mayor, Council, Department Heads, and the public shall have access to reports to allow them to monitor, regulate, and to use as a basis for future financial decisions.

Operating and Capital Budget¹⁴ (June-August)

The Operating and Capital Budget is a financial plan that outlines how public funds will be allocated to support essential services, infrastructure, and community priorities for the fiscal year. The Operating Budget funds the day-to-day operations of the City, including public safety, parks and recreation, transportation, and other essential services.

The Capital Budget focuses on long-term investments in infrastructure, such as roads, facilities, and utility systems, ensuring the sustainability and growth of the community. Together, these budgets reflect the City's commitment to responsible financial management, strategic planning, and enhancing the quality of life for our stakeholders (e.g. residents, businesses, etc.).



CITY OF ALPHARETTA				Financial Management Reports	
The Financial Dashboard				As of November 30, 2024	
GENERAL FUND DETAIL	Performance	Comparison	Actual	Departmental Budget Impact	
	Actual	Target	Actual		
Revenues					
Fees & Charges	0%	0%	\$100,000		
Licenses & Permits	0%	0%	\$10,000		
Grants	0%	0%	\$10,000		
Miscellaneous	0%	0%	\$10,000		
Total Revenues	0%	0%	\$130,000		
Expenditures					
Personnel	0%	0%	\$100,000		
Materials & Supplies	0%	0%	\$10,000		
Travel	0%	0%	\$10,000		
Utilities	0%	0%	\$10,000		
Total Expenditures	0%	0%	\$130,000		
Net Change	0%	0%	\$0		
GENERAL FUND SUMMARY				BOND RATING	
Revenue				AAA	
Expenditure				Emergency Reserve	
Net Change				Emergency Reserve	

Financial Reporting to the City Council¹⁵ (monthly)

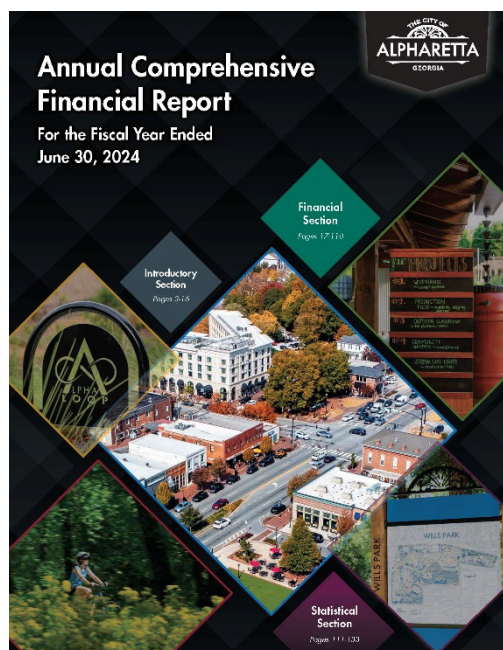
The Monthly Financial Management Reports provide a detailed snapshot of the City's financial performance throughout the fiscal year. These reports include key financial data on revenues, expenditures, and budgetary comparisons, helping to track the City's financial position in real time. By regularly reviewing these reports, City officials,

residents, and stakeholders can stay informed about spending trends, budget adherence, and overall fiscal health. This transparency supports sound financial decision-making and reinforces the City's commitment to accountability and responsible financial management.

¹⁴ Available for download from the City's website: <https://www.alpharetta.ga.us/343/Annual-Operating-Capital-Budget>.

¹⁵ Available for download from the City's website: <https://www.alpharetta.ga.us/347/Financial-Management-Reports>.

FINANCIAL REPORTING



Annual Comprehensive Financial Report¹⁶ (November-December)

The Annual Comprehensive Financial Report (ACFR) is a detailed and audited document that provides a comprehensive overview of the City's financial position and activities for the fiscal year. Prepared in accordance with Generally Accepted Accounting Principles (GAAP) and Government Finance Officers Association (GFOA) standards, the ACFR includes financial statements, statistical data, and an in-depth analysis of revenues, expenditures, assets, and liabilities. The financial statements are independently audited by a certified public accounting firm to ensure accuracy, transparency, and compliance with financial reporting standards. This report serves as a

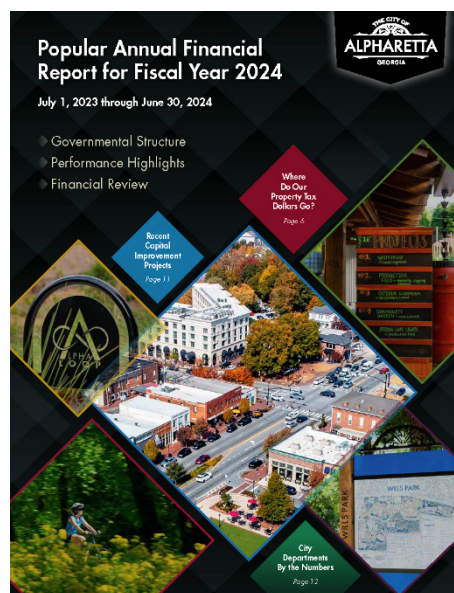
key resource for residents, investors, and stakeholders, offering transparency into how public funds are managed and ensuring accountability in the City's financial operations.

Mauldin and Jenkins, Certified Public Accountants, LLC, have issued an unqualified ("clean") opinion on the City of Alpharetta's financial statements for the year ended June 30, 2024.

Annual Citizens Report¹⁷ (November-December)

The Popular Annual Financial Report (PAFR or Annual Citizens Report) is a user-friendly summary of the City's financial activities, designed to make complex financial information more accessible to residents and stakeholders.

Based on the audited Annual Comprehensive Financial Report (ACFR), the PAFR highlights key financial data, budgetary trends, and major initiatives in a clear and concise format. This report enhances transparency by providing an overview of how public funds are managed and invested in the community. By reviewing the PAFR, residents can gain a better understanding of the City's financial health and its commitment to responsible stewardship of taxpayer dollars.



¹⁶ Available for download from the City's website: <https://www.alpharetta.ga.us/346/Audited-Financial-Statements>.

¹⁷ Available for download from the City's website: <https://www.alpharetta.ga.us/341/Annual-Citizens-Reports>.

BUDGET PROCESS

Budget Process

The annual budget serves as the foundation for the city's financial plan and assists in control of the financial stability and health of the government. The Mayor and Council are legally required to adopt a balanced budget (i.e., revenues = expenditures) no later than the close of the fiscal year. The city's fiscal year runs from July 1st through June 30th, with the official fiscal year taken from the year ending date. For example, the FY 2026 Budget is prepared for the fiscal year commencing July 1, 2025, and ending June 30, 2026.

Annual Budget Process

Responsibility for funding recommendations contained within the annual budget rests with the Budget Review Committee ("BRC"), comprised of the City Administrator and Finance Director. The BRC maintains the primary responsibility of ensuring that funding requests are in alignment with the city's strategic priorities (set by Mayor and City Council) and by extension, the strategic vision for the future, as well as the annual action plan. Additionally, the BRC performs a detailed review of revenues and expenditures that culminates in the recommended budget which is presented annually to the City Council for discussion and adoption during April-June.

Budget Methodology

The city's budget is created under a hybrid performance-based budgeting system. This type of budgeting system blends the traditional historical financial trend model with the performance-based model of identifying a particular level of performance for each type of service/program and the resources necessary to operate it, as well as describes the structure of the departments and the programs into which they are divided.

Beginning with each department's mission statement, which sets the direction for the department's activities, goals and objectives are developed that support the department's mission and, by extension, the city's strategic priorities. Goals and objectives should be SMART – Specific, Measurable, Achievable, Relevant, and Timed. Ultimately, the goals and objectives should result in departmental efficiency/effectiveness improvements which are then reflected in the appropriations process.

Departments, in partnership with the Finance Department, then develop a projected budget based on the previous year's budget/actual expenditure trend and amend for any new initiatives or discontinued/non-recurring initiatives.

The departmental budget is separated into the following components:

- *Mission Statement* – the statement must identify the particular purpose for the department and how it relates to the city's overall mission.

BUDGET PROCESS

- *Goals & Objectives* – a listing of the fundamental goals and objectives which aid the department in achieving its mission. Goals stretch and challenge the department, but they must also be SMART. Direct linkages are identified between the city’s strategic priorities and departmental goals & objectives.
- *Program/Expenditure Summary* – the budget for the department presented on both a department-wide and individual program basis and summarized by expenditure category:
 - Personal Services: salaries, overtime, and other compensation related expenditures.
 - Maintenance & Operations: professional fees, repair & maintenance, general supplies, communications, and other operational related expenditures.
 - Capital: departmental machinery & equipment and other capital investment expenditures.
- *New Initiatives* – new services and/or capital investment.
- *Statement of Service and Performance Measures* – multi-year summary of departmental performance measurements.

Performance Measurement

The city views its performance measurement system as a priority and is continuing to develop and refine performance data and benchmarks. The city’s performance measurement team utilizes a software application to assist in the tracking, analysis and reporting of performance measurement data and the comparison of core measures from identified benchmark cities. As you review the departmental sections of this document, you will notice refined measures for our Public Safety and Information Technology Departments that follow the city’s updated model.

Council Retreat (January-February)

The budget preparation process commences annually in January/February with the City Council Retreat, including City Administration and key department personnel. The Retreat provides the dedicated time necessary for the City Council and executive staff to discuss the strategic issues facing the city and the associated effects on the upcoming budget. Discussion topics include all strengths, weaknesses, opportunities, threats, etc., facing the city and typically are categorized as follows: millage rates and property taxation; revenue generation/diversification; capital renewal/replacement and improvement; base-level service and operations; personnel compensation; service and operation improvements; bond issues in connection with capital improvement initiatives; etc. The Retreat provides the strategic framework and guiding priorities for the upcoming budget process.

BUDGET PROCESS

Budget Preparation and Analysis (February-April)

In February, the Finance Department distributes a budget calendar and target budgets to departments for the coming year which is based on revenue forecasts and projections of current year expenditures, as well as the two prior year's actual expenditures. Included in the target budget are line-items for salaries and benefits (e.g., pension, health insurance, etc.); the department's current year's goals and objectives; and Capital Improvement Program worksheets (i.e., current year updates to the city's capital improvement plan).

Budget information is collected in three phases. The first two phases are collected simultaneously. Phase one requests are related to employee expenses. During this phase, finance staff forecasts the personnel services funding requirements (e.g., salary and benefits) for the upcoming budget. Departments are requested to submit a forecast of personnel-driven operational expenses such as uniforms, professional development, travel, communications, etc.

The second phase includes budget requests that relate to departmental operations. During phase two, city departments are directed to review their operations and provide a forecast of appropriations required to maintain current service levels.

Phase three, the final phase of data collection, includes funding requests for improvements to current service levels as well as new programs or services and capital improvement projects.

As departments formulate their expenditure requests, the Finance Department is preparing the corresponding revenue analysis and forecast. Revenue sources across all funds are analyzed using the expert judgment of department directors and staff, trend analysis, and economic forecasts to compile revenue estimates that are both accurate and conservative. The city maintains a conservative revenue forecasting philosophy aimed at mitigating the over-appropriation of expenditures based on inflated revenue estimates. Additionally, the city's aggressive pay-as-you-go capital program is supported by the conservative revenue philosophy through a level supply of excess fund balance (i.e., fund balance in excess of the city's 25% fund balance reserve) available for one-time capital investment.

Budget requests are completed by every department and submitted to the Finance Department where the data is assembled into the ClearGov budget preparation/reporting software.

Both expenditure requests and revenue projections are calculated and formatted for presentation to the City Administrator for initial review. During these meetings, discussion is focused on appropriations necessary to maintain current service levels. Appropriation growth in excess of a reasonable CPI figure will be thoroughly analyzed to determine the primary growth factors (e.g., fuel, utilities, and other items subject to volatile price fluctuations) and brainstorm ways to mitigate the increased costs. Additionally, new

BUDGET PROCESS

programs, services, improvements to current services, and capital improvement projects are discussed in terms of how the initiatives link with departmental goals and objectives and by extension, the city's strategic priorities and vision for the future.

Upon completion of the departmental meetings, the BRC reviews base budgets within the context of the conservative revenue forecast and makes the necessary adjustments to balance the budget. Funding for new programs, services, or improvements to current services is prioritized based on a needs assessment and balanced against the goal of reducing the tax burden on our citizenry and stakeholders (e.g., millage rates). Funding for capital improvement projects is contained both within the general operational budget (annual capital contribution which is transferred from the General Fund into the Capital Projects Fund or Stormwater Capital Fund) as well as the companion capital project budget (one-time funding from excess fund balance). The consolidated balanced budget (i.e., operations and capital) is then prepared for presentation to the City Council.

City Council Budget Workshops (May-June)

City Council budget workshops are held in May-June. The workshops typically commence with distribution of the proposed budget which includes the following:

- Transmittal letter that summarizes the budget including current service levels, new initiatives, strengths/weaknesses/opportunities/threats facing the organization, and how the budget addresses those issues identified during the City Council Retreat.
- Departmental performance measurement listing.
- Departmental budget detail; project summary listing; and budget detail comparison that provides specific line-item allocations for the current and proposed budget years.

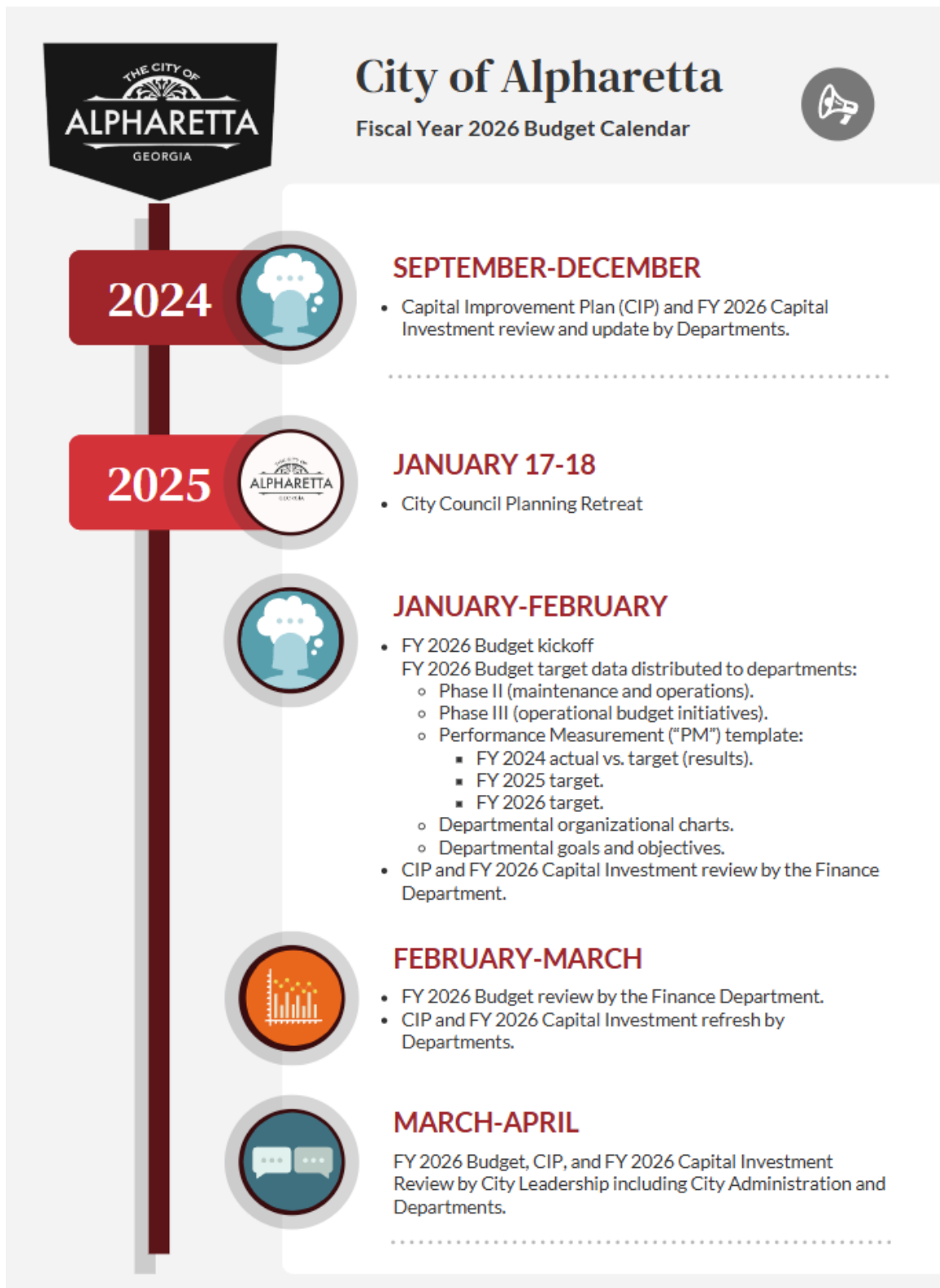
The Finance Director conducts public presentations, as needed, to summarize the budget and discuss the underlying economic growth trends. Discussion will focus on the strategic issues facing the organization for the upcoming budget year and the next several years and how this budget positions the city to respond in a prudent and proactive manner (e.g., periods of slowing economic growth, etc.). The City Council takes a lead role in analyzing the budget within the context of the city's strategic vision for the future.

Budget Adoption (June)

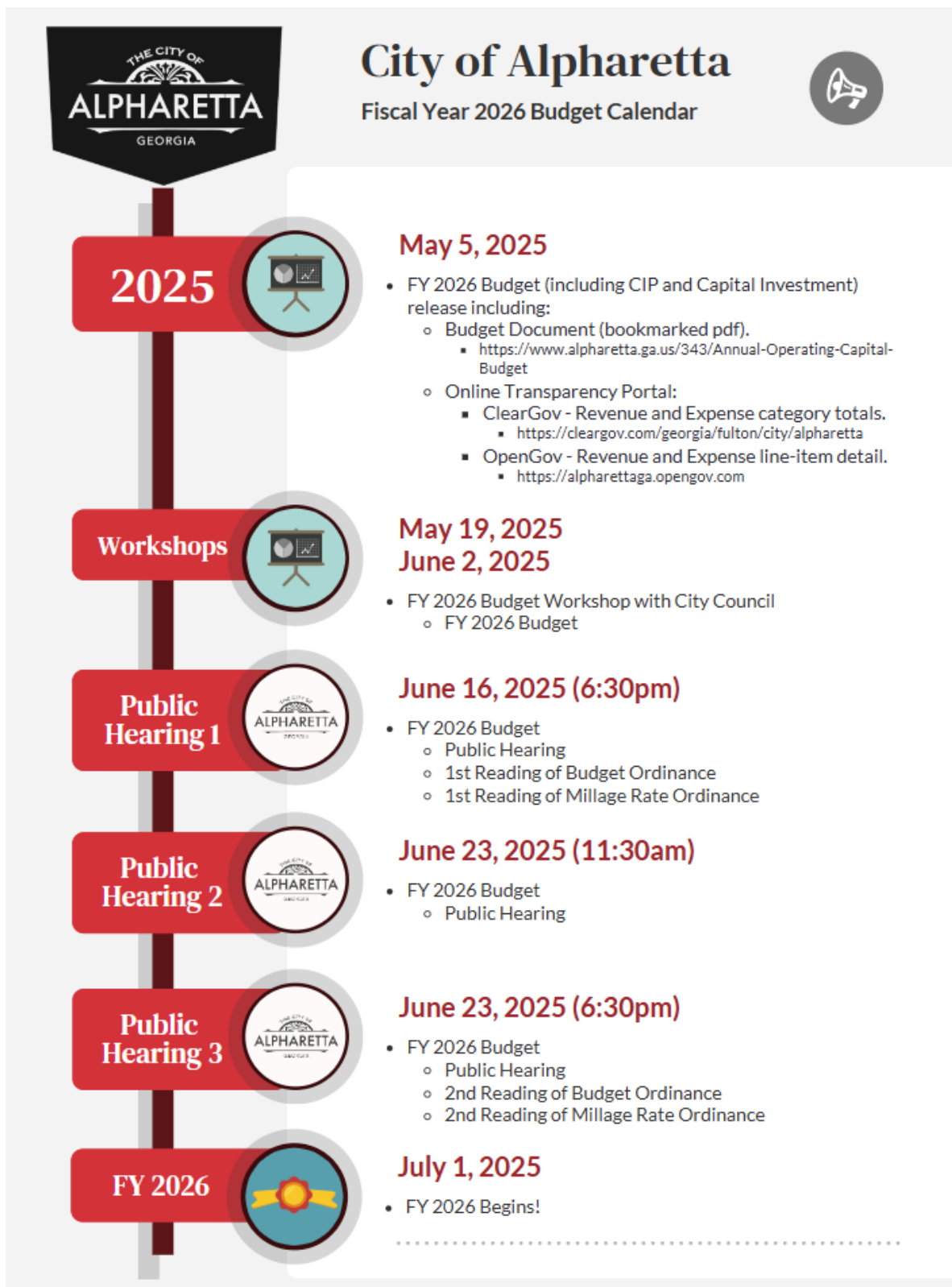
The budget and millage rate(s) are adopted via Ordinance through a public hearing process as provided under State law.

BUDGET PROCESS

Budget Calendar



BUDGET PROCESS



BUDGET PROCESS

Budget Basis and Structure

The city's budget is developed on a modified accrual basis. State law requires that the city's budget be balanced – revenues equal expenditures.

Under the modified accrual basis, revenues are recorded when both available and measurable. Certain fines and forfeitures, however, are recorded when received, as they are not susceptible to accrual. Expenditures are recognized when the liability is incurred, except for: (1) principal and interest on general long-term debt which are recognized when due; and (2) annual employee leave and claims/judgments for litigation and self-insurance which are recorded in the period due and payable.

The legal level-of-control resides at the department level within a given fund. As such, reallocation of appropriations between line-items is acceptable within a given department with the following exceptions:

- Salary and benefit savings due to vacancies are restricted from reallocation to cover operating expenditures except in the case of funding temporary labor assistance; and
- Capital appropriations are restricted to the specific purpose set forth in the budget and cannot be reallocated except through approval by City Administration and/or the City Council.

Budget amendments that cross departments must be approved in advance by the City Council. As such, these amendments are typically brought for consideration by City Council during the mid-year budget review process.



OPERATING INITIATIVE REQUESTS

Operating Initiative Requests

Executive Summary

General Fund	Revenue	Expense	Net Cost	Capital Component
Funding Available for Operating Initiatives:	\$ -	\$ 214,500	\$ 214,500	
Recommended Initiatives:				
<u><i>All Departments</i></u>				
Business and Occupational Tax Adjustment	\$ 850,000	\$ -	\$ (850,000)	\$ -
Augment Annual Capital Contribution	-	829,000	829,000	-
<u><i>Economic Development</i></u>				
North Fulton Economic Alliance Strategic Initiative	-	60,000	60,000	-
<u><i>Information Technology/City Clerk</i></u>				
City Hall Chambers Remote Production/Streaming Svcs	-	71,000	71,000	-
<u><i>Public Safety</i></u>				
Firefighter (new position; +1 FTE)	-	104,500	104,500	-
	\$850,000	\$1,064,500	\$ 214,500	\$ -

Recommended operating initiatives include revenue adjustments of \$850,000 and expenditure adjustments of \$1.1 million and have been programmed into departmental operating budgets. Operating Initiatives not recommended for funding at this time total \$1.4 million and include capital investment requirements of \$245,000.

Fiscal Year 2026 Annual Action Plan

The City Council Retreat during January 2025 set forth priorities to guide the construction of the FY 2026 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan and are detailed within the section of this document entitled *Fiscal Year 2026 Annual Action Plan* with the components set forth below:

- Strategic Growth and Redevelopment of North Point.
- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Downtown Alpharetta.
- Communications that Connect.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- People Focused Workforce.
- Economic Development.

OPERATING INITIATIVE REQUESTS

Detail (Recommended Operating Initiatives)

Citywide

Business and Occupational Tax Adjustment (revenue)

\$850,000

Description: The purpose of the business occupational tax is to levy, assess, and collect an annual occupational tax on certain businesses and practitioners of professions and occupations located or exerting substantial efforts in the city. The formula for this revenue source was last adjusted in 2008.

Detail adjustments include:

	Current	Proposed
General Classification		
Admin Fee	\$50	\$75
Employee Fee		
1-4	\$100	\$125
5-10	\$175	\$200
11-25	\$300	\$325
26-49	\$450	\$475
1-49	-	+\$10 per employee
50+	\$150	\$175
	+\$7 per employee	+\$17 per employee
Food Truck	\$150	\$175
Insurance	\$100	\$150
Pawn-Shop	\$150	\$175
Non-Profit	\$0	\$0
Max Fee	\$10,000	N/A

Revenue from this tax totaled \$1.3 million in Fiscal Year 2024. The adjustments proposed above are estimated to generate an additional \$850,000 annually.

Augment Annual Capital Contribution

\$829,000

Fiscal Year 2026 Annual Action Plan:

- Strategic Growth and Redevelopment of North Point.
- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Downtown Alpharetta.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- Economic Development.

Description: Current infrastructure and asset maintenance cost trends highlight a capital funding target of \$16 million annually (milling/resurfacing, fleet, stormwater, facility upkeep) through various means such as TSPLOST, Fund Balance, and an annual capital contribution from the General Fund.

OPERATING INITIATIVE REQUESTS

This annual General Fund contribution is currently targeted at \$6 million. The FY 2025 annual General Fund contribution was \$4 million. Due to revenue constraints, the General Fund capital contribution has been reduced to approximately \$2.26 million in the draft proposed budget for FY 2026. An additional \$1.74 million would be needed to bring funding in 2026 to that of the funding in 2025.

The amount included herein (\$829,000) prioritizes the Business and Occupational Tax adjustment towards annual capital investment and gets us closer to the FY 2025 funding level (i.e. \$3.1 million in 2026 vs \$4 million in 2025). Additionally, a portion of this funding could be used towards an energy savings performance contract (ESPC phase) under the City's current facility condition assessment project which is focused on capital facility maintenance and improvements. This appropriation also allows the City more flexibility in operations should revenues continue to decline.

General Fund

Economic Development

North Fulton Economic Alliance Strategic Initiative

\$60,000

Fiscal Year 2026 Annual Action Plan:

- Economic Development.

Description:

This request is for funding to support the North Fulton Economic Alliance Strategic Initiative (2025-2029), a five-year initiative designed to address three pressing challenges to the region's economic prosperity and quality of life. From Greater North Fulton to the world, the business environment is getting more competitive—not less. In North Fulton, we have much of which to be proud—a prosperous region with thriving communities and many assets. We also have an opportunity before us—to elevate Greater North Fulton and increase national and global awareness of our amazing region as a premiere location for business and talent. We can also do more to address the challenges to our continued success. Our employers—large and small—struggle to fill open positions. And other communities and regions across the nation are hard at work pursuing the same jobs, talent, and growth opportunities we want here in Greater North Fulton. It is with these opportunities and challenges in mind that the Chamber and key private and public sector leaders have developed this strategic initiative to:

- Brand and market our region to attract investment, talent, and jobs.
- Expand our talent pipeline to strengthen our regional competitiveness.
- Elevate regional economic development to maximize region-wide performance.

This strategic initiative is about ensuring our present and future competitiveness as a community—and the opportunities and quality of life that come with it. The Chamber Board believes this initiative is critical to our community's future prosperity, and this newly formed initiative of the Chamber is the best organization to lead this effort; NOW is the time for action.

OPERATING INITIATIVE REQUESTS

Information Technology/City Clerk

City Hall Chambers Remote Production and Streaming Services

\$71,000

Fiscal Year 2026 Annual Action Plan:

- Communications that Connect.

Description:

The Department of Information Technology requests funding for a managed service for remote meeting production, broadcast production, and streaming services in the City Hall Chambers. This service and associated equipment would replace the current three-camera system with a camera system that the managed service provider can utilize to produce and distribute the video and audio. The service would provide remote direction and production of the meeting cameras and content, as well as distribute the content to the public through several different sources. This would provide a better-quality product for the public, reduce the equipment on the dais, and the employees' duties during the meetings. Also, reliability is becoming an issue as the current system reaches end-of-life. This is the first step in addressing it by providing the meeting content directly to the managed service provider and improving the meeting quality for our citizens.

Many employees use the system for council, board, commission, and other meetings in the room. Our goal with a managed service provider producing all the meetings is to have a reliable and consistent product for the public. Our current setup requires the person on the dais to operate different systems simultaneously. In the standard production design, multiple people often do these duties at the back of the room. Staff have investigated how to implement a back-room production, but the cost and current chambers layout make this prohibitive. By outsourcing the video production to a remotely managed service provider, we shift the responsibility to production professionals off-site, freeing the person at the dais to conduct other aspects of the meeting more efficiently and effectively.

This operating initiative includes service for 150 meetings annually. The FY 2026 request is for \$71,000. The estimated operational impacts in future years total \$76,000 (FY 2027) and \$81,500 (FY 2028).

There is a companion one-time capital request for \$61,000 that includes funding for the purchase of remote broadcast system equipment (cameras, switches, cabinet), setup and deployment of the equipment, any necessary wiring, support and warranty of the equipment, and integration with the current agenda management system.

OPERATING INITIATIVE REQUESTS

Public Safety

Firefighter (new position; +1 FTE) **\$104,500**

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- People Focused Workforce.

Description: Public Safety is requesting the addition of a Firefighter position (pay grade F1).

In December 2024, the Department reclassified a firefighter position to establish the Fire Training position, which was needed to help facilitate training for the entire fire department. While the Fire Training role has been critical to our department's operations, we now need to replace the original firefighter position to maintain the necessary staffing levels and ensure the ongoing safety and efficiency of our team.

Personnel costs are estimated at \$95,000 annually and reflect salary and benefit costs only. Operational costs in year one includes uniforms and equipment (turnout gear, helmet, etc.), training, etc. and totals \$9,500.

Detail (Unfunded Operating Initiatives)

City Clerk

Records Coordinator (new position; +1 FTE) **\$100,000**

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Communications that Connect.
- Recreation, Parks, and Culture.
- People Focused Workforce.

Description: The City Clerk is requesting the addition of a Records Coordinator position (pay grade 305; assumed 5% above paygrade minimum) to better serve the City of Alpharetta and its current records request and records management needs.

Previously, the City employed a city-wide Records Manager, under the direction of the City Clerk and helped facilitate record retention and destruction across all departments. That position was eliminated in March 2019 and the job duties were then reassigned to all pertinent departments.

The City has hundreds of containers housing physical documents at an off-site storage facility and has also acquired hundreds of boxes of original files from our former city attorney's office, who represented the City for over 20 years. These documents need to be reviewed and catalogued for compliance with the state's local government record retention schedule and for preservation of the City's historical records.

Since 2020, the City has experienced a significant increase in the number of open records requests, litigation discovery requests, pending litigation documentation holds, and complex open records requests. Specifically, the City Clerk's Office has received, on average over the past three (3) years, 368 record requests each year. Additionally, the City Clerk's Office handles any records requests involving pending or potential litigation

OPERATING INITIATIVE REQUESTS

or records requests that have been submitted to other departments and were submitted by attorneys or media outlets.

The City Clerk's Office recommends the creation of a new full-time position to address the growing need for managing and reviewing open records requests, while also coordinating records retention and destruction efforts city wide.

Personnel costs are estimated at \$97,000 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer and/or phone, etc.), software, general supplies, etc. totaling \$3,000.

Finance

Reorganization of the Budget & Procurement Division (1 new position; reclassify 2 existing positions)

\$144,000

Fiscal Year 2026 Annual Action Plan:

- Strategic Growth and Redevelopment of North Point.
- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Downtown Alpharetta.
- Communications that Connect.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- People Focused Workforce.
- Economic Development.

Description: The Finance Department is proposing a reorganization of the Budget & Procurement Division to better serve the City of Alpharetta and its current and forecasted needs.

The Finance Department has had no growth in personnel in over 20-years despite significant growth in its service population (both in terms of citizens as well as City staff). More specifically, Finance Department staffing has declined over that period. Most recently, Finance is the only department that still has not recovered staffing removed during the COVID budget reductions.

The Finance Team has adapted to demand growth over the last two decades through automation and efficiency measures in lieu of staffing growth. The most impactful measures being the implementation of technology that has removed the vast majority of paper-based processes for the department which greatly improved the efficiency of our existing staff. That said, there are still other initiatives that the Department would like to improve upon but is not possible given staffing constraints (e.g. user-department training, vendor outreach, etc.).

OPERATING INITIATIVE REQUESTS

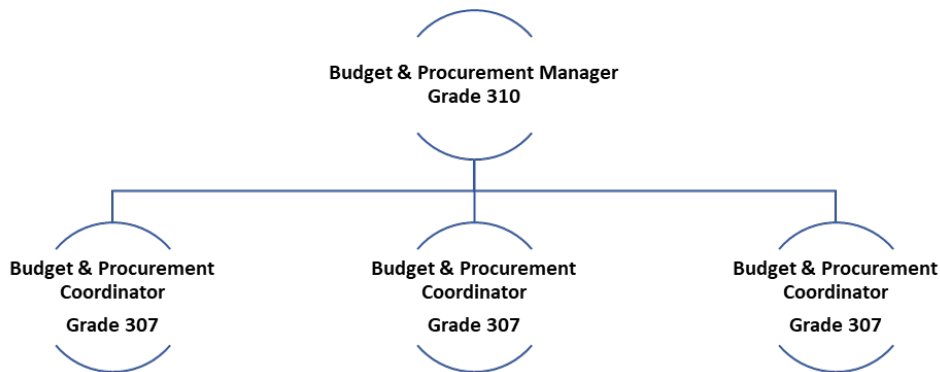
Current Status

The Budget & Procurement Division staff totals 4 full time positions, and their operational responsibilities include:

- Managing and facilitating the financial transaction lifecycle (liaison to our departments)
 - *budget planning, preparation, and management.*
 - *purchasing (including quotes, bids, RFP, etc.).*
 - *invoice/payment verification and processing.*
- Managing and facilitating the city's financial reporting
 - *annual budget documents.*
 - *monthly financial management reports.*
 - *annual citizens report (PAFR).*
 - *immigration reporting to State.*
- Administering city contracts.
- Developing revenue/expenditure forecasting models, financial Impact of proposed city activities, and long-range financial planning.
- Administering the financial transparency program (OpenGov, Socrata capital project dashboard, etc.).

The Division is structured to provide a liaison approach to service delivery for our departments. Specifically, one team member is assigned to each of our customer departments and assists with the entire lifecycle needs (budgeting, procurement, invoice review, receipt review, compliance, etc.).

The Division includes 4 full time positions with the organizational structure as follows:



Staffing has declined from 5 full time positions over the referenced 20-year period to the staffing level of 4 positions.

On an annual basis, the Division reviews over 800 purchase order requests, over 13,000 invoices, over 8,800 procurement card transactions, 40 formal procurement solicitations (varies), in addition to the general budget (preparation, review, amendments),

OPERATING INITIATIVE REQUESTS

procurement, and reporting obligations (e.g. monthly financial management reporting, State immigration reporting (E-Verify), TSPLIST capital reporting, etc.

Issues

The growth in existing service demand coupled with potential avenues for improvement has resulted in this proposed reorganization.

- Existing Service Demand – existing service demand has necessitated that staff focus on core functions to ensure delivery of the vital services needed to run City operations. Specifically, transaction-level review (invoices, procurement-card transactions, requisitions, budget amendments) and formal procurement solicitation review, issuance, and management. Just maintaining existing service demand often requires staff to work in excess of the normal work week including the occasional weekends.
- Dedicated Procurement Team – while the current Budget & Procurement liaison structure provides benefits for our user departments (e.g. one-stop-shop for questions, contacts, etc.), it has the added effect of limiting the specialization needed for those highly technical professions such as procurement. The desire is to have a team dedicated, trained, and certified for procurement activities.
- Vendor Outreach – the Division desires to engage in a more active vendor outreach program that educates vendors on the government procurement process with the ultimate goal of increasing vendor participation on City contracts. Current staffing constraints limit vendor outreach capabilities.
- Employee Recruitment – the Division has benefited from low turnover. This has masked a weakness in the current organizational structure. Namely, procurement and budget are two separate professions and rarely do employees have experience in both (unless they are coming from smaller organizations that do not allow for specialization or have operated as finance department managers/directors). The result is that it limits the attractiveness of position openings to professionals. Effectively, you end up having to hire one specialization and train for the other. This limits employee effectiveness in the short-term.
- employees trained in procurement remains a weak point from an employee recruitment perspective.
- City training – the Division desires to engage in a more structured training program for City staff that includes (a) on demand recorded training sessions along with (b) in person training held throughout the year. Current staffing constraints limit City training to one-on-one questions/answers with those department team members directly responsible for the purchasing/budget functions. An expanded training presence would allow for the education of team members throughout the organization that may benefit from the knowledge.

OPERATING INITIATIVE REQUESTS

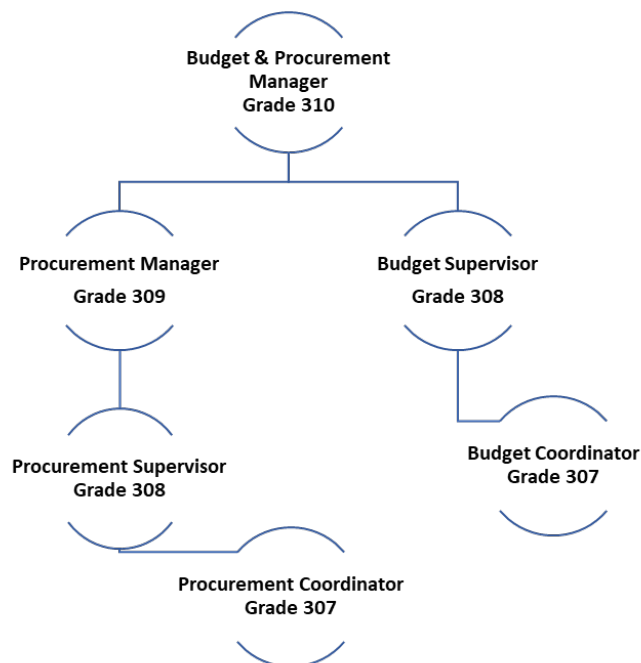
Reorganization

The Division is proposed to reorganize and separate the budget and procurement functions so that each team will have dedicated professionals focused on those distinct specialties while also allowing the staffing capacity to improve on the issues identified above.

Inherent in this reorganization is the following:

- Addition of 2 positions:
 - Procurement Manager (pay grade 309) – requested in FY 2026.
 - Procurement Coordinator (pay grade 307) – requested in FY 2027.
- Reclassifying of 2 positions:
 - Procurement Supervisor (pay grade 308; reclassify a current Budget & Procurement Coordinator position) – requested in FY 2026.
 - Budget Supervisor (pay grade 308; reclassify a current Budget & Procurement Coordinator position) – requested in FY 2026.

The reorganized Division would include 6 full time positions with the organizational structure as follows:



FY 2026: Annualized personnel costs associated with the new Procurement Manager position and two reclassifications are estimated at \$141,000 annually and reflect salary and benefit costs only. Operational costs include \$3,000 for professional development and small equipment costs (e.g. cell phone). No additional investment is needed in computer costs or equipment.

OPERATING INITIATIVE REQUESTS

Public Works

Construction Manager - Infrastructure (new position; +1 FTE) \$138,600
(\$138,600 operations/\$50,000 capital)

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Public Works is requesting the addition of a Construction Manager position (pay grade 309; assumed 5% above paygrade minimum).

The City allocated over \$4 million last year and is planning to do such over the next 10 years towards stormwater work throughout the City. Much of the construction work is contracted out to contractors to resolve various stormwater issues. Work varies from replacing a structure, lining, or replacing a pipe, or a large-scale construction project.

Due to the number of incoming projects and programmed projects, the Department is unable to adequately oversee construction oversight of the contractors in the field for the installation of City maintained infrastructure. Public Works is requesting an Infrastructure Construction Manager Position to oversee various field operations regarding stormwater improvements. The position not only requires knowledge of reading construction plans, communication skills with the public and contractors, as well as problem-solving skills when unknown issues arise in the field.

Public Works currently has seven stormwater projects in design or construction soon to be procured, over 1 million dollars a year in pipe lining, and numerous stormwater repairs (catch basin tops, grouting of manholes/pipes, and pipe replacements) throughout the City. Public Works staff is already committed to overseeing construction management of the Park's Bond Projects, TSPLSOT I/II projects, as well as capital projects.

Personnel costs are estimated at \$131,100 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$7,500. There is a companion one-time capital request for \$50,000 that includes funding for a vehicle purchase (and upfitting).

Facility Operations Manager (new position; +1 FTE) \$138,600
(\$138,600 operations/\$65,000 capital)

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Public Works is requesting the addition of a Facility Operations Manager position (pay grade 309; assumed 5% above paygrade minimum).

The City embarked on an energy audit as well as a facility assessment over the last year. The report outlines various capital initiatives and improvements to all the City's facilities. Currently, there is one individual overseeing the crews accomplishing work orders and overseeing vendors accomplishing various tasks in the facilities (electrical, mechanical, structural, painting, etc.). This position will be responsible for overseeing execution of

OPERATING INITIATIVE REQUESTS

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

the program, procuring vendors to implement various improvements, maintain the software system associated with the facility assessment, and oversee the Engineering Technician(s) working in the Facility Group. Separating the responsibilities within the Facilities Group will enable supervisors to spend more time ensuring work is accomplished meeting the expectations of the City and enable individuals to become proactive instead of reactive when it comes to implementing improvements.

Personnel costs are estimated at \$131,100 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$7,500. There is a companion one-time capital request for \$65,000 that includes funding for a vehicle purchase (and upfitting).

Sr. Engineering Technician - Facilities (new position; +1 FTE) \$112,100 **(\$112,100 operations/\$50,000 capital)**

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Public Works is requesting the addition of a Senior Engineering Technician position (pay grade 306; assumed 5% above paygrade minimum).

The Senior Engineering Technician position would perform technical work in support of the City's facility repair, maintenance, and renovations. Oversight of procurement, scheduling, and management of City contractors and vendors for the maintenance, repair, alteration, replacement, and upgrades to all city-maintained facilities. Periodic supervision and training of Public Works facility repair and maintenance crews.

The Public Works Department is currently challenged with additional and aging facilities. Public Works took responsibility of Parks facilities in 2017-2018 without the addition of any staff. With the additional facilities responsible for, and aging components, demand for repairs, alterations, remodels, etc. have significantly increased. In 2021 Public Works created a Sr. Engineering Technician position to assist the facilities supervisor/crews with repairs, procuring contractors, overseeing maintenance contracts, ordering supplies, and assisting with other facility needs. Along with more requests for daily maintenance needs, capital request have also increased. This position would be assigned park facilities to aid the facilities supervisor and crews in identifying maintenance needs and working with Parks staff regarding capital requests, maintenance contracts, and prioritization of facility repairs. This will provide a higher level of service to City employees and facility repairs.

Personnel costs are estimated at \$104,600 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$7,500. There is a companion one-time capital request for \$50,000 that includes funding for a vehicle purchase (and upfitting).

OPERATING INITIATIVE REQUESTS

Infrastructure Crew (new positions; +4 FTE) (\$356,000 operations/\$80,000 capital)

\$356,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Public Works is requesting the addition of the following new positions:

- +1 FTE - Public Works Crew Leader position (pay grade 305; assumed 5% above paygrade minimum).
- +2 FTEs - Public Works Technician II position (pay grade 303; assumed 5% above paygrade minimum).
- +1 FTE - Public Works Technician I position (pay grade 302; assumed 5% above paygrade minimum).

Currently the Public Works Department has 2 crews of 4 individuals that handle repairs to stormwater infrastructure, curb and gutter, sidewalks (concrete and brick paver), and City roads. One of the biggest challenges the department faces these days is making timely repairs to sidewalks. The Department maintains over 235 miles of sidewalk in the City, majority of the sidewalk is concrete. Over time, sidewalks have settled, cracked, and/or tree roots have uplifted the sidewalk causing trip hazards. Crews can accomplish repairs primarily in subdivisions. This crew will be able to handle concrete and brick paver sidewalk repair, curb and gutter repair, and other concrete work within the City's right of way. Work along busier streets throughout the City require significant traffic control measures and the crews are not equipped size wise to handle work of this nature. A crew of four individuals will consist of a Crew Leader, (2) Tech II's and a Tech I.

Personnel costs for the four new positions are estimated at \$346,000 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$10,000. There is a companion one-time capital request for \$80,000 that includes funding for a vehicle purchase (and upfitting).

Recreation, Parks, and Cultural Services

Parks Supervisor II – Southern District (new position; +1 FTE)

\$107,600

Fiscal Year 2026 Annual Action Plan:

- Strategic Growth and Redevelopment of North Point.
- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: Recreation, Parks, and Cultural Services is requesting the addition of a Parks Supervisor II position (pay grade 306; assumed 5% above paygrade minimum).

To Improve efficiency for the of delivery existing services, the Recreation, Parks, and Cultural services department is requesting a Parks Services Supervisor II to execute the maintenance and operation plan for the Southern Parks District (Greenway, Alpha Loop, and North Point Corridor). The Southern District Park Services team maintains and

OPERATING INITIATIVE REQUESTS

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

operates over 450 acres of park land which includes approximately fifteen (15) miles of the Big Creek Greenway system, portions of the Alpha Loop, six (6) Greenway Access Parks, four (4) Passive Parks and the Program Support of the Preston Ridge Recreation Center. Prior to 2019, the Southern District had been operating with the leadership of a team supervisor. Due to the growth resulting from the 2016 Bond Initiative, this position was reallocated as part of a department restructuring plan.

Over the past five years, the city has added over two (2) miles of Greenway trail connecting to the Forsyth County Greenway, Water Road Park, new portions of the Alpha Loop and the Preston Ridge Community Center to this area. Maintenance support from outsourced services to supplement this absence has reached its saturation point. The expectation of immediate response and daily service can only be met with the addition of more city staff. The anticipated addition of the Encore Gateway Park and the Alpha Link which will connect the Alpha Loop to the Greenway will also be under the operational control of this team. The additional demand on this division requires the addition of a supervisor to achieve the high service standard for this area.

Personnel costs are estimated at \$104,600 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer and/or phone, etc.), uniforms, general supplies, etc. totaling \$3,000. No additional vehicle is needed with this request.

Grounds Repair and Maintenance

\$50,000

Fiscal Year 2026 Annual Action Plan:

- Strategic Growth and Redevelopment of North Point.
- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: This request is for additional funding to assist with the replacement of gaining light fixtures throughout the park system.

For example, at Webb Bridge Park: the current light fixtures are the original ones that were installed when the park was built in 1997 - 1999. The Qualite fixtures require a 1650-watt Qualite lamp. These lamps are no longer being manufactured; therefore, the City is not able to obtain replacements. The replacement NuGen LED fixtures/lamps are currently \$480.00 each. A total of 156 of the Qualite fixtures remain in the park. in FY 2024, nine (9) fixtures were replaced, in FY 2025 we have replaced 14 more. These were purchase from the Eastern District Grounds Repair and Maintenance Account. We are not requesting monies for all the replacement fixtures/lamps; just monies to assist with the purchase as the Qualite fixtures/lamps are no longer working.

This initiative is included within the energy savings performance contract ("ESPC" contained within the current City facility condition assessment project) referenced under the *Augment Annual Capital Contribution* operating initiative recommended herein. Specifically, the ESPC phase of the facility condition assessment project includes

OPERATING INITIATIVE REQUESTS

replacement and upgrade of facility, field, and court lighting. As such, this request can be removed should the city move forward with the ESPC phase.

Tree Lighting Event (scope refresh and expansion)

\$50,000

Fiscal Year 2026 Annual Action Plan:

- Downtown Alpharetta
- Recreation, Parks, and Culture.

Description: The City of Alpharetta intends to augment the appropriations for the annual Season of Celebration Tree Lighting event by \$50,000 (for a total of \$97,900) to support a refreshed and expanded event experience for the community. This additional funding will allow for enhanced stage and sound, decorations, performances, activities, and special events to accommodate growing attendance. The investment reflects the City's commitment to fostering a vibrant community celebration that continues to serve as a cornerstone of Alpharetta's holiday festivities.

- The stage can be modified to include different size stage/configurations; more sound equipment throughout the downtown area; more lighting equipment on Town Green; a second "stage" closer to the Town Green; etc.
- Additional decorations could possibly include one or more of the following: sled on Town Green for photos; giant gift boxes that kids can climb on; additional string or snowflake gobo lights; window art; etc.
- Performances on stage can include one or more of the following: big band to play holiday music; more school/community performances; giveaways on stage; additional Santa pop ups; etc.
- Additional activities can include one or more of the following: meet a Clydesdale; write letters to Santa/charitable causes; giant screen with movies; etc.
- Additional flair can be added, such as one or more of the following: cold spark/gerb special effects; white confetti or CO2 cannons; fog machines; etc.

Community Development

Code Enforcement Officer (new position; +1 FTE)

\$100,900

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.

Description: The Community Development Department is requesting the addition of a Code Enforcement Officer position (pay grade 305; assumed 5% above paygrade minimum) to better serve the City of Alpharetta. This position will be responsible for:

- Completing all types of complaints for residential and commercial properties in the City and any required inspections including any evening and/or weekend enforcement actions.
- Completing reports and data entry on inspections and enforcement actions.
- Assisting with non-licensing Code issues as time allows.

OPERATING INITIATIVE REQUESTS

As our community continues to grow, we have added 2,129 new households, significantly increasing the demand for services. Since the last time we expanded our team, complaints have surged by 261%, placing a considerable strain on our existing resources. This rise in service requests and concerns indicates that our current staffing levels are no longer sufficient to maintain efficiency and responsiveness. To uphold our commitment to quality service and ensure timely resolution of issues, it is necessary to add an additional employee to handle the increased workload. Investing in additional staff now will help prevent service delays, reduce resident frustration, and maintain the high standards our community expects and deserves.

Adding an employee is not just a matter of increasing headcount—it's a strategic move to bolster our capacity in several key areas:

- **Enhanced Responsiveness:** With an additional team member, we can reduce response times, ensuring that complaints and service issues are addressed promptly. This is critical in maintaining trust and satisfaction among our growing customer base.
- **Improved Service Quality:** The increased workload has likely contributed to delays and potential oversights in complaint resolution. A new employee dedicated to managing these concerns will help us restore service quality and efficiency.
- **Proactive Problem Solving:** The 261% increase in complaints signals emerging trends or issues that may need proactive attention. A new hire can focus on identifying underlying problems, streamlining processes, and implementing effective solutions before they escalate further.
- **Sustainable Growth:** As we continue to expand our household base, the demand for timely and efficient service will only grow. Investing in additional staffing now is a forward-looking strategy that ensures our operations remain scalable and sustainable over the long term.

Personnel costs are estimated at \$97,000 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer and/or phone, etc.), training, uniforms, etc. totaling \$3,900.

OPERATING INITIATIVE REQUESTS

911 Fund

Public Safety (911 Fund)

Administrative Assistant II (new position; +1 FTE)

\$99,450

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- People Focused Workforce.

Description: The Public Safety Department is requesting the addition of an Administrative Assistant II position (pay grade 304; assumed 5% above paygrade minimum).

This position will assume primary responsibility for processing and completing open records requests related to CAD reports, 911 call audio, radio traffic, Preferred Live Video, and other 911-related media. Duties will include performing legally and procedurally mandated redactions in compliance with the Freedom of Information Act (FoIA) and Georgia law.

Establishing a dedicated role for open records processing will relieve 911 Shift Supervisors of this responsibility, enabling them to focus more effectively on managing their shifts and personnel. This specialization will improve operational efficiency by ensuring requests are completed promptly within the State of Georgia's mandated timelines, reducing the risk of liability, and ensuring adherence to FoIA requirements.

Additionally, having a single position dedicated to this task will minimize the delays caused by task-switching that are inherent in the Shift Supervisors' multifaceted roles. As a result, the processing time for open records requests is expected to decrease significantly, enhancing overall departmental performance, and ensure the timely and accurate fulfillment of public and legal obligations. This position would include secondary job duties, including performing monthly NCIC/GCIC validations - yet another current responsibility of 911 Shift Supervisor's that distracts from their primary responsibilities of managing shift operations. Validations require tedious and meticulous auditing to ensure the most accurate and up to date information is on the Criminal Justice Information System.

Personnel costs are estimated at \$91,000 annually and reflect salary and benefit costs only. Operational costs include training, travel, supplies, equipment and uniforms, and totals \$8,450.

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CITYWIDE BUDGET SUMMARIES

Citywide Budget Summaries

Overview

The *Citywide Budget Summaries* section is intended to provide readers with an overall understanding of the city's fiscal year 2026 budget. The following schedules provide readers with revenue and expenditure summaries from several different perspectives including:

- **Citywide Budget Summary by Fund**

This section provides a summary/narrative of FY 2026 budget data by fund type (e.g., General Fund, Special Revenue Funds, etc.).

- **Citywide Budget Summary by Revenue Source**

This section provides a summary/narrative of FY 2026 budget data by revenue source (i.e., Property Taxes, Other Taxes, Charges for Services, etc.). Please refer to the specific Fund Summaries section (e.g., General Fund Summary, Special Revenue Fund Summaries, etc.) of this document for more detailed information about the city's various revenue sources.

- **Citywide Budget Summary by Department Expenditures**

This section provides a summary/narrative of FY 2026 budget data by department expenditures (e.g., City Administration, Public Safety, etc.). Please refer to the *Departmental Summaries* section of this document for more detailed information about each department's expenditures.

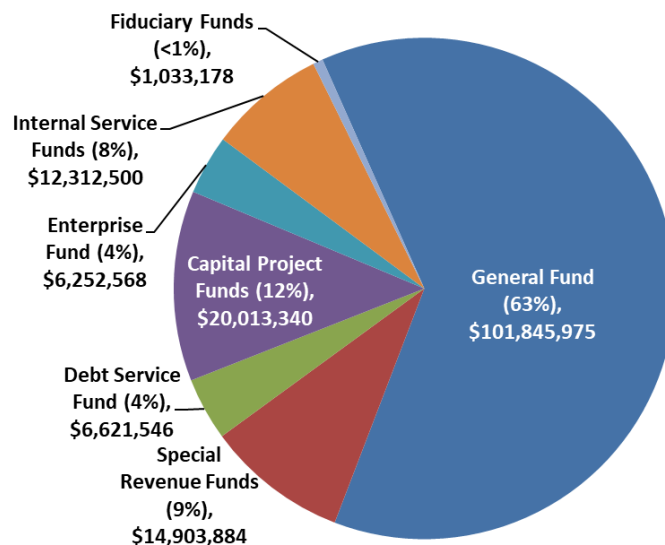
- **Citywide Budget Summary by Expenditure Category**

This section provides a summary/narrative of FY 2026 budget data by expenditure category (e.g., Personnel Services, Maintenance & Operations, etc.).

CITYWIDE BUDGET SUMMARIES

Summary by Fund Type

**FY 2026 Citywide Budget
totals \$163 Million**



The Fiscal Year 2026 budget for all funds totals \$163 million. The city budget includes appropriations for the following fund types:

General Fund: The city's General Fund is its largest fund and includes governmental activities such as police, fire, recreation, and other general governmental functions that are primarily funded with property taxes, utility taxes, franchise fees, and charges for services, such as recreation program fees.

Special Revenue Funds: These Funds are established to account for revenues that are restricted by statute, ordinance, or resolution for a specific purpose. Appropriated Funds include Asset Forfeiture Fund, E911 Fund, Impact Fee Fund, and the Hotel/Motel Fund.

Capital Project Funds: These Funds are used for various citywide capital projects. Projected funding for FY 2026 is from interest earnings, fund balance, and transfers from other funds. The adopting budget ordinance will authorize unspent appropriations from fiscal year 2025 to be re-appropriated to continue previously

approved projects. As such, these appropriations are not reflected herein.

Debt Service Fund: This Fund is utilized to account for debt service requirements of the city's general government debt obligations.

Enterprise Fund: This Fund is a self-supporting entity that derives its revenue primarily from charges levied on the users of its services, much like private enterprises. The city utilizes an enterprise fund to account for operations of its solid waste system.

Internal Service Fund: These Funds are used to accumulate and allocate costs internally among the city's various functions. The city utilizes a Risk Management Fund (administering general liability, automotive liability, workers' compensation, etc.) and Medical Insurance Fund (account for activity under the Minimum Premium Plan in accordance with GAAP).

Fiduciary Funds: These Fund types are used to account for resources held for the benefit of parties outside the government and include the OPEB Reimbursement Benefit Fund.

CITYWIDE BUDGET SUMMARIES

Summary by Fund

	Revenues*	Expenditures	Balanced Budget
General Fund	\$ 101,845,975	\$ 101,845,975	√ **
Special Revenue Funds:			
Asset Forfeiture Fund	\$ 290,000	\$ 290,000	√
E911 Fund	4,918,884	4,918,884	√
Impact Fee Fund	575,000	575,000	√
Hotel/Motel Fund	9,120,000	9,120,000	√
	\$ 14,903,884	\$ 14,903,884	
Capital/Grant Funds:			
Capital Projects Fund	\$ 9,913,340	\$ 9,913,340	√
Stormwater Capital Fund	2,000,000	2,000,000	√
TSPLOST 1 Capital Fund	700,000	700,000	√
TSPLOST 2 Capital Fund	7,400,000	7,400,000	√
	\$ 20,013,340	\$ 20,013,340	
Debt Service Fund	\$ 6,621,546	\$ 6,621,546	√
Enterprise Fund:			
Solid Waste Fund	\$ 6,252,568	\$ 6,252,568	√
Internal Service Funds:			
Risk Management Fund	\$ 2,262,500	\$ 2,262,500	√
Medical Insurance Fund	10,050,000	10,050,000	√
	\$ 12,312,500	\$ 12,312,500	
Fiduciary Funds:			
OPEB Retirement Reimbursement Plan Trust Fund	\$ 1,033,178	\$ 1,033,178	√
Total	\$ 162,982,991	\$ 162,982,991	√

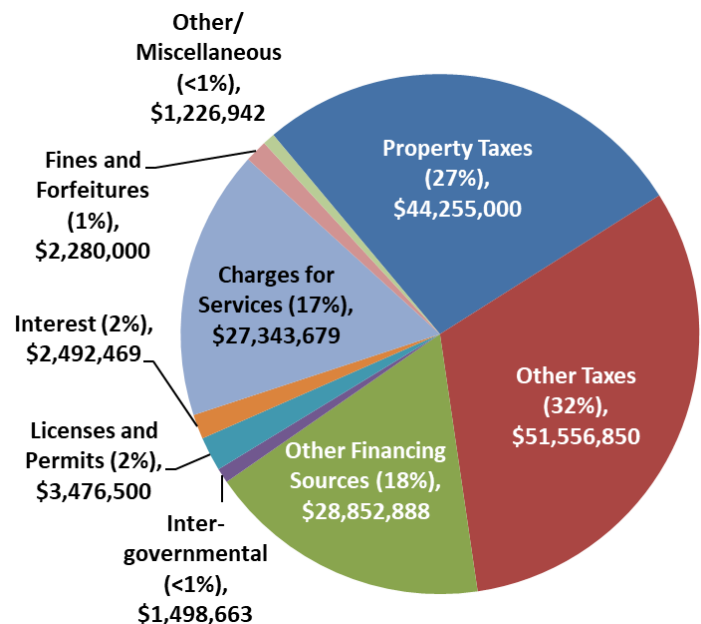
* Includes Operating Revenues of \$122.1 million along with Non-Operating Revenues of \$40.9 million. Non-Operating Revenues represent sources such as fund balance, inter-fund transfers, inter-fund allocations, etc.

**Includes \$908,708 reduction in the Annual Capital Appropriation (from \$4 million in FY 2025 to \$3.1 million in FY 2026).

CITYWIDE BUDGET SUMMARIES

Summary by Revenue Source

**FY 2026 Citywide Budget
totals \$163 Million**



The chart above segments the FY 2026 budget by revenue source and includes the following:

Property Taxes: Ad Valorem tax on real/personal property owned within the city. The recommended millage rate for FY 2026 is flat with the prior year at 5.750 mills and is composed of the following: Operating Millage Rate of 5.030 mills (used to fund general city operations and the recurring capital program); and a Debt Service Millage Rate of 0.720 mills (used to fund debt service on voter approved general obligation bonds).

Other Taxes: Includes local option sales taxes (i.e., LOST), franchise fees (fees charged to utility companies operating within the city that allow for the use of public right-of-way), hotel/motel taxes, business and occupational taxes, etc.

Licenses and Permits: Includes building permit fees, occupancy permit fees, alcohol beverage permit fees, development permits and related fees, etc.

Intergovernmental: Includes federal, state, and local grant funding as well as revenue sharing associated with intergovernmental agreements.

Charges for Services: Includes recreation user fees, planning and development fees, fire plan review fees, special event fees, impact fees, solid waste fees, employer/employee premium fees; etc.

Fines and Forfeitures: Includes municipal court fines, code enforcement board fines, school zone speed citations, etc.

Interest: Includes investment earnings on city funds.

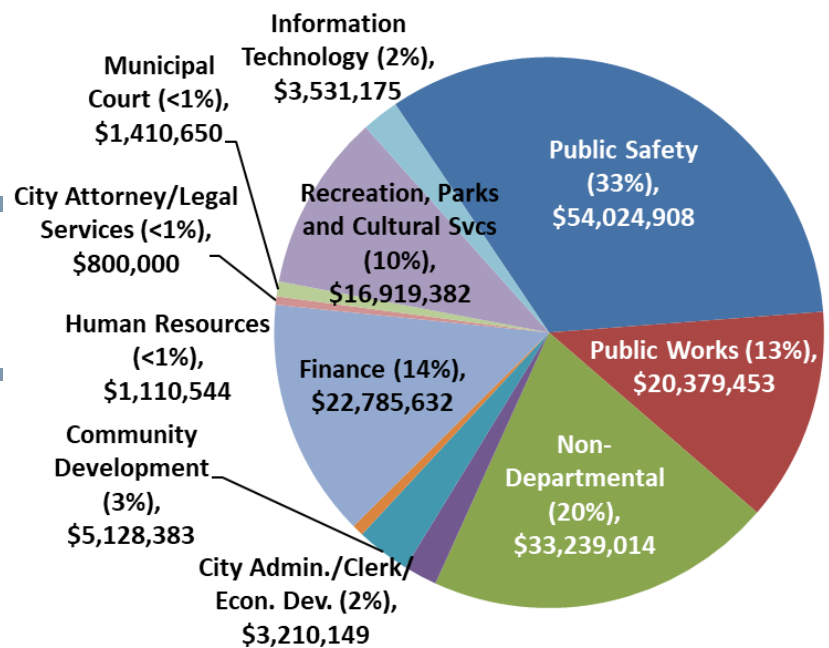
Other/Miscellaneous: Includes the sale of surplus assets, donations, internal funding allocations for OPEB Reimbursement benefits, and other miscellaneous revenues.

Other Financing Sources: Includes inter-fund transfers and budgeted fund balance.

CITYWIDE BUDGET SUMMARIES

Summary by Department Expenditures

**FY 2026 Citywide Budget
totals \$163 Million**



The chart above segments the FY 2026 budget by department/functional unit and includes the following:

Mayor and City Council

City Administration (incl. City Clerk and Economic Dev.)

Community Development

Public Works

Finance (includes general operations and activities associated with the Solid Waste Fund, Risk Management Fund and Medical Insurance Fund)

Human Resources

Information Technology

Legal Services (City Attorney)

Municipal Court

Public Safety (includes general operations and activities associated with the Asset Forfeiture Fund and E911 Fund)

Recreation, Parks & Cultural Services

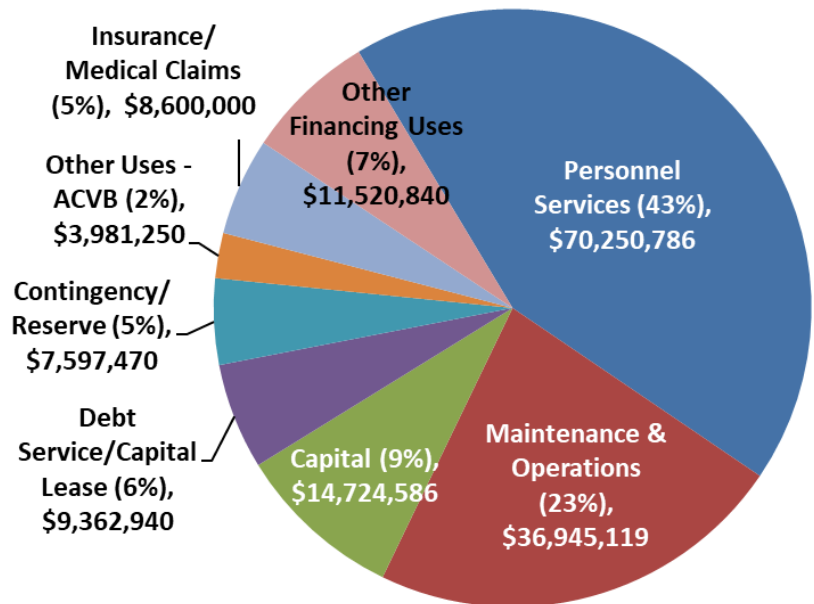
Non-Departmental (interfund transfers, contingency/reserves, Hotel/Motel Fund distributions, debt service, activities within the OPEB Retirement Reimbursement Plan Trust Fund, etc.)

Please refer to the *Departmental Summaries* section of this document for specific information on each department including mission, goals and objectives, financial summary, and performance measures.

CITYWIDE BUDGET SUMMARIES

Summary by Expenditure Category

**FY 2026 Citywide Budget
totals \$163 Million**



The chart above segments the FY 2026 budget by expenditure category and includes:

Personnel Services: Includes expenses for salaries, wages, and related employee benefits provided for all persons employed by the city whether on a full-time, part-time, temporary, or seasonal basis. Employee benefits include employer contribution for health insurance, pension, social security, workers compensation, etc. There is a grossing-up effect with the OPEB Retirement Reimbursement Plan Trust Fund as the benefit related expenses are also reflected in the Operating Funds (e.g., General Fund, E911 Fund, etc.).

Maintenance and Operations: Includes expenses for goods and services associated with city's provision of services. Examples include professional fees, repair & maintenance, utilities, travel, training, etc.

Capital: Includes expenses for the acquisition of capital assets (e.g., building improvements, machinery and equipment, etc.).

Debt Service: Includes expenses related to the repayment of the city's voter approved debt obligations, debt service on capital lease obligations, etc.

Insurance/Medical Claims: Includes an actuarially determined estimate for risk-management insurance claims and estimated medical claims under the city's Minimum Premium Plan. There is a grossing-up effect with the Medical Insurance Fund as the employer premium expenses are also reflected in the Operating Funds (e.g., General Fund, E911 Fund, etc.).

Other Uses: Includes Hotel/Motel Tax disbursements to the Alpharetta Convention & Visitors Bureau.

Contingency/Reserves: Includes General Fund contingency appropriations and reserve appropriations across multiple funds (Hotel/Motel Fund, Solid Waste Fund, etc.).

Other Financing Uses: Includes interfund transfers for items such as grant matches, capital improvements, etc.

CITYWIDE BUDGET SUMMARIES

Consolidated Summary (Revenues by Source/Expenditures by Department)

	Special Revenue Funds					Capital Project Funds		
	General Fund	Asset Forfeiture Fund	E911 Fund	Impact Fee Fund	Hotel/Motel Fund	Capital Projects Fund	Stormwater Capital Fund	TSPLOST 1 Capital Fund
REVENUES:								
Property Taxes	\$ 38,079,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Option Sales Taxes/TSPLOST	22,440,500	-	-	-	-	-	-	-
Other Taxes	20,015,400	-	950	-	9,100,000	-	-	-
Licenses and Permits	3,476,500	-	-	-	-	-	-	-
Intergovernmental Revenue	368,663	-	1,130,000	-	-	-	-	-
Charges for Services	5,357,100	-	3,750,000	-	-	-	-	-
Fines and Forfeitures	2,280,000	-	-	-	-	-	-	-
Interest Earnings	1,150,000	-	37,934	-	20,000	300,000	100,000	300,000
Other/Miscellaneous	249,264	-	-	-	-	-	-	-
subtotal	\$ 93,416,427	\$ -	\$ 4,918,884	\$ -	\$ 9,120,000	\$ 300,000	\$ 100,000	\$ 300,000
Other Financing Sources								
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,208,340	\$ 1,900,000	\$ -
Interfund Transfer from Hotel/Motel Fund	3,412,500	-	-	-	-	-	-	-
Budgeted Fund Balance	5,017,048	290,000	-	575,000	-	3,405,000	-	400,000
subtotal	\$ 8,429,548	\$ 290,000	\$ -	\$ 575,000	\$ -	\$ 9,613,340	\$ 1,900,000	\$ 400,000
Total Revenues	\$ 101,845,975	\$ 290,000	\$ 4,918,884	\$ 575,000	\$ 9,120,000	\$ 9,913,340	\$ 2,000,000	\$ 700,000
EXPENDITURES:								
Mayor and City Council	\$ 443,701	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Administration/City Clerk/Econ. Dev.	3,110,149	-	-	-	-	100,000	-	-
Finance	4,220,564	-	-	-	-	-	-	-
Legal Services	800,000	-	-	-	-	-	-	-
Information Technology	2,572,375	-	-	-	-	958,800	-	-
Human Resources	1,110,544	-	-	-	-	-	-	-
Municipal Court	1,410,650	-	-	-	-	-	-	-
Public Safety	46,510,862	28,952	4,918,884	-	-	2,305,162	-	-
Non-Allocated (Reserve)	-	261,048	-	-	-	-	-	-
Public Works	11,483,060	-	-	-	-	2,377,500	2,000,000	-
Recreation, Parks and Cultural Services	14,864,382	-	-	515,000	-	1,540,000	-	-
Community Development	4,884,783	-	-	-	-	183,600	-	-
Non-Allocated (Reserve)	-	-	-	60,000	-	-	-	-
Non-Departmental	-	-	-	-	5,500	-	-	-
Insurance Premiums (Risk Fund)	1,060,500	-	-	-	-	-	-	-
Alpharetta Convention and Visitors Bureau	-	-	-	-	3,981,250	-	-	-
Bond Debt Service (Principal and Interest)*	291,065	-	-	-	1,448,713	-	-	-
Contingency	975,000	-	-	-	-	-	-	-
Non-Allocated (Reserve)	-	-	-	-	272,037	2,448,278	-	700,000
subtotal	\$ 93,737,635	\$ 290,000	\$ 4,918,884	\$ 575,000	\$ 5,707,500	\$ 9,913,340	\$ 2,000,000	\$ 700,000
Other Financing Uses								
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 3,412,500	\$ -	\$ -	\$ -
Interfund Transfer to Capital Funds	8,108,340	-	-	-	-	-	-	-
subtotal	\$ 8,108,340	\$ -	\$ -	\$ -	\$ 3,412,500	\$ -	\$ -	\$ -
Total Expenditures	\$ 101,845,975	\$ 290,000	\$ 4,918,884	\$ 575,000	\$ 9,120,000	\$ 9,913,340	\$ 2,000,000	\$ 700,000

* Not including Capital Lease debt service which is programmed into the appropriate Departmental budget above (Public Safety).

CITYWIDE BUDGET SUMMARIES

	Capital Project Fund		Enterprise Fund		Internal Service Funds		Fiduciary Funds	
	TSPLOST 2 Capital Fund	Debt Service Fund	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Reimb. Fund		TOTAL
REVENUES:								
Property Taxes	\$ -	\$ 6,176,000	\$ -	\$ -	\$ -	\$ -		\$ 44,255,000
Local Option Sales Taxes/TSPLOST	-	-	-	-	-	-		22,440,500
Other Taxes	-	-	-	-	-	-		29,116,350
Licenses and Permits	-	-	-	-	-	-		3,476,500
Intergovernmental Revenue	-	-	-	-	-	-		1,498,663
Charges for Services	-	-	6,235,000	1,951,579	10,050,000	-		27,343,679
Fines and Forfeitures	-	-	-	-	-	-		2,280,000
Interest Earnings	400,000	50,546	17,568	60,921	-	55,500		2,492,469
Other/Miscellaneous	-	-	-	-	-	977,678		1,226,942
<i>subtotal</i>	\$ 400,000	\$ 6,226,546	\$ 6,252,568	\$ 2,012,500	\$ 10,050,000	\$ 1,033,178		\$ 134,130,103
Other Financing Sources								
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 8,108,340
Interfund Transfer from Hotel/Motel Fund	-	-	-	-	-	-		3,412,500
Budgeted Fund Balance	7,000,000	395,000	-	250,000	-	-		17,332,048
<i>subtotal</i>	\$ 7,000,000	\$ 395,000	\$ -	\$ 250,000	\$ -	\$ -		\$ 28,852,888
Total Revenues	\$ 7,400,000	\$ 6,621,546	\$ 6,252,568	\$ 2,262,500	\$ 10,050,000	\$ 1,033,178		\$ 162,982,991
EXPENDITURES:								
Mayor and City Council	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 443,701
City Administration/City Clerk/Econ. Dev.	-	-	-	-	-	-		3,210,149
Finance	-	-	6,252,568	2,262,500	10,050,000	-		22,785,632
Legal Services	-	-	-	-	-	-		800,000
Information Technology	-	-	-	-	-	-		3,531,175
Human Resources	-	-	-	-	-	-		1,110,544
Municipal Court	-	-	-	-	-	-		1,410,650
Public Safety	-	-	-	-	-	-		53,763,860
Non-Allocated (Reserve)	-	-	-	-	-	-		261,048
Public Works	4,518,893	-	-	-	-	-		20,379,453
Recreation, Parks and Cultural Services	-	-	-	-	-	-		16,919,382
Community Development	-	-	-	-	-	-		5,068,383
Non-Allocated (Reserve)	-	-	-	-	-	-		60,000
Non-Departmental	-	11,000	-	-	-	1,033,178		1,049,678
Insurance Premiums (Risk Fund)	-	-	-	-	-	-		1,060,500
Alpharetta Convention and Visitors Bureau	-	-	-	-	-	-		3,981,250
Bond Debt Service (Principal and Interest)*	-	6,610,546	-	-	-	-		8,350,324
Contingency	-	-	-	-	-	-		975,000
Non-Allocated (Reserve)	2,881,107	-	-	-	-	-		6,301,422
<i>subtotal</i>	\$ 7,400,000	\$ 6,621,546	\$ 6,252,568	\$ 2,262,500	\$ 10,050,000	\$ 1,033,178		\$ 151,462,151
Other Financing Uses								
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 3,412,500
Interfund Transfer to Capital Funds	-	-	-	-	-	-		8,108,340
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 11,520,840
Total Expenditures	\$ 7,400,000	\$ 6,621,546	\$ 6,252,568	\$ 2,262,500	\$ 10,050,000	\$ 1,033,178		\$ 162,982,991

* Not including Capital Lease debt service which is programmed into the appropriate Departmental budget above (Public Safety).

CITYWIDE BUDGET SUMMARIES

Consolidated Summary (Revenues by Source/Expenditures by Category)

	General Fund	Special Revenue Funds				Capital Project Funds			
		Asset Forfeiture Fund	E911 Fund	Impact Fee Fund	Hotel/Motel Fund	Capital Project Fund	Stormwater Capital Fund	TSPLOST 1 Capital Fund	
REVENUES:									
Property Taxes	\$ 38,079,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Local Option Sales Taxes/TSPLOST	22,440,500	-	-	-	-	-	-	-	
Other Taxes	20,015,400	-	950	-	9,100,000	-	-	-	
Licenses and Permits	3,476,500	-	-	-	-	-	-	-	
Intergovernmental Revenue	368,663	-	1,130,000	-	-	-	-	-	
Charges for Services	5,357,100	-	3,750,000	-	-	-	-	-	
Fines and Forfeitures	2,280,000	-	-	-	-	-	-	-	
Interest Earnings	1,150,000	-	37,934	-	20,000	300,000	100,000	300,000	
Other/Miscellaneous	249,264	-	-	-	-	-	-	-	
subtotal	\$ 93,416,427	\$ -	\$ 4,918,884	\$ -	\$ 9,120,000	\$ 300,000	\$ 100,000	\$ 300,000	
Other Financing Sources									
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,208,340	\$ 1,900,000	\$ -	
Interfund Transfer from Hotel/Motel Fund	3,412,500	-	-	-	-	-	-	-	
Budgeted Fund Balance	5,017,048	290,000	-	575,000	-	3,405,000	-	400,000	
subtotal	\$ 8,429,548	\$ 290,000	\$ -	\$ 575,000	\$ -	\$ 9,613,340	\$ 1,900,000	\$ 400,000	
Total Revenues	\$101,845,975	\$ 290,000	\$ 4,918,884	\$ 575,000	\$ 9,120,000	\$ 9,913,340	\$ 2,000,000	\$ 700,000	
EXPENDITURES:									
Personnel Services	\$ 65,142,210	\$ -	\$ 4,030,093	\$ -	\$ -	\$ -	\$ -	\$ -	
Maintenance and Operations	26,000,065	-	888,791	-	5,500	120,000	-	-	
Capital	316,679	28,952	-	515,000	-	7,345,062	2,000,000	-	
Debt Service (Capital Lease/Other)	1,012,616	-	-	-	-	-	-	-	
Debt Service (Bond)	291,065	-	-	-	1,448,713	-	-	-	
Other									
Insurance/Medical Claims	-	-	-	-	-	-	-	-	
Alpharetta Convention and Visitors Bureau	-	-	-	-	3,981,250	-	-	-	
Contingency	975,000	-	-	-	-	-	-	-	
Non-Allocated (Reserve)	-	261,048	-	60,000	272,037	2,448,278	-	700,000	
subtotal	\$ 93,737,635	\$ 290,000	\$ 4,918,884	\$ 575,000	\$ 5,707,500	\$ 9,913,340	\$ 2,000,000	\$ 700,000	
Other Financing Uses									
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 3,412,500	\$ -	\$ -	\$ -	
Interfund Transfer to Capital Funds	8,108,340	-	-	-	-	-	-	-	
subtotal	\$ 8,108,340	\$ -	\$ -	\$ -	\$ 3,412,500	\$ -	\$ -	\$ -	
Total Expenditures	\$101,845,975	\$ 290,000	\$ 4,918,884	\$ 575,000	\$ 9,120,000	\$ 9,913,340	\$ 2,000,000	\$ 700,000	

* Not including Capital Lease debt service which is programmed into the appropriate Departmental budget above (Public Safety).

CITYWIDE BUDGET SUMMARIES

	Capital Project Fund		Enterprise Fund	Internal Service Funds		Fiduciary Fund	
	TSPLOST 2 Capital Fund	Debt Service Fund	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Reimb. Fund	TOTAL
REVENUES:							
Property Taxes	\$ -	\$ 6,176,000	\$ -	\$ -	\$ -	\$ -	\$ 44,255,000
Local Option Sales Taxes/TSPLOST	-	-	-	-	-	-	22,440,500
Other Taxes	-	-	-	-	-	-	29,116,350
Licenses and Permits	-	-	-	-	-	-	3,476,500
Intergovernmental Revenue	-	-	-	-	-	-	1,498,663
Charges for Services	-	-	6,235,000	1,951,579	10,050,000	-	27,343,679
Fines and Forfeitures	-	-	-	-	-	-	2,280,000
Interest Earnings	400,000	50,546	17,568	60,921	-	55,500	2,492,469
Other/Miscellaneous	-	-	-	-	-	977,678	1,226,942
<i>subtotal</i>	\$ 400,000	\$ 6,226,546	\$ 6,252,568	\$ 2,012,500	\$ 10,050,000	\$ 1,033,178	\$ 134,130,103
Other Financing Sources							
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,108,340
Interfund Transfer from Hotel/Motel Fund	-	-	-	-	-	-	3,412,500
Budgeted Fund Balance	7,000,000	395,000	-	250,000	-	-	17,332,048
<i>subtotal</i>	\$ 7,000,000	\$ 395,000	\$ -	\$ 250,000	\$ -	\$ -	\$ 28,852,888
Total Revenues	\$ 7,400,000	\$ 6,621,546	\$ 6,252,568	\$ 2,262,500	\$ 10,050,000	\$ 1,033,178	\$ 162,982,991
EXPENDITURES:							
Personnel Services	\$ -	\$ -	\$ 100,805	\$ -	\$ -	\$ 977,678	\$ 70,250,786
Maintenance and Operations	-	11,000	6,151,763	1,412,500	2,300,000	55,500	36,945,119
Capital	4,518,893	-	-	-	-	-	14,724,586
Debt Service (Capital Lease/Other)	-	-	-	-	-	-	1,012,616
Debt Service (Bond)	-	6,610,546	-	-	-	-	8,350,324
Other							
Insurance/Medical Claims	-	-	-	850,000	7,750,000	-	8,600,000
Alpharetta Convention and Visitors Bureau	-	-	-	-	-	-	3,981,250
Contingency	-	-	-	-	-	-	975,000
Non-Allocated (Reserve)	2,881,107	-	-	-	-	-	6,622,470
<i>subtotal</i>	\$ 7,400,000	\$ 6,621,546	\$ 6,252,568	\$ 2,262,500	\$ 10,050,000	\$ 1,033,178	\$ 151,462,151
Other Financing Uses							
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,412,500
Interfund Transfer to Capital Funds	-	-	-	-	-	-	8,108,340
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,520,840
Total Expenditures	\$ 7,400,000	\$ 6,621,546	\$ 6,252,568	\$ 2,262,500	\$ 10,050,000	\$ 1,033,178	\$ 162,982,991

* Not including Capital Lease debt service which is programmed into the appropriate Departmental budget above (Public Safety).

CITYWIDE BUDGET SUMMARIES

Personnel Listing by Department

	Actual FY 2022	Actual FY 2023	Actual FY 2024	Actual FY 2025	Recommended FY 2026	Variance
Detail by Department:						
General Fund						
Mayor & City Council	7.0	7.0	7.0	7.0	7.0	-
* City Administration, City Clerk, Economic Development	6.0	6.0	9.0	11.0	10.0	(1.0)
* Finance	21.5	21.5	21.5	21.5	20.5	(1.0)
Information Technology	13.0	13.0	13.0	13.0	13.0	-
Human Resources	3.0	4.0	4.0	5.0	5.0	-
Municipal Court	7.0	6.5	6.5	7.5	7.5	-
*/ ** Public Safety	232.5	238.5	243.5	243.5	245.5	2.0
* Public Works	51.0	51.0	50.0	50.0	50.0	-
* Recreation, Parks & Cultural Services	48.0	49.0	49.5	49.5	49.5	-
Community Development	32.0	32.0	33.0	31.0	31.0	-
subtotal	421.0	428.5	437.0	439.0	439.0	-
E-911 Fund (Special Revenue Fund)						
Public Safety	32.0	32.0	32.0	32.0	32.0	-
Information Technology	1.0	1.0	1.0	1.0	1.0	-
subtotal	33.0	33.0	33.0	33.0	33.0	-
Solid Waste Fund (Enterprise Fund)						
Finance	1.0	1.0	1.0	1.0	1.0	-
Full-Time Equivalent (FTE)						
Positions	455.0	462.5	471.0	473.0	473.0	- *

Notes:

- FY 2025 included the addition of four (4) new full-time equivalent positions that were contingent upon a mid-year review of revenue trends. These positions were not funded in FY 2025 and were removed from the authorized position count for FY 2025. Remaining position variances include the elimination of one full-time equivalent position (Treasury Services Manager) within the Finance Department that was unfunded during the COVID pandemic and has not been reinstated (this position will be revisited in the future as needs dictate) and the transfer of one position from City Administration to Public Safety that represents a reclassification of a vacant Project Manager to a Fire Plans Examiner.
- ** FY 2026 includes the addition of one full-time Fire Fighter position. Please refer to the *Operating Initiative Requests* section of this document for detailed information on position responsibilities.

GENERAL FUND SUMMARY

General Fund Summary

Overview

The *General Fund Summary* section is intended to provide readers with an overall understanding of the city's fiscal year 2026 General Fund budget. The following schedules provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **General Fund Summary**

This section provides a brief description of the General Fund as well as charts segmenting revenues by source (e.g., Property Taxes, Licenses & Permits, etc.) and expenditures by department (e.g., City Administration, Public Safety, etc.).

- **Statement of Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures for fiscal years 2025 and 2026. Revenues are presented by source, and expenditures are presented by category (i.e., Personnel Services, Maintenance & Operations, Capital, etc.).

- **Statement of Revenues, Expenditures, and changes in Fund Balance**

This statement provides a historical comparison of revenues and expenditures for fiscal years 2022-2026. Also included are changes in fund balance. The financial forecast utilizes revenue collection patterns (historical and current patterns as adjusted for seasonal fluctuations) adjusted to reflect expenditure mandates as provided by the City Council.

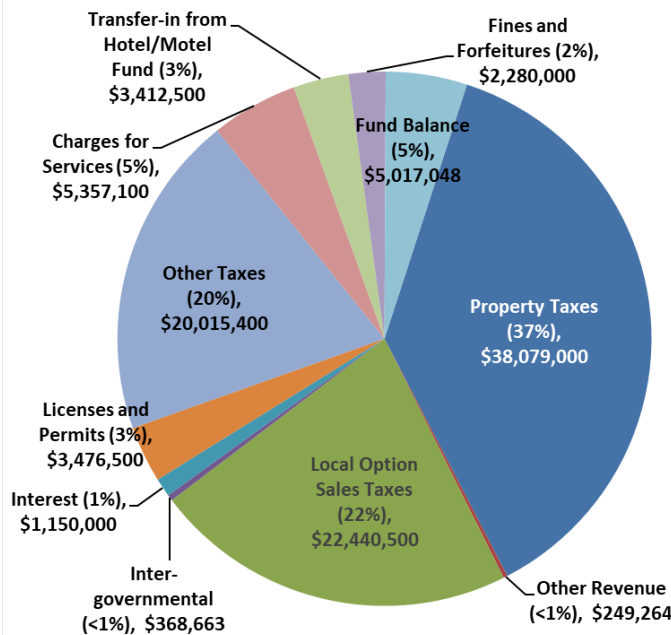
- **Budget Narrative**

This section provides a narrative of General Fund revenue and expenditure trends including historical information.

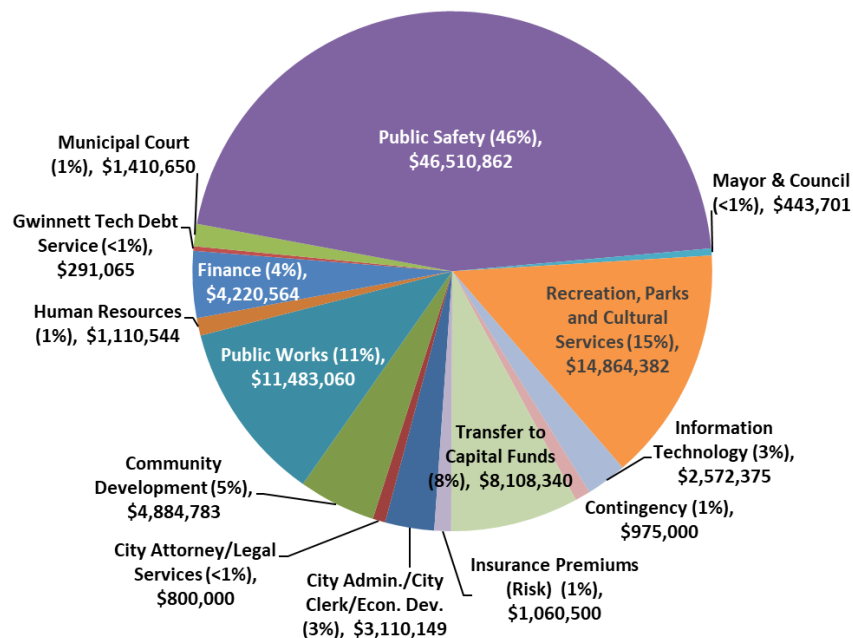
GENERAL FUND SUMMARY

The General Fund is the city's largest fund and includes governmental activities such as police, fire, recreation, and other general governmental functions that are primarily funded with property taxes, utility taxes, franchise fees, state shared revenues, and charges for services, such as recreation program fees.

Summary by Revenue Source



Summary by Department Expenditures



FY 2026 General Fund Budget

totals \$102 Million

GENERAL FUND SUMMARY

Statement of Budgetary Comparisons

	FY 2025 AMENDED BUDGET	FY 2026 RECOMMENDED BUDGET	\$ Variance	% Variance
Revenues:				
Property Taxes:				
Current Year	\$ 33,180,000	\$ 34,075,000	\$ 895,000	2.7%
Motor Vehicle Title Tax Fee	3,950,000	3,625,000	(325,000)	-8.2%
Prior Year/Delinquent/MV	307,000	379,000	72,000	23.5%
Local Option Sales Tax	22,250,000	22,440,500	190,500	0.9%
Other Taxes	18,185,300	20,015,400	1,830,100	10.1%
Licenses & Permits	3,196,500	3,476,500	280,000	8.8%
Intergovernmental	370,926	368,663	(2,263)	-0.6%
Charges for Services	5,344,880	5,357,100	12,220	0.2%
Fines & Forfeitures	2,605,000	2,280,000	(325,000)	-12.5%
Interest	1,100,000	1,150,000	50,000	4.5%
Other Revenues	239,537	249,264	9,727	4.1%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	3,468,750	3,412,500	(56,250)	-1.6%
Total Operating Revenues	\$ 94,197,893	\$ 96,828,927	\$ 2,631,034	2.8%
Fund Balance Carryforward	9,447,780	5,017,048		
Total Revenues	\$ 103,645,673	\$ 101,845,975		
Expenditures (by Category):				
Personnel Services:				
Salaries/Overtime/Seasonal	\$ 40,858,172	\$ 41,732,904	\$ 874,732	2.1%
Group Insurance	10,136,444	10,189,885	53,441	0.5%
Pension (Defined Benefit)	3,537,725	3,782,091	244,366	6.9%
Pension (401A)	4,007,115	4,306,922	299,807	7.5%
Miscellaneous Benefits	4,974,122	5,130,408	156,286	3.1%
subtotal	\$ 63,513,578	\$ 65,142,210	\$ 1,628,632	2.6%
Maintenance and Operations:				
Professional Services	\$ 3,875,499	\$ 3,864,750	\$ (10,749)	-0.3%
Tech Alpharetta contribution	95,000	10,000	(85,000)	-89.5%
Runoff Election (Fulton County IGA est.)	-	150,000	150,000	-
N.F. Economic Alliance Strategic Initiative	-	60,000	60,000	-
Repair/Maintenance	2,341,801	2,521,950	180,149	7.7%
Fire Station 85 Remediation	223,371	-	(223,371)	-
Maintenance Contracts	3,946,234	3,911,447	(34,787)	-0.9%
N.F. Regional Radio System Authority*	-	740,000	740,000	-
Professional Services (IT)	4,701,723	5,051,992	350,269	7.4%
CentralSquare (current PS CAD/RMS)*	-	244,950	244,950	-
CH Chambers Remote Production Svcs	-	71,000	71,000	-
General Supplies	1,313,091	1,265,470	(47,621)	-3.6%
Utilities	3,277,825	3,437,875	160,050	4.9%
Fuel	673,250	672,500	(750)	-0.1%
Uniforms	450,210	512,300	62,090	13.8%
Travel/Training	729,187	619,138	(110,049)	-15.1%
Legal Services	1,000,000	800,000	(200,000)	-20.0%
Insurance Premiums (Risk Fund)	966,800	1,060,500	93,700	9.7%
Miscellaneous	1,035,556	1,006,193	(29,363)	-2.8%
subtotal	\$ 24,629,547	\$ 26,000,065	\$ 1,370,518	5.6%
Capital/Lease:				
Portable Radio Lease*	\$ 987,466	\$ 1,103,288	\$ 115,822	11.7%
	-	226,007	226,007	-
	\$ 987,466	\$ 1,329,295	\$ 341,829	34.6%
Other Uses:				
Contingency	\$ 780,324	\$ 975,000	\$ 194,676	24.9%
Gwinnett Tech Contribution (Debt Svc)	286,978	291,065	4,087	1.4%
subtotal	\$ 1,067,302	\$ 1,266,065	\$ 198,763	18.6%
Total Operating Expenditures	\$ 90,197,893	\$ 93,737,635	\$ 3,539,742	3.9%
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	9,447,780	5,017,048		
Capital Program	4,000,000	3,091,292		
Preliminary Total Expenditures	\$ 103,645,673	\$ 101,845,975		

* Reallocated from the E911 Fund to the General Fund due to revenue constraints within the E911 Fund.

GENERAL FUND SUMMARY

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ 35,676,599	\$ 42,887,619	\$ 42,565,605	\$ 37,984,828	\$ 28,537,048
Revenues:					
Property Taxes	\$ 30,128,446	\$ 31,815,004	\$ 35,011,561	\$ 37,437,000	\$ 38,079,000
Local Option Sales Taxes	20,552,835	21,516,647	22,003,613	22,250,000	22,440,500
Other Taxes	17,098,363	17,716,007	18,084,484	18,185,300	20,015,400
Licenses and Permits	3,253,437	3,750,861	3,157,721	3,196,500	3,476,500
Intergovernmental	433,160	186,554	157,509	370,926	368,663
Charges for Services	4,028,980	4,475,005	4,726,871	5,344,880	5,357,100
Fines and Forfeitures	2,974,013	3,294,775	2,521,315	2,605,000	2,280,000
Interest	(604,350)	1,119,677	1,798,420	1,100,000	1,150,000
Other Revenue	202,198	222,867	225,113	189,537	199,264
	\$ 78,067,082	\$ 84,097,398	\$ 87,686,607	\$ 90,679,143	\$ 93,366,427
Expenditures:					
Mayor and City Council	\$ 350,347	\$ 325,804	\$ 330,619	\$ 394,044	\$ 443,701
* City Admin./City Clerk/Economic Dev.	1,440,308	1,431,114	1,962,226	3,025,435	3,110,149
Finance	3,451,127	3,644,561	3,884,976	4,124,713	4,220,564
Legal Services	1,062,905	789,935	636,323	1,000,000	800,000
Information Technology	1,894,045	2,078,939	2,441,958	2,543,961	2,572,375
Human Resources	606,075	765,239	898,324	1,065,277	1,110,544
Municipal Court	1,080,027	1,114,535	1,140,547	1,362,008	1,410,650
Public Safety	32,217,831	35,338,050	38,510,158	43,748,581	46,510,862
Public Works	8,853,638	9,455,806	10,157,660	11,462,030	11,483,060
Recreation, Parks & Cultural Services	10,281,112	11,925,670	13,424,187	14,704,017	14,864,382
* Community Development	4,081,289	4,305,559	4,668,399	4,733,725	4,884,783
Non-Departmental:					
Contingency	60,167	19,916	9,062	780,324	975,000
(1) Insurance Premiums (Risk Fund)	779,750	823,300	928,885	966,800	1,060,500
Gwinnett Tech Debt Service	289,640	288,640	287,490	286,978	291,065
	\$ 66,448,261	\$ 72,307,068	\$ 79,280,814	\$ 90,197,893	\$ 93,737,635
Other Financing Sources (Uses):					
Proceeds from the sale of Capital Assets	\$ 103,210	\$ 46,548	\$ 53,300	\$ 50,000	\$ 50,000
Interfund Transfer:					
Hotel/Motel Fund	2,975,786	3,480,902	3,418,049	3,468,750	3,412,500
Capital Project Fund	(5,966,799)	(11,439,800)	(12,392,818)	(11,843,416)	(6,208,340)
Stormwater Capital Fund	(1,520,000)	(4,200,000)	(3,950,000)	(1,604,364)	(1,900,000)
Asset Forfeiture Fund	-	-	(9,432)	-	-
TAD2 Fund	-	-	(105,670)	-	-
	\$ (4,407,802)	\$ (12,112,350)	\$ (12,986,571)	\$ (9,929,030)	\$ (4,645,840)
Rounding (ACFR Reconciliation)	2	6	1	-	-
Ending Fund Balance: (2)	\$ 42,887,619	\$ 42,565,605	\$ 37,984,828	\$ 28,537,048	\$ 23,520,000
<i>Changes in Fund Balance (actual/est.)</i>	\$ 7,211,020	\$ (322,014)	\$ (4,580,777)	\$ (9,447,780)	\$ (5,017,048)
<i>Personnel (full-time-equivalent)</i>	421.0	428.5	437.0	439.0	439.0

Notes:

(1) Represents funding to the Risk Management Fund.

(2) Pursuant to the City's financial management policies, fund balance in excess of the City's current 25% Fund Balance Reserve can be used for one-time capital initiatives.

* Economic Development function was reorganized from the Community Development Department to City Administration starting in FY 2025.

GENERAL FUND SUMMARY

Budget Narrative

The City's budget for FY 2026 reflects the challenges of the current economic landscape, characterized by stagnating or declining revenues alongside persistent inflationary pressures on expenditures. Economic uncertainties, including fluctuating consumer demand, evolving market conditions, and external cost drivers, continue to impact revenue growth while increasing the costs of providing essential services. Rising personnel expenses, supply chain disruptions, and higher costs for goods and services place additional strain on the City's financial position. In response, this budget emphasizes prudent fiscal management, strategic resource allocation, and a commitment to maintaining core services while ensuring long-term financial sustainability.

Revenues

FY 2026 General Fund operating revenues are forecasted to grow by 3%, or \$2.6 million, compared to Amended FY 2025 and includes the operating initiative¹⁸ adjustment (Business and Occupational Tax) for FY 2026.

The following table compares major revenue categories within the General Fund:

Revenues:	FY 2025 AMENDED BUDGET	FY 2026 RECOMMENDED BUDGET	\$ Variance	% Variance
Property Taxes:				
Current Year	\$ 33,180,000	\$ 34,075,000	\$ 895,000	2.7%
Motor Vehicle Title Tax Fee	3,950,000	3,625,000	(325,000)	-8.2%
Prior Year/Delinquent/MV	307,000	379,000	72,000	23.5%
Local Option Sales Tax	22,250,000	22,440,500	190,500	0.9%
Other Taxes:				
Franchise Fees	6,785,000	7,130,000	345,000	5.1%
Insurance Premium Tax	6,075,000	6,390,000	315,000	5.2%
Alcohol Beverage Excise Tax	2,900,000	2,825,000	(75,000)	-2.6%
Other Taxes	2,425,300	3,670,400	1,245,100	51.3%
Licenses & Permits	3,196,500	3,476,500	280,000	8.8%
Intergovernmental	370,926	368,663	(2,263)	-0.6%
Charges for Services	5,344,880	5,357,100	12,220	0.2%
Fines & Forfeitures	2,605,000	2,280,000	(325,000)	-12.5%
Interest	1,100,000	1,150,000	50,000	4.5%
Other Revenues	239,537	249,264	9,727	4.1%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	3,468,750	3,412,500	(56,250)	-1.6%
Total Operating Revenues	\$ 94,197,893	\$ 96,828,927	\$ 2,631,034	2.8%
Fund Balance Carryforward	9,447,780	5,017,048		
Total Revenues	\$ 103,645,673	\$ 101,845,975		

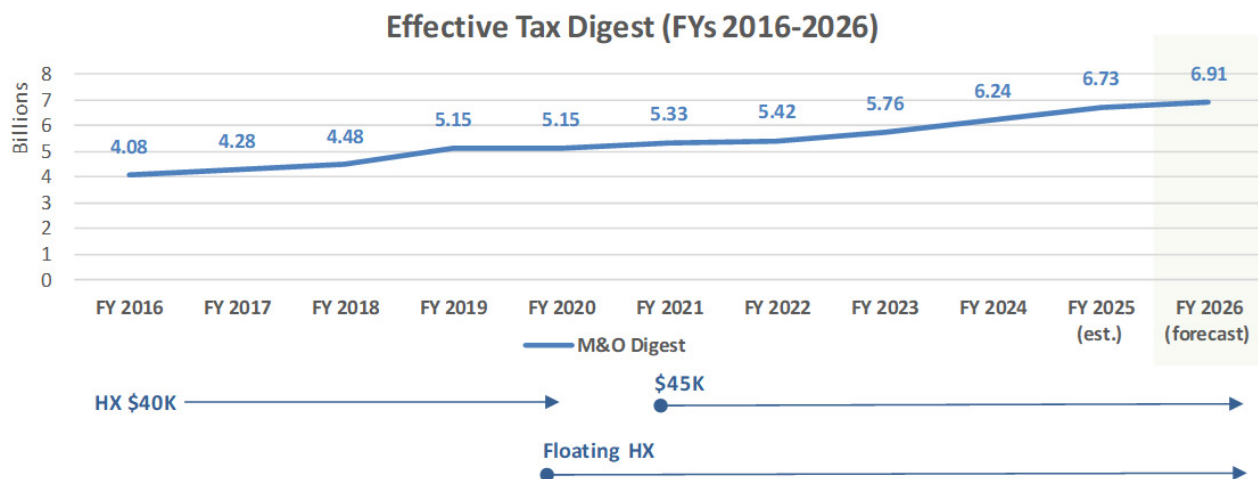
¹⁸ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment

GENERAL FUND SUMMARY

Property and Motor Vehicle Taxes

Property taxes are calculated based on an assessed millage rate on real and personal property owned within the city. Real property consists of land, buildings, structures, and improvements affixed to land. Personal property includes machinery, equipment, inventory supplies, furniture, motor vehicles, boats, etc. The Fulton County Board of Assessors (the “BOA”) determines the fair market value of property (i.e., tax digest) utilizing numerous analytical methods including comparative sales data. As of the date of this budget submission, the BOA has not provided the updated tax digest.

The chart below illustrates the tax digest growth within the city for the last 9 years based on actual tax collections coupled with a staff estimate/forecast for FYs 2025 and 2026. These figures are net of all exemptions (e.g., basic homestead and floating homestead exemptions) and reflect the valuations that account for current year property tax collections.



The property valuation figures detailed above reflect multiple homeowner tax reduction measures including:

- FY 2020: Implementation of the floating homestead exemption.
- FY 2021: \$5,000 increase to the basic homestead exemption (\$40,000 to \$45,000).
- FY 2021: Removal of income restrictions for residents aged 65 and older to qualify for the \$10,000 senior homestead exemption.
- General tax digest appeal valuation adjustments.

The tax digest is subject to tax appeal adjustments which reduce overall valuations. As such, staff forecasts a FY 2025 tax digest (calendar/taxroll year 2024) that adjusts for actual/estimated valuation reductions (e.g., tax appeals) which results in a revised valuation approximating \$6.73 billion.

GENERAL FUND SUMMARY

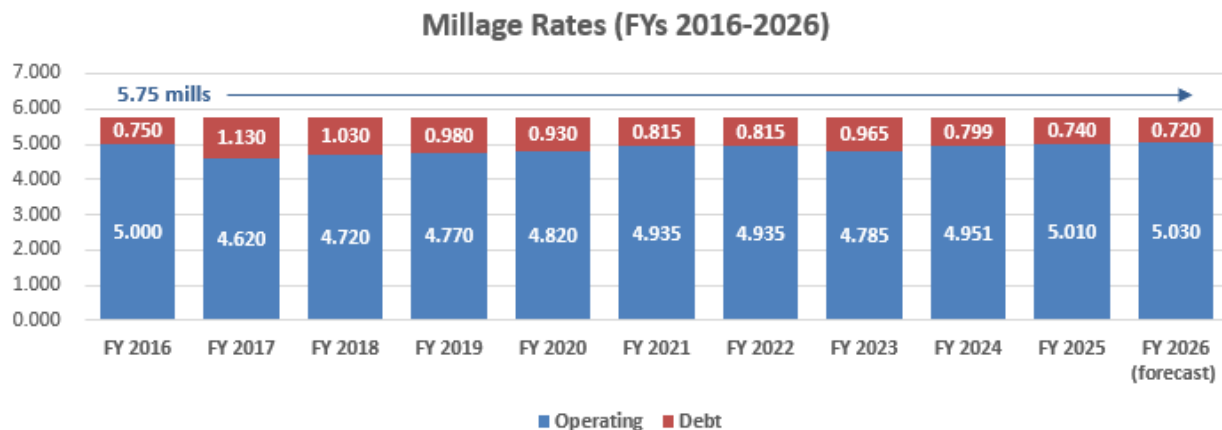
The forecast for FY 2026 builds upon the FY 2025 estimate with the following growth factors coupled with a collection rate of 98% which approximates the historical average:

- 4% valuation growth trend for the Residential portion of the digest (market segment is experiencing strong growth but valuations growth is tempered through the floating homestead exemption which limits growth to the lesser of 3% or CPI). By way of recent comparisons, the FYs 2025 and 2024 tax digest growth for residential properties approximated 10% and 12% respectively.
- -1% valuation reduction trend for the Commercial portion of the digest which highlights the uncertainty facing our commercial office developments resulting from the COVID-19 pandemic and its impact on occupancy rates. By way of recent comparisons, the FYs 2025 and 2024 tax digest change for commercial properties approximated -1% and 4% respectively.
- \$78 million in new construction taxable-value-added. By way of recent comparisons, the FYs 2024 and 2023 tax digest growth for new construction taxable-value-added totaled \$155 million and \$113 million respectively.

The net result is a forecasted growth in the FY 2026 tax digest of 3% over 2025 estimates.

In conjunction with the annual budget process, the city adopts a millage rate to be applied to the tax digest in order to determine the taxroll value and, consequently, the property tax billings.

The city has historically acknowledged the need to provide a taxation rate commensurate with the government's level of service. The chart below illustrates the annual millage rates levied by the city for the last 10 years including the request for FY 2026.



The FY 2026 Budget is based on maintenance of the city's millage rate at 5.750 mills.

- The portion of the millage rate funding debt service (Debt Service Fund) is estimated to decrease 0.020mills compared to FY 2025 to a total of 0.720 mills. As our annual debt service obligations are relatively flat, growth in the tax digest allows for a

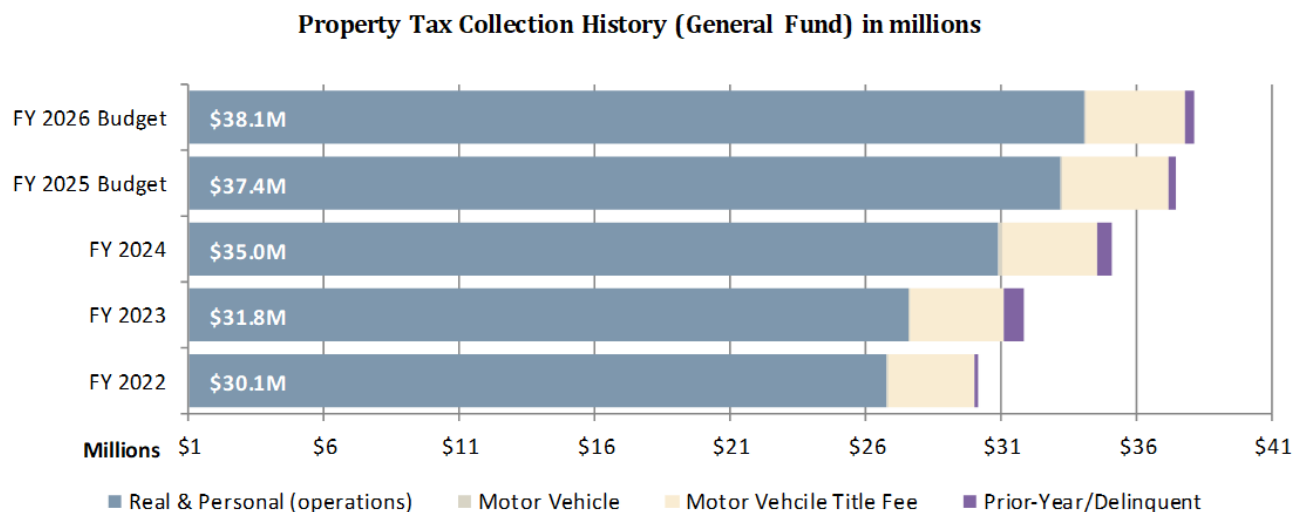
GENERAL FUND SUMMARY

reduction in the debt service millage rate. The decrease in tax revenue associated with the debt service millage shift is estimated at -\$170,000.

- The portion of the millage rate funding operations and capital investment (General Fund) is estimated to increase 0.020 mills compared to FY 2025 to a total of 5.030 mills. The increase in tax revenue associated with the operations millage shift is estimated at +\$135,000 and has been allocated towards operating initiatives. The shift from debt service millage to operations millage results in additional tax savings for our homeowners as the operations millage rate is subject to homestead exemptions.

The property tax revenue estimates are net of the city's homestead exemptions which are estimated to save our homeowners over \$10 million annually. The main homestead components include the floating homestead exemption that caps the valuation growth of homesteaded properties at the lesser of 3% or CPI and the basic homestead exemption that lowers the taxable value of a homesteaded property by \$45,000. The city's homestead exemptions go great lengths in keeping Alpharetta an affordable place to live and retire.

General Fund property taxes are budgeted at \$38.1 million in FY 2026 and represent approximately 37% of General Fund revenues. The chart below depicts a 5-year history of General Fund property tax collections by type.



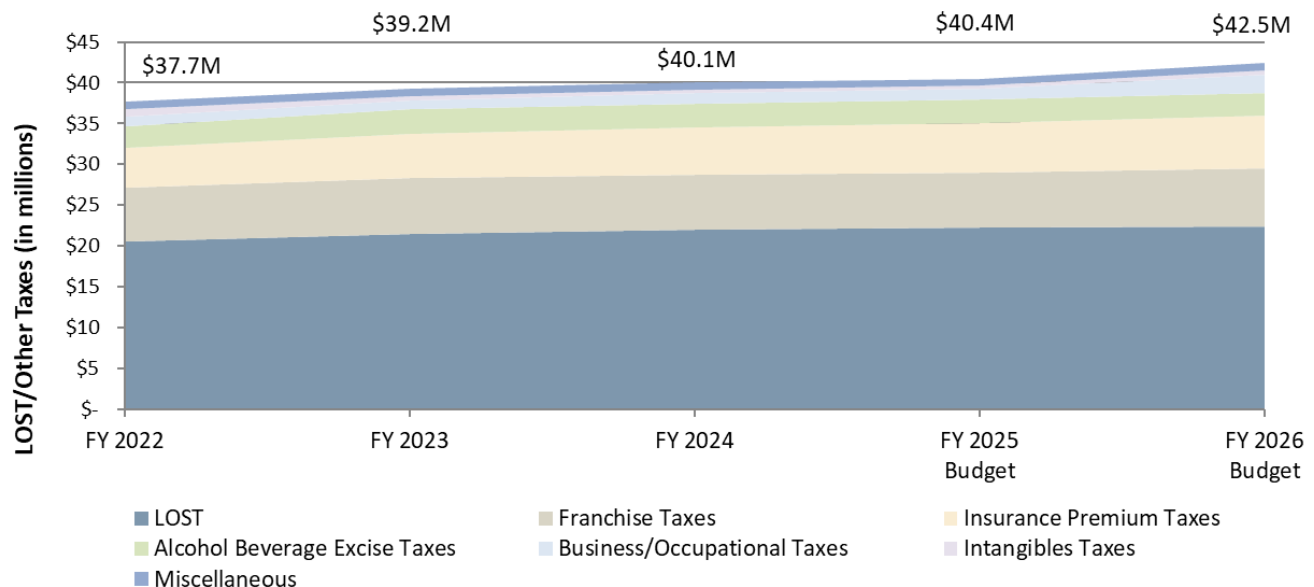
Motor vehicle tax is experiencing declines due to House Bill 386 which phased out motor vehicle taxes on all vehicles titled on or after March 1, 2013. The city is still receiving motor vehicle taxes on vehicles titled before March 1, 2013, until the vehicle is sold/transferred. Accordingly, the city is forecasting motor vehicle revenues to decline moving forward.

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HB 386 created a Motor Vehicle Title Fee to partially offset the reduction in motor vehicle taxes. The Title Fee is 7%¹⁹ and is shared between the State and local governments (county, city, and school boards; local share approaches 65% of collections). A decrease of -8% is forecasted in FY 2026 for motor vehicle title fees from a budget-to-budget standpoint. Collection trends during fiscal year 2025 indicate revenue collections approximating \$3.5 million resulting in a revised growth trend of 4%. The slow growth in automotive sales, which can be attributed to factors such as high interest rates, supply chain disruptions, rising vehicle prices, and shifting consumer preferences toward retaining used vehicles, may necessitate further adjustments of this revenue forecast moving forward.

Other Taxes (including LOST)

Other taxes account for 42%, or \$42.5 million, of total General Fund revenue for FY 2026. Specifically, revenue sources within the Other Taxes category include Local Option Sales Taxes (“LOST”), Franchise Taxes, Insurance Premium Taxes, Alcohol Beverage Excise Taxes, etc. The chart below provides a 5-year history of Other Tax collections by type.



- Local Option Sales Taxes (“LOST”):** This revenue source represents the city’s portion of the 7.75% sales and use tax collected in Fulton County and totals \$22.4 million for FY 2026. The 7.75% sales tax is made up of the following: State 4% and Local 3.75%. The Local portion is made up of 1% MARTA, 1% ESPLOST (education), 1% LOST, and 0.75% TSPLOST (Alpharetta portion of TSPLOST is collected in a separate Fund as these proceeds can only be used on approved transportation projects). Alpharetta’s share of the 1% LOST for 2025 (calendar year) is 5.7177%.

¹⁹ OCGA 48-5C-1.

GENERAL FUND SUMMARY

Sales and use tax is collected by the retailer making sales of tangible personal property in Fulton County. LOST is reported and remitted to the Georgia Department of revenue each month for the previous month's sales. The DOR calculates the distribution and remits the revenue to the city monthly.

The LOST is distributed to municipalities within Fulton County based on population. The rate of distribution is negotiated every 10-years after the decennial U.S. Census. The rate of distribution for the 10-year period of 2023-2032 has been adopted by Fulton County and all municipalities within the borders. Inherent in this agreement is a relative growth in the distribution retained by Fulton County which starts at 5% in 2023 (increase from 2022 distribution level of 4.9794%) and levels off at 12.5% by 2030. Due to the distribution change for the County, Alpharetta's proportionate distribution, despite relative population growth, starts at 5.8164% in 2023 (decrease from 2022 distribution level of 5.8367%) and levels off at 5.4034% by 2030.

An increase of 0.9% is forecasted for FY 2026 from a budget-to-budget standpoint. However, actual collections are estimated at \$22.3 million in FY 2025 which equates to a revised growth rate of 0.6%. Growth in LOST collections has cooled over the last several years and is forecasted to continue the minor growth trend through FY 2026 (fiscal year-over-year growth trends: FY 2022 = 21%; FY 2023 = 5%; FY 2024 = 2%; 1st 6 months of FY 2025 = 0.4%).

- **Franchise Taxes:** Several of the larger franchise agreements include the following: Georgia Power (electric/4% of taxable gross sales); Comcast (cable and communications/5% of gross receipts); BellSouth (communications/3% of gross receipts); etc.

An increase of 5% is forecasted for FY 2026 from a budget-to-budget standpoint. However, actual collections are estimated at \$7.2 million in FY 2025 which equates to a revised rate of -0.8% which reflects the volatility of this revenue source.

Collections from GA Power and Sawnee EMC, the largest contributors of this revenue source (80% of total franchise fees), is forecasted at \$5.8 million for FY 2026 and is flat with the prior year (\$5.8 million was collected in FY 2025). Recent history has shown a volatility in collections which is, at least partially, dependent upon weather (e.g. cooler summer months reduces demand for air conditioning) and business activity (e.g. lower occupancy rates among office buildings reduces energy demand). As such, forecasts for this revenue source tend to be conservative to adjust for the volatility. That said, if GA Power institutes rate increases for the latter part of 2025 and in 2026, this revenue forecast will be revisited.

Collections from gas franchise agreements (Southern Company Gas) are estimated to total \$669,720 in FY 2025. The budget forecast for FY 2026 totals \$680,000 and reflects growth approximating 10% compared to the FY 2025 Budget (\$620,000) and

GENERAL FUND SUMMARY

2% compared to the FY 2025 revenue estimate.

Collections from cable franchise agreements are estimated to total \$560,000 in FY 2025. The budget forecast for FY 2026 totals \$525,000 and reflects a reduction of -20% compared to the FY 2025 Budget (\$660,000) and -6% reduction compared to the FY 2025 revenue estimate. This revenue source has been declining annually since FY 2020 which represented the 1st full fiscal year after the City raised the Cable Franchise Fee from 3% to 5% (effective January 1, 2019). Reasons proffered for this decline include competition from streaming services and the evolving ways consumers access these services.

Collections from telecom franchise agreements (Bellsouth primarily) are estimated to total \$175,000 in FY 2025. The budget forecast for FY 2026 totals \$175,000 and reflects declines approximating -38% compared to the FY 2025 Budget (\$280,000) and is flat compared to the FY 2025 revenue estimate. This revenue source experienced material reductions between 2021-current due to an audit of Franchise Fee remittances based on multiple factors including revisions related to classification of customers as “exempt” under the fee parameters.

- **Insurance Premium Taxes:** This revenue source represents a percentage of insurers’ gross direct premiums on life, accident, and sickness insurance policies written within the State and totals \$6.4 million in FY 2026 which equates to an increase of 2% over FY 2025 collections (\$6.3 million). Insurance premium tax is due on the first day of the calendar year and is collected directly by the city.
- **Alcohol Beverage Excise Taxes:** This revenue source represents taxes levied on dealers and wholesalers of alcoholic beverages within the city and totals \$2.8 million in FY 2026. A decrease of -3% is forecasted for FY 2026 from a budget-to-budget standpoint. Actual collections are estimated at \$2.75 million in FY 2025 which equates to a revised growth rate of 3%.
- **Alcohol Beverage Excise Taxes:** This revenue source represents taxes levied on dealers and wholesalers of alcoholic beverages within the city and totals \$2.8 million in FY 2026. A decrease of -3% is forecasted for FY 2026 from a budget-to-budget standpoint. Actual collections are estimated at \$2.75 million in FY 2025 which equates to a revised growth rate of 3%.
- **Business and Occupational Taxes:** This revenue source represents the levy, assessment, and collection of an annual occupational tax on certain businesses and practitioners of professions and occupations located or exerting substantial efforts in the city. Revenue from this tax totaled \$1.3 million in Fiscal Year 2024. Adjustments²⁰ are reflected in FY 2026 and are forecast to generate an additional \$850,000 annually.

²⁰ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

GENERAL FUND SUMMARY

Licenses & Permits

Licenses & permits account for 3%, or \$3.5 million, of total General Fund revenue for FY 2026. Licenses and permit revenues include alcoholic beverage permit fees, development permit and related fees, building permit fees, occupancy permit fees, sign permit fees, etc.

An increase of 9% is forecasted for FY 2026 from a budget-to-budget standpoint. However, actual collections are estimated at \$3.7 million in FY 2025 which equates to a revised rate of -5%. As discussed below, this revenue source is largely dependent upon the economy and real estate markets (commercial, housing etc.) and tends to exhibit volatility which leads to a conservative approach to forecasting revenues (forecast will often lag current collection activity).

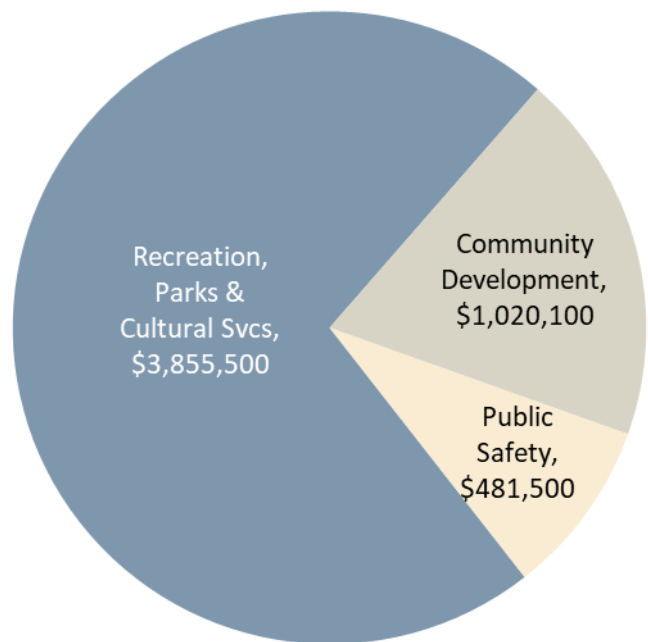
The largest revenue source is Building Permit Fees (\$1.9 million forecasted for FY 2026; \$2 million estimated for FY 2025). As building permit fee revenues are non-standard, and their activity highly dependent upon multiple economic factors (local, regional, and national) which are notoriously difficult to forecast, staff forecasts these sources in a conservative manner. For example, collections for December 2024 were -52% lower than December 2023 while collections for January 2025 were 25% higher than January 2024.

Charges for Services

Charges for services include user fees for community development (plan review, planning and development fees, etc.), public safety (plan review, police reports and services, etc.), recreation and parks (program and activity fees, etc.), and special events.

Charges for services account for 5%, or \$5.4 million, of total General Fund revenue. An increase of 0.2% is forecasted for FY 2026 from a budget-to-budget standpoint.

The FY 2025 Budget included appropriations for a Fire Lift Assist Fee that was not implemented, and this revenue source has been removed for FY 2026 (-\$50,000).



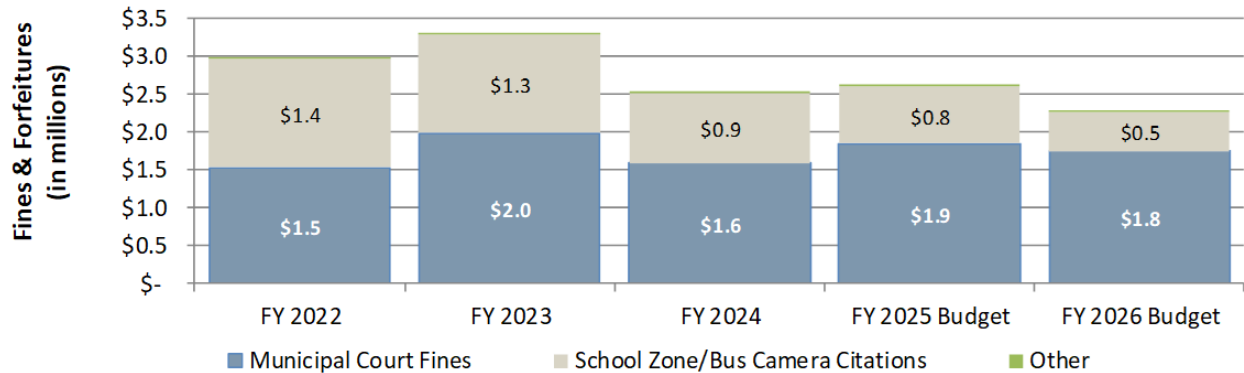
Intergovernmental

Intergovernmental sources account for <1%, or \$368,663, of total General Fund revenue for FY 2026. This revenue is primarily generated from Intergovernmental Agreements with the City of Milton related to the sharing of court management capabilities and public safety software (Hexagon) as well as overtime reimbursement through the Federal/State HIDTA (High Intensity Drug Trafficking Area) program.

GENERAL FUND SUMMARY

Fines & Forfeitures

Fines & Forfeitures include municipal court fines, code enforcement, school zone citations, etc.



Fines & forfeitures account for 2%, or \$2.3 million, of total General Fund revenue for FY 2026. A decrease of -13% is forecasted for FY 2026 from a budget-to-budget standpoint. However, actual collections are estimated at \$2.5 million in FY 2025 which equates to a revised reduction of -7% that reflects a forecast of continued declines in the school zone citation revenue source as enforcement changes driving behavior. This forecast also assumes reduced court fine trends continue in the short-term.

Interest

Interest earnings account for 1%, or \$1.2 million, of total General Fund revenue for FY 2026. Increases are forecasted to more accurately reflect the earnings the city is currently receiving from its investments in the market.

Transfer-In from Hotel/Motel Fund (Other Financing Sources)

Other Financing Sources account for 3%, or \$3.4 million, of total General Fund revenue for FY 2026 and consists of the city's share (40%) of the Hotel/Motel Tax. This revenue source is discussed in more detail within the *Special Revenue Fund Summaries* (Hotel/Motel Fund) section of this document.

Fund Balance

Carryforward fund balance accounts for 5%, or \$5 million, of total General Fund appropriations for FY 2026. Carryforward Fund Balance represents available cash in excess of the city's 25% emergency reserve. It is the city's policy to utilize the remaining fund balance above the emergency requirement for one-time expenditures.

GENERAL FUND SUMMARY

Expenditures

The City's budget for FY 2026 reflects the challenges of the current economic landscape, characterized by stagnating or declining revenues alongside persistent inflationary pressures on expenditures. Economic uncertainties, including fluctuating consumer demand, evolving market conditions, and external cost drivers, continue to impact revenue growth while increasing the costs of providing essential services. Rising personnel expenses, supply chain disruptions, and higher costs for goods and services place additional strain on the City's financial position. In response, this budget emphasizes prudent fiscal management, strategic resource allocation, and a commitment to maintaining core services while ensuring long-term financial sustainability.

Operating expenditures of the General Fund are forecasted to grow by 3.9% over FY 2025. However, included in this figure is one-time costs for FY 2025 (Fire Station 85 Remediation), one-time costs for FY 2026 (runoff election), a reallocation of \$1.2 million in initiatives from the E911 Fund into the General Fund due to revenue constraints within the E911 Fund, and the operating initiatives funding for FY 2026. After adjusting for these items, the base operational growth totals 2.5%. The following table compares departmental appropriations within the General Fund:

Expenditures (by Department):	FY 2025 AMENDED BUDGET	FY 2026 RECOMMENDED BUDGET	\$ Variance	% Variance
Mayor and Council	\$ 394,044	\$ 443,701	\$ 49,657	12.6%
City Admin/City Clerk/Economic Dev.	2,930,435	2,819,149	(111,286)	-3.8%
Tech Alpharetta contribution	95,000	10,000	(85,000)	-
Runoff Election (Fulton County IGA est.)	-	150,000	150,000	-
N.F. Economic Alliance Strategic Initiative	-	60,000	60,000	-
CH Chambers Remote Production Svcs	-	71,000	71,000	-
Finance	4,124,713	4,220,564	95,851	2.3%
Legal Services	1,000,000	800,000	(200,000)	-20.0%
Information Technology	2,543,961	2,572,375	28,414	1.1%
Human Resources	1,065,277	1,110,544	45,267	4.2%
Municipal Court	1,362,008	1,410,650	48,642	3.6%
Public Safety	43,748,581	45,299,905	1,551,324	3.5%
N.F. Regional Radio System Authority*	-	740,000	740,000	-
CentralSquare (current PS CAD/RMS)*	-	244,950	244,950	-
Portable Radio Lease*	-	226,007	226,007	-
Public Works	11,238,659	11,483,060	244,401	2.2%
Fire Station 85 Remediation	223,371	-	(223,371)	-
Recreation, Parks & Cultural Services	14,704,017	14,864,382	160,365	1.1%
Community Development	4,733,725	4,884,783	151,058	3.2%
Non-Departmental:				
Contingency	780,324	975,000	194,676	24.9%
Insurance Premiums (Risk Fund)	966,800	1,060,500	93,700	9.7%
Gwinnett Tech Contribution (Debt Svc)	286,978	291,065	4,087	1.4%
Total Operating Expenditures	\$ 90,197,893	\$ 93,737,635	\$ 3,539,742	3.9%
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	9,447,780	5,017,048		
Capital Program	4,000,000	3,091,292		
Total Expenditures	\$ 103,645,673	\$ 101,845,975		

* Reallocated from the E911 Fund to the General Fund due to revenue constraints within the E911 Fund.

GENERAL FUND SUMMARY

The following table compares expenditure category appropriations within the General Fund:

	FY 2025 AMENDED BUDGET	FY 2026 RECOMMENDED BUDGET	\$ Variance	% Variance
Expenditures (by Category):				
Personnel Services:				
Salaries/Overtime/Seasonal	\$ 40,858,172	\$ 41,732,904	\$ 874,732	2.1%
Group Insurance	10,136,444	10,189,885	53,441	0.5%
Pension (Defined Benefit)	3,537,725	3,782,091	244,366	6.9%
Pension (401A)	4,007,115	4,306,922	299,807	7.5%
OPEB Health Reimbursement Benefit	926,275	918,045	(8,230)	-0.9%
Miscellaneous Benefits	4,047,847	4,212,363	164,516	4.1%
<i>sub total</i>	\$ 63,513,578	\$ 65,142,210	\$ 1,628,632	2.6%
Maintenance and Operations:				
Professional Services	\$ 3,875,499	\$ 3,864,750	\$ (10,749)	-0.3%
Tech Alpharetta contribution	95,000	10,000	(85,000)	-
Runoff Election (Fulton County IGA est.)	-	150,000	150,000	-
N.F. Economic Alliance Strategic Initiative	-	60,000	60,000	-
Repair/Maintenance	2,341,801	2,521,950	180,149	7.7%
Fire Station 85 Remediation	223,371	-	(223,371)	-
Maintenance Contracts	3,946,234	3,911,447	(34,787)	-0.9%
N.F. Regional Radio System Authority*	-	740,000	740,000	-
Professional Services (IT)	4,701,723	5,051,992	350,269	7.4%
CentralSquare (current PS CAD/RMS)*	-	244,950	244,950	-
CH Chambers Remote Production Svcs	-	71,000	71,000	-
General Supplies	1,313,091	1,265,470	(47,621)	-3.6%
Utilities	3,277,825	3,437,875	160,050	4.9%
Fuel	673,250	672,500	(750)	-0.1%
Uniforms	450,210	512,300	62,090	13.8%
Travel/Training	729,187	619,138	(110,049)	-15.1%
Legal Services	1,000,000	800,000	(200,000)	-20.0%
Insurance Premiums (Risk Fund)	966,800	1,060,500	93,700	9.7%
Miscellaneous	1,035,556	1,006,193	(29,363)	-2.8%
<i>sub total</i>	\$ 24,629,547	\$ 26,000,065	\$ 1,370,518	5.6%
Capital/Lease:				
Base Capital/Lease Needs	\$ 987,466	\$ 1,103,288	\$ 115,822	11.7%
Portable Radio Lease*	-	226,007	226,007	-
<i>sub total</i>	\$ 987,466	\$ 1,329,295	\$ 341,829	34.6%
Other Uses:				
Contingency	\$ 780,324	\$ 975,000	\$ 194,676	24.9%
Gwinnett Tech Contribution (Debt Svc)	286,978	291,065	4,087	1.4%
<i>sub total</i>	\$ 1,067,302	\$ 1,266,065	\$ 198,763	18.6%
Total Operating Expenditures	\$ 90,197,893	\$ 93,737,635	\$ 3,539,742	3.9%
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	9,447,780	5,017,048		
Capital Program	4,000,000	3,091,292		
Total Expenditures	\$ 103,645,673	\$ 101,845,975		

* Reallocated from the E911 Fund to the General Fund due to revenue constraints within the E911 Fund.

GENERAL FUND SUMMARY

Meeting the Internal Needs of Operating Departments

Several of the major points of the FY 2026 Budget are as follows:

- Management of personnel and compensation program to align with current market environment which includes budgetary adjustments to cover significant inflation in labor costs which are necessary to retain and recruit our highly skilled workforce:
 - Staffing level of 473 full-time equivalents “FTE” (citywide) which includes the reduction of one vacant (1) full-time equivalent position (Treasury Services Manager) within the Finance Department that was unfunded during the COVID pandemic and has not been reinstated. This position will be revisited in the future as needs dictate. Also, this FTE count includes the new position (Firefighter within the Public Safety Department) request set forth in the *Operating Initiative Requests* section of this document.
 - Staffing compensation adjustments aimed at maintaining competitiveness in an inflationary labor market include:
 - Recent compensation adjustments:
 - ✓ July 1, 2021: Continuation of the annual performance-based merit program (3% on average) in an estimated cost of \$1 million annually.
 - ✓ November 19, 2021: Mid-year 2022 adjustments (combined) in an estimated cost of \$1.9 million annually.
 - Across-the-board 3% salary adjustment for all employees.
 - Additional across-the-board 10% salary adjustment for 911 personnel and sworn Police Officers to maintain market competitiveness in recruitment and retention.
 - ✓ July 1, 2022: Increase in the annual performance-based merit program (4% on average) in a total estimated cost of \$1.6 million.
 - ✓ July 1, 2022: Salary compression adjustments in an amount totaling \$825,000 annually (including taxes/benefits). Specifically, this initiative represents a continuation of the City’s salary adjustment process and follows the recent adjustments related to maintaining competitiveness within the market. This phase is focused on adjusting internal compression issues within our pay structure to ensure we maintain a fair and equitable compensation plan for our employees.

GENERAL FUND SUMMARY

- ✓ July 1, 2023: Continuation of the annual performance-based compensation program (4% on average) in a total estimated cost of \$1.8 million.
- ✓ July 1, 2023: This initiative represents a continuation of the City's salary adjustment process aimed at maintaining competitiveness within the market and is estimated at \$1.73 million. Specifically, market-based personnel compensation adjustments are proposed to ensure Alpharetta maintains its capacity to retain and attract our most valuable assets – namely, the team members that deliver excellent service to our community on a daily basis. The forecasted cost reflects salary adjustments and those impacted benefit line items (e.g., FICA, pension, etc.).
- ✓ July 1, 2024: Continuation of the annual performance-based compensation program (4% on average) in a total estimated cost of \$2.2 million. This figure is included within departmental operating budgets.
- ✓ July 1, 2024 (Operating Initiative): Market-based personnel compensation adjustments scheduled for July 1, 2024, in a total estimated cost of \$913,800 (targeted to specific positions but representing average costs equivalent to 2% of payroll citywide) to ensure Alpharetta's compensation competitiveness within the market.
- Proposed compensation adjustments:
 - ✓ July 1, 2025: Continuation of the annual performance-based compensation program (3% on average) in a total estimated cost of \$1.6 million coupled with targeted market-based compensation adjustments. This figure is included within departmental operating budgets.

GENERAL FUND SUMMARY

- Increase (5.6% or \$1.4 million) in departmental maintenance and operations budgets (General Fund). However, included in this figure is one-time costs for FY 2025 (Fire Station 85 Remediation), one-time costs for FY 2026 (runoff election), a reallocation of \$1 million in initiatives from the E911 Fund into the General Fund due to revenue constraints within the E911 Fund, and the operating initiatives funding for FY 2026²¹. After adjusting for these items, the base operational growth totals 1.3%. Specific cost drivers include:

- Increase in professional services of \$114,251 (3% growth) due primarily to the net impact of the following:

- City Administration: Decrease in Tech Alpharetta funding of -\$85,000 (from \$95,000 in FY 2025 to \$10,000 in FY 2026) as the operations continue their path to self-sufficiency.
- City Administration: Increase in election funding of \$150,000 as Fiscal Year 2026, as opposed to 2025, is an election year. On April 18, 2024, the Governor signed House Bill 1312, mandating a statewide Special Primary Election and Special Election in 2025 for Public Service Commission (PSC) Districts 2 and 3. As a result, Fulton County must conduct a countywide election concurrently with the 2025 Municipal General Elections and the City will not incur costs. If no PSC Runoff Election is required, for the July and December 2025 election dates, municipalities needing a Runoff Election will incur the costs.

As previously noted, the City will not incur costs for the general election and has allocated \$150,000 to cover costs for a potential runoff election should one be needed (and assuming no PSC runoff election in which case the City would not incur costs).

- Economic Development: Operating initiative funding for FY 2026²² totaling \$60,000 to support the North Fulton Economic Alliance Strategic Initiative (2025-2029), a five-year initiative designed to address three pressing challenges to the region's economic prosperity and quality of life.
 - ✓ Brand and market our region to attract investment, talent, and jobs.
 - ✓ Expand our talent pipeline to strengthen our regional competitiveness.
 - ✓ Elevate regional economic development to maximize region-wide performance.

²¹ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

²² Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

GENERAL FUND SUMMARY

- Decrease in repair/maintenance costs of -\$43,222 (-2% reduction) due primarily to the net impact of the following:
 - Public Safety: Increase in vehicle repair/maintenance of \$145,500 (14% growth) based on current cost trends. Specifically, the city replaces 1/7th of its public safety fleet annually (this equates to a lifetime mileage target of 100,000) to ensure minimal downtime and that our equipment is responsive to service demands. That said, the city is still transitioning from Impala sedans to Explorers SUVs/Tahoe's. The Impala's have a more costly repair record (than the Explorers) and, with our existing units reaching their mileage targets, we are incurring more repair costs in the short-term as we phase out the legacy Impalas. Additionally, new vehicle availability is still constricted which leads to retaining existing vehicles in excess of the 100,000-mileage target which also impacts maintenance costs.
 - Public Works: Decrease in facility repair/maintenance of -\$209,371 as FY 2025 includes one-time funding of Fire Station 85 Remediation costs totaling \$223,371. Upon adjusting for the Fire Station 85 Remediation one-time costs in FY 2025, repair/maintenance costs within Public Works for FY 2026 grew 7% due primarily to an increase in grounds maintenance services of \$35,000 (78% growth) to cover increased contract rates for arborist/tree removal services coupled with forecasted needs based on usage trends within the last several years.
- Increase in maintenance contract costs of \$705,213 (18% growth) due primarily to the following:
 - Public Safety: Transfer of North Fulton Regional Radio System Authority appropriations from the E911 Fund in an amount totaling \$740,000. This initiative was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.
- Increase in IT professional services costs of \$666,219 (14% growth) due to software inflationary growth across all departments with specific drivers denoted below:
 - City Clerk: Operating initiative funding for FY 2026²³ totaling \$71,000 for a managed service for remote meeting production, broadcast production, and streaming services in the City Hall Chambers.

²³ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

GENERAL FUND SUMMARY

- Public Safety: Transfer of CentralSquare (current Public Safety Records Management/Computer Aided Dispatch system) IT professional services appropriations from the E911 Fund in an amount totaling \$244,950. This initiative was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.

Specifically, the FY 2025 E911 Fund Budget included appropriations totaling \$114,950 for CentralSquare which approximated 6-months of coverage due to original Hexagon (new Public Safety Records Management/Computer Aided Dispatch currently) implementation timeline. As the implementation timeline evolved, so too did our need to ensure access to the current CentralSquare system and this budget proposal extends operability of both through June 30, 2026.

- Public Safety: Increase in remaining IT professional services (in addition to the CentralSquare costs noted above) of \$176,822 (6% growth) due to coverage of general software inflationary cost growth including cyber security software, Flock camera infrastructure support/maintenance (+\$42,000), expansion of the Mindbase peer support software (+\$20,000), fire promotion testing software (+\$13,000), as well as initial-year maintenance costs for the new phone system (RingCentral).
- Recreation, Parks & Cultural Services: Increase in IT professional services of \$46,117 (9% growth) due to additional funding for the RecWare Park Program Registration software (+\$25,000 as it is funded on a per customer basis and grows along with program participation), as well as coverage of general software inflationary cost growth including cyber security software, initial-year maintenance costs for the new phone system (RingCentral), etc).
- Increase in utility expenses of \$160,050 (5% growth) for electricity, natural gas, water/sewer, and miscellaneous utilities (e.g., cable and garbage). The main driver is electric utility cost growth and is based on usage trends coupled with adjustments for approved GA Power rate increases.
- Increase in uniform expenses of \$62,090 (13.8% growth) primarily within the Public Safety Department to cover cost growth and ensure full funding of all needed components including police uniforms, fire uniforms (station uniforms and footwear, duty gear, related components), etc. as well as additional funding

GENERAL FUND SUMMARY

to cover uniform needs for the new Firefighter position approved as part of the operating initiatives for FY 2026²⁴.

- Decrease in legal services of -\$200,000 to match current cost and usage trends.
- Increase in insurance premium funding (+\$93,700, or 10% growth) to the Risk Management Fund to cover the increasing costs of liability insurance premiums.
- All other departmental maintenance and operations accounts (travel, training, supplies, etc.) declined -\$187,783, or -5%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.
- Increase in the departmental operating capital/lease accounts of \$341,829, or 35%, primarily related to the absorption of funding for the Public Safety portable radio capital lease totaling approximately \$226,007 that was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund. Remaining growth drivers include:
 - Increases in Public Safety machinery and equipment of \$115,779 due to multiple initiatives including:
 - Replacement of fire ballistic helmets (\$48,000).
 - Replacement of propane-fueled fire extinguishers (\$15,000).
 - Replacement of fire hoses (\$40,000).
 - Addition of a key control system (\$14,679).
 - Addition of a weather monitoring system (\$15,000).
 - Equipment needs for the new Firefighter position approved as part of the operating initiatives for FY 2026²⁵ (\$3,000).
- Funding from the General Fund which is available for immediate capital investment in 2026 includes the following:
 - \$ 5,017,048 Fund Balance for one-time capital.
 - 3,091,292 Capital Contribution from the General Fund²⁶.
 - \$ 8,108,340

²⁴ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

²⁵ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

²⁶ Includes an augmentation of \$829,000 in the annual capital contribution account approved as part of the operating initiatives for FY 2026. Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

GENERAL FUND DEPARTMENTAL SUMMARIES

General Fund Departmental Summaries

Overview

The *Department Summaries* section is intended to provide detailed financial and non-financial information about the departmental operations funded within the General Fund.

This section segments departmental budgets into the following components:

- *Mission Statement* – the statement must identify the particular purpose for the department and how it relates to the city’s overall mission.
- *Goals & Objectives* – a listing of the fundamental goals and objectives which aid the department in achieving its mission. Goals stretch and challenge the department, but they must also be SMART (Specific, Measurable, Achievable, Relevant, and Timed).

Direct linkages are identified between the city’s vision/strategic priorities and departmental goals & objectives.

- *Revenue/Expenditure Summary* – the budget for the department summarized by expenditure category:
 - Personal Services: salaries, overtime, and other compensation related expenditures.
 - Maintenance & Operations: professional fees, repair & maintenance, general supplies, communications, and other operational related expenditures.
 - Capital: departmental machinery & equipment expenses.
 - Operating Initiatives: The funding requests herein do not include the new initiatives set forth within the *Operating Initiative Requests* section of this document as those appropriations will not be disbursed to departmental budgets until authorized by the City Council.
- *Statement of Service and Performance Measures* – multi-year summary of departmental performance measurements.

GENERAL FUND DEPARTMENTAL SUMMARIES

Mayor and City Council

DONALD MITCHELL
CITY COUNCIL (POST 1)



DMitchell@alpharetta.ga.us

CITY COUNCIL (POST 2)

VACANT

DOUGLAS DERITO
CITY COUNCIL (POST 3)



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JIM GILVIN
MAYOR



JGilvin@alpharetta.ga.us

Mission Statement

TO MAKE A POSITIVE DIFFERENCE in the community by efficiently managing public resources and providing effective services and leadership that exceed the expectations of our citizens.

JOHN HIPES
CITY COUNCIL (POST 4)



JHipes@alpharetta.ga.us

FERGAL BRADY
CITY COUNCIL (POST 5)



FBrady@alpharetta.ga.us

DAN MERKEL
CITY COUNCIL (POST 6)



DMerkel@alpharetta.ga.us

GENERAL FUND DEPARTMENTAL SUMMARIES

Mayor and City Council

Mission Statement

To make a positive difference in the community by efficiently managing public resources and providing effective services and leadership that exceed the expectations of our citizens.

Core Values

Excellence: We believe that expectations are the starting point; not the destination. Every member of the City of Alpharetta Team shall be dedicated to the pursuit of continuous improvement in our results and how they are achieved.

Stewardship: The citizens of Alpharetta have entrusted to us public resources and empowered us to protect, invest, and leverage them for the good and betterment of the community. We shall do so in a manner that reflects the highest ethics, exacting standards, and unwavering principles.

Integrity: The trust of the public is the foundation of our ability to conduct the business of local government and realize the City's mission. Every member of the City of Alpharetta Team shall maintain her or his reputation for honesty, straightforwardness, fair dealing, and a sincere desire to serve in the best interest of the community and citizens of Alpharetta.

Service: The City of Alpharetta is committed to efficient, effective, and responsive service delivery that makes a positive difference in the community and the lives of those we serve. We shall proactively address issues and pursue opportunities, act with humility, and deliver more than what is expected.

Loyalty: Through our every word and action, we shall serve, protect, and promote the community and citizens of Alpharetta; advance the City's mission; and support and work in unity with those with whom we serve.

Community Vision

Our Community Vision is to advance Alpharetta as a signature City by:



Offering the highest quality of environment for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Mayor and City Council General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
EXPENDITURES					
Personnel Services:					
Salaries	\$ 120,050	\$ 120,000	\$ 120,000	\$ 120,000	\$ 160,000
Group Insurance	161,751	143,131	142,881	161,119	158,708
FICA	7,213	6,763	7,215	9,455	12,527
Pension (401A Cont./Match)	18,625	14,500	16,188	18,000	24,000
Workers Compensation	3,363	3,153	2,724	2,520	2,724
OPEB Contribution	2,459	2,520	3,000	3,000	4,000
Miscellaneous	3,705	3,755	3,600	3,600	3,755
<i>subtotal</i>	<i>\$ 317,166</i>	<i>\$ 293,822</i>	<i>\$ 295,607</i>	<i>\$ 317,694</i>	<i>\$ 365,714</i>
Maintenance & Operations:					
* Mayor	\$ 4,860	\$ 6,909	\$ 9,200	\$ 9,200	\$ 9,200
* City Council Post 1	4,000	183	2,127	8,000	8,000
* City Council Post 2	8,781	242	20	8,000	8,000
* City Council Post 3	1,226	568	3,133	8,000	8,000
* City Council Post 4	1,154	2,748	1,103	8,000	8,000
* City Council Post 5	3,328	271	2,334	8,000	8,000
* City Council Post 6	1,367	1,013	1,766	8,000	8,000
Miscellaneous	8,464	20,047	15,329	19,150	20,787
<i>subtotal</i>	<i>\$ 33,181</i>	<i>\$ 31,982</i>	<i>\$ 35,011</i>	<i>\$ 76,350</i>	<i>\$ 77,987</i>
Capital	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
TOTAL	\$ 350,347	\$ 325,804	\$ 330,619	\$ 394,044	\$ 443,701

* Financial activity is tied to the Post and not the necessarily the current incumbent.

Budget Narrative

The Fiscal Year 2026 Budget for the Mayor and City Council totals \$443,701 and represents an increase of 13%, or \$49,657 compared to FY 2025.

The Personnel Services category increased 15%, or \$48,020, due to a charter change in 2024 that increased the Mayor's annual salary from \$30,000 to \$50,000 and the City Council member annual salaries from \$15,000 to \$25,000. This change goes into effect on January 1, 2026. As such, FY 2026 includes the partial-year impact of this charter change while FY 2027 will include the full cost impact. Effective July 1, 2027, and every July 1 thereafter, the annual salary of the mayor and councilmembers shall be automatically increased by 3% or by the average percentage increase in pay provided to city employees during the then applicable fiscal year, whichever is less.

GENERAL FUND DEPARTMENTAL SUMMARIES

Authorized personnel totals 7 full-time-equivalents (“FTE”) and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Mayor*	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 1*	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 2*	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 3*	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 4*	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 5*	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 6*	1.0	1.0	1.0	1.0	1.0	-
	7.0	7.0	7.0	7.0	7.0	-

* Position status updated to align with Human Resources classifications.

The Maintenance and Operations category increased 2%, or \$1,637, solely related to growth in IT Professional Services allocations which represent an allocation of software based on various methodologies (e.g. # of personnel, primary users, etc.).



The City of Alpharetta has been recertified as a Gold Level Green Community by the Atlanta Regional Commission (ARC). The ARC Green Communities Program helps local governments implement measures that will reduce their environmental impact and recognizes their commitment to environmental stewardship and sustainability practices.

To be certified at the Gold Level, the City of Alpharetta had to earn at least 230 points for its sustainability measures. Among the measures evaluated, the ARC called out as being especially beneficial:

- Paving the way for rooftop solar by offering expedited plan review, plan processing, and inspections for the installation of new solar systems that are a minimum of 1kWh.
- Using rainwater captured in retention basins to irrigate government facilities at Rock Mill Park and Webb Bridge Park instead of using potable water.
- Adopting a no net loss of trees policy for government property. The most recent example of this policy in action is along the Haynes Bridge Road median.
- Supporting the Alpharetta Community Farm, which follows the principles of regenerative organic farming, and promotes care of the soil and plant management in accordance with natural systems.
- Redesigning the North Point PARKway Streetscape to incorporate native plant species, multi-use trail, green infrastructure, improved transit stops, enhanced pedestrian crossings, energy-efficient lighting, and use of natural materials as creative architectural elements.

GENERAL FUND DEPARTMENTAL SUMMARIES

City Administration (including City Clerk and Economic Development)

CHRIS LAGERBLOOM
CITY ADMINISTRATOR



CLagerbloom@alpharetta.ga.us

ASSISTANT CITY
ADMINISTRATOR

VACANT



Our Community Vision is to advance Alpharetta as a signature City by:



Offering the highest quality of environment for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

GENERAL FUND DEPARTMENTAL SUMMARIES

City Administration (including City Clerk and Economic Development)

Administration, City Attorney, City Clerk, Public Information, and Economic Development

Mission Statement

The mission of the City Administrator's Office is to carry out the policies and implement the goals established by the City Council in providing services to the citizens in the most effective and economical manner while promoting awareness and understanding of services, policies, information, programs, and priorities that results in an informed and participative community while also furthering the prosperity of our business community.

Goals and Objectives

-  ✓ To improve quality of service to citizens of the City of Alpharetta.
-  ✓ To improve morale and promote teamwork among all employees.
-  ✓ To improve coordination and administration of interdepartmental activities.
-  ✓ To promote better communication between all levels of government and the citizens.
-  ✓ To use technology to improve processes for citizen input into facets of governance.
-  ✓ To increase the public/government interaction through the City's website.
-  ✓ Focus on Economic Development to fulfill the vision of the City of Alpharetta as the preeminent place to live, work, learn, and play.

Key Issues

- ✓ Continue the development of a "customer-driven" organizational culture among the staff.
- ✓ Strengthen the relationship between the City Council and staff - building bridges in communication to facilitate the relationship.
- ✓ Continue the informative, cooperative endeavor of providing the best available information for the City Council to remain effective and successful in their offices.
- ✓ Meet the service provision and service level demand of the citizens while ensuring the most cost-effective delivery of those services.
- ✓ Continue efforts toward more effective communication strategies with citizens through enhanced public awareness and public education programs.

GENERAL FUND DEPARTMENTAL SUMMARIES

- ✓ Seek to work with the local legislative delegation on the introduction or support of legislation that benefits the City of Alpharetta and its citizens.
- ✓ Anticipate the future population and area growth of the City as a result of continued development and annexations, ensuring staff meets the expectations of existing and new residents.
- ✓ Continue efforts toward enhancing the compensation and benefits package to attract and retain the very best employees.

Statement of Revenues and Expenditures

City Administration (incl. City Clerk, and Economic Dev.) General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget*	FY 2026 Recommended Budget
REVENUES					
Licenses and Permits:					
Alcohol Beverage Permits	\$ 2,000	\$ 2,300	\$ 1,500	\$ 1,000	\$ 1,000
Charges for Services:					
Other	1,651	3,818	4,124	1,500	3,000
Other Revenue:	2,178	-	2,343	-	-
TOTAL	\$ 5,829	\$ 6,118	\$ 7,967	\$ 2,500	\$ 4,000
EXPENDITURES					
Personnel Services:					
Salaries (incl. Temp. Svcs)	\$ 727,620	\$ 755,789	\$ 1,032,517	\$ 1,346,791	\$ 1,252,947
Overtime	-	-	269	779	-
Group Insurance	119,329	108,947	161,334	233,906	262,194
FICA	46,446	56,010	69,007	104,977	96,591
Pension (Defined Benefit)	112,581	99,998	64,009	64,727	31,012
Pension (401A Cont./Match)	47,896	95,587	135,494	191,805	196,872
Workers Compensation	18,817	18,610	23,259	28,055	27,854
OPEB Contribution	13,682	16,089	26,215	34,065	30,675
Miscellaneous	12,386	50,444	20,741	21,683	24,678
<i>subtotal</i>	<i>\$ 1,098,756</i>	<i>\$ 1,201,474</i>	<i>\$ 1,532,845</i>	<i>\$ 2,026,788</i>	<i>\$ 1,922,823</i>
Maintenance & Operations:					
Professional Services	\$ 210,843	\$ 70,534	\$ 100,994	\$ 292,752	\$ 443,100
Advertising	17,411	12,786	11,518	171,100	151,300
Employee Training	3,517	9,053	20,198	42,750	37,500
Employee Travel	2,526	5,300	6,622	33,810	28,000
General Supplies	25,682	45,843	39,141	102,891	100,700
Maint. Contracts/IT Services	80,974	81,187	218,810	327,297	417,026
Miscellaneous	600	4,938	32,097	28,047	9,700
<i>subtotal</i>	<i>\$ 341,552</i>	<i>\$ 229,641</i>	<i>\$ 429,381</i>	<i>\$ 998,647</i>	<i>\$ 1,187,326</i>
TOTAL	\$ 1,440,308	\$ 1,431,114	\$ 1,962,226	\$ 3,025,435	\$ 3,110,149

Notes:

* Economic Development function was reorganized from the Community Development Department to City Administration starting in FY 2025.

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for City Administration totals \$3 million and represents an increase of 3%, or \$84,714 compared to FY 2025.

The Personnel Services category decreased -5%, or -\$103,965 due to multiple factors including:

- Transfer of one vacant Project Manager position from City Administration to the Public Safety Department which was subsequently reclassified to a Fire Plans Examiner position (-\$138,972 budget reduction across multiple Personnel Services accounts).
- This reduction is partially offset through the following:
 - 3% performance-based merit program scheduled for July 1, 2025.
 - Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc. which is partially offset through staff turnover and associated changes in salary and benefit elections (e.g. employee-only vs family coverage, etc.).

Authorized personnel total 10 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Administrative Assistant II	-	-	1.0	-	-	-
Administrative Office Coordinator	-	-	1.0	1.0	1.0	-
Assistant City Administrator	1.0	1.0	1.0	1.0	1.0	-
Assistant City Clerk	1.0	1.0	1.0	1.0	1.0	-
City Administrator	1.0	1.0	1.0	1.0	1.0	-
City Clerk	1.0	1.0	1.0	1.0	1.0	-
Communications & Engagement Manager*	-	-	-	-	1.0	1.0
Economic Development Director	-	-	-	1.0	1.0	-
Economic Development Manager	-	-	-	1.0	1.0	-
Economic Development Coordinator*	-	-	-	1.0	-	(1.0)
Economic Development Mktg Coordinator*	-	-	-	-	1.0	1.0
Executive Office Coordinator	1.0	1.0	-	-	-	-
Municipal Project Manager*	-	-	1.0	1.0	-	(1.0)
Public Comm. & Engagement Coordinator*	-	-	1.0	1.0	-	(1.0)
Web Administrator	1.0	1.0	1.0	1.0	1.0	-
	6.0	6.0	9.0	11.0	10.0	(1.0)

* Position adjustments occurred during FY 2025.

The Maintenance and Operations category increased 19%, or \$188,679, due primarily to the following:

- Increase in professional services of \$150,348 (51% growth) due to increases for election costs and FY 2026 operating initiative funding which are partially offset through reductions in funding for Tech Alpharetta as follows:

GENERAL FUND DEPARTMENTAL SUMMARIES

- Increase in election funding of \$150,000 as Fiscal Year 2026, as opposed to 2025, is an election year. On April 18, 2024, the Governor signed House Bill 1312, mandating a statewide Special Primary Election and Special Election in 2025 for Public Service Commission (PSC) Districts 2 and 3. As a result, Fulton County must conduct a countywide election concurrently with the 2025 Municipal General Elections and the City will not incur costs. If no PSC Runoff Election is required, for the July and December 2025 election dates, municipalities needing a Runoff Election will incur the costs. As previously noted, the City will not incur costs for the general election and has allocated \$150,000 to cover costs for a potential runoff election should one be needed (assuming no PSC runoff election in which case the City would not incur costs).
- Increase in funding for revenue auditing services of \$24,000.
- Operating initiative funding for FY 2026²⁷ totaling \$60,000 to support the North Fulton Economic Alliance Strategic Initiative (2025-2029), a five-year initiative designed to address three pressing challenges to the region's economic prosperity and quality of life.
 - Brand and market our region to attract investment, talent, and jobs.
 - Expand our talent pipeline to strengthen our regional competitiveness.
 - Elevate regional economic development to maximize region-wide performance.
- Decrease in Tech Alpharetta funding of -\$85,000 (from \$95,000 in FY 2025 to \$10,000 in FY 2026) as the operations continue their path to self-sufficiency.
- Increase in maintenance contracts/IT professional services of \$89,729 (27% growth) due to:
 - Operating initiative funding for FY 2026²⁸ totaling \$71,000 for a managed service for remote meeting production, broadcast production, and streaming services in the City Hall Chambers.
 - Coverage of general software inflationary cost growth including cyber security software, as well as initial-year maintenance costs for the new phone system (RingCentral) and City website.
- All other departmental maintenance and operations accounts declined -\$51,398, or -14%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.

²⁷ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

²⁸ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Legal Services General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
N/A	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURES					
Maintenance & Operations:					
Professional Fees	\$ 1,062,905	\$ 789,935	\$ 636,323	\$ 1,000,000	\$ 800,000
TOTAL	\$ 1,062,905	\$ 789,935	\$ 636,323	\$ 1,000,000	\$ 800,000

* City Attorney services are provided through a contractual arrangement with a private law firm. Project specific legal service expenses are expensed to the pertinent project expense account and not included herein.

Performance Measurement

The following section provides detailed information on City Administration programs including performance measures.

• City Administration

Statement of Service: Serves as the administrative head of the municipal government, coordinating municipal functions in order to provide effective, efficient, and responsive services. This office also ensures that ordinances, resolutions and regulations of the City Council and laws of the State of Georgia are enforced and is responsible for public relations activities.

City Administration Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Number of website hits	720,326	802,384	818,337	840,000	850,000
Website Page Views	1,433,130	1,472,814	4,289,211	1,400,000	1,500,000
Website Unique Page Views	1,164,077	1,279,902	1,391,137	1,300,000	1,400,000
Bounce Rate	62.55%	61.72%	43.37%	60.00%	41.00%
Newsletter Subscribers	N/A ⁽¹⁾	7,212	7,836	7,800	8,205
Average Newsletter Opens	N/A ⁽¹⁾	58.80%	63.10%	60.00%	72.10%
Facebook Followers	16,973	19,913	23,199	21,383	25,491
Twitter Followers	11,272	11,909	12,102	12,546	12,733

⁽¹⁾ This is a new metric for FY 2023.

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Economic Development**

Statement of Service: The purpose of Economic Development is to foster and retain the business ecosystem of Alpharetta, both large and small. To advance policies that help Alpharetta grow and stay true to its values.

City Administration - Economic Development					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Existing business contacts	418	421	429	425	430
# of New projects	13	11	9	15	15
# of Major business prospects recruited	2	2	2	5	2



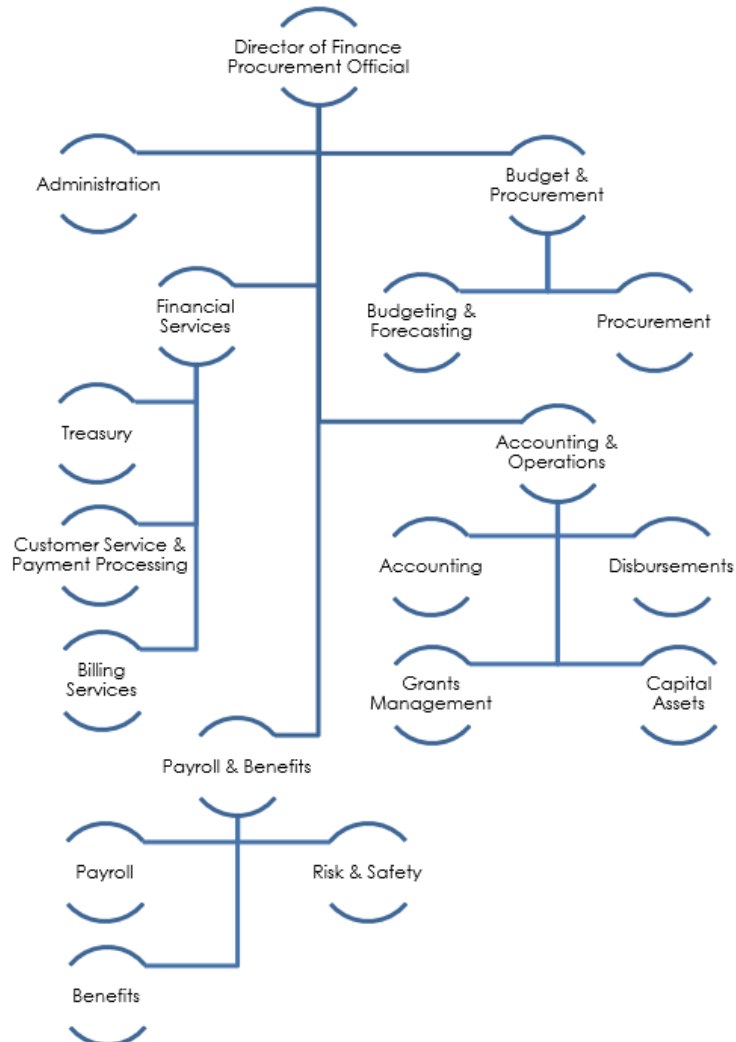
GENERAL FUND DEPARTMENTAL SUMMARIES

Finance

THOMAS G. HARRIS
DIRECTOR



THarris@alpharetta.ga.us



Our Community Vision is to advance Alpharetta as a signature City by:



Offering the highest quality of environment for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

GENERAL FUND DEPARTMENTAL SUMMARIES

Finance

Administration, Accounting, Budgeting, Employee Benefits and Compensation, Procurement, Grants Management, Risk Management, Treasury, Internal and External Services

Mission Statement

The mission of the Finance Department is to plan, receive, monitor, safeguard, invest, account, and expend the financial resources of the City of Alpharetta in the highest legal, ethical, and professional standard practical, and to respond to the service needs of our internal and external customers in a timely, courteous, and accurate manner.

Goals and Objectives



- ✓ Implementation of a finance/human resources system that utilizes current technology and provides heightened data analysis functionality and increases overall staff efficiencies.



- ✓ Process and procedure documentation program – conduct a comprehensive review of team processes, procedures, and practices.



- ✓ Expansion of the financial planning process – continue the development of a comprehensive long-term capital improvement program and multi-year budgeting, forecasting, and planning in order to more accurately predict our financial position in future years, and the impact current year decisions have on the city's long-range financial position.



- ✓ Update to Financial Management Program (e.g., policy revisions).



- ✓ Design and administer innovative and cost-effective benefit programs (e.g., Health Savings Accounts and enhanced Wellness Program) that meet the needs of today's diverse workforce and enhance the city's ability to attract, retain and reward employees.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Finance General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Charges for Services:					
Public Records Requests	\$ -	\$ -	\$ 78	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ 78	\$ -	\$ -
EXPENDITURES					
Personnel Services:					
Salaries (incl. Temp Svcs)	\$ 1,673,138	\$ 1,766,970	\$ 1,867,112	\$ 2,039,310	\$ 2,031,605
Overtime	900	-	-	-	-
Group Insurance	401,786	412,756	426,319	494,235	516,539
FICA	118,683	122,721	132,651	156,031	155,453
Pension (Defined Benefit)	186,526	197,829	205,437	234,619	247,227
Pension (401A Cont./Match)	132,774	142,328	160,483	187,747	192,034
Workers Compensation	47,149	48,145	43,390	43,197	45,474
OPEB Contribution	34,273	38,438	48,418	50,982	49,366
Miscellaneous	774	1,161	772	312	464
<i>subtotal</i>	\$ 2,596,003	\$ 2,730,349	\$ 2,884,581	\$ 3,206,433	\$ 3,238,162
Maintenance & Operations:					
Professional Services	\$ 388,465	\$ 398,723	\$ 463,484	\$ 438,351	\$ 486,325
Printing	19,077	25,535	27,599	25,983	30,600
Employee Travel	2,712	6,302	3,925	6,270	5,700
Employee Training	5,822	9,250	7,347	11,305	9,600
Maint. Contracts/IT Services	277,010	305,407	308,592	333,827	346,697
General Supplies	39,418	43,135	45,135	52,255	52,980
Wellness Programs	112,904	113,949	100,852	36,789	35,000
Miscellaneous	9,545	6,988	43,461	6,000	8,000
<i>subtotal</i>	\$ 854,953	\$ 909,288	\$ 1,000,394	\$ 910,780	\$ 974,902
Capital/Lease/Other:					
Int. on Property Tax Refunds	\$ 171	\$ 4,924	\$ -	\$ 7,500	\$ 7,500
<i>subtotal</i>	\$ 171	\$ 4,924	\$ -	\$ 7,500	\$ 7,500
TOTAL	\$ 3,451,127	\$ 3,644,561	\$ 3,884,976	\$ 4,124,713	\$ 4,220,564

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for Finance totals \$4.2 million and represents an increase of 2%, or \$95,851 compared to FY 2025.

The Personnel Services category increased 1%, or \$31,729, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Which is partially offset through the removal of funding for approved FY 2025 Operating Initiatives representing the addition of one new full-time equivalent position, Procurement Manager (\$135,000 annual impact with a partial year impact of \$67,500 for FY 2025), and the reclassification of two existing positions. These initiatives were contingent upon a 2025 mid-year review of revenue trends that, due to slowing collection trends, were not authorized for hiring/implementation and have been removed from the FY 2026 Budget resulting in a personnel savings of \$67,500.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc. including staff turnover and associated changes in benefit elections (e.g. employee-only vs family coverage, etc.).

Authorized personnel total 20.5 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Accountant	2.5	3.5	3.5	3.0	3.0	-
Accounting & Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Accounting Coordinator	1.0	1.0	1.0	1.0	1.0	-
Accounts Payable Technician	1.0	-	-	0.5	0.5	-
Benefits, Payroll, Safety & Risk Manager	-	-	-	1.0	1.0	-
Benefits Specialist***	1.0	1.0	1.0	1.0	-	(1.0)
Benefits Coordinator***	-	-	-	-	1.0	1.0
Billing Coordinator	1.0	1.0	-	-	-	-
Billing & Collections Representative	1.0	1.0	1.0	1.0	1.0	-
Budget & Procurement Coordinator*	3.0	3.0	3.0	3.0	3.0	-
Budget & Procurement Manager	1.0	1.0	1.0	1.0	1.0	-
Budget Supervisor*	-	-	-	-	-	-
Procurement Manager*	-	-	-	-	-	-
Procurement Supervisor*	-	-	-	-	-	-
Cash Management Coordinator	1.0	1.0	-	-	-	-
Customer Account Representative	1.0	1.0	1.0	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
Office Manager	1.0	1.0	1.0	1.0	1.0	-
Payroll & Benefits Coordinator***	1.0	1.0	1.0	1.0	-	(1.0)
Payroll & Benefits Analyst***	-	-	-	-	1.0	1.0
Payroll & Benefits Manager	1.0	1.0	1.0	-	-	-
Payroll Specialist	1.0	1.0	1.0	1.0	1.0	-

GENERAL FUND DEPARTMENTAL SUMMARIES

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Revenue & Customer Service Manager	-	-	1.0	1.0	1.0	-
Safety & Risk Administrator	1.0	1.0	1.0	-	-	-
Safety & Risk Coordinator	-	-	-	1.0	1.0	-
Tax & Billing Manager	-	-	1.0	1.0	1.0	-
Treasury Services Manager**	1.0	1.0	1.0	1.0	-	(1.0)
	21.5	21.5	21.5	21.5	20.5	(1.0)

* FY 2025 included the addition of one new full-time equivalent position (Procurement Manager) and the reclassification of two existing positions that was contingent upon a mid-year review of revenue trends. The position and associated reclassifications were not funded in FY 2025 and have been removed from the authorized position count for FY 2025.

** FY 2026 includes removal of 1 full-time equivalent position (Treasury Services Manager) that was unfunded during the COVID pandemic and has not been reinstated. This position will be revisited in the future as needs dictate.

*** Position adjustments occurred during FY 2025.

The Maintenance and Operations category increased 7%, or \$64,122, due primarily to the following:

- Increase in professional services of \$47,974 (11% growth) due to growth in banking fees (credit card fees), estimated audit fees (being procured in FY 2025), which is partially offset through a reduction in funding for temporary staffing assistance for our Customer Service and Payment Processing team.
- Increase in maintenance contracts/IT professional services of \$12,870 (4% growth) due to coverage of general software inflationary cost growth including cyber security software, as well as initial-year maintenance costs for the new phone system (RingCentral).
- All other departmental maintenance and operations accounts declined -\$3,278, or -2%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Finance programs including performance measures.

- **Administration**

Statement of Service: The purpose of the administrative arm of the Department of Finance is to facilitate the success of the operating divisions of the department through the provision of oversight, staff support, and internal and public advocacy. Finance administration provides fiduciary oversight and support to the various departments of the city and communicates the financial health of the city to the Mayor, City Council, and stakeholders. Administration is also responsible for cash and debt management.

Finance Admin Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of New GAAP/GASB financial requirements implemented	4	2	2	2	2
Bond rating maintained or upgraded	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA
Cash management program maximizing interest returns (all funds)	(\$1,655,742)	\$5,758,356	\$9,040,359	\$3,920,214	\$2,492,469

- **External Services**

Statement of Service: The purpose of the external services team is to provide accurate and efficient services to City of Alpharetta residents, businesses, and stakeholders through timely and accurate billing and collections processes and outstanding customer service.

Financial Services Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
% of bills generated on time	99%	99%	99%	99%	99%
% of bills collected on time	92%	92%	92%	92%	92%
# of Real estate tax bills generated	21,617	21,689	21,943	22,500	22,380
# of Personal property tax bills	3,047	3,190	3,256	3,350	3,262
# of Liens processed	151	129	112	150	120
# of Sanitation customers	16,706	17,488	17,661	17,735	18,195
% of Delinquent sanitation Accts	<10%	<10%	<10%	<10%	<10%

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Internal Services**

Statement of Service: The internal services arm of the Department of Finance includes Accounting & Operations along with Budgeting & Procurement Services, each further defined as:

- *Budget & Procurement:* The purpose of the budget/procurement division is to facilitate the financial planning process. This is accomplished through the budgeting and expenditure monitoring process in order to effectively distribute available resources consistent with city objectives and priorities. Responsibilities also include supporting all city departments with financial information, activities, transactions, and administration of their budget.
- *Accounting & Operations:* Accounting services records the city's financial transactions. Responsibilities include financial reporting and disbursement activities. The accounting function also provides financial data for the purpose of compiling management and public reports which reflect the financial condition of the city in accordance with Generally Accepted Accounting Principles.

Accounting, Budget, Procurement Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Audited CAFR to be published within 180 days of fiscal year end	12/2/2022	12/20/2023	12/26/2024	12/1/2025	11/30/2026
GFOA Certificate of Achievement for Excellence in Financial Reporting	Yes	Yes	Yes	Yes	Yes
GFOA Outstanding Achievement in Popular Annual Financial Reporting	Yes	Yes	Yes	Yes	Yes
GFOA Distinguished Budget Award	Yes	Yes	Yes	Yes	Yes
Percentage of General Fund departments within appropriated budget*	91%	100%	100%	100%	100%
% of Budgeted employees participating in direct deposit	100%	100%	100%	100%	100%
Average # of vendor responses to Bids/Requests for Proposals	4	4	4	4	4



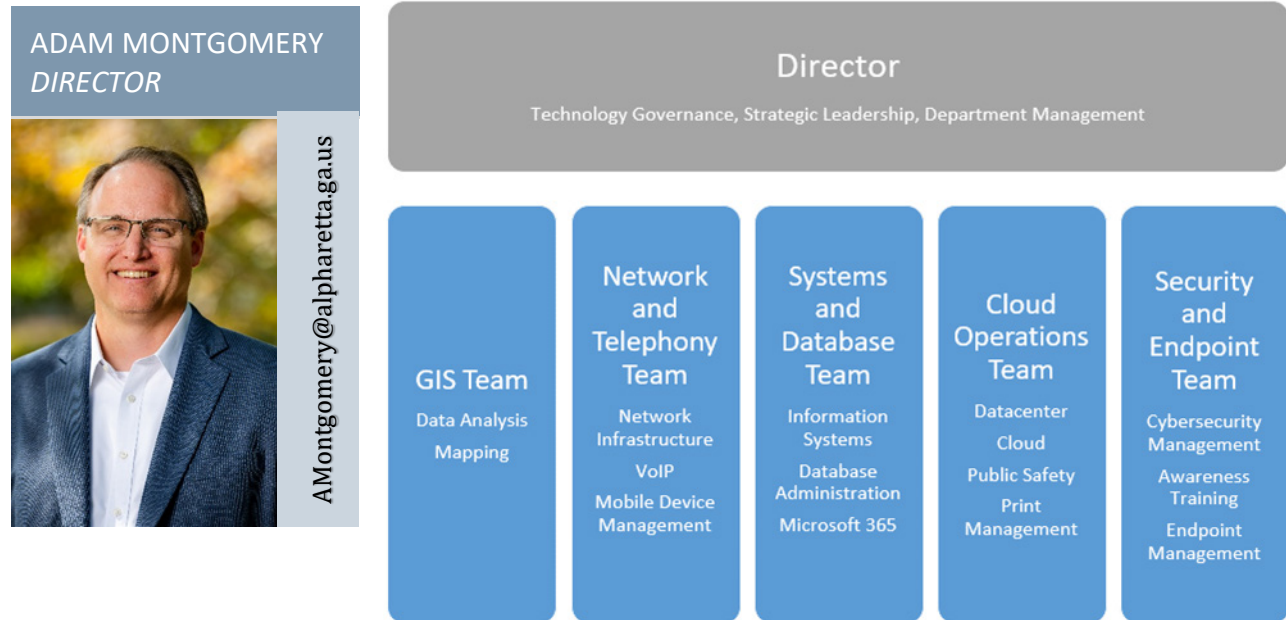
Southern Living magazine ranked Alpharetta among its top 10 best cities on the rise in the South for 2024.

Alpharetta was the only Metro Atlanta city on the list, ranking 9th out of 25.

The magazine's "South's Best" lists are selected from nominations and votes from readers.

GENERAL FUND DEPARTMENTAL SUMMARIES

Information Technology



Our Community Vision is to advance Alpharetta as a signature City by:



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Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

GENERAL FUND DEPARTMENTAL SUMMARIES

Information Technology

Security, Cloud, Network, Systems, and GIS

Mission Statement

Information Technology's mission is to provide high-quality technology products, services, and human resources to City departments that enable them to accomplish their goals and objectives. The Department of Information Technology strives to continuously improve the delivery of services and minimize costs while accommodating future City growth.

Goals and Objectives

As we accomplish our mission, the City of Alpharetta Department of Information Technology will be known to provide high-quality services by:



- ✓ Being recognized by City departments as having a high level of skill and knowledge.



- ✓ Providing excellent service to all City departments as measured by the City's performance standards.



- ✓ Acquiring and supporting proven, sustainable technology solutions that are continually maintained and updated.



- ✓ Helping City departments to improve and extend the functionality of major systems by offering systems integration and software development services.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Information Technology General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
EXPENDITURES					
Personnel Services:					
Salaries (incl. intern svcs.)	\$ 1,161,795	\$ 1,273,133	\$ 1,341,459	\$ 1,483,688	\$ 1,503,655
Group Insurance	237,272	246,383	259,541	294,507	295,426
FICA	85,919	93,595	98,916	112,943	114,430
Pension (Defined Benefit)	131,986	116,670	134,952	141,793	165,233
Pension (401A Cont./Match)	95,898	106,121	121,142	147,772	153,482
Workers Compensation	33,810	33,173	33,859	30,629	33,518
OPEB Contribution	24,579	26,369	37,738	36,892	36,914
Miscellaneous	310	232	697	698	156
<i>subtotal</i>	<u>\$ 1,771,569</u>	<u>\$ 1,895,677</u>	<u>\$ 2,028,304</u>	<u>\$ 2,248,922</u>	<u>\$ 2,302,814</u>
Maintenance & Operations:					
Professional Services	\$ -	\$ 1,950	\$ -	\$ 2,500	\$ 2,500
Employee Travel	1,383	12,665	15,046	22,000	20,000
Employee Training	17,290	9,967	39,213	22,500	22,500
Maint. Contracts/IT Svcs.	98,928	139,151	337,510	221,039	198,061
General Supplies	3,707	5,687	9,083	9,000	9,000
Small Equipment	1,167	12,295	10,602	15,000	14,500
Miscellaneous	-	1,548	2,199	3,000	3,000
<i>subtotal</i>	<u>\$ 122,476</u>	<u>\$ 183,263</u>	<u>\$ 413,654</u>	<u>\$ 295,039</u>	<u>\$ 269,561</u>
TOTAL	<u>\$ 1,894,045</u>	<u>\$ 2,078,939</u>	<u>\$ 2,441,958</u>	<u>\$ 2,543,961</u>	<u>\$ 2,572,375</u>

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for Information Technology totals \$2.6 million and represents an increase of 1%, or \$28,414, compared to FY 2025.

The Personnel Services category increased 2%, or \$53,892, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc.
- All of which is fully offset through staff turnover and associated changes in compensation/benefit elections.

Authorized personnel total 13 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Cloud Operations Analyst	-	-	-	1.0	1.0	-
Cloud Operations Manager	-	-	-	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
GIS Manager	1.0	1.0	1.0	1.0	1.0	-
GIS Administrator	-	-	-	1.0	1.0	-
IT Administrator	4.0	4.0	4.0	-	-	-
IT Analyst	1.0	1.0	1.0	-	-	-
IT CityWorks Administrator	1.0	1.0	1.0	-	-	-
Information Systems Manager	4.0	4.0	4.0	1.0	1.0	-
Information Security Manager*	-	-	-	1.0	-	(1.0)
Information Security Administrator*	-	-	-	-	2.0	2.0
Information Technology Technician	1.0	1.0	1.0	1.0	1.0	-
Network Manager	-	-	-	1.0	1.0	-
Network Administrator	-	-	-	1.0	1.0	-
Systems Administrator*	-	-	-	3.0	2.0	(1.0)
	13.0	13.0	13.0	13.0	13.0	-

* Position adjustments occurred during FY 2025. Network Manager is also the interim Security Manager starting in FY 2025.

The Maintenance & Operations category decreased -9%, or -\$25,478, due primarily to the following:

- Decrease in maintenance contracts/IT professional services of -\$22,978 (-10% reduction) due to a reallocation of after-hours support (allocated solely to the IT budget in FY 2025) to cyber security initiatives in FY 2026 that are being allocated to all user departments. This decrease is partially offset through coverage of general software inflationary cost growth as well as initial-year maintenance costs for the new phone system (RingCentral).
- Decrease in employee training (professional development) of -\$2,000 (-9% reduction) as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Information Technology programs including performance measures.

- **Information Technology**

Statement of Service: Information Technology provides hardware, software, and support services to all departments in technology related areas.

Information Technology Department **Performance Measures for Calendar Year 2024** **(Calendar Year Stats)**

	2024	Department Target	Results	%
IT Operations				
Number total cases	5,997		5,997	
Number resolved in a day	3,231		3,231	
% resolved in a day	54%	70%	C+	
Number resolved in 10 days	5,112		5,112	
% resolved in 10 days	85%	90%	B	
GIS				
Number total cases	159		159	
Number resolved in a day	78		78	
% resolved w/in in a day	49%	33%	A+	
Number resolved in 10 days	99		99	
% resolved in 10 days	62%	75%	B	

OTHER MEASURES

Emails

Number of Inbound	3,011,557	N/A	3,011,557
Number of Outbound	717,784	N/A	717,784
Number of Internal	3,001,162	N/A	3,001,162
Number of Rejected Emails	998,738	N/A	998,738
% of Rejected Emails	33%	N/A	33%

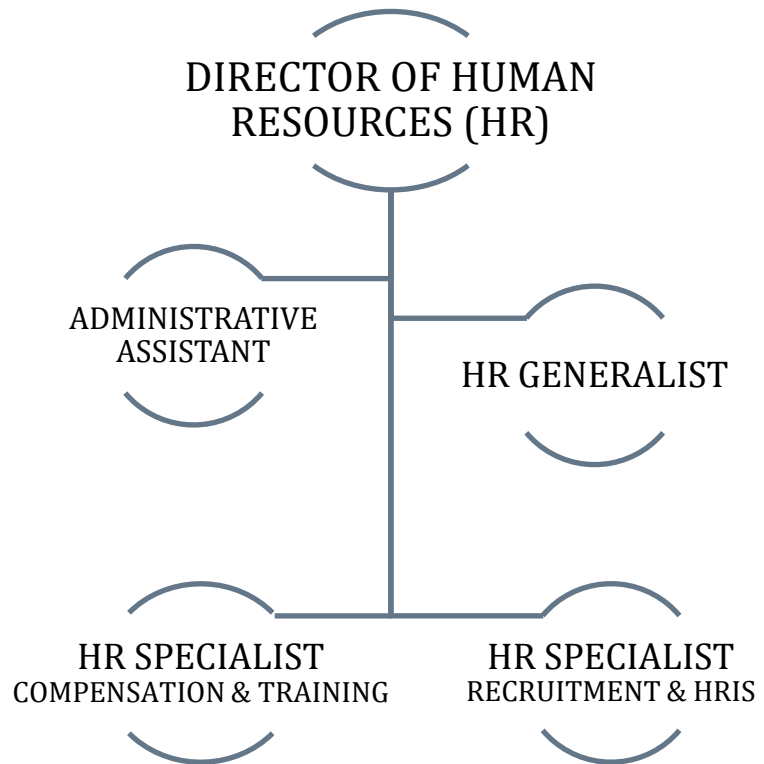
GENERAL FUND DEPARTMENTAL SUMMARIES

Human Resources

CRIS RANDALL
HUMAN RESOURCES
DIRECTOR



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Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

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GENERAL FUND DEPARTMENTAL SUMMARIES

Human Resources

Administration, Talent and Compensation Management, Employee Relations, Development, Recruitment and Retention

Mission Statement

HR is committed to achieve the highest standards of public administration through sound HR practices, and to EMPOWER and ENCOURAGE employees by providing the support, training and development needed to fulfill their CAREER GOALS and the duties and responsibilities of their positions as a public servant.

Synopsis

To successfully carryout our core mission, the Human Resources Team shall:

- ✓ Ensure that employees are provided the same concern, respect, and caring attitude within the organization that they are expected to share with every customer, both external and internal.
- ✓ Be committed to achieve the highest standards of public administration through sound HR practices, to ensure compliance with federal and local employment laws.
- ✓ Act as a catalyst in providing employees with the support, training and development needed to fulfill the duties and responsibilities of their position as a public servant and contribute at optimum levels towards the success of the community and the City of Alpharetta.
- ✓ Establish, administer, and effectively communicate sound policies, rules, and practices that treat employees with dignity, respect and equality while maintaining compliance with employment and labor laws, organizational directives, and the mission, vision, and core values of the City of Alpharetta.
- ✓ Act as strategic partner and trusted advisor to senior management and supervisory staff on talent management, workforce planning and staffing, organizational effectiveness, training and development, engagement and corrective actions, compliance, and related matters.
- ✓ Collaborate with Finance Department to develop and provide a competitive salary and benefit package that supports our employees and meets the needs and goals of the City of Alpharetta.

GENERAL FUND DEPARTMENTAL SUMMARIES

Goals and Objectives

-  ✓ Develop and maintain appropriate personnel policies and procedures that provide flexibility in the management of personnel while maintaining compliance with current employment law and practice so as to effectively protect the City.
-   ✓ Improve operational efficiency, effectiveness and reduce costs by elevating the overall health and wellbeing of our employees.
-   ✓ Develop, implement, evaluate, enforce and communicate job classification and compensation policies and programs. This is a critical HR role as a well-designed classification and compensation system will help attract, motivate and retain employees as well as work within fiscal constraints.
-  ✓ Develop and deliver effective training programs to employees so as to constantly improve customer service delivery, efficiency of operations, and the overall effectiveness and professionalism of the organization.
-   ✓ Identify and develop internal talent and future leaders to build succession pipelines to meet current and future talent needs in critical roles.
-   ✓ Develop and maintain a Strategic Human Resources Plan to ensure continuity of operations, effective succession planning in key positions, appropriate staffing to meet City goals and customer service expectations and anticipate fiscal needs and impacts.
-  ✓ Serves as advisor and resource for employees and supervisors regarding employee relations cases. Assist and educate employees about operating within the bounds of personnel policies. Assist supervisors address difficult and complex employee situations, help in resolving labor disputes, and respond with the appropriate level of corrective action while working to prevent retaliation.
-  ✓ Elevate and maintain employee engagement by enhancing communication channels and fostering an information rich environment.
-   ✓ Leverage technology to enhance the effectiveness and efficiencies of certain labor intense HR functions and automate routine and administrative tasks in order to be able to focus on strategic tasks.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Human Resources

General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Charges for Services:					
Public Records Requests	\$ -	\$ 85	\$ 29	\$ -	\$ -
TOTAL	\$ -	\$ 85	\$ 29	\$ -	\$ -
EXPENDITURES					
Personnel Services:					
Salaries	\$ 290,925	\$ 373,097	\$ 423,033	\$ 478,771	\$ 500,956
Overtime	62	-	-	-	-
Group Insurance	26,124	35,628	46,123	98,407	72,022
FICA	24,892	31,132	34,926	36,626	38,323
Pension (Defined Benefit)	28,666	29,529	21,942	15,105	17,443
Pension (401A Cont./Match)	26,671	33,690	44,559	61,557	65,609
Workers Compensation	7,857	7,897	9,073	9,966	11,244
OPEB Contribution	5,701	7,982	7,969	11,969	12,383
Tuition Reimbursement	20,726	11,621	30,354	45,000	55,000
Miscellaneous	387	232	77	-	-
<i>subtotal</i>	\$ 432,011	\$ 530,807	\$ 618,055	\$ 757,401	\$ 772,980
Maintenance & Operations:					
Professional Services	\$ 54,697	\$ 90,066	\$ 74,906	\$ 67,120	\$ 79,000
Employee Travel	723	5,397	2,883	5,000	4,500
Employee Training	2,541	10,405	5,647	11,000	8,000
Maint. Contracts/IT Svcs.	66,730	48,965	115,900	155,376	158,539
General Supplies	6,314	5,643	7,054	12,000	10,525
Employee Recognition	39,230	62,128	70,785	55,500	75,000
Miscellaneous	3,829	11,828	3,093	1,880	2,000
<i>subtotal</i>	\$ 174,064	\$ 234,432	\$ 280,268	\$ 307,876	\$ 337,564
TOTAL	\$ 606,075	\$ 765,239	\$ 898,324	\$ 1,065,277	\$ 1,110,544

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for Human Resources totals \$1.1 million and represents an increase of 4%, or \$45,267, compared to FY 2025.

The Personnel Services category increased 2%, or \$15,579, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc.
- All of which is fully offset through staff turnover and associated changes in compensation/benefit elections.

Authorized personnel total 5 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
Human Resources Generalist	-	-	-	1.0	1.0	-
Human Resources Manager	1.0	1.0	1.0	-	-	-
Human Resources Specialist	-	1.0	1.0	2.0	2.0	-
	3.0	4.0	4.0	5.0	5.0	-

The Maintenance and Operations category increased 10%, or \$29,688, due primarily to the following activity:

- Increase in professional services of \$11,880 (18% growth) due primarily to additional funding for pre-employment evaluations (including psychological evaluations as dictated by the underlying position requirements).
- Increase in maintenance contracts/IT professional services of \$3,163 (2% growth) due to coverage of general software inflationary cost growth including cyber security software, as well as initial-year maintenance costs for the new phone system (RingCentral).
- Increase in employee recognition program funding of \$19,500 (35% growth).
- All other departmental maintenance and operations accounts declined -\$4,855, or -16%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Human Resources programs including performance measures.

- **Administration**

Statement of Service: The administrative function monitors legal compliance and employee relations in order to effectively administer sound policies, and practices that will treat all employees equally while maintaining compliance with employment and labor laws.

Human Resources Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Human Resources Dept. annual turnover percentage	0%	50%	25%	0%	0%
City-wide turnover percentage	11.98%	10.27%	10%	12%	11%
Total # full-time equivalents (full-time, part-time, seasonal, and elected)	590	584	626	590	600
Total # VETERANS full-time equivalents (full-time, part-time, seasonal, and elected)	53	48	53	50	52
HR staff to total full-time equivalent employee ratio	0.508	0.685	0.799	0.847	0.833



WELCOME! We are always looking for enthusiastic candidates passionate for their work and great sense of pride for serving our wonderful community!

Our current vacancies can be found via the hyperlink below. If interested in a position that is not currently open, fill out a Job Interest Card to be notified via e-mail when the position is open.

<https://www.governmentjobs.com/careers/alpharetta>

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Recruitment and Retention**

Statement of Service: The recruitment and retention function facilitate programs to continually increase the quality of the workforce through placing, training, and retaining highly qualified individuals who have the educational background, knowledge, and competencies to perform at above average levels.

Human Resources Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Employment & Retention					
Average cost per hire - Regular positions	\$6,000	\$6,100	\$6,200	\$6,500	\$6,400
Average cost per hire - Seasonal positions	\$750	\$750	\$780	\$825	\$850
# of Online job postings hits	119,229	125,725	128,191	145,000	150,000
# of Job interest cards received	1,216	1,544	1,940	1,850	2,250
# of Applications reviewed	1,414	1,610	1,955	2,100	2,250
# of Qualified applications processed	721	859	923	900	1100
# of New hires - Regular positions	53	55	62	73	45
# of New hires - Seasonal positions	89	83	95	110	120
# of Internal promotions	32	57	26	35	40
# of Separations (not including retirement)	59	33	34	40	31
# of Retirements	8	16	10	31	20
# New hire orientation sessions	22	12	12	12	12
Workforce Management					
% of Employees rated "Exceeds" on performance review	43.5%	46.3%	27.7%	42.0%	54.0%
% of Employees rated "Meets" on performance review	56.3%	53.7%	68.9%	55.0%	44.0%
% of Employees underperforming on annual review	0.2%	0.0%	3.4%	3.0%	2.0%
% of Employees on "Performance Improvement Plan"	0.2%	0.1%	0.1%	0.1%	0.1%
# Employee Relation Cases	42	52	73	60	60
# Return-to-Work and Light-Duty Cases"	-	-	28	43	45
# Job Descriptions Revised	54	110	13	75	50
Education Incentive - Professional Development					
# enrollments by program*					
Doctorate Degree	0	0	0	0	0
Master's Degree	3	2	8	8	14
Bachelor's Degree	6	4	12	9	18
Associate's Degree	1	2	3	4	4
Certificate Programs	2	1	1	2	1
Total # of employees receiving education incentive	12	9	24	23	37
Other Metrics					
# Payroll action forms processed	1823	1578	1468	1700	1700
# Verification of Employment processed"	-	-	32	56	44
# Open Records Requests"	-	-	32	48	40
# Service Awards"	-	-	55	56	75

^NEO scheduled for at least once a month starting FY23

* FY22 - program partially unfunded due to budget constraints

" Started tracking measures in FY25

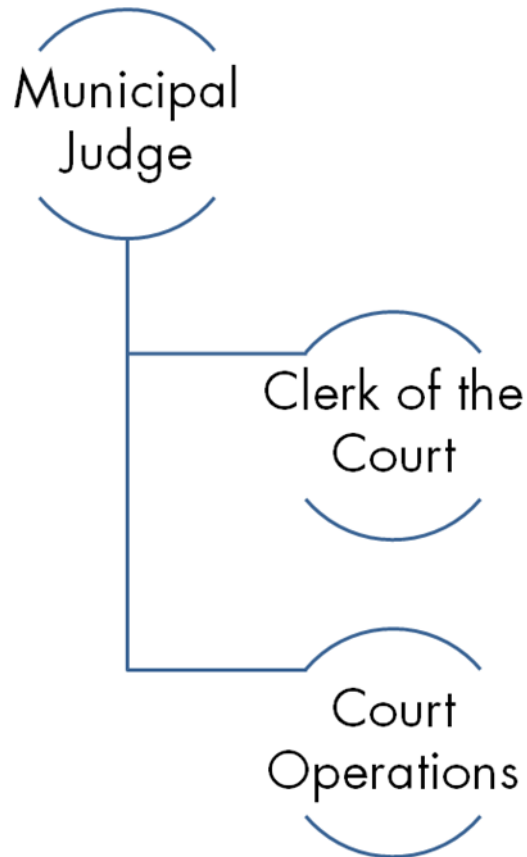
GENERAL FUND DEPARTMENTAL SUMMARIES

Municipal Court

BROOKE LAPPIN
DIRECTOR



BLappin@alpharetta.ga.us



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Offering the highest quality of environment for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

GENERAL FUND DEPARTMENTAL SUMMARIES

Municipal Court

Administration, Employee Recruitment and Retention

Mission Statement

To grow and maintain sufficient staffing, infrastructure, and general court services for the City of Alpharetta; to educate and inform persons who attend court; to ensure the citizens' rights are observed and protected; to achieve justice and fundamental fairness in all matters including cases that go to trial and those that are settled pre-trial; and to efficiently and responsibly serve all citizens living in the community.

Goals and Objectives

-   ✓ Provide professional, quality service.
-   ✓ Monitor court sessions and continue to improve efficiency.
-   ✓ Develop operations guide to use internally.
-   ✓ Enhance reporting to state and city departments.
-   ✓ Review and enhance current reports/forms.
-   ✓ Enhance the current data that is shared between Court/Police.
-   ✓ Review, improve, and update day to day operations.
-   ✓ Provide proper training to ensure compliance with all State laws and regulations.
-   ✓ Continue to cross-train employees.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Municipal Court General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Intergovernmental					
Milton IGA (Court Svcs)	\$ 75,637	\$ 142,065	\$ 128,734	\$ 178,626	\$ 196,663
TOTAL	\$ 75,637	\$ 142,065	\$ 128,734	\$ 178,626	\$ 196,663
EXPENDITURES					
Personnel Services:					
Salaries	\$ 428,443	\$ 476,608	\$ 530,700	\$ 636,896	\$ 662,725
Overtime	25,728	107,924	97,013	105,000	105,000
Group Insurance	109,172	119,785	142,010	154,599	173,386
FICA	32,291	43,019	46,342	56,636	58,642
Pension (Defined Benefit)	18,145	19,584	11,417	14,171	16,646
Pension (401A Cont./Match)	39,847	55,201	58,099	84,691	88,937
Workers Compensation	11,655	8,655	10,145	10,780	12,224
OPEB Contribution	8,470	6,891	11,271	12,944	13,463
Miscellaneous	-	77	-	-	387
<i>subtotal</i>	\$ 673,750	\$ 837,745	\$ 906,997	\$ 1,075,717	\$ 1,131,410
Maintenance & Operations:					
Professional Services	\$ 230,791	\$ 80,430	\$ 52,066	\$ 47,100	\$ 56,600
Land/Building Rental	74,525	81,300	81,300	81,300	81,300
Printing	7,386	5,338	2,728	9,800	8,000
Employee Training	3,941	4,253	7,387	15,500	10,000
Employee Travel	1,849	1,005	3,193	16,500	10,000
Maint. Contracts/IT Svcs.	53,466	91,524	78,918	98,501	101,290
General Supplies	11,701	8,053	7,959	14,753	10,350
Utilities	4,860	-	-	-	-
Miscellaneous	17,757	4,885	-	2,837	1,700
<i>subtotal</i>	\$ 406,276	\$ 276,790	\$ 233,550	\$ 286,291	\$ 279,240
TOTAL	\$ 1,080,027	\$ 1,114,535	\$ 1,140,547	\$ 1,362,008	\$ 1,410,650

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for Municipal Court totals \$1.4 million and represents an increase of 4%, or \$48,642, compared to FY 2025.

The Personnel Services category increased 5%, or \$55,693, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc. including staff turnover and associated changes in benefit elections (e.g. employee-only vs family coverage, etc.).

Authorized personnel total 7.5 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Administrative Assistant I*	-	-	-	2.0	1.0	(1.0)
Director	1.0	1.0	1.0	1.0	1.0	-
Chief Court Clerk	-	1.0	1.0	1.0	1.0	-
Deputy Court Clerk*	-	2.0	2.0	1.0	2.0	1.0
GCIC Coordinator	-	1.0	1.0	1.0	1.0	-
Deputy Clerk II	4.0	-	-	-	-	-
Deputy Clerk III	1.0	-	-	-	-	-
City Solicitor	1.0	1.0	1.0	1.0	1.0	-
Judge	-	0.5	0.5	0.5	0.5	-
	7.0	6.5	6.5	7.5	7.5	-

* FY 2025 included the addition of one new full-time equivalent position (Administrative Assistant I) which will be included in the cost-sharing agreement with the City of Milton. Post approval, the position was administratively approved as a Deputy Court Clerk which is the same pay grade.

The Maintenance and Operations category decreased -2%, or -\$7,051, due primarily to the following activity:

- Increase in professional fees of \$9,500 (20% increase) due primarily to growth in translator services and substitute solicitor services.
- Increase in maintenance contracts/IT professional services of \$2,789 (3% growth) due to coverage of general software inflationary cost growth including cyber security software, as well as initial-year maintenance costs for the new phone system (RingCentral).
- All other departmental maintenance and operations accounts declined -\$19,340, or -14%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Municipal Court programs including performance measures.

- **Violations Bureau**

Statement of Service: The purpose of the Municipal Court is to process all alleged violations of city Ordinances and certain state laws in a fair, impartial, expeditious, accurate, and fiscally responsible manner. The Violations Bureau holds traffic and state court, monitors and handles all cash bonds and manages all Court records.

Municipal Court Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Citations received to process	10,861	11,478	9,350	13,000	13,000
Total # of cases disposed	9,376	11,349	8,934	13,000	13,000
# of Court sessions	216	192	192	192	192
Annual deposits (Court Fines)	\$1,529,553	\$1,987,587	\$1,591,546	\$1,700,000	\$1,750,000

Looking for a safe meetup spot to

BUY & SELL ONLINE?

Use our **E-COMMERCE**
SAFE TRADE ZONE

ALPHARETTA DEPARTMENT OF PUBLIC SAFETY
E-COMMERCE
SAFE TRADE ZONE
VIDEO SURVEILLANCE

**LOCATION: 2565 OLD MILTON PKWY
ALPHARETTA, 30009**

Buying or selling something online? Use our E-Commerce Safe Trade Zone!

Towards the front of the Public Safety Department parking lot (located at 2565 Old Milton Parkway), there are two spaces reserved specifically for a safe trade zone.

These spaces are clearly marked and are under constant video surveillance, so they're always available for use!

GENERAL FUND DEPARTMENTAL SUMMARIES

Public Safety

JOHN ROBISON
DIRECTOR



JRobison@alpharetta.ga.us



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GENERAL FUND DEPARTMENTAL SUMMARIES

Public Safety

Administration, Police, Fire, and Emergency 911

Mission Statement

Public Safety: It is the **Mission** of the **Alpharetta Department of Public Safety** to **Enhance** the **Quality of Life** of those that **Live, Work, and Play** in the **City of Alpharetta**.

Police Services strives to ensure the highest quality of life for its citizens through developing and maintaining partnerships with the community. We take pride in the fact that all contacts with the public are professional and at all times personify the highest levels of honor, integrity, ethics and justice, entrusted to us by those we are sworn to serve.



Fire and Emergency Services is a proactive, customer-oriented emergency services provider. Our objective is to provide the best possible fire and emergency medical services. Our goal is to maximize the saving of lives, minimize the loss of property and avoid loss whenever possible through prevention and education.

Goals and Objectives

Police Services



- ✓ Crime Prevention – Partner with the community through the Alpharetta Community of Excellence (ACE) program, Crime-Free Multifamily Housing, and building partnerships and mitigating problems through education and enforcement.



- ✓ Uniform Patrol - Increase visible presence in the community with an emphasis on residential neighborhoods.



- ✓ Criminal Investigation - Maintain a case clearance rate above national averages through strong local investigative efforts and appropriate partnerships with other federal, state, and local law enforcement agencies.



- ✓ Traffic Safety - Identify and address traffic and pedestrian concerns through engineering, education, and enforcement. Build an effective strategy utilizing a collaborative effort between city departments.

GENERAL FUND DEPARTMENTAL SUMMARIES

Fire Services

- 
 ✓ Maintain a minimum on-duty staffing level of not less than 23 Firefighter/EMT or Paramedics at all times.
- 
 ✓ Assure all firefighters are certified at the National Professional Qualifications Firefighter II Level.
- 
 ✓ Maintain a minimum of 240 hours of annual training and career development for each career firefighter.
- 
 ✓ Place the first fire apparatus on the scene of an emergency within five minutes of dispatch at least 90% of the time.
- 
 ✓ Place a minimum of 14 firefighters on the scene of a structure fire within seven minutes of dispatch at least 90% of the time.
- 
 ✓ Place an advance life support paramedic on the scene of a medical emergency within five minutes of dispatch at least 90% of the time.
- 
 ✓ Present programs of fire safety education to 80% of all preschool children and 95% of all first and fourth grade students who reside within the City.
- 
 ✓ Conduct a fire safety inspection and/or design a pre-fire plan for every non-residential occupancy annually.



As emerging changes in healthcare affect our community on an almost daily basis, the Alpharetta Department of Public Safety is expanding our response to these needs with the launch of our community paramedicine program – My Watch Alpharetta.

The concept of community paramedicine represents one of the most progressive and historically based evolutions available to community-based healthcare and to the Emergency Medical Services arena. By utilizing Emergency Medical Service (EMS) providers in an expanded role, community paramedicine increases patient access to primary and preventative care, provides wellness interventions within the medical home model, decreases emergency department utilization, saves healthcare dollars, and improves patient outcomes.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Public Safety General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Licenses and Permits	\$ 1,325	\$ 7,051	\$ 38,212	\$ 20,000	\$ 40,000
Intergovernmental:					
City of Milton IGA (CAD/RMS)	1,648	-	-	140,000	140,000
Other	319,844	4,633	22,261	20,300	25,000
Charges for Services:					
Reports	18,774	24,547	22,413	25,000	25,000
Services	201,990	209,650	204,295	200,000	200,000
False Alarms	61,987	51,902	77,524	56,500	65,000
Plan Review	137,995	208,020	92,393	175,000	175,000
Other	-	2,025	17,250	58,500	16,500
Fines & Forfeitures:					
Municipal Court Fines	1,529,553	1,987,587	1,591,546	1,850,000	1,750,000
School Zone/Other Citations	1,441,210	1,300,188	923,969	750,000	525,000
Other Revenue	9,358	200	2,566	-	-
TOTAL	\$ 3,723,684	\$ 3,795,804	\$ 2,992,429	\$ 3,295,300	\$ 2,961,500
EXPENDITURES					
Personnel Services:					
Salaries	\$ 15,870,401	\$ 17,430,569	\$ 18,584,128	\$ 20,690,382	\$ 21,122,536
Overtime	2,196,476	2,661,952	3,084,502	2,513,000	2,770,232
Group Insurance	4,721,024	4,934,803	4,782,486	5,815,467	5,767,635
FICA	1,314,104	1,468,436	1,588,848	1,775,745	1,830,881
Pension (Defined Benefit)	1,631,525	1,725,035	1,971,259	2,208,593	2,384,440
Pension (401A Cont./Match)	1,470,121	1,628,790	1,837,539	2,229,938	2,418,793
Workers Compensation	426,233	448,409	441,444	434,018	475,016
OPEB Contribution	309,791	375,531	492,354	523,621	519,991
Miscellaneous	11,233	26,238	52,841	75,288	91,063
<i>subtotal</i>	<i>\$ 27,950,908</i>	<i>\$ 30,699,763</i>	<i>\$ 32,835,401</i>	<i>\$ 36,266,052</i>	<i>\$ 37,380,587</i>
Maintenance & Operations:					
Professional Services	\$ 86,779	\$ 114,089	\$ 160,634	\$ 581,990	\$ 569,940
Fuel/Repair & Maint. (Vehicles)	984,450	1,058,162	1,356,576	1,042,500	1,188,000
Employee Travel	83,128	130,864	140,157	191,971	156,674
Employee Training	112,824	110,995	130,601	219,062	207,664
Maint. Contracts/IT Services	1,558,416	1,666,817	1,782,800	3,238,021	4,442,727
General Supplies	290,324	298,799	344,734	407,200	401,300
Uniforms	179,589	259,827	331,950	393,550	456,000
Miscellaneous	295,519	338,883	447,802	462,269	420,175
<i>subtotal</i>	<i>\$ 3,591,030</i>	<i>\$ 3,978,436</i>	<i>\$ 4,695,254</i>	<i>\$ 6,536,563</i>	<i>\$ 7,842,480</i>
Capital/Leases:					
Capital/Other	\$ -	\$ -	\$ 200,444	\$ 166,900	\$ 282,679
Fleet/Equipment Lease(s)	675,893	659,852	779,059	779,066	1,005,116
<i>subtotal</i>	<i>\$ 675,893</i>	<i>\$ 659,852</i>	<i>\$ 979,503</i>	<i>\$ 945,966</i>	<i>\$ 1,287,795</i>
TOTAL	\$ 32,217,831	\$ 35,338,050	\$ 38,510,158	\$ 43,748,581	\$ 46,510,862

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for Public Safety totals \$46.5 million and represents an increase of 6%, or \$2.8 million, compared to FY 2025.

The Personnel Services category increased 3%, or \$1.1 million, due to multiple factors:

- 3% performance-based merit program, coupled with targeted market-based compensation adjustments, scheduled for July 1, 2025.
- Increases in overtime to reflect current usage trends as well as market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc. including staff turnover and associated changes in benefit elections (e.g. employee-only vs family coverage, etc.).
- Addition of one new Firefighter position as part of the operating initiatives for FY 2026 ²⁹ and the transfer of one vacant Project Manager position from City Administration to the Public Safety Department which was subsequently reclassified to a Fire Plans Examiner position.
- Which is partially offset through the removal of funding for approved FY 2025 Operating Initiatives representing the addition of one new full-time equivalent position, Fire Training Lieutenant (\$130,000 annual impact with a partial year impact of \$53,000 for FY 2025 after adjusting for anticipated overtime savings). This initiative was contingent upon a 2025 mid-year review of revenue trends that, due to slowing collection trends, was not authorized for hiring/implementation and has been removed from the FY 2026 Budget resulting in a personnel savings of \$53,000. It should be noted that the Department completed an internal position reclassification during FY 2025 to reallocate a vacant Firefighter position to a Fire Training Lieutenant position.

Authorized personnel total 245.5 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Sworn Police Officers						
Captain*	4.0	4.0	5.0	4.0	5.0	1.0
Crime Scene Detective	-	1.0	1.0	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
Field Training Officer**	5.0	5.0	5.0	4.0	-	(4.0)
Lieutenant	7.0	7.0	7.0	7.0	7.0	-
Officer (I-III)*, **	72.0	76.0	75.0	76.0	79.5	3.5
Police Operations Major	1.0	1.0	1.0	1.0	1.0	-
Police Support Operations Major	1.0	1.0	1.0	1.0	1.0	-
Police Training Coordinator	1.0	1.0	1.0	1.0	1.0	-
Sergeant	16.0	16.0	17.0	17.0	17.0	-
	108.0	113.0	114.0	113.0	113.5	0.5

²⁹ Please refer to the *Operating Initiatives* section of this document for detail of this position's responsibilities.

GENERAL FUND DEPARTMENTAL SUMMARIES

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Certified Firefighters						
Assistant Fire Marshal	5.0	4.0	5.0	4.0	4.0	-
Battalion Chief	4.0	3.0	3.0	3.0	3.0	-
Captain	17.0	18.0	18.0	18.0	18.0	-
Community Paramedic	-	1.0	1.0	1.0	1.0	-
Deputy Fire Marshal	1.0	2.0	1.0	2.0	2.0	-
EMS Division Chief	1.0	1.0	1.0	1.0	1.0	-
EMS Training Officer	1.0	1.0	1.0	1.0	1.0	-
Fire Administration Chief	-	-	1.0	1.0	1.0	-
Fire Administrative Captain	-	-	1.0	1.0	1.0	-
Fire Apparatus Engineer	27.0	27.0	27.0	27.0	27.0	-
Fire Division Chief Training	-	1.0	1.0	1.0	1.0	-
Fire Marshal	1.0	1.0	1.0	1.0	1.0	-
Fire Operations Chief	1.0	1.0	1.0	1.0	1.0	-
Firefighter (I-III)** , *** , ****	19.0	19.0	18.0	18.0	22.0	4.0
Firefighter/Paramedic**	20.0	20.0	20.0	20.0	16.0	(4.0)
Lieutenant***	7.0	6.0	6.0	6.0	7.0	1.0
Public Safety Logistics/Emer. Mgmt Coord.	1.0	1.0	1.0	1.0	1.0	-
	105.0	106.0	107.0	107.0	108.0	1.0
Civilian Positions						
Administrative Assistant II*	2.0	1.0	1.0	1.0	2.0	1.0
Administrative Generalist	-	1.0	1.0	1.0	1.0	-
Accreditation Manager	1.0	1.0	1.0	-	-	-
Budget/Finance Coordinator	1.0	1.0	1.0	1.0	1.0	-
Criminal Information Systems Technician	-	-	1.0	1.0	1.0	-
Criminal Intelligence Analyst	1.0	1.0	1.0	1.0	1.0	-
Evidence Custodian	1.0	1.0	1.0	1.0	1.0	-
Evidence Technician	1.0	1.0	1.0	1.0	1.0	-
Fingerprint Technician	0.5	0.5	-	-	-	-
Fire Plans Examiner*	-	-	-	-	1.0	1.0
Parking Ambassador (2PT to 1FT in FY 2023)	1.0	1.0	1.0	1.0	1.0	-
Public Safety Technology Manager*	-	-	-	1.0	-	(1.0)
Records Clerk*	5.0	5.0	4.5	4.5	4.0	(0.5)
Records Manager	1.0	1.0	1.0	1.0	1.0	-
RMS Coordinator/Database Manager	-	-	1.0	1.0	1.0	-
RTIC Operator/Analyst	-	-	2.0	2.0	2.0	-
School Crossing Guard (8PT)	4.0	4.0	4.0	4.0	4.0	-
Special Projects and Data Analyst	1.0	1.0	1.0	1.0	1.0	-
Strategic Comm. & Media Relations Mgr	-	-	-	1.0	1.0	-
	19.5	19.5	22.5	23.5	24.0	0.5
	232.5	238.5	243.5	243.5	245.5	2.0

* Position adjustments occurred during FY 2025.

** Position adjustments occurring during FY 2025 include eliminating Field Training Officer classifications and assimilating them into the Police Officer classification. Additionally, relative changes in counts between the Firefighter classification and the Firefighter/Paramedic classification will occur based on candidate experience but will not exceed the combined authorized position counts

*** FY 2025 included the addition of one new full-time equivalent position (Fire Training Lt.) that was contingent upon a mid-year review of revenue trends. The position was not funded in FY 2025 and was removed from the authorized personnel count for FY 2025. That said, an internal change was processed to reclassify a vacant Firefighter position to a Fire Lieutenant during FY 2025.

**** FY 2026 includes the addition of one full-time Fire Fighter position. Please refer to the *Operating Initiative Requests* section of this document for detailed information on position responsibilities.

GENERAL FUND DEPARTMENTAL SUMMARIES

The Maintenance and Operations category increased 20%, or \$1.3 million. The primary growth driver is the absorption of initiatives totaling approximately \$1 million that were budgeted within the E911 Fund in FY 2025 but have been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.

Growth drivers include:

- Increase in vehicle repair/maintenance of \$145,500 (14% growth) based on current cost trends. Specifically, the city replaces 1/7th of its public safety fleet annually (this equates to a lifetime mileage target of 100,000) to ensure minimal downtime and that our equipment is responsive to service demands. That said, the city is still transitioning from Impala sedans to Explorers SUVs/Tahoe's. The Impala's have a more costly repair record (than the Explorers) and, with our existing units reaching their mileage targets, we are incurring more repair costs in the short-term as we phase out the legacy Impalas. Additionally, new vehicle availability is still constricted which leads to retaining existing vehicles in excess of the 100,000-mileage target which also impacts maintenance costs.
- Increase in maintenance contracts/IT professional services of \$1.2 million (37% growth) due to multiple initiatives:
 - Transfer of North Fulton Regional Radio System Authority appropriations from the E911 Fund in an amount totaling \$740,000. This initiative was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.
 - Transfer of CentralSquare (current Public Safety Records Management/Computer Aided Dispatch system) IT professional services appropriations from the E911 Fund in an amount totaling \$244,950. This initiative was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.

Specifically, the FY 2025 E911 Fund Budget included appropriations totaling \$114,950 for CentralSquare which approximated 6-months of coverage due to original Hexagon (new Public Safety Records Management/Computer Aided Dispatch currently) implementation timeline. As the implementation timeline evolved, so too did our need to ensure access to the current CentralSquare system and this budget proposal extends operability of both through June 30, 2026.

- Increase in remaining IT professional services of \$186,822 (7% growth) due to coverage of general software inflationary cost growth including cyber security software, Flock camera infrastructure support/maintenance

GENERAL FUND DEPARTMENTAL SUMMARIES

(+\$42,000), expansion of the Mindbase peer support software (+\$20,000), fire promotion testing software (+\$13,000), as well as initial-year maintenance costs for the new phone system (RingCentral).

- Increase in uniform costs of \$62,450 (14% growth) due to cost growth and ensuring full funding of all needed components including police uniforms, fire uniforms (station uniforms and footwear, duty gear, related components), etc. as well as additional funding to cover uniform needs for the new Firefighter position approved as part of the operating initiatives for FY 2026³⁰.
- All other departmental maintenance and operations accounts declined -\$106,739, or -6%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.

The Capital/Lease category increased 36%, or \$341,829, primarily related to the absorption of portable radio capital lease funding totaling approximately \$226,007 that was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.

Growth drivers include:

- Increases in capital lease payments of \$226,050 primarily due to the absorption of the portable radio capital lease obligation (as denoted above) that was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911.
- Increases in machinery and equipment of \$115,779 due to multiple initiatives including:
 - Replacement of fire ballistic helmets (\$48,000).
 - Replacement of propane-fueled fire extinguishers (\$15,000).
 - Replacement of fire hoses (\$40,000).
 - Addition of a key control system (\$14,679).
 - Addition of a weather monitoring system (\$15,000).
 - Equipment needs for the new firefighter position approved as part of the operating initiatives for FY 2026³¹ (\$3,000).

³⁰ Please refer to the *Operating Initiatives* section of this document for detail of this position's responsibilities.

³¹ Please refer to the *Operating Initiatives* section of this document for detail of this position's responsibilities.

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Public Safety programs including performance measures.

- **Police Services**

Statement of Service: Alpharetta's Police Services include criminal investigations, uniform patrol, traffic patrol, and training activities.

National Incident Based Reporting System

Patrol Division

Offenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Group A Offenses	1,850	1,564	1,732	1,055	1,851
Group B Offenses	663	297	580	N/A	N/A
Total	2,513	1,861	2,312	1,055	1,851
Per 1000 Population	36.4	26.9	34.7	15.7	27.5

Arrest

Group A Offenses	372	330	370	424	324
Group B Offenses	248	280	419	382	252
Non-Criminal Offenses	563	401	479	N/A	N/A
Total	1,183	1,011	1,268	806	576
Per 1000 Population	17.1	14.6	19.0	12.0	8.6

Criminal Investigations Division

Assigned for Investigation	944	1,374	816	716	752
Closed by Arrest	87	91	96	51	78
Closed by Exception	38	29	30	22	9
Unfounded	112	166	88	73	0
Active Cases	707	1,088	602	570	665

Traffic Division

Accidents	2,538	1,800	2,263	2,171	2,033
Fatalities	1	3	0	0	3

911 Communications

(911 Only) Calls For Service	33,997	35,866	40,657	42,097	44,034
Calls Received	72,968	77,909	78,603	79,667	73,819

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Fire Services**

Statement of Service: Alpharetta's Fire Services include fire prevention, fire inspection, and fire suppression.

Fire

	2020 Total Incidents	2021 Total Incidents	2022 Total Incidents	2023 Total Incidents	2024 Total Incidents
FIRES					
Structure Fires	41	61	54	55	58
Vehicle Fires	25	22	24	22	23
Other Fires	30	35	44	23	49
Total Fires	96	118	122	125	137
Pressure Ruptures, Explosion, Overheat	0	4	3	1	5
RESCUE CALLS					
Emergency Medical	3,442	3,510	3,946	4,365	4,499
All Others	54	145	528	567	1,727
Total Rescue Calls	3,496	3,655	4,474	0	6,226
Hazardous Condition Calls	147	124	177	182	170
Service Calls	598	574	744	1,316	876
Good Intent Calls	1,123	1,466	1,411	1,524	21
Severe Weather or Natural	2	0	1	0	0
Special Incident Calls	2	0	2	0	39
Unknown Incident Type	0	0	0	0	4
FALSE CALLS					
Malicious Calls	19	13	7	19	19
Other False Calls	768	847	1,174	850	1,003
Total False Calls	787	860	1,181	869	1,022
TOTAL CALLS	6,251	6,801	8,115	9,068	9,123

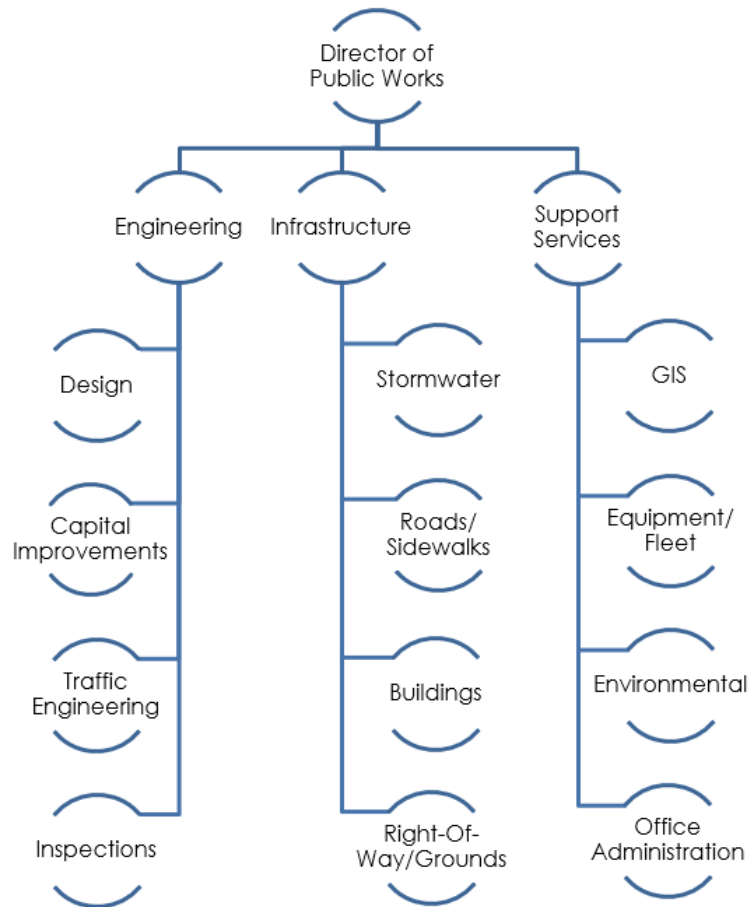
GENERAL FUND DEPARTMENTAL SUMMARIES

Public Works

PETE SEWCZWICZ
DIRECTOR



Psewczwicz@alpharetta.ga.us



Our Community Vision is to advance Alpharetta as a signature City by:



Offering the highest quality of environment for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

GENERAL FUND DEPARTMENTAL SUMMARIES

Public Works

Administration, Public Works, and Conservation

Mission Statement

The Department of Public Works is committed to providing cost effective engineering, maintenance and design solutions through the highest possible professionalism which protects, preserves, and improves the City of Alpharetta's infrastructure. Our focus shall include facilities, traffic, streets, stormwater, and environmental conservation.

Goals and Objectives

-  ✓ Improve and maintain the City of Alpharetta infrastructure at the highest possible level and to enhance and promote the quality of life.
-  ✓ Provide engineering professionalism to ensure growth and progress for the City of Alpharetta.
-  ✓ Provide consistent Public Works functions and operations that afford future excellence in growth and expansion for the City of Alpharetta.
-  ✓ Improve intergovernmental relations.
-  ✓ Provide more efficient support and response for the citizens of Alpharetta.
-  ✓ Develop strategic, long-range plans for the future.
-  ✓ Ensure timely completion of repairs on work projects so the disruption of service to the customer is minimal.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Public Works General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Other Revenue:					
CID (GA400 Interchange Maint.)	\$ 71,642	\$ 97,928	\$ 83,314	\$ 93,806	\$ 96,620
Miscellaneous	13,529	5,841	3,753	3,000	3,000
TOTAL	\$ 85,171	\$ 103,769	\$ 87,067	\$ 96,806	\$ 99,620
EXPENDITURES					
Personnel Services:					
Salaries	\$ 3,090,806	\$ 3,358,554	\$ 3,528,932	\$ 3,921,719	\$ 3,942,353
Overtime	41,865	52,018	40,004	55,000	50,000
Group Insurance	893,505	875,935	833,181	1,034,693	1,046,822
FICA	230,220	251,367	263,813	304,385	305,486
Pension (Defined Benefit)	323,670	296,195	333,160	380,255	428,077
Pension (401A Cont./Match)	259,486	281,588	316,395	392,657	411,389
Workers Compensation	91,966	91,661	83,243	81,252	88,265
OPEB Contribution	66,877	73,455	92,962	98,043	97,209
Miscellaneous	3,251	1,625	771	2,171	929
<i>subtotal</i>	\$ 5,001,646	\$ 5,282,398	\$ 5,492,461	\$ 6,270,175	\$ 6,370,530
Maintenance & Operations:					
Professional Services	\$ 9,673	\$ -	\$ 27,934	\$ 16,000	\$ 10,000
Fuel/Repair & Maint. (Vehicles)	150,818	170,762	177,438	190,750	190,000
Repair & Maint. (Facilities)	314,309	454,356	465,674	724,371	515,000
Maint. Contracts/IT Services	1,297,073	1,448,843	1,489,757	1,775,934	1,795,530
General Supplies	106,595	105,228	115,266	155,750	152,550
Utilities	1,892,247	1,883,930	2,133,490	2,176,300	2,275,850
Miscellaneous	81,277	110,290	127,286	152,750	173,600
<i>subtotal</i>	\$ 3,851,992	\$ 4,173,408	\$ 4,536,844	\$ 5,191,855	\$ 5,112,530
Capital/Lease/Other					
City Hall HVAC	\$ -	\$ -	\$ 128,355	\$ -	\$ -
<i>subtotal</i>	\$ -	\$ -	\$ 128,355	\$ -	\$ -
TOTAL	\$ 8,853,638	\$ 9,455,806	\$ 10,157,660	\$ 11,462,030	\$ 11,483,060

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for Public Works totals \$11.5 million and is flat with FY 2025. However, FY 2025 includes one-time funding of Fire Station 85 Remediation costs totaling \$223,371. After adjusting for the one-time costs, the net budget grew 2% or \$244,401.

The Personnel Services category increased 2%, or \$100,355, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc. including staff turnover and associated changes in benefit elections (e.g. employee-only vs family coverage, etc.).
- Which is partially offset through the removal of funding for approved FY 2025 Operating Initiatives representing the addition of one new full-time equivalent position, Sr. Urban Forestry Assistant (\$104,100 annual impact with a partial year impact of \$52,050 for FY 2025). This initiative was contingent upon a 2025 mid-year review of revenue trends that, due to slowing collection trends, was not authorized for hiring/implementation and has been removed from the FY 2026 Budget resulting in a personnel savings of \$52,050. It should be noted that the Department completed an internal position reclassification during FY 2025 to reallocate a vacant Right-of-Way Coordinator position to a Sr. Urban Forestry Assistant position.

Authorized personnel total 50 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Assistant Construction Manager	1.0	1.0	1.0	1.0	1.0	-
Civil Engineer	1.0	1.0	1.0	1.0	1.0	-
Construction Manager	1.0	1.0	1.0	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
Engineering Technician	4.0	6.0	6.0	4.0	4.0	-
Environmental Program Coordinator	1.0	1.0	1.0	1.0	1.0	-
Fleet & Logistics Equipment Coordinator	1.0	1.0	1.0	1.0	1.0	-
GIS Specialist/Planner	1.0	-	-	-	-	-
GIS Coordinator	-	1.0	1.0	1.0	1.0	-
Infrastructure Operations Manager	-	1.0	1.0	1.0	1.0	-
Intelligent Transportation System Prog. Mgr.	-	-	-	1.0	1.0	-
Office Manager	1.0	1.0	1.0	1.0	1.0	-
Project Administrator	1.0	1.0	1.0	1.0	1.0	-
Public Works Crew Leader	8.0	7.0	7.0	7.0	7.0	-
Public Works Supervisor	4.0	3.0	3.0	3.0	3.0	-
Public Works Technician I	6.0	6.0	5.0	5.0	5.0	-
Public Works Technician II	10.0	9.0	9.0	9.0	9.0	-
Right of Way Coordinator*	1.0	1.0	1.0	1.0	-	(1.0)

GENERAL FUND DEPARTMENTAL SUMMARIES

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Senior Engineer	2.0	2.0	1.0	1.0	1.0	-
Senior Engineering Technician	-	-	1.0	1.0	1.0	-
Senior Inspector	1.0	1.0	1.0	1.0	1.0	-
Senior Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Senior Urban Forestry Assistant*, **	-	-	-	-	1.0	1.0
Senior Water Resources Analyst	1.0	1.0	1.0	1.0	1.0	-
Support Services Manager	1.0	1.0	1.0	1.0	1.0	-
Traffic Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Traffic Safety Specialist	-	-	-	1.0	1.0	-
Transportation Engineering Manager	1.0	1.0	1.0	1.0	1.0	-
Urban Forestry Program Manager	1.0	1.0	1.0	1.0	1.0	-
	51.0	51.0	50.0	50.0	50.0	-

* Position adjustments occurred during FY 2025.

** FY 2025 included the addition of one new full-time equivalent position (Sr. Urban Forestry Assistant) that was contingent upon a mid-year review of revenue trends. The position was not funded in FY 2025 and was removed from the authorized personnel count for FY 2025. Rather, an internal reorganization resulted in the reclassification of a Right of Way Coordinator position to the Senior Urban Forestry Assistant position.

The Maintenance and Operations category decreased -2%, or -\$79,325. However, FY 2025 includes one-time funding of Fire Station 85 Remediation costs totaling \$223,371. After adjusting for the one-time costs, the net category budget grew 3%, or \$144,046, due primarily to the following activity:

- Increase in utility expenses of \$99,550 (1% growth) in electricity, natural gas, water/sewer, and miscellaneous utilities (e.g., cable and garbage). The main driver is electric utility cost growth and is based on usage trends coupled with adjustments for approved GA Power rate increases.
- Increase in IT professional services of \$23,559 (9% growth) due to coverage of general software inflationary cost growth including cyber security software, as well as initial-year maintenance costs for the new phone system (RingCentral).
- Increase in grounds maintenance services of \$35,000 (78% growth) due to increased contract rates for arborist/tree removal services coupled with forecasted needs based on usage trends within the last several years.
- All other departmental maintenance and operations accounts declined -\$14,063 and were essentially flat with FY 2025 (net of one-time costs denoted above) as part of a concerted effort to control discretionary spending and align with stagnating/declining revenue trends.

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Public Works programs including performance measures.

- **Public Works**

Statement of Service: Public works coordinates and performs maintenance on streets, sidewalks, traffic signals, traffic signs, and city facilities. Public Works also provides construction services in support of the engineering division and other city departments.

Public Works					
Public Works Operations					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Average # of days to complete sidewalk work order	12.5	7.4	18.5	10.0	10.0
Average # of days to complete pothole work order	1.0	1.1	1.0	1.0	1.0
Average # of days to complete curb and gutter work order	8.5	23.0	3.0	5.0	5.0
Average # of days to complete ROW., mowing, limb work order	2.5	1.0	1.0	2.0	2.0
Average # of days to complete sink hole work order	7.6	4.7	9.6	4.0	4.0
Average # of days to complete sign replacement/upgrade work order	1.8	1.3	1.1	1.5	1.5
Average # of days to complete signal light maintenance work order	6.5	5.5	6.0	5.0	5.0
Average # of days to complete striping work order	2.0	6.3	2.5	4.0	4.0
Average # of days to complete catch basin work order	1.9	1.5	1.9	2.5	2.5
Average # of days to complete storm drain work order	13.5	12.7	6.5	10.0	10.0
Average # of days to complete facilities work order	4.4	3.8	4.7	4.0	4.0

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Engineering**

Statement of Service: Engineering administration provides for the administration and technical review of public and private improvements in the City of Alpharetta by managing all projects skillfully, efficiently, and professionally.

Public Works Engineering					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Water quality samples analyzed	440	252	227	200	227

- **Conservation**

Statement of Service: Conservation provides education and community activism strategies to address environmental and aesthetic issues in the City of Alpharetta, through clean-up campaigns, seminars, literature, and other beautification efforts.

Public Works Conservation					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Events coordinated	28	18	17	20	18
# of Students reached	285	354	205	275	275
# of Volunteers	215	269	394	250	250



Alpharetta residents can recycle their glass at the drop-off center located in the parking lot of the Department of Public Works (1790 Hembree Road).

Glass left at the new drop-off site will be transported to the Strategic Materials recycling plant located in College Park. The facility recycles most types of glass and sells their product to Georgia companies that manufacture consumer products like fiberglass insulation and flooring.

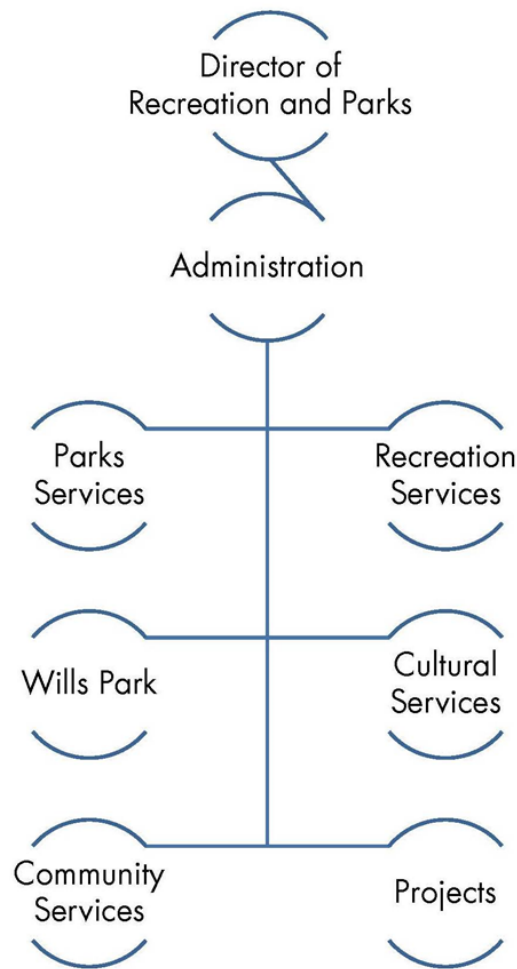
GENERAL FUND DEPARTMENTAL SUMMARIES

Recreation, Parks & Cultural Services

MORGAN RODGERS
DIRECTOR



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Our Community Vision is to advance Alpharetta as a signature City by:



Offering the highest quality of life for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

GENERAL FUND DEPARTMENTAL SUMMARIES

Recreation, Parks & Cultural Services

Administration, Parks Services, Recreation Services, Wills Park, Cultural Services, Community Services, Projects

Mission Statement

The Alpharetta Recreation, Parks & Cultural Services Department strives to provide the highest quality recreation activities, cultural programs, and park facilities to our citizens, consistent with our core values of Excellence, Stewardship, Integrity, Service, and Loyalty.

Goals and Objectives

-   ✓ Continue to work towards completion of the nine (9) Park improvement/Development projects prioritized by the 2021 Parks Bond Referendum.
-   ✓ Connect with residents and seek out ideas for new programs and services and implement when possible; and
-   ✓ Increase revenues through increased participation, sponsorships, and donations.
-   ✓ Actively engage in improving access and usability of all parks and facilities through ongoing maintenance, beautification, and facility enhancement; and
-   ✓ Expand existing and seek out new partnerships with adjoining cities, Fulton County, Fulton County Schools, and businesses throughout the City.



GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures Recreation, Parks & Cultural Services General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Intergovernmental	\$ 3,390	\$ 2,260	\$ -	\$ 2,000	\$ 2,000
Charges for Services:					
Aquatics Activity Fees	201,502	168,968	216,910	269,500	236,500
Athletics Activity Fees	282,234	254,103	184,620	261,000	205,000
Arts Services	183,402	206,466	238,296	266,500	242,500
Community Theater	-	-	-	15,000	15,000
Community Center Activity Fees	814,956	977,584	1,135,953	1,283,750	1,315,000
Preston Ridge Community Center Activity Fees	19,099	12,035	5,641	75,000	75,000
Senior Center Activity Fees	111,819	143,660	151,091	170,480	195,500
Equestrian Center Activity Fees	296,202	223,756	449,931	432,500	440,000
Wills Park Rec. Ctr Activity Fees	272,018	286,457	176,230	193,300	221,000
Community Garden Fees	-	-	21,595	45,000	20,000
Non-Resident Fees	309,390	454,528	345,538	440,000	460,000
Taste of Alpharetta	-	-	252,457	300,000	330,000
Other	72,036	75,184	152,268	89,750	100,000
Other Revenue	31,994	21,105	35,760	25,726	25,000
TOTAL	\$ 2,598,041	\$ 2,826,105	\$ 3,366,291	\$ 3,869,506	\$ 3,882,500
EXPENDITURES					
Personnel Services:					
Salaries	\$ 2,577,076	\$ 2,901,771	\$ 3,237,361	\$ 3,487,164	\$ 3,510,274
Seasonal/Temp. Svcs	725,346	859,192	953,572	1,031,000	1,118,000
Overtime	181,458	203,086	212,347	220,500	214,750
Group Insurance	770,471	857,163	887,986	1,098,620	1,116,184
FICA	259,164	295,173	329,193	362,596	370,586
Pension (Defined Benefit)	223,610	206,704	253,603	263,691	264,250
Pension (401A Cont./Match)	258,212	276,714	332,431	403,342	440,911
Workers Compensation	74,460	74,161	75,303	72,331	78,648
OPEB Contribution	54,134	60,543	84,005	87,180	85,800
Miscellaneous	3,449	2,090	1,544	1,318	1,393
<i>subtotal</i>	\$ 5,127,379	\$ 5,736,597	\$ 6,367,346	\$ 7,027,742	\$ 7,200,796
Maintenance & Operations:					
Professional Services	\$ 1,688,903	\$ 1,919,243	\$ 2,196,414	\$ 2,495,879	\$ 2,417,585
Fuel/Repair & Maint. (Vehicles)	78,931	91,746	85,637	101,500	101,500
Repair & Maintenance (Grounds)	689,964	763,188	860,390	830,250	839,450
Repair & Maintenance (Facilities)	22,276	37,341	127,154	69,701	72,600
Equipment Rental	114,233	136,201	172,130	204,846	270,893
Maintenance Contracts/IT Svcs.	1,330,711	1,761,847	1,878,586	2,245,191	2,279,793
General Supplies	368,560	420,637	508,589	526,742	495,565
Uniforms	12,880	21,096	23,314	26,050	22,600
Utilities	649,033	728,330	842,933	820,300	865,300
Miscellaneous	196,742	294,258	320,411	321,816	264,300
<i>subtotal</i>	\$ 5,152,233	\$ 6,173,885	\$ 7,015,558	\$ 7,642,275	\$ 7,629,586
Capital/Other	\$ 1,500	\$ 15,188	\$ 41,283	\$ 34,000	\$ 34,000
TOTAL	\$ 10,281,112	\$ 11,925,670	\$ 13,424,187	\$ 14,704,017	\$ 14,864,382

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for Recreation, Parks & Cultural Services totals \$14.9 million and represents an increase of 1%, or \$160,365, compared to FY 2025.

The Personnel Services category increased 2%, or \$173,054, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Increases in seasonal services funding to reflect current usage trends.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc. including staff turnover and associated changes in benefit elections (e.g. employee-only vs family coverage, etc.).
- Which is partially offset through the removal of funding for approved FY 2025 Operating Initiatives representing the addition of one new full-time equivalent position, Parks Supervisor II (\$104,100 annual impact with a partial year impact of \$52,050 for FY 2025). This initiative was contingent upon a 2025 mid-year review of revenue trends that, due to slowing collection trends, was not authorized for hiring/implementation and has been removed from the FY 2026 Budget resulting in a personnel savings of \$52,050.

Authorized personnel total 49.5 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Administrative Assistant I	3.0	3.0	3.0	3.0	3.0	-
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Administrative Office Coordinator	1.0	1.0	1.0	1.0	1.0	-
Community Agricultural Coordinator	0.5	0.5	0.5	0.5	0.5	-
Community Services Manager	1.0	1.0	1.0	1.0	1.0	-
Cultural Arts Coordinator	-	1.0	1.0	1.0	1.0	-
Cultural Arts Supervisor	-	-	-	-	-	-
Cultural Services Coordinator	1.0	1.0	1.0	1.0	1.0	-
Cultural Services Manager	1.0	1.0	1.0	1.0	1.0	-
Cultural Services Supervisor	2.0	2.0	2.0	2.0	2.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
Equestrian Center Supervisor II	-	-	-	1.0	1.0	-
Facility Technician	2.0	-	-	-	-	-
Marketing Coordinator	0.5	0.5	-	-	-	-
Operations Manager	-	-	-	1.0	1.0	-
Parks Maintenance Crew Leader	1.0	5.0	5.0	4.0	4.0	-
Parks Maintenance Technician I	12.0	-	-	-	-	-
Parks Maintenance Technician II	4.0	-	-	-	-	-
Parks Maintenance Worker	-	13.0	13.0	13.0	13.0	-
Parks Services Manager	1.0	1.0	1.0	1.0	1.0	-
Parks Supervisor II*	3.0	3.0	4.0	4.0	4.0	-

GENERAL FUND DEPARTMENTAL SUMMARIES

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Project Manager	1.0	1.0	1.0	-	-	-
Recreation Coordinator	4.0	5.0	5.0	5.0	5.0	-
Recreation Services Manager	1.0	1.0	1.0	1.0	1.0	-
Recreation Supervisor II	4.0	4.0	4.0	4.0	4.0	-
Special Events Coordinator	2.0	1.0	1.0	1.0	1.0	-
Special Events Supervisor	-	1.0	1.0	1.0	1.0	-
Wills Park Manager	1.0	1.0	1.0	1.0	1.0	-
	48.0	49.0	49.5	49.5	49.5	-

* FY 2025 includes the addition of one new full-time equivalent position (Parks Supervisor II) that was contingent upon a mid-year review of revenue trends. The position was not funded in FY 2025 and is being removed from the authorized position count for FY 2025.

The Maintenance and Operations category is essentially flat with FY 2025 but includes the following activity:

- Increase in utility expenses of \$45,000 (5% growth) in electricity, natural gas, water/sewer, and miscellaneous utilities (e.g., cable and garbage).
- Increase in IT professional services of \$46,117 (9% growth) due to additional funding for the RecWare Park Program Registration software (+\$25,000 as it is funded on a per customer basis and grows along with program participation), as well as coverage of general software inflationary cost growth including cyber security software, initial-year maintenance costs for the new phone system (RingCentral), etc.
- Increase in equipment rental expenses of \$66,047 (32% growth) due to growth in Taste of Alpharetta event costs for tents, tables, and chairs (based on recent cost trends) as well as a material growth in number of barricades across multiple events.
- All other departmental maintenance and operations accounts declined -\$169,853, or -2%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.

The Capital/Other category includes funding for general repair/replacement capital and equipment needs.



Equestrian Center

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Recreation and Parks programs including performance measures.

- **Administration**

Statement of Service: The administrative arm of the Recreation & Parks Department provides short/long-term capital projects planning, oversees the effective distribution of the department's resources, and provides professional guidance to each division.

Recreation, Parks & Cultural Services - Rec Admin					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Recreation & Parks turnover percentage	12%	4%		8%	
Annual Activity Enrollments as in ActiveNet	22,755	24,609	27,151	27,500	27,500

- **Adult Activity Center**

Statement of Service: To meet the needs of Alpharetta's adult and senior citizens through facilitating convenient, affordable, and accessible recreation activities and services.

Recreation, Parks & Cultural Services - Adult Activity					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Total # of Participants per year* (Res / Non-Res)	21,301 6,851/14,480	27,314 8,735/18,579	33,758 11,692/20,417	30,000 9,500/20,500	34,000 13,000/19,000
Total # of Building rentals	9	8	4	10	10
Total # of Day trips taken	70	100	96	100	100
Total # of Overnight trips taken using City buses	2	3	3	3	3

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Aquatics**

Statement of Service: Aquatics provides accessible and safe recreation opportunities through water-related training, events, and facilities.

Recreation, Parks & Cultural Services - Aquatics					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
% of Days pool facilities were open during pool season (93 days)	100%	100%	100%	100%	100%
Average daily attendance at City pool	400	340	300	375	300
Hours of lifeguard training per person	40	40	40	40	40
# of Swim lessons held	98	N/A	N/A	N/A	N/A
# of Swim lessons participants	542	N/A	N/A	N/A	N/A
(resident / non-resident)	339/203	N/A	N/A	N/A	N/A
Swim teams participants	188	223	211	250	
(resident / non-resident)	121/67	149/74	138/73	175/75	150/80
C.O.A.S.T. participants	46	19	22	25	25
(resident / non-resident)	18/28	13/6	10/12	20/5	20/10
# of Pool passes sold	544	598	617	550	600
(resident / non-resident)	233/311	257/341	233/384	250/300	250/400

* Swim lessons contracted to YMCA Summer 2022

- **Cultural Arts**

Statement of Service: Cultural Arts facilitates programs that educate and expose citizens and visitors to a rich and diverse range of cultural expressions, through both education and special events.

Recreation, Parks & Cultural Services - Cultural Arts					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Participants in youth art classes	210	345	427	380	470
(resident/Milton/non-resident)	110/100	225/120	301/126	266/114	320/120
# of Participants in adult art classes	296	661	711	727	750
(resident/Milton/non-resident)	210/86	430/181	449/262	508/219	480/280
# of Participants in summer camp	232	651	671	716	700
(resident/Milton/non-resident)	155/77	423/219	470/201	501/215	520/220

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Health and Wellness**

Statement of Service: Health & Wellness provides programs, services, and information to allow all residents to live a healthier lifestyle.

Recreation, Parks & Cultural Services - Health & Wellness					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Participants in aerobics	228	N/A	N/A	N/A	N/A
(resident / non-resident)	165/63	N/A	N/A	N/A	N/A
# of Participants in Yoga (Adults &	N/A	N/A	N/A	N/A	N/A
(resident / non-resident)	N/A	N/A	N/A	N/A	N/A
# of Participants in tennis	474	420	406	500	500
(resident / non-resident)	375/99	355/65	354/52	400/100	400/100
# of Participants in Walking/ Running Programs	68	204	148	450	200
(resident / non-resident)	41/27	91/113	72/76	300/150	100/100
# Participants in Babysitter Bootcamp Classes and Camps	63	23	104	50	75
(resident / non-resident)	26/37	18/5	57/47	30/20	30/20
# of Participants in Cooking Classes(remove "and Camps")	41	N/A	N/A	N/A	N/A
(resident / non-resident)	23/18	N/A	N/A	N/A	N/A
# of HW Pop-Up Participants	3,850	3500	3500	3500	3500
# of Participants in Pickleball	453	534	593	650	600
(resident / non-resident)	232/221	295/239	313/280	300/350	350/250

*Aerobics is no longer a contracted service- has moved into a Health & Wellness Partner offering free classes- Spring 2022

- **Athletics**

Statement of Service: Athletics provides accessible and safe recreation opportunities through athletic-related training and events.

Recreation, Parks & Cultural Services - Athletics					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Participants - Adult Basketball	631- 3 seasons; 60 teams	468- 3 seasons; 60 teams	517-3 seasons; 67 teams	450	500
(resident / non-resident)	178/516	156/312	137/380	150/300	150/300
# of Participants - Adult Softball	1,609- 3 seasons; 126 teams	1,419- 3 seasons; 133 teams	1864-129 teams	1,500/138	135
(resident / non-resident)	626/983	436/983	425/922	800/900	450/900
# of Participants - Teen Basketball	117- 2 seasons; 16 teams	N/A	N/A	100	50
(resident / non-resident)	67/50	N/A	N/A	60/40	60/40
# of Participants - Youth Basketball	328- 37 teams	358- 45 teams	322-39 teams	400	400
(resident / non-resident)	252/76	287/71	251/71	300/100	300/100
# of Participants - Youth Soccer	1,352	N/A	N/A	N/A	N/A
(resident / non-resident)	957/395	N/A	N/A	N/A	N/A
# of Participants - Youth Travel Soccer	656	N/A	N/A	N/A	N/A
(resident / non-resident)	334/322	N/A	N/A	N/A	N/A

* Ambush Soccer Club is no longer a contracted program- they are now a Youth Athletic Association- Fall 2021

Teen Basketball has had little to no enrollment since Spring of 2022

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Community Center**

Statement of Service: The Alpharetta Community Center provides a convenient and safe environment for diverse recreational opportunities and services to meet the needs of all populations.

Recreation, Parks & Cultural Services - Community Center					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Participants in summer day camps (resident / non-resident)	1,745 1,203/542	1753 1,227/527	1,636 1172/499	1,750 1,250/500	1,700 1180/500
# of Participants in dance, including camps (resident / non-resident)	861 512/349	979 703/276	760 495/265	1,000 725/275	1,000 750/250
# of Participants in gymnastics, including camps and AGA (resident / non-resident)	2920 1,880/1,040	5447 3,377/2,070	4,101 2585/1516	5,500 3,500/2,000	4,500 3000/1500
# of Participants in Specialty Camps (resident / non-resident)	406 322/84	1,564 926/638	559 437/122	1,500 500/100	700 500/100

Recreation, Parks & Cultural Services - Preston Ridge					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Total # of Active Adult Participants per year* (resident / non-resident)	3,364 717/2,650	5,326 1,241/4,085	4,235 1354/2881	6,250 2,000/4,250	6,000 2000/4000
# of Facility Rentals	22	25	92	35	100

* CENTER OPENED JUNE 2021

- **Equestrian Center**

Statement of Service: The equestrian center provides an accessible and safe venue for hosting local and national equestrian events as well as other outdoor events.

Recreation, Parks & Cultural Services - Equestrian Center					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Total # of Equestrian event dates	87	82	91	87	90
Total # dog show events	11	12	6	6	6
Total # other event dates hosted at equestrian center	10	13	9	9	9
Total attendance at events	100,000	100,000		135,000	140,000
# of Arenas/rings maintained	5	6	6	6	6
# of Part-time hours used	0	0	0	0	1,000

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Community Services**

Statement of Service: To enhance the quality of life and reputation of the city by providing special event opportunities for citizens and visitors of Alpharetta.

Recreation, Parks & Cultural Services - Community Services Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Number of Workshops/Classes Offered	-	61 (CY2023)	72	72	72
Number of local schools in partnership*	-	5	8**	7	8
Number of individual volunteers participating in program	760 (CY2022)	616 (CY2023)	1,266	775	750*
Number of volunteer hours dedicated from community volunteers to program	-	4,680 (CY2023)	4,027	3,100	3,000

* Cambridge High School, Alpharetta High School, Milton High School, Innovation Academy, Fulton Science Academy

** Cambridge High School, Alpharetta High School, Milton High School, Innovation Academy, Fulton Science Academy, Fulton Academy of Science & Technology, Summit Hill Elementary, Alpharetta Elementary

* Expecting to be under construction in FY26, which would prevent or greatly reduce the volunteer opportunities.

Recreation, Parks & Cultural Services - Community Services Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Total Approved Events:					
Exclusive City Events	15	11	6	6	6
City Partnered Events	75	90	173	175	175
Outside Event Applications Processed	20	21	52	50	50
Approved / Denied	19 approved/1 denied	19 approved/2 cancelled	17 approved/35 denied	20 approved/20 denied	20 approved/20 denied
Film Permit Requests Processed	11	14	13	20	20
Approved / Denied	denied/3 cancelled	13 approved/ 1 cancelled	13 approved/0 denied	15 approved/0 denied	15 approved/0 denied
Estimated Attendance for:					
Taste of Alpharetta	0	40,000	30,000	50,000	35,000
Mayor's Challenge	0	1,500	1,500	2,000	2,000
Old Soldier's Day Parade	0 - cancelled	0	N/A	0	N/A
Season of Celebration	800	3,000	3,500	5,000	4,500
Alpharetta Arts StreetFest	0	10,000	20,000	10,000	20,000
Scarecrow Harvest	0 - cancelled	0	4,000	0	4,000
Wire & Wood	15,000	15,000	25,000	20,000	25,000
Food Trucks	3,500	5,000	12,000	7,000	10,000
Restless In Resthaven	0 - cancelled	0	N/A	0	N/A
Grilling & Gridiron	800	800	2,000	1,000	2,000
Volunteer Recruitment:					
Taste of Alpharetta (Non-City Staff)	0	0	3	0	3
Season of Celebration	0	8	6	0	6
Scarecrow Harvest	0	0	0	0	0
Wire & Wood	6	0	0	0	0
Community Agriculture	760 (CY2022)		N/A		N/A
TOTAL	766	8			

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Parks Maintenance**

Statement of Service: Parks maintenance provides for the development and maintenance of the city's parks, greenway space, recreation facility grounds, athletic fields, and other city owned property in order to aesthetically reflect community identity, enrich the quality of life, and provide accessible and safe open space for leisure time activities.

Recreation, Parks & Cultural Services - Parks Maintenance					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Athletic fields maintained*	35	35	38	38	38
# of Park acres maintained	360	360	363	363	363
# of Greenway acres maintained	254	254	254	254	254
# of Alpha Loop miles maintained			2	2	2
# of Playground inspections	120	120	126	132	132
# of Park/playground injuries	1	1	0	1	0
# of Athletic field preparations	5,520	5,500	6,320	6,320	6,320
# of Park mowings	40	40	40	40	40
# of Athletic field mowings	80	80	80	80	80
# of Buildings maintained	37	37	39	39	39
# of Restrooms maintained	57	57	59	59	59
# of Pavilions maintained	17	17	17	17	16
# of Hours utilized for trash	10,950	10,950	9,850	9,850	9,828
# of Part-time hours used	5,119	7,709	6,050	10,000	10,000
# of Vehicles maintained	25	29	28	29	29
# of Vehicle-related accidents	0	0	1	0	0



Alphaletta Greenway construction began in 1995 and we have over 8 miles completed.

The Alpha Loop, a multi-use path looping through Alpharetta, was introduced in 2016 as a long-term project to “Connect People to the Stuff” like our neighborhoods to activity centers, improve mobility, and enhance the quality of life of everyone who lives, works, and spends time in our awesome community.

In 2020, the first full segment of the Alpha Loop was completed, connecting Downtown Alpharetta to Avalon with several other sections under construction. Additional AlphaLoop segments are nearing completion.

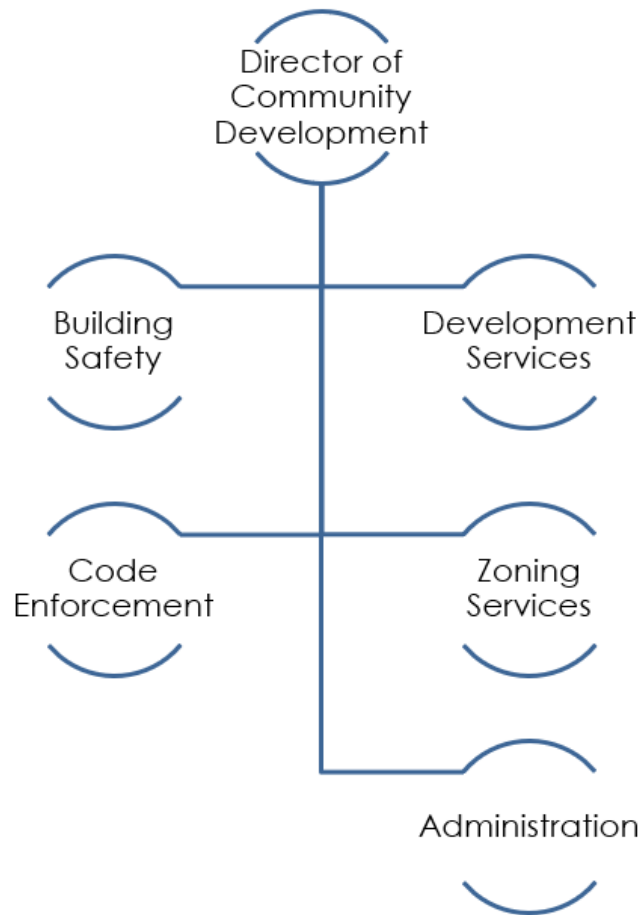
GENERAL FUND DEPARTMENTAL SUMMARIES

Community Development

KATHI COOK
DIRECTOR



KCook@alpharetta.ga.us



Our Community Vision is to advance Alpharetta as a signature City by:



Offering the highest quality environment for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

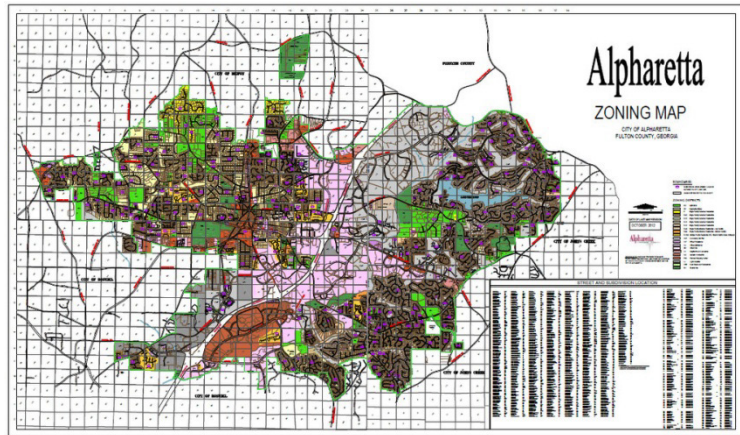
GENERAL FUND DEPARTMENTAL SUMMARIES

Community Development

Administration, Building Safety, Development Services, Zoning, and Code Enforcement

Mission Statement

To protect and enhance the lives of Alpharetta citizens by guiding the city's growth and safeguarding the built environment and to help further the prosperity of our business community.



Goals and Objectives



- ✓ Enforce the standard building code and zoning code.



- ✓ Provide building inspections within 48 hours of request.
- ✓ Provide efficient plans processing and permitting.



- ✓ Provide quality support to boards and commissions staffed by Community Development.



- ✓ Provide the highest quality of customer service.



- ✓ Maintain and update demographic, statistical and other data, maps, and materials.



- ✓ Process all public hearings in the most efficient manner possible.



- ✓ Maintain and process business licenses for the City.



- ✓ Collaborate with the Community to provide planning documents for the future.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Community Development General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget*	FY 2026 Recommended Budget
REVENUES					
Business Taxes:					
Occupational License Fees	\$ 1,083,893	\$ 1,178,045	\$ 1,351,767	\$ 1,230,000	\$ 2,170,000
Licenses & Permits:					
Development Permits/Fees	182,176	321,956	208,467	165,000	200,000
Building Permit Fees	1,987,196	2,335,606	1,767,446	1,825,000	1,900,000
Occupancy Permit Fees	168,158	162,252	135,768	125,000	140,000
Soil Erosion Permit	36,140	31,744	52,067	72,000	50,000
Alcoholic Beverage Permit	780,132	813,172	876,652	912,000	1,069,000
Other	84,280	70,940	73,856	73,500	73,500
Charges for Services:					
Planning and Development Fees	129,968	104,126	132,269	120,000	120,000
Plan Review Fees	852,097	1,051,404	768,080	840,000	850,000
Other	61,861	16,688	77,885	26,600	47,100
Fines & Forfeitures	3,250	7,000	5,800	5,000	5,000
TOTAL	\$ 5,369,151	\$ 6,092,932	\$ 5,450,057	\$ 5,394,100	\$ 6,624,600
EXPENDITURES					
Personnel Services:					
Salaries (incl. Temp. Svcs)	\$ 2,168,038	\$ 2,377,330	\$ 2,610,779	\$ 2,717,172	\$ 2,782,371
Overtime	6,377	1,777	2,679	11,000	5,500
Group Insurance	645,344	673,881	668,652	750,891	780,969
FICA	158,447	173,841	189,353	208,765	213,373
Pension (Defined Benefit)	161,951	178,168	191,236	214,771	227,763
Pension (401A Contribution/Matcl)	198,734	209,585	246,957	289,606	314,895
Workers Compensation	63,459	63,153	61,012	56,094	61,965
OPEB Contribution	46,118	50,162	68,078	67,579	68,244
Miscellaneous	1,161	464	1,390	776	1,314
<i>subtotal</i>	<i>\$ 3,449,628</i>	<i>\$ 3,728,361</i>	<i>\$ 4,040,138</i>	<i>\$ 4,316,654</i>	<i>\$ 4,456,394</i>
Maintenance & Operations:					
Professional Services	\$ 178,025	\$ 118,155	\$ 120,403	\$ 28,807	\$ 19,700
Board Member Fees	10,500	9,100	8,700	11,000	11,000
Fuel/Repair & Maint. (Vehicle)	23,461	21,541	26,504	32,000	26,000
Advertising	90,530	86,676	132,646	26,500	26,000
Employee Training	26,247	34,124	27,769	19,893	17,000
Employee Travel	27,760	28,655	28,152	20,726	20,750
Printing	7,174	7,868	12,998	6,000	9,000
Maintenance Contracts/IT Svcs.	200,312	207,214	224,713	237,621	262,939
General Supplies	37,669	47,429	39,772	28,500	28,500
Miscellaneous	29,983	16,436	6,604	6,024	7,500
<i>subtotal</i>	<i>\$ 631,661</i>	<i>\$ 577,198</i>	<i>\$ 628,261</i>	<i>\$ 417,071</i>	<i>\$ 428,389</i>
TOTAL	\$ 4,081,289	\$ 4,305,559	\$ 4,668,399	\$ 4,733,725	\$ 4,884,783

Notes:

* Economic Development function was reorganized from the Community Development Department to City Administration starting in FY 2025.

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for Community Development totals \$4.9 million and represents an increase of 3%, or \$151,058, compared to FY 2025.

The Personnel Services category increased 3%, or \$139,740, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc. including staff turnover and associated changes in benefit elections (e.g. employee-only vs family coverage, etc.).

Authorized personnel total 31 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Administrative Assistant II	1.0	1.0	-	-	-	-
Administrative Office Coordinator	-	1.0	1.0	1.0	1.0	-
Arborist	1.0	1.0	1.0	1.0	1.0	-
Building Inspector	4.0	4.0	4.0	4.0	4.0	-
Building Inspector Manager	1.0	1.0	1.0	1.0	1.0	-
Building Official	1.0	1.0	1.0	1.0	1.0	-
Building Plans Examiner	2.0	2.0	2.0	2.0	2.0	-
Code Enforcement Manager	1.0	1.0	1.0	1.0	1.0	-
Code Enforcement Officer	5.0	4.0	4.0	4.0	4.0	-
Code Enforcement Supervisor	-	1.0	1.0	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
Development & Planning Manager	-	-	-	1.0	1.0	-
Development Services Engineer (Stormwater)	1.0	1.0	1.0	1.0	1.0	-
Economic Development Manager	1.0	1.0	1.0	-	-	-
Economic Development Coordinator	1.0	1.0	1.0	-	-	-
GIS Specialist/Special Project Planner	1.0	1.0	1.0	1.0	1.0	-
Inspectors	3.0	-	-	-	-	-
Land Development Inspector	-	3.0	3.0	3.0	3.0	-
Land Development Supervisor	-	-	1.0	1.0	1.0	-
Office Manager	1.0	-	-	-	-	-
Planning and Zoning Coordinator	1.0	1.0	1.0	1.0	1.0	-
Planning and Development Services Manager	-	1.0	1.0	1.0	1.0	-
Permit Technician	2.0	2.0	3.0	3.0	3.0	-
Project Administrator	1.0	1.0	-	-	-	-
Senior Transportation Engineer/Planner*	1.0	1.0	1.0	-	-	-
Senior Planner	1.0	-	-	-	-	-
Support Services Manager	-	-	1.0	1.0	1.0	-
Transportation Engineer	-	-	-	1.0	1.0	-
Zoning Administrator*	1.0	1.0	1.0	-	-	-
	32.0	32.0	33.0	31.0	31.0	-

GENERAL FUND DEPARTMENTAL SUMMARIES

The Maintenance and Operations category increased 3%, or \$11,318, due primarily to the following activity:

- Increase in IT professional services of \$25,459 (12% growth) due to coverage of general software inflationary cost growth including cyber security software, initial-year maintenance costs for the new phone system (RingCentral), etc. and the inclusion of software to facilitate short-term rental ordinance compliance.
- All other departmental maintenance and operations accounts declined -\$14,141, or -7%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.



Aerial view of Downtown Alpharetta.

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Community Development programs including performance measures.

- **Administration**

Statement of Service: The purpose of Community Development Administration is to provide effective, efficient, and responsive services to account for the resources allocated to the Planning & Zoning and Code Enforcement division of the department.

Community Development - Administration					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Special projects managed	20	22	15	11	11

- **Zoning/Development/Building Safety Services**

Statement of Service: These Divisions are tasked with guiding the growth and development of the city in a manner that enhances the quality of life and recognizes the city's historic and natural features.

Community Development - Zoning					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of New public hearings filed	117	95	110	115	115
Total # of public hearings processed	93	77	68	115	115
# of parcels annexed	0	0	0	0	0

Community Development - Development Services					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Private development plans reviewed	108	151	194	130	125
Tree permits issued	1,171	787	891	850	800

Community Development - Building Safety					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of New building permits issued	5,243	4,400	4,475	5,000	5,400
# of Building inspections completed	25,896	21,730	19,336	25,000	2,700

- **Code Enforcement Services**

Statement of Service: To protect the public health, safety, and welfare by ensuring compliance with city building and land-use codes and ordinances.

Community Development - Code Enforcement					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Code enforcement inspections completed	2,047	2,009	2,144	2,000	1,700

SPECIAL REVENUE FUND SUMMARIES

Special Revenue Fund Summaries

Overview

The *Special Revenue Fund Summaries* section is intended to provide readers with an overall understanding of the respective fiscal year 2026 budgets for the city's Special Revenue Funds.

Special Revenue Funds are used to account for revenues that are legally restricted to expenditures for specific uses. All special revenue funds utilize the modified accrual basis of budgeting and accounting.

The following schedules are set forth by Fund and provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **Fund Summary**

This section provides a brief description of the Fund.

- **Statement of Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures across multiple fiscal years. Revenues are presented by source and expenditures are presented by use.

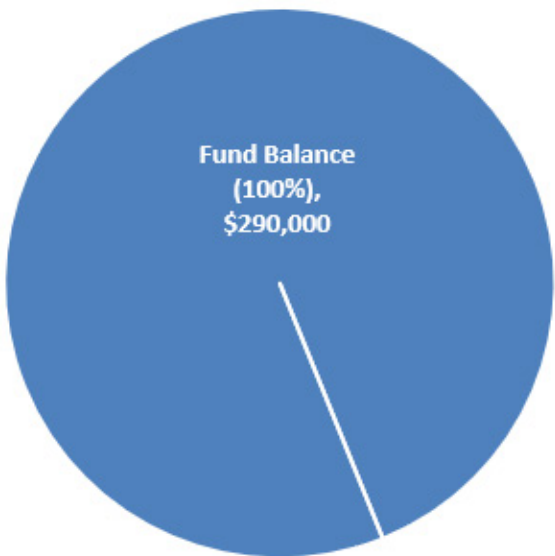
- **Statement of Revenues, Expenditures, and changes in Fund Balances**

This statement provides a historical comparison of revenues and expenditures for fiscal years 2022-2026. Also included are changes in fund balance.

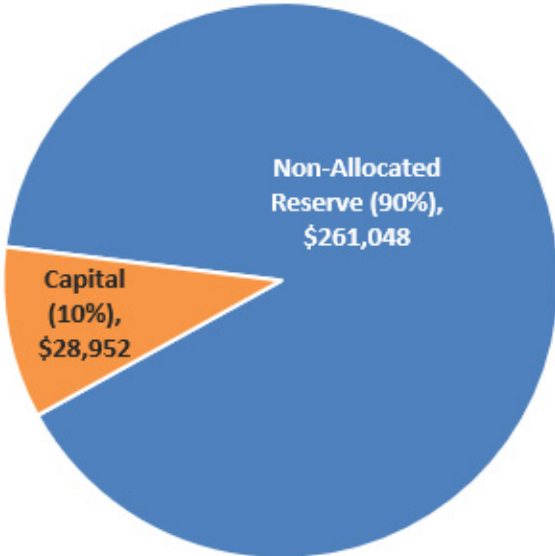
SPECIAL REVENUE FUND SUMMARIES

Asset Forfeiture Fund (Federal) Summary

FY 2026 Budget: \$290,000



Revenues by Source



Expenditures by Use

The Asset Forfeiture Fund accounts for revenues received from the enforcement of Federal 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. Funds cannot be used to supplant the Public Safety Department's operational budget. The Public Safety Department manages the Asset Forfeiture Program.

Trends

The FY 2026 Budget for the Asset Forfeiture Fund totals \$290,000 and represents a decrease of -23%, or -\$86,786, compared to FY 2025. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) and maintenance & operations investment budgeted in FY 2025³².

Asset forfeiture funds are being allocated to the following capital initiative (\$28,952) which is discussed in depth within the *Capital Project Fund Summaries* section of this document. The remaining appropriations (\$261,048) are included within the Non-Allocated account for future use by the Public Safety Department.

- TruNarc Handheld Drug Identifier.

³² Annually after the year-end accrual period (i.e., September), the city carries-forward available fund balance and places in a Non-Allocated Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2026 will occur subsequent to adoption of the budget.

SPECIAL REVENUE FUND SUMMARIES

Statement of Budgetary Comparisons

Asset Forfeiture Fund Public Safety Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Fines & Forfeitures					
Asset Forfeiture Distributions	\$ 236,585	\$ 59,719	\$ 135,911	\$ 29,935	\$ -
Investment Earnings	1	-	-	-	-
Other					
Miscellaneous Earnings	-	-	2,507	-	-
Transfer-In from General Fund	-	-	9,432	-	-
Fund Balance	-	-	-	346,851	290,000
TOTAL	\$ 236,586	\$ 59,719	\$ 147,850	\$ 376,786	\$ 290,000
EXPENDITURES					
Maintenance & Operations:					
Employee Travel	\$ -	\$ 6,226	\$ 7,847	\$ 15,148	\$ -
Employee Training	-	15,500	-	2,500	-
General Supplies	-	35,945	71,675	20,277	-
Small Equipment	-	24,484	-	-	-
Miscellaneous	-	1,950	-	-	-
<i>subtotal</i>	\$ -	\$ 84,105	\$ 79,522	\$ 37,925	\$ -
Capital					
Drone First Responder Program	\$ -	\$ -	\$ -	\$ 18,800	\$ -
Alpharetta Real Time Information Center (ARTIC) Office Furniture	-	-	-	25,000	-
TruNarc Handheld Drug Identifier	-	-	-	-	28,952
Miscellaneous	7,708	-	-	-	-
<i>subtotal</i>	\$ 7,708	\$ -	\$ -	\$ 43,800	\$ 28,952
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 295,061	\$ 261,048
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ 295,061	\$ 261,048
TOTAL	\$ 7,708	\$ 84,105	\$ 79,522	\$ 376,786	\$ 290,000

SPECIAL REVENUE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Asset Forfeiture Fund Public Safety Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ 74,031	\$ 302,910	\$ 278,523	\$ 346,852	\$ 295,062
REVENUES BY CATEGORY					
Fines and Forfeitures	\$ 236,585	\$ 59,719	\$ 135,911	\$ 29,935	\$ -
Investment Earnings	1	-	-	-	-
Other	-	-	11,939	-	-
TOTAL	\$ 236,586	\$ 59,719	\$ 147,850	\$ 29,935	\$ -
EXPENDITURES BY FUNCTION					
Public Safety	\$ 7,708	\$ 84,105	\$ 79,522	\$ 81,725	\$ 28,952
TOTAL	\$ 7,708	\$ 84,105	\$ 79,522	\$ 81,725	\$ 28,952
ACFR Rounding Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 302,910	\$ 278,523	\$ 346,852	\$ 295,062	\$ 266,110
Changes in Fund Balance (actual/est.)	\$ 228,879	\$ (24,387)	\$ 68,329	\$ (51,790)	\$ (28,952)

Notes:

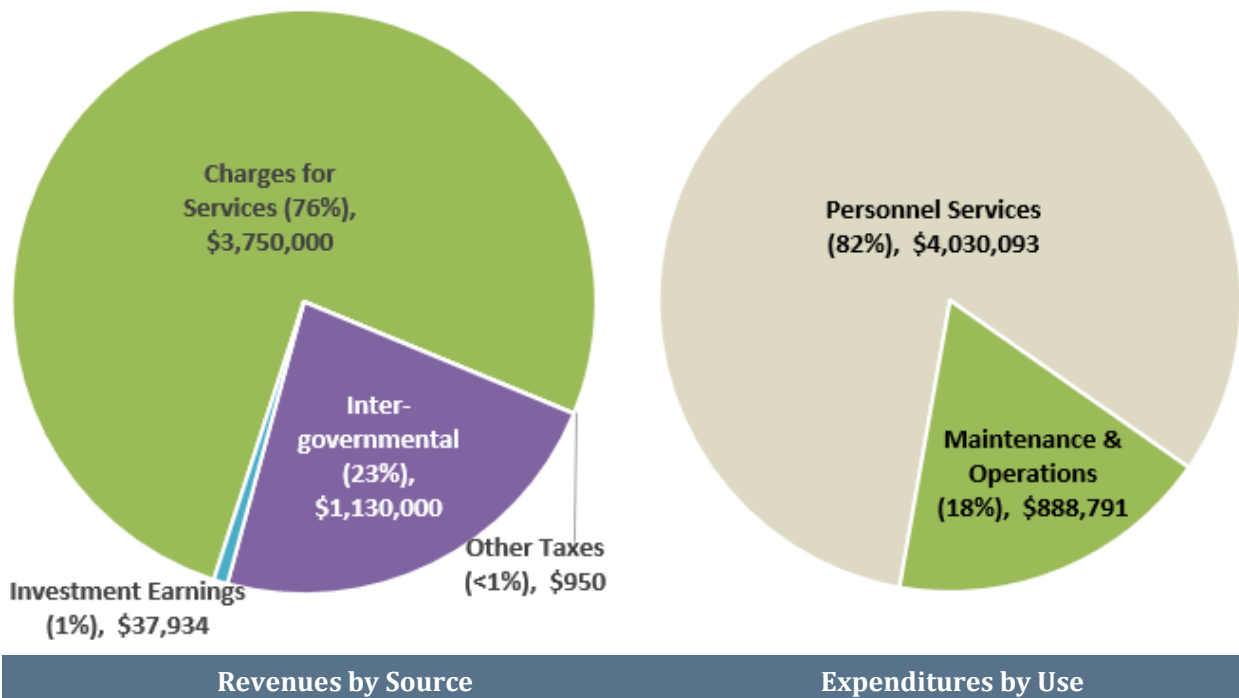
(1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts.

(2) Fund balance utilization in 2021, 2023, 2025, and 2026 to fund allowable Public Safety initiatives.

SPECIAL REVENUE FUND SUMMARIES

Emergency 911 Fund Summary

FY 2026 Budget: \$4,918,884



The E911 Fund accounts for fees received from users, or potential users, of the city's Emergency 911 System. The fee equals \$1.50 monthly and is paid by wired and wireless telecommunication providers (including prepaid cards) as well as Voice over Internet Protocol ("VOIP") providers, with expenditures occurring to maintain and run the system within the government. The Public Safety Department manages the E911 Program.

Trends

The FY 2026 Budget for the E911 Fund totals \$4.9 million and represents a -15% decrease, or -\$881,893, compared to FY 2025. The primary driver for the decrease is initiatives totaling approximately \$1 million that were budgeted within the E911 Fund in FY 2025 but have been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.

A detailed within the Statement of Budgetary Comparisons, included herein, revenue generation within the E911 Fund has been volatile and, on average, has grown less than 2% annually since FY 2022. This revenue growth is materially lower than the operational expenditure growth during the same period and is not keeping up with the inflationary cost environment. These trends necessitated the reallocation of expenses to the General Fund for FY 2026.

SPECIAL REVENUE FUND SUMMARIES

The Personnel Services category increased 9%, or \$316,040, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc. including staff turnover and associated changes in benefit elections (e.g. employee-only vs family coverage, etc.).
- The FY 2025 Budget included a reduction based on historical vacancy levels (turnover factor). However, the E911 Fund is now functioning at full staffing and this factor has been removed for FY 2026.

Authorized personnel total 33 full-time-equivalents (“FTE”) and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
911 Communications Officer (I-III)	20.0	20.0	19.0	18.0	18.0	-
911 Communications Shift Supervisor	4.0	4.0	4.0	4.0	4.0	-
911 Comm. Quality Assurance Officer	1.0	-	-	-	-	-
911 Division Chief	1.0	1.0	1.0	1.0	1.0	-
911 Division Deputy Chief	-	-	-	1.0	1.0	-
911 GIS Analyst	-	-	1.0	1.0	1.0	-
911 Section Chief - Communications Training	1.0	1.0	-	-	-	-
911 Senior Communications Officer	4.0	4.0	4.0	4.0	4.0	-
911 Operations Manager	1.0	1.0	1.0	1.0	1.0	-
911 Quality Assurance & Training Coordinator	-	1.0	1.0	1.0	1.0	-
911 Technical Services Manager	-	-	1.0	1.0	1.0	-
Information Security Administrator	1.0	1.0	1.0	1.0	1.0	-
	33.0	33.0	33.0	33.0	33.0	-

The Maintenance and Operations category decreased -51%, or -\$925,536. The primary driver for the decrease is initiatives totaling approximately \$1 million that were budgeted within the E911 Fund in FY 2025 but have been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.

Drivers include:

- Decrease in maintenance contracts of -\$747,600 (-95% decrease) due primarily to the transfer of North Fulton Regional Radio System Authority appropriations to the General Fund in an amount totaling \$740,000. This initiative was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.
- Decrease in IT professional services of -128,361 (-42% decrease) due to the following:
 - Transfer of Central Square (current Public Safety Records Management/Computer Aided Dispatch system) IT professional services appropriations to the General Fund. This initiative was budgeted within the

SPECIAL REVENUE FUND SUMMARIES

E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.

Specifically, the FY 2025 E911 Fund Budget included appropriations totaling \$114,950 for Central Square which approximated 6-months of coverage due to original Hexagon (new Public Safety Records Management/Computer Aided Dispatch currently) implementation timeline. As the implementation timeline grew, so too did our need to ensure access to the current Central Square system and the General Fund budget proposal extends operability of both through June 30, 2026.

- All other departmental maintenance and operations accounts declined -\$49,575, or -7%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.

The Capital/Lease category decreased -100%, or -\$272,397, primarily related to the reallocation of portable radio capital lease funding totaling approximately \$226,007 to the General Fund due to revenue constraints within the E911 Fund. The remaining variances are related to one-time capital projects that are anticipated to conclude in FY 2025.



SPECIAL REVENUE FUND SUMMARIES

Statement of Budgetary Comparisons

Emergency 911 Fund Public Safety Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Charges for Services:					
E-911 Service Fees	\$ 3,228,656	\$ 3,545,761	\$ 3,318,387	\$ 3,700,000	\$ 3,450,000
E-911 Prepaid Service Fees	272,745	262,676	263,803	300,000	300,000
Other Taxes:					
Excise Tax	808	932	938	950	950
Intergovernmental:	965,885	1,107,857	1,019,472	1,250,000	1,130,000
Investment Earnings	(26,247)	35,567	44,181	36,907	37,934
Other					
Mobile Radio Lease Financing	1,565,705	-	-	-	-
Fund Balance	-	-	-	512,920	-
TOTAL	\$ 6,007,552	\$ 4,952,794	\$ 4,646,781	\$ 5,800,777	\$ 4,918,884
EXPENDITURES					
Personnel Services:					
Salaries	\$ 1,690,679	\$ 1,763,516	\$ 1,968,499	\$ 2,027,496	\$ 2,354,285
Overtime	265,688	379,745	470,311	300,000	300,000
Group Insurance	421,234	427,351	413,366	623,579	572,242
FICA	144,564	158,468	181,655	178,077	203,183
Pension (Defined Benefit)	115,365	130,289	137,370	180,215	171,238
Pension (401A Cont./Match)	183,299	195,281	216,973	284,014	303,486
Miscellaneous	87,264	98,973	103,076	120,672	125,659
<i>subtotal</i>	<i>\$ 2,908,092</i>	<i>\$ 3,153,623</i>	<i>\$ 3,491,250</i>	<i>\$ 3,714,053</i>	<i>\$ 4,030,093</i>
Maintenance & Operations:					
Communications	\$ 333,692	\$ 351,769	\$ 484,924	\$ 512,750	\$ 487,600
Maintenance Contracts	421,715	466,017	612,502	783,775	36,175
IT Professional Services	291,794	303,213	356,178	302,955	174,594
Miscellaneous	159,768	137,081	166,433	214,847	190,422
<i>subtotal</i>	<i>\$ 1,206,969</i>	<i>\$ 1,258,080</i>	<i>\$ 1,620,037</i>	<i>\$ 1,814,327</i>	<i>\$ 888,791</i>
Capital/Leases:					
Capital	\$ 28,041	\$ 8,098	\$ 8,100	\$ 5,763	\$ -
Fire Station Alerting System	-	115,004	193,416	21,581	-
Portable/Mobile Radio Repl.	1,574,504	-	-	-	-
E911 Telephone Hardware	-	192,850	-	-	-
CAD/Records Mgmt. Software	-	-	184,823	19,046	-
Radio Leases	302,783	76,777	302,783	226,007	-
<i>subtotal</i>	<i>\$ 1,905,328</i>	<i>\$ 392,728</i>	<i>\$ 689,122</i>	<i>\$ 272,397</i>	<i>\$ -</i>
TOTAL	\$ 6,020,389	\$ 4,804,431	\$ 5,800,410	\$ 5,800,777	\$ 4,918,884

SPECIAL REVENUE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Emergency 911 Fund Public Safety Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance	\$ 2,629,573	\$ 2,616,736	\$ 2,765,099	\$ 1,611,471	\$ 1,098,551
REVENUES BY CATEGORY					
Charges for Services	\$ 3,501,401	\$ 3,808,437	\$ 3,582,191	\$ 4,000,000	\$ 3,750,000
Other Taxes	808	932	938	950	950
Intergovernmental	965,885	1,107,857	1,019,472	1,250,000	1,130,000
Investment Earnings	(26,247)	35,567	44,181	36,907	37,934
Other	1,565,705	-	-	-	-
TOTAL	\$ 6,007,552	\$ 4,952,794	\$ 4,646,781	\$ 5,287,857	\$ 4,918,884
EXPENDITURES BY FUNCTION					
Public Safety	\$ 6,020,389	\$ 4,804,431	\$ 5,800,410	\$ 5,800,777	\$ 4,918,884
TOTAL	\$ 6,020,389	\$ 4,804,431	\$ 5,800,410	\$ 5,800,777	\$ 4,918,884
ACFR Rounding Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 2,616,736	\$ 2,765,099	\$ 1,611,471	\$ 1,098,551	\$ 1,098,551
Changes in Fund Balance (actual/est.)	\$ (12,837)	\$ 148,363	\$(1,153,628)	\$(512,920)	\$ -

Notes:

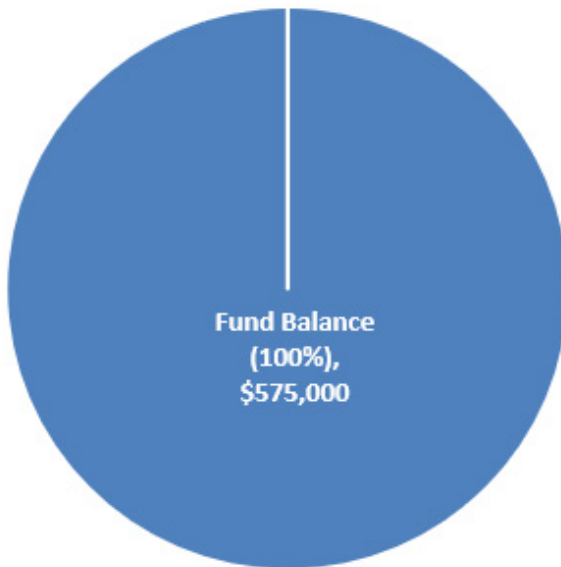
(1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/ Reserve accounts.

Fund balance usage is for general operational budget growth including the renewal & replacement (capital) requests implemented by the North Fulton Regional Radio System Authority in FY 2024 and FY 2025. This activity was moved into the General Fund for FY 2026.

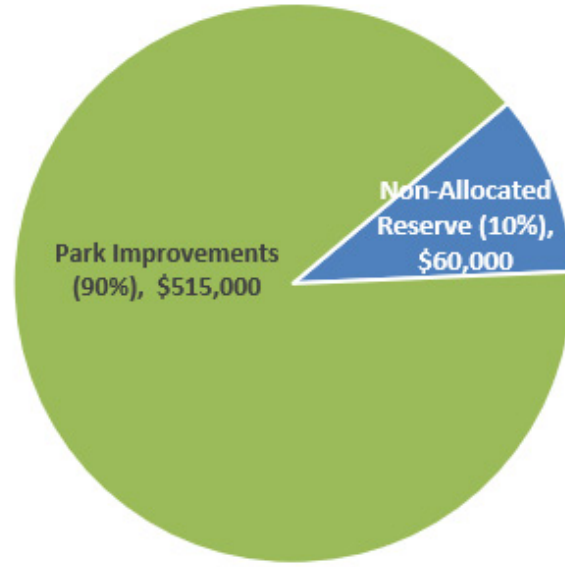
SPECIAL REVENUE FUND SUMMARIES

Impact Fee Fund Summary

FY 2026 Budget: \$575,000



Revenues by Source



Expenditures by Use

The Impact Fee 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 Community Development Department manages the Impact Fee Program.

Trends: The FY 2026 Budget totals \$575,000. 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. Impact Fee revenues are variable and dependent upon multiple factors such as the local and national economy. Due to the variability, the annual budget typically appropriates fund balance as the primary funding tool. That is to say, appropriations are made with funds already collected (i.e. fund balance) as opposed to a forecast of collections that may not materialize due to their inherent variability. Impact fees are being allocated to the following capital initiatives (\$515,000) which are discussed in depth within the *Capital Project Fund Summaries* section of this document. The remaining impact fee funds (\$60,000) are included within the Non-Allocated account for future appropriation by the City Council.

- North Park Fields 1-4 Restroom/Concession Stand Replacement (\$345,000 representing the impact fee contribution towards overall project costs).
- Wills Park Baseball Field 5 synthetic turf installation (\$150,000; representing the impact fee contribution towards overall project costs).

SPECIAL REVENUE FUND SUMMARIES

- Marietta-Roswell St. Corner Park (Conceptual Design; \$20,000).

Statement of Budgetary Comparisons

Impact Fee Fund Community Development/Other Departments

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Charges for Services:					
Impact Fees (Roads)	\$ 447,378	\$ 157,917	\$ 606,084	\$ 100,000	\$ -
Impact Fees (Parks)	1,421,993	279,934	1,028,868	110,000	-
Impact Fees (Public Safety)	69,816	27,425	63,542	18,000	-
Investment Earnings	(64,245)	108,181	203,932	-	-
Other					
Fund Balance	-	-	-	5,603,670	575,000
TOTAL	\$ 1,874,942	\$ 573,457	\$ 1,902,426	\$ 5,831,670	\$ 575,000
EXPENDITURES					
Capital/Leases:					
Impact Fee Study Update	\$ 2,780	\$ 29,195	\$ -	\$ 37,525	\$ -
Roads					
Rucker Rd Corridor Imp.	58,321	134,044	10,800	600	-
Hopewell/Vaughan Roundabout	11,623	-	-	-	-
AlphaLoop	-	1,533,350	-	-	-
AlphaLink	-	-	-	2,062,937	-
Parks					
Greenway Ext. to Forsyth	120,880	-	-	-	-
Equestrian Center Improvements	463,678	-	-	-	-
Wills Park Master Plan	-	21,930	-	306,704	-
Encore Parkway Greenway Connection/Park	-	27,480	-	1,972,520	-
North Park Fields 1-4 Restroom Replacement	-	-	-	183,820	345,000
Wills Park Baseball Field 5 synthetic turf installation	-	-	-	-	150,000
Marietta and Roswell Street Corner Park – Conceptual Design	-	-	-	-	20,000
Public Safety					
Fire Rescue-Rapid Resp. Truck	124,100	-	-	-	-
All-Terrain Vehicles (Qty: 2)	-	18,690	-	-	-
Fire Station 81 Improvements	-	-	-	170,000	-
subtotal	\$ 781,381	\$ 1,764,689	\$ 10,800	\$ 4,734,106	\$ 515,000
Non-Allocated					
Roads	\$ -	\$ -	\$ -	\$ -	\$ -
Parks	-	-	-	1,029,038	-
Public Safety	-	-	-	68,526	60,000
subtotal	\$ -	\$ -	\$ -	\$ 1,097,564	\$ 60,000
TOTAL	\$ 781,381	\$ 1,764,689	\$ 10,800	\$ 5,831,670	\$ 575,000

Statement of Revenues, Expenditures, and changes in Fund Balance

SPECIAL REVENUE FUND SUMMARIES

Impact Fee Fund Community Development/Other Departments

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ 3,809,716	\$ 4,903,276	\$ 3,712,045	\$ 5,603,671	\$ 1,097,565
REVENUES BY CATEGORY					
Charges for Services	\$ 1,939,187	\$ 465,276	\$ 1,698,494	\$ 228,000	\$ -
Investment Earnings	(64,245)	108,181	203,932	-	-
Other	-	-	-	-	-
TOTAL	\$ 1,874,942	\$ 573,457	\$ 1,902,426	\$ 228,000	\$ -
EXPENDITURES BY FUNCTION					
Impact Fee Study Update	\$ 2,780	\$ 29,195	\$ -	\$ 37,525	\$ -
Capital (Roads)	69,943	1,667,394	10,800	2,063,537	-
Capital (Parks)	584,558	49,410	-	2,463,044	515,000
Capital (Public Safety)	124,100	18,690	-	170,000	-
TOTAL	\$ 781,381	\$ 1,764,689	\$ 10,800	\$ 4,734,106	\$ 515,000
ACFR Rounding Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 4,903,276	\$ 3,712,045	\$ 5,603,671	\$ 1,097,565	\$ 582,565
Changes in Fund Balance (actual/est.)	\$ 1,093,561	\$ (1,191,232)	\$ 1,891,626	\$ (4,506,106)	\$ (515,000)

Notes:

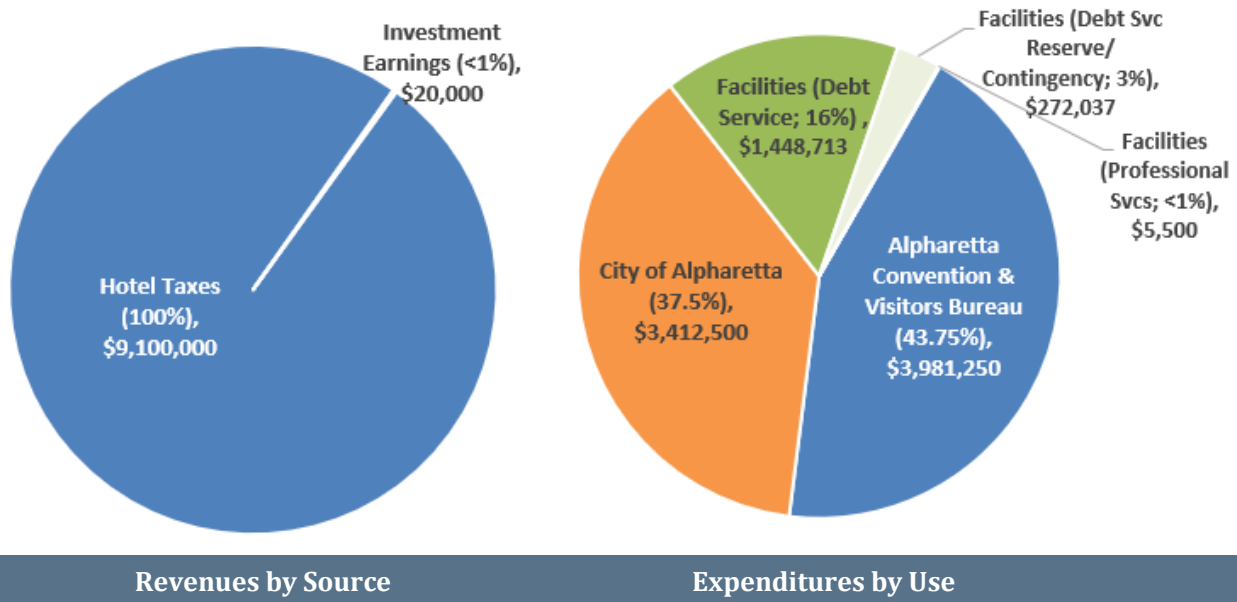
In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve (1) accounts. Please note, the city does not materially base Impact Fee investment on forecasted revenues. Instead, opting to utilize actual collections. Hence, a forecast of impact fee collections is not programmed into the FY 2026 Recommended Budget.

- (2) Impact Fee fund balance usage is targeted towards eligible capital projects that offset the costs associated with growth (e.g. population, business, etc.).

SPECIAL REVENUE FUND SUMMARIES

Hotel/Motel Fund Summary

FY 2026 Budget: \$9,120,000



The Hotel/Motel Fund accounts for occupancy tax collections from area hotels and motels for the purpose of promoting conventions, tourism, and trade shows, while providing funds to facilitate economic vitality in downtown areas. The city levies a hotel/motel occupancy tax of 8% on total rental charges. The resulting tax revenue (not including investment earnings) is distributed as follows: City of Alpharetta (37.5%); Alpharetta Convention & Visitor's Bureau (43.75%); and Facilities (Conference Center/Tourism Product Development; 18.75%).

Trends

The FY 2026 Budget totals \$9.1 million. This fund accounts for occupancy tax collections from area hotels and motels for the purpose of promoting conventions, tourism, and trade shows, while providing funds to facilitate economic vitality in downtown areas. The city levies a hotel/motel occupancy tax of 8% on total rental charges. The resulting tax revenue (not including investment earnings) is distributed as follows: City of Alpharetta (37.5% or \$3.4 million); Alpharetta Convention & Visitor's Bureau (43.75% or \$4 million); and Tourism Product Development (18.75% or \$1.7 million).

The Tourism Product Development portion of the revenue is dedicated to funding debt service on the Conference Center bonds (\$1.4 million) as well as a non-allocated/contingency. Specifically, the Debt Service Reserve funding (Convention Center Bonds) from the Facilities portion of the tax is anticipated to grow by a minimum of \$272,037

SPECIAL REVENUE FUND SUMMARIES

during FY 2026 (forecasted balance based on budgeted FYs 2025-2026 revenue totals \$1.7 million but will likely be less as actual collections are trailing budget for 2025). This reserve figure dipped below the \$1.5 million target level in 2019 due to the impact of the COVID-19 pandemic on the hospitality industry and is being replenished as revenues continue to strengthen.

Hotel/Motel tax collection forecast for FY 2026 totals \$9.1 million and represents a reduction of -2% compared to the FY 2025 budget. However, actual collections for FY 2025 are trending flat with FY 2024 (thru January 2025) and current estimates for FY 2025 total \$9.1 million. Due to the current trends, the FY 2026 forecast for this revenue source is essentially flat compared to the FY 2025 estimate.

Statement of Budgetary Comparisons

Hotel/Motel Fund Multiple Departments

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Other Taxes					
Hotel/Motel Taxes	\$ 7,927,504	\$ 9,277,072	\$ 9,111,647	\$ 9,250,000	\$ 9,100,000
Interest/Penalties	13,260	30,167	3,150	-	-
Investment Earnings	(25,697)	-	66,778	20,000	20,000
Other					
Fund Balance	-	-	-	1,339,071	-
TOTAL	\$ 7,915,067	\$ 9,307,239	\$ 9,181,576	\$ 10,609,071	\$ 9,120,000
EXPENDITURES					
ACVB/City					
Alpharetta Convention & Visitors Bureau	\$ 3,474,084	\$ 4,058,719	\$ 3,987,724	\$ 4,046,875	\$ 3,981,250
City of Alpharetta (transfer-out)	2,975,786	3,480,902	3,418,049	3,468,750	3,412,500
<i>subtotal</i>	<i>\$ 6,449,871</i>	<i>\$ 7,539,621</i>	<i>\$ 7,405,773</i>	<i>\$ 7,515,625</i>	<i>\$ 7,393,750</i>
Facility					
Professional Svcs (Bond Admin)	\$ 7,040	\$ 5,915	\$ 6,065	\$ 5,500	\$ 5,500
Series 2016 Bonds (debt service)	1,339,963	1,365,213	1,392,713	1,417,213	1,448,713
Debt Svc Reserve (Contingency)	-	-	-	1,655,663	272,037
Equestrian Center Improvements	929	-	-	-	-
Wills Park Maint. Facility	-	309,369	-	-	-
Wills Park Master Plan Imp.	285,405	268,248	-	15,070	-
<i>subtotal</i>	<i>\$ 1,633,337</i>	<i>\$ 1,948,744</i>	<i>\$ 1,398,778</i>	<i>\$ 3,093,446</i>	<i>\$ 1,726,250</i>
TOTAL	\$ 8,083,208	\$ 9,488,366	\$ 8,804,550	\$ 10,609,071	\$ 9,120,000

SPECIAL REVENUE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Hotel/Motel Fund Multiple Departments

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ 1,311,312	\$ 1,143,171	\$ 962,046	\$ 1,339,073	\$ 1,655,665
REVENUES BY CATEGORY					
Hotel Taxes	\$ 7,940,764	\$ 9,307,239	\$ 9,114,797	\$ 9,250,000	\$ 9,100,000
Investment Earnings	(25,697)	-	66,778	20,000	20,000
Other	-	-	-	-	-
TOTAL	\$ 7,915,067	\$ 9,307,239	\$ 9,181,576	\$ 9,270,000	\$ 9,120,000
EXPENDITURES BY FUNCTION					
Alpharetta Convention & Visitors Bureau	\$ 3,474,084	\$ 4,058,719	\$ 3,987,724	\$ 4,046,875	\$ 3,981,250
City of Alpharetta (transfer-out)	2,975,786	3,480,902	3,418,049	3,468,750	3,412,500
Tourism Product Development portion of the Hotel Tax:					
Debt Service	1,347,003	1,371,128	1,398,778	1,422,713	1,454,213
Eligible System Improvements	286,334	577,617	-	15,070	-
TOTAL	\$ 8,083,208	\$ 9,488,366	\$ 8,804,550	\$ 8,953,408	\$ 8,847,963
ACFR/Rounding Adjustments	\$ -	\$ 1	\$ 2	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 1,143,171	\$ 962,046	\$ 1,339,073	\$ 1,655,665	\$ 1,927,702
Changes in Fund Balance (actual/est.)	\$ (168,141)	\$ (181,125)	\$ 377,027	\$ 316,592	\$ 272,037

Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/R
- (2) Revenue is to be distributed to the participating entities based on their relative share. Funding for Tourism Product Development is used for debt service on the Series 2016 Conference Center Bonds or reserved for debt service/future eligible initiatives (fund balance within the Hotel/Motel Fund).

CAPITAL PROJECT FUND SUMMARIES

Capital Project Fund Summaries

Overview

Pursuant to the Governmental Accounting Standards Board's ("GASB") Codification, Section 1300.106, capital project funds are used to account for the acquisition and construction of major items, such as buildings, infrastructure, parks, streets, and other major capital facilities.

The city's capital program has the most visible and long-term effect on the quality of life for our stakeholders. Through an aggressive capital program, improvements to transportation, access to quality cultural and recreational opportunities, partnering with local businesses for continued economic development, and providing infrastructure and assets for public safety are afforded. The foundation of the city's capital program is the five-year capital project improvement plan ("CIP") which is updated annually. The CIP assists in the planning, acquisition, and financing of capital projects.



A capital project generally is defined as an expenditure that has an expected useful life of more than three years with an estimated total cost of \$25,000 or more, or an improvement/addition to an existing capital asset. Examples include building/ infrastructure construction, park improvements, streetscapes, land acquisitions, vehicles, etc.

Capital projects are budgeted primarily in the city's capital project funds with the main exceptions being those capital investments funded through restricted revenues that require separate accounting treatment (e.g., Impact Fees, Asset Forfeiture, E911 Fees, etc.).

The city has six (6) capital project funds, and they all follow the life-to-date budgeting process whereby budget is carried forward annually to cover Council approved projects and remains in full-effect until project completion or re-allocation by City Council. As such, these appropriations are not reflected in this budget document but are reflected in the city's monthly financial management reports and can be accessed at www.alpharetta.ga.us. The capital project funds utilize the modified accrual basis of budgeting and accounting.

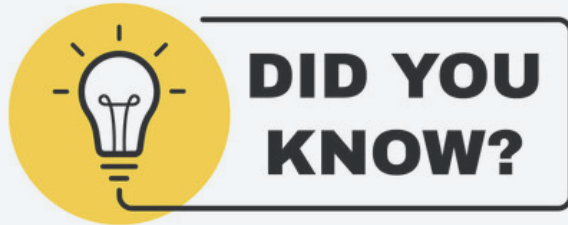
CAPITAL PROJECT FUND SUMMARIES

The following section provides a brief narrative of the city's capital project funds.

- **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, with a value (generally) in excess of \$25,000. Funding for these capital improvements typically comes from the General Fund through (A) an annual appropriation and (B) a transfer of the available fund balance from the most recent complete/audited fiscal year. Appropriations are perpetual with only new appropriations recognized in the annual budget.
- **Stormwater Capital Fund:** This fund accounts for stormwater/drainage maintenance, repair, and/or improvement projects with a value (generally) in excess of \$25,000. Funding for these capital improvements typically comes from the General Fund through (A) an annual appropriation and (B) a transfer of the available fund balance from the most recent complete/audited fiscal year. Appropriations are perpetual with only new appropriations recognized in the annual budget.
- **Capital Grants Fund:** This fund accounts for resources received from federal, state, and local grants awarded to the city. Matching funds, which represent the city's financial investment, are also recorded within this fund. This fund accounts for capital grants only. Operating grant proceeds are recorded within the Operating Grant Fund.
- **TSPLOST 1 Capital Fund:** This fund accounts for the collection of TSPLOST 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 (e.g. investment earnings) recognized in the annual budget. This tax was imposed for the period of April 1, 2017, through March 31, 2022.
- **TSPLOST 2 Capital Fund:** This fund accounts for the collection of TSPLOST 2 (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 (e.g. investment earnings) recognized in the annual budget. This tax is imposed for the period of April 1, 2022, through March 31, 2027.
- **2022 Parks Bond Fund:** This fund accounts for the proceeds and associated expenditures resulting from the issuance of voter approved general obligation bonds, series 2022. Fund appropriations will be perpetual with only new appropriations (e.g. investment earnings) recognized in the annual budget.

For the purposes of this budget document, the Capital Projects Fund, Stormwater Capital Fund, TSPLOST 1 Capital Fund, and TSPLOST 2 Capital Fund are presented as new appropriation activity is recommended for FY 2026.

CAPITAL PROJECT FUND SUMMARIES

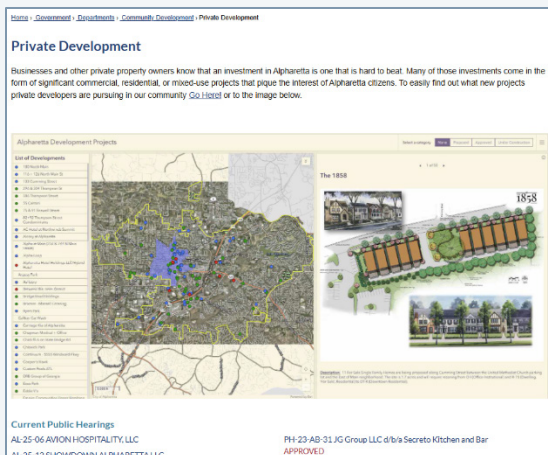
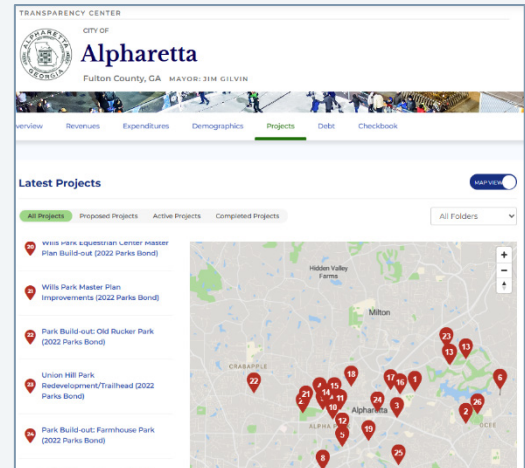


The City of Alpharetta website is a great resource to stay informed about development and capital improvements in Alpharetta (www.alpharetta.ga.us).

City Projects

The purpose of the City Projects page is to put information on key road, park, and other City of Alpharetta infrastructure projects quickly and easily in the hands of our residents and corporate citizens whose tax dollars largely fund these projects.

<https://cleargov.com/georgia/fulton/city/alpharetta/projects>



Private Development

Businesses and other private property owners know that an investment in Alpharetta is one that is hard to beat. Many of those investments come in the form of significant commercial, residential, or mixed-use projects that pique the interest of Alpharetta citizens. Use our map-based tool to easily find out what new projects Private Developers are pursuing in our community.

<https://www.alpharetta.ga.us/219/Private-Development>

Funding Methodology

The city's preferred method for funding capital projects within the CIP shall be through current revenue when available (i.e., pay-as-you-go) or from outside funding sources such as grant funding and related aid. Debt obligations may be issued for capital projects when it is appropriate to achieve a fair allocation of costs between current and future beneficiaries. Funding for the CIP is provided as follows:

- **Proper Use of Fund Balance**

General Fund: Based on audited financial statements for the year ended June 30, 2024, the city's fund balance totaled \$38 million. Of this amount, approximately \$9.4 million was appropriated in the FY 2025 Budget for capital/one-time

CAPITAL PROJECT FUND SUMMARIES

initiatives/reserve and \$23.5 million has been designated as an emergency account based on a conservative policy of 25% of total appropriations (i.e., roughly 3 months of operating expenditures). It has been the city's policy to utilize the remaining fund balance above the emergency requirement for one-time expenditures (generally capital investment). Available capital/one-time initiative funding for FY 2026 totals \$5 million.

- **Funding Capital from Operating Budget**

The FY 2026 budget includes funding totaling \$3.1 million from General Fund operations for capital investment (e.g., replacement of our infrastructure and equipment, etc.). By programming an annual capital contribution into the operating budget, the city is announcing to its citizens and stakeholders that capital investment in our roads and infrastructure is a priority that should be funded with certainty as opposed to relying on fund balance which may or may not be accumulated. Funding from the General Fund which is available for immediate capital investment in 2026 includes the following:

- \$ 5,017,048 Fund Balance for one-time capital.
- 3,091,292 Capital Contribution from the General Fund³³.
- \$ 8,108,340
- **Debt Funding:** Debt obligations, including capital leases, are primarily reserved for large-scale capital projects when it is appropriate to achieve a fair allocation of costs between current and future beneficiaries.

FY 2026 Capital Funding

The FY 2026 Capital Plan includes funding of \$27 million for capital initiatives (including potential grant funding). Base capital funding totals \$21 million and has been appropriated to the identified projects and non-allocated. Other Sources totaling \$6 million and consisting of anticipated LMIG (Local Maintenance & Improvement Grant) grant funding, LRA (Local Roads Assistance) grant funding, Capital Lease funding, and a contribution from the Alpharetta Youth Baseball Association (Wills Park Baseball Field 5 synthetic turf installation), will be appropriated once received (and/or appropriate agreements executed).

Recommended capital investment totals \$21 million and is focused on maintaining and improving city infrastructure and assets, including:

- Acting on the findings of the Facility Condition Assessment completed during FY 2025 (City Facility Preventative Maintenance Assessment and Implementation, HVAC Replacements, Public Safety Headquarters window repair/replacements,

³³ Includes an augmentation of \$829,000 in the annual capital contribution account approved as part of the operating initiatives for FY 2026. Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

CAPITAL PROJECT FUND SUMMARIES

Wood Lightpole/LED Replacement Initiative, Public Works Headquarters improvements).

- Delivering on prior-year funded design projects (Mast Arms at Kimball Bridge Road and Northwinds Parkway intersection, North Park Restroom/Concession Stand Replacement at Fields 1-4 – conceptual design only).
- Planning for known obligations (e.g. SR 9 Landscaping from Academy Street to Windward Parkway, Fire Equipment for New Fire Engines, etc.).
- Prioritizing future project needs (TSPLOST 3 Exhibits).

An additional \$6 million is being reserved to provide flexibility for future prioritized capital investment.

FY 2026 Capital Source & Use Summary	Capital Project Fund	Capital Project Fund (Tree Bank)	Stormwater Capital Fund	TSPLOST 1 Capital Fund	TSPLOST 2 Capital Fund	Asset Forfeiture Fund	Impact Fee Fund (Parks)	Impact Fee Fund (Public Safety)	Subtotal	Other Sources (grants, etc.)	Total
Sources											
Available Fund Balance	\$ 2,500,000	\$ -	\$ -	\$ 400,000	\$ 7,000,000	\$ 290,000	\$ 515,000	\$ 60,000	\$ 10,765,000	\$ -	\$ 10,765,000
Available Fund Balance (Tree Bank)	-	905,000	-	-	-	-	-	-	905,000	-	905,000
General Fund											
Annual Capital Appropriation	1,191,292	-	1,900,000	-	-	-	-	-	3,091,292	-	3,091,292
Available Fund Balance	5,017,048	-	-	-	-	-	-	-	5,017,048	-	5,017,048
Investment Earnings	300,000	-	100,000	300,000	400,000	-	-	-	1,100,000	-	1,100,000
Other											
Local Maintenance Improvement Grant (LMIG); Milling and Resurfacing	-	-	-	-	-	-	-	-	-	710,000	710,000
Local Roads Assistance (LRA) Grant; Milling and Resurfacing, Bridge and Guardrail Maintenance	-	-	-	-	-	-	-	-	-	851,107	851,107
Capital Leases	-	-	-	-	-	-	-	-	-	4,660,000	4,660,000
Alpharetta Youth Baseball Association Contribution	-	-	-	-	-	-	-	-	-	250,000	250,000
Total Sources	\$ 9,008,340	\$ 905,000	\$ 2,000,000	\$ 700,000	\$ 7,400,000	\$ 290,000	\$ 515,000	\$ 60,000	\$ 20,878,340	\$ 6,471,107	\$ 27,349,447
Uses											
Capital/One-Time Initiatives											
Economic Development	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
Information Technology	958,800	-	-	-	-	-	-	-	958,800	-	958,800
Public Safety	2,305,162	-	-	-	-	28,952	-	-	2,334,114	4,660,000	6,994,114
Public Works	1,472,500	905,000	2,000,000	-	4,518,893	-	-	-	8,896,393	1,561,107	10,457,500
Recreation, Parks & Cultural Services	1,540,000	-	-	-	-	-	515,000	-	2,055,000	250,000	2,305,000
Community Development	183,600	-	-	-	-	-	-	-	183,600	-	183,600
Total Uses	\$ 6,560,062	\$ 905,000	\$ 2,000,000	\$ -	\$ 4,518,893	\$ 28,952	\$ 515,000	\$ -	\$ 14,527,907	\$ 6,471,107	\$ 20,999,014
Non-Allocated (Future Capital/One-Time Initiatives)	\$ 2,448,278	\$ -	\$ -	\$ 700,000	\$ 2,881,107	\$ 261,048	\$ -	\$ 60,000	\$ 6,350,433		

Capital Initiatives not recommended for funding total \$11.2 million. Detailed narratives for the Staff Recommended and Unfunded Capital Initiatives are included herein.

CAPITAL PROJECT FUND SUMMARIES

FY 2026 Recommended Capital Project Listing

The following section provides both a (1) summary list of Staff Recommended Capital Initiatives for FY 2026 and is followed by (2) a detailed narrative of each capital initiative.

FY 2026 Capital Source & Use Detail	Capital Project Fund	Capital Project Fund (Tree Bank)	Stormwater Capital Fund	TSPLOST 1 Capital Fund	TSPLOST 2 Capital Fund	Asset Forfeiture Fund	Impact Fee Fund (Parks)	Impact Fee Fund (Public Safety)	Subtotal	Other Sources (grants, etc.)	Total
Sources											
Available Fund Balance	\$ 2,500,000	\$ -	\$ -	\$ 400,000	\$ 7,000,000	\$ 290,000	\$ 515,000	\$ 60,000	\$ 10,765,000	\$ -	\$ 10,765,000
Available Fund Balance (Tree Bank)	-	905,000	-	-	-	-	-	-	905,000	-	905,000
General Fund											
Annual Capital Appropriation	1,191,292	-	1,900,000	-	-	-	-	-	3,091,292	-	3,091,292
Available Fund Balance	5,017,048	-	-	-	-	-	-	-	5,017,048	-	5,017,048
Investment Earnings	300,000	-	100,000	300,000	400,000	-	-	-	1,100,000	-	1,100,000
Other											
Local Maintenance Improvement Grant (LMIG); Milling and Resurfacing	-	-	-	-	-	-	-	-	-	710,000	710,000
Local Roads Assistance (LRA) Grant; Milling and Resurfacing, Bridge and Guardrail Maintenance	-	-	-	-	-	-	-	-	-	851,107	851,107
Capital Leases	-	-	-	-	-	-	-	-	-	4,660,000	4,660,000
Alpharetta Youth Baseball Association Contribution	-	-	-	-	-	-	-	-	-	250,000	250,000
Total Sources	\$ 9,008,340	\$ 905,000	\$ 2,000,000	\$ 700,000	\$ 7,400,000	\$ 290,000	\$ 515,000	\$ 60,000	\$ 20,878,340	\$ 6,471,107	\$ 27,349,447
Uses											
Capital/One-Time Initiatives											
Economic Development											
Economic Development Toolbox	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
Information Technology											
Technology Replacement (all City Departments)	\$ 397,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 397,800	\$ -	\$ 397,800
Data Center Server Replacement (all City Departments)	500,000	-	-	-	-	-	-	-	500,000	-	500,000
City Hall Chambers Remote Production and Streaming Services	61,000	-	-	-	-	-	-	-	61,000	-	61,000
	\$ 958,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 958,800	\$ -	\$ 958,800
Public Safety											
Fire Apparatus (Fleet Replacement; Capital Lease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000	\$ 4,000,000
Public Safety (Fleet Replacement)	1,600,000	-	-	-	-	-	-	-	1,600,000	-	1,600,000
Heart Monitor (Equipment Replacement; Capital Lease)	-	-	-	-	-	-	-	-	-	660,000	660,000
Fire Equipment for New Fire Engines	112,662	-	-	-	-	-	-	-	112,662	-	112,662
Public Safety Headquarters (Gate System Repairs/Improvements)	32,000	-	-	-	-	-	-	-	32,000	-	32,000
Electric Vehicle DC Fast Charger purchase and installation	260,000	-	-	-	-	-	-	-	260,000	-	260,000
Citywide Camera Infrastructure	225,000	-	-	-	-	-	-	-	225,000	-	225,000
FARO Scanner	75,500	-	-	-	-	-	-	-	75,500	-	75,500
TruNarc Handheld Drug Identifier for Criminal Investigations	-	-	-	-	-	28,952	-	-	28,952	-	28,952
	\$ 2,305,162	\$ -	\$ -	\$ -	\$ -	\$ 28,952	\$ -	\$ -	\$ 2,334,114	\$ 4,660,000	\$ 6,994,114

CAPITAL PROJECT FUND SUMMARIES

FY 2026 Capital Source & Use Detail

Uses	Capital Project Fund	Capital Project Fund (Tree Bank)	Stormwater Capital Fund	TSPLOST 1 Capital Fund	TSPLOST 2 Capital Fund	Asset Forfeiture Fund	Impact Fee Fund (Parks)	Impact Fee Fund (Public Safety)	Subtotal	Other Sources (grants, etc.)	Total
Capital/One-Time Initiatives											
Public Works											
Milling and Resurfacing	\$ -	\$ -	\$ -	\$ -	\$ 2,788,893	\$ -	\$ -	\$ -	\$ 2,788,893	\$ 1,286,107	\$ 4,075,000
Tree Planting and Landscape Improvements	-	165,000	-	-	-	-	-	-	165,000	-	165,000
SR 9 Landscaping from Academy St. to Windward Parkway	-	740,000	-	-	-	-	-	-	740,000	-	740,000
Bridge and Guardrail Maintenance	-	-	-	-	-	-	-	-	-	275,000	275,000
Traffic Striping and Signage	-	-	-	-	280,000	-	-	-	280,000	-	280,000
Traffic Signal Pole Painting and Maintenance	60,000	-	-	-	-	-	-	-	60,000	-	60,000
Traffic Calming Improvements	50,000	-	-	-	-	-	-	-	50,000	-	50,000
Signalized Intersection Maintenance (incl. Traffic Control Equipment)	200,000	-	-	-	-	-	-	-	200,000	-	200,000
Stormwater	-	-	2,000,000	-	-	-	-	-	2,000,000	-	2,000,000
Sidewalk and Brick Paver Maintenance and Repair	-	-	-	-	750,000	-	-	-	750,000	-	750,000
Public Works (Design Services)	45,000	-	-	-	-	-	-	-	45,000	-	45,000
Parking Garages (Facility Maintenance/Improvements)	50,000	-	-	-	-	-	-	-	50,000	-	50,000
City Facility Preventative Maintenance Assessment and Implementation	150,000	-	-	-	-	-	-	-	150,000	-	150,000
HVAC Replacements (Facility Maintenance/Improvements)	100,000	-	-	-	-	-	-	-	100,000	-	100,000
City Hall (Facility Maintenance/Improvements)	32,500	-	-	-	-	-	-	-	32,500	-	32,500
Public Safety Headquarters Facility Renovations and Repairs	100,000	-	-	-	-	-	-	-	100,000	-	100,000
Recreation and Park Facilities (Facility Maintenance/Improvements)	50,000	-	-	-	-	-	-	-	50,000	-	50,000
Generator Replacements (Facility Maintenance/ Improvements)	100,000	-	-	-	-	-	-	-	100,000	-	100,000
Department Pool Vehicles (Fleet Replacement)	85,000	-	-	-	-	-	-	-	85,000	-	85,000
F-550 Crew Cab Dump Truck (Fleet Replacement)	175,000	-	-	-	-	-	-	-	175,000	-	175,000
F-350 Crew Cab Service Bed Truck (Fleet Replacement)	70,000	-	-	-	-	-	-	-	70,000	-	70,000
F-150 Truck (Fleet Replacement)	65,000	-	-	-	-	-	-	-	65,000	-	65,000
TSPLOST III Exhibits Preparation	-	-	-	-	100,000	-	-	-	100,000	-	100,000
Mid Broadwell Crosswalk at Fire Station Light	-	-	-	-	50,000	-	-	-	50,000	-	50,000
Northwinds Mid-Block Crosswalk	-	-	-	-	300,000	-	-	-	300,000	-	300,000
Kimball Bridge Road at Northwinds Pkwy (Mast Arms)	-	-	-	-	250,000	-	-	-	250,000	-	250,000
Public Works Headquarters Renovations	90,000	-	-	-	-	-	-	-	90,000	-	90,000
Stand-on Compact Loader	50,000	-	-	-	-	-	-	-	50,000	-	50,000
	\$ 1,472,500	\$ 905,000	\$ 2,000,000	\$ -	\$ 4,518,893	\$ -	\$ -	\$ -	\$ 8,896,393	\$ 1,561,107	\$ 10,457,500

CAPITAL PROJECT FUND SUMMARIES

FY 2026 Capital Source & Use Detail

Uses	Capital Project Fund	Capital Project Fund (Tree Bank)	Stormwater Capital Fund	TSPLOST 1 Capital Fund	TSPLOST 2 Capital Fund	Asset Forfeiture Fund	Impact Fee Fund (Parks)	Impact Fee Fund (Public Safety)	Subtotal	Other Sources (grants, etc.)	Total
Capital/One-Time Initiatives											
Recreation, Parks & Cultural Services											
Greenway											
Improvements/Repairs	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 250,000
Wood Lightpole/LED Replacement Initiative	125,000	-	-	-	-	-	-	-	125,000	-	125,000
Alpharetta Public Arts (Outdoor On-Loan Sculpture Exhibit)	45,000	-	-	-	-	-	-	-	45,000	-	45,000
Public Art Fund by Developers - City Property	10,000	-	-	-	-	-	-	-	10,000	-	10,000
Public Art in the Parks	20,000	-	-	-	-	-	-	-	20,000	-	20,000
Public Art for City Projects	25,000	-	-	-	-	-	-	-	25,000	-	25,000
Park Trail Maintenance	100,000	-	-	-	-	-	-	-	100,000	-	100,000
Park Security Repairs & Improvements (security cameras, etc.)	44,000	-	-	-	-	-	-	-	44,000	-	44,000
Playground Equipment Replacement	70,000	-	-	-	-	-	-	-	70,000	-	70,000
Park Repairs and Improvements	146,000	-	-	-	-	-	-	-	146,000	-	146,000
Tree Maintenance, Planting and Removal in Parks	225,000	-	-	-	-	-	-	-	225,000	-	225,000
Recreation (Design Services)	25,000	-	-	-	-	-	-	-	25,000	-	25,000
North Park Restroom/Concession Stand Replacement (Fields 1-4)	255,000	-	-	-	-	-	345,000	-	600,000	-	600,000
General Equipment Replacement (Recreation)	50,000	-	-	-	-	-	-	-	50,000	-	50,000
Wills Park Baseball Field 5 Synthetic Turf installation	100,000	-	-	-	-	-	150,000	-	250,000	250,000	500,000
Webb Bridge Middle School Football Field	50,000	-	-	-	-	-	-	-	50,000	-	50,000
Marietta-Roswell St. Corner Park (Conceptual Design)	-	-	-	-	-	-	20,000	-	20,000	-	20,000
	\$ 1,540,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 515,000	\$ -	\$ 2,055,000	\$ 250,000	\$ 2,305,000
Community Development											
Comprehensive Plan Updates	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ 120,000
Community Development (Design Services)	63,600	-	-	-	-	-	-	-	63,600	-	63,600
	\$ 183,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 183,600	\$ -	\$ 183,600
Total Uses	\$ 6,560,062	\$ 905,000	\$ 2,000,000	\$ -	\$ 4,518,893	\$ 28,952	\$ 515,000	\$ -	\$ 14,527,907	\$ 6,471,107	\$ 20,999,014
Non-Allocated (Future Capital/One-Time Initiatives)	\$ 2,448,278	\$ -	\$ -	\$ 700,000	\$ 2,881,107	\$ 261,048	\$ -	\$ 60,000	\$ 6,350,433		

Budgeted as part of the FY 2026 Budget.

Budgeted once received
(and/or appropriate
agreements executed).

CAPITAL PROJECT FUND SUMMARIES

Fiscal Year 2026 Annual Action Plan

The City Council Retreat during January 2025 set forth priorities to guide the construction of the FY 2026 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan and are detailed within the section of this document entitled *Fiscal Year 2026 Annual Action Plan* with the components set forth below:

- Strategic Growth and Redevelopment of North Point.
- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Downtown Alpharetta.
- Communications that Connect.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- People Focused Workforce.
- Economic Development.

Detail (Recommended Capital Initiatives)

Economic Development

Economic Development Toolbox

\$100,000

Fiscal Year 2026 Annual Action Plan:

- Economic Development.

Description: Funds would be used by the Economic Development Department for multiple initiatives including:

- Marketing Toolbox = \$50,000 in funding to develop and maintain a comprehensive marketing toolbox and strategy to enhance Alpharetta's ability to attract and retain businesses.

This initiative includes creating marketing plans and assets such as high-quality videos, an enhanced website, brochures, and digital campaigns to highlight the city's competitive advantages to corporate executives, brokers, and site selectors. These materials will support targeted business recruitment efforts, strengthen engagement with existing companies, and position Alpharetta as a premier business destination. Investing in these assets will ensure a consistent and compelling economic development message, helping to reduce office space vacancy and drive economic growth. The request for FY 2026 totals \$50,000 and, when combined with existing appropriations in FY 2025 (\$43,000), achieves our overall funding goal for FY 2026.

- Economic Development Consultants = \$50,000 in funding for consultants, counsel, and related professionals to study and implement economic development priorities.

Operating Budget Impact: N/A.

CAPITAL PROJECT FUND SUMMARIES

Information Technology

Technology Replacement (all city departments)

\$397,800

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is to provide for the annual replacement, procurement, and upgrading of technology for all city departments. As in prior-years, funding for technology replacement is placed in one capital project account to allow for more efficient management (as opposed to being spread across multiple departments based on an estimate of replacement needs which may or may not equate to the actual need during the fiscal year). The city currently has over 520 computers in operation (desktops/laptops). The main component of the FY 2026 request includes funding for the replacement of computers, iPhones, iPads, and printers (as needed).

The current city standards for technology replacement (based on funding availability) are as follows: servers (5 years); SANS – Storage (5 years); desktop PCs (4 years); laptop PCs (4 years); iPad tablets (3 years); iPhones (3 years); large scale multi-function printers (MFPs) (5-7 years); small scale MFPs (5 years); small printers (3-5 years); desktop UPS (electrical service backup) (3 years); monitors (8 years).

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs. Frees-up IT staff to focus on other priorities.

Data Center Server Replacement (all city departments)

\$500,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for our data centers' replacement server equipment and virtualization software. The equipment to be replaced provides support for City systems that are not cloud-hosted or software as a service. This will provide greater reliability, faster recovery, and greater efficiency and capability for the city's applications. The existing/remaining servers will have reached the end of life.

Operating Budget Impact: Support/maintenance costs are included in the purchase price for years 1-3. Starting in year 4, the support and maintenance costs will be added within the base operating budget (est. at \$100,000 annually). These costs represent server and licensing costs that we do not currently incur.

City Hall Chambers Remote Production and Streaming Services

\$61,000

Fiscal Year 2026 Annual Action Plan:

- Communications that Connect.

Description: The Department of Information Technology requests funding for a managed service for remote meeting production, broadcast production, and streaming services in the City Hall Chambers. This service and associated equipment would replace the current three-camera system with a camera system that the managed service provider can utilize to produce and distribute the video and audio. The service would provide remote direction

CAPITAL PROJECT FUND SUMMARIES

and production of the meeting cameras and content, as well as distribute the content to the public through several different sources. This would provide a better-quality product for the public, reduce the equipment on the dais, and the employees' duties during the meetings. Also, reliability is becoming an issue as the current system reaches end-of-life. This is the first step in addressing it by providing the meeting content directly to the managed service provider and improving the meeting quality for our citizens.

Many employees use the system for council, board, commission, and other meetings in the room. Our goal with a managed service provider producing all the meetings is to have a reliable and consistent product for the public. Our current setup requires the person on the dais to operate different systems simultaneously. In the standard production design, multiple people often do these duties at the back of the room. Staff have investigated how to implement a back-room production, but the cost and current chambers layout make this prohibitive. By outsourcing the video production to a remotely managed service provider, we shift the responsibility to production professionals off-site, freeing the person at the dais to conduct other aspects of the meeting more efficiently and effectively.

This request is for one-time equipment funding of \$61,000 that includes the purchase of remote broadcast system equipment (cameras, switches, cabinet), setup and deployment of the equipment, any necessary wiring, support and warranty of the equipment, and integration with the current agenda management system.

There is a companion operating initiative that includes service funding for 150 meetings annually. The FY 2026 service funding request is for \$71,000. The estimated operational impacts in future years total \$76,000 (FY 2027) and \$81,500 (FY 2028).

Public Safety

Fire Apparatus Fleet Replacement

\$4,000,000 (Capital Financing Revenue)
\$4,000,000 (Capital Expense)

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.

Description: This request is for the scheduled replacement of active Fire Division Apparatus (Pumpers/Ladders/Air & Light). **Importantly, in Year 1 (FY 2026), there is no net fiscal impact to the General Fund associated with this initiative, as the capital lease financing will fully offset capital purchase expenditures.**

Currently, the city has 5 Pumpers, 1 Ladder, 1 Quint, and 1 Air & Light Truck. All active Fire Apparatus are funded through capital lease programs within the General Fund. Upon expiration of existing capital leases (10-year terms for Pumpers/Air & Light and 13-year term for the Ladder/Quint), new Apparatus will be purchased, and prior models will be placed into Reserve (with any existing reserve models being surplus). It should be noted that the build/delivery times for apparatus have swelled considerably and now approach 48-months. As such, the last several batches of fire apparatus have been ordered early to meet the revised delivery time frames.

CAPITAL PROJECT FUND SUMMARIES

The values included represent the replacement of 2 Pumpers, Engines 81 and 82 (\$2.4 million combined), and 1 Ladder (\$2.3 million) and include an estimate of inflationary cost increases (10%). Prepayment discounts for the three units in addition to a purchasing consortium discount reduces the pricing to \$4 million. As these vehicles are currently funded through capital lease programs within the General Fund, the only budget impacts will be due to the incremental cost increases in the Apparatus as well as the doubling of capital lease costs due to the required lead time (48 month build time). The current capital leases for Engines 81 and 82 will have the final payment in FY 2027. The current capital lease for the Ladder will have the final payment in FY 2030. The current plan is to seek approval of the new apparatus acquisition, including capital lease funding, during FY 2026 with the 1st payment occurring in FY 2027. The principal repayment of the new capital lease will be wrapped around the existing capital lease terms but will require increases to the General Fund capital lease payments in the FY 2027 Operating Budget.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs and an increase in fuel efficiency.

Fleet Replacement (Qty: 23) - Public Safety

\$1,600,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.

Description: This request is for the forecasted annual replacement of Police and Fire SUVs and pickup trucks. The model year, mileage, engine hours, and mechanical condition of the vehicles drive the replacement need. Emergency response vehicles are expected to be in service for seven years or 100,000 miles. This request includes the complete upfitting and Public Safety marking costs for new vehicles, the removal of emergency equipment, and marking costs for expired vehicles in preparation for public auction. Due to the rise in upfit costs and vehicle costs from the manufacturer, the budget has increased to purchase 25 vehicles per year. Also, manufacturers are still struggling to keep up with demand and the backlog of orders. Currently, the lead time is roughly 18-months from order to receipt of vehicles. The forecasted replacement plan identifies an annual replacement need to flat line the annual budget for public safety. Currently, we have 53 vehicles that are above 85,000 miles that will need to be replaced in 2025 & 2026. The annual purchase of 20 vehicles will help move the department towards an overall fleet replacement in 7.5 years. At the end of 6 years, the amount may decrease proportionally based on current replacement philosophies and needs.

Replacement vehicles to be purchased in FY 2026 include: (9) SUVs for Patrol; (1) SUVs for K-9; (7) SUVs for CID & Admin; (3) Small Trucks for Fire Admin, (3) Harley Davidson Motorcycles, totaling (23) vehicles.

With today's inflation and the new model year pricing, our numbers reflect a projection of: Base patrol vehicle (\$58,000) + Upfit (\$26,000) = \$84,000 x 9 vehicles = \$756,000. Base patrol vehicle for K9 (\$58,000) + Upfit (\$33,000) = \$91,000. Public Safety Administration, Criminal Investigations, and Fire Marshall vehicles (\$55,000) + Upfit (\$10,000) x 10

CAPITAL PROJECT FUND SUMMARIES

vehicles = \$650,000. Harley Davidson Motorcycles (\$22,300) + Upfit (\$9,000) x 3 motorcycles = \$93,900. Total is \$1,590,900.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs and an increase in fuel efficiency.

Heart Monitor Equipment Replacement **\$660,000 (Capital Financing Revenue)**
\$660,000 (Capital Expense)

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.

Description: This request is for the replacement of Heart Monitors for the Public Safety Team. The values included above represent the replacement of approximately 10 monitors and include inflationary cost increases. As these monitors are currently funded through capital lease programs within the General Fund, the only budget impacts will be due to the incremental cost increases in the equipment. **Specifically, in Year 1 (FY 2026), there is no net fiscal impact to the General Fund associated with this initiative, as the capital lease financing will fully offset capital purchase expenditures.**

Heart Monitors have a 5-year life with the current lease ending in FY 2026. The current plan is to seek approval of the heart monitor equipment replacements, including capital lease funding, during FY 2026 with the 1st payment occurring in FY 2027.

Operating Budget Impact: Support and maintenance costs are estimated to be substantially similar to costs for the current equipment and are included within the base operating budget. Capital lease costs will increase through general growth in the cost of the equipment. The incremental capital lease cost is represented within the Operational Costs section and typically follows the acquisition period by one fiscal year as the 1st payment on the new lease generally occurs within the next fiscal year.

Fire Equipment for New Fire Engines (year 2 of 2) **\$112,662**

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.

Description: The Fire team is set to take delivery of three (3) new fire engines in late summer/early fall of 2025. In FY 2025, the department received capital funding of \$75,000 to begin purchasing necessary equipment, which was used to acquire ten (10) self-contained breathing apparatuses (SCBAs).

To complete the equipment purchase, we still need to acquire hose, nozzles, and other essential tools for each fire engine. Currently, the fire standard requires hoses to be no older than 10 years, yet a significant portion of our current hoses are approaching the 20-year mark. The total cost for the three fire engines with the required equipment is \$167,532, or \$55,844 per engine. However, we have an \$80,000 trade-in credit for Engine 87 and Engine 88 from Pierce, which reduces the cost to \$87,532. Additionally, we will need to pay for shipping which estimated at 15% of the total cost for a total \$25,129. Shipping for some equipment will require freight delivery due to weight restrictions. Therefore, the additional funding requested to complete the purchase is \$112,662. Reserve

CAPITAL PROJECT FUND SUMMARIES

units, which are brought into service during emergencies such as ice storms, tornadoes, or hurricanes, can be used as frontline units with minimal cost to the City, aside from the personnel required. We can deploy up to three additional engines within a 12-hour operational cycle without incurring further costs to the city beyond staffing. Operating Budget Impact: Maintenance/replacement funding is included within this initiative.

Public Safety Headquarters (Gate System Repairs/Improvements) \$32,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- People Focused Workforce.

Description: This request is for repairs/improvements to gate systems at Public Safety Headquarters:

Specifically, the rear parking area drop arms and gate need to be refurbished and brought up to date. In recent years, the gate has become more problematic, and we can no longer repair the components due to the parts being unavailable. The unrepairable components consist of drop arms and drop arm motors, access control RFID readers, and the wiring for these items. The wiring from the campus network to the control arms and access control readers has failed and can only be replaced.

This repair and installation of functioning is needed to preserve the security of the rear parking areas and is essential to the safety of the Guard Line for the Alpharetta Jail. The items that need to be replaced are:

- two gate operators with safety loops.
- two twelve-foot drop arms with breakaways.
- new pedestals for the operators.
- two access control RFID readers.
- two call boxes with an intercom and cameras.
- two "CLICK2ENTER" radio units (enables officers to open using vehicle police radio).
- Installation of new Wiring and other miscellaneous hardware, both above and below ground.

Operating Budget Impact: Facility maintenance costs to decrease due to decline in repairs.

Electric Vehicle DC Fast Charger purchase and installation \$260,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- Economic Development.

Description: This request is the purchase and installation of a DC fast charger station to support the growing adoption of electric vehicles (EVs) and enhance local charging infrastructure. This investment will not only promote sustainability by reducing carbon emissions but also attract EV drivers to the area, benefiting local businesses and increasing economic activity. The project is designed to generate a return on investment (ROI) through private usage fees, ensuring that capital investment costs are offset while providing a long-term revenue stream to the City. By strategically placing the DC fast

CAPITAL PROJECT FUND SUMMARIES

charger in a high-traffic and safe location (Public Safety Headquarters), the city can have immediate access to fast charging for its EV Fleet, and maximize utilization and financial returns, ultimately benefiting taxpayers by fostering a cleaner environment and a stronger local economy.

Background

In December 2024, the City approved the purchase of four (4) Tesla Model Y electric vehicles as a pilot program to determine their relative benefits for patrol use (2 of the vehicles are upfitted for patrol use) and admin use (remaining 2 have limited upfitting). The Tesla vehicles are anticipated to be delivered before Summer 2025.

After the Tesla approvals, the City was informed of an opportunity available through the Georgia Power *Make Ready Infrastructure Program* that would materially offset the costs of installing a DC fast charger to service the City’s EV fleet as well as the public.

Specifically, total project costs related to the installation of a DC fast charger, with capacity to charge four vehicles concurrently, approximates \$560,000. The cost breakdown is as follows.

The cost breakdown is as follows:

- \$300,000 - design, construction, and ongoing maintenance of all electrical infrastructure behind the meter leading up to the DC fast charger.
- \$180,000 – purchase of a DC fast charger with 4 stations to allow for the concurrent charging of 4 EVs.
- \$80,000 – installation of the DC fast charger and 4 stations.

The City applied for, and has been tentatively awarded, the Georgia Power Make Ready Infrastructure Program grant which will cover the \$300,000 scope above (design, construction, and ongoing maintenance of all electrical infrastructure behind the meter leading up to the DC fast charger).

The City’s responsibility would be for the purchase and installation of the DC fast charger and 4 stations which totals \$260,000. While there are many options available in the DC fast charger market, the industry leader in DC fast chargers covers all maintenance costs for a 15-year period and also allows the City the flexibility to set its usage rates. Current staff analysis indicates a full payback and positive ROI within 3 to 5 years. The targeted location is Public Safety Headquarters.

Citywide Camera Infrastructure

\$225,000

Fiscal Year 2026 Annual Action Plan:

- | | |
|---------------------------------|--|
| • Safe and Welcoming Community. | • Infrastructure and Facilities Maintenance. |
| • Downtown Alpharetta | • Transportation and Traffic |

Description: This request is for the annual replacement/refresh and expansion of the city's current camera infrastructure (including servers). This would include maintenance/support contracts. Of the 150 cameras on the city-wide system that are owned by the city, 119 are at or past end-of -support. We are currently working with

CAPITAL PROJECT FUND SUMMARIES

Motorola Avigilon engineers to find the most efficient plan to address the city's needs. Currently the city camera infrastructure is composed of two separate systems.

- One system is primarily city buildings including city hall, recreation and parks buildings, and public safety headquarters. Most cameras on this system are no longer under warranty and are near or past their useful life. The City currently has two servers covering this system.
- The second system is primarily city traffic cameras. The City currently has one server covering this system.

Both systems have server replacements required in either 2025 or 2026. Some of the current servers are undersized for the video traffic they support. The software running on all of the servers is also in need of being updated. This request includes funding to cover replacement of the two servers running cameras for city buildings including city hall, recreation and parks buildings, and public safety headquarters. The current FY 2025 budget includes funding to cover replacement of the server running city traffic cameras. Staff is researching the optimal replacement strategy for the servers (e.g. individual replacements, consolidation, etc.).

Neither system has a current maintenance contract and many of the cameras are not functioning properly. We have also identified several locations on both systems where additional cameras are needed or the type of camera needs to be updated to meet operational needs.

Operating Budget Impact: Routine replacement capital – operating costs to decrease due to decline in repairs. Additional licensing fees will be incurred for camera expansion initiatives, but those costs will not be determinable until the expansion plan is determined.

FARO Scanner

\$75,500

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Transportation and Traffic.
- People-Focused Workforce.

Description: The FARO Focus Premium 3D laser scanner is an advanced tool for capturing highly detailed 3D scans of a scene.

Key Benefits of FARO Scanner Technology:

Traffic Crash Investigations:

- Speed and Efficiency: The FARO scanner reduces the time required to document traffic crash scenes, allowing for quicker roadway clearance.
- Enhanced Data Accuracy: 3D scanning provides more precise and detailed data than traditional methods, which helps create accurate reconstructions of vehicle movement, speeds, and impacts.

CAPITAL PROJECT FUND SUMMARIES

- **Compatibility with Crash Data Retrieval (CDR):** Integration with BOSCH CDR software allows for the creation of detailed accident reconstructions, improving the understanding of crash mechanics and injury analysis.

Crime Scene Documentation:

- **Rapid Scene Processing:** FARO's 3D technology reduces the time spent on crime scene documentation, which is traditionally labor-intensive. This allows investigators to focus on analysis and case development.
- **Visualization and Evidence Presentation:** The 3D models can demonstrate complex aspects of a crime scene (e.g., bullet trajectories, blood spatter), providing a clearer understanding of the scene for investigators and jurors.
- **Minimized Human Error:** The FARO system reduces human error in measuring, sketching, or photographing, ensuring higher-quality documentation.

Cross-Division Use:

Beyond traffic and criminal investigations, the FARO scanner's versatility makes it useful for other divisions, including arson investigations, training, and scene pre-planning.

Investment Breakdown:

With a base price tag of \$47,499, it can replace the outdated Total Station equipment, offering a more efficient and accurate solution for documenting scenes, particularly in serious injury and fatal traffic crash investigations. It enables quick and precise scanning of scenes, reducing the time needed to process and clear accident scenes. This capability can be critical in high-priority investigations, like fatal crashes, where time and accuracy are paramount.

Additional costs include:

Supporting Equipment and Accessories

- **FARO Focus Battery Power Block (\$580):** This block ensures that the scanner remains operational for extended periods, even in remote or difficult-to-reach locations.
- **FARO Carbon Fiber Tripod (\$1,235):** Provides stability and ease of use for the scanner, especially in rugged field conditions.
- **VR-Ready Notebook Computer (\$5,634):** This computer is necessary for running the advanced software that accompanies the FARO system, allowing for seamless processing, analysis, and visualization of scan data.
- **Tripod Case (\$152):** Protects your equipment during transport and storage, ensuring longevity and ease of use.

Training and Certification

The investment in specialized training, including the FARO Scanner Forensic Training and Certification (\$9,610) and FAROZone onsite software training and certification (\$4,860), is crucial. These training programs will ensure that personnel are proficient in using the

CAPITAL PROJECT FUND SUMMARIES

FARO system and software, maximizing the scanner's potential and improving the overall workflow for traffic and criminal investigations.

Software and Maintenance

- FARO Zone 3D Expert (annual subscription, \$1,940): Provides 3D mapping and analysis tools, essential for accurately processing and presenting crash scenes or crime scenes.
- SCENE Scanner Software (annual subscription, \$2,080): Works in tandem with the FARO scanner to process and manage data collected during a scan, creating accurate 3D models of the scene.
- FOCUS Premium Complete Care Warranty (bi-annual subscription, \$1,910): This warranty protects your investment by covering maintenance and repairs, ensuring that the scanner remains in top working condition.
- Year one software/maintenance costs are included within this capital request. Year 2 will be funded within the FY 2027 Operating Budget.

Summary of return on the investment and Impact:

- Faster Investigations: The FARO scanner will significantly improve the efficiency of investigations by eliminating the need for traditional documentation methods and reducing the time needed to clear crash scenes.
- Enhanced Accuracy: The 3D models and integration with other investigative tools (like CDR software) will provide a higher level of detail and accuracy, which can be critical for prosecution in court cases.
- Cost Savings: This investment ensures self-sufficiency and eliminates delays in critical investigations by reducing the need to borrow equipment from neighboring agencies.

In essence, this equipment and training will enhance the ability of multiple units within your department to conduct investigations more efficiently, accurately, and safely. The FARO system is a versatile and high-impact tool for modernizing investigative practices.

Operating Budget Impact: Year one software/maintenance costs are included within this capital request. Year 2 will be funded within the FY 2027 Operating Budget Software (estimated between \$4,000 to \$6,000 annually as some software terms are biannual).

TruNarc Handheld Drug Identifier for Criminal Investigations

\$28,952
(asset forfeiture)

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- People Focused Workforce.

Description: This handheld drug identifier identifies over 500 substances, and the library updates as new substances emerge. With the rising concerns for accidental fentanyl and heroin overdoses to first responders, this handheld drug identifier will make testing

CAPITAL PROJECT FUND SUMMARIES

unknown substances safer by no longer requiring the officer to open and handle the unknown substance. This identifier scans the substance through the packaging and accurately identifies the substance, increasing officer safety. In Fulton County, drug cases are dismissed in the preliminary hearing phase without a presumptive test. This field tester will allow for safer field-testing to ensure Alpharetta drug cases are not dismissed in the preliminary stage. Funding would be provided through available asset forfeiture monies. Operating Budget Impact: N/A.

Public Works

Milling and Resurfacing

\$4,075,000 (TSPLOST 2; LMIG + LRA Grants)

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for the on-going maintenance of milling and resurfacing and preservation of city streets. Resurfacing of city streets increases the life expectancy of the roads. Without resurfacing, roadways will deteriorate and be more costly to repair.

In FY 2026, the City will allocate funding in accordance with the Pavement Condition Index findings (performed by Spencer Consulting Group in FY 2025) and identify preservation techniques that will best extend the life of our roads. This includes a combination of surface coating techniques, milling and resurfacing, soil cement, etc. We have seen some decrease in cost per ton from \$204/ton post Covid to \$155/ton to \$133/ton in FY 2025. Although costs have decreased, the cost per ton is still significantly higher than pre-Covid prices of \$92/ton. Costs of mobilization, bonds, fuel, etc. have also increased.

- City has about 570 lane miles.
- Cost to mill and resurface a lane mile in FY 2025 was \$161,000.
- $\$161,000 * 570 \text{ lane miles} = \92 million .
- Resurface every 15 years = \$6.2 million per year needed.
- Resurface every 20 years = \$4.6 million per year needed.
- Resurface every 25 years = \$3.7 million per year needed.

These numbers do not include reconstruction of roadways. We anticipate about \$500k per year for reconstruction due to poor subgrades.

The overall goal is to continue and preserve our roads and streets to an overall PCI score of 70. The current overall average PCI for City roads is 78. This number may decrease depending on cost, funding, and other environmental factors. Staff is looking into performing more pavement preservation techniques to preserve and prolong the life expectancy of the roads. If we can extend the life of a road, more dollars can be spent on much-needed reconstruction of failing roads and provide a better service to our citizens. This will also aid in helping maintain the goal of keeping at the average PCI of 70 or above.

CAPITAL PROJECT FUND SUMMARIES

The City may not be able to keep an average PCI score of 70 or greater if there is a decrease in funding or without an increase in funding if costs escalate in the future.

Funding requested herein consists of TSPLOST 2 funds (estimated at \$2.8 million), Local Maintenance Improvement Grant (LMIG) funds (estimated at \$710,000), and Local Roads Assistance (LRA) Grant funds of \$576,107 (portion of the \$851,107 allocated by the State of Georgia; balance of \$275,000 is utilized for the Bridge and Guardrail Maintenance project). Operating Budget Impact: This program decreases roadway maintenance costs as the surface is less susceptible to potholes and road surface deterioration.

Tree Planting and Landscape Improvements

\$165,000 (tree bank)

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for tree maintenance within the City not associated with the right of way maintenance contract and plantings of new trees and shrubs in the City to increase beautification and or the replacement of landscape damaged by weather or other means. Funding requested herein consists of general capital funding (\$105,000) and Tree Bank collections (\$60,000; said tree bank balance totals \$900,000 as of February 2025). Operating Budget Impact: Maintenance funding is included within this initiative.

SR 9 Landscaping from Academy St to Windward Pkwy (yr. 3 of 3)

**\$740,000
(tree bank)**

Fiscal Year 2026 Annual Action Plan:

- Downtown Alpharetta.

Description: This request will include the design and installation of landscaping within the new beauty strips along SR 9 from Academy Street to Windward Parkway. Funding will landscape the corridor with street trees, shrubs, and ground cover within the 6' beauty strip as part of the GDOT SR 9 widening. This is year 2 funding for a 3-year project. Total projected costs are \$1.7 million. FY 2024 included funding totaling \$350,000 and FY 2025 included funding totaling \$575,000. The request for FY 2026 (final year) represents the final allocation of \$740,000. Funding is proposed to be provided through Tree Bank collections (\$900,000 balance as of February 2025).

Operating Budget Impact: At the time of the contract, State Route 9 was maintained by an outside vendor at a cost of \$43,200. That number was based on the previous landscape maintenance requirements, which was mostly mowing beauty strips (Level 2). After the improvements, the landscape is going to be more akin to Rucker Road and Kimball Bridge Road (Level 1). Maintenance costs are estimated at 1.5 times the current cost or \$64,800 for the entire corridor (\$21,800 incremental annual cost growth).

CAPITAL PROJECT FUND SUMMARIES

Bridge and Guardrail Maintenance

\$275,000 (LRA Grant)

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for the continual performance of required repairs and maintenance measures identified by Georgia Department of Transportation (GDOT) inspectors during their biennial inspections of city-owned bridges. The most recent inspection report was received from GDOT in February 2024. Using available funding from previous years, a purchase order was issued to an engineering firm (Pond & Company), in September 2024, to prepare maintenance drawings for 10 bridges based on the GDOT inspection report. FY 2026 funding will be used for repair and maintenance of various bridges citywide in accordance with the findings of the GDOT inspection report.

This request also funds maintenance, such as painting, replacement, and upgrade, of existing guardrails throughout the City. Guardrails are crucial to keeping roadways safe by helping to prevent minor accidents from escalating to major accidents. One example of necessary guardrail maintenance is cleaning and repainting of multiple guardrail segments along Mansell Road between Haynes Bridge Road and Old Alabama Road Connector.

Funding requested herein consists of Local Roads Assistance (LRA) Grant funds of \$275,000 (portion of the \$851,107 allocated by the State of Georgia; balance of \$576,107 is utilized for the Milling and Resurfacing project).

Traffic Striping and Signage

\$280,000 (TSPLOST 2)

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for purchase of equipment and materials needed for the repair/replacement of traffic striping, raised pavement markers, and signage throughout the City. Repair/replacement of striping consists of refreshing the existing striping due to normal wear, replacement and/or installation of raised pavement markers and the restriping of roadways after milling and resurfacing. Repair/replacement of traffic signage consists of replacement of existing signage due to normal wear as well as damage. This request also includes equipment/materials needed for fabrication of signage. Operating Budget Impact: Maintenance funding is included within this initiative.

Traffic Signal Pole Painting and Maintenance

\$60,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: This request funds the continued paint maintenance of the city's traffic signal mast arms and pedestrian signals. Painting will coincide with the expected 7-10 year lifespan of the current signal pole painting plus miscellaneous general maintenance and touchups. The average total cost per intersection is approximately \$20,000. Operating Budget Impact: Maintenance funding is included within this initiative.

CAPITAL PROJECT FUND SUMMARIES

Traffic Calming Improvements

\$50,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: This request is for the identification, design, and implementation of safety improvements primarily in neighborhoods and at high crash-rate intersections. Additionally, funds will enable staff to implement necessary traffic calming measures within the City. Projects may consist of roadway striping, signage such as radar signs, speed cushions, and channelization to mitigate existing safety deficiencies. The program will enhance public health and safety for users of the city's transportation system. Operating Budget Impact: Maintenance costs will be dependent upon the improvements implemented.

Signalized Intersection Maintenance (incl. Traffic Control Equipment) \$200,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for the continual maintenance, repair, and upgrading of signalized intersections, including traffic lights and mid-block crosswalks with flashing lights, throughout the City. This includes vehicular detection systems, pedestrian signals, signal heads, signal cabinets and components, signal communication systems, traffic light timing optimization, and upgrading crosswalks for pedestrians' safety improvements. This funding request also allows for the replacement of loops removed during the annual milling and resurfacing project.

Additionally, this request is for equipment necessary for traffic control throughout the City. This includes traffic signal communications, traffic monitoring, and temporary traffic control measures. Traffic signal communications enable the intersections to work together and smooth traffic flow. Traffic signal monitoring includes equipment such as traffic cameras. Temporary traffic control equipment includes devices used to detour or delineate traffic flow, such as cones, delineators and barricades, and variable message boards. Operating Budget Impact: Maintenance funding is included within this initiative.

Stormwater

\$2,000,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for stormwater design/studies, inspection, drainage maintenance, and pipe/structure repair and maintenance. Left unchecked, stormwater can contribute to costly flooding, erosion, and pollution issues that wreak havoc on our community.

Included in this request is various drainage, flood, and watershed studies that are required by state and federal regulations. Watershed studies identify capital projects to improve water quality in impaired streams. Additional studies include dam breach analysis,

CAPITAL PROJECT FUND SUMMARIES

bacterial source testing, emergency planning and estimating damage, GIS maintenance, inventory updates, stream delisting, etc. These studies also identify future capital improvement projects or provide specific information that can be used by the city to meet regulatory compliance or further our service to our citizenry. This funding will also be utilized for the design of smaller drainage repairs, such as Harris Road drainage improvements, Haynes Bridge Road at Morrison Parkway drainage improvements, Pond retrofitting and dredging/permitting, etc.

The National Pollutant Discharge Elimination System (NPDES) Stormwater Permit requires Alpharetta to complete several inspections to protect our stormwater system. These inspections include site visits to private industrial facilities, private carwash and auto body repair shops, city ponds and stormwater management facilities, private ponds and stormwater management facilities, and city-maintained storm structures and pipes. These inspections help us identify maintenance repair work, help us prioritize our crews and CIP lists, and help us recognize private violations of the stormwater ordinance. This project includes hiring a private consultant to complete the inspections so that city staff can focus their efforts on planning, maintenance, and enforcement activities. Additionally, this request is for the continual maintenance and small drainage maintenance work within the City.

One section of the work is pond and best management practices (BMP) maintenance, testing, sampling, work crew materials, education materials, and tree impediment maintenance. Pond and BMP maintenance is required by the Georgia Environmental Protection Division MS4 permit and includes ponds, bioretention, green infrastructure, pervious pavers, etc. Water quality education, education materials, and testing on streams and runoff is also required by the Georgia Environmental Protection Division. Sampling and testing include laboratory and field materials, testing, analysis, etc. Funding is included herein for Retention Pond Maintenance and improvements for Webb Bridge Park and North Park.

Another section includes small drainage repair and maintenance designs, crew materials such as rip rap, pine straw, grout, sod, etc., street sweeping, and removal of trees and shrubs blocking storm flow from or to pipes and structures or otherwise impeding water flow.

The final component of this request is for stormwater pipe and structure maintenance, repair, and replacement. This category includes unclogging pipes and structures filled with sediment and debris, repairing pipes by relining, contractual repairs to stormwater structures, and pipe replacement projects citywide in addition to targeted projects such as Foe Killer Flood Mitigation at Log Cabin Park, Canton Street Drainage Improvements, Mid Broadwell Culvert Replacement Design and Construction, Drainage improvements along Morrison Parkway, Drainage Improvements in Clairmonte subdivision, and Windward Pkwy Drainage Improvements. The contractual pipe un-clogging and structure repair will be throughout the city based on inspection results.

Annual funding requests approximate \$4 million based on forecasted needs over a 10-year project horizon. That said, current funding levels within the Stormwater account total in

CAPITAL PROJECT FUND SUMMARIES

excess of \$4 million (as of February 2025) and the request for FY 2026 was adjusted to \$2 million.

Operating Budget Impact: This program decreases maintenance costs as flooding and erosion will be reduced.

Sidewalk and Brick Paver Maintenance and Repair **\$750,000 (TSPLOST 2)**

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Downtown Alpharetta

Description: This request is for the continual maintenance and repair of the city's sidewalk inventory.

The City has in excess of 235 miles of sidewalks (1.24 million linear feet) and 3,700 ADA handicap ramps.

In FY 2019 and FY 2022, the City contracted with Dynatest to complete a sidewalk inventory and evaluate sidewalk conditions. This list standardizes the evaluation process, provides a clear prioritized list of sidewalks needing repair, and ties sidewalk data into the city's GIS and asset management software. Types of repairs (cracking, trip hazard vertical displacements, and spalling) along with location (near schools and parks, along arterial roadways, in the downtown district, etc.) help determine the repair priority.

Currently, the City has approximately 15,600 linear feet of sidewalk rated as poor/very poor by the Dynatest assessment (roughly 1% of inventory). The estimated cost to demo and replace is approximately \$1.25 million.

Currently, the City has approximately 1,710 ADA handicap ramps in need of repair/replacement to meet ADA requirements (roughly 46% of inventory). The estimated cost to demo and replace is approximately \$2.5 million.

Note, these dollar amounts are strictly for removal and replacement. If tree roots to be cut, or traffic control is required, or backfilling of soil adjacent to the sidewalk is required then the cost goes up. Work within subdivisions is far less expensive than work along major thoroughfares. Also, though crews and vendors have repaired sidewalk and handicap ramps throughout the City, any damaged sidewalk between the report and today is not included in any cost projections.

Funding will be requested annually with appropriations targeted towards the most pressing repairs. This is a multi-year initiative aimed at maintaining our sidewalk asset inventory.

Due to the large number and complexity, the City contracts out some of these repairs. Work will occur in various locations throughout the city pursuant to the Dynatest findings.

This request also funds the maintenance and repair of brick paver sidewalks located in the downtown area. Maintenance and repairs included in this request would be re-setting, leveling, replacing, re-sanding, sealing, concrete base repair, soldier course/repair, and installation of concrete header curb as needed.

CAPITAL PROJECT FUND SUMMARIES

Operating Budget Impact: This program decreases sidewalk maintenance costs as it is less susceptible to surface and structure deterioration.

Design Services (Public Works)

\$45,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for various design services associated with minor projects unable to be completed by city staff. Such services include structural designs and/or evaluations, sub-surface geotechnical investigations, miscellaneous right-of-way/easement research. Utilizing experts in various fields enables city staff to make the appropriate decisions related to resolving construction issues. Additionally, the information gathered by the design professionals allows staff to properly design or address issues in the field. Operating Budget Impact: N/A.

Parking Garages (Facility Maintenance/Improvements)

\$50,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: This request is for general maintenance of the two parking garages, 92 Milton Avenue and City Center. Garage maintenance work generally consists of painting (e.g. stairway handrails), washing windows, pressure washing, inspection of structural components and repair as needed, etc.

FY 2026 funding will cover the following repairs noted in the garage maintenance 10-year plan, and any issues identified in inspections that were not repaired in FY 2025:

- City Center Garage
 - Replace bearing pads and raise affected DT beams.
 - Repairing standing water problems in the southern stairwell.
 - Clean and coat exposed steel connection elements with a corrosion inhibiting coating system.
 - Inspections.
- 92 Milton Avenue Garage
 - Clean, prep, and apply 2 coats of epoxy or urethane to stairs and landings.
 - Clean, prep and paint the stair handrails.

Other repairs dependent on funding are waterproofing the elevator pits in the City Center parking garage and adding a louvered cover on the exterior wall at the 2nd level to help prevent water intrusion into the existing elevator pits.

Operating Budget Impact: Facility maintenance costs to decrease due to decline in repairs.

CAPITAL PROJECT FUND SUMMARIES

City Facility Preventative Maintenance Assessment Implementation \$150,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: The FY 2025 Capital Plan included funding for a facilities condition assessment to measure the condition of a building and its infrastructure. Specific objectives of the comprehensive assessment methodology include determining the needs for renewal or replacement of building and infrastructure systems (e.g., heating/cooling, electrical, exterior envelope, etc.) and system components (e.g., cooling tower, heat exchanger, chiller, pumps, etc.), and guiding the analysis of good decision capital project options.

Specific purposes of a well-designed assessment are as follows:

- Verify accuracy and reliability of a space inventory.
- Provide an inspection of all facilities identifying physical and functional deficiencies.
- Assist in defining regular and preventive maintenance requirements.
- Develop metrics for performance measures, e.g., Facilities Condition Index (FCI) and Facilities Quality Index (FQI).
- Define capital renewal and replacement projects to reduce deferred maintenance backlog.
- Eliminate conditions that are either potentially damaging to property or present safety hazards.
- Identify energy conservation and sustainability measures.
- Inventory accessibility and disabled persons requirement.
- Develop cost estimates and schedules to correct deficiencies and for capital renewal or replacement, and modernization of infrastructure/equipment projects.

The assessment scope included:

- Physical Condition Assessment (or Life-Cycle Modeling, or both): Physical condition of the building and infrastructure system.
- Develop a Capital Facilities Project Plan.

FY 2026 request tentatively reflects funding towards assessment findings.

This initiative is included within the energy savings performance contract (“ESPC” contained within the current City facility condition assessment project) referenced under the *Augment Annual Capital Contribution* operating initiative recommended herein. Specifically, this funding would be utilized towards the ESPC phase of the facility condition assessment project should the City decide to move forward with that scope.

Operating Budget Impact: The project will decrease future operating cost by identifying deficient equipment and identifying needs for energy-saving practices related to facilities.

CAPITAL PROJECT FUND SUMMARIES

HVAC Replacements (Facility Maintenance/Improvements)

\$100,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: This request is for the replacement of HVAC units for all City-maintained facilities. The useful life expectancy for HVAC units is 15 years and a lot of the units serving facilities within the City are approaching or have exceeded the life expectancy.

FY 2026 replacements include units at the Crabapple Gym (unit over 28 years old). The Crabapple Gym unit was not replaced in FY 2025 due to lack of available funding. Additional planned replacements include the Crabapple front office unit (unit over 25 years old) as well as residual funding to tackle unexpected HVAC equipment failures requiring repair/replacement.

This initiative is included within the energy savings performance contract ("ESPC" contained within the current City facility condition assessment project) referenced under the *Augment Annual Capital Contribution* operating initiative recommended herein. Specifically, this funding would be utilized towards the ESPC phase of the facility condition assessment project should the City decide to move forward with that scope.

Operating Budget Impact: This program decreases maintenance and utilities costs (increased energy efficiency).

City Hall Maintenance

\$32,500

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: This request is for on-going interior maintenance, including but not limited to replacing cabinetry in multiple breakroom floors, pressure washing and sealing brick sidewalks, painting walls and trim, etc. In addition, repairs to the custom stained moldings throughout the main floor which will require procurement of a third-party vendor to perform the work. The FY 2026 funding will go towards exterior metal door painting, pressure washing, interior/exterior wood door repair and re-staining, interior metal door painting, etc. Operating Budget Impact: This program decreases facility maintenance costs.

Public Safety Headquarters Facility Renovations and Repairs

\$100,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- People Focused Workforce.

Description: This request is for the renovations, repairs, and upgrades to the Public Safety Headquarters. The building has seen a staffing increase and is starting to show its age. These annual requests will provide needed upgrades to bathrooms, windows, plumbing and different building components and ancillary structures located at Public Safety Headquarters.

FY 2026 funding will be for the replacement, repair, and sealing of windows throughout the Public Safety Headquarters Building. Several windows have broken seals, causing the

CAPITAL PROJECT FUND SUMMARIES

windows to become fogged and less energy efficient. Some windows have seen several leaks over the years and need to be properly re-sealed with waterproof caulking using an industrial sealant. The total request will replace all fogged windows and re-seal many windows around the entire building. The total cost is estimated to be \$50,000. The FY 2026 request also includes improvements to the evidence building, including, but not limited to, interior painting, wall crack routing and sealing and exterior wall sealing at an estimated cost of \$50,000.

Operating Budget Impact: Facility maintenance costs to decrease due to decline in repairs.

Recreation and Park Facilities (Maintenance/Improvements) \$50,000

Fiscal Year 2026 Annual Action Plan:

- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: This request is for recurring maintenance and repairs to the Recreation and Park facilities to improve the functionality and esthetics. In the past, these funds have been requested by our Public Works Department with the intent of Public Works overseeing these projects.

FY 2026 funding is targeted towards:

- Mansell House exterior painting/repairs, Annex Administrative Building exterior painting/repairs, Crabapple painting and ADA access upgrades.

Operating Budget Impact: Facility maintenance costs to decrease due to decline in repairs.

Generator Replacements (Facility Maintenance/Improvements) \$100,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: This request is for replacement of generators for city facilities. The new generators will be natural gas instead of diesel. A generator's typical useful life span is 20 years old.

The FY 2026 request is for replacement of the generator at 2970 Webb Bridge Road (unit is in excess of 20-years old). Operating Budget Impact: Equipment operational costs (natural gas; preventative maintenance) are estimated to be substantially similar to costs for the current equipment and are included within the base operating budget. That said, overall equipment maintenance costs are anticipated to decrease due to a decline in repairs.

CAPITAL PROJECT FUND SUMMARIES

Department Pool Vehicle; Qty: 2 (Fleet Replacement)

\$85,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the recurring replacement of department pool vehicles within the Public Works fleet. These vehicles are not assigned to an individual but are used by a pool of people in the department; additionally, these vehicles are used as replacement vehicles when others are out of service. These replacements are based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 10 years.

Fiscal Year 2026 request is for the replacement of Unit #586 (2008 Model Year Chevy Impala with 71,000 miles) and Unit #620 (2009 Ford Ranger 4x4 Supercab with 111,000 miles). These units are in need of replacement due to age. In terms of the Impala, the department could benefit greater from the use of a truck rather than the current sedan. Public Works would like to replace the Impala with a truck that could be utilized by professional staff as an everyday driver. Unit 620 is becoming unreliable due to its age and high mileage as well as an excessive number of idle hours. The Ford Ranger will be replaced with a unit with a lift gate to be utilized by the Right-of-Way crews.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

F-550 Crew Cab Dump Truck; Qty: 1 (Fleet Replacement)

\$175,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the replacement of F-550 trucks within the Public Works fleet. The F-550 replacement is based on age and/or maintenance and repair costs.

Fiscal Year 2026 replacement includes Unit #735 (2012 F-550 Crew Cab Bucket Truck) with 64,000 miles. This unit is in need of replacement due to cracks and safety concerns of the Versalift Bucket/boom. This unit did not pass the annual inspection of the boom due to cracks and PTO (which provides power to the boom) needing to be repaired. Each of the Versalift units are wired individually. There is no manual to the wiring of this installation; therefore, to find the wiring issue requires some investigative work to be done to determine the necessary repair. The cost and time involved is unknown. Also, the Versalift repair vendors in the area are not able to repair the unit. The expected and unknown cost of this repair warrants replacement.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

CAPITAL PROJECT FUND SUMMARIES

F-350 Crew Cab Service Bed Truck; Qty: 1 (Fleet Replacement)

\$70,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the replacement of F-250 trucks within the Public Works fleet. The F-250 replacements are based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 10 years or 130,000 miles.

Fiscal Year 2026 request is for the replacement of Unit #665 (2009 F350 Service Truck with 97,000 miles). This unit is in need of replacement due to age, mileage, and idle hours. This vehicle is utilized by our facilities group and is in need of a lift gate.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

F-150 Truck; Qty: 1 (Fleet Replacement)

\$65,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the recurring replacement of trucks within the Public Works fleet. These replacements are based on age and/or maintenance and repair costs. These vehicles are expected to last in excess of 10 years and/or 130,000 miles.

Fiscal Year 2026 request is for the replacement of Unit #546 (2007 F150 4x4 Supercrew with 87,000 miles). This unit is in need of replacement due to age and idle hours.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

TSPLOST-3 Exhibits Preparation

\$100,000 (TSPLOST 2)

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: This request is to develop exhibits and preliminary drawings of various TSPLOTS III projects. The exhibits will be displayed on City's website for citizens' review.

Operating Budget Impact: N/A.

CAPITAL PROJECT FUND SUMMARIES

Mid Broadwell Crosswalk at Fire Station Light

\$50,000 (TSPLOST 2)

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Transportation and Traffic.

Description: This funding request is to convert the existing emergency traffic signal to a hybrid emergency-pedestrian crossing light. This will provide a crosswalk for pedestrians in the proximity of Mid-Broadwell Park to cross Mid-Broadwell Road. Design work is in progress by an engineering firm and will be completed by January 2025. Operating Budget Impact: Increase in utility costs for the additional electricity and minor maintenance costs (\$250 annually).

Northwinds Mid-Block Crosswalk

\$300,000 (TSPLOST 2)

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.

Description: The Braeden Subdivision is built on both sides of Northwinds Parkway. All the amenities of the subdivision are on one side and residents on the other side request a safe and convenient means to cross the street to access the amenities. Public Works has been working on various concepts over the last couple of years to improve pedestrian safety. Recently, the community and Public Works finalized the preferred option of installing a mid-block crosswalk with multiple rectangular rapid flashing beacons. This approach is the least expensive, provides the greatest line of sight for pedestrian safety, and is the least impactful to the community. Public Works staff will design the improvements in-house and requested funds is for the installation of the improvements. Operating Budget Impact: Increase in utility costs for the additional electricity and minor maintenance costs (\$250 annually).

Kimball Bridge Rd at Northwinds Pkwy (Mast Arms)

\$250,000 (TSPLOST 2)

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: This is to replace the existing traffic light's strain poles at the intersection of Kimball Bridge Road and Northwinds Parkway with galvanized mast-arms. Operating Budget Impact: No maintenance cost is anticipated for 10 years.

Public Works Headquarters Renovations

\$90,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: This Request is for the renovation and maintenance of the Public Works Headquarters.

FY 2026 funding will be used to remodel the men's bathrooms in the front of the building as well as remaining flooring and paint throughout the facility. Previous funding had been utilized to replace flooring in the break area and hallways, training room and east wing.

CAPITAL PROJECT FUND SUMMARIES

Both breakroom bathrooms and the east wing have been remodeled with previous funding. Purchase of new gym equipment will be included in any remaining funding.

Operating Budget Impact: Facility maintenance costs to decrease due to decline in repairs.

Stand-on Compact Loader

\$50,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the purchase of a Stand-on Compact Loader. The stand-on compact loader equipment will allow staff to perform various digging, demolition, and repair tasks on job sites. Operating Budget Impact: Operational costs consist of gas, maintenance, etc. and are estimated at \$500 annually.

Recreation, Parks & Cultural Services

Greenway Improvements/Repairs

\$250,000

Fiscal Year 2026 Annual Action Plan:

- The Alpha Loop and Greenway.
- Recreation, Parks, and Culture.

Description: This funding request is used to repair, improve, and enhance the entire length of the Alpharetta Greenway. This asset is an extremely valuable amenity for citizens of Alpharetta. It is also a key component to the economic revitalization of the North Point corridor. However, washouts, erosion, heavy use, and constant maintenance have taken a toll on the Greenway. Major repairs are needed on the boardwalk portion of the Greenway. Extensive flooding and fallen trees along Big Creek cause unforeseen damage to the creek bank that impacts the sustainability of the Greenway and Big Creek.

Previous funding has been used to assist in funding to reconstruct the Mansell Road boardwalk, design fees to address the repairs to the Beaver Creek Park greenway access, and the removal of fallen trees in Big Creek to protect the trails' structural integrity. Current funding will address the washout area near Webb Bridge Road caused by the effects of Hurricane Helene and provide a design to complete the bridge repairs along the Mansell Road trail that connects to the Beaver Creek Park greenway access.

The FY 2026 funding request will be combined with the current funds for the replacement of seven (7) bridges and extending the Mansell boardwalk along the Mansell Road trail which connects to the Beaver Creek Park greenway access. The anticipated cost to complete the repairs and maintenance is \$1.5 to \$2 million. The staff's intent is to apply for a Georgia Outdoor Stewardship Program grant which could fund 50% of the project. The FY 2026 funding along with the current funds in this account will be utilized to match the grant award. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to a decline in repairs.

CAPITAL PROJECT FUND SUMMARIES

Wood Light Pole/LED Replacement Initiative (multi-year)

\$125,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: Currently, half of the City's athletic fields have wooden light poles (55 poles). These poles are near or have exceeded their life expectancy and should be replaced with concrete/metal poles to avoid potential life-threatening occurrences if a pole were to fail.

In addition, the City's athletic lighting primarily consists of a form of metal halide lights. These lights are expensive to operate, expensive to maintain and create light pollution. New LED lights would improve the playability for our participants, reduce the excessive glare, and cost much less to operate and maintain. The City is averaging \$140,000 in operational costs for its outdoor athletic lighting each year (bulb replacement and energy charges). With these upgrades, there could be a 50% reduction in the overall cost to operate the lights simply by not having to replace the fixtures as frequently.

FY 2025 funding included \$1 million (including \$500K in grant funding from the Land & Water Conservation Fund) to replace all wood athletic field light poles (31 poles) in North Park with metal/concrete and replace all athletic field lighting fixtures (67 fixtures on wooden poles and concrete/metal poles). After the work is completed at North Park, there will be four (4) athletic fields located at Wills Park that will still have wooden poles (24).

The FY 2026 funding request will begin with the replacement of the wooden athletic poles located in Wills Park which were installed in the early 1970s. Requested funding of \$125,000 will include the replacement of seven (7) wooden poles as well as the upgrading of the lamps to energy efficient LED fixtures on Wills Park field 1.

Future capital requests will include funding for replacing the remaining wood athletic field light poles (all in Wills Park) and the fixtures that reside on those poles (fields 1-4; 24 poles and lighting fixtures):

- FY 2027: \$180,000 (replace 10 wooden poles with concrete and upgrade fixtures to LED on Wills Park Fields 1 and 2).
- FY2028: \$125,000 (replace 7 wooden poles with concrete and upgrade fixtures to LED on Wills Park Field 4).

Fixtures on the athletics fields that have existing concrete/metal poles (106) will be upgraded to LED through the operating funds allocated each year for athletic lighting maintenance.

This initiative is included within the energy savings performance contract ("ESPC" contained within the current City facility condition assessment project) referenced under the *Augment Annual Capital Contribution* operating initiative recommended herein. Specifically, this funding would be utilized towards the ESPC phase of the facility condition assessment project should the City decide to move forward with that scope.

CAPITAL PROJECT FUND SUMMARIES

Operating Budget Impact: Routine replacement capital - operating costs are projected to decrease by 50%-75% due to a significant decline in repairs coupled with energy savings through the conversion to LEDs.

Alpharetta Public Arts Initiative (Outdoor On-Loan Sculptures) \$45,000

Fiscal Year 2026 Annual Action Plan:

- Downtown Alpharetta.
- Communications that Connect.
- Recreation, Parks, and Culture.

Description: This request is for funding of public arts programs on an alternate year basis through Arts Alpharetta which is a nonprofit organization dedicated to bringing quality arts to Alpharetta. Arts Alpharetta, along with City staff, have several public art projects in-process. These projects include an Outdoor Sculpture Exhibit Contract, an on-loan, permanent, or lease-to-own installation in downtown Alpharetta/Art Walk Brochure. The City of Alpharetta contracts with Arts Alpharetta to locate, curate, install and deinstall on-loan sculptures on a bi-yearly rotation. The number of sculptures varies from 5-7 depending on the rental cost and install logistics for each piece. The project budget is \$90,000 but split between two fiscal years at \$45,000 per year. This is a continuation project that will require the installation of new outdoor art exhibits every two years. Art installations will be in place for an average of 1.5 – 2 years, subject to available funding.

The program supports the City's vision of promoting and supporting Arts & Culture through Public Art; and 2025 City Council Priorities and Annual Action Plan supporting: Downtown Alpharetta, Strategic Growth and Redevelopment, Communications that Connect, Economic Development, and Recreation, Parks & Culture.

The current exhibit is installed with 10 new sculptures for FY 2024-FY 2026 Bi-Yearly Contract.

The City of Alpharetta, Arts Alpharetta, and the Alpharetta Convention & Visitors Bureau partner on an Art Walk Brochure that is available for locals and promoting tourism to the City.

The services provided by Arts Alpharetta, Inc. provides turn-key service for all aspects of the project. Services include all correspondence with artists (ranging from the online call for artists, to rental agreements, and payments), duration, installation, and deinstallation of the art, and marketing. Although Arts Alpharetta, Inc. is contracted for the Outdoor-On-Loan Sculpture Exhibit, the non-profit organization spends all funding on the project expenditures. Arts Alpharetta volunteers their time to the project.

The agreement is valid for a period of (2) Two years and will need to be approved with each new exhibit, with the exhibit on display for calendar years 2024-2026, after which the City and Arts Alpharetta, Inc. may discuss a fifth Outdoor-On-Loan exhibit for Fiscal Years 2026-2027, calendar years 2026-2028.

Operating Budget Impact: In addition, staff has recognized there is a need to include funding for ongoing maintenance and repair for curated public art, whether the sculpture be a permanent City fixture or part of the on-loan rotational exhibits. This is due to the

CAPITAL PROJECT FUND SUMMARIES

unforeseeable damage that could happen (and has happened) to art when on public display. When such instances occur, the City must repair and restore the art to its original state. To proactively plan for such occurrences, staff requests \$10,000 annually to offset repair and maintenance costs for public art.

Public Art Fund by Developers (City Property)

\$10,000

Fiscal Year 2026 Annual Action Plan:

- Downtown Alpharetta.
- Recreation, Parks, and Culture.
- Communications that Connect.

Description: As development continues throughout the City of Alpharetta, the developers are required to set aside funds for public art that is on city property (right-of-way or easements). The issue is that the amount of the funds set aside is not enough to purchase and install large statement pieces. This fund would provide additional funds for larger pieces of artwork at key locations and intersections. Example, Alpharetta Off-Leash was required to give the City \$15,000 for artwork to go at the corner of Old Milton Parkway and Main Street. For a piece of artwork of appropriate size and stature, \$25,000 is estimated. We anticipate this happening in additional developments throughout the City.

This program supports the City's vision of promoting and supporting Arts & Culture through Public Art; and 2025 City Council Priorities and Annual Action Plan supporting: Downtown Alpharetta, Strategic Growth and Redevelopment, Communications that Connect, Economic Development, and Recreation, Parks & Culture.

The expectation of the funds is in FY 2026 to FY 2027 when more money has been saved in the account that will allow the purchase of public art pieces that are suitable for various locations.

Currently, there is a Public Art Plan in the works to help with the corner of Old Milton Parkway and Main Street along with all prominent locations.

In addition, Community Development is designing an Alpharetta gateway piece on the opposite corner of Old Milton Parkway, and it was recommended to allow this to be approved before moving forward with a Public Art piece, so the two complement each other.

The benefit of public art is contagious. To remain a vibrant and exciting community, we must invest in public art, public murals, and cultural pieces. This request will match development dollars for more impactful and meaningful pieces of public art, murals, and cultural pieces.

Operating Budget Impact: New art installations will incur maintenance costs but will not be determinable until the art investment decision is made (e.g., mural vs. statue, etc.).

CAPITAL PROJECT FUND SUMMARIES

Public Art in the Parks

\$20,000

Fiscal Year 2026 Annual Action Plan:

- Downtown Alpharetta.
- Recreation, Parks, and Culture.

Description: The City of Alpharetta has invested a great deal of money into the Parks System. With the two last bond referendums, the City has been able to purchase additional parkland for new parks and greatly enhance the existing parks. To remain a vibrant and exciting park system, the need for art throughout the parks has been identified. Several pieces have been installed (Wills Park, Encore Park, Brooke Street Park).

This program supports the City's vision of promoting and supporting Arts & Culture through Public Art; and 2025 City Council Priorities and Annual Action Plan supporting: Downtown Alpharetta, Strategic Growth and Redevelopment, Communications that Connect, Economic Development, and Recreation, Parks & Culture.

Some examples include: During FY2025 the move of the Torqued Sculpture to Webb Bridge Park by the new soccer fields, which meets the initiative for more art on the east side of Alpharetta. This current sculpture has a tree that is growing into it by the parking deck and needs to be moved. Another is the Park Bond Projects as well as the Alpharetta Greenway.

This request will allow for the strategic placement of public art in locations that are frequently visited and enjoyed by Alpharetta citizens. Our priority would be Wills Park and the new spine walkway being developed. Next would be Webb Bridge Park and the Alpharetta Greenway. Future opportunities include crosswalk murals, sculptures, retaining wall murals, dog park entrances, or other art installations that might enhance and provide access such as a park gateway entrance.

The benefit of public art is contagious. To remain a vibrant and exciting community, we must invest in public art, public murals and cultural pieces. This request would place artwork in locations that can be enjoyed by our citizens up close and personally. We are seeing a growing number of citizens using our parks and additional public art would add greatly to their experience.

Operating Budget Impact: New art installations will incur maintenance costs but will not be determinable until the art investment decision is made (e.g., mural vs. statue, etc.).

Public Art for City Projects

\$25,000

Fiscal Year 2026 Annual Action Plan:

- Communications that Connect.
- Recreation, Parks, and Culture.

Description: Working closely with the Economic Development Team and Community Development Department, this continuous request will allow for the purchase and placement of public art, murals, and other cultural pieces throughout the City of Alpharetta. Currently, there are several locations along the existing Alpha Loop that have poured bases for pieces of art, but no funds exist for the placement of actual art.

CAPITAL PROJECT FUND SUMMARIES

The program supports the City's vision of promoting and supporting Arts & Culture through Public Art; and 2025 City Council Priorities and Annual Action Plan supporting: Downtown Alpharetta, Strategic Growth and Redevelopment, Communications that Connect, Economic Development, and Recreation, Parks & Culture.

The Arts Center is working on a partnership with the Alpha Loop Foundation and Arts Alpharetta. The first step is planning the locations and scale of each art piece. This will take place from December 2025 to February 2026. Then the Alpha Loop Foundation will begin fundraising for all the pieces along the Alpha Loop. The City will utilize these capital funds to seed the projects and/or pay for mural supplies, sculpture installations, etc.

The first mural that the Arts Center is looking to complete in FY 2025 is the tunnel at Westside Parkway.

Staff will be using these funds in late FY 2025 and early 2026 and will need more as the loop continues to be connected.

The benefit of public art is contagious. To remain a vibrant and exciting community, we must invest in public art, public murals, and cultural pieces. We require developers to put artwork in their developments because of the value the artwork brings to the community. This request will allow us to begin backfilling artwork to keep Alpharetta on the cutting edge.

Operating Budget Impact: New art installations will incur maintenance costs but will not be determinable until the art investment decision is made (e.g., mural vs. statue, etc.).

Park Trail Maintenance

\$100,000

Fiscal Year 2026 Annual Action Plan:

- Recreation, Parks, and Culture.

Description: Park Trail Maintenance (not Greenway Trail) to include resurfacing whether the trail is asphalt, concrete, or trail mix surface. This initiative will formalize a schedule for the repairs and replacement in our parks. Asphalt trails that are in wooded areas need to be paved every eight years to avoid safety issues for our users. In addition, heavy-use soft surface trails in parks such as Webb Bridge Park need restoration every 8 years. The current funding does not allow for a proper maintenance and replacement program that meets the safety requirements of our park users. Current funding is addressing the asphalt trail issues in Wills Park and North Park. Also in FY 2025, a 700 linear foot asphalt trail was constructed which connected the Alpharetta and Forsyth Greenway trails.

The FY 2026 request schedule will encompass the soft surface restoration for the 2-mile trail at Webb Bridge Park. The work includes extensive grading/repairs and adding the proper materials to sustain the trail's safe condition. Since its construction in 2000, staff has been maintaining the trail by addressing the worst areas on the trail's route. The level of funding does not allow for the required trail restoration that should occur every 8 years. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

CAPITAL PROJECT FUND SUMMARIES

Park Security Repairs and Improvements

\$44,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Downtown Alpharetta.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: This scope includes adding security cameras in strategic locations; call box repairs and/or installation of new boxes; and, if funding is available, installation, repair, and replacement of automatic locks on restroom doors throughout the park system.

The Public Safety Department has been working with the Recreation, Parks & Cultural Services Department to develop a surveillance camera solution for our park system. Union Hill, Webb Bridge, Innovation Academy, and Wills Park have been identified as the highest priority. The cameras would be able to tie into existing camera infrastructure currently managed by public safety.

The FY 2026 request focuses on the auto-lock system and call boxes:

- Request (\$21,000) will complete the installation of auto lock systems in the park system. In recent years, a homeless population has been residing in outside park restrooms. The parks department has installed auto locks on two thirds of its parks' restroom facilities, to include Wills Park (5) and the Greenway (2).
- Call Box Maintenance and replacement (\$23,000). This includes funding for the purchase/maintenance of our call boxes, which need battery replacement annually. Currently, we have (23) call boxes. The batteries are \$104 each plus labor, at approximately \$120/hour. They cost between \$5,000 - \$10,000 annually. Complete new boxes are approximately \$10,000 each.

Future year requests will focus on security cameras.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Playground Equipment Replacement

\$70,000

Fiscal Year 2026 Annual Action Plan:

- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: One of our park system's favorite amenities is our playgrounds. This initiative is planned around the premise of keeping the City's playgrounds in compliance with industry safety standards. Even though materials last longer, the recommended replacement schedule for a playground is 25-30 years. This is mainly due to the ability to order replacement parts. In addition, as the warranty expires on equipment, funds need to be available to replace if repairs are not possible. Finally, infrastructure repairs and enhancements for drainage and fall impact must be addressed every five to ten years. FY 2025 funding completed the final phase of the Webb Zone Playground replacement at Webb Bridge Park converting the 500 sq ft open area into an artificial turf making this a multi-purpose green space once more.

CAPITAL PROJECT FUND SUMMARIES

FY 2026 funding request will replace the multi-play component for the Wills Park Playground which was installed in 1993. A major piece for this component has broken and replacement parts are obsolete due to its age. Even though Parks Services staff have made temporary repairs for safe use, the repairs will only be sustainable until a new unit is installed. The new unit will be designed fit into the current layout which will not impact safety and flow for the kids who are having fun. Residual funding will be used to replace/upgrade broken and/or worn playground amenities system wide.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Park Repairs/Improvements

\$146,000

Fiscal Year 2026 Annual Action Plan:

- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: This funding is for general park repairs and improvements for projects that are less than \$50,000. This account allows the department to address immediate grounds, sidewalks, and amenity repairs and replacement throughout the parks system. As an example, FY 2025 funds were used for:

- North Main Street Park - paver removal/replacement and concrete edging.
- Miracle League Field - concrete repairs at the Miracle League common areas; fence repair /replacement at the Miracle League field.
- Fencing replacement North Park Fields 5 & 6 and Innovation Academy.

This account is crucial to the Department's ability to respond to the needs and repairs as they arise throughout the year.

FY 26 funding will be targeted towards the following improvements:

- Irrigation installation for Brookstreet Park (\$46,000): Fescue turfgrass conditioning is not currently consistent with the maintenance of City Hall proper for the Downtown District. The purpose of the Brooke St. Park Irrigation Project is to invest in the present & future of the City Hall appearance. Some of the benefits of the project include: generally improved appearance of the park year-round, Healthier turf = the potential for greater utilization, the potential for mental health & wellbeing for park users. Currently, the department spends extra funds to water the annual overseeding program with temporary yard sprinklers. The irrigation system was originally included in the design for the park's construction but was eliminated due to budget constraints. The intent was to add this important feature later. The project can be phased in over the next 3 budget cycles if necessary. With the increase in general park use and additional events being added to the area, the Department staff recommend that the entire project be funded for this budget year.

CAPITAL PROJECT FUND SUMMARIES

- Park concrete/sidewalk repairs and replacement (\$100,000): Park safety inspections have identified that the condition of concrete areas and sidewalks around the park system needs to be addressed. Many of these issues are occurring due to ground settling and root intrusions into these areas. This damage has created tripping hazards for park users. In years past, the park staff has utilized concrete grinding to address some areas. However, this isn't a long-term solution. Concrete replacement has been a consistent item for the budget line item.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Tree Maintenance, Planting, and Removal in Parks

\$225,000

Fiscal Year 2026 Annual Action Plan:

- Recreation, Parks, and Culture.

Description: This request is for the removal of dead or dying trees throughout the park system. By removing the dead or dying trees, we are reducing safety hazards, avoiding pest infestations, and spreading infections, and improving the appearance of the parks. Tree removal services have averaged \$180,000 per year for the past several years. Additionally, staff has added to the scope the purchase/planting of replacement trees. Due to funding availability, the request for FY 2025 was adjusted from \$225,000 to \$125,000. Should additional needs arise, the annual operating budget will supplement the funding requirements. The \$125,000 allotted for FY 2025 has been utilized by December 2024, therefore the request is increased to \$225,000 for FY 2026 and future years. Operating Budget Impact: Reduces pressure on operating budget as an alternate source of funding is available to meet this need which is often a public safety priority that takes precedent over all other potential uses.

Design Services (Recreation, Parks & Cultural Services)

\$25,000

Fiscal Year 2026 Annual Action Plan:

- Recreation, Parks, and Culture.

Description: This funding request supports a range of studies and professional services that arise annually from initiatives driven by the Council and/or Department. These services are integral to the continuous development and improvement of our community's recreation infrastructure and programming.

The services required may include but are not limited to:

- Revisions to the Recreation Master Plans to ensure alignment with evolving community needs and industry best practices.
- Development of construction plans for new or upgraded recreation amenities, such as pavilions, gazebos, and other public spaces that enhance community engagement.

These studies and professional services play a vital role in forecasting market trends, establishing standards that inform policy decisions, and improving project timelines and functionality. By securing the necessary funding, we can maintain the high level of service

CAPITAL PROJECT FUND SUMMARIES

our residents and customers expect, while also ensuring that our recreation facilities are sustainable, accessible, and effective in meeting future demands. Operating Budget Impact: N/A.

North Park: Fields 1-4 Restroom/Concession Stand Replacement **\$600,000** **(multiple sources)**

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: The replacement of a restroom and concession stand facility at North Park, specifically to serve the recreational areas around fields 1-4, the batting cages, and the playground. Given the existing facility's inadequacy due to its size and age, the new building will provide additional restroom stalls, a new concession area, and, potentially, a covered seating area.

Here's a summary of the key details for this request:

Existing Facility Issues:

- Current restroom/concession stand is too small for the number of park users.
- Serves multiple areas: four softball fields, batting cages, and a playground.

Proposed Project:

- Key Improvements:
 - Restrooms: 150% increase in the number of stalls to accommodate more users (4 vs. 10).
 - Concession Stand: New concession area, including a covered seating area for park patrons.

Funding Request:

- The FY 2025 Capital Budget included funding totaling \$200,000 for design, surveys, civil engineering, geotechnical and architectural services, etc. Specifically, this appropriation was provided through general capital appropriations (\$16,180) and impact fee funds (\$183,820).
- The request for FY 2026 Capital Budget includes funding totaling \$600,000 bringing the total allocation to \$800,000 to complete the project (including demolition of the existing structure). Original cost estimates totaled \$900,000 but staff believe this estimate can be reduced through a proactive design-build procurement method. FY 2026 funding is provided through general capital appropriations (\$255,000) and impact fee funds (\$345,000).

Approximately 70% of total project funding is through impact fees of which an estimated 87% of project costs is impact fee eligible.

CAPITAL PROJECT FUND SUMMARIES

Operating Budget Impact: Maintenance (including janitorial) and utility costs will increase along with the physical size of the restroom and is estimated at a minimum of \$1,250 annually and will be reflected in a future operating budget (once construction nears completion).

General Equipment Replacement (Recreation)

\$50,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the replacement of one 2018 SMG Turf Groomer and one Tennent Litter Vac. Replacement is requested due to age, hours of use, and estimated repair cost.

- Turf Groomer: These are designed for use on the artificial turf fields. Depending on hours of use, the effective life is 5 – 8 years. Repair cost at this point is over 50% of its value.
- Tennant Litter Vac: 2000 Model, the use of this unit has increased due to the maintenance requirements of the Downtown District, especially for the Town Green.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Wills Park Baseball Field 5 Synthetic Turf Installation

**\$500,000
(50% COA; 50% AYBA)**

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: The plan to replace Field 5 at Wills Park with a turf field, addressing persistent water issues that have made the field challenging to maintain.

The current Issues with Field 5 are water accumulation during rainy weather, which causes maintenance difficulties and delays in preparing the field for play. The other current issue is a stormwater pipe running under the field has failed, and this would allow for repairs and/or replacement of the stormwater pipe.

The benefits of Turf Conversion are improved drainage that will help mitigate the water accumulation issue, providing better drainage and more reliable playing surface. The conversion will also allow for increased playability since turf fields require less maintenance and can withstand more play, meaning more games can be held without cancelations, which is especially important for youth leagues.

The impact on the Community would be favorable due to Field 5 being used heavily by the Alpharetta Youth Baseball Association (AYBA) for children aged 7-10. The conversion would support the increased game scheduling without interruptions from weather-related cancelations.

CAPITAL PROJECT FUND SUMMARIES

In addition, AYBA has agreed to contribute 50% of the total cost up to \$250,000 towards the design, installation, and upgrades needed for the conversion of the field to turf. Remaining funding is provided through general capital appropriations (\$100,000) and impact fee funds (\$150,000; 96.96% is impact fee eligible for new baseball fields – while not a new field, the use rate will be significantly increased due to the turf and is eligible for impact fee funding, albeit at a reduced eligibility factor).

In closing, this project would improve the usability of Field 5, making it more reliable for the community and enhancing the overall playing experience for youth sports participants.

Operating Budget Impact: This project materially decreases maintenance costs (e.g. grounds maintenance).

Webb Bridge Middle School Football Field

\$50,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: Currently, there is a large grass field at Webb Bridge Middle School that is utilized periodically as part of their Physical Education program. Fulton County Schools (FCS) and the City of Alpharetta agreed that the field could better serve the community and youth sports programs if it is converted to a football field, which would provide a more permanent, multi-use facility for local youth sports leagues and the Alpharetta Football Program.

The existing grass field will be upgraded to create a regulation-sized football field, including appropriate markings, goalposts, and surrounding maintenance.

The City of Alpharetta will be responsible for the maintenance and upkeep of the football field, including routine field care, tree trimming, mowing, and irrigation.

The City and FCS recognize the importance of providing high-quality facilities for the youth of the community. By converting the existing grass field at Webb Bridge Middle School into a football field, both parties aim to enhance recreational opportunities, support the Alpharetta Football Program, and foster community engagement in youth sports.

Operating Budget Impact: Converting the Webb Bridge Middle School field into a football field for the Alpharetta Football Program will provide significant benefits, particularly in terms of added practice and game facilities. However, it will also come with ongoing operational costs approximating \$60,000 annually that would begin in FY 2027 and include:

- **Maintenance of the Grass Field:** Regular upkeep of the grass field, including mowing, aeration, fertilization, and general care to ensure the turf remains in good condition for safe play.

CAPITAL PROJECT FUND SUMMARIES

- **Lining the Field:** Regularly marking the field for games and practices, which involves painting lines and possibly using stencils to ensure they remain visible and accurate throughout the season.
- **Irrigation System Maintenance:** Ensuring the irrigation system is functioning correctly to keep the grass properly watered, especially during dry periods, is vital to maintaining the field's quality.

While these costs are necessary for maintaining the facility, the conversion of the field also presents an opportunity to generate revenue. Having a dedicated football field will allow the Alpharetta Football Program to host more practices and games, potentially increasing sponsorship opportunities. Additionally, the field could be used for other events, further contributing to its financial sustainability.

Marietta-Roswell St. Corner Park (Conceptual Design)

\$20,000 (Impact Fees)

Fiscal Year 2026 Annual Action Plan:

- The Alpha Loop and Greenway.
- Downtown Alpharetta.
- Recreation, Parks, and Culture.

Description: This funding is for the conceptual design of a passive park and Alpha Loop connection at the city-owned land at 114 Roswell Street.

The site is a 0.65-acre city-owned parcel at the southeast corner of Marietta Street and Roswell Street in downtown Alpharetta. It is currently wooded with a mix of hardwood trees and dense understory vegetation. It slopes from the northwest to the southeast at a slope of approximately seven percent. The site is bordered on the east and south by three privately owned parcels zoned C2 Commercial. A planned segment of the Alpha Loop is currently in the design phase along the site's western boundary.

The City is considering developing the site into a passive park space that will require minimal maintenance requirements. It will connect directly to the future Alpha Loop trail along Roswell Street and to the prominent corner of Marietta and Roswell Streets. Given the possibility of future development on the adjacent parcels, there is a desire to create a heavy vegetated buffer along the eastern and southern edges.

Buildout of this park is tentatively estimated at \$250,000 and would be built into future capital plans upon completion of the design process. Funding for design is allocated through impact fees.

CAPITAL PROJECT FUND SUMMARIES

Community Development

Comprehensive Plan Update

\$120,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.
- Economic Development.

Description: This project is a required update to the City's Comprehensive Plan. Compliance with the Georgia Planning Act is required to maintain the City's Qualified Local Government (QLG) status and eligibility for state and federal grant programs. Operating Budget Impact: N/A for comprehensive plan work.

Design Services (Community Development)

\$63,600

Fiscal Year 2026 Annual Action Plan:

- Economic Development.

Description: This request is to provide funding for various studies and professional services that arise each year from Council and/or Department initiatives. Such services may include revisions to Comprehensive Plans, Small Area Plans, project designs such as plazas, landscape architecture, hosting a series of public input sessions, conceptual design standards, etc. These types of studies and professional services are essential and will assist in forecasting the current market environment, recommend standards that will assist in policy decisions, improve project completion timelines and functionality to maintain the high level of performance by City Staff that our citizens and business owners are accustomed to. Operating Budget Impact: N/A for design work.



CAPITAL PROJECT FUND SUMMARIES

Detail (Unfunded Capital Initiatives)

Human Resources

HR Office Improvements

\$70,000

Fiscal Year 2026 Annual Action Plan:

- People Focused Workforce.

Description: The new HR Specialist position funded in FY 2023 is responsible for recruitment and the administration of our human resources information systems (HRIS) current modules (applicant tracking system, onboarding, eForms, personnel records management system), and any future additions (i.e., performance evaluation).

The current configuration of the HR office presents challenges to fostering a cohesive departmental culture and collaboration. The HR Specialist is physically located in another department, creating a disconnect that affects the sense of belonging and teamwork.

The capital improvements requested herein are for the reorganization of the Human Resources office to better utilize current space for efficient workflow and to allow accommodations for future personnel growth. The objective is to have three offices (two currently) with doors to deal with confidential matters, one reception desk, one workspace (copy and other office machines) and space for an applicant computer kiosk.

Operating Budget Impact: Additional facility maintenance funding including janitorial costs will be incurred.

Public Safety

Fire Station Renovations/Improvements

\$3,000,000 (multiple sources)

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- People Focused Workforce.

Description: This request is for full design, construction, and project management funding for Fire Station 83 and delivers on a portion of the Fire Station facility assessment/conceptual design work approved by the City Council in 2023.

- **Background (Fire Station Assessment/Design)**

In January 2023, at the City Council retreat, the direction was provided to conduct a facilities assessment of the city's fire stations.

In April 2023, a complete list of requirements was created in preparation for an RFP process in May and June 2023. The expectation was to have the consultant identify improvement potential to update and modernize our fire stations within the current footprint, where possible, for each fire station, to comply with the Clean Station Concept. Facility expansion may be a consideration where cost and lot space allow. Assessments and recommendations may include architectural and engineering design services to improve the living and working environments;

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

workflow and open floorplan; and building features, including public spaces, officer / non-officer areas, storage and maintenance areas, exterior improvements, etc. The RFP was awarded to Jericho Design Ground in August 2023.

Staff has worked with the Jericho design team to identify improvements to our fire stations that meet the intent of the assessment process and our strategic goals as identified above. The FY 2025 Capital Budget included funding for FS 81 totaling \$3 million (\$2.9 million for design, construction, and furniture/fixtures/equipment, with the remaining funding programmed for project management services).

- **Current Status**

The request for FY 2026 includes funding for Fire Station 83 improvements totaling \$3 million for design, construction, furniture/fixtures/equipment, and project management services).

Funding options include general capital appropriations and impact fee funds (100% of expansion cost is impact fee eligible – limiting factor is available public safety impact fees which approximates \$60,000 as of early 2025). Operating Budget Impact: Facility maintenance costs are anticipated to be substantially similar to current operations or decline due to the renovations (e.g. energy efficiency improvements).

Public Works

Streetlight Maintenance

\$50,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for the maintenance of existing city-owned streetlights. The City owns and maintains more than 700 lights. This work will include maintenance of new and existing lighting either on existing poles or the installation of new poles with lighting. This will increase the safety of citizens who use our streets and sidewalks daily. Periodic inspections and troubleshooting will ensure longevity and minimal replacement of lighting components. Sufficient available appropriations exist within the current FY 2025 Budget to cover forecasted needs in FY 2026. As such, this request is not recommended for funding. Operating Budget Impact: This program reduces equipment maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service.

Tandem Dump Truck; Qty: 1 (Fleet Replacement)

\$200,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the replacement of tandem dump trucks within the Public Works fleet. The tandem dump truck replacements are based on age, wear and tear, and maintenance/repair costs. These vehicles enable staff to haul materials such as dirt and rock to job sites as well as hauling debris and construction waste to the proper disposal facilities. This vehicle is also used to pull equipment and materials by trailer to job sites.

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

FY 2026 replacement includes Unit #70 (1995 LT9000 with 42,000 miles). This unit is in need of replacement due to age.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

F-450 Crew Cab Dump Truck; Qty: 1 (Fleet Replacement)

\$90,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the recurring replacement of F-450 Dump trucks within the Public Works fleet. The F-450 replacements are based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 10 years or 130,000 miles.

Fiscal Year 2026 request is for the replacement of Unit #637 (2009 F-450 Crew Cab Dump Truck with 43,000 miles). This unit is in need of replacement due to age and idle hours.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

F-250 Crew Cab Service Truck; Qty: 1 (Fleet Replacement)

\$80,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the replacement of F-250 trucks within the Public Works fleet. The F-250 replacements are based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 10 years or 130,000 miles.

FY 2026 replacement includes Unit #714 (2012 F-250 4x4 Crew Cab with 45,000 miles). This vehicle has a large number of idle hours and is regularly utilized by our traffic crews. Due to the age and wear and tear on the vehicle, this vehicle is scheduled for replacement.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

CAPITAL PROJECT FUND SUMMARIES

Canton Street Sidewalk (design)

\$250,000

Fiscal Year 2026 Annual Action Plan:

- Downtown Alpharetta.
- Communications that Connect.
- Transportation and Traffic.

Description: This request is for design funding for Canton Street sidewalk improvements. The sidewalk along the east side of Canton Street between Mayfield Road and Canton Street Extension varies in width from 4' to 5' to 6' with little to no buffer between the travel lane and pedestrians. The overall goal is to maximize the width of sidewalk along this portion of Canton Street to create more space between vehicular traffic and pedestrian traffic. This will help provide a safer pedestrian connectivity into the downtown area for residents. Due to existing specimen trees on the east side of the road, the concept is to hold the western edge of pavement, reduce lane widths to 10.5 feet and repurpose the remaining asphalt into a planting strip and widen the sidewalk as wide as possible.

A portion of the corridor does not have any curb and gutter, or storm drainage catch basins. Design of the corridor will include curb and gutter and subsequent drainage infrastructure. The design will provide Stormwater Best Management Practices (BMP's) to capture and infiltrate stormwater runoff from Canton Street before entering stormwater pipes. Also included in the design is looking for creative ways to add additional lighting along the corridor to improve pedestrian safety.

Right-of-way and construction costs are estimated at \$2.6 million and would be part of future funding requests. Operating Budget Impact: N/A for the design phase. Operational costs for future buildout are heavily dependent upon the design and undeterminable at this time.

Charlotte Drive Mini-Roundabout (design/temporary install)

\$25,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: Citizens along Charlotte Drive have voiced concerns of excessive vehicular speeds along Charlotte Drive. Speed studies have been accomplished and vehicles are traveling greater than 10mph over the posted speed limit. 'Your Speed' signs have been installed along the corridor and have had mixed results.

One option to pursue is the installation of a mini-roundabout at the intersection of Charlotte Drive and Makra Lane/Lillian Drive. This intersection is the only 4-way intersection along Charlotte and is nearly in the middle between Mid-Broadwell and Rucker Road. The roundabout will be smaller than those along Buice Road, if the improvements are within the existing curb and gutter.

The request is to install a temporary roundabout utilizing plastic curbing. Upon completion, speed studies will be accomplished to determine the effects of the roundabout along the entire corridor. The current request is only for the installation of a temporary mini-roundabout. If data reflects success, then a future capital request will be submitted as

CAPITAL PROJECT FUND SUMMARIES

part of the budget process to install materials more in line with a permanent roundabout.
Operating Budget Impact: N/A.

Streetlight Expansion

\$70,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for installation of new street/pedestrian lighting in neighborhoods and areas of the City where currently limited illumination is evident.

Older neighborhoods in the City do not meet today's illumination standards and require extra lighting for safety. Neighborhoods identified as needing more lighting are primarily located on the west side of town. Subdivisions such as North Farm, North Towne at Andover, Burnett Way, Northfield, Spence's, Foxhaven, etc. have all inquired about adding more streetlighting in their neighborhoods for safety. This capital item would start addressing these areas on an as needed/requested basis. Funding would also allow phasing-in of lighting along Haynes Bridge Road from Academy Street to Old Milton Parkway. Operating Budget Impact: Will result in additional maintenance (light replacement, etc.) and utility costs and is solely determinable by the type and number of lights installed. For planning purposes, the assumption is an additional \$3,000 annually.

Jayne Ellen Curb and Gutter

\$750,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Residents along Jayne Ellen Way and adjacent streets request the removal and replacement of 12,820 linear feet of curb and gutter to match the esthetics of the curb and gutter that was recently replaced. Sections of curb and gutter were recently replaced for 2 reasons; one, the curb was failing and secondly, Public Works knew specific sections of curb and gutter would be damaged when the roads were milled and resurfaced this past fiscal year. Work includes removing the existing curb and gutter, installing new curb and gutter, and backfilling the curb with soil and installing sod in the disturbed areas. Not included in the cost of the work is any work in the driveways of the homes. Operating Budget Impact: Maintenance funding is included within this initiative.

Milton Ave Streetscape Design (TSPLOST-2; Tier 2)

\$250,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Downtown Alpharetta.
- Transportation and Traffic.

Description: This request is for funding of the design of Milton Avenue pedestrian/safety improvements, which include removing angled parking allowing for the extension of the sidewalk to create a 12' walking clear space, installing utilities underground and planting of canopy trees. Milton Avenue is an important downtown street for activity including

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

pedestrians, special events and vehicle access. The concept plan includes narrowing the street, moving utilities underground, planting canopy trees, convert angled parking to parallel parking which enables widening the sidewalks along storefronts, hence providing more seating areas. A “living street” that includes devices for slowing traffic flow. Most “living streets” do not have raised curbs and vehicles are separated from pedestrians with tree islands, bollards, etc.

Construction costs are estimated at \$3.7 million (including roughly \$1.7 million for utility relocations) based on concept design by AECOM and would be part of future funding requests.

This improvement is on the approved TSPLOST 2 project list and funding may be available through TSPLOST 2 proceeds if revenue trends highlight collections in excess of what is needed to fund the currently appropriated TSPLOST 2 projects (Tier-1).

Operating Budget Impact: N/A for the design phase. Operational costs for future buildout are heavily dependent upon the design and undeterminable at this time.

Academy St Improvements ROW (TSPLOST-2; Tier 2)

\$200,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: This request is for ROW (right-of-way) acquisition funding for series of improvements on Academy Street with the following elements: 6' wide sidewalk on the north side of Academy Street from Loxford Lane to Fire Station 81; inclusion of left turn lanes between Loxford Lane and Wedgewood Drive where possible; inclusion of landscape medians between Loxford Lane and Wedgewood Drive where possible; creation of bike lanes on both sides of Academy Street; Addition of pedestrian lighting along the north side of Academy Street from the driveway of Alpharetta Presbyterian to Fire Station 81; and installation of an emergency traffic signal on Academy Street at Fire Station 81.

Design team finalized right of way (ROW) and construction plans. The ROW acquisition will take 9 to 12 months to complete.

Construction costs are estimated at \$3 million and would be part of future funding requests.

This improvement is on the approved TSPLOST 2 project list and funding may be available through TSPLOST 2 proceeds if revenue trends highlight collections in excess of what is needed to fund the currently appropriated TSPLOST 2 projects (Tier-1).

Operating Budget Impact: Maintenance costs, including landscaping, are currently estimated at \$15,000 annually.

CAPITAL PROJECT FUND SUMMARIES

Douglas Rd Traffic Calming (design)

\$200,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: This request is for design of traffic calming improvements along Douglas Road.

The City has received numerous complaints from citizens living along Douglas Road regarding the volume of traffic and speed of vehicles. Several options and locations were evaluated along Douglas Road. Intersection improvements at Douglas Road/Clubhouse Drive and Douglas Road/Newport Bay Passage are being considered. A roundabout is being proposed at Douglas Road/Clubhouse Drive to address the intersection volume as well as traffic calming. Traffic calming measures for the Newport Bay Passage intersection would include a lane diet and sight distance improvements. The Douglas Road corridor will be studied further to evaluate different options at multiple intersections before designing a roundabout for the intersection of Douglas Road and Clubhouse Drive.

Right-of-way acquisition and construction costs are estimated at \$1.6 million and would be part of future funding requests. Operating Budget Impact: N/A for the design phase. Operational costs for future buildout are heavily dependent upon the design and undeterminable at this time.

Southlake Dr Traffic Calming (design)

\$200,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: This request is for the design and evaluation of appropriate traffic calming and safety treatments along Southlake Drive between Webb Bridge Road and Douglas Road, including the following projects:

- A roundabout at Southlake Drive at Clipper Bay Drive.
- Lane narrowing with center medians on Southlake Drive at the intersection of Westchester Way.
- A roundabout at Southlake Drive at Schooner Ridge.
- Lane narrowing with center medians on Southlake Drive at the intersection of Southlake Court.
- A roundabout at Southlake Drive at Americas Cup Cove.

Construction costs are estimated at \$1.8 million and would be part of future funding requests. Operating Budget Impact: N/A for the design phase. Operational costs for future buildout are heavily dependent upon the design and undeterminable at this time.

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Hopewell Rd at Vaughan Dr Roundabout ROW (TSPLOST-2; Tier 3) \$100,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: Design of a roundabout at the intersection of Hopewell Road and Vaughan Drive was funded in FY 2020 and was completed by March 2022. The roundabout would serve to assist in the following: denote one is entering into Alpharetta; aid in slowing traffic entering the Downtown area; and assist in turning onto/off Vaughan Drive.

Construction costs are estimated at \$1.4 million and would be part of future funding requests.

This improvement is on the approved TSPLOST 2 project list and funding may be available through TSPLOST 2 proceeds if revenue trends highlight collections in excess of what is needed to fund the currently appropriated TSPLOST 2 projects (Tier-1).

Operating Budget Impact: Maintenance costs, including landscaping, are currently estimated at \$600 annually.

Waters Rd Traffic Calming (design) \$300,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: This request is for design of traffic calming improvements along Waters Road. The city has received numerous complaints from citizens living along Waters Road regarding the volume of traffic and speed of vehicles. Several options and locations were evaluated, and it has been determined that roundabouts at the intersections of Waters Road and Centennial Drive, and Waters Road and Waters Mill Drive, would be the most feasible method for addressing these concerns.

Right-of-way acquisition and construction costs are estimated at \$1.7 million and would be part of future funding requests. Operating Budget Impact: N/A for the design phase. Operational costs for future buildout are heavily dependent upon the design and undeterminable at this time.

Mid Broadwell Sidewalk Improvements \$900,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This funding request is for the purchase of right-of-way and construction of approximately 1,100 linear feet of sidewalk to fill in two gaps along the south side of Mid Broadwell Road between 1) Fire Station 85 and Jennifer Oaks Dr., and 2) Rumson Lane and Bethany Road. Providing this sidewalk would create a safer route to and from Mid Broadwell Park.

Design of these sidewalk segments is currently in-progress by an engineering firm.

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Right-of-way and construction costs are estimated at \$200,000 and \$700,000, respectively.
Operating Budget Impact: Monthly maintenance such as landscaping will be required and is currently estimated at 15-cents a linear foot (\$2,000 annually).

Wills Rd Sidewalk Gap

\$380,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: This funding request is for design and construction of the sidewalk gap (550 linear feet) along Wills Road, north and south of Wills Lane. Through this project, ADA-compliant sidewalk ramps will be installed at the intersection of Wills Road and Wills Lane. It is anticipated that all work will be done within public ROW, without the need to acquire additional ROW.

Design and construction costs are estimated at \$10,000 and \$370,000, respectively.

Operating Budget Impact: N/A for the design phase. Monthly maintenance such as landscaping will be required and is currently estimated at 15-cents a linear foot (\$1,000 annually).

Wills Dr Sidewalk Improvements (design & ROW)

\$40,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Transportation and Traffic.

Description: This funding request is for design and the purchase of right-of-way (ROW) for the eventual installation of 475 linear feet of sidewalk to fill in a gap along the east side of Wills Drive between Trammell Drive and Milton Avenue. Installation of this sidewalk would provide a continuous sidewalk along the east side of Wills Drive from Old Milton Parkway to Milton Avenue.

Funding for construction of the improvements would be requested in a future capital plan and is currently estimated at \$150,000.

Operating Budget Impact: N/A for the design/right-of-way acquisition phase. Upon construction, monthly maintenance such as landscaping will be required and is currently estimated at 15-cents a linear foot (\$900 annually).

Waters Road Sidewalk Improvements (ROW)

\$100,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Transportation and Traffic.

Description: This funding request is for the purchase of right-of-way for the eventual installation of 1,340 linear feet of sidewalk to fill in two gaps along the east side of Waters Road. Citizens of Waters Road have expressed concerns about individuals driving at

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

excessive speeds. Installation of these sidewalks would provide a continuous sidewalk along both sides of Waters Road. Pedestrians would only need to cross Waters Road at signalized intersections: Kimball Bridge Road and Jones Bridge Road.

Design of these sidewalk segments has been completed by in-house staff.

Funding for construction of the improvements would be requested in a future capital plan and is currently estimated at \$1.1 million. Operating Budget Impact: N/A for the right-of-way acquisition phase. Monthly maintenance such as landscaping will be required and is currently estimated at 15-cents a linear foot (\$2,500 annually).

Providence Road Sidewalk Improvements (ROW)

\$200,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Transportation and Traffic.

Description: Citizens living along the east side of Providence Road have requested the installation of sidewalks to provide connectivity to both Downtown Alpharetta and Providence Park. This request is for the purchase of right-of-way for the eventual installation of approximately 3,900 linear feet of sidewalk along the east side of Providence Road from the existing sidewalk at Weatherstone Way north to the City Limits.

Funding for construction of the improvements would be requested in a future capital plan and is currently estimated at \$1.1 million. Operating Budget Impact: N/A for the right-of-way acquisition phase. Monthly maintenance such as landscaping will be required and is currently estimated at 15-cents a linear foot (\$7,000 annually).

City Hall Generator and Enclosure

\$1,250,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.

Description: This request is for the purchase and installation of a generator for City Hall to ensure continued operations to citizens and stakeholders during times of power outages including natural disasters. Specifically, this cost estimate is for a natural gas generator sufficiently sized to allowed for continued operations of City Hall (roughly 55,000 sq. ft.) as well as construction of an enclosure to house the generator that matches the aesthetics of City Hall. The generator is estimated at \$850,000 and the enclosure is estimated at \$400,000.

Operating Budget Impact: Operational costs would be minimal. Gas usage would be based solely on when the generator is operating, and inspection/maintenance cost would be approximately \$3,000 a year.

CAPITAL PROJECT FUND SUMMARIES

Alpharetta Community Center Generator

\$375,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.

Description: This request is for the purchase and installation of a generator for the Alpharetta Community Center. The budget requested would be for a 400 kw Blue Star generator. A 400 kw was priced due to the unit being capable of powering the entire building in the event of a power outage. A smaller generator could be installed at a lower cost if it's determined there is no need to power the entire building during times of power outages. Beyond the cost of the generator, other costs include gas meter upgrades, gas line upgrade and installation of a regulator. The total requested amount is \$375,000.

Operating Budget Impact: Operational costs would be minimal. Gas usage would be based solely on when the generator is operating, and inspection/maintenance cost would be approximately \$3,000 a year.

Fire Stations Facilities (Facility Maintenance/Improvements)

\$130,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: This request is for the renovation of bathrooms, kitchens, flooring, lighting, appliances, ceiling fans, etc. at various Fire Stations within the City. The renovations will be accomplished over multiple years.

FY 2026 requests are subject to available funding and include: (1) LED lighting in multiple fire stations; (2) kitchen remodel, including new cabinetry and appliances at Station 85; (3) new flooring at Station 82; (4) new appliances at Station 86; and, depending on funds availability, (5) new appliances and bathroom remodeling at other stations.

Operating Budget Impact: This program decreases maintenance and utilities costs (increased energy efficiency).

Public Safety Headquarters Parking Maintenance and Expansion

\$620,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Infrastructure and Facilities Maintenance.

Description: Due to the increased number of individuals accessing the Public Safety Headquarters, additional parking needs are desired. This request is for funding to:

- Construct an additional 22 parking spaces along the main entrance off Westside Parkway to the Public Safety Headquarters complex. Design was funded in FY 2019 and completed by staff.
- Developing construction plans to pave or gravel and fence the grassy area outside the rear gate: just outside the secure parking area. The use is for long-term storage of vehicles related to investigations, storage of public safety spare vehicles, and storage of retired vehicles awaiting auction.

CAPITAL PROJECT FUND SUMMARIES

Operating Budget Impact: Incremental maintenance costs, including landscaping and litter control, are currently estimated at \$500 annually.

Trailers; Qty: 2 (Equipment Replacement)

\$30,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the recurring replacement of trailers within the Public Works fleet. These replacements are based on age and/or maintenance/repair costs. These trailers are expected to last in excess of 10 years.

FY 2026 replacements include Unit #73 (1996 14' Trailer; dual axel) and Unit #176 (2000 24' trailer; 10-ton).

Operating Budget Impact: This program reduces equipment maintenance costs and increases utilization rates as the equipment is less susceptible to breaking-down and/or requiring service.

Sr. Engineering Technician - Facilities (new position; +1 FTE) (\$112,100 operations/\$50,000 capital)

\$50,000

2025 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Public Works is requesting the addition of a Senior Engineering Technician position (pay grade 306; assumed 5% above paygrade minimum).

The Senior Engineering Technician position would perform technical work in support of the City's facility repair, maintenance, and renovations. Oversight of procurement, scheduling, and management of City contractors and vendors for the maintenance, repair, alteration, replacement, and upgrades to all city-maintained facilities. Periodic supervision and training of Public Works facility repair and maintenance crews.

The Public Works Department is currently challenged with additional and aging facilities. Public Works took responsibility of Parks facilities in 2017-2018 without the addition of any staff. With the additional facilities responsible for, and aging components, demand for repairs, alterations, remodels, etc. have significantly increased. In 2021 Public Works created a Sr. Engineering Technician position to assist the facilities supervisor/crews with repairs, procuring contractors, overseeing maintenance contracts, ordering supplies, and assisting with other facility needs. Along with more requests for daily maintenance needs, capital request have also increased. This position would be assigned park facilities to aid the facilities supervisor and crews in identifying maintenance needs and working with Parks staff regarding capital requests, maintenance contracts, and prioritization of facility repairs. This will provide a higher level of service to City employees and facility repairs.

Capital costs are estimated at \$50,000 and include funding for a vehicle purchase (and unfitting). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$104,600 annually and

CAPITAL PROJECT FUND SUMMARIES

reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$7,500.

Infrastructure Crew (new positions; +4 FTE) (\$356,000 operations/\$80,000 capital)

\$80,000

2025 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Public Works is requesting the addition of the following new positions:

- +1 FTE - Public Works Crew Leader position (pay grade 305; assumed 5% above paygrade minimum).
- +2 FTEs - Public Works Technician II position (pay grade 303; assumed 5% above paygrade minimum).
- +1 FTE - Public Works Technician I position (pay grade 302; assumed 5% above paygrade minimum).

Currently the Public Works Department has 2 crews of 4 individuals that handle repairs to stormwater infrastructure, curb and gutter, sidewalks (concrete and brick paver), and City roads. One of the biggest challenges the department faces these days is making timely repairs to sidewalks. The Department maintains over 235 miles of sidewalk in the City, majority of the sidewalk is concrete. Over time, sidewalks have settled, cracked, and/or tree roots have uplifted the sidewalk causing trip hazards. Crews can accomplish repairs primarily in subdivisions. This crew will be able to handle concrete and brick paver sidewalk repair, curb and gutter repair, and other concrete work within the City's right of way. Work along busier streets throughout the City require significant traffic control measures and the crews are not equipped size wise to handle work of this nature. A crew of four individuals will consist of a Crew Leader, (2) Tech II's and a Tech I.

Capital costs are estimated at \$80,000 and include funding for a vehicle purchase (and unfitting). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs for the four new positions are estimated at \$346,000 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$10,000.

Facility Operations Manager (new position; +1 FTE) (\$138,600 operations/\$65,000 capital)

\$65,000

2025 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Public Works is requesting the addition of a Facility Operations Manager position (pay grade 309; assumed 5% above paygrade minimum).

The City embarked on an energy audit as well as a facility assessment over the last year. The report outlines various capital initiatives and improvements to all the City's facilities.

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Currently, there is one individual overseeing the crews accomplishing work orders and overseeing vendors accomplishing various tasks in the facilities (electrical, mechanical, structural, painting, etc.). This position will be responsible for overseeing execution of the program, procuring vendors to implement various improvements, maintain the software system associated with the facility assessment, and oversee the Engineering Technician(s) working in the Facility Group. Separating the responsibilities within the Facilities Group will enable supervisors to spend more time ensuring work is accomplished meeting the expectations of the City and enable individuals to become proactive instead of reactive when it comes to implementing improvements.

Capital costs are estimated at \$65,000 and include funding for a vehicle purchase (and unfitting). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$131,100 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$7,500.

Construction Manager - Infrastructure (new position; +1 FTE) \$50,000
(\$138,600 operations/\$50,000 capital)

2025 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Public Works is requesting the addition of a Construction Manager position (pay grade 309; assumed 5% above paygrade minimum).

The City allocated over \$4 million last year and is planning to do such over the next 10 years towards stormwater work throughout the City. Much of the construction work is contracted out to contractors to resolve various stormwater issues. Work varies from replacing a structure, lining, or replacing a pipe, or a large-scale construction project.

Due to the number of incoming projects and programmed projects, the Department is unable to adequately oversee construction oversight of the contractors in the field for the installation of City maintained infrastructure. Public Works is requesting an Infrastructure Construction Manager Position to oversee various field operations regarding stormwater improvements. The position not only requires knowledge of reading construction plans, communication skills with the public and contractors, as well as problem-solving skills when unknown issues arise in the field.

Public Works currently has seven stormwater projects in design or construction soon to be procured, over 1 million dollars a year in pipe lining, and numerous stormwater repairs (catch basin tops, grouting of manholes/pipes, and pipe replacements) throughout the City. Public Works staff is already committed to overseeing construction management of the Park's Bond Projects, TSPLSOT I/II projects, as well as capital projects.

Capital costs are estimated at \$50,000 and include funding for a vehicle purchase (and unfitting). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$131,100 annually and

CAPITAL PROJECT FUND SUMMARIES

reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$7,500.

Winter Weather Equipment Storage/Technology

\$45,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for the purchase of Winter Weather Equipment that is utilized within the Public Works fleet.

FY 2026 request is for Winter Weather Equipment. We have purchased (4) F-750s with salt spreader attachments to be utilized in anticipation of winter weather needs. We are requesting funds to purchase stands for the spreaders when they are not in use, which will significantly increase the ease of use for the spreaders and the amount of space needed to store the spreader.

Currently the four spreader inserts for the F-750s are stored by means of chains and hooks. The chains are connected to the I-beams of the pole barn located at Public Works. This way of storage was never meant to be permanent and causes several issues.

- Currently, with the chain and hook system, installation and removal of a spreader takes at least three people and a piece of equipment.
- The spreaders have received damage due to dragging the ground and by the use of heavy equipment to hoist them in place, etc. The I-beams for the pole barn were never designed to have the extra weight of four spreaders hanging from them.

The cumbersome and time-consuming problem of removing, hanging, or un-hanging and installing is not the best practical way of storing the spreaders when not being utilized. The proposed stands mount to the spreader and when backing up under the spreader, the legs fold up the same way an ambulance bed would allowing you to drive up under the spreader to load it. Same as unloading, the legs fold out and you drive the truck out from underneath the spreader. With the attachment of these stands, one to two people maximum can load and unload a salt spreader safely. The stands will attach to the spreader and always stay on them. Additionally, this request also includes the annual cost of the Precise software utilized for winter weather activity usage and the tracking of materials utilized and location routes. The estimated cost of these combined purchases total \$45,000.

Operating Budget Impact: This program reduces equipment maintenance costs and increases utilization rates as the attachments are stored more efficiently.

CAPITAL PROJECT FUND SUMMARIES

Recreation, Parks & Cultural Services

Webb Bridge Park Master Plan (design)

\$100,000

Fiscal Year 2026 Annual Action Plan:

- Recreation, Parks, and Culture.

Description: Webb Bridge Park is a key asset to the community, but much of its property is currently underutilized. The proposed Master Plan will offer a vision for the park's future, addressing current gaps and creating new opportunities for recreation, community engagement, and environmental sustainability. By developing this plan, the City will be able to prioritize improvements, create functional spaces, and reduce any redundant or underperforming park features.

Construction costs, while highly dependent upon the design, will likely exceed \$1.5 million and would be requested as part of a future capital program. Operating Budget Impact: N/A for the master plan phase. Operational costs for future buildout are heavily dependent upon the design and undeterminable at this time.

North Park Master Plan (design)

\$100,000

Fiscal Year 2026 Annual Action Plan:

- Recreation, Parks, and Culture.

Description: A comprehensive master plan for North Park will serve as a long-term strategy for transforming the park into a more functional, accessible, and community-friendly space. This master plan will include conceptual designs, prioritization of improvements, identification of service gaps, and a focus on reducing redundant features. The plan will aim to enhance the park's role as a community hub and ensure its sustainability and enjoyment for years to come.

Construction costs, while highly dependent upon the design, will likely exceed \$1.5 million and would be requested as part of a future capital program. Operating Budget Impact: N/A for the master plan phase. Operational costs for future buildout are heavily dependent upon the design and undeterminable at this time.

Haynes Bridge Road Park Restroom

\$400,000 (multiple sources)

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: Currently, at the Haynes Bridge Road Park, visitors only have access to a Port-a-John. This access park was opened in 1997. Funds were limited and plans were to construct a restroom later. Although the need for a permanent restroom at this facility is not specifically noted in the 2018 Alpharetta Recreation and Parks Master Plan, additional restrooms at the access points are the most requested improvement made by greenway users.

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

A pre-cast type restroom (like the one at Windward Community Park) is preferred. Due to current flood plain constraints, the project will entail more site work prep, design, and surveying than routine pre-cast restroom installations. Approximately 100' of sewer line will need to be installed. A waterline will have to be bored under Haynes Bridge Road and a new meter installed for connection to existing waterlines. Potential funding offsets through impact fee funds (\$367,640 or 91.91% is impact fee eligible – limiting factor is available parks impact fees which totaled \$1 million as of February 2025). Operating Budget Impact: Maintenance (including janitorial) and utility costs are estimated at a minimum of \$1,000 annually.

Marconi Drive Park Restroom

\$400,000 (multiple sources)

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: Currently, at Marconi Drive Park, visitors only have access to a Port-a-John. This access park was opened in 2011. Funds were limited and plans were to construct a restroom later. Although the need for a permanent restroom at this facility is not specifically noted in the 2018 Alpharetta Recreation and Parks Master Plan, additional restrooms at the access points are the most requested improvement made by greenway users.

Based on the current market cost to install a pre-cast restroom to match the current park inventory, the estimated cost is \$400,000 including sewer and water connections as well as design. Potential funding offsets through impact fee funds (\$367,640 or 91.91% is impact fee eligible – limiting factor is available parks impact fees which totaled \$1 million as of February 2025). Operating Budget Impact: Maintenance (including janitorial) and utility costs are estimated at a minimum of \$1,000 annually.

Club Car Carryall 510 (road ready) Utility Cart

\$20,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Downtown Alpharetta.
- Economic Development.

Description: The request is to add an additional Club Car Carryall 510 (road ready) utility cart to the Downtown/Special Events teams. With the creation of the Downtown Maintenance division, the demand for the road ready cart has increased. It has been determined that the road ready carts are a better and more versatile tool for both the downtown Park Services and Special Events teams. They are so useful that the need for additional trucks is not required. If approved, a truck will be moved to an area of need to supplement for the shortage of vehicles that has been created due the growth occurring in recent years. The following enhancements to service include:

- The electric cart is quiet when using it in the downtown district late at night during event break down.

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

- The utility bed is better at carrying materials needed for special events, as it has a deep and big bed in the back.
- The two-seater feature makes it easier to fit into smaller spaces and navigate tighter turns for loading and unloading.
- The closed doors are helpful for seasons with more inclement weather, like weekly food drive donation pick-ups in December.
- The road-ready feature allows staff to safely navigate downtown roadways and Wills Park facilities when road closures are open, which frequently occurs during event prep from one day to six weeks in advance of an event.

If approved, a truck will be moved to an area of need to supplement the shortage of vehicles that has been created due to the growth occurring in recent years.

Operating Budget Impact: Maintenance and energy costs are estimated at a minimum of \$500 annually.



CAPITAL PROJECT FUND SUMMARIES

Summary 5-Year CIP

A summary version of the city's five-year capital improvement plan ("CIP") is included below. The CIP forecasts the city's available funding for capital investment over a five-year period and provides a preliminary project prioritization (subject to adjustment in future years). These figures do not include the city's existing capital initiatives (i.e., initiatives funded prior to FY 2025) and do not represent full funding of departmental capital project requests. Please refer to Appendix A for the detailed 5-Year CIP.

FY 2026-2030 Capital Improvement Plan

June 11, 2025

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Sources						
General Fund (Annual Appropriation)	\$ 3,091,292	\$ 3,174,538	\$ 3,238,029	\$ 3,302,789	\$ 3,368,845	\$ 16,175,493
General Fund (Fund Balance)	5,017,048	5,102,022	9,528,358	8,690,058	8,574,399	36,911,885
	\$ 8,108,340	\$ 8,276,560	\$ 12,766,387	\$ 11,992,847	\$ 11,943,244	\$ 53,087,378
Other Funds (Investment Earnings)	\$ 400,000	\$ 400,000	\$ 400,000	\$ 430,000	\$ 430,000	\$ 2,060,000
Other Funds (Fund Balance)	3,695,000	-	-	-	-	3,695,000
Impact Fees	575,000	-	-	-	-	575,000
TSPLOST 1 and 2	8,100,000	4,768,700	-	-	-	12,868,700
TSPLOST 3 (forecast)	-	-	4,891,800	5,009,200	5,140,900	15,041,900
	\$ 12,770,000	\$ 5,168,700	\$ 5,291,800	\$ 5,439,200	\$ 5,570,900	\$ 34,240,600
Capital Lease						
Fleet Replacement: Fire Apparatus Replacements	\$ 4,000,000	\$ 742,000	\$ -	\$ -	\$ -	\$ 4,742,000
Fire Extrication Equipment Replacements	-	-	179,000	-	-	179,000
Heart Monitor & AEDs Replacements	660,000	-	-	-	-	660,000
Mobile (Vehicle) Radio Replacements	-	-	-	600,000	-	600,000
Portable (Handheld) Radios Replacement	-	-	-	1,766,000	-	1,766,000
Grant/Contribution						
Local Maintenance Improvement Grant (LMIG); Milling and Resurfacing	710,000	731,300	753,200	775,800	799,100	3,769,400
Local Roads Assistance (LRA) Grant; Milling and Resurfacing, Bridge and Guardrail Maintenance	851,107	-	-	-	-	851,107
Alpharetta Youth Baseball Association Contribution	250,000	-	-	-	-	250,000
	\$ 6,471,107	\$ 1,473,300	\$ 932,200	\$ 3,141,800	\$ 799,100	\$ 12,817,507
Total Sources	\$ 27,349,447	\$ 14,918,560	\$ 18,990,387	\$ 20,573,847	\$ 18,313,244	\$ 100,145,485

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Uses (by Department)						
Economic Development	\$ 100,000	\$ 150,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 400,000
Information Technology	958,800	450,800	964,000	622,300	630,800	3,626,700
Public Safety	6,994,114	2,692,000	2,364,000	4,636,000	2,355,000	19,041,114
Public Works	10,457,500	9,344,000	11,695,500	11,820,500	11,995,600	55,313,100
Recreation, Parks & Cultural Services	2,305,000	1,255,000	2,183,000	2,065,000	1,863,000	9,671,000
Community Development	183,600	149,900	746,200	451,500	454,900	1,986,100
Total Uses	\$ 20,999,014	\$ 14,041,700	\$ 18,002,700	\$ 19,645,300	\$ 17,349,300	\$ 90,038,014
Non-Allocated (Sources-Uses)	\$ 6,350,433	\$ 876,860	\$ 987,687	\$ 928,547	\$ 963,944	\$ 10,107,471
Total Uses + Non-Allocated	\$ 27,349,447	\$ 14,918,560	\$ 18,990,387	\$ 20,573,847	\$ 18,313,244	\$ 100,145,485

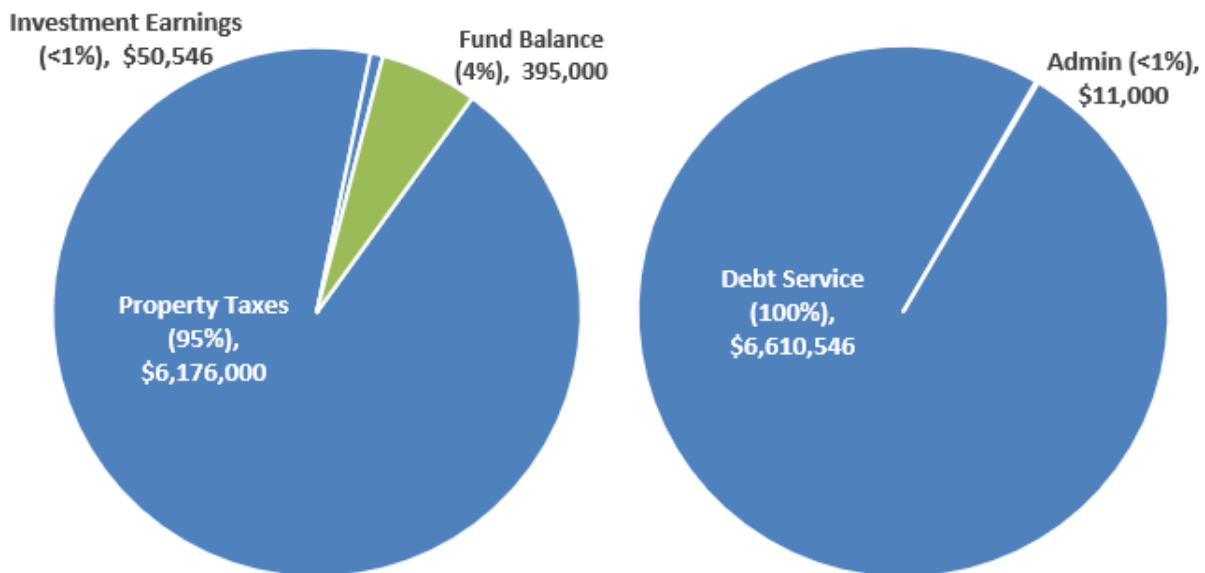
DEBT SERVICE FUND SUMMARY

Debt Service Fund Summary

Overview

Pursuant to the Governmental Accounting Standards Board's Codification, Section 1300.107, debt service funds are used to account for the accumulation of resources for the payment of principal and interest on general long-term debt (not including capital leases).

FY 2026 Budget: \$6,621,546



Revenues by Source

Expenditures by Use

The city has one debt service fund that accounts for debt service on the following obligations (except where noted) along with the principal amounts outstanding as of the start of FY 2026.

GENERAL OBLIGATION (GO) BONDS		\$
GO Refunding Bonds, Series 2014		\$ 1,850,000
GO Bonds, Series 2016		46,740,000
GO Refunding Bonds, Series 2020		16,500,000
GO Bonds, Series 2022		25,305,000
Total GO Debt		\$ 90,395,000
DEVELOPMENT AUTHORITY		\$
Revenue Bonds, Series 2013 ³⁴		\$ 1,995,000
Revenue Bonds, Series 2016 ¹³		21,055,000
Total Development Authority Debt		\$ 23,050,000

³⁴ This obligation is funded out of the General Fund (Series 2013) and Hotel/Motel Fund (Series 2016) and shown herein for the purposes of providing a comprehensive overview of all bond debt obligations.

DEBT SERVICE FUND SUMMARY

Debt Issuance Methodology

The city's preferred method for funding the acquisition and construction of major items, such as buildings, infrastructure, parks, streets, and other major capital facilities shall be through current revenue when available (i.e., pay-as-you-go) or from outside funding sources such as grant funding and related aid.

General obligation bonds have been issued to fund numerous large-scale projects including public safety facilities, parks and recreation facilities, and transportation improvements that continue to define Alpharetta as a desirable community to work and live. The city issues general obligation bonds to provide capital improvement funding when the project(s) are of sufficiently large scale, and it is appropriate to achieve a fair allocation of costs between current and future beneficiaries.

Debt Issuance Activity

GO Bonds, Series 2022: In November 2021, the voters of the City of Alpharetta approved the issuance of General Obligation Bonds (the "2022 Alpharetta Parks Bonds") to fund \$29.5 million in improvements aimed at constructing a variety of park enhancements and projects including:

- Wills Park Equestrian renovation build out (50% match with the Equestrian Foundation).
- Turf for Webb Bridge Park large soccer field.
- Wills Park Master Plan projects.
- Union Hill Park redevelopment/trailhead.
- Mid Broadwell Park build out.
- Old Rucker Park design and build out.
- Farmhouse Park design and build out.
- Waters Road Park design & build out.
- Alpha Loop.

The 2022 Alpharetta Parks Bonds were issued in February 2022 in a par amount of \$27 million (not including a \$2.5 million premium which assisted in funding the \$29.5 million in project improvements) with a 25-year term and a true-interest cost of 2.38%.

GO Refunding Bonds, Series 2020: In April 2020, the city issued \$18 million (par) of City of Alpharetta General Obligation Bonds Refunding Bonds, Series 2020, for refunding of the outstanding Series 2012 General Obligation Bonds (saving over \$300,000 annually).

The Series 2012 General Obligation Bonds funded the redevelopment of 22-acres in the heart of Downtown Alpharetta (the "City Center" project) to include a vibrant environment of parks and civic spaces that serve as a gathering place for citizens and attract business and investment to this important area of our community.

DEBT SERVICE FUND SUMMARY

The Public portion of City Center includes: new Fulton County Library (funded separately through Fulton County); 5-acre Public Park; Town Square; new Alpharetta City Hall; and 450+/- space Public Parking Garage. These components create a place and an atmosphere where people naturally want to be.

While there, many also patronize the unique shops and restaurants that call Downtown Alpharetta home.

The environment created through these civic elements attracted private investment that drove the second phase of the development (mixed-use residential, retail, and office).



City Center

GO Bonds, Series 2016: In May 2016, the voters of the City of Alpharetta approved the issuance of General Obligation Bonds (the “2016 Alpharetta Parks and Transportation Bonds”) to fund \$52 million in improvements aimed at alleviating traffic congestion, expanding sidewalk connectivity, improving park amenities, extending the Big Creek Greenway north to connect with Forsyth County’s Greenway, and securing parkland for future passive and active park systems.

The 2016 Alpharetta Parks and Transportation Bonds were issued in July 2016 in a par amount of \$52 million (including premium) with a 25-year term and a true-interest cost of 2.83%.

DEBT SERVICE FUND SUMMARY



Bond Ratings

The city's AAA bond rating was reaffirmed by Moody's and Standard & Poor's ("S&P") during January 2022 in conjunction with the sale of \$27 million (par) of Series 2022 General Obligation Bonds to fund a variety of park enhancements and projects. The AAA rating represents the highest rating available to municipalities and translates to significant savings to our citizens and stakeholders through reduced borrowing costs. This rating demonstrates the strongest creditworthiness relative to other US municipal or tax-exempt issuers and reflects the city's current sound financial position as well as strong financial management practices guiding our ongoing decision making. These practices are supported by formal policies to guide budget and procurement practices, capital investment, and debt management. Other positive factors include a relatively strong economic base and manageable debt/pension burdens. The FY 2026 Budget is mindful of these factors and the importance of maintaining the highest rating, not only for our citizens but also our bondholders.

Bond Smoothing

The city's primary method of funding large-scale capital projects is through the issuance of bonds (e.g., general obligation bonds, Development Authority bonds, etc.). General obligation bonds have been issued to fund numerous large-scale projects including public safety facilities, parks and recreation facilities, and transportation improvements that continue to define Alpharetta as a desirable community to work and live. General obligation bonds are funded through a separate millage levy (discussed below).

The Alpharetta Development Authority, a component unit of the city that is focused on economic development within our borders, issued bonds in 2016 to fund construction of our state-of-the-art Conference Center. These bonds are funded by a portion of the Hotel/Motel Tax.

Principal and interest payments for fiscal year 2026 are budgeted at \$8.4 million with the following forecast: 2027 - 2041³⁵: \$8.8 million (annual average); 2042-2046³⁶ totaling \$1.6 million (annual average). These figures include City and Development Authority obligations and span multiple Funds.

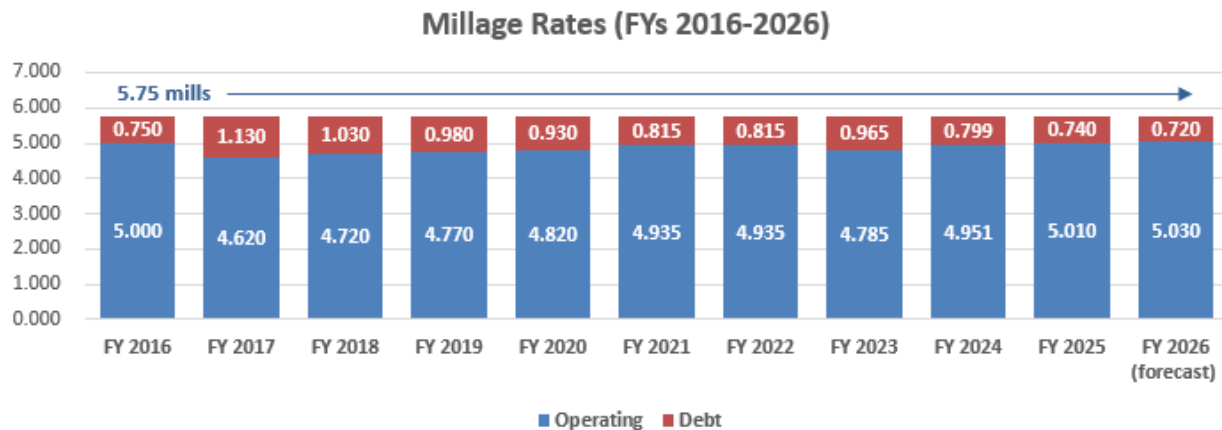
³⁵ Represents the final maturity of the Series 2016 Alpharetta Parks and Transportation Bonds and the Series 2016 Development Authority Revenue Bonds.

³⁶ Represents the final maturity of the Series 2022 General Obligation Bonds.

DEBT SERVICE FUND SUMMARY

Millage Rates

The city has historically acknowledged the need to provide a taxation rate commensurate with the government's level of service. The chart below illustrates the annual millage rates levied by the city for the last 10 years including the request for FY 2026.



The FY 2026 Budget is based on maintenance of the city's millage rate at 5.750 mills.

- The portion of the millage rate funding debt service (Debt Service Fund) is estimated to decrease 0.020mills compared to FY 2025 to a total of 0.720 mills. As our annual debt service obligations are relatively flat, growth in the tax digest allows for a reduction in the debt service millage rate. The decrease in tax revenue associated with the debt service millage shift is estimated at -\$170,000.
- The portion of the millage rate funding operations and capital investment (General Fund) is estimated to increase 0.020 mills compared to FY 2025 to a total of 5.030 mills. The increase in tax revenue associated with the operations millage shift is estimated at +\$135,000 and has been allocated towards operating initiatives. The shift from debt service millage to operations millage results in additional tax savings for our homeowners as the operations millage rate is subject to homestead exemptions.

DEBT SERVICE FUND SUMMARY

General Obligation Bond Debt

General Obligation ("GO") bonds are direct obligations and pledge the full faith and credit of the city. Original issue GO bonds are generally issued as 20/25-year serial bonds. Refunding GO bonds are issued in a maturity not exceeding the maturity of the refunded bonds. The following schedule provides a detailed listing of total debt service requirements of the city's GO bonds through maturity.

General Obligation Bonds (All Series)

	Principal	Interest	Total Debt Service
FY 2026	3,540,000.00	3,070,545.00	\$ 6,610,545.00
FY 2027	3,745,000.00	2,948,255.00	\$ 6,693,255.00
FY 2028	3,940,000.00	2,778,105.00	\$ 6,718,105.00
FY 2029	4,170,000.00	2,598,655.00	\$ 6,768,655.00
FY 2030	4,400,000.00	2,408,755.00	\$ 6,808,755.00
FY 2031	4,615,000.00	2,207,442.50	\$ 6,822,442.50
FY 2032	4,850,000.00	1,995,117.50	\$ 6,845,117.50
FY 2033	5,465,000.00	1,782,667.50	\$ 7,247,667.50
FY 2034	5,625,000.00	1,618,717.50	\$ 7,243,717.50
FY 2035	5,790,000.00	1,449,967.50	\$ 7,239,967.50
FY 2036	5,960,000.00	1,286,382.50	\$ 7,246,382.50
FY 2037	6,115,000.00	1,117,342.50	\$ 7,232,342.50
FY 2038	6,295,000.00	942,607.50	\$ 7,237,607.50
FY 2039	5,985,000.00	753,757.50	\$ 6,738,757.50
FY 2040	6,120,000.00	574,207.50	\$ 6,694,207.50
FY 2041	6,295,000.00	398,707.50	\$ 6,693,707.50
FY 2042	1,415,000.00	217,475.00	\$ 1,632,475.00
FY 2043	1,450,000.00	182,100.00	\$ 1,632,100.00
FY 2044	1,495,000.00	138,600.00	\$ 1,633,600.00
FY 2045	1,540,000.00	93,750.00	\$ 1,633,750.00
FY 2046	1,585,000.00	47,550.00	\$ 1,632,550.00
FY 2047	-	-	\$ -
	\$ 90,395,000.00	\$ 28,610,707.50	\$ 119,005,707.50

DEBT SERVICE FUND SUMMARY

Development Authority Revenue Bond Debt

Development Authority Revenue Bonds, Series 2013: The purpose of this bond issue was to fund a portion of the development, equipping, and construction of Gwinnett Technical College's Alpharetta campus. The Series 2013 Development Authority Revenue Bonds were issued in June 2013 in a par amount of \$4.1 million with a 20-year term and a true-interest cost of 3.13%. The City is obligated to pay 100% of the total principal and interest payments on the bonds. This obligation is funded from the General Fund through non-advalorem revenue.



Development Authority Revenue Bonds, Series 2016: The purpose of this bond issue was to fund the new state-of-the-art 44,000 square foot Conference Center through a public-private partnership with North American Properties (developer of Avalon). Along with the Conference Center, North American Properties constructed a 330-room Marriott Autograph hotel abutting the Center. North American Properties is operating the Conference Center that includes the largest meeting room in the north Fulton market. Economic impact studies have indicated that a conference center could bring in almost \$23.5 million in visitor spending, generating 545 jobs with more than \$15.7 million in earnings and over \$51.3 million in total economic output annually.



The FY 2026 budget includes funding within the Hotel/Motel Fund to cover debt service associated with bonds issued to fund construction of the Center. The debt service is fully funded through the hotel/motel tax.

DEBT SERVICE FUND SUMMARY

Development Authority Revenue Bonds (City Portion)

	Principal	Interest	Total Debt Service
FY 2026	1,065,000.00	674,777.50	\$ 1,739,777.50
FY 2027	1,140,000.00	626,027.50	\$ 1,766,027.50
FY 2028	1,195,000.00	600,640.00	\$ 1,795,640.00
FY 2029	1,255,000.00	573,802.50	\$ 1,828,802.50
FY 2030	1,310,000.00	544,377.50	\$ 1,854,377.50
FY 2031	1,375,000.00	510,765.00	\$ 1,885,765.00
FY 2032	1,445,000.00	474,050.00	\$ 1,919,050.00
FY 2033	1,525,000.00	429,350.00	\$ 1,954,350.00
FY 2034	1,315,000.00	382,200.00	\$ 1,697,200.00
FY 2035	1,390,000.00	342,750.00	\$ 1,732,750.00
FY 2036	1,465,000.00	301,050.00	\$ 1,766,050.00
FY 2037	1,545,000.00	257,100.00	\$ 1,802,100.00
FY 2038	1,625,000.00	210,750.00	\$ 1,835,750.00
FY 2039	1,710,000.00	162,000.00	\$ 1,872,000.00
FY 2040	1,800,000.00	110,700.00	\$ 1,910,700.00
FY 2041	1,890,000.00	56,700.00	\$ 1,946,700.00
FY 2042	-	-	\$ -
	\$ 23,050,000.00	\$ 6,257,040.00	\$ 29,307,040.00

DEBT SERVICE FUND SUMMARY

Statement of Budgetary Comparisons

Debt Service Fund Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Property Taxes					
Current Year	\$ 5,214,158	\$ 6,778,913	\$ 6,247,147	\$ 6,120,000	\$ 6,150,000
Delinquent	21,835	114,423	69,520	17,000	17,000
Penalties/Interest	7,100	10,842	13,062	3,000	3,000
Motor Vehicle	13,143	12,664	9,635	6,000	6,000
Investment Earnings	(60,509)	114,853	158,317	27,000	50,546
Other					
Fund Balance	-	-	-	1,396,973	395,000
TOTAL	\$ 5,195,727	\$ 7,031,694	\$ 6,497,681	\$ 7,569,973	\$ 6,621,546
EXPENDITURES					
Maintenance & Operations:					
Professional Services	\$ 8,500	\$ 7,700	\$ 15,525	\$ 8,000	\$ 11,000
<i>subtotal</i>	<i>\$ 8,500</i>	<i>\$ 7,700</i>	<i>\$ 15,525</i>	<i>\$ 8,000</i>	<i>\$ 11,000</i>
Debt Service					
General Obligation Bonds					
Series 2014 (refunding)	\$ 1,918,143	\$ 1,913,129	\$ 1,907,296	\$ 1,895,644	\$ 1,893,290
Series 2016	1,923,988	1,925,188	1,925,588	1,925,188	1,923,988
Series 2020 (refunding)	1,100,750	1,116,750	1,129,250	1,150,500	1,160,000
Series 2022	-	1,635,390	1,633,268	1,636,768	1,633,268
<i>subtotal</i>	<i>\$ 4,942,881</i>	<i>\$ 6,590,457</i>	<i>\$ 6,595,401</i>	<i>\$ 6,608,100</i>	<i>\$ 6,610,546</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 953,873	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 953,873</i>	<i>\$ -</i>
TOTAL	\$ 4,951,381	\$ 6,598,157	\$ 6,610,926	\$ 7,569,973	\$ 6,621,546

DEBT SERVICE FUND SUMMARY

Statement of Revenues, Expenditures, and changes in Fund Balance

Debt Service Fund Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ 851,509	\$ 1,095,855	\$ 1,529,393	\$ 1,416,149	\$ 973,049
REVENUES BY CATEGORY					
Property Taxes (incl. Motor Vehicles)	\$ 5,256,236	\$ 6,916,841	\$ 6,339,364	\$ 6,146,000	\$ 6,176,000
Investment Earnings	(60,509)	114,853	158,317	27,000	50,546
Other	-	-	-	-	-
TOTAL	\$ 5,195,727	\$ 7,031,694	\$ 6,497,681	\$ 6,173,000	\$ 6,226,546
EXPENDITURES BY FUNCTION					
Professional Services	\$ 8,500	\$ 7,700	\$ 15,525	\$ 8,000	\$ 11,000
Debt Service/Refunding	4,942,881	6,590,457	6,595,401	6,608,100	6,610,546
TOTAL	\$ 4,951,381	\$ 6,598,157	\$ 6,610,926	\$ 6,616,100	\$ 6,621,546
ACFR Rounding Adjustments	\$ -	\$ -	\$ 1	\$ -	\$ -
Ending Fund Balance: (1)	\$ 1,095,855	\$ 1,529,393	\$ 1,416,149	\$ 973,049	\$ 578,049
Changes in Fund Balance (actual/est.)	\$ 244,347	\$ 433,538	\$ (113,244)	\$ (443,100)	\$ (395,000)

Notes:

(1) Fund Balance is utilized to offset debt service requirements.

ENTERPRISE FUND SUMMARY

Enterprise Fund Summary

Overview

The *Enterprise Fund Summary* section is intended to provide readers with an overall understanding of the fiscal year 2026 budget for the city's Solid Waste Fund.

Enterprise Funds are used to account for business-type activities whose operations are primarily funded by customer fees. The enterprise fund utilizes the accrual basis of budgeting and accounting.

The following schedules are set forth by Fund and provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **Fund Summary**

This section provides a brief description of the Fund.

- **Statement of Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures across multiple fiscal years. Revenues are presented by source and expenditures are presented by use.

- **Statement of Revenues, Expenditures, and changes in Fund Balances**

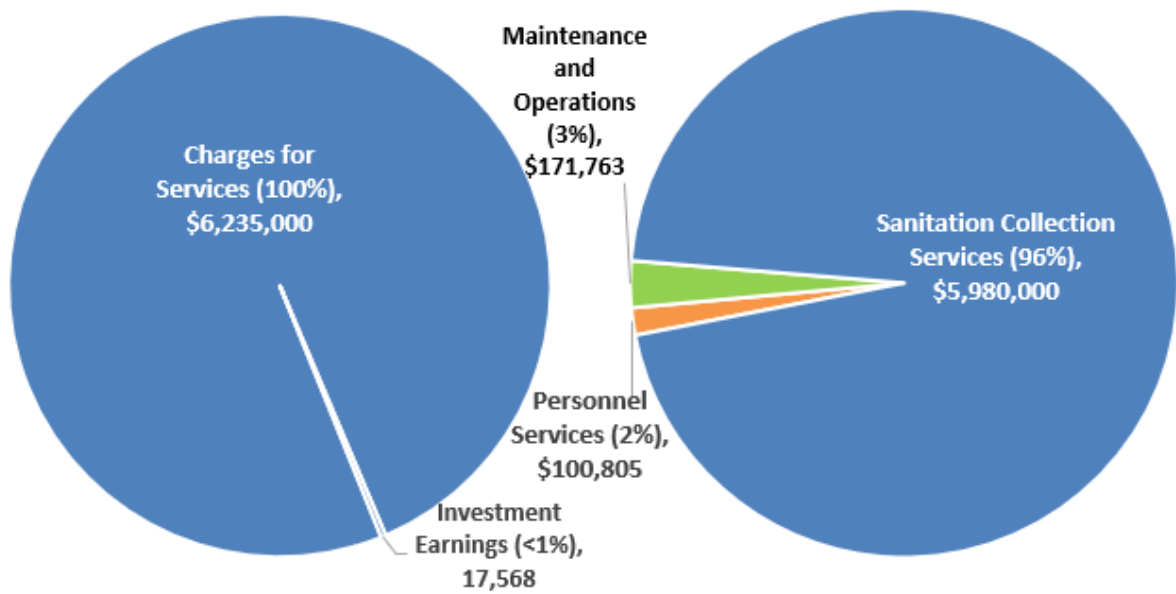
This statement provides a historical comparison of revenues and expenditures for fiscal years 2022-2026. Also included are changes in fund balance.



ENTERPRISE FUND SUMMARY

Solid Waste Fund Summary

FY 2026 Budget: \$6,252,568



Revenues by Source

Expenditures by Use

The Solid Waste Fund accounts for fees received from users of the city’s residential solid waste program (i.e., garbage, yard waste, and recycling collection). It is important to note as you review historical data for Solid Waste operations that glass recycling services were ended in August 2022 while all other services continue as normal. That is to say, the actuals through FY 2022 reflect glass services.

Services are provided on a user charge basis and managed through a contract with a private operator. The Finance Department manages the Solid Waste Program including billing, collection, and customer service functions. Commercial solid waste customers are authorized to contract for commercial solid waste collection and disposal services from any contractor that has obtained a solid waste collection permit from the city.

Trends

The FY 2026 Budget for the Solid Waste Fund totals \$6.3 million and represents an increase of 7%, or \$423,800, compared to FY 2025 due primarily to contractual cost growth for our private sanitation hauler of 4% annually coupled with forecasted growth in the service base.

As it relates to private sanitation hauler services, the City issued an RFP in 2021 for sanitation services to ensure optimal value for customers. Republic Services (our current provider) was the highest-ranking vendor and the most cost effective (\$1 million lower on

ENTERPRISE FUND SUMMARY

an annual basis than other proposers). Republic Services was awarded the contract with an annual 4% inflation adjustment.

The Personnel Services category increased 3%, or \$2,483, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc.

Authorized personnel total 1.0 FTE and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Customer Account Representative	1.0	1.0	1.0	1.0	1.0	-
	1.0	1.0	1.0	1.0	1.0	-

The Maintenance and Operations category increased 7%, or \$421,317, due primarily to contractual cost growth for our private sanitation hauler of 4% annually coupled with forecasted growth in the service base.



ENTERPRISE FUND SUMMARY

Statement of Budgetary Comparisons

Solid Waste Fund Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Charges for Services:					
Collection Fees	\$ 5,066,935	\$ 5,110,565	\$ 5,394,125	\$ 5,743,000	\$ 6,189,000
Commercial Hauler Fees	27,441	22,731	21,868	26,000	26,000
Penalties and Interest	35,555	35,045	35,253	42,000	20,000
Other	25	-	-	25	-
Investment Earnings	(27,994)	15,066	47,253	17,743	17,568
Other					
Miscellaneous		1,405	(175)		-
TOTAL	\$ 5,101,962	\$ 5,184,812	\$ 5,498,325	\$ 5,828,768	\$ 6,252,568
EXPENDITURES					
Personnel Services:					
Salaries	\$ 44,636	\$ 38,462	\$ 53,081	\$ 58,954	\$ 60,521
Overtime	434	-	258	750	500
Group Insurance	23,990	21,363	20,537	22,325	23,258
FICA	3,301	2,681	3,908	4,579	4,668
Pension (401A Cont./Match)	6,029	5,441	7,709	8,866	9,015
Miscellaneous	2,102	2,376	2,692	2,848	2,843
<i>subtotal</i>	<i>\$ 80,492</i>	<i>\$ 70,322</i>	<i>\$ 88,185</i>	<i>\$ 98,322</i>	<i>\$ 100,805</i>
Maintenance & Operations:					
Professional Services (e.g. haulers)	\$ 5,615,708	\$ 5,156,260	\$ 5,289,016	\$ 5,652,450	\$ 6,060,400
Miscellaneous	92,077	63,265	116,713	77,996	91,363
<i>subtotal</i>	<i>\$ 5,707,785</i>	<i>\$ 5,219,526</i>	<i>\$ 5,405,729</i>	<i>\$ 5,730,446</i>	<i>\$ 6,151,763</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
TOTAL	\$ 5,788,277	\$ 5,289,848	\$ 5,493,914	\$ 5,828,768	\$ 6,252,568

ENTERPRISE FUND SUMMARY

Statement of Revenues, Expenditures, and changes in Fund Balance

Solid Waste Fund Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ 802,291	\$ 115,975	\$ 10,939	\$ 15,349	\$ 15,349
REVENUES BY CATEGORY					
Charges for Services	\$ 5,129,956	\$ 5,168,342	\$ 5,451,247	\$ 5,811,025	\$ 6,235,000
Investment Earnings	(27,994)	15,066	47,253	17,743	17,568
Other	-	1,405	(175)	-	-
TOTAL	\$ 5,101,962	\$ 5,184,812	\$ 5,498,325	\$ 5,828,768	\$ 6,252,568
EXPENDITURES BY FUNCTION					
Solid Waste Operations	\$ 5,788,277	\$ 5,289,848	\$ 5,493,914	\$ 5,828,768	\$ 6,252,568
TOTAL	\$ 5,788,277	\$ 5,289,848	\$ 5,493,914	\$ 5,828,768	\$ 6,252,568
ACFR Rounding Adjustments	\$ -	\$ (1)	\$ (1)	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 115,975	\$ 10,939	\$ 15,349	\$ 15,349	\$ 15,349
Changes in Fund Balance (actual/est.)	\$ (686,315)	\$ (105,036)	\$ 4,410	\$ -	\$ -

Notes:

(1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts.

(2) Fund balance utilization was proposed in FY 2021-2023 to subsidize operations.

INTERNAL SERVICE FUND SUMMARIES

Internal Service Fund Summaries

Overview

The *Internal Service Fund Summaries* section is intended to provide readers with an overall understanding of the respective fiscal year 2026 budgets for the city's Internal Service Funds.

Internal Service Funds are used to accumulate and allocate costs internally among the city's various functions and utilize the accrual basis of budgeting and accounting.

The following schedules provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **Fund Summary**

This section provides a brief description of the Fund.

- **Statement of Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures across multiple fiscal years. Revenues are presented by source and expenditures are presented by use.

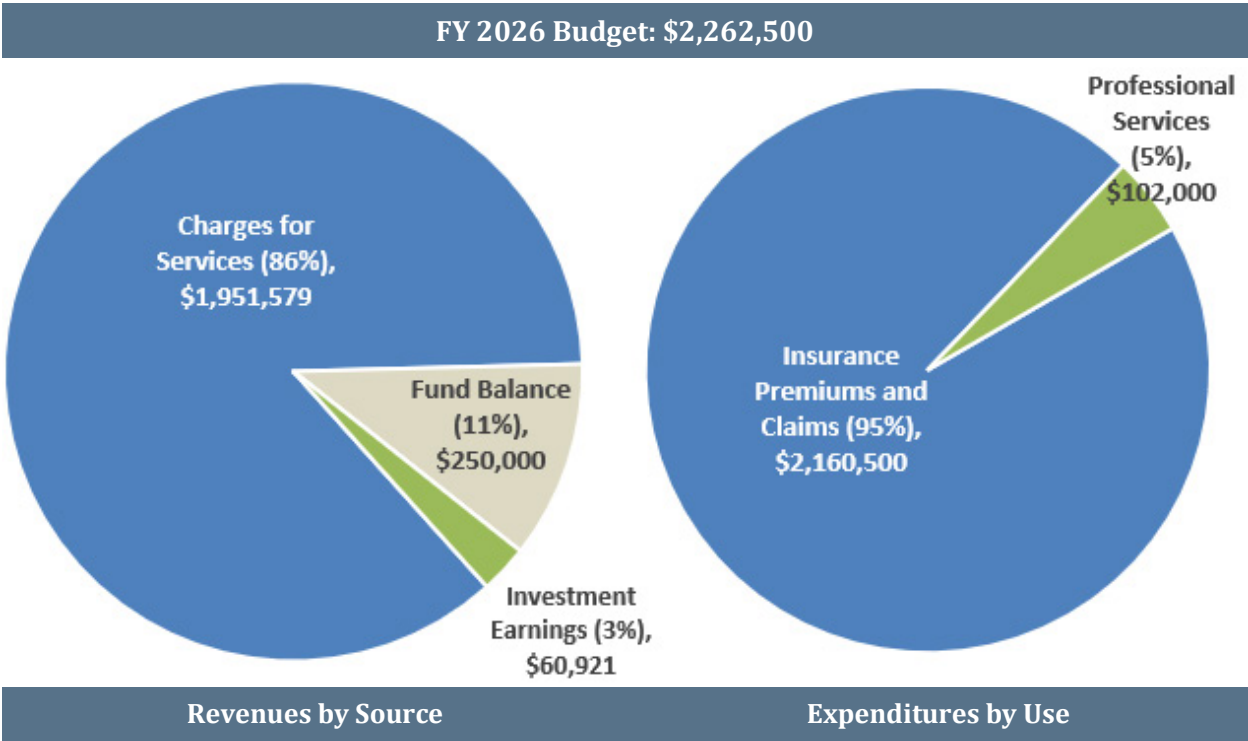
- **Statement of Revenues, Expenditures, and changes in Fund Balances**

This statement provides a historical comparison of revenues and expenditures for fiscal years 2022-2026. Also included are changes in fund balance.



INTERNAL SERVICE FUND SUMMARIES

Risk Management Fund Summary



The Risk Management Fund accounts for expenses related to providing and administering the general liability, automotive liability, workers’ compensation, and property insurance coverage for the city. Funding is provided through an (approximate) 2% charge per employee (based on salary) for workers’ compensation coupled with funding from the General Fund for insurance premiums. The Finance Department manages the Risk Management Program including all workers’ compensation, general liability, and other insurance claims.

Trends

The FY 2026 Budget for the Risk Management Fund totals \$2.3 million and represents a decrease of -44%, or -\$1.8 million, compared to FY 2025. The main driver of this variance is the non-allocated reserve (i.e., available fund balance) budgeted in FY 2025³⁷. After adjusting for the non-allocated reserve, the true operational budget change is 11% compared with 2025 and reflective of insurance premium and claims funding fluctuations.

³⁷ Annually after the year-end accrual period (i.e., September), the city carries-forward available fund balance and places in a Non-Allocated Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2026 will occur subsequent to adoption of the budget.

INTERNAL SERVICE FUND SUMMARIES

Statement of Budgetary Comparisons

Risk Management Fund

Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Charges for Services:					
Risk Management Allocations	\$ 830,149	\$ 855,000	\$ 832,136	\$ 820,436	\$ 891,079
Insurance Premium Funding	779,750	823,300	928,885	966,800	1,060,500
Investment Earnings	(25,605)	54,868	122,202	28,064	60,921
Other					
Insurance Proceeds	45,216	210,549	212,067	-	-
Fund Balance	-	-	-	2,200,340	250,000
TOTAL	\$ 1,629,510	\$ 1,943,717	\$ 2,095,290	\$ 4,015,640	\$ 2,262,500
EXPENDITURES					
Maintenance & Operations:					
Professional Services	\$ 97,737	\$ 75,694	\$ 75,989	\$ 98,500	\$ 102,000
Insurance Premiums					
Vehicle	238,293	245,445	289,590	369,048	425,000
Property/Equipment	106,712	108,596	116,780	124,257	136,000
Condo	21,711	62,950	43,614	44,000	48,000
Fine Art	3,201	3,201	3,425	3,700	4,000
General Liability	54,719	57,118	63,158	80,330	94,000
Law Enforcement Liability	77,438	81,694	143,466	150,032	160,000
Public Entity Liability	56,736	58,486	93,798	100,160	110,000
Workers Comp Excess	129,467	141,502	165,870	188,062	183,500
Criminal Liability	4,748	4,748	4,748	5,000	5,000
Cyber Liability	46,372	78,156	65,704	72,910	85,000
Umbrella Liability	56,849	69,472	89,758	27,690	40,000
Medical Services (PS Custody)	701	3,594	1,024	23,760	20,000
Claims/Judgments	565,191	264,190	768,437	892,952	850,000
<i>subtotal</i>	\$ 1,459,876	\$ 1,254,846	\$ 1,925,361	\$ 2,180,401	\$ 2,262,500
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 1,835,239	\$ -
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ 1,835,239	\$ -
TOTAL	\$ 1,459,876	\$ 1,254,846	\$ 1,925,361	\$ 4,015,640	\$ 2,262,500

INTERNAL SERVICE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Risk Management Fund

Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ 1,171,906	\$ 1,341,541	\$ 2,030,413	\$ 2,200,341	\$ 1,835,240
REVENUES BY CATEGORY					
Charges for Services	\$ 1,609,899	\$ 1,678,300	\$ 1,761,021	\$ 1,787,236	\$ 1,951,579
Investment Earnings	(25,605)	54,868	122,202	28,064	60,921
Other	45,216	210,549	212,067	-	-
TOTAL	\$ 1,629,510	\$ 1,943,717	\$ 2,095,290	\$ 1,815,300	\$ 2,012,500
EXPENDITURES BY USE					
Insurance Premiums/Claims	\$ 1,362,138	\$ 1,179,152	\$ 1,849,372	\$ 2,081,901	\$ 2,160,500
Professional Services	97,737	75,694	75,989	98,500	102,000
TOTAL	\$ 1,459,876	\$ 1,254,846	\$ 1,925,361	\$ 2,180,401	\$ 2,262,500
ACFR Rounding Adjustments	\$ 1	\$ 1	\$ (1)	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 1,341,541	\$ 2,030,413	\$ 2,200,341	\$ 1,835,240	\$ 1,585,240
Changes in Fund Balance (actual/est.)	\$ 169,636	\$ 688,872	\$ 169,928	\$ (365,101)	\$ (250,000)

Notes:

(1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts.

(2) Available Fund Balance was used in FYs 2025 and forecasted to use in FY 2026 to supplement insurance premiums and claims/judgements.

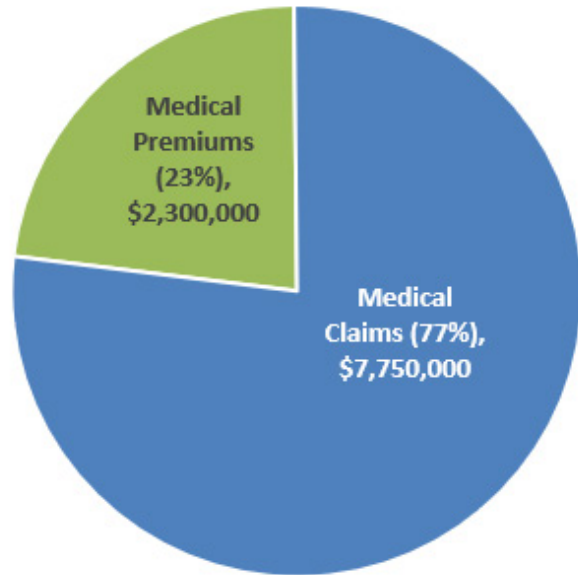
INTERNAL SERVICE FUND SUMMARIES

Medical Insurance Fund Summary

FY 2026 Budget: \$10,050,000



Revenues by Source



Expenditures by Use

The Medical Insurance Fund accounts for activity under the City's Minimum Premium Plan (MPP) in accordance with Generally Accepted Accounting Principles.

Accounting rules dictate the creation of an Internal Service Fund to track activity under an MPP. As such, this fund does not represent new costs. Rather, it represents a flow of funds from the Operating Funds (e.g., employer/employee premiums) that does have the effect of grossing-up the totals as the appropriations are reflected in multiple Funds.

Under the MPP, the City and the medical insurer (CIGNA) agree that the City will be responsible for paying all claims up to an agreed-upon aggregate level, with the insurer responsible for the excess. The insurer will continue to process claims and administrative services. Through the MPP arrangement, the City can reduce premium taxes while maintaining coverage benefits. The MPP is still a fully insured medical plan.

Trends

The FY 2026 Budget totals \$10 million and represents premiums (employer and employee) and the associated expenditures (administration, claims, and reserves). The operating funds (e.g., General Fund, E911 Fund, DEA Fund, and Sanitation Fund) all include group insurance expenses that represent the city's costs.

INTERNAL SERVICE FUND SUMMARIES

Statement of Budgetary Comparisons

Medical Insurance Fund

Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Charges for Services:					
Medical Insurance Premiums					
Employer Contribution	\$ 7,062,712	\$ 7,327,558	\$ 7,269,126	\$ 9,000,000	\$ 9,100,000
Employee Contribution	693,478	736,897	744,969	900,000	950,000
Other					
Fund Balance	-	-	-	63,041	-
TOTAL	\$ 7,756,189	\$ 8,064,455	\$ 8,014,095	\$ 9,963,041	\$ 10,050,000
EXPENDITURES					
Maintenance & Operations:					
Medical Premiums	\$ 1,947,173	\$ 1,879,540	\$ 2,084,735	\$ 2,100,000	\$ 2,300,000
Medical Claims	5,810,246	6,068,704	5,941,927	7,800,000	7,750,000
<i>subtotal</i>	<i>\$ 7,757,419</i>	<i>\$ 7,948,244</i>	<i>\$ 8,026,662</i>	<i>\$ 9,900,000</i>	<i>\$ 10,050,000</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 63,041	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 63,041</i>	<i>\$ -</i>
TOTAL	\$ 7,757,419	\$ 7,948,244	\$ 8,026,662	\$ 9,963,041	\$ 10,050,000

INTERNAL SERVICE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Medical Insurance Fund

Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ (39,373)	\$ (40,603)	\$ 75,608	\$ 63,041	\$ 63,041
REVENUES BY CATEGORY					
Charges for Services	\$ 7,756,189	\$ 8,064,455	\$ 8,014,095	\$ 9,900,000	\$ 10,050,000
TOTAL	\$ 7,756,189	\$ 8,064,455	\$ 8,014,095	\$ 9,900,000	\$ 10,050,000
EXPENDITURES BY USE					
Medical Premiums/Claims	\$ 7,757,419	\$ 7,948,244	\$ 8,026,662	\$ 9,900,000	\$ 10,050,000
TOTAL	\$ 7,757,419	\$ 7,948,244	\$ 8,026,662	\$ 9,900,000	\$ 10,050,000
ACFR Rounding Adjustments	\$ -	\$ -	\$ (1)	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ (40,603)	\$ 75,608	\$ 63,041	\$ 63,041	\$ 63,041
Changes in Fund Balance (actual/est.)	\$ (1,230)	\$ 116,211	\$ (12,568)	\$ -	\$ -

Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts.

FIDUCIARY FUND SUMMARIES

Fiduciary Fund Summaries

Overview

The *Fiduciary Fund Summaries* section is intended to provide readers with an overall understanding of the respective fiscal year 2026 budgets for the Other Post Employment Benefit (OPEB) Funds.

Fiduciary Funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds utilize the accrual basis of accounting.

The following schedules provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **Fund Summary**

This section provides a brief description of the Fund.

- **Statement of Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures across multiple fiscal years. Revenues are presented by source and expenditures are presented by use.

- **Statement of Revenues, Expenditures, and changes in Fund Balances**

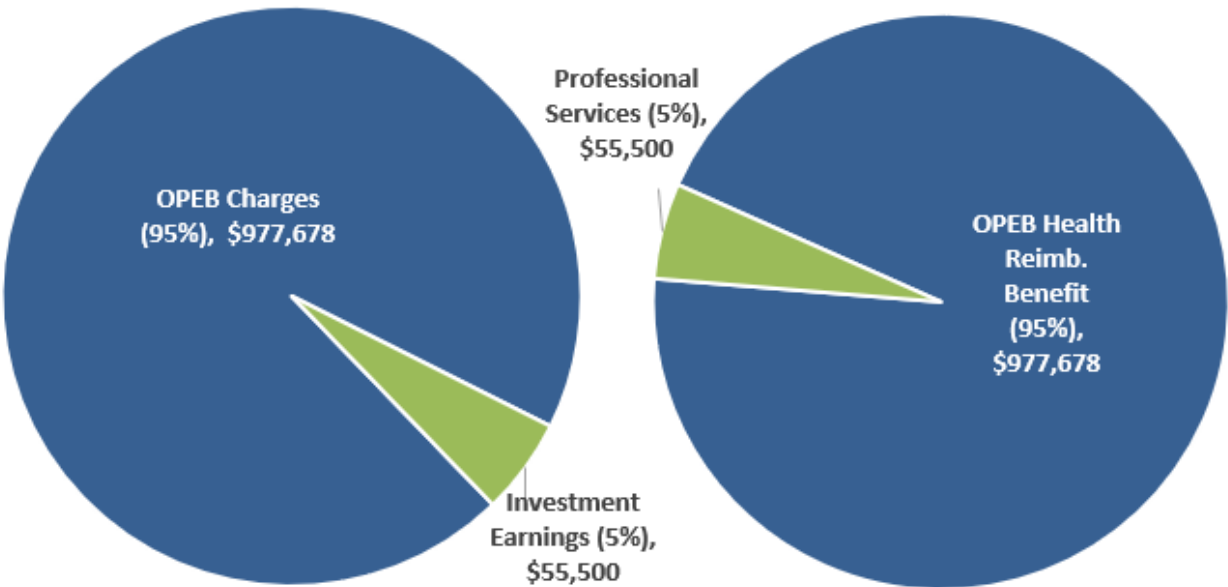
This statement provides a historical comparison of revenues and expenditures for fiscal years 2022-2026. Also included are changes in fund balance.



FIDUCIARY FUND SUMMARIES

Other Post Employment Benefit (OPEB) Retirement Reimbursement Plan Trust Fund Summary

FY 2026 Budget: \$1,033,178



Revenues by Source

Expenditures by Use

Starting with Fiscal Year 2019, the city implemented a new post-employment healthcare benefit to assist our employees in funding one of their primary cost drivers during retirement, healthcare.

Costs for this benefit approximate 2.5% of payroll (\$977,678 citywide for FY 2026) and requires a minimum 15-year vesting (maximum benefit achieved at 25-years³⁸) which assists in not only recruitment, but also retention of our most valuable assets, our employees.

³⁸ Credited years-of-service for current employees will count towards vesting (subject to a maximum of 15-years).

FIDUCIARY FUND SUMMARIES

Statement of Budgetary Comparisons

OPEB Health Reimbursement Fund Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Investment Earnings	\$ (578,424)	\$ 704,445	\$ 943,053	\$ 55,500	\$ 55,500
Other					
OPEB Health Reimbursement Funding					
Employer Contribution	590,928	686,459	926,297	988,436	977,678
Transfer-In					
OPEB Health Fund	-	-	1,475,506	216,579	-
Fund Balance	-	-	-	5,618,099	-
TOTAL	\$ 12,504	\$ 1,390,904	\$ 3,344,856	\$ 6,878,614	\$ 1,033,178
EXPENDITURES					
Maintenance & Operations:					
OPEB Reimbursement Benefit	\$ 47,676	\$ 118,012	\$ 163,978	\$ 988,436	\$ 977,678
Miscellaneous	31,652	76,620	84,109	55,500	55,500
<i>subtotal</i>	<i>\$ 79,328</i>	<i>\$ 194,632</i>	<i>\$ 248,088</i>	<i>\$ 1,043,936</i>	<i>\$ 1,033,178</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 5,834,678	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 5,834,678</i>	<i>\$ -</i>
TOTAL	\$ 79,328	\$ 194,632	\$ 248,088	\$ 6,878,614	\$ 1,033,178

FIDUCIARY FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

OPEB Health Reimbursement Fund

Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ 4,092,716	\$ 4,025,890	\$ 5,222,162	\$ 8,318,930	\$ 8,535,509
REVENUES BY CATEGORY					
OPEB Health Reimb. Benefit Funding	\$ 590,928	\$ 686,459	\$ 926,297	\$ 988,436	\$ 977,678
Investment Earnings	(578,424)	704,445	943,053	55,500	55,500
TOTAL	\$ 12,504	\$ 1,390,904	\$ 3,344,856	\$ 1,260,515	\$ 1,033,178
EXPENDITURES BY USE					
OPEB Health Reimb. Benefit	\$ 47,676	\$ 118,012	\$ 163,978	\$ 988,436	\$ 977,678
Miscellaneous (Professional Services)	31,652	76,620	84,109	55,500	55,500
TOTAL	\$ 79,328	\$ 194,632	\$ 248,088	\$ 1,043,936	\$ 1,033,178
ACFR Rounding Adjustments	\$ (1)	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1)	\$ 4,025,890	\$ 5,222,162	\$ 8,318,930	\$ 8,535,509	\$ 8,535,509
Changes in Fund Balance (actual/est.)	\$ (66,826)	\$ 1,196,272	\$ 3,096,768	\$ 216,579	\$ -

Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts. It should be noted that the fund balance figures represent funding for the OPEB Trust.

APPENDIX A (DETAILED 5-YEAR CIP)

Appendix A (Detailed 5-Year CIP)

Capital Improvement Plan (CIP)

The city's five-year capital improvement plan is included below. The CIP forecasts the city's available funding for capital investment over a five-year period and provides a preliminary project prioritization (subject to adjustment in future years). These figures do not include the city's existing capital initiatives (i.e., initiatives funded prior to FY 2026) and do not represent full funding of departmental capital project requests.

Capital investments for Fiscal Year 2026 are appropriated as part of the FY 2026 Budget. These appropriations are detailed within the *Capital Project Fund Summaries* section of this document.

Capital plans for Fiscal Years 2027 through 2030 are presented for planning purposes only and do not constitute formal appropriations. The CIP is inherently a dynamic planning tool—new projects may be introduced as priorities evolve, while others may be deferred or removed from consideration.

The last column represents additional capital requests for the FY 2026–2030 period that currently lack an identified funding source. These projects may be funded in the future based on City Council and staff prioritization, as well as the availability of financial resources. Additionally, some FY 2026 capital requests that are presently unfunded are anticipated to receive funding during the later years of the plan (FY 2027–2030).



APPENDIX A (DETAILED 5-YEAR CIP)

5-Year CIP Summary

FY 2026-2030 Capital Improvement Plan

June 11, 2025

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Sources						
General Fund (Annual Appropriation)	\$ 3,091,292	\$ 3,174,538	\$ 3,238,029	\$ 3,302,789	\$ 3,368,845	\$ 16,175,493
General Fund (Fund Balance)	5,017,048	5,102,022	9,528,358	8,690,058	8,574,399	36,911,885
	\$ 8,108,340	\$ 8,276,560	\$ 12,766,387	\$ 11,992,847	\$ 11,943,244	\$ 53,087,378
Other Funds (Investment Earnings)	\$ 400,000	\$ 400,000	\$ 400,000	\$ 430,000	\$ 430,000	\$ 2,060,000
Other Funds (Fund Balance)	3,695,000	-	-	-	-	3,695,000
Impact Fees	575,000	-	-	-	-	575,000
TSPLOST 1 and 2	8,100,000	4,768,700	-	-	-	12,868,700
TSPLOST 3 (forecast)	-	-	4,891,800	5,009,200	5,140,900	15,041,900
	\$ 12,770,000	\$ 5,168,700	\$ 5,291,800	\$ 5,439,200	\$ 5,570,900	\$ 34,240,600
Capital Lease						
Fleet Replacement: Fire Apparatus Replacements	\$ 4,000,000	\$ 742,000	\$ -	\$ -	\$ -	\$ 4,742,000
Fire Extrication Equipment Replacements	-	-	179,000	-	-	179,000
Heart Monitor & AEDs Replacements	660,000	-	-	-	-	660,000
Mobile (Vehicle) Radio Replacements	-	-	-	600,000	-	600,000
Portable (Handheld) Radios Replacement	-	-	-	1,766,000	-	1,766,000
Grant/Contribution						
Local Maintenance Improvement Grant (LMIG); Milling and Resurfacing	710,000	731,300	753,200	775,800	799,100	3,769,400
Local Roads Assistance (LRA) Grant; Milling and Resurfacing, Bridge and Guardrail Maintenance	851,107	-	-	-	-	851,107
Alpharetta Youth Baseball Association Contribution	250,000	-	-	-	-	250,000
	\$ 6,471,107	\$ 1,473,300	\$ 932,200	\$ 3,141,800	\$ 799,100	\$ 12,817,507
Total Sources	\$ 27,349,447	\$ 14,918,560	\$ 18,990,387	\$ 20,573,847	\$ 18,313,244	\$ 100,145,485

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Uses (by Department)						
Economic Development	\$ 100,000	\$ 150,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 400,000
Information Technology	958,800	450,800	964,000	622,300	630,800	3,626,700
Public Safety	6,994,114	2,692,000	2,364,000	4,636,000	2,355,000	19,041,114
Public Works	10,457,500	9,344,000	11,695,500	11,820,500	11,995,600	55,313,100
Recreation, Parks & Cultural Services	2,305,000	1,255,000	2,183,000	2,065,000	1,863,000	9,671,000
Community Development	183,600	149,900	746,200	451,500	454,900	1,986,100
Total Uses	\$ 20,999,014	\$ 14,041,700	\$ 18,002,700	\$ 19,645,300	\$ 17,349,300	\$ 90,038,014
Non-Allocated (Sources-Uses)	\$ 6,350,433	\$ 876,860	\$ 987,687	\$ 928,547	\$ 963,944	\$ 10,107,471
Total Uses + Non-Allocated	\$ 27,349,447	\$ 14,918,560	\$ 18,990,387	\$ 20,573,847	\$ 18,313,244	\$ 100,145,485

APPENDIX A (DETAILED 5-YEAR CIP)

5-Year CIP Detail

FY 2026-2030 Capital Improvement Plan

June 11, 2025

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Sources						
General Fund (Annual Appropriation)	\$ 3,091,292	\$ 3,174,538	\$ 3,238,029	\$ 3,302,789	\$ 3,368,845	\$ 16,175,493
General Fund (Fund Balance)	5,017,048	5,102,022	9,528,358	8,690,058	8,574,399	36,911,885
	<u>\$ 8,108,340</u>	<u>\$ 8,276,560</u>	<u>\$ 12,766,387</u>	<u>\$ 11,992,847</u>	<u>\$ 11,943,244</u>	<u>\$ 53,087,378</u>
Other Funds (Investment Earnings)	\$ 400,000	\$ 400,000	\$ 400,000	\$ 430,000	\$ 430,000	\$ 2,060,000
Other Funds (Fund Balance)	3,695,000	-	-	-	-	3,695,000
Impact Fees	575,000	-	-	-	-	575,000
TSPLOST 1 and 2	8,100,000	4,768,700	-	-	-	12,868,700
TSPLOST 3 (forecast)	-	-	4,891,800	5,009,200	5,140,900	15,041,900
	<u>\$ 12,770,000</u>	<u>\$ 5,168,700</u>	<u>\$ 5,291,800</u>	<u>\$ 5,439,200</u>	<u>\$ 5,570,900</u>	<u>\$ 34,240,600</u>
Capital Lease						
Fleet Replacement: Fire Apparatus Replacements	\$ 4,000,000	\$ 742,000	\$ -	\$ -	\$ -	\$ 4,742,000
Fire Extrication Equipment Replacements	-	-	179,000	-	-	179,000
Heart Monitor & AEDs Replacements	660,000	-	-	-	-	660,000
Mobile (Vehicle) Radio Replacements	-	-	-	600,000	-	600,000
Portable (Handheld) Radios Replacement	-	-	-	1,766,000	-	1,766,000
Grant/Contribution						
Local Maintenance Improvement Grant (LMIG); Milling and Resurfacing	710,000	731,300	753,200	775,800	799,100	3,769,400
Local Roads Assistance (LRA) Grant; Milling and Resurfacing, Bridge and Guardrail Maintenance	851,107	-	-	-	-	851,107
Alpharetta Youth Baseball Association Contribution	250,000	-	-	-	-	250,000
	<u>\$ 6,471,107</u>	<u>\$ 1,473,300</u>	<u>\$ 932,200</u>	<u>\$ 3,141,800</u>	<u>\$ 799,100</u>	<u>\$ 12,817,507</u>
Total Sources	\$ 27,349,447	\$ 14,918,560	\$ 18,990,387	\$ 20,573,847	\$ 18,313,244	\$ 100,145,485

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total	Add'l CIP Requests (Funding TBD; 2026-2030)
Uses (by Department)							
Economic Development							
Economic Development Toolbox	\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000	\$ 176,000
Economic Development Strategic Plan	-	100,000	-	-	-	100,000	-
	<u>\$ 100,000</u>	<u>\$ 150,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 400,000</u>	<u>\$ 176,000</u>
Information Technology							
City Council A/V Equipment Replacement	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000	\$ -
Technology Replacements (all City Departments)	397,800	405,800	414,000	422,300	430,800	2,070,700	-
Data Center Server Replacement (all City Departments)	500,000	-	-	-	-	500,000	-
Telephony VOIP Network Switches Replacement	-	-	-	-	100,000	100,000	-
Citywide Network Devices Replacement	-	-	350,000	200,000	-	550,000	-
Wireless Access Points	-	-	-	-	100,000	100,000	-
Data Center Auxiliary A/C Replacement	-	45,000	-	-	-	45,000	-
City Hall Chambers Remote Production and Streaming Services	61,000	-	-	-	-	61,000	-
	<u>\$ 958,800</u>	<u>\$ 450,800</u>	<u>\$ 964,000</u>	<u>\$ 622,300</u>	<u>\$ 630,800</u>	<u>\$ 3,626,700</u>	<u>\$ -</u>
Human Resources							
HR Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 70,000</u>

APPENDIX A (DETAILED 5-YEAR CIP)

FY 2026-2030 Capital Improvement Plan

June 11, 2025

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total	
Uses (by Department)							
Public Safety							
Fire Station Renovations/Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,350,000
Fire Apparatus (Fleet Replacement; Capital Lease)	4,000,000	742,000	-	-	-	4,742,000	-
Public Safety (Fleet Replacement)	1,600,000	1,875,000	2,110,000	2,195,000	2,280,000	10,060,000	-
Fire Extrication Equipment (Equipment Replacement; Capital Lease)	-	-	179,000	-	-	179,000	-
Portable (Handheld) Radios (Equipment Replacement)	-	-	-	1,766,000	-	1,766,000	-
Mobile (Vehicle) Radios (Equipment Replacement)	-	-	-	600,000	-	600,000	-
Heart Monitor (Equipment Replacement; Capital Lease)	660,000	-	-	-	-	660,000	-
Fire Equipment for New Fire Engines	112,662	-	-	-	-	112,662	-
Public Safety Headquarters (Gate System Repairs/Improvements)	32,000	-	-	-	-	32,000	-
Electric Vehicle DC Fast Charger purchase and installation	260,000	-	-	-	-	260,000	-
Citywide Camera Infrastructure	225,000	75,000	75,000	75,000	75,000	525,000	-
FARO Scanner	75,500	-	-	-	-	75,500	-
TruNarc Handheld Drug Identifier for Criminal Investigations	28,952	-	-	-	-	28,952	-
	\$ 6,994,114	\$ 2,692,000	\$ 2,364,000	\$ 4,636,000	\$ 2,355,000	\$ 19,041,114	\$ 16,350,000
Public Works							
Milling and Resurfacing	\$ 4,075,000	\$ 4,200,000	\$ 4,325,000	\$ 4,455,000	\$ 4,590,000	\$ 21,645,000	\$ -
Pavement Resurfacing and Preservation for Parks Locations	-	-	-	600,000	-	600,000	-
Tree Planting and Landscape Improvements	165,000	175,000	180,000	185,000	190,000	895,000	-
SR 9 Landscaping from Academy St. to Woodward Parkway	740,000	-	-	-	-	740,000	-
Bridge and Guardrail Maintenance	275,000	250,000	250,000	250,000	250,000	1,275,000	240,000
Traffic Striping and Signage	280,000	300,000	320,000	330,000	350,000	1,580,000	-
Streetlight Maintenance	-	30,000	35,000	40,000	45,000	150,000	240,000
Traffic Signal Pole Painting and Maintenance	60,000	45,000	50,000	50,000	50,000	255,000	77,000
Traffic Calming Improvements	50,000	50,000	50,000	50,000	50,000	250,000	-
Signalized Intersection Maintenance (incl. Traffic Control Equipment)	200,000	210,000	220,000	230,000	240,000	1,100,000	-
Traffic Responsive System Maintenance	-	100,000	105,000	110,000	115,000	430,000	-
Stormwater	2,000,000	1,500,000	2,000,000	3,700,000	3,700,000	12,900,000	5,830,000
Sidewalk and Brick Paver Maintenance and Repair	750,000	750,000	750,000	750,000	750,000	3,750,000	-
Public Works (Design Services)	45,000	50,000	51,000	52,000	53,000	251,000	-
Recreation Facilities (Roof Repairs/Replacements and Wall Restoration)	-	-	-	-	800,000	800,000	-
Administrative Facilities (Roof Repairs/Replacements and Wall Restoration)	-	-	275,000	-	-	275,000	-
Public Safety Facilities (Roof Repairs/Replacements and Wall Restoration)	-	120,000	160,000	80,000	-	360,000	-
Public Works Headquarters (Roof Repairs/Replacements and Wall Restoration)	-	-	1,200,000	75,000	-	1,275,000	-
Parking Garages (Facility Maintenance/Improvements)	50,000	50,000	125,000	50,000	50,000	325,000	-
City Facility Preventative Maintenance Assessment and Implementation	150,000	150,000	150,000	150,000	150,000	750,000	-
HVAC Replacements (Facility Maintenance/Improvements)	100,000	100,000	10,000	100,000	100,000	410,000	-

APPENDIX A (DETAILED 5-YEAR CIP)

FY 2026-2030 Capital Improvement Plan

June 11, 2025

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total	
Uses (by Department)							
<i>Public Works continued</i>							
City Hall (Facility Maintenance/Improvements)	32,500	34,000	35,500	36,500	37,600	176,100	-
Public Safety Headquarters Facility Renovations and Repairs	100,000	200,000	50,000	120,000	50,000	520,000	-
Recreation and Park Facilities (Facility Maintenance/Improvements)	50,000	50,000	50,000	50,000	50,000	250,000	-
Generator Replacements (Facility Maintenance/Improvements)	100,000	100,000	-	-	-	200,000	-
Asphalt Paver (Equipment Replacement/Upgrade)	-	-	215,000	-	-	215,000	-
Department Pool Vehicles (Fleet Replacement)	85,000	95,000	-	40,000	-	220,000	-
Tandem Dump Truck (Fleet Replacement)	-	200,000	-	-	-	200,000	-
F-750 Trucks (Fleet Replacement)	-	-	270,000	-	-	270,000	-
F-550 Crew Cab Dump Truck (Fleet Replacement)	175,000	200,000	250,000	125,000	125,000	875,000	-
F-450 Crew Cab Dump Truck (Fleet Replacement)	-	90,000	-	-	-	90,000	-
F-350 Crew Cab Service Bed Truck (Fleet Replacement)	70,000	85,000	-	-	-	155,000	-
F-250 Crew Cab Service Truck (Fleet Replacement)	-	80,000	-	-	-	80,000	-
F-150 Truck (Fleet Replacement)	65,000	-	135,000	77,000	150,000	427,000	-
Variable Message Boards (Equipment Replacement)	-	-	54,000	-	-	54,000	-
Canton Street Sidewalk	-	-	-	-	-	-	2,800,000
Charlotte Drive Mini-Roundabout (design/temporary install)	-	-	-	-	-	-	25,000
TSPLOST III Exhibits Preparation	100,000	-	-	-	-	100,000	-
Streetlight Expansion	-	-	-	-	-	-	374,000
Haynes Bridge Road Lane Diet and Linear Park (OMP to Rainwater)	-	-	-	-	-	-	6,750,000
Mid Broadwell Crosswalk at Fire Station Light	50,000	-	-	-	-	50,000	-
Henderson Parkway Traffic Calming (study)	-	-	-	-	-	-	50,000
Jayne Ellen Curb and Gutter	-	-	-	-	-	-	750,000
Milton Ave Streetscape (TSPLOST II, Tier 2)	-	-	-	-	-	-	3,935,740
Academy St Improvements (TSPLOST II Tier 2)	-	-	-	-	-	-	3,250,000
Major Intersection Improvements	-	-	-	-	-	-	750,000
Kimball Bridge Rd Improvements (Waters Rd to Ocee Elementary)	-	-	-	-	-	-	5,850,000
Roundabout Studies	-	-	-	-	-	-	100,000
Haynes Bridge Rd Widening (Mansell Rd to city limits)	-	-	-	-	-	-	8,000,000
Hembree Rd Widening	-	-	-	-	-	-	4,050,000
Douglas Rd (Traffic Calming)	-	-	-	-	-	-	1,800,000
Southlake Drive (Traffic Calming)	-	-	-	-	-	-	2,000,000
Mayfield Rd at Providence Rd (TSPLOST II, Tier 3; Roundabout)	-	-	-	-	-	-	2,000,000
Mayfield Rd at Canton St (TSPLOST II, Tier 3; Roundabout)	-	-	-	-	-	-	2,000,000
Hopewell Rd at Vaughan Dr (TSPLOST II, Tier 3; Roundabout)	-	-	-	-	-	-	1,500,000
Waters Road (Traffic Calming)	-	-	-	-	-	-	2,000,000
Roswell St/Old Roswell St (Roundabout)	-	-	-	-	-	-	1,500,000
City Center Decorative Sign Posts	-	-	-	-	-	-	140,000
Windward Pkwy at Clubhouse Dr (Roundabout)	-	-	-	-	-	-	3,000,000
Milton Ave at Canton/Roswell St (Roundabout)	-	-	-	-	-	-	1,800,000
Encore Parkway 2-Way Bike Lane	-	-	-	-	-	-	1,500,000
Northwinds Mid-Block Crosswalk	300,000	-	-	-	-	300,000	-
Mid Broadwell Sidewalk Improvements	-	-	-	-	-	-	900,000
Willis Road Sidewalk Gap	-	-	-	-	-	-	380,000

APPENDIX A (DETAILED 5-YEAR CIP)

FY 2026-2030 Capital Improvement Plan

June 11, 2025

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total	
Uses (by Department)							
<i>Public Works continued</i>							
Wills Drive (Sidewalk Improvements)	-	-	-	-	-	-	190,000
Waters Road (Sidewalk Improvements)	-	-	-	-	-	-	1,200,000
Providence Road (Sidewalk Improvements)	-	-	-	-	-	-	1,300,000
Kimball Bridge Road at Northwinds Pkwy (Mast Arms)	250,000	-	-	-	-	250,000	-
City Hall Generator and Enclosure	-	-	-	-	-	-	1,250,000
Alpharetta Community Center (New Generator)	-	-	-	-	-	-	375,000
Public Works Headquarters Renovations	90,000	-	80,000	-	-	170,000	-
Fire Stations (Facility Maintenance/Improvements)	-	100,000	100,000	100,000	100,000	400,000	320,000
Public Safety Headquarters Parking Maintenance and Expansion	-	-	-	-	-	-	620,000
Alpharetta Arts Center (Parking Expansion)	-	-	-	-	-	-	950,000
Trailers (Equipment Replacement)	-	30,000	55,000	15,000	-	100,000	-
General Equipment Replacement (Public Works)	-	-	145,000	-	-	145,000	-
Stand-on Compact Loader	50,000	-	-	-	-	50,000	-
Operating Initiative - Sr. Engineering Tech (new position; +1 FTE): Vehicle Purchase	-	-	-	-	-	-	50,000
Operating Initiative - Infrastructure Crew (new position; +4 FTE): Vehicle Purchase	-	-	-	-	-	-	80,000
Operating Initiative - Facility Operations Manager (new position; +1 FTE): Vehicle Purchase	-	-	-	-	-	-	65,000
Operating Initiative - Construction Manager - Infrastructure (new position; +1 FTE): Vehicle Purchase	-	-	-	-	-	-	50,000
Winter Weather Equipment	-	-	-	-	-	-	45,000
	\$ 10,457,500	\$ 9,344,000	\$ 11,695,500	\$ 11,820,500	\$ 11,995,600	\$ 55,313,100	\$ 70,086,740
<i>Recreation, Parks & Cultural Services</i>							
Greenway Improvements/Repairs	\$ 250,000	\$ 250,000	\$ 500,000	\$ 250,000	\$ 500,000	\$ 1,750,000	\$ -
Wood Lightpole/LED Replacement Initiative	125,000	180,000	125,000	-	-	430,000	-
Alpharetta Public Arts (Outdoor On-Loan Sculpture Exhibit)	45,000	45,000	45,000	45,000	45,000	225,000	-
Public Art Fund by Developers - City Property	10,000	10,000	10,000	10,000	10,000	50,000	-
Public Art in the Parks	20,000	20,000	20,000	20,000	20,000	100,000	-
Public Art for City Projects	25,000	25,000	25,000	25,000	25,000	125,000	-
Synthetic Turf Field Replacement	-	-	500,000	500,000	500,000	1,500,000	-
Park Trail Maintenance	100,000	-	-	-	100,000	200,000	-
Park Security Repairs & Improvements (security cameras, etc.)	44,000	60,000	23,000	60,000	23,000	210,000	-
Playground Equipment Replacement	70,000	100,000	300,000	500,000	75,000	1,045,000	-
Park Shade Structure & Awning Replacements	-	30,000	30,000	30,000	40,000	130,000	-
Athletic Court Resurfacing	-	200,000	75,000	50,000	75,000	400,000	-
Park Repairs and Improvements	146,000	150,000	150,000	100,000	100,000	646,000	-
Tree Maintenance, Planting, and Removal in Parks	225,000	125,000	125,000	225,000	225,000	925,000	200,000
Recreation (Design Services)	25,000	25,000	25,000	25,000	25,000	125,000	-
North Park Restroom/Concession Stand Replacement (Fields 1-4)	600,000	-	-	-	-	600,000	-
General Equipment Replacement (Recreation)	50,000	35,000	110,000	15,000	-	210,000	-
Recreation (Fleet Replacement)	-	-	120,000	210,000	100,000	430,000	-
Wills Park Baseball Field 5 Synthetic Turf installation	500,000	-	-	-	-	500,000	-

APPENDIX A (DETAILED 5-YEAR CIP)

FY 2026-2030 Capital Improvement Plan

June 11, 2025

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total	
Uses (by Department)							
<i>Recreation, Parks & Cultural Services continued</i>							
Webb Bridge Middle School Football Field	50,000	-	-	-	-	50,000	-
Webb Bridge Park Master Plan/Development	-	-	-	-	-	-	1,600,000
North Park Master Plan/Development	-	-	-	-	-	-	1,600,000
Haynes Bridge Road Park Restroom	-	-	-	-	-	-	400,000
Marconi Drive Park Restroom	-	-	-	-	-	-	400,000
Club Car Carryall 510 (road ready) Utility Cart	-	-	-	-	-	-	20,000
Marietta-Roswell St. Corner Park (Conceptual Design)	20,000	-	-	-	-	20,000	-
	\$ 2,305,000	\$ 1,255,000	\$ 2,183,000	\$ 2,065,000	\$ 1,863,000	\$ 9,671,000	\$ 4,220,000
<i>Community Development</i>							
Brookside Parkway Road Diet- Phase 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Old Roswell Street Park and Plaza	-	-	-	-	-	-	1,500,000
Milton Avenue Quick Safety and Operational Improvements	-	-	-	-	-	-	350,000
Intersection Upgrade - Old Milton Parkway at Brookside Parkway (2 intersections)	-	-	-	-	-	-	300,000
Brookside Parkway Road Diet and Streetscape (Phase II)	-	-	-	-	-	-	8,600,000
North Point District Thresholds (monuments)	-	-	-	-	-	-	125,000
Comprehensive Plan Updates	120,000	-	-	-	-	120,000	-
Community Development (Design Services)	63,600	64,900	66,200	67,500	68,900	331,100	-
Alpharetta Entry Monuments	-	-	600,000	300,000	300,000	1,200,000	-
South Main Street Park Entrances	-	-	-	-	-	-	100,000
South Main Street Reclaiming of Right of Way Remnants	-	-	-	-	-	-	850,000
Community Development (Fleet Replacement)	-	85,000	80,000	84,000	86,000	335,000	-
	\$ 183,600	\$ 149,900	\$ 746,200	\$ 451,500	\$ 454,900	\$ 1,986,100	\$ 12,125,000
<i>General Government</i>							
Matching Funds for City Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000
Total Uses	\$ 20,999,014	\$ 14,041,700	\$ 18,002,700	\$ 19,645,300	\$ 17,349,300	\$ 90,038,014	\$ 103,627,740
Non-Allocated (Sources-Uses)	\$ 6,350,433	\$ 876,860	\$ 987,687	\$ 928,547	\$ 963,944	\$ 10,107,471	\$ -
Total Uses + Non-Allocated	\$ 27,349,447	\$ 14,918,560	\$ 18,990,387	\$ 20,573,847	\$ 18,313,244	\$ 100,145,485	\$ 103,627,740

(1) Represents capital requests that are not fully funded within the proposed CIP (i.e. included within both the CIP and the Unfunded Project Listing).

(2) Represents capital requests where the anticipated funding years have been adjusted (from Department requests) to reflect forecasted funding availability.

APPENDIX B (ACVB BUDGET)

Appendix B (ACVB Budget)

Alpharetta Convention & Visitors Bureau (ACVB)

The ACVB, while a separate legal entity from the city, is funded through a portion of the city's hotel/motel tax (as detailed within the Hotel/Motel Fund budget). As a component of our operational relationship, the city reports on certain economic activities of the ACVB such as the annual adopted budget. This section is provided for informational purposes only.

- **Vision Statement**

To positively impact the economic life of Alpharetta.

- **ACVB Mission Statement**

To position the city of Alpharetta as a regionally, nationally and globally recognized premier tourism destination by developing quality programs and facilities to attract overnight visitors.

- **How We Are Funded**

Alpharetta's 30 hotels collect an 8 percent hotel occupancy tax from their visitors and pay it to the city on a monthly basis. The city keeps 37.5% of the tax to spend on enhancements for its citizens, 18.75% is given to the conference center (facility portion of the tax) and 43.75% is distributed to the ACVB to market and promote the city of Alpharetta.

- **What We Do**

The ACVB uses innovative and targeted marketing strategies, along with aggressive sales efforts, to attract overnight visitors to the city. We do this in three key areas:

- Increasing the awareness and identity of Alpharetta as a destination for the leisure and individual traveler and raising awareness of the economic importance of the visitor industry to Alpharetta by placing advertisements, writing press releases, utilizing social media, and maintaining a technologically advanced website.
- Employing a variety of sales strategies to increase the number of group room nights booked in Alpharetta's 30 hotels through attendance at tradeshow, association meetings and conferences as well as sales calls and site visits with event organizers.
- Providing leadership for the visitor industry, coordinating activities, encouraging marketing activities and partnerships, and projecting an appealing image on behalf of the city of Alpharetta.

APPENDIX B (ACVB BUDGET)

Alpharetta Convention & Visitors Bureau (ACVB) Fiscal Year 2026 Adopted Budget

Occupancy Tax Revenues	\$	3,937,500 *
Interest Income		1,600
Accumulated Surplus		650,000
TOTAL REVENUE	\$	4,589,100
Salary & Benefits	\$	1,776,800
Accounting & Legal Fees		28,000
Advertising		
<i>Georgia/Metro Atlanta Ads</i>		244,100
<i>National/Regional Ads</i>		559,000
Business License		500
Computer Equipment		18,200
Business Development		
Ameris Bank Amphitheatre		173,000
Conference Center		500,000
Computer Software/Maintenance		95,650
Research		15,000
Contingency Fund		97,928
Insurance		5,500
Meeting Expenses		48,300
Membership Dues		51,626
Subscriptions		650
Office Equipment/Leases		10,000
Office Rent (utilities, cleaning, security)		114,596
Office Supplies/Furniture		20,000
Postage/Shipping		18,000
Premiums/Gifts		30,000
Printing/Production		111,750
Taxes/Leased Equipment		1,200
Public Relations		204,300
Sponsorships/Bid Fees		301,500
Telephone/ISP		36,000
Tradeshows/Conference/Professional Development		123,900
Staff Development		3,600
TOTAL EXPENSES	\$	4,589,100

* The City of Alpharetta Budget for FY 2026 contains a revised forecast of \$3,981,250 as Hotel/Motel Tax distribution to the ACVB.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

Appendix C (Financial Management Policies)

The *Financial Management Policies* section is intended to provide readers with a sampling of the city's financial management policy program. Due to size constraints, several of the city's larger policies have been excluded. First and foremost is the city's procurement policy which guides the purchasing of goods/services of the highest quality at the most reasonable cost through ensuring fair and open competition. Details of the city's procurement policy as well as any of the policies contained within our financial management policy program can be obtained from the city's Finance Department³⁹.

Section I: General Budget Policies

The budget process provides the primary mechanism by which key decisions are made regarding the levels and types of services to be provided within estimated resources. Budget policy guides this process. Budget policy also directs the city's financial health and stability. Georgia law (e.g., O.C.G.A. 36-81-2 et seq.) provides the budget requirements for Georgia's local governments. The information below provides an outline of the city's application of those laws.

The city's goal is to adopt operating budgets where current revenues equal anticipated expenditures. All departments supported by the resources of this city must function within the limits of the financial resources identified or available specifically to them. A balance must be struck between revenues and expenditures, so the public can realize the benefits of a strong and stable government. It is important to understand that this policy is applied to budget entities over periods of time which extend beyond current appropriations. By law, budgets cannot exceed available resources, defined as revenues generated in the current period added to balances carried forward from prior years.

A. Scope

This policy applies to all budgeted funds, which are the responsibility, and under the management of the City of Alpharetta and its Department of Finance.

B. Financing Current Costs

Current costs shall be financed with current revenues, including the use of authorized fund balances. The city shall avoid balancing current expenditures through the obligation of future year's resources. The city shall strive to avoid short-term borrowing to meet cash flow requirements. However, the city may enter short-term borrowings should a critical need arise.

³⁹ City of Alpharetta – Finance Department: 2 Park Plaza, Alpharetta, Georgia 30009. Phone (678) 297-6094. Fax (678) 297-6063.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

C. Budget Objective by Fund Type

The following budget objectives are established for the different funds the city uses:

- General Fund – The annual budget for the General Fund shall provide for general government operations of the city and maintain working capital necessary for the city’s financial health and stability;
- Special Revenue Fund(s) – The city adopts annual budgets for each special revenue fund that demonstrates that any legally restricted revenue sources are used consistent with the applicable laws and/or regulations (e.g., Emergency 911 Fund, Impact Fee Fund, etc.);
- Capital Project Fund(s) – The city adopts project budgets for each of its capital project funds. These adopted appropriations do not lapse at the end of a fiscal year; rather they remain in effect until project completion or re-appropriation by City Council;
- Debt Service Fund(s) – The city adopts annual budgets for its debt service funds. Any remaining fund balances from prior years plus current years projected revenues shall be enough to meet all annual debt service requirements; and
- Proprietary Fund(s) - Although generally accepted accounting principles (GAAP) or Georgia statutes do not require the city to adopt budgets for enterprise funds, the city does adopt budgets for its enterprise funds in order to monitor revenues and control expenses. The city uses a business approach when budgeting enterprise funds. Enterprise funds shall be self-supporting whenever possible and subsidized losses will be minimized when break-even is not possible. Also, the city adopts annual budgets for its Internal Service Funds.

Additionally, the city classifies funds as either operating funds or non-operating funds. Operating funds are those funds that include appropriations for the payment of salary/benefits and whose maintenance & operating appropriations are necessary to continue the daily operations of the city. The General Fund will always be an operating fund. Other examples of operating funds are the Emergency 911 Fund and the Solid Waste Fund. Non-operating funds are those funds that do not include appropriations for the payment of salary/benefits and whose maintenance & operating appropriations are not critical to the daily operations of the city. Examples of non-operating funds are the Hotel/Motel Fund, Impact Fee Fund, and the Drug Enforcement Agency Fund.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

Section II: Operating Budget Policies

The operating budget shall be prepared on an annual basis and include those funds detailed in Section I that are subject to annual appropriation (all funds excluding the Capital Project Funds and the Fiduciary Fund). Prior year budget appropriations and prior year actual expenditures will be provided as reference data, with the current year appropriation and two years projection of expenditures. At a minimum, the city shall adopt annual balanced budgets for the general fund, each special revenue fund, and each debt service fund in accordance with O.C.G.A. 36-81-3.

The annual proposed budget should be submitted to the governing authority while being held by the Department of Finance for public review/inspection in accordance with O.C.G.A. 36-81-3. Public meetings will be conducted after proper advertisement prior to the City Council adopting and approving the annual budget document. (O.C.G.A. 36-81-5 and 36-81-6).

A. Departmental Appropriations

The budget shall be developed based upon “line-item” expenditures within each department. This type of budget focuses on categories of expenditures such as personal services, contractual services, supplies, equipment, etc. within each department. At a minimum, each department’s appropriation in each fund shall be detailed within the budget document. (O.C.G.A. 36-81-3 and 36-81-5).

B. Performance Budget

In addition to requesting expenditures by line item, the budget document shall include “performance” budget information. A performance budget provides information of each of the departments’ goals and objectives to be accomplished in the upcoming budget year. Goals and objectives should be SMART – Specific, Measurable, Achievable, Relevant, and Timed. Ultimately, the goals and objectives should result in efficiency/effectiveness improvements.

A performance budget also utilizes “Service Efforts and Accomplishments” which measure services rendered and department efficiency/effectiveness on a historical basis and project targets of the indicators for the upcoming budget year. The city shall strive to minimize and reduce, if possible, staffing levels required to accomplish its service delivery.

C. Budget Preparation Categories

Each department shall submit budget requests separately for:

- Current services - A current services budget is defined as that level of funding which is necessary to provide the same level of service for the upcoming year

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

that is currently being provided. The current services budget will include replacement capital equipment; and

- Expanded services - An expanded services budget includes funding requests associated with new services, additional personnel or new capital projects/equipment.

D. Balanced Budget

The budget shall be balanced for each budgeted fund. Total anticipated revenues plus that portion of fund balance in excess of authorized reserves (see operating budget policy H below) designated as a budget-funding source shall equal total estimated expenditures for each fund.

E. Basis of Budgeting

Neither GAAP nor Georgia statutes address a required budgetary basis of budgeting; the city adopts budgets in conformity with GAAP for all budgeted funds. All governmental funds use the modified accrual basis of accounting and proprietary fund budgets use the accrual basis of accounting.

F. Level of Budget Adoption and Control

All budgets shall be adopted at the legal level of budgetary control, which is the department level within each individual fund. See policy K below for amending the budget.

G. Budget Stabilization Resources

The city shall establish a fund balance reserve in all operating funds (defined in Section I of this policy) for working capital. The purpose of working capital is to cover the cost of expenditures caused by unforeseen emergencies, cover shortfalls caused by revenue declines, and to eliminate any short-term borrowing for cash flow purposes. This reserve shall accumulate and then be maintained at an amount, which represents no less than two (2) months of operating and debt expenditures⁴⁰.

H. Utilization of Prior Year's Fund Balance

If necessary, the city may use fund balance in excess of the reserve for working capital (see operating budget policy G above) as a funding source for that fund's budget. The amount of unreserved fund balance shall be estimated conservatively, taking into consideration future year needs. The minimum requirement for the reserve for

⁴⁰ This equates to approximately 16%. In keeping with the strong financial management practices that allowed Alpharetta to become one of the few cities in the country with a AAA credit rating (highest available), the city currently maintains a Fund Balance Designation of 25%.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

working capital, equal to two (2) months of operating and debt expenditures, must first be met before utilizing the excess fund balance as a funding source for the budget.

I. Appropriation Lapses at Year End

All operating budget appropriations (including encumbered appropriations) shall lapse at the end of a fiscal year. Purchases encumbered in the current year, but not received until the following year, must be charged against a department's subsequent year appropriation.

J. Budget Control Reports

The city shall maintain a system of budgetary control reports to assure adherence to the budget. The city will prepare and distribute to departments, timely monthly financial reports comparing actual revenues, and outstanding encumbrances and expenditures with budgeted amounts.

K. Authorization of Budget Adjustments and Amendments

The budget is a dynamic rather than static plan, which requires adjustments and formal budget amendments as circumstances change. The City Council must approve all increases in total departmental appropriations, increases in the personal services budgets (i.e., moving salary or employee benefit budget to other line items), and increases in the number of authorized positions (full and part-time).

Department heads must submit budget amendment requests transferring appropriations from one line-item to another, other than those prohibited above, and obtain approval by the Director of Finance and the City Administrator. Adjustments from appropriations that have been obligated, committed, or reserved for a designated purpose shall not be transferred until a formal de-obligation occurs.

At the mid-point of each year, any necessary budgetary appropriations, including budgets for any projects authorized but not funded during the year, shall be appropriated through a supplementary budget ordinance. This mid-point adjustment is limited to requesting additional resources. Such supplemental appropriations shall be balanced with additional revenues for each fund. A justification for each requested change must be prepared (O.C.G.A. 38-81-3).

L. Contingency

The city shall establish an appropriated contingency of one percent of the total annual expenditure appropriation in all operating funds (defined in Section I of this policy) in order to accommodate unexpected operational changes, legislative impacts, or other economic events affecting the city's operations which could not have been reasonably anticipated at the time the budget was prepared. Non-operating funds

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

(defined in Section I of this policy) shall not require a contingency reserve appropriation.

This contingency reserve appropriation will be a separate line item within the budget. This amount shall be subject to annual appropriation. The approval of the Mayor and the City Administrator is required before this appropriation can be expended. If approved, the Finance Department will transfer the appropriation from the contingency line item to the applicable line item(s) with the applicable department's budget.

M. Maintenance and Replacement of Capital Equipment

The City Council will give budget priority to requests that provide for adequate maintenance of capital equipment and facilities and for their orderly replacement.

N. Contributions

Unless authorized by City Council, outside contributions to programs operated by city departments shall be subject to the city's accounting and budgetary policies. The city welcomes both unrestricted and restricted contributions compatible with the city's programs and objectives. The Finance Director is authorized via the annual budget ordinance to amend the budget to reflect donation and/or contribution revenues and expenditures upon documented approval by the director of the benefitting department and the actual receipt of the donation and/or contribution.

O. Administrative Service Fee/Cost Allocation

Whenever possible, the city may assess an administrative service fee from the General Fund to any other fund, based upon documentation and/or an outside independent study. This assessment will be based upon a percentage of the operating revenues, or services provided to the fund and shall be used to reimburse the General Fund for the administrative and support services provided to the assessed fund.

Section III: Cash-flow Budget Policies

For analysis and internal management purposes, the city shall prepare an annual cash flow budget in conjunction with the Operating Budget. The purpose of this document will be to provide the necessary guidelines to ensure that cash will be available to pay budget costs on a timely basis.

A. Budget Allotments

Budget allocations (i.e., budget allotments) are used in the operating budget, when needed to manage cash flows. The annual appropriation may be divided into segments in order to ensure that the projected revenue streams will be adequate to fund the appropriated expenditures. The cash flow budget will provide details as to

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

the periods in which the revenues will be collected, and thereby providing for available resources to pay obligations.

Section IV: Capital Project Improvement Plan Policies

The city will prepare a ten-year capital project improvement plan (CIP) which they will update annually. This plan will assist in the planning, acquisition, and financing of capital projects. A major capital project generally is defined as an expenditure that has an expected useful life of more than three years with an estimated total cost of \$25,000 or more, or an improvement/addition to an existing capital asset. Examples include building/infrastructure construction, park improvements, streetscapes, land acquisitions, and vehicles.

Major capital projects will be budgeted in the Capital Improvement Fund along with all identified funding resources. With the involvement of the responsible departments, the Finance Department will prepare the capital budget in conjunction with the operating budget.

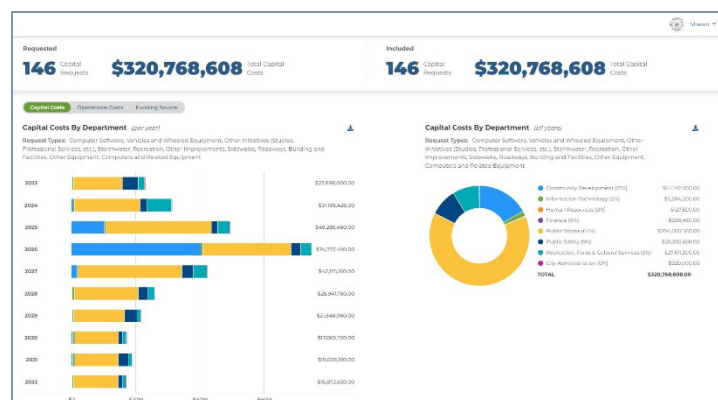
A. Project Length Budget

The CIP budget shall be developed based upon defined projects approved by the Mayor and City Council. Budget appropriation shall include the complete project costs with contingency amounts as appropriate and if available. (O.C.G.A. 36-81-3)

B. Budget Preparation

Each department, in conjunction with the Mayor and City Council, will identify potential capital projects throughout the year. All identified projects will be added to the CIP document, regardless of available funding. These needed projects will provide a method of tracking and planning for future needs of the city. Every effort will be made to identify those projects committed by the City Council through legislative action.

The graphic to the right depicts the dashboard for our CIP tracking software that is updated annually by departments during the budget process and serves as the foundation of the city's 10-Year CIP.

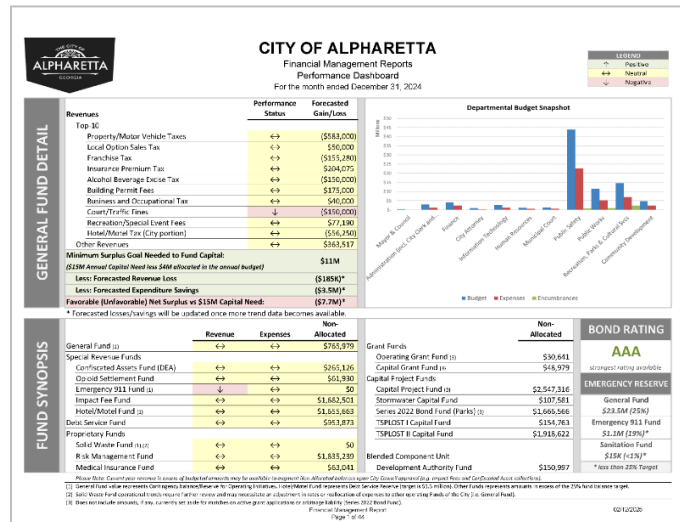


APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

C. Budget Control Reports

The city shall maintain a system of budgetary control reports to assure adherence to the budget. The city will prepare and distribute to departments, timely monthly financial reports comparing actual revenues, and outstanding encumbrances and expenditures with budgeted amounts.

The graphic to the right depicts the city's monthly Performance Dashboard which provides trend information on revenues, expenditures, and contingency balances.



D. Authorization of Budget Adjustments and Amendments

Department heads must submit budget amendment requests, transferring appropriations from one line-item to another within the same project. The Director of Finance and the City Administrator shall review and approve all requests for budget adjustments. Adjustments from appropriations that have been obligated, committed, or reserved for a designated purpose shall not be transferred until a formal de-obligation occurs. The de-obligation of budget dollars to a specific project will only occur after the completion of the project or when a project was identified, and budget and funding is no longer necessary.

E. Appropriations at Year End

Capital project appropriations shall carry forward to the subsequent budget period an equal amount of any encumbrances/purchase orders issued as of the close of the fiscal year. Purchases encumbered in the current year, but not received until the following year, must be charged against each department's subsequent year carry-over appropriation. Any remaining appropriation available by project at year-end must be re-appropriated.

F. Contingency

The city shall include an appropriated contingency of three percent of the total annual expenditure appropriation in the Capital Project Fund in order to accommodate expenditures that may not have been expected during the duration of a capital project. Expenditure of contingency funds shall only be authorized in accordance with the

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city's Change Order Policy. Any contingency budgets shall be subject to annual appropriation.

Section V: Revenue Administration Policies

The city levies, collects, and records certain taxes, license and permit fees, intergovernmental revenues, charges for service, investment income, fines and forfeitures, and other miscellaneous revenues and financing sources. This policy provides direction in the application, acceptance, and administration of revenues the city receives.

A. Diversification and Stability

All revenues have specific characteristics in terms of stability, growth, sensitivity to inflation or business cycle effects, and impact on the tax and ratepayers. A diversity of revenue sources can improve a city's ability to handle fluctuations in revenues and potentially help to better distribute the cost of providing services.

The city shall strive to maintain a diversified and stable revenue structure to shelter it from short-term fluctuations in any primary revenue source. When possible, the revenue mix shall combine elastic and inelastic revenue sources to minimize the effect of economic downturns. The city will work towards diversifying its revenue base in order to reduce its dependence upon property taxes.

B. Conservative Revenue Estimates

As part of the annual budget process, an objective analytical process will estimate revenues realistically and prudently. The city will estimate revenues of a volatile nature conservatively.

C. User Based Fees and Charges (Exchange Revenue)

The level of user fee cost recovery should consider the *community-wide* versus *special service* nature of the program or activity. The use of general-purpose revenues is appropriate for community-wide services, while user fees are appropriate for services that are of special benefit to easily identified individuals or groups.

The city will strive to keep the revenue system simple that will result in a decrease of compliance costs for the taxpayer or service recipient and a corresponding decrease in avoidance to pay. The city will avoid nuisance taxes, fees, or charges as revenue sources.

The city's revenue system will strive to maintain equity in its structure. That is, the city will seek to minimize or eliminate all forms for subsidization between entities, funds, services, utilities, and customers. However, it is recognized that public policy decisions may lead to subsidies in certain circumstances (e.g., senior citizen partial tax abatement).

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Fees will be reviewed and updated on an ongoing basis to ensure that they keep pace with changes in the cost-of-living as well as changes in methods or levels of service delivery. The Finance Department shall forward any proposed changes to the City Council for approval.

For services associated with a user fee or charge, a fee shall offset the costs of that service, where possible. Costs of services include direct and indirect costs such as operating and maintenance costs, administrative costs, and charges for the use of capital (e.g., depreciation and/or debt service).

D. Alternative Revenue Sources

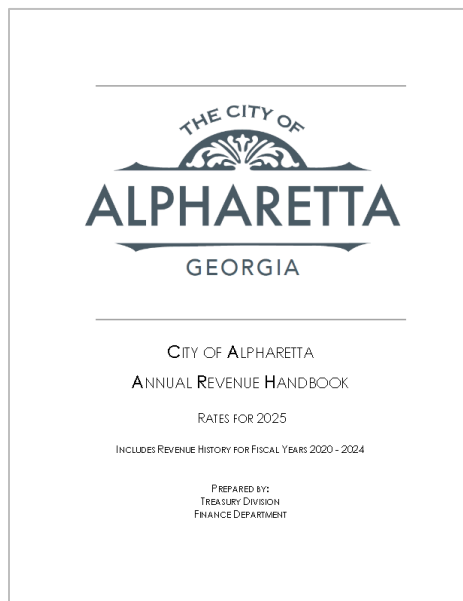
The city shall seek alternative funding sources whenever possible to reduce the required revenue from non-exchange transactions (e.g., property taxes). Such alternative sources include private and public grants, federal or state assistance, and public and private contributions.

E. Revenue Collection

The city will follow an aggressive policy of collecting revenues, consistent with state and federal laws. This policy includes charging of penalties and interest, revoking city licenses, and providing for the transferring and assignment of tax executions.

F. Rates and Charges

The City Council shall approve all revenue rates, charges, and processes in association with receipted funds that are deposited by the city, in accordance with the Code of Ordinances.



G. Revenue Handbook

The revenue handbook is updated annually as part of the budget process. This information contained therein is utilized to adjust fees and user charges. The handbook includes (at a minimum) the following information:

- Revenue Source
- Legal Authorization
- Method of Collection
- Department responsible for collection
- Rate or charge history
- Total revenue history

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Section VI: Capital Asset Policies

A. Introduction

The Capital Asset Policy is designed to provide a comprehensive description of the capital asset and property systems of the City of Alpharetta. The primary purpose of the policies is to provide for consistent and uniform accounting of capital asset transactions throughout the city; guidelines for physical control and accountability of capital assets; and guidelines for disposal and depreciation of capital assets.

B. Definitions

- Asset Acquisition: There are various methods by which the city acquires assets. These methods include, but are not limited to purchase, donation, lease/purchase, trade-in, forfeiture, condemnation, internal/external construction, transfers from other governments, or any other method which transfers title of any property to the city.
 - *Leased Assets*: The city capitalizes assets, acquired under capital lease, provided they meet the capitalization threshold, and a buy-out option is included in the lease agreement. The capital lease must meet accounting standards for capitalization purposes. For capital leases, where the title of the asset will ultimately be transferred to the city, the asset will be capitalized at the net present value of future minimum lease payments. The city does not capitalize assets they acquired under operating leases.
 - *Gifts/Donations*: The city capitalizes all equipment acquired through donations at fair market value on the date of the transaction, provided such gift or donation meets the capitalization threshold of this policy. If the equipment is new and the donor can furnish an invoice, the invoice would determine the fair market value. If the equipment is used or no information is available regarding the cost of new equipment on date of acquisition, an appraisal will be conducted to establish the capitalization amount.
- Property: Property is divided into several classes including:
 - *Real property*: Land and whatever is attached to the land that cannot be readily removed, such as buildings and permanent improvements to the land. Infrastructure is included within this classification.
 - *Personal property*: Property that is movable and further classified as tangible and intangible.

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- o *Tangible personal property*: Property that is moveable such as furniture, machinery, automobiles, or works of art.
 - o *Intangible personal property*: The right of ownership in property such as bonds, notes, contracts, computer software, programs, and proprietary assets that are created or purchased and owned by the city.
- Capital Asset: Any real or personal property acquired by the city which has an estimated useful life of three (3) or more years with an acquisition value of \$5,000 or more. This includes land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in the operations of the government.
- Asset Capitalization Amount: The city will capitalize purchased assets at acquisition cost plus costs incurred in preparing the asset for use. The city will recognize acquisition costs based on individual unit prices.
- Generally Accepted Accounting Principles (GAAP) Reporting: All assets capitalized under this policy shall be included in the financial statements issued by the city and in the annual external audit.
- Gifts/Donations: Gifts and donations are capitalized at fair market value on the date donated, if the value of the asset meets the threshold levels.

B. Classification Categories

- Land: The city will capitalize all costs incurred to acquire land (without regard to a dollar threshold) and to place it in use. The acquisition costs of land should include: (1) the purchase price; (2) ancillary charges; (3) the assumption of any liens or mortgages on the property; and (4) improvements made to the land that are permanent in nature. Examples of ancillary charges to be included in the capitalization costs are legal and title fees, closing costs, appraisal and negotiation fees, surveying fees, site preparation fees, demolition costs, architect and accounting fees, insurance premiums during construction phase, and transportation charges.
- Land Improvements: The city classifies improvements to land with limited lives, such as fences, parking lots, and walkways as land improvements.
- Buildings: If the city purchases a building, the capitalized cost should include the purchase price and other incidental expenses incurred at the time of acquisition. If the building is constructed, the capitalized cost should include material, labor, supervision, and overhead, or the contract price, including

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costs such as: permits and licenses, architectural and engineering fees, insurance, title costs, and interest incurred on tax exempt debt (the latter is applicable to enterprise funds only).

- **Building Improvements:** The city capitalizes costs of improvements to a building if the following criteria are met: (1) the expenditures increase the service potential of the building and (2) the total improvement costs, including the contract price, engineering, architectural, and attorney's fees, etc., meet the capitalization threshold of this policy.

Items considered as improvements include ramps, fire escapes, truck doors or other appurtenances; modifications to comply with fire, health, or safety codes; conversion of unusable to useable floor space, upgrade of the space.

Repairs to a building are not considered an improvement unless it extends the useful life of the structure or increases the value of the structure (i.e., a betterment). The city considers ordinary repairs as operating costs.

- **Construction in Progress:** Construction in progress includes accumulation of on-going project costs that increase the value or life of the asset. Upon project completion, the construction account in progress will be closed out and costs will be capitalized into the appropriate asset category (infrastructure, land improvement, building).
- **Moveable Equipment:** Expenditures for individual items or pieces of equipment meeting the capitalization threshold shall be capitalized, consistent with the designations of personal property, both tangible and intangible outlined above.
- **Infrastructure:** Long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets shall be capitalized based on the capitalization threshold requirement of this policy. Examples of infrastructure include roads, bridges, drainage systems, sidewalks, etc.

C. Annual Inventory

Annually, an asset listing is sent to each department for their verification of the existence of their department's capital assets. The department should identify any assets they have which are not included on the asset listing. Also, the department should identify any missing assets. The Finance Department will investigate any missing items with the assistance of the department. Significant unaccounted losses of assets will be brought to the attention of the Finance Director and/or the City Administrator for further actions. The Finance Department, with the cooperation of

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the department, may make an annual physical inventory to verify the accuracy of inventory records.

D. Transfer or Disposal of Assets

All capital assets are the property of the city. They may not be donated, discarded or transferred to another owner without the Finance Department's direct authorization. Departments should send all surplus assets to the Finance Department for disposition. Transfer or disposal of vehicles must be coordinated with Fleet Services.

The disposition of capital assets the city purchased with Federal grant must follow Federal Guidelines. The guidelines of the specific grant, or Federal general guidelines, will dictate the duration of time that the asset must remain property of the city. The guidelines also will indicate the disposition of the proceeds of from the sale of the asset.

All sales by the city of real property or personal property with an assigned value of more than \$500 must be offered for purchase, either by sealed bids or by auction to the highest bidder. Notice of the sale must be published once in the official newspaper of the city or in a newspaper of general circulation in the city. The legal notice must appear not less than 15 days or more than 60 days prior to the date of the sale. The notice must contain a brief description of the property and the conditions of the sale. If the sale is by sealed bid, the bids shall be opened in public at the time and place stated in the legal notice. The bids shall be kept available for public inspection for 60 days. The city may reject any and all bids or cancel a proposed sale. Property with an estimated value of less than \$500 may be sold without regard to the above provisions. Such sales may be made in the open market without advertisement and without acceptance of bids. The city has the power to estimate the value of the property being sold.

E. Depreciation

The city records depreciation for its capital assets monthly. Depreciation is calculated using the straight-line method with no estimated salvage values. For purchased capital assets, the city uses the invoice date as the in-service date.

F. Estimated Useful Life

For purposes of depreciation, each asset is assigned an estimated useful life. Useful lives are based upon the category of assets. The life of the asset begins when it is put into service, which is recognized as the invoice date. The estimated lives shall be based upon those recommended by the Governmental Accounting Standards Board, the Government Finance Officers Association, and the city's experience.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

G. Asset and Inventory Control Responsibility

It is the responsibility of the Finance Department to establish and maintain an accurate accounting of capital assets, and to design and implement operating procedures for activities required as a result of this policy. It shall be the responsibility of all city departments to cooperate in the capitalization process and to perform the annual inventory.

Section VII: Non-Capital Operating Inventory Policies

The primary purpose of the Non-Capital Inventory Policy is to provide:

- Consistent and uniform tracking of assets which are not capitalized under the Capital Asset policy;
- Guidelines for physical control and accountability of items which should be inventoried and tracked based upon purpose; and
- Guidelines for disposal and yearly reporting of inventoried, non-capital assets.

A. Acquisition

Operating Inventory Acquisition: There are various methods by which the city acquires operating inventories. The acquisition means may require different methods to identify inventories. The city acquires inventories in the following ways:

- New Purchases
- Donations
- Transfer from Other Departments
- City Surplus
- Lease Purchase
- Internal/External Construction

B. Inventory

Operating Inventory Criteria: The city will track inventories when one of the following criteria is met:

- Goods or supplies are purchased with use scheduled for a future date. Examples of this type of inventory include water meters purchased for future installation or bulk paper purchased with the intent to distribute to departments when previous stock has been depleted; or
- The operating inventory is such that for non-financial related reasons, the tracking of the item(s) is beneficial to the safekeeping of governmental

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property. Examples of this type of inventory include firearms or official uniforms. Further, specialized tools and equipment may be determined applicable to this policy.

C. Classification Categories

All inventories shall be classified and reported in compliance with Generally Accepted Accounting Principles (GAAP). Classifications and categories shall be compliant with the Georgia Department of Community Affairs chart of accounts.

D. Annual Inventory

Annually, an inventory listing shall be sent from all departments to the Department of Finance for verification of the existence of their department's non-capitalized assets. The department should identify any inventories that their department has that are not included on the capitalized asset listing. Also, the department should identify any missing items from inventory. The Department of Finance will investigate any missing items with the assistance of the department. Significant unaccounted losses of assets will be brought to the attention of the Finance Director and/or the City Administrator for further actions. The Department of Finance, with the cooperation of the department, may make an annual physical inventory to verify the accuracy of inventory records.

E. Transfer or Disposal of Assets

All inventory assets are the property of the city. They may not be donated, discarded, transferred, or consumed to/by another department without the Finance Department's notification. Departments should notify Finance for assistance in the disposal of all surplus inventories. Disposal of inventories to surplus is accomplished by completing the "*Inventory/Transfer*" form and indicating that the asset is being transferred to surplus.

All sales by the city of real property or personal property with an assigned value of more than \$500 must be offered for purchase, either by sealed bids or by auction, to the highest bidder. Notice of the sale must be published once in the official newspaper of the city or in a newspaper of general circulation in the city. The legal notice must appear not less than 15 days or more than 60 days prior to the date of the sale. The notice must contain a description of the property and the conditions of the sale. If the sale is by sealed bid, the bids shall be opened in public at the time and place stated in the legal notice. The bids shall be kept available for public inspection for 60 days. The city may reject any and all bids or cancel a proposed sale.

Property with an estimated value of less than \$500 may be sold without regard to the above provisions. Such sales may be made in the open market without advertisement

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and without acceptance of bids. The city has the power to estimate the value of the property being sold.

Section VIII: Accounting, Auditing and Financial Reporting Policies

Section I: Accounting

The city shall maintain a system of financial monitoring, control, and reporting for all operations and funds in order to provide an effective means of ensuring that financial integrity is not compromised. In addition, such practices shall provide city officials with the necessary resources in order to make sound financial decisions.

A. Scope

This policy applies to all accounting records that are the responsibility and under the management of the city's Department of Finance

B. Generally Accepted Accounting Principles (GAAP)

The city will establish and maintain a high standard of accounting practices. Accounting standards will conform to generally accepted accounting principles of the United States as promulgated by the Governmental Accounting Standards Board (GASB). The city will also follow the Financial Accounting Standards Board's pronouncements, as applicable.

C. Fund Structure

The city will maintain the minimum number of funds consistent with legal compliance and sound financial administration. The city will adhere to the mandatory fund structure included in the Georgia Department of Community Affairs' (DCA) chart of accounts (see below). Funds shall be classified in conformity with GAAP. Further, all funds shall be reported within the annual financial statements.

D. Chart of Accounts

The Georgia General Assembly passed the Local Government Uniform Chart of Accounts and Reporting act in 1997 (House Bill 491). This law requires the DCA to prepare and issue a standardized chart of accounts for Georgia governments. It shall be the policy of the city to implement and utilize the account classifications as the chart of accounts prescribes.

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Section II: Auditing

Georgia Law on Local Government Audits, O.C.G.A. Section 36-81-7, requires an independent annual audit for the city. The annual independent audit shall be conducted in accordance with generally accepted auditing standards (GAAS) and generally accepted governmental auditing standards (GAGAS). In addition, the city shall comply with the requirements of the General Accounting Office (GAO) and the Office of Management and Budget (OMB) when audits are conducted relating to federal funding consistent with the 1996 (and any future) amendments to the Single Audit Act.

A. Scope

This policy applies to all funds that are the responsibility and under the management of the City of Alpharetta and its Department of Finance.

B. Auditor Qualifications

A properly licensed Georgia independent public accounting firm shall conduct the audit.

C. Choosing the Audit Firm

Every three to five years, the city will issue a request for proposal to choose an audit firm for a period of three years with two one-year options. The city will request two proposals from qualified public accounting firms. One proposal shall contain the firm's costs and a second will contain the firm's qualifications. The cost proposals shall only be opened after three qualified firms are determined. When awarding the contract for the independent audit, not less than 70% of the decision will be based upon technical qualifications rather than cost.

D. Auditing Agreement

The agreement between the independent auditor and the city shall be in the form of a written contract or an engagement letter. The contract or engagement letter shall include the request for proposal as an appendix to the written document and all issues addressed in the request for proposal shall be required as part of the contract or engagement letter.

E. Internal Audit

The city shall develop and maintain a strong internal audit function whereby applying financial practices and policies to transactions. The city shall develop accounting practices and procedures which will be documented for use in internal control evaluation.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

F. Malfeasance and Embezzlement

Any employee will be prosecuted to the extent of the law in any instance where the employee is proven to have committed an illegal act such as theft.

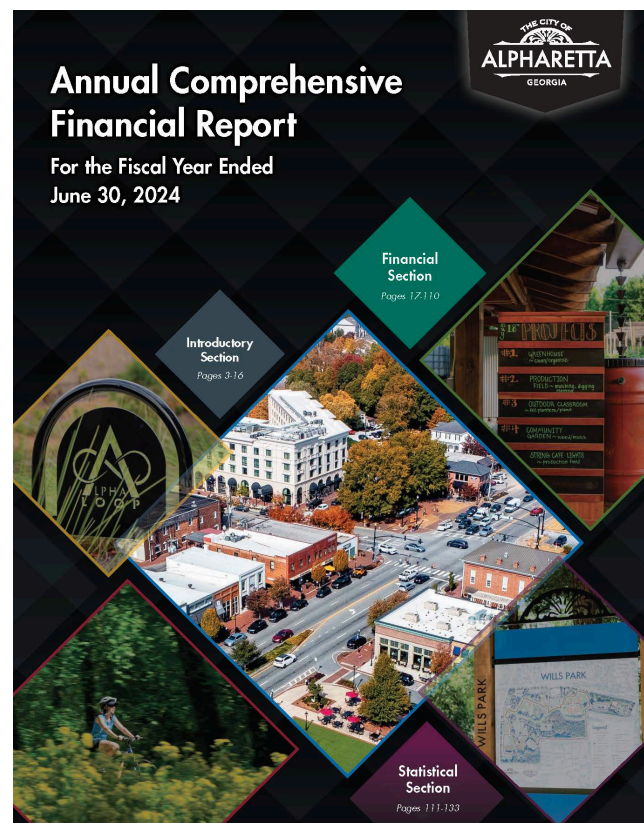
Section III: Financial Reporting Policies

The Department of Finance shall develop and maintain an ongoing system of financial reporting to meet the information needs of the government, authorities, and regulatory agencies. In addition, the City Administrator, Mayor, Council, Department Heads, and the public shall have access to reports to allow them to monitor, regulate, and to use as a basis for future financial decisions.

A. Annual Comprehensive Financial Report (ACFR)⁴¹

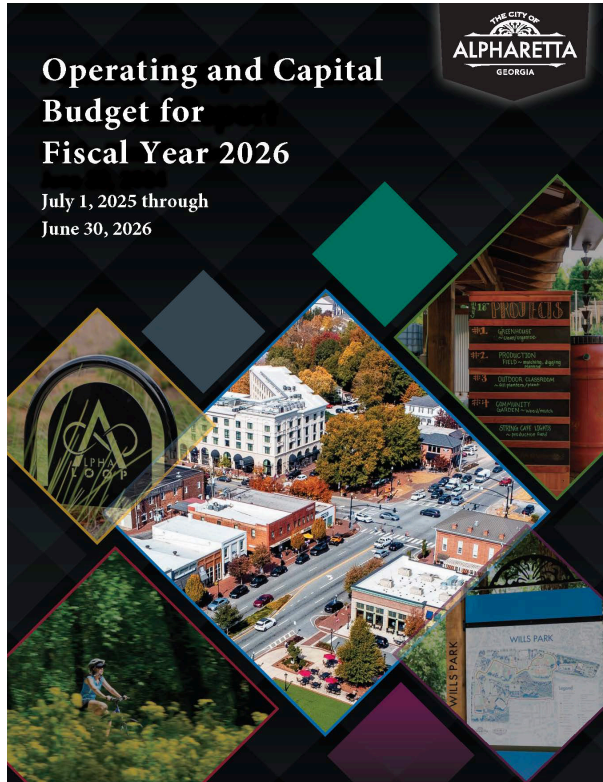
In conjunction with the annual independent audit, the city shall prepare and publish an Annual Comprehensive Financial Report (ACFR). The city shall prepare the ACFR in conformity with GAAP and the Government Finance Officers Association's (GFOA) program requirements.

The city will submit its annual ACFR to the GFOA to determine its eligibility to receive the GFOA's "Certificate of Achievement for Excellence in Financial Reporting." The city shall make this report available to the elected officials, bond rating agencies, creditors, and citizens. All financial statements and schedules contained within the ACFR shall be audited with the purpose to effectively communicate the complete financial affairs of the city to all interested readers.



⁴¹ Available for download from the City's website: <https://www.alpharetta.ga.us/346/Audited-Financial-Statements>.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)



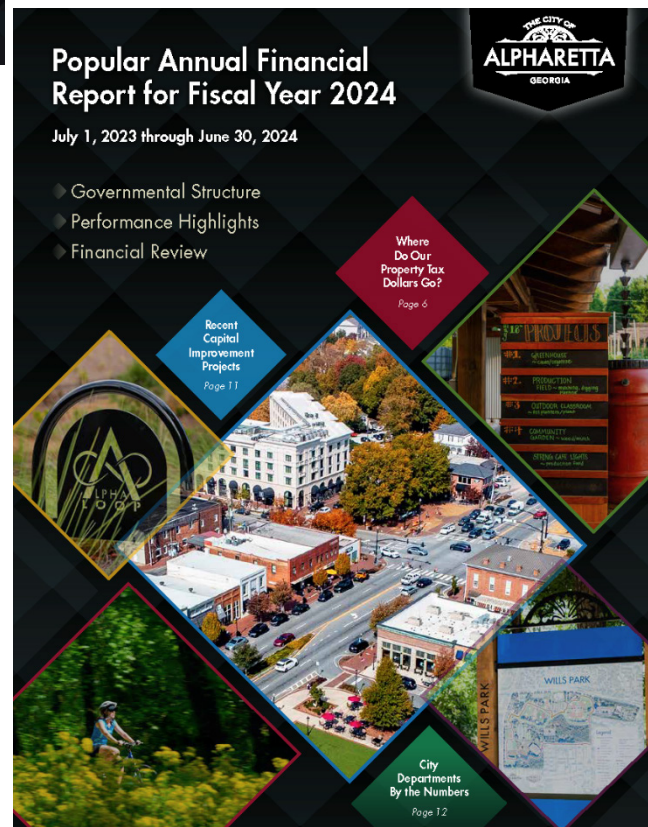
C. Annual Citizens Report⁴³

In order to provide citizens with financial information that is easily disseminated, the Finance Department shall coordinate the publication of an annual report to the citizen's (e.g., a popular report).

This report is in addition to the ACFR and shall be in conformance with GAAP and follow the recommendations of the GFOA's "Popular Annual Financial Report" (PAFR) program guidelines. The city shall submit the Annual Citizen's Report to the PAFR program to determine if it is eligible to receive the award.

B. Annual Budget Document⁴²

The city shall prepare and publish an annual budget document. This budget shall measure the annual funding and forecast the financial position of the city for the two subsequent fiscal years.



⁴² Available for download from the City's website: <https://www.alpharetta.ga.us/343/Annual-Operating-Capital-Budget>.

⁴³ Available for download from the City's website: <https://www.alpharetta.ga.us/341/Annual-Citizens-Reports>.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

D. Financial Reporting to the City Council⁴⁴

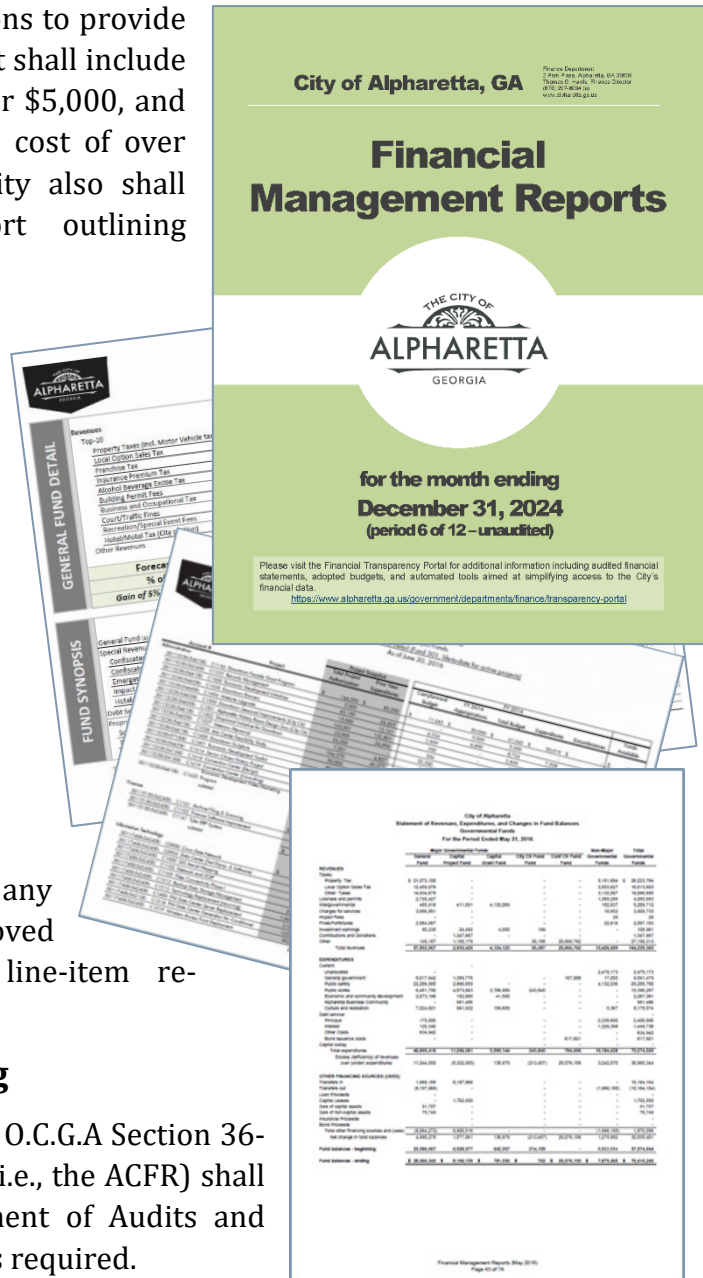
On a monthly basis, the Finance Department shall prepare and present a summarized “*Statement of Revenues and Expenditures*” to the City Council for all city operating funds. This report shall detail prior year comparisons to provide data for analysis. In addition, this report shall include all checks issued in dollar amounts over \$5,000, and all purchase orders with an estimated cost of over \$5,000 but less than \$50,000. The city also shall prepare a “Capital Project” report outlining appropriations (if any), expenses, outstanding encumbrances, and available appropriable balances.

E. Financial Reporting to City Administration

In addition to the external reporting detailed above, the Finance Department shall coordinate the reporting needs of each department in order to design and implement those reports which the departments need to make sound business decisions. At a minimum, departments will receive reports detailing monthly department financial activity including expenses, any personnel costs in excess of the approved budget, and recommended budget line-item re-allocations.

F. External Financial Reporting

The city shall report in conformity with O.C.G.A Section 36-81-7. A copy of the city’s annual audit (i.e., the ACFR) shall be submitted to the Georgia Department of Audits and Accounts within 180 days of year-end as required.



⁴⁴ Available for download from the City’s website: <https://www.alpharetta.ga.us/347/Financial-Management-Reports>.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

Section IX: Debt Management Reporting

The goal of the city's debt policy is to maintain a sound fiscal position; thereby only utilizing long-term debt to provide resources to finance needed capital improvements, while accumulating adequate resources to repay the debt. In addition, it is the city's goal to maintain and improve its credit rating through strong financial administration. The city acknowledges that failure to meet the demands of growth may inhibit its continued economic viability, but also realizes that excess outstanding debt may have detrimental effects on the ability of the city to meet its continuing operational needs. Issuing debt commits the city's revenues several years into the future and may limit its flexibility to respond to changing service priorities, revenue inflows, or cost structures. Adherence to this debt policy helps ensure that the city issues and manages its debt prudently in order to maintain a sound financial position and protect its credit rating. Credit ratings are the rating agencies' assessment of the city's ability and willingness to repay debt on a timely basis. Credit ratings are an important indicator in the credit markets and can influence interest rates a borrower must pay. Implementing debt management practices will be viewed positively by the rating agencies and could influence the city's credit rating and ultimately lower borrowing costs.

A. Conditions for Issuing Long-term Debt

Debt financing for capital improvements and equipment will be generally used when at least one of the following conditions exist:

- When one-time, non-continuous projects (those not requiring annual appropriations) are desired;
- When the city determines that future users will receive a benefit from the capital improvement that the debt financed;
- When the project is necessary to provide basic services to the city residents;
- When total debt, including debt issued by overlapping governments (e.g., the county), does not constitute an unreasonable burden to the taxpayers; and
- Exhaustion of the use of all other possible revenue sources provides no alternative funding for capital projects.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

B. Sound Financing of Debt

When the city utilizes debt financing, the following will occur to ensure that the debt is soundly financed:

- Analysis of the financial impact, both short-term and long-term, of issuing the debt;
- Conservatively projecting the revenue sources that the city will use to repay the debt;
- Ensuring that the term of any long-term debt the city incurs shall not exceed the expected useful life of the asset the debt financed;
- Maintaining a debt service coverage ratio (i.e., for revenue secured debt) that ensures that the revenues pledged for the repayment of the outstanding debt will be adequate to make the required debt service payments.

C. Debt Retirement

Generally, borrowings by the city should be of a duration that does not exceed the economic life of the capital improvement that it finances and, where feasible, should be shorter than the projected economic life. To the extent possible, the city should design the repayment of debt to recapture rapidly its credit capacity for future use.

D. Disclosure

The city shall follow a policy of full disclosure in financial reporting and in the preparation of a bond prospectus.

E. Legal Compliance

When issuing debt, the city shall comply with all legal and regulatory requirements, including the continuing disclosure requirements. This compliance includes adherence to local, state, and federal legislation as well as bond covenants. More specifically, the Director of Finance is responsible for maintaining a system of record keeping and reporting to meet the arbitrage rebate compliance requirements of the federal tax code. This effort includes tracking investment earnings on bond proceeds, calculating rebate payments in compliance with tax law, and remitting any rebatable earnings to the federal government in a timely manner in order to preserve the tax-exempt status of the city's outstanding debt issues. Additionally, general financial reporting and certification requirements embodied in bond covenants are monitored to ensure compliance that all covenants. The city will comply with Amended SEC Rule 15c2-12 (the "Rule") by providing secondary market disclosure for all long-term debt obligations which are subject to the Rule. As required, the city will submit annual financial information to all nationally recognized municipal securities repositories.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

F. Credit Ratings

The Director of Finance is responsible for maintaining relationships with the rating agencies that assign ratings to the city's various debt obligations. This effort includes providing periodic updates on the city's general financial condition along with coordinating meetings and presentations in conjunction with a new debt issuance.

G. Other Policies

All bond issue requests shall be coordinated by the Department of Finance. Requests for new bonds must be identified during the Capital Improvement Program (CIP) process. Opportunities for refunding outstanding bonds shall be communicated by the Department of Finance. Annual budget appropriations shall include debt payments (interest and principal) and reserve requirements for all debt outstanding. Long-term borrowing shall be incorporated into the city's capital improvement plan.

Section X: Grant Management Policies

This policy provides direction in the application, acceptance and administration of funds awarded through grants to the city from other local governments, the state or federal government, non-profit agencies, philanthropic organizations, and the private sector.

A. Grant Applications

The city's Grants Administrator is responsible for the submission of all grant applications on behalf of the City of Alpharetta. Departments who wish to submit grant applications must work in conjunction with the Grants Administrator. Once a grant opportunity has been identified, the Grants Administrator documents the application, the financial reporting requirements, and any required matching funds or other city resources needed to meet the grant requirements. Prior to the acceptance of the grant, the Finance Department, in cooperation with the submitting/receiving department shall complete an analysis of financial requirements to ensure the city can meet the grant program's financial requirements and the city can fulfill the applicable obligations required by the grant. All grant revenues and expenditures, including matching requirements, must be appropriated, either in the current budget or included for appropriation in the subsequent budget. The Mayor and City Council shall approve grant applications and submissions by adopting an official resolution, certified by the City Clerk that will allow both the submission of the grant application and the acceptance of the grant award.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

B. Grant Administration

The Grants Administrator is responsible for fulfilling the financial reporting and accountability requirements of each grant the city accepts. The Grants Administrator and receiving departments are responsible for adhering to the grant program requirements and tracking all applicable expenditures for reporting purposes. The Department of Finance is responsible for accounting for grant transactions according to the Accounting, Auditing, and Financial Reporting Policy and in compliance with Generally Accepted Accounting Principles (GAAP).

The Grants Administrator is responsible for maintaining the following records for each grant award.

- Copy of Grant Application;
- Resolutions authorizing application and acceptance;
- Notification of Grant Award;
- Financial reporting and accounting requirements
- Schedule of funding needs

C. Auditing

The Finance Department shall comply with all local, state, and federal requirements with respect to the auditing of information as they pertain to the acceptance of grant funds. This includes the Single Audit Act with any future revisions or additional that may be applicable to city grant projects.

APPENDIX D (MILLAGE RATE ORDINANCE)

Appendix D (Millage Rate Ordinance)

ADDED UPON ADOPTION

APPENDIX E (BUDGET ORDINANCE)

Appendix E (Budget Ordinance)

ADDED UPON ADOPTION

APPENDIX F (GLOSSARY OF TERMS)

Appendix F (Glossary of Terms)

The Glossary section is included to assist readers with understanding the many terms used in city government (general) as well as the city's budget process (specific). Please refer to the *Acronyms/Abbreviations* section for a complete listing of the acronyms used throughout this document.

Account Number:	A system of numbering used to categorize a "group" of accounting transactions into common areas, such as salaries, utilities, etc. Account numbers are the numerical equivalent of descriptive terms (e.g., 511100 represents the account number for salaries and wages).
Accounting Period:	A period at the end of which financial statements, budgets, and other reports are prepared. Typically, an annual period within governmental finance. The city's fiscal year reporting period begins on July 1 st and ends of June 30 th .
Accounting Procedures:	All processes that identify, record, classify and summarize financial information to produce financial reports.
Accrual Basis of Accounting:	The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time), and expenditures are recorded when goods and services are received (whether or not cash disbursements are made at that time).
ACFR:	The Annual Comprehensive Financial Report summarizes financial data for the previous fiscal year in a standardized format.
Acronyms:	Please see the section entitled <i>Acronyms/Abbreviations</i> for a complete listing of the acronyms used throughout this document.
Adopted Budget:	The funds appropriated by the City Council at the beginning of the year.

APPENDIX F (GLOSSARY OF TERMS)

Ad Valorem Tax:	Property taxes computed as a percentage of the value of real or personal property expressed in mills (1/100 th of a dollar or \$1.00 per \$1,000 of taxable property value).
Amortization:	The reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.
Appropriation:	A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes.
Assessed Valuation:	The Fulton County Board of Assessor's estimation of the fair market value of real and personal property.
Balanced Budget:	A budget in which planned revenues available equals planned expenditures.
Basis of Accounting:	A system used by an individual government to determine when revenues have been realized and when expenditures have been incurred.
Basis of Budgeting:	A system used by an individual government to determine when budgetary revenues have been realized and when budgetary expenditures have been incurred.
Bond:	A written promise to pay a designated sum of money (i.e., principal) at a specified date in the future, together with periodic interest payments at a specified rate. In the budget, these payments are identified as debt service. Bonds are typically used to obtain long-term financing for major capital improvements.
Bond Rating:	A rating provided by an independent professional credit rating agency indicating the credit worthiness of the entity.
Budget:	A statement of financial position of an entity for a definite period based on estimates of expenditures during the period and proposals for financing them. The financial plan for the operation of a department, program, or project

APPENDIX F (GLOSSARY OF TERMS)

	for the current year or for the duration of the project.
Budget Amendment:	The transfer of funds from one appropriation account to another (within a department within a fund), requiring approval of City Administrator, Finance Director, and Department Director. Amendments between departments and between funds require City Council approval.
Budget Calendar:	The schedule of key dates or milestones which the city follows in the preparation, adoption, and administration of the budget.
Budget Officer:	The local government officials charged with budget preparation and administration for the local government. The official title of the local government budget officer shall be as provided by local law, charter, ordinance, or appropriate resolution of the governing authority.
Budget Ordinance:	“Ordinance” or “Resolution” means that governmental action which appropriates revenues and fund balances for specified purposes, functions, or activities for a budget period.
Budget Period:	Budget period, means the period for which a budget is proposed, or a budget ordinance or resolution is adopted.
Budget Transfer:	A procedure utilized by city departments to revise budget appropriations within the departmental operating budget accounts. They transfer monies from one account to another account and does not increase or decrease the overall budget appropriation for the department.
Budgetary Control:	The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

APPENDIX F (GLOSSARY OF TERMS)

Capital Assets:	Assets of significant value and having a useful life of several years. Capital assets for the City of Alpharetta have a purchase cost of \$5,000 or more, and a useful life of three years or longer.
Capital Budget:	A plan of proposed capital expenditures and the means of financing them. The capital budget is usually enacted as part of the complete annual budget which includes both operating and capital outlays. The capital budget is based in a capital improvement plan ("CIP").
Capital Outlay:	An expenditure for the acquisition of, or addition to, a capital asset. Items acquired for less than \$25,000 are not considered capital outlay.
Capital Projects:	Projects that result in the acquisition or construction of capital assets of a local government which are of a long-term and permanent nature. Such assets include land, buildings, and related improvements, streets and highways, bridges, sewers, and parks.
Capital Projects Fund:	A fund used to account for the financial resources to be used for the acquisition or construction of major capital facilities other than those financed by resources from enterprise fund activities.
Cash Basis of Accounting:	A basis of accounting under which transactions are recognized only when cash is received or disbursed.
Chart of Accounts:	A numbering system that assigns a unique number to each type of transaction and to each budgetary unit in the organization. The City of Alpharetta utilizes the Uniform Chart of Accounts for Local Governments in Georgia as mandated by the Georgia Department of Community Affairs ("DCA").
Consumer Price Index ("CPI")	A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (i.e., inflation).

APPENDIX F (GLOSSARY OF TERMS)

Contingency:	A budgetary reserve set aside for emergency, revenue shortfalls, and unanticipated expenditures. The City Council must approve all contingency expenditures.
Debt:	An obligation resulting from the borrowing of money or from the purchase of goods and services over a period of time. Debts of government include bonds, time warrants, notes, and floating debts. Examples include General Obligation Bonds and Revenue Bonds.
Debt Service:	The payment of principal and interest on borrowed funds such as bonds.
Debt Service Fund:	A fund that is used to account for the accumulation of resources for the payment of general long-term debt principal and interest.
Deficit:	The excess of an entity's liabilities over its assets or the excess of expenditure or expenses over revenues during a single accounting period.
Department:	A major administrative division of the city with indicated overall management responsibility for an operation or a group of related operations within a functional area.
Depreciation:	(1) Expiration of the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy and obsolescence. (2) The portion of the cost of a capital asset which is charged as an expense during a period. In accounting, the cost of a fixed asset, less any salvage value, is pro-rated over the estimated service life of said asset, and each period charged with a portion of such cost. Through this process, the entire cost of the asset is ultimately charged off as an expense.
Effectiveness:	Depicts the degree to which performance objectives are being achieved or otherwise reflects the quality of local government performance.

APPENDIX F (GLOSSARY OF TERMS)

Efficiency:	Reflects the relationship between work performed and the resources required performing it. Compares outputs to inputs.
Encumbrance:	A commitment of funds against appropriations in which the expenditure has not actually been made at the time of recording. It may be in the form of a purchase order, purchase requisition, or a contract for goods and services.
Enterprise Fund:	A fund in which the activities are supported wholly or primarily by charges and fees paid by the users of the services.
Expenditures:	The cost of goods delivered, or services rendered including operating expenses, capital outlays and debt service.
Fiduciary Fund:	A fund used to account for assets held by the city in a trustee capacity or as an agent for other governmental units and/or other funds.
Fiscal Year:	The time period designated by the city signifying the beginning and ending period for recording financial transactions. The city has specified July 1 st to June 30 th as its fiscal year.
Fund:	An independent fiscal and accounting entity with a self-balancing set of accounts. These accounts record cash and other assets together with all related liabilities, obligations, reserves and equities. Funds are segregated so that revenues will be used only for the purpose of carrying out specific activities in accordance with special regulations, restrictions, or limitations.
Fund Balance	Fund equity for governmental funds and trust funds which reflects the accumulated excess of revenues and other financing sources over expenditures and other uses for governmental functions.

APPENDIX F (GLOSSARY OF TERMS)

GASB:	Governmental Accounting Standards Board - The body that sets accounting standards, specifically for governmental entities at the state and local levels.
General Fund:	The government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. Revenue is derived primarily from property taxes, state & federal distributions, grants, and other intergovernmental revenue.
GAAP:	Generally Accepted Accounting Principles - Uniform minimum, standards used by state and local governments for financial accounting, recording and reporting, encompassing the conventions, rules and procedures that define accepted accounting principles; established by the Governmental Accounting Standards Board (GASB).
General Obligation ("GO") Bonds:	Upon voter approval at a general referendum, a project will be financed through a millage increase in ad valorem taxes for a specified period. This source of revenue is especially appropriate when the life of project or an improvement is expected to exceed 20 years and is citywide in nature or benefit.
Georgia Municipal Association:	Organization representing municipal governments in Georgia.
GFOA:	Government Finance Officers Association - Professional association of state/ provincial and local finance officers in the United States and Canada, dedicated to the sound management of government financial resources.
Goals:	A measurable statement of desired conditions to be maintained or achieved.
Governing Authority:	Governing authority means that official or group of officials responsible for governance of the unit of local government.

APPENDIX F (GLOSSARY OF TERMS)

Grants:	A financial gifts, donation, or award that is made from a funding source, usually a governmental entity, to the city for the acquisition of goods, services, or land. The grant award agreement defines the city's responsibilities and duties to be exchanged for the grant. Grants are often earmarked for a specific purpose of program.
Infrastructure:	The basic installation and facilities on which the continuance and growth of the city depends, such as roads, schools, and water and sewer systems.
Inter-fund Transfer:	Payments made from one operating fund to another as a contribution to defray a portion of the recipient fund's costs.
Investments:	Securities and real estate held to produce revenue in the form of interest, dividend, rental or lease payments. The term does not include fixed assets used in governmental operations.
Legal Level of Control:	Legal level of control is the lowest level of budgetary detail at which a local government's management or budget officer may not reassign resources without approval of the governing authority. The legal level of control shall be, at a minimum, expenditures for each department for each fund for which a budget is required.
Levy:	(Verb) To impose taxes, special assessments, or service charges for the support of government activities. (Noun) The total amount of taxes, special assessments or service charges imposed by a government.
Liability:	Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.
Liquidity (of investments):	The ability to convert an investment to cash promptly with a minimum of risk to principal and accrued interest.

APPENDIX F (GLOSSARY OF TERMS)

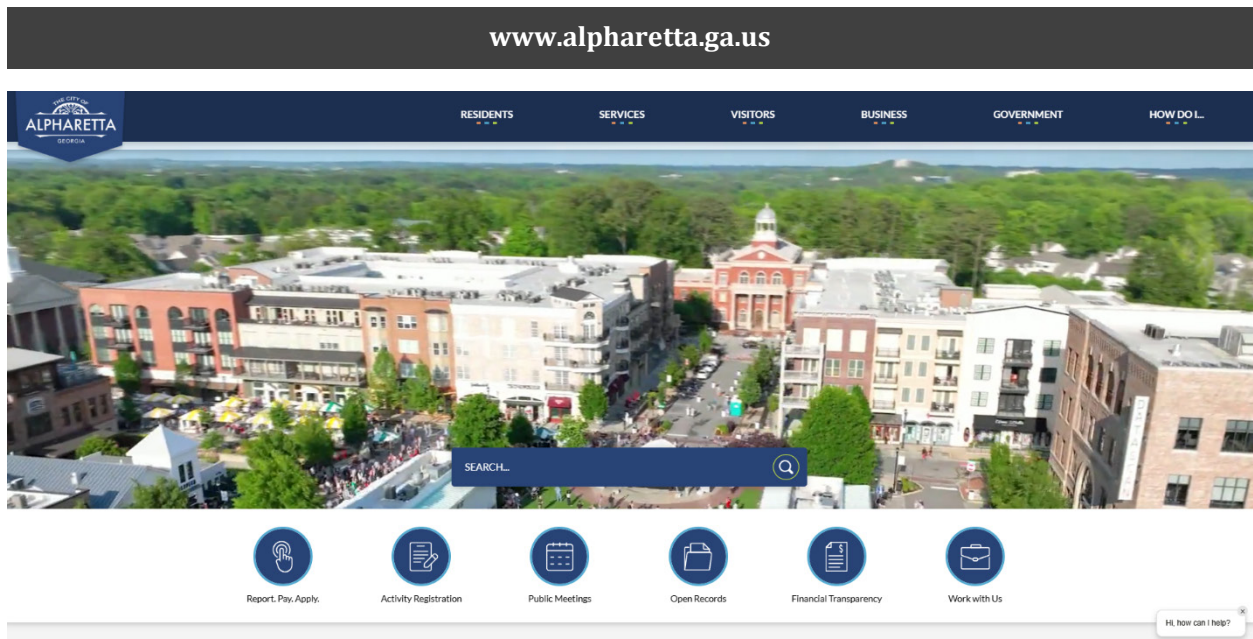
Millage Rate:	The amount of property tax stated in terms of a unit of the tax base; for example, each mill generates \$1.00 of tax for every \$1,000 of taxable assessed valuation on real or personal property. The millage rate is the total number of mills assessed against this value.
Mission:	The reason or purpose for the organizational unit's existence.
Modified Accrual Basis of Accounting:	The basis of accounting under which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred and revenues are recorded when received in cash except for material and/or available revenues which should be accrued to reflect properly the taxes levied and revenue earned.
Objectives:	Unambiguous statements of performance intentions expressed in measurable terms.
Operating Budget:	The portion of the budget pertaining to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personal services, fringe benefits, commodities, services and capital outlay.
Proprietary Fund:	These funds are sometimes referred to as "income determination," "non-expendable" or "commercial type" funds and are used to account for a government's on-going organizations and activities which are like those often found in the private sector.
Retained Earnings:	A fund equity account that reflects accumulated net earnings (or losses) in a proprietary fund. As in the case of fund balance, retained earnings may include certain reservations of fund equity.

APPENDIX F (GLOSSARY OF TERMS)

Reserve:	An account to indicate that a portion of funds have been legally restricted for a specific purpose, or not available for appropriation and subsequent spending. A reserve for working capital is a budgetary reserve set aside for cash flow needs, emergencies, or unforeseen expenditure/revenue shortfalls.
Revenue:	Additions to assets which (a) do not increase any liability; (b) do not represent the recovery of an expenditure; (c) do not represent the cancellation of certain liabilities or decrease in assets; and (d) do not represent contributions of fund capital in enterprise and internal service funds.
Rolled-Back Millage Rate:	The millage rate necessary to raise the same amount of Ad Valorem tax revenue as the previous year, excluding taxes for new growth.
Sinking Fund:	A reserve fund accumulated over a period of time for retirement of a debt.
Special Revenue Fund:	A fund in which the revenues are designated for use for specific purposes or activities.
Tax Digest:	Official list of all property owners, the assessed value, and the tax due on their property.
Taxes:	Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. Taxes levied by the City of Alpharetta are approved by the City Council and are within limits determined by the State.
User Fee:	Charges for specific services rendered only to those people paying such charges as, for example, sewer service charges.

APPENDIX F (GLOSSARY OF TERMS)

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visit us on the Web



Georgia's Connected City

Alpharetta is attracting the brightest companies, employees and residents to a new, vibrant vision of what work/life looks like. Over the past decade, our investments in infrastructure and technology have laid a foundation that's fostering both business growth as well as individual happiness and satisfaction among our residents and workforce. As a connected city with deep cultural, social, technological and logistic resources, Alpharetta is setting the standard for what city life will look like as we move through the connected decade.

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www.connectedalpharetta.com



2 Park Plaza
Alpharetta, GA 30009



STAFF REPORT

Department: City Clerk
Submitted By: Shawn Mitchell
Meeting Date: June 16, 2025

AGENDA ITEM:

Fiscal Year 2026 Millage Rate Ordinance

FIRST READING

Consideration of adoption of the City of Alpharetta's Fiscal Year 2026 Millage Rate Ordinance.

STAFF RECOMMENDATION:

The purpose of this meeting is to provide an update on the Recommended Fiscal Year 2026 Budget and adopt the Fiscal Year 2026 Millage Rate Ordinance (1st reading).

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: YES

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 Fiscal Year 2026 Budget was distributed electronically to the City Council on May 5, 2025, and is available on the City's website as a downloadable pdf and available for filtering/analysis through the City's financial transparency sites powered by ClearGov (FY 2026 budget as well as historical budget/actual revenue/expenditure trend data) and OpenGov (FY 2026 budget line-item detail).

City Council Budget Workshops were held on May 19, 2025, and June 2, 2025.

Tonight is the first of three public hearings and the first of two votes on the FY 2026 Budget and Millage Rate Levy with the schedule as follows:

June 16, 2025 (6:30pm):

Public Hearing

City Council Meeting

Budget Ordinance (1st Reading)

Millage Ordinance (1st Reading)

June 23, 2025 (11:30am):

Public Hearing

June 23, 2025 (6:30pm):

Public Hearing

City Council Meeting

Budget Ordinance (2nd Reading)
Millage Ordinance (2nd Reading)

ALTERNATIVES:

ATTACHMENTS:

1. Millage Rate Ordinance (FY 2026)



AN ORDINANCE BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA, TO FIX THE AD VALOREM TAX RATE OF THE CITY OF ALPHARETTA, GEORGIA, FOR THE FISCAL YEAR COMMENCING JULY 1, 2025, AND ENDING JUNE 30, 2026; AND FOR OTHER PURPOSES.

WHEREAS, the Mayor and Council of the City of Alpharetta have held public hearing(s) upon its proposed budget for the 2025-2026 fiscal year and proposed ad valorem tax rate;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Alpharetta, Georgia as follows:

SECTION I: The ad valorem tax rate for the City of Alpharetta, Georgia for the 2025 calendar year, on property subject to ad valorem taxation by the City is hereby fixed at \$5.750 on forty percent (40%) of each \$1,000.00 of property subject to ad valorem tax by the City; and

SECTION II: Said rate of \$5.750 on forty percent (40%) of each \$1,000.00 of taxable property is hereby levied as follows:

- (a)** For General Government purposes \$5.030 on forty percent (40%) of each \$1,000.00 of taxable property.
- (b)** For the purpose of retiring outstanding General Obligation bonds, \$0.720 on forty percent (40%) of each \$1,000.00 of taxable property.

SECTION III: All ordinances and parts of ordinances in conflict herewith are hereby repealed.

SO ORDAINED, this ____ day of June ____.

CITY OF ALPHARETTA

By: _____
Jim Gilvin, Mayor

[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

First Reading: _____

Second Reading: _____



STAFF REPORT

Department: Finance
Submitted By: Shawn Mitchell
Meeting Date: June 16, 2025

AGENDA ITEM:

Fiscal Year 2026 Budget Ordinance

FIRST READING

Consideration of adoption of the City of Alpharetta's Fiscal Year 2026 Budget Ordinance.

STAFF RECOMMENDATION:

The purpose of this meeting is to provide an update on the Recommended Fiscal Year 2026 Budget and adopt the Fiscal Year 2026 Budget Ordinance (1st Reading).

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

\$162,982,991 (SEE ATTACHED FY 2026 OPERATING
AND CAPITAL BUDGET)

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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A City Council Budget Workshop was held on May 19, 2025, and June 2, 2025.

Changes since the June 2nd Budget Workshop include:

- Operating Initiatives
 - Recommended Operating Initiatives were appropriated into departmental budgets. Net changes include +\$850,000 (revenue) and +\$850,000 (expenditures; net of reduction in Operating Initiative Reserve account). This impacts the General Fund, Capital Project Fund, and OPEB Retirement Reimbursement Plan Trust Fund.

- Please Note: This includes funding for a new Operating Initiative (City Hall Chambers Remote Production and Streaming Services) that is detailed on pages 68 (annual operations component; \$71,000) and 207 (one-time capital component; \$61,000) of the attached Operating and Capital Budget for FY 2026.
- Capital Initiatives
 - TSPLOST 3 Exhibits was reduced by -\$150,000 (from \$250,000 to \$100,000). Upon further review of the conceptual project listing, including the combination of capacity improvement projects coupled with maintenance improvement projects, staff determined that the funding needs for exhibits can be reduced, and staff can supplement with in-house exhibit preparation as needed. This impacts the TSPLOST 2 Capital Fund and is detailed on page 227 of the attached Operating and Capital Budget for FY 2026.
 - Economic Development Toolkit funding was increased by +\$50,000 (from \$50,000 to \$100,000) to provide funding for consultants, counsel, and related professionals to study and implement economic development priorities. This impacts the Capital Project Fund and is detailed on page 206 of the attached Operating and Capital Budget for FY 2026.
 - As detailed above, the City Hall Chambers Remote Production and Streaming Services initiative includes one-time capital costs of \$61,000. This impacts the Capital Project Fund and is detailed on page 207 of the attached Operating and Capital Budget for FY 2026.
 - A new capital initiative was added for the conceptual design of a passive park and Alpha Loop connection at the city-owned land at 114 Roswell Street (corner of Marietta St. - Roswell St.). Funding request totals \$20,000 and impacts the Impact Fee Fund and is detailed on page 241 of the attached Operating and Capital Budget for FY 2026.
- Administrative Changes
 - Additional changes to the operating budget total \$52,022 (net) and represent adjustments to personnel services to reflect personnel adjustments (e.g. salary and benefit adjustments, position reclassifications, etc.), operational adjustments (e.g. additional funding for safety barriers for special events), and minor revenue adjustments. This impacts the General Fund and OPEB Retirement Reimbursement Plan Trust Fund.
 - Additional changes to the capital budget total -\$485,000 (net) and represent adjustments to the Impact Fee Fund to reflect revised fund balances available for eligible park improvements.

Tonight is the first of three public hearings and the first of two votes on the FY 2026 Budget and Millage Rate Levy with the schedule as follows:

June 16, 2025 (6:30pm):

Public Hearing

City Council Meeting

Budget Ordinance (1st Reading)

Millage Ordinance (1st Reading)

June 23, 2025 (11:30am):

Public Hearing

June 23, 2025 (6:30pm):

Public Hearing

City Council Meeting

Budget Ordinance (2nd Reading)

Millage Ordinance (2nd Reading)

The attached Budget Ordinance is substantially similar in structure as in previous years and provides authority for revenue/appropriation levels, carryforward appropriation authority, staffing level authorizations, etc.

ALTERNATIVES:

ATTACHMENTS:

1. Budget Ordinance (FY 2026)
2. Exhibit A - Legal Level of Control (FY 2026 GFOA Budget; 1st Reading; 6-16-2025)
3. Exhibit B - FY 2026 GFOA Budget (1st Reading; 6-16-2025)

ORDINANCE NUMBER:



AN ORDINANCE BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA, ADOPTING THE FINAL ESTIMATES OF REVENUE AND EXPENDITURES FOR THE FISCAL YEAR COMMENCING JULY 1, 2025, AND ENDING ON JUNE 30, 2026, AS ITS ANNUAL BUDGET, APPROPRIATING THE USE OF FUNDS SHOWN THEREIN AS MAY BE NEEDED OR DEEMED NECESSARY TO DEFRAY ALL EXPENDITURES AND LIABILITIES OF THE CITY FOR SUCH FISCAL YEAR; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Mayor and Council of the City of Alpharetta have held public hearing(s) upon its proposed budget for the 2025-2026 fiscal year;

WHEREAS, the proposed budget represents a balanced budget for each of the City's various Funds, so that anticipated revenues equal proposed expenditures for each Fund; and

WHEREAS, the 2025-2026 fiscal year budget provides a financial plan for the government, establishing appropriations for each operating department in order to extend services.

NOW, THEREFORE BE IT ORDAINED that this budget, "Exhibit A" attached hereto and by this reference made a part hereof this ordinance, shall be the City of Alpharetta's 2025-2026 fiscal year budget; and

BE IT FURTHER ORDAINED that this budget be and is hereby approved and the several items of revenues shown in the budget for each Fund in the amounts 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

BE IT FURTHER ORDAINED that the expenditures shall not exceed the appropriations authorized by this budget or amendments thereto provided that expenditures for the fiscal year shall not exceed actual funding available; and

BE IT FURTHER ORDAINED that for the following Funds, all project encumbrances and unexpended appropriations outstanding as of fiscal year end 2024-2025 shall carry forward into the 2025-2026 fiscal year for the same purpose. If the project is complete, the unexpended appropriations shall carry forward into the 2025-2026 fiscal year and be appropriated to a non-allocated/reserve account:

Fund 210:	Asset Forfeiture Fund (DEA; Federal)
Fund 211:	Asset Forfeiture Fund (State)
Fund 213:	Opioid Settlement Fund
Fund 215:	Emergency 911 Fund
Fund 220:	Operating Grants Fund
Fund 270:	Impact Fee Fund
Fund 275:	Hotel/Motel Fund
Fund 301:	Capital Project Fund
Fund 302:	Storm Water Capital Fund
Fund 318:	Series 2022 Capital Improvements Bond Fund
Fund 335:	TSPLOST 1 Capital Fund
Fund 336:	TSPLOST 2 Capital Fund

Fund 340:	Capital Grants Fund
Fund 410:	Debt Service Fund
Fund 540:	Solid Waste Fund
Fund 600:	Risk Management Fund
Fund 605:	Medical Insurance Fund
Fund 790:	OPEB Plan Trust Fund
Fund 791:	OPEB Retirement Reimbursement Plan Trust Fund

BE IT FURTHER ORDAINED that for the following Funds, fund balance as of fiscal year end 2024-2025, if applicable, shall carry forward into the 2025-2026 fiscal year and be appropriated to a non-allocated/reserve account:

Fund 210:	Asset Forfeiture Fund (DEA; Federal)
Fund 211:	Asset Forfeiture Fund (State)
Fund 213:	Opioid Settlement Fund
Fund 215:	Emergency 911 Fund
Fund 220:	Operating Grants Fund
Fund 270:	Impact Fee Fund
Fund 275:	Hotel/Motel Fund
Fund 301:	Capital Project Fund
Fund 302:	Storm Water Capital Fund
Fund 318:	Series 2022 Capital Improvements Bond Fund
Fund 335:	TSPLOST 1 Capital Fund
Fund 336:	TSPLOST 2 Capital Fund
Fund 340:	Capital Grants Fund
Fund 410:	Debt Service Fund
Fund 540:	Solid Waste Fund
Fund 600:	Risk Management Fund
Fund 605:	Medical Insurance Fund
Fund 790:	OPEB Plan Trust Fund
Fund 791:	OPEB Retirement Reimbursement Plan Trust Fund

BE IT FURTHER ORDAINED that the budget detail, “Exhibit B” attached hereto is hereby approved for the purposes of administering the aforementioned adopted budget and authorizing the number of positions for each employee classification; and

BE IT FURTHER ORDAINED that the Director of Finance is authorized to amend the budget to reflect expenditures and appropriations for projects/initiatives as approved by the City Council; and

BE IT FURTHER ORDAINED that the Director of Finance is authorized to amend the budget to reflect grant/contract revenues and expenditures upon receipt of an executed grant award document, intergovernmental agreement, contract, or comparable documentation; and

BE IT FURTHER ORDAINED that the Director of Finance is authorized to amend the budget to reflect actual revenue/expense activity within those Funds statutorily/contractually obligated to distribute all collections to the City and other entities (e.g., Hotel/Motel Fund which distributes all tax proceeds to the City, Alpharetta Convention & Visitor’s Bureau, and the Tourism Product Development); and

BE IT FURTHER ORDAINED that the Director of Finance is authorized to amend the budget to reflect donation and/or contribution revenues and expenditures upon documented approval by the director of the benefitting department and the actual receipt of the donation and/or contribution; and

BE IT FURTHER ORDAINED that this Ordinance shall take effect as provided by law, but the budget adopted hereby shall take effect as of July 1, 2025.

SO ORDAINED, this ____ day of June ____.

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

First Reading: _____

Second Reading: _____

CITYWIDE BUDGET SUMMARIES

Consolidated Summary (Revenues by Source/Expenditures by Department)

	Special Revenue Funds					Capital Project Funds		
	General Fund	Asset Forfeiture Fund	E911 Fund	Impact Fee Fund	Hotel/Motel Fund	Capital Projects Fund	Stormwater Capital Fund	TSPLOST 1 Capital Fund
REVENUES:								
Property Taxes	\$ 38,079,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Option Sales Taxes/TSPLOST	22,440,500	-	-	-	-	-	-	-
Other Taxes	20,015,400	-	950	-	9,100,000	-	-	-
Licenses and Permits	3,476,500	-	-	-	-	-	-	-
Intergovernmental Revenue	368,663	-	1,130,000	-	-	-	-	-
Charges for Services	5,357,100	-	3,750,000	-	-	-	-	-
Fines and Forfeitures	2,280,000	-	-	-	-	-	-	-
Interest Earnings	1,150,000	-	37,934	-	20,000	300,000	100,000	300,000
Other/Miscellaneous	249,264	-	-	-	-	-	-	-
<i>subtotal</i>	\$ 93,416,427	\$ -	\$ 4,918,884	\$ -	\$ 9,120,000	\$ 300,000	\$ 100,000	\$ 300,000
Other Financing Sources								
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,208,340	\$ 1,900,000	\$ -
Interfund Transfer from Hotel/Motel Fund	3,412,500	-	-	-	-	-	-	-
Budgeted Fund Balance	5,017,048	290,000	-	575,000	-	3,405,000	-	400,000
<i>subtotal</i>	\$ 8,429,548	\$ 290,000	\$ -	\$ 575,000	\$ -	\$ 9,613,340	\$ 1,900,000	\$ 400,000
Total Revenues	\$ 101,845,975	\$ 290,000	\$ 4,918,884	\$ 575,000	\$ 9,120,000	\$ 9,913,340	\$ 2,000,000	\$ 700,000
EXPENDITURES:								
Mayor and City Council	\$ 443,701	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Administration/City Clerk/Econ. Dev.	3,110,149	-	-	-	-	100,000	-	-
Finance	4,220,564	-	-	-	-	-	-	-
Legal Services	800,000	-	-	-	-	-	-	-
Information Technology	2,572,375	-	-	-	-	958,800	-	-
Human Resources	1,110,544	-	-	-	-	-	-	-
Municipal Court	1,410,650	-	-	-	-	-	-	-
Public Safety	46,510,862	28,952	4,918,884	-	-	2,305,162	-	-
Non-Allocated (Reserve)	-	261,048	-	-	-	-	-	-
Public Works	11,483,060	-	-	-	-	2,377,500	2,000,000	-
Recreation, Parks and Cultural Services	14,864,382	-	-	515,000	-	1,540,000	-	-
Community Development	4,884,783	-	-	-	-	183,600	-	-
Non-Allocated (Reserve)	-	-	-	60,000	-	-	-	-
Non-Departmental	-	-	-	-	5,500	-	-	-
Insurance Premiums (Risk Fund)	1,060,500	-	-	-	-	-	-	-
Alpharetta Convention and Visitors Bureau	-	-	-	-	3,981,250	-	-	-
Bond Debt Service (Principal and Interest)*	291,065	-	-	-	1,448,713	-	-	-
Contingency	975,000	-	-	-	-	-	-	-
Non-Allocated (Reserve)	-	-	-	-	272,037	2,448,278	-	700,000
<i>subtotal</i>	\$ 93,737,635	\$ 290,000	\$ 4,918,884	\$ 575,000	\$ 5,707,500	\$ 9,913,340	\$ 2,000,000	\$ 700,000
Other Financing Uses								
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 3,412,500	\$ -	\$ -	\$ -
Interfund Transfer to Capital Funds	8,108,340	-	-	-	-	-	-	-
<i>subtotal</i>	\$ 8,108,340	\$ -	\$ -	\$ -	\$ 3,412,500	\$ -	\$ -	\$ -
Total Expenditures	\$ 101,845,975	\$ 290,000	\$ 4,918,884	\$ 575,000	\$ 9,120,000	\$ 9,913,340	\$ 2,000,000	\$ 700,000

* Not including Capital Lease debt service which is programmed into the appropriate Departmental budget above (Public Safety).

CITYWIDE BUDGET SUMMARIES

	Capital Project Fund		Enterprise Fund		Internal Service Funds		Fiduciary Funds	
	TSPLOST 2 Capital Fund	Debt Service Fund	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Reimb. Fund		TOTAL
REVENUES:								
Property Taxes	\$ -	\$ 6,176,000	\$ -	\$ -	\$ -	\$ -		\$ 44,255,000
Local Option Sales Taxes/TSPLOST	-	-	-	-	-	-		22,440,500
Other Taxes	-	-	-	-	-	-		29,116,350
Licenses and Permits	-	-	-	-	-	-		3,476,500
Intergovernmental Revenue	-	-	-	-	-	-		1,498,663
Charges for Services	-	-	6,235,000	1,951,579	10,050,000	-		27,343,679
Fines and Forfeitures	-	-	-	-	-	-		2,280,000
Interest Earnings	400,000	50,546	17,568	60,921	-	55,500		2,492,469
Other/Miscellaneous	-	-	-	-	-	977,678		1,226,942
<i>subtotal</i>	\$ 400,000	\$ 6,226,546	\$ 6,252,568	\$ 2,012,500	\$ 10,050,000	\$ 1,033,178		\$ 134,130,103
Other Financing Sources								
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 8,108,340
Interfund Transfer from Hotel/Motel Fund	-	-	-	-	-	-		3,412,500
Budgeted Fund Balance	7,000,000	395,000	-	250,000	-	-		17,332,048
<i>subtotal</i>	\$ 7,000,000	\$ 395,000	\$ -	\$ 250,000	\$ -	\$ -		\$ 28,852,888
Total Revenues	\$ 7,400,000	\$ 6,621,546	\$ 6,252,568	\$ 2,262,500	\$ 10,050,000	\$ 1,033,178		\$ 162,982,991
EXPENDITURES:								
Mayor and City Council	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 443,701
City Administration/City Clerk/Econ. Dev.	-	-	-	-	-	-		3,210,149
Finance	-	-	6,252,568	2,262,500	10,050,000	-		22,785,632
Legal Services	-	-	-	-	-	-		800,000
Information Technology	-	-	-	-	-	-		3,531,175
Human Resources	-	-	-	-	-	-		1,110,544
Municipal Court	-	-	-	-	-	-		1,410,650
Public Safety	-	-	-	-	-	-		53,763,860
Non-Allocated (Reserve)	-	-	-	-	-	-		261,048
Public Works	4,518,893	-	-	-	-	-		20,379,453
Recreation, Parks and Cultural Services	-	-	-	-	-	-		16,919,382
Community Development	-	-	-	-	-	-		5,068,383
Non-Allocated (Reserve)	-	-	-	-	-	-		60,000
Non-Departmental	-	11,000	-	-	-	1,033,178		1,049,678
Insurance Premiums (Risk Fund)	-	-	-	-	-	-		1,060,500
Alpharetta Convention and Visitors Bureau	-	-	-	-	-	-		3,981,250
Bond Debt Service (Principal and Interest)*	-	6,610,546	-	-	-	-		8,350,324
Contingency	-	-	-	-	-	-		975,000
Non-Allocated (Reserve)	2,881,107	-	-	-	-	-		6,301,422
<i>subtotal</i>	\$ 7,400,000	\$ 6,621,546	\$ 6,252,568	\$ 2,262,500	\$ 10,050,000	\$ 1,033,178		\$ 151,462,151
Other Financing Uses								
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 3,412,500
Interfund Transfer to Capital Funds	-	-	-	-	-	-		8,108,340
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 11,520,840
Total Expenditures	\$ 7,400,000	\$ 6,621,546	\$ 6,252,568	\$ 2,262,500	\$ 10,050,000	\$ 1,033,178		\$ 162,982,991

* Not including Capital Lease debt service which is programmed into the appropriate Departmental budget above (Public Safety).

CAPITAL PROJECT FUND SUMMARIES

FY 2026 Recommended Capital Project Listing

The following section provides both a (1) summary list of Staff Recommended Capital Initiatives for FY 2026 and is followed by (2) a detailed narrative of each capital initiative.

FY 2026 Capital Source & Use Detail	Capital Project Fund	Capital Project Fund (Tree Bank)	Stormwater Capital Fund	TSPLOST 1 Capital Fund	TSPLOST 2 Capital Fund	Asset Forfeiture Fund	Impact Fee Fund (Parks)	Impact Fee Fund (Public Safety)	Subtotal	Other Sources (grants, etc.)	Total
Sources											
Available Fund Balance	\$ 2,500,000	\$ -	\$ -	\$ 400,000	\$ 7,000,000	\$ 290,000	\$ 515,000	\$ 60,000	\$ 10,765,000	\$ -	\$ 10,765,000
Available Fund Balance (Tree Bank)	-	905,000	-	-	-	-	-	-	905,000	-	905,000
General Fund											
Annual Capital Appropriation	1,191,292	-	1,900,000	-	-	-	-	-	3,091,292	-	3,091,292
Available Fund Balance	5,017,048	-	-	-	-	-	-	-	5,017,048	-	5,017,048
Investment Earnings	300,000	-	100,000	300,000	400,000	-	-	-	1,100,000	-	1,100,000
Other											
Local Maintenance Improvement Grant (LMIG); Milling and Resurfacing	-	-	-	-	-	-	-	-	-	710,000	710,000
Local Roads Assistance (LRA) Grant; Milling and Resurfacing, Bridge and Guardrail Maintenance	-	-	-	-	-	-	-	-	-	851,107	851,107
Capital Leases	-	-	-	-	-	-	-	-	-	4,660,000	4,660,000
Alpharetta Youth Baseball Association Contribution	-	-	-	-	-	-	-	-	-	250,000	250,000
Total Sources	\$ 9,008,340	\$ 905,000	\$ 2,000,000	\$ 700,000	\$ 7,400,000	\$ 290,000	\$ 515,000	\$ 60,000	\$ 20,878,340	\$ 6,471,107	\$ 27,349,447
Uses											
Capital/One-Time Initiatives											
Economic Development											
Economic Development Toolbox	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
Information Technology											
Technology Replacement (all City Departments)	\$ 397,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 397,800	\$ -	\$ 397,800
Data Center Server Replacement (all City Departments)	500,000	-	-	-	-	-	-	-	500,000	-	500,000
City Hall Chambers Remote Production and Streaming Services	61,000	-	-	-	-	-	-	-	61,000	-	61,000
	\$ 958,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 958,800	\$ -	\$ 958,800
Public Safety											
Fire Apparatus (Fleet Replacement; Capital Lease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000	\$ 4,000,000
Public Safety (Fleet Replacement)	1,600,000	-	-	-	-	-	-	-	1,600,000	-	1,600,000
Heart Monitor (Equipment Replacement; Capital Lease)	-	-	-	-	-	-	-	-	-	660,000	660,000
Fire Equipment for New Fire Engines	112,662	-	-	-	-	-	-	-	112,662	-	112,662
Public Safety Headquarters (Gate System Repairs/Improvements)	32,000	-	-	-	-	-	-	-	32,000	-	32,000
Electric Vehicle DC Fast Charger purchase and installation	260,000	-	-	-	-	-	-	-	260,000	-	260,000
Citywide Camera Infrastructure	225,000	-	-	-	-	-	-	-	225,000	-	225,000
FARO Scanner	75,500	-	-	-	-	-	-	-	75,500	-	75,500
TruNarc Handheld Drug Identifier for Criminal Investigations	-	-	-	-	-	28,952	-	-	28,952	-	28,952
	\$ 2,305,162	\$ -	\$ -	\$ -	\$ -	\$ 28,952	\$ -	\$ -	\$ 2,334,114	\$ 4,660,000	\$ 6,994,114

CAPITAL PROJECT FUND SUMMARIES

FY 2026 Capital Source & Use Detail

Uses	Capital Project Fund	Capital Project Fund (Tree Bank)	Stormwater Capital Fund	TSPLOST 1 Capital Fund	TSPLOST 2 Capital Fund	Asset Forfeiture Fund	Impact Fee Fund (Parks)	Impact Fee Fund (Public Safety)	Subtotal	Other Sources (grants, etc.)	Total
Capital/One-Time Initiatives											
Public Works											
Milling and Resurfacing	\$ -	\$ -	\$ -	\$ -	\$ 2,788,893	\$ -	\$ -	\$ -	\$ 2,788,893	\$ 1,286,107	\$ 4,075,000
Tree Planting and Landscape Improvements	-	165,000	-	-	-	-	-	-	165,000	-	165,000
SR 9 Landscaping from Academy St. to Windward Parkway	-	740,000	-	-	-	-	-	-	740,000	-	740,000
Bridge and Guardrail Maintenance	-	-	-	-	-	-	-	-	-	275,000	275,000
Traffic Striping and Signage	-	-	-	-	280,000	-	-	-	280,000	-	280,000
Traffic Signal Pole Painting and Maintenance	60,000	-	-	-	-	-	-	-	60,000	-	60,000
Traffic Calming Improvements	50,000	-	-	-	-	-	-	-	50,000	-	50,000
Signalized Intersection Maintenance (incl. Traffic Control Equipment)	200,000	-	-	-	-	-	-	-	200,000	-	200,000
Stormwater	-	-	2,000,000	-	-	-	-	-	2,000,000	-	2,000,000
Sidewalk and Brick Paver Maintenance and Repair	-	-	-	-	750,000	-	-	-	750,000	-	750,000
Public Works (Design Services)	45,000	-	-	-	-	-	-	-	45,000	-	45,000
Parking Garages (Facility Maintenance/Improvements)	50,000	-	-	-	-	-	-	-	50,000	-	50,000
City Facility Preventative Maintenance Assessment and Implementation	150,000	-	-	-	-	-	-	-	150,000	-	150,000
HVAC Replacements (Facility Maintenance/Improvements)	100,000	-	-	-	-	-	-	-	100,000	-	100,000
City Hall (Facility Maintenance/Improvements)	32,500	-	-	-	-	-	-	-	32,500	-	32,500
Public Safety Headquarters Facility Renovations and Repairs	100,000	-	-	-	-	-	-	-	100,000	-	100,000
Recreation and Park Facilities (Facility Maintenance/Improvements)	50,000	-	-	-	-	-	-	-	50,000	-	50,000
Generator Replacements (Facility Maintenance/ Improvements)	100,000	-	-	-	-	-	-	-	100,000	-	100,000
Department Pool Vehicles (Fleet Replacement)	85,000	-	-	-	-	-	-	-	85,000	-	85,000
F-550 Crew Cab Dump Truck (Fleet Replacement)	175,000	-	-	-	-	-	-	-	175,000	-	175,000
F-350 Crew Cab Service Bed Truck (Fleet Replacement)	70,000	-	-	-	-	-	-	-	70,000	-	70,000
F-150 Truck (Fleet Replacement)	65,000	-	-	-	-	-	-	-	65,000	-	65,000
TSPLOST III Exhibits Preparation	-	-	-	-	100,000	-	-	-	100,000	-	100,000
Mid Broadwell Crosswalk at Fire Station Light	-	-	-	-	50,000	-	-	-	50,000	-	50,000
Northwinds Mid-Block Crosswalk	-	-	-	-	300,000	-	-	-	300,000	-	300,000
Kimball Bridge Road at Northwinds Pkwy (Mast Arms)	-	-	-	-	250,000	-	-	-	250,000	-	250,000
Public Works Headquarters Renovations	90,000	-	-	-	-	-	-	-	90,000	-	90,000
Stand-on Compact Loader	50,000	-	-	-	-	-	-	-	50,000	-	50,000
	\$ 1,472,500	\$ 905,000	\$ 2,000,000	\$ -	\$ 4,518,893	\$ -	\$ -	\$ -	\$ 8,896,393	\$ 1,561,107	\$ 10,457,500

CAPITAL PROJECT FUND SUMMARIES

FY 2026 Capital Source & Use Detail

Uses	Capital Project Fund	Capital Project Fund (Tree Bank)	Stormwater Capital Fund	TSPLOST 1 Capital Fund	TSPLOST 2 Capital Fund	Asset Forfeiture Fund	Impact Fee Fund (Parks)	Impact Fee Fund (Public Safety)	Subtotal	Other Sources (grants, etc.)	Total
Capital/One-Time Initiatives											
Recreation, Parks & Cultural Services											
Greenway											
Improvements/Repairs	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 250,000
Wood Lightpole/LED Replacement Initiative	125,000	-	-	-	-	-	-	-	125,000	-	125,000
Alpharetta Public Arts (Outdoor On-Loan Sculpture Exhibit)	45,000	-	-	-	-	-	-	-	45,000	-	45,000
Public Art Fund by Developers - City Property	10,000	-	-	-	-	-	-	-	10,000	-	10,000
Public Art in the Parks	20,000	-	-	-	-	-	-	-	20,000	-	20,000
Public Art for City Projects	25,000	-	-	-	-	-	-	-	25,000	-	25,000
Park Trail Maintenance	100,000	-	-	-	-	-	-	-	100,000	-	100,000
Park Security Repairs & Improvements (security cameras, etc.)	44,000	-	-	-	-	-	-	-	44,000	-	44,000
Playground Equipment Replacement	70,000	-	-	-	-	-	-	-	70,000	-	70,000
Park Repairs and Improvements	146,000	-	-	-	-	-	-	-	146,000	-	146,000
Tree Maintenance, Planting and Removal in Parks	225,000	-	-	-	-	-	-	-	225,000	-	225,000
Recreation (Design Services)	25,000	-	-	-	-	-	-	-	25,000	-	25,000
North Park Restroom/Concession Stand Replacement (Fields 1-4)	255,000	-	-	-	-	-	345,000	-	600,000	-	600,000
General Equipment Replacement (Recreation)	50,000	-	-	-	-	-	-	-	50,000	-	50,000
Wills Park Baseball Field 5 Synthetic Turf installation	100,000	-	-	-	-	-	150,000	-	250,000	250,000	500,000
Webb Bridge Middle School Football Field	50,000	-	-	-	-	-	-	-	50,000	-	50,000
Marietta-Roswell St. Corner Park (Conceptual Design)	-	-	-	-	-	-	20,000	-	20,000	-	20,000
	\$ 1,540,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 515,000	\$ -	\$ 2,055,000	\$ 250,000	\$ 2,305,000
Community Development											
Comprehensive Plan Updates	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ 120,000
Community Development (Design Services)	63,600	-	-	-	-	-	-	-	63,600	-	63,600
	\$ 183,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 183,600	\$ -	\$ 183,600
Total Uses	\$ 6,560,062	\$ 905,000	\$ 2,000,000	\$ -	\$ 4,518,893	\$ 28,952	\$ 515,000	\$ -	\$ 14,527,907	\$ 6,471,107	\$ 20,999,014
Non-Allocated (Future Capital/One-Time Initiatives)	\$ 2,448,278	\$ -	\$ -	\$ 700,000	\$ 2,881,107	\$ 261,048	\$ -	\$ 60,000	\$ 6,350,433		

Budgeted as part of the FY 2026 Budget.

Budgeted once received
(and/or appropriate
agreements executed).

Operating and Capital Budget for Fiscal Year 2026

July 1, 2025 through June 30, 2026

Citywide Budget Summaries

Pages 81-91

Capital Project Fund Summaries

Pages 198-261

18TH STREET PROJECTS

- #1 GREENHOUSE
~ clean/organize
- #2 PRODUCTION
FIELD ~ mulching, digging
planting
- #3 OUTDOOR CLASSROOM
~ fill planters/plant
- #4 COMMUNITY
GARDEN ~ weed/mulch

STRING CAPE LIGHTS
~ production field

WILLS PARK

WILLS PARK

Legend

Budget Overview

Pages 15-28



Prepared by:
Finance Department
2 Park Plaza
Alpharetta, GA 30009
Phone (678) 297-6094
Fax (678) 297-6063

Recommended Annual Operating & Capital Budget

for Fiscal Year 2026

(July 1, 2025 through June 30, 2026)



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MAYOR AND CITY COUNCIL

Mayor and City Council

DONALD MITCHELL
CITY COUNCIL (POST 1)



DMitchell@alpharetta.ga.us

CITY COUNCIL (POST 2)

VACANT

DOUGLAS DERITO
CITY COUNCIL (POST 3)



DDerito@alpharetta.ga.us

JIM GILVIN
MAYOR



JGilvin@alpharetta.ga.us

Mission Statement

TO MAKE A POSITIVE DIFFERENCE in the community by efficiently managing public resources and providing effective services and leadership that exceed the expectations of our citizens.

JOHN HIPES
CITY COUNCIL (POST 4)



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FERGAL BRADY
CITY COUNCIL (POST 5)



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DAN MERKEL
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VISION

Vision

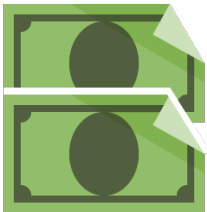
Our Community Vision is to advance Alpharetta as a signature City by:



Offering the highest quality of environment for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget to identify the link between the city's Community Vision and the goals and objectives of our various departmental activities.

Mission

To make a positive difference in the community by efficiently managing public resources and providing effective services and leadership that exceed the expectations of our citizens.

EXECUTIVE MANAGEMENT TEAM

Executive Management Team



CHRIS LAGERBLOOM
CITY ADMINISTRATOR



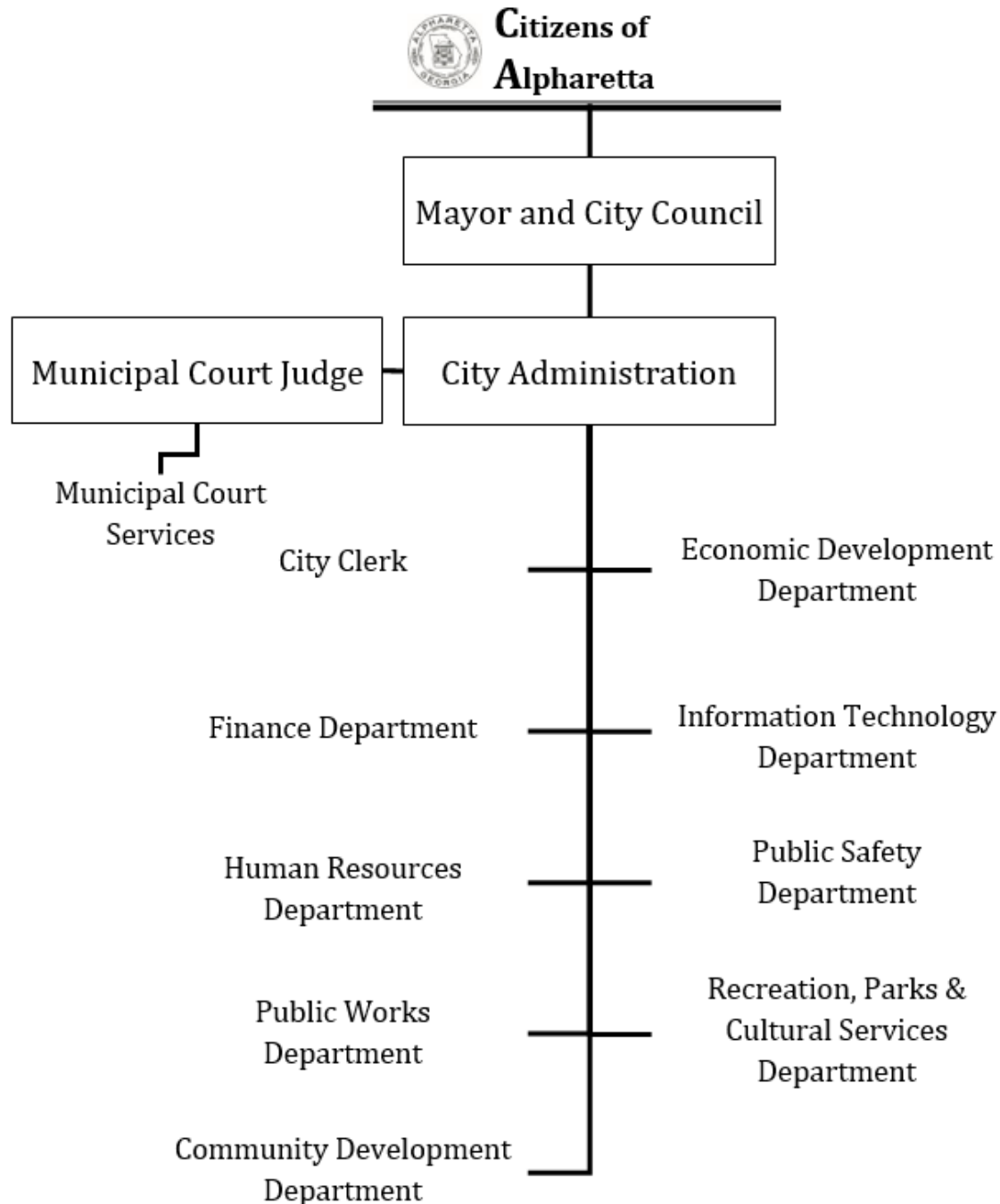
CLagerbloom@alpharetta.ga.us

EXECUTIVE STAFF

<i>vacant</i>		Assistant City Administrator
Lauren Shapiro	LShapiro@alpharetta.ga.us	City Clerk
Charlie Jewell	CJewell@alpharetta.ga.us	Director of Economic Development
Thomas G. Harris	THarris@alpharetta.ga.us	Director of Finance
Adam Montgomery	AMontgomery@alpharetta.ga.us	Director of Information Technology
Cris Randall	CRandall@alpharetta.ga.us	Director of Human Resources
Brooke Lappin	BLappin@alpharetta.ga.us	Director of Municipal Court Services
John Robison	JRobison@alpharetta.ga.us	Director of Public Safety
Pete Sewczwicz	PSewczwicz@alpharetta.ga.us	Director of Public Works
Morgan Rodgers	MRodgers@alpharetta.ga.us	Director of Recreation, Parks & Cultural Services
Kathi Cook	KCook@alpharetta.ga.us	Director of Community Development

ORGANIZATIONAL STRUCTURE

Organizational Structure



Reader's Guide

The City of Alpharetta Budget is intended to provide information at both the detailed and summary level – information that can be used by both citizens (as an informational tool) and city employees (as an operational tool) alike. Following is a brief description of the information included in each section of this document.

Introduction and Overview

Transmittal Letter

Comprehensive introduction to the City's fiscal year 2026 budget.

2026 Annual Action Plan

The City Council Retreat during January 2025 set forth priorities to guide the construction of the FY 2026 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan.

About Alpharetta

Brief history of our City and detail of our governmental structure, Mission, and Vision.

Alpharetta by the Numbers

Demographic, economic, and statistical data of our City.

Financial Structure, Policy, and Process

Financial Accounting Structure

Information on our financial accounting structure including classification (e.g., Governmental vs. Proprietary), descriptions, and a graph of all city funds.

Financial Reporting

Comprehensive listing of our financial reporting products aimed at ensuring the information needs of the government, authorities, regulatory agencies, and citizens/stakeholders are met.

Budget Process

Information on our budget basis and structure, budget process, and performance measurement program.

Financial Summaries

Citywide Budget Summaries

Information on the overall (i.e., all appropriated funds) fiscal year 2026 budget. Included are schedules that provide readers with revenue and expenditure summaries from several different perspectives including fund, revenue source, expenditure category, and expenditures by department. A detailed multi-year personnel listing by department is also provided.

READER'S GUIDE

General Fund Summary

Information on the fiscal year 2026 budget for the General Fund. Included are schedules that provide readers with revenue and expenditure summaries/narratives from several different perspectives including fund summary; statement of budgetary comparisons (i.e., FY 2025 and FY 2026); statement of revenues, expenditures, and changes in fund balance (FY 2022 through FY 2026); and a detailed narrative of revenue and expenditure trends including historical information.

General Fund Department Summaries

Detailed non-financial and financial information about each department's activities (General Fund only) including departmental mission statement; goals and objectives and how they link with the city's vision/strategic priorities; revenue and expenditure summary and fiscal year 2026 budget narrative; changes in personnel; and performance measurement.

Special Revenue/Enterprise/Internal Service Fund Summaries

Information on the fiscal year 2026 budget for the Special Revenue Funds, Enterprise Fund, and Internal Service Funds. Included are schedules set forth by Fund that provide readers with revenue and expenditure summaries/narratives from several different perspectives including fund summaries; statements of budgetary comparisons (i.e., FY 2025 and FY 2026); and statements of revenues, expenditures, and changes in fund balance (FY 2022 through the FY 2026).

Capital and Debt

Capital Project Fund Summaries

Information on our capital budgeting process and funding methodology as well as a detailed capital listing (Fiscal Year 2026 as well as a summary 5-Year Capital Plan).

Debt Service Fund Summary

Listing and description of the city's outstanding debt obligations (including debt schedules) and the debt service requirements.

Appendices

Capital Improvement Plan (5-Year)

Alpharetta Convention & Visitors Bureau FY 2026 Budget

Financial Management Policies

Adopting Ordinances (Millage and Budget)

Glossary

Definition of the many terms used in city government/budget process.

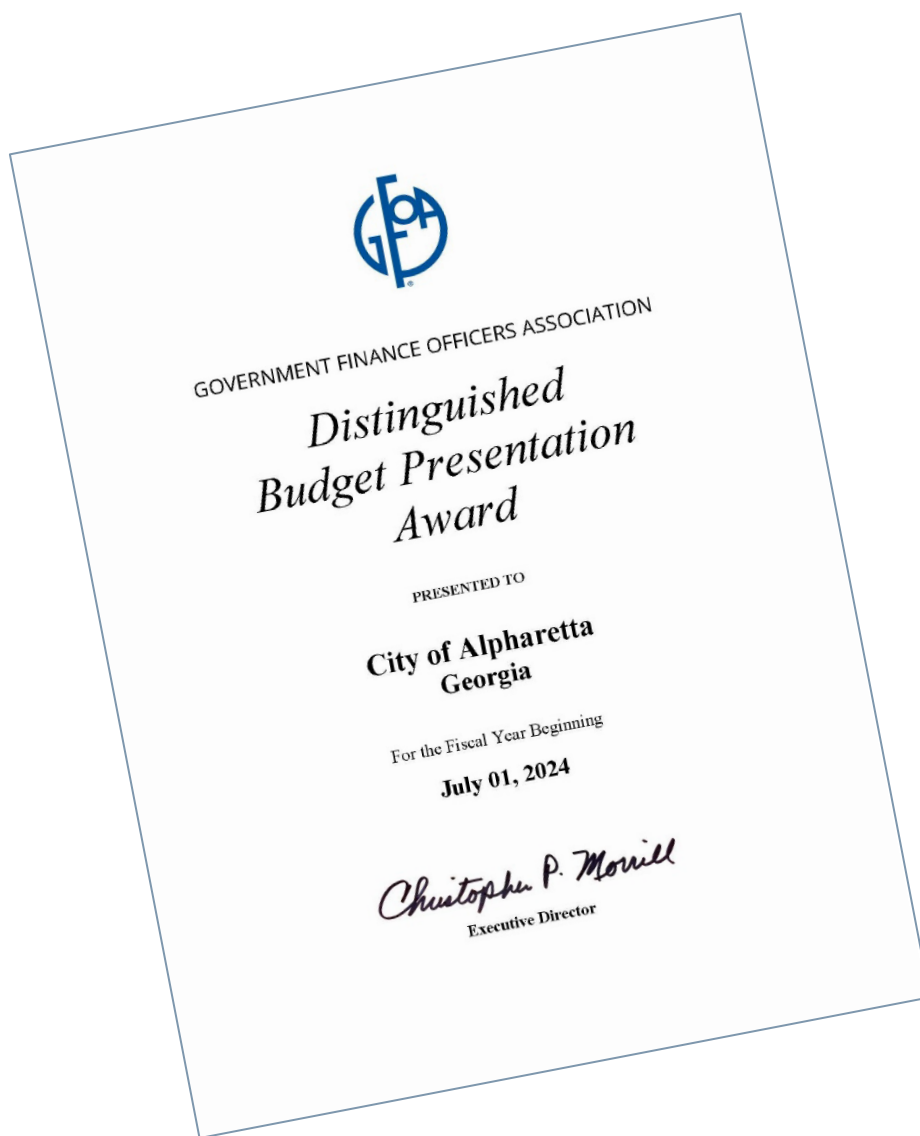
READER'S GUIDE

Acronyms and Abbreviations

BRC	Budget Review Committee	GDOT	Georgia Department of Transportation
ACFR	Annual Comprehensive Financial Report	GF	General Fund
CF	Carryforward	GFOA	Government Finance Officers Association
CIP	Capital Improvement Plan	GO Bonds	General Obligation Bonds
CPI	Consumer Price Index	HX	Homestead Exemption
CY	Current Year	IT	Information Technology Department
DCA	Department of Community Affairs (Georgia)	LOST	Local Option Sales Tax
DEA	Drug Enforcement Administration (Federal)	M&O	Maintenance and Operations
DOR	Department of Revenue (Georgia)	MPP	Minimum Premium Plan
E911	Emergency 911	NTV	Net Taxable Value
FT	Full-Time	O.C.G.A.	Official Code of Georgia Annotated
FTE	Full-Time Equivalent	OMB	Office of Management and Budget (Federal)
FY	Fiscal Year	PAFR	Popular Annual Financial Report
GAO	General Accounting Office (Federal)	PO	Purchase Order
GAAP	Generally Accepted Accounting Principals	PT	Part-Time
GAAS	Generally Accepted Auditing Standards	PY	Prior-Year
GAGAS	Generally Accepted Governmental Auditing Standards	SWAT	Special Weapons and Tactics (team)
GASB	Governmental Accounting Standards Board	TV	Taxable Value



GFOA Distinguished Budget Presentation Award



The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Alpharetta, Georgia for its annual budget for the fiscal year beginning July 1, 2024. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe the FY 2026 budget continues to conform to Distinguished Budget Presentation Award program requirements and are submitting it to GFOA to determine its eligibility.



2 PARK PLAZA
ALPHARETTA, GA 30009
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June 16, 2025

To the Mayor, City Council, and Citizens of Alpharetta:

We are pleased to present our Recommended Annual Operating and Capital Budget for Fiscal Year 2026 (the “Budget”) of the City of Alpharetta, Georgia. Our recommendations are based on direction provided at the City Council Retreat (compiled as the “Annual Action Plan”) as well as a thorough review of our current financial status, revenue trends, economic data, and our standard of providing top level service while maintaining our focus on keeping Alpharetta an affordable option for our citizens and stakeholders.

The City's budget for FY 2026 reflects the challenges of the current economic landscape, characterized by stagnating or declining revenues alongside persistent inflationary pressures on expenditures. Economic uncertainties, including fluctuating consumer demand, evolving market conditions, and external cost drivers, continue to impact revenue growth while increasing the costs of providing essential services. Rising personnel expenses, supply chain disruptions, and higher costs for goods and services place additional strain on the City's financial position. In response, this budget emphasizes prudent fiscal management, strategic resource allocation, and a commitment to maintaining core services while ensuring long-term financial sustainability.

Today, more than ever, governments need to be nimble to respond to market conditions.

Alpharetta's 2026 budget is focused on City Council priorities (including the 2026 Annual Action Plan) and responding to market conditions in a prudent manner including maintaining a competitive compensation package for our staff and keeping up with market prices from private service providers.

Highlights include:

- Tax-burden reductions for our homeowners in excess of \$10 million through our annual homestead exemption offerings (see section entitled *Taxpayer Savings* for more information).

MAYOR
JIM GILVIN

MAYOR PRO TEM
DAN MERKEL

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

CITY ADMINISTRATOR
CHRIS LAGERBLOOM

INTRODUCTION AND OVERVIEW

- Maintenance of the city's millage rate at 5.750 mills (flat with FY 2025) including funding expanded service levels for our citizenry, business owners, and stakeholders (*Operating Initiative Requests* section of this document).
- The FY 2026 budget includes funding totaling \$1.1 million for expanded service levels within multiple departments and increases in capital investment and is described in detail under the *Operating Initiative Requests* section of this document (funded through general tax revenues as detailed above as well as other revenue adjustments).
- Capital investment focused on maintaining and improving city infrastructure and assets (\$27 million when including potential grant sources) while reserving sufficient funds to provide flexibility for future prioritized capital investment (\$6 million) and described in detail under the *Capital Project Fund Summaries* section of this document.
- Continuation of the same high service levels our citizenry, business owners, and stakeholders expect from our city.

Fiscal Year 2026 Annual Action Plan

The City Council Retreat during January 2025 set forth priorities to guide the construction of the FY 2026 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan and are detailed within the section of this document entitled *2026 Annual Action Plan* with the components set forth below:

- Strategic Growth and Redevelopment of North Point.
- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Downtown Alpharetta.
- Communications that Connect.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- People Focused Workforce.
- Economic Development.



INTRODUCTION AND OVERVIEW

Budget Process and Overview

The Fiscal Year 2026 Budget process began with an update of the city's financial condition, which was presented to the Mayor and City Council during the January 2025 City Council retreat.

As previously detailed, the City Council Retreat set forth priorities (Annual Action Plan) that guided our departmental decision making and resource allocation during construction of the FY 2026 budget.

The FY 2026 Budget is balanced for all funds and totals \$163 million with the breakdown by fund type as follows:

FUNDS BY TYPE	\$	
General Fund	\$101,845,975	
Special Revenue Funds	14,903,884	(1)
Capital Project Funds	20,013,340	(1)
Debt Service Fund	6,621,546	
Solid Waste Fund	6,252,568	
Internal Service Funds	12,312,500	
Fiduciary Funds	1,033,178	
Total	\$162,982,991	

(1) Amounts contained herein represent new appropriations for FY 2026. Unexpended FY 2025 appropriations for City Council approved projects are re-appropriated annually pursuant to city policy.

Several of the major points of the FY 2026 Budget are as follows:

- Management of personnel and compensation program to align with current market environment which includes budgetary adjustments to cover significant inflation in labor costs which are necessary to retain and recruit our highly skilled workforce:
 - Staffing level of 473 full-time equivalents “FTE” (citywide) which includes the reduction of one vacant (1) full-time equivalent position (Treasury Services Manager) within the Finance Department that was unfunded during the COVID pandemic and has not been reinstated. This position will be revisited in the future as needs dictate. Also, this FTE count includes the new position (Firefighter within the Public Safety Department) request set forth in the *Operating Initiative Requests* section of this document.
 - Staffing compensation adjustments aimed at maintaining competitiveness in an inflationary labor market include:
 - Recent compensation adjustments:
 - ✓ July 1, 2021: Continuation of the annual performance-based merit program (3% on average) in an estimated cost of \$1 million annually.

INTRODUCTION AND OVERVIEW

- ✓ November 19, 2021: Mid-year 2022 adjustments (combined) in an estimated cost of \$1.9 million annually.
 - Across-the-board 3% salary adjustment for all employees.
 - Additional across-the-board 10% salary adjustment for 911 personnel and sworn Police Officers to maintain market competitiveness in recruitment and retention.
- ✓ July 1, 2022: Increase in the annual performance-based merit program (4% on average) in a total estimated cost of \$1.6 million.
- ✓ July 1, 2022: Salary compression adjustments in an amount totaling \$825,000 annually (including taxes/benefits). Specifically, this initiative represents a continuation of the City's salary adjustment process and follows the recent adjustments related to maintaining competitiveness within the market. This phase is focused on adjusting internal compression issues within our pay structure to ensure we maintain a fair and equitable compensation plan for our employees.
- ✓ July 1, 2023: Continuation of the annual performance-based compensation program (4% on average) in a total estimated cost of \$1.8 million.
- ✓ July 1, 2023: This initiative represents a continuation of the City's salary adjustment process aimed at maintaining competitiveness within the market and is estimated at \$1.73 million. Specifically, market-based personnel compensation adjustments are proposed to ensure Alpharetta maintains its capacity to retain and attract our most valuable assets – namely, the team members that deliver excellent service to our community on a daily basis. The forecasted cost reflects salary adjustments and those impacted benefit line items (e.g., FICA, pension, etc.).
- ✓ July 1, 2024: Continuation of the annual performance-based compensation program (4% on average) in a total estimated cost of \$2.2 million. This figure is included within departmental operating budgets.
- ✓ July 1, 2024 (Operating Initiative): Market-based personnel compensation adjustments scheduled for July 1, 2024, in a total estimated cost of \$913,800 (targeted to specific positions but representing average costs equivalent to 2% of payroll citywide) to ensure Alpharetta's compensation competitiveness within the market.

INTRODUCTION AND OVERVIEW

- Proposed compensation adjustments:
 - ✓ July 1, 2025: Continuation of the annual performance-based compensation program (3% on average) in a total estimated cost of \$1.6 million coupled with targeted market-based compensation adjustments. This figure is included within departmental operating budgets.
- Increase (5.6% or \$1.4 million) in departmental maintenance and operations budgets (General Fund). However, included in this figure is one-time costs for FY 2025 (Fire Station 85 Remediation), one-time costs for FY 2026 (runoff election), a reallocation of \$1 million in initiatives from the E911 Fund into the General Fund due to revenue constraints within the E911 Fund, and the operating initiatives funding for FY 2026¹. After adjusting for these items, the base operational growth totals 1.3%. Specific cost drivers include:
 - Increase in professional services of \$114,251 (3% growth) due primarily to the net impact of the following:
 - City Administration: Decrease in Tech Alpharetta funding of -\$85,000 (from \$95,000 in FY 2025 to \$10,000 in FY 2026) as the operations continue their path to self-sufficiency.
 - City Administration: Increase in election funding of \$150,000 as Fiscal Year 2026, as opposed to 2025, is an election year. On April 18, 2024, the Governor signed House Bill 1312, mandating a statewide Special Primary Election and Special Election in 2025 for Public Service Commission (PSC) Districts 2 and 3. As a result, Fulton County must conduct a countywide election concurrently with the 2025 Municipal General Elections and the City will not incur costs. If no PSC Runoff Election is required, for the July and December 2025 election dates, municipalities needing a Runoff Election will incur the costs.

As previously noted, the City will not incur costs for the general election and has allocated \$150,000 to cover costs for a potential runoff election should one be needed (and assuming no PSC runoff election in which case the City would not incur costs).

¹ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

INTRODUCTION AND OVERVIEW

- Economic Development: Operating initiative funding for FY 2026 ² totaling \$60,000 to support the North Fulton Economic Alliance Strategic Initiative (2025-2029), a five-year initiative designed to address three pressing challenges to the region's economic prosperity and quality of life.
 - ✓ Brand and market our region to attract investment, talent, and jobs.
 - ✓ Expand our talent pipeline to strengthen our regional competitiveness.
 - ✓ Elevate regional economic development to maximize region-wide performance.
- Decrease in repair/maintenance costs of -\$43,222 (-2% reduction) due primarily to the net impact of the following:
 - Public Safety: Increase in vehicle repair/maintenance of \$145,500 (14% growth) based on current cost trends. Specifically, the city replaces 1/7th of its public safety fleet annually (this equates to a lifetime mileage target of 100,000) to ensure minimal downtime and that our equipment is responsive to service demands. That said, the city is still transitioning from Impala sedans to Explorers SUVs/Tahoe's. The Impala's have a more costly repair record (than the Explorers) and, with our existing units reaching their mileage targets, we are incurring more repair costs in the short-term as we phase out the legacy Impalas. Additionally, new vehicle availability is still constricted which leads to retaining existing vehicles in excess of the 100,000-mileage target which also impacts maintenance costs.
 - Public Works: Decrease in facility repair/maintenance of -\$209,371 as FY 2025 includes one-time funding of Fire Station 85 Remediation costs totaling \$223,371. Upon adjusting for the Fire Station 85 Remediation one-time costs in FY 2025, repair/maintenance costs within Public Works for FY 2026 grew 7% due primarily to an increase in grounds maintenance services of \$35,000 (78% growth) to cover increased contract rates for arborist/tree removal services coupled with forecasted needs based on usage trends within the last several years.

² Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

INTRODUCTION AND OVERVIEW

- Increase in maintenance contract costs of \$705,213 (18% growth) due primarily to the following:
 - Public Safety: Transfer of North Fulton Regional Radio System Authority appropriations from the E911 Fund in an amount totaling \$740,000. This initiative was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.
- Increase in IT professional services costs of \$666,219 (14% growth) due to software inflationary growth across all departments with specific drivers denoted below:
 - City Clerk: Operating initiative funding for FY 2026³ totaling \$71,000 for a managed service for remote meeting production, broadcast production, and streaming services in the City Hall Chambers.
 - Public Safety: Transfer of CentralSquare (current Public Safety Records Management/Computer Aided Dispatch system) IT professional services appropriations from the E911 Fund in an amount totaling \$244,950. This initiative was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.

Specifically, the FY 2025 E911 Fund Budget included appropriations totaling \$114,950 for CentralSquare which approximated 6-months of coverage due to original Hexagon (new Public Safety Records Management/Computer Aided Dispatch currently) implementation timeline. As the implementation timeline evolved, so too did our need to ensure access to the current CentralSquare system and this budget proposal extends operability of both through June 30, 2026.

- Public Safety: Increase in remaining IT professional services (in addition to the CentralSquare costs noted above) of \$176,822 (6% growth) due to coverage of general software inflationary cost growth including cyber security software, Flock camera infrastructure support/maintenance (+\$42,000), expansion of the Mindbase peer support software (+\$20,000), fire promotion testing software (+\$13,000), as well as initial-year maintenance costs for the new phone system (RingCentral).

³ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

INTRODUCTION AND OVERVIEW

- Recreation, Parks & Cultural Services: Increase in IT professional services of \$46,117 (9% growth) due to additional funding for the RecWare Park Program Registration software (+\$25,000 as it is funded on a per customer basis and grows along with program participation), as well as coverage of general software inflationary cost growth including cyber security software, initial-year maintenance costs for the new phone system (RingCentral), etc.).
- Increase in utility expenses of \$160,050 (5% growth) for electricity, natural gas, water/sewer, and miscellaneous utilities (e.g., cable and garbage). The main driver is electric utility cost growth and is based on usage trends coupled with adjustments for approved GA Power rate increases.
- Increase in uniform expenses of \$62,090 (13.8% growth) primarily within the Public Safety Department to cover cost growth and ensure full funding of all needed components including police uniforms, fire uniforms (station uniforms and footwear, duty gear, related components), etc. as well as additional funding to cover uniform needs for the new Firefighter position approved as part of the operating initiatives for FY 2026⁴.
- Decrease in legal services of -\$200,000 to match current cost and usage trends.
- Increase in insurance premium funding (+\$93,700, or 10% growth) to the Risk Management Fund to cover the increasing costs of liability insurance premiums.
- All other departmental maintenance and operations accounts (travel, training, supplies, etc.) declined -\$187,783, or -5%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.
- Increase in the departmental operating capital/lease accounts of \$341,829, or 35%, primarily related to the absorption of funding for the Public Safety portable radio capital lease totaling approximately \$226,007 that was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund. Remaining growth drivers include:
 - Increases in Public Safety machinery and equipment of \$115,779 due to multiple initiatives including:
 - Replacement of fire ballistic helmets (\$48,000).
 - Replacement of propane-fueled fire extinguishers (\$15,000).
 - Replacement of fire hoses (\$40,000).
 - Addition of a key control system (\$14,679).

⁴ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

INTRODUCTION AND OVERVIEW

- Addition of a weather monitoring system (\$15,000).
- Equipment needs for the new Firefighter position approved as part of the operating initiatives for FY 2026⁵ (\$3,000).
- Funding from the General Fund which is available for immediate capital investment in 2026 includes the following:
 - \$ 5,017,048 Fund Balance for one-time capital.
 - 3,091,292 Capital Contribution from the General Fund⁶.
 - \$ 8,108,340

Please refer to the Fund and Departmental Summary sections of this document for (1) multi-year revenue/expense statements on both a citywide and individual fund basis (e.g., Special Revenue Funds, Enterprise Fund, etc.) as well as (2) a personnel listing by department.

Budget and Millage Rate Hearings

As set forth under Georgia law and the City of Alpharetta Code, citizen input is solicited during the process of adopting the budget through publicly advertised meetings as follows.

DATE	ACTION
May 5, 2025	Release Fiscal Year 2026 Budget (pdf, transparency site, etc.)
May 19, 2025	City Council Budget Workshop <i>Base Budget, Operating and Capital Initiatives</i>
June 2, 2025	City Council Budget Workshop <i>Base Budget, Operating and Capital Initiatives</i>
June 16, 2025	1 st Public Hearing and Council Meeting (Budget/Millage) <i>1st reading of Budget Ordinance</i> <i>1st reading of Millage Rate Ordinance</i>
June 23, 2025	2 nd Public Hearing (Budget/Millage; 11:30am)
June 23, 2025	3 rd Public Hearing and Council Meeting (Budget/Millage) <i>2nd reading of Budget Ordinance</i> <i>2nd reading of Millage Rate Ordinance</i>

⁵ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

⁶ Includes an augmentation of \$829,000 in the annual capital contribution account approved as part of the operating initiatives for FY 2026. Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

INTRODUCTION AND OVERVIEW

Budget Issues and Priorities

The FY 2026 Budget formalizes numerous key financial factors which have been themes for several years within the government.

- ✓ Taxpayer savings.
- ✓ Cost of government.
- ✓ Bond ratings.
- ✓ Debt service payments.
- ✓ Expansion of departmental service levels.
- ✓ Proper use of fund balance.
- ✓ Funding capital initiatives from operating budget.
- ✓ Maintaining an effective capital improvement program.

Taxpayer Savings – City (annual)

The FY 2026 millage rate, coupled with the city's substantial Homestead Exemptions, goes great lengths in keeping Alpharetta an affordable place to live and strategically position us relative to neighboring areas. The city's multiple homestead exemptions are estimated to save our homeowners over \$10 million annually and include:

- Floating Homestead exemption that caps the taxable value growth of homesteaded properties to the lesser of 3% or CPI.
- Basic Homestead exemption of \$45,000 off the assessed value of homesteaded properties which is among the highest in the State.
- Senior Basic Homestead exemption of \$25,000 off the assessed value of homesteaded properties for residents aged 65 and older.
- Senior full-value exemption available to residents aged 70 and older who meet certain income requirements.

Cost of Government

The city has historically acknowledged the need to provide a taxation rate commensurate with the government's level of service.

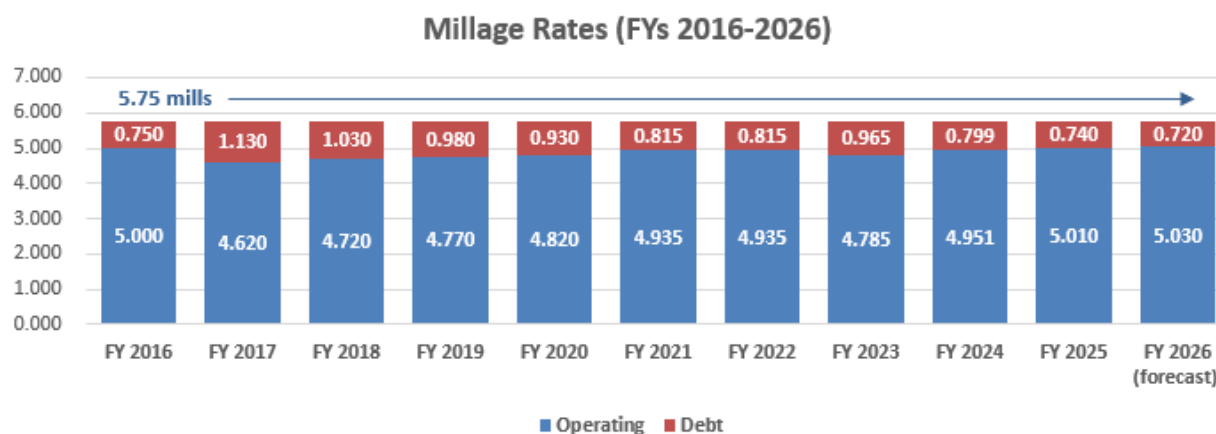
The FY 2026 Budget is based on maintenance of the city's millage rate at 5.750 mills.

- The portion of the millage rate funding debt service (Debt Service Fund) is estimated to decrease 0.020mills compared to FY 2025 to a total of 0.720 mills. As our annual debt service obligations are relatively flat, growth in the tax digest allows for a reduction in the debt service millage rate. The decrease in tax revenue associated with the debt service millage shift is estimated at -\$170,000.
- The portion of the millage rate funding operations and capital investment (General Fund) is estimated to increase 0.020 mills compared to FY 2025 to a total of 5.030 mills. The increase in tax revenue associated with the operations millage shift is estimated at +\$135,000 and has been allocated towards operating initiatives. The

INTRODUCTION AND OVERVIEW

shift from debt service millage to operations millage results in additional tax savings for our homeowners as the operations millage rate is subject to homestead exemptions.

The chart below illustrates the annual millage rates levied by the city for the last 10 years including the request for FY 2026.



Bond Ratings

The city's AAA bond rating was reaffirmed by Moody's and Standard & Poor's ("S&P") during January 2022 in conjunction with the sale of \$27 million (par) of Series 2022 General Obligation Bonds to fund a variety of park enhancements and projects.

The AAA rating represents the highest rating available to municipalities and translates to significant savings to our citizens and stakeholders through reduced borrowing costs. This rating demonstrates the strongest creditworthiness relative to other US municipal or tax-exempt issuers and reflects the city's current sound financial position as well as strong financial management practices guiding our ongoing decision making. These practices are supported by formal policies to guide budget and procurement practices, capital investment, and debt management. Other positive factors include a relatively strong economic base and manageable debt/pension burdens. The FY 2026 Budget is mindful of these factors and the importance of maintaining the highest rating, not only for our citizens but also our bondholders.

Debt Service Payments

The city's primary method of funding large-scale capital projects is through the issuance of bonds (e.g., general obligation bonds, Development Authority bonds, etc.). General obligation bonds have been issued to fund numerous large-scale projects including public safety facilities, parks and recreation facilities, and transportation improvements that continue to define Alpharetta as a desirable community to work and live. General obligation bonds are funded through a separate millage levy. The Alpharetta Development Authority, a component unit of the city that is focused on economic development within our borders,

INTRODUCTION AND OVERVIEW

issued bonds in 2016 to fund construction of our state-of-the-art Conference Center. These bonds are funded by a portion of the Hotel/Motel Tax.

Principal and interest payments for fiscal year 2026 are budgeted at \$8.4 million with the following forecast: 2027 - 2041⁷: \$8.8 million (annual average); 2042-2046⁸ totaling \$1.6 million (annual average). These figures include city and Development Authority obligations and span multiple Funds.

Expansion of Departmental Service Levels (Operating Initiatives)

Recommended operating initiatives include revenue adjustments of \$850,000 and expenditure adjustments of \$1.1 million. Please refer to the *Operating Initiatives Request* section of this document for details of the requests.

Proper Use of Fund Balance

General Fund: Based on audited financial statements for the year ended June 30, 2024, the city's fund balance totaled \$38 million. Of this amount, approximately \$9.4 million was appropriated in the FY 2025 Budget for capital/one-time initiatives/reserve and \$23.5 million has been designated as an emergency account based on a conservative policy of 25% of total appropriations (i.e., roughly 3 months of operating expenditures). It has been the city's policy to utilize the remaining fund balance above the emergency requirement for one-time expenditures (generally capital investment). Available capital/one-time initiative funding for FY 2026 totals \$5 million.

Funding Capital Initiatives from Operating Budget

The FY 2026 budget includes funding totaling \$3.1 million from General Fund operations for capital investment (e.g., replacement of our infrastructure and equipment, etc.). By programming an annual capital contribution into the operating budget, the city is announcing to its citizens and stakeholders that capital investment in our roads and infrastructure is a priority that should be funded with certainty as opposed to relying on fund balance which may or may not be accumulated. Funding from the General Fund which is available for immediate capital investment in 2026 includes the following:

- | | |
|--------------------|---|
| ▪ \$ 5,017,048 | Fund Balance for one-time capital. |
| ▪ <u>3,091,292</u> | Capital Contribution from the General Fund ⁹ . |
| \$ 8,108,340 | |

⁷ Represents the final maturity of the Series 2016 Alpharetta Parks and Transportation Bonds and the Series 2016 Development Authority Revenue Bonds.

⁸ Represents the final maturity of the Series 2022 General Obligation Bonds.

⁹ Includes an augmentation of \$829,000 in the annual capital contribution account approved as part of the operating initiatives for FY 2026. Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

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Maintaining an Effective Capital Improvement Program (Capital Initiatives)

The FY 2026 Capital Plan includes funding of \$27 million for capital initiatives (including potential grant funding). Base capital funding totals \$21 million and has been appropriated to the identified projects and non-allocated. Other Sources totaling \$6 million and consisting of anticipated LMIG (Local Maintenance & Improvement Grant) grant funding, LRA (Local Roads Assistance) grant funding, Capital Lease funding, and a contribution from the Alpharetta Youth Baseball Association (Wills Park Baseball Field 5 synthetic turf installation), will be appropriated once received (and/or appropriate agreements executed).

FY 2026 Capital Source & Use Summary	Capital Project Fund	Capital Project Fund (Tree Bank)	Stormwater Capital Fund	TSPLOST 1 Capital Fund	TSPLOST 2 Capital Fund	Asset Forfeiture Fund	Impact Fee Fund (Parks)	Impact Fee Fund (Public Safety)	Subtotal	Other Sources (grants, etc.)	Total
Sources											
Available Fund Balance	\$ 2,500,000	\$ -	\$ -	\$ 400,000	\$ 7,000,000	\$ 290,000	\$ 515,000	\$ 60,000	\$ 10,765,000	\$ -	\$ 10,765,000
Available Fund Balance (Tree Bank)	-	905,000	-	-	-	-	-	-	905,000	-	905,000
General Fund											
Annual Capital Appropriation	1,191,292	-	1,900,000	-	-	-	-	-	3,091,292	-	3,091,292
Available Fund Balance	5,017,048	-	-	-	-	-	-	-	5,017,048	-	5,017,048
Investment Earnings	300,000	-	100,000	300,000	400,000	-	-	-	1,100,000	-	1,100,000
Other											
Local Maintenance Improvement Grant (LMIG); Milling and Resurfacing	-	-	-	-	-	-	-	-	-	710,000	710,000
Local Roads Assistance (LRA) Grant; Milling and Resurfacing, Bridge and Guardrail Maintenance	-	-	-	-	-	-	-	-	-	851,107	851,107
Capital Leases	-	-	-	-	-	-	-	-	-	4,660,000	4,660,000
Alpharetta Youth Baseball Association Contribution	-	-	-	-	-	-	-	-	-	250,000	250,000
Total Sources	\$ 9,008,340	\$ 905,000	\$ 2,000,000	\$ 700,000	\$ 7,400,000	\$ 290,000	\$ 515,000	\$ 60,000	\$ 20,878,340	\$ 6,471,107	\$ 27,349,447
Uses											
Capital/One-Time Initiatives											
Economic Development	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
Information Technology	958,800	-	-	-	-	-	-	-	958,800	-	958,800
Public Safety	2,305,162	-	-	-	-	28,952	-	-	2,334,114	4,660,000	6,994,114
Public Works	1,472,500	905,000	2,000,000	-	4,518,893	-	-	-	8,896,393	1,561,107	10,457,500
Recreation, Parks & Cultural Services	1,540,000	-	-	-	-	-	515,000	-	2,055,000	250,000	2,305,000
Community Development	183,600	-	-	-	-	-	-	-	183,600	-	183,600
Total Uses	\$ 6,560,062	\$ 905,000	\$ 2,000,000	\$ -	\$ 4,518,893	\$ 28,952	\$ 515,000	\$ -	\$ 14,527,907	\$ 6,471,107	\$ 20,999,014
Non-Allocated (Future Capital/One-Time Initiatives)	\$ 2,448,278	\$ -	\$ -	\$ 700,000	\$ 2,881,107	\$ 261,048	\$ -	\$ 60,000	\$ 6,350,433		

Recommended capital investment totals \$21 million and is focused on maintaining and improving city infrastructure and assets, including:

- Acting on the findings of the Facility Condition Assessment completed during FY 2025 (City Facility Preventative Maintenance Assessment and Implementation, HVAC Replacements, Public Safety Headquarters window repair/replacements, Wood Lightpole/LED Replacement Initiative, Public Works Headquarters improvements).

INTRODUCTION AND OVERVIEW

- Delivering on prior-year funded design projects (Mast Arms at Kimball Bridge Road and Northwinds Parkway intersection, North Park Restroom/Concession Stand Replacement at Fields 1-4 – conceptual design only).
- Planning for known obligations (e.g. SR 9 Landscaping from Academy Street to Windward Parkway, Fire Equipment for New Fire Engines, etc.).
- Prioritizing future project needs (TSPL0ST 3 Exhibits).

An additional \$6 million is being reserved to provide flexibility for future prioritized capital investment.

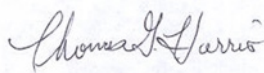
Please refer to the *Capital Project Fund Summaries* and *Appendix A (Detailed 5-Year Capital Improvement Plan)* sections of this document for details of the requests.

In closing, while this budget is conveyed on behalf of the City Administrator, this document is due in large part to the diligent work of staff, as well as the constructive management provided by the City Council and the feedback provided by our citizenry. We would like to thank our elected officials for their effective leadership and commitment to continuing our Signature City status in the region, despite the many demands on their time and interests.

Respectfully Submitted,



Chris Lagerbloom
City Administrator



Thomas G. Harris
Finance Director

FISCAL YEAR 2026 ANNUAL ACTION PLAN

Fiscal Year 2026 Annual Action Plan

The City Council Retreat during January 2025 set forth priorities to guide the construction of the FY 2026 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan with the following components:

- Strategic Growth and Redevelopment of North Point.
- Safe and Welcoming Community.
- Communications that Connect.
- Downtown Alpharetta.
- The Alpha Loop and Greenway.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Economic Development.
- People Focused Workforce.
- Transportation and Traffic.



The 2026 Annual Action Plan builds upon the city's Community Vision and guides construction of the FY 2026 budget including operations and capital investment. Linkages, where applicable, have been provided within the *Operating Initiative Requests* and *Capital Project Fund Summaries* sections of this document.

FISCAL YEAR 2026 ANNUAL ACTION PLAN

Strategic Growth and Redevelopment of North Point

- North Point holds tremendous potential as one of the city's main redevelopment areas. To ensure that we make the most of this opportunity, we will dedicate the necessary time and attention to get it right.
- As new projects and opportunities emerge in our city, we remain committed to supporting strategic growth. We believe that our city is unique and deserves development patterns that reinforce that fact.
- To support North Point redevelopment, we will re-create the tax allocation district and will evaluate new tax opportunities.
- We will explore options to improve transportation in the area, including the alignment of the Alpha Link to connect to Encore Parkway Gateway Park.

Safe and Welcoming Community

- We enjoy the benefits of a safe community, and we are driven to protect everything within our borders.
- We value and support our Public Safety Department and recognize their essential role in keeping our city safe. We are committed to providing them with the necessary resources to fulfill their duties effectively.
- Our 911 dispatchers are lifelines to our community. We will actively remember their value.
- We will examine all emerging technologies and how they can enhance the way we keep our community safe, such as enhanced cameras and unmanned aerial flights.
- We will evaluate our community paramedic program and quantify results, make changes, and look for ways to provide new services.

Communications that Connect

- Through talented communicators, we will improve communication across all areas of our organization, including internal communications, and implement an effective crisis communications plan.
- To improve community engagement, we will develop a new website featuring advanced capabilities that will enable us to communicate in real-time, providing timely and relevant information.
- Through the launch of the new city website, we will enhance the usability by exploring AI options, and further refine the Alpha Bot chat feature.
- We will focus our communication strategy on crafting compelling content and strategic messaging and will seek new and evolving ways to connect with the public.

FISCAL YEAR 2026 ANNUAL ACTION PLAN

Downtown Alpharetta

- Safety is fundamental to a vibrant downtown. We understand the importance of our image and remain driven to provide a safe environment.
- Effective parking management is key to ensuring that everyone can enjoy downtown. We will continue to explore and implement strategies that maximize our current parking resources.
- We are dedicated to supporting our local businesses and will collaborate with the Downtown District to identify and pursue mid-term and long-term options that maintain the character, cleanliness, and desirability of downtown.
- We will create a balance by designating specific areas for activity while preserving green space for leisure.

The Alpha Loop and Greenway

- Our city is mobile. Extending the Alpha Loop and Alpha Link remains an important focus of our transportation network.
- User experience matters, and we will pursue public art and other gateway features on our transportation network.
- We will review the Alpha Loop project plan to identify and address any gaps. Project phasing will be considered if necessary.
- To ensure that we have the necessary resources to complete the Alpha Loop, we will identify additional funding sources and seek out interested private investors.

Recreation, Parks, and Culture

- Parks are valued assets in our city, and we will continue to deliver on park bond projects to ensure that our parks are well-maintained and equipped with the necessary amenities to serve our residents.
- We will renovate, reimagine, and construct improvements to all parts of Wills Park.
- We will partner with the Equestrian Foundation to complete arena projects and other important updates at the equestrian center.
- Culture is an important part of our community, and we are committed to implementing efforts that celebrate it. We will continue to promote public art and the filming of oral history to showcase our shared history and traditions.
- We will promote fun.

FISCAL YEAR 2026 ANNUAL ACTION PLAN

Infrastructure and Facilities Maintenance

- To maintain the safety and long-term functionality of our facilities, we will conduct assessments, formulate recommendations, and develop renovation plans.
- Managing stormwater is important in our city, and we will continue investing in projects with high impact areas.
- Focus on transportation enhancements to our transportation network, the completion of the Highway 9 project, the Webb Bridge Road project, and the beginning of the Old Milton project are important.
- New street and directional signage will be designed and installed to improve wayfinding and enhance public spaces, making it easier for residents and visitors to navigate the city.

Economic Development

- To attract new businesses and industries to our city, we will explore innovative solutions by repurposing underutilized areas that can be transformed into thriving working models creating a vibrant and diverse economy that benefits both our residents and businesses.
- Maintaining a presence in Atlanta and Washington DC is crucial for our city, and we will utilize lobbying services to help us achieve our goals in both locations.
- We will continue to pursue grants to fund projects and initiatives that benefit our city, creating opportunities for growth and development.
- We will market Alpharetta more comprehensively. As our focus on Economic Development grows, we will reach broader audiences and diversify the way we market ourselves as a desirable city to do business in.

People Focused Workforce

- Our highly talented staff works tirelessly to serve our community. We're committed to recruiting, retaining, and rewarding our public servants to ensure we continue to attract and retain top talent. By investing in our staff, we can build a stronger, more effective team that provides top-quality services to our community.
- We strive to be an employer of choice that attracts and retains the best talent. Our employees are our greatest asset, and we are devoted to providing them with a rewarding work environment. We will continue to implement a market competitive compensation system that ensures employees are well-compensated and supported.

FISCAL YEAR 2026 ANNUAL ACTION PLAN

Transportation and Traffic

- Our city is on the move, and we recognize the importance of managing traffic and promoting ease of mobility in our city as it continues to grow and evolve.
- We support multi-modal transportation options and will explore both traditional and non-traditional solutions for surface, underground, and aerial transportation to meet the diverse needs of our community.
- Public transit is a crucial component of a well-connected community, and we will continue to support bus rapid transit in the Georgia 400 Corridor.



ABOUT ALPHARETTA

About Alpharetta

History¹⁰

From the North Georgia Mountains to the Chattahoochee River along a Cherokee Indian trail, a tiny village named *New Prospect Campground* was formed. This village made up of tents, a log school, and an arbor became a trading post where Indians and settlers exchanged their goods. The surrounding countryside provided excellent farmland, especially for cotton. On December 11, 1858, the town was chartered and became the county seat of Milton County. The town was renamed Alpharetta from the Greek words “alpha” meaning first and “retta” meaning town.

Alpharetta and Milton County can trace their history to the time of the Cherokee Indian Nation resettlement in the 1830's. First, drawn by the promise of free Indian lands, a few somewhat itinerant settlers moved into the area. These first pioneers were soon followed by permanent farmers and merchants who were the fortunate winners of the land lotteries of the early 1830's.

The first permanent landmark in the area was the New Prospect Campground, often referred to as the "Methodist Campground". This campground was located next to a natural spring just north of the present "downtown" section of Alpharetta. A "Camp Meeting" in that era was the social and cultural highlight of the year for the families living on isolated farms with few travel options.



On December 11, 1858, Alpharetta was legally chartered. Prior to July of that year, the town was known as the "Town of Milton". The original town charter provided that the city could pass a tax on every grocery store, retailing liquor store, hallway and billiard table of not more than \$25 per year. Another provision of that charter was the right to levy a tax of \$25 on

¹⁰ The information contained within this section is based upon original research by Anne Rogers Ferguson and accessed via the City of Alpharetta website.

ABOUT ALPHARETTA

every show that may be exhibited within the city. The first report of the city Trustees showed a balance of \$1,302 for fiscal year 1859.

A courthouse and jail were soon constructed, and with building costs being what they were, the final bill for the completed facility was \$2,400. This building served as a landmark for the city limits because, according to the charter, the limits were to extend in a one-half mile radius from the Courthouse.

By the time of the Civil War, Alpharetta had grown to a fair-sized town with three hotels, several mercantile shops, numerous churches and a school. The farms around the area were for the most part small family farms and most of the farmers were not slave owners.

In 1863, an epidemic of smallpox spread through town. In one instance, 16 cases of the disease were recorded in two families alone. Guards were hired to keep people from leaving their quarantine and thereby spreading the sickness further.

Many of these early records are incomplete because as the left flank of the Union Army passed through Milton County, the original Courthouse was burned. In fairness, it was never established whether it was burned by the Union Troops or by retreating Confederate soldiers. In any case, one enterprising citizen, a Dr. O.P. Skeleton salvaged many of the court documents and carried them to a hiding place in Jackson County and promptly billed the city \$30.00 for "services rendered". Later, the city paid O.P.'s friend, John Webb, \$60.00 to bring them back.

As the Civil War ended, Alpharetta, along with the rest of the South, suffered a period of economic hardship. These "hard times" tended to draw folks together and a sense of community identity began to grow. As hard as these times were, Milton County fared better than many areas. Since the area was populated primarily by small farms and merchants, the collapse of the "Plantation" economy had nowhere near the impact as in other communities.

In the next decades, growth in Milton County was steady, but never spectacular. The area was hampered by the lack of a railroad, around which most growth in those times was centered. The nearest railroad dead-ended at the river in Roswell. It is ironic that in those times a railroad was so important, but today the absence of a noisy and dangerous railroad track is considered desirable for community development.

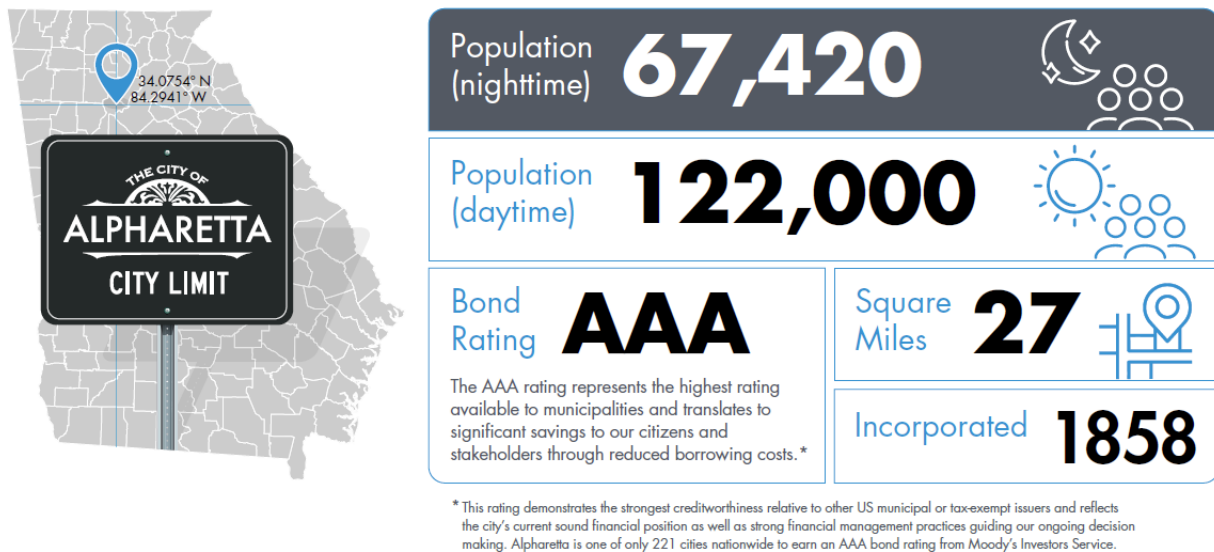
When the depression of the early 1930's devastated the nation's economy, Milton County found itself near bankruptcy. In order to save the area from disaster, it was decided that a merger of Milton County with Fulton County would be to everyone's advantage. It was because of this merger that the first roads began to be paved. Until that time, the only paved roads in the area were State Highway 19 (now Highway 9) and 120 (now Old Milton Parkway).

Today, Alpharetta represents one of fourteen incorporated cities/towns within Fulton County and is one of the fastest growing communities in the South. Its environment is

ABOUT ALPHARETTA

considered ideal for raising families and living a quality lifestyle free from the problems found in so many similar sized cities.

Located approximately 25 miles north of the City of Atlanta, Alpharetta occupies a land area of approximately 27 square miles and serves an estimated population of 122,000 (daytime) and 67,420 (nighttime). Population growth has been fueled in part by the city's strong economic base as well as the annexation of surrounding communities. With the incorporation of the City of Milton and the City of John's Creek, all unincorporated areas within north Fulton County have been absorbed. As such, future growth is through development and redevelopment as opposed to annexation. Please refer to the *Alpharetta by the Numbers* section of this document for detailed economic and demographic information about our great city.



Government

The City of Alpharetta ("city") operates under a strong mayoral form of government, whereby the mayor possesses all the executive and administrative powers granted to the government under the constitution and laws of the State of Georgia and the city charter. Policy making and legislative authority are vested in the governing council, consisting of the mayor and six (6) council members, all elected on a non-partisan basis. The mayor is chosen by popular vote. City Council members run for a specific post, but they are elected by a citywide vote. The city's elected officials serve four (4) year terms which begin on January 2nd immediately following the date of election into office. Council members elected for three (3) consecutive terms are not eligible for the succeeding term. A mayor elected and qualified for two (2) consecutive terms is not eligible for a succeeding term. Elections are held every two (2) years and are conducted by the Fulton County Board of Elections. The Mayor and City Council appoint a City Administrator to carry out the day-to-day operations of the city.

ABOUT ALPHARETTA

The city provides a full range of services, including police and fire protection; the construction and maintenance of highways, streets, and other infrastructure; and recreational activities and cultural events. Sanitation services are provided through relationships with private operators.

The city relies heavily on its dedicated volunteers that provide their expertise and time through serving on our various board and commissions which include.

Board of Ethics

Meeting Day:	As Needed
Meeting Time:	Case-By-Case Based on Member Availability
Meeting Location:	Alpharetta City Hall – Council Chambers
City Department:	City Clerk

The Board of Ethics is charged with conducting investigations and hearings of complaints of unethical behaviors by City Officials. The City of Alpharetta adopted an Ethics Ordinance to ensure that City Officials will work for the common good of the people of Alpharetta and not for any private or personal interest, they will ensure fair and equal treatment of all persons, claims, and transactions coming before City Council, Boards, and Commissions.

When a verified complaint is submitted, the Mayor and Council, at the next public meeting, will draw names randomly from a list of fourteen qualified citizens, until five members of the Board have been appointed to investigate said complaint. The five appointed members will serve until the complaint is resolved and then will no longer be eligible to serve in the pool of fourteen qualified citizens. At that time, the Mayor and City Council will then appoint a new citizen to serve on the Board.

Board of Zoning Appeals

Meeting Day:	3 rd Thursday of the Month
Meeting Time:	5:30 PM
Meeting Location:	Alpharetta City Hall – Council Chambers
City Department:	Community Development

The Board of Zoning Appeals hears and decides appeals of determinations made by the Director of Community Development and may authorize a hardship variance or an exception from the City's Unified Development Code. The Board of Zoning Appeals may hear variance or exceptions that fall between a 20% and 50% variance or exception from the City's stipulated code requirement.

ABOUT ALPHARETTA

Code Enforcement Board

Meeting Day:	4 th Thursday of the Month
Meeting Time:	3:30 PM
Meeting Location:	Alpharetta City Hall – Council Chambers
City Department:	Community Development

The Code Enforcement Board was created with the intent to promote, protect, and improve the health, safety, and welfare of the citizens of Alpharetta. The Code Enforcement Board has the authority to impose administrative fines and non-criminal penalties as a method of enforcing City codes and ordinances where a pending or repeated violation continues to exist.

Cultural Arts Commission

Meeting Day:	4 th Tuesday of the Month
Meeting Time:	6:00 PM
Meeting Location:	Alpharetta City Hall – Council Chambers
City Department:	Recreation, Parks, and Cultural Services

The Cultural Arts Commission was created with the intent to promote, protect, and support the growth of cultural arts in the City of Alpharetta. The Commission reviews and recommends the acquisition of all works of art to be purchased by or gifted to the City, encourages cultural enrichment programs, supports existing local arts and culture organizations, and works to expand public understanding, appreciation, and enjoyment of cultural activities and art forms.

Further, the Commission advises the City Council on art acquisition, strategic arts planning, local art groups, sponsoring artistic performances and programs, preservation of city cultural landmarks, and design and location of current or future statutory or artworks owned by the City.

Design Review Board

Meeting Day:	3 rd Friday of the Month
Meeting Time:	8:30 AM
Meeting Location:	Alpharetta City Hall – Council Chambers
City Department:	Community Development

The Design Review Board is charged with conducting a public hearing for all design applications for non-single-family detached buildings, structures, sites, and property areas that are located within the Downtown Overlay, Corridors of Influence, Interchange Districts, and any other applications forwarded to the Board by the Director of

ABOUT ALPHARETTA

Community Development. Further, the Design Review Board hears and decides appeals of administrative decisions, where the Director of Community Development has denied sign design approval.

The Board reviews design applications for exterior features of new construction or changes to existing structures, exterior modifications, new paint selection, and signage applications for master plans or properties within the Downtown Overlay. The Board grants or denies applications based upon a review of the application's compliance with the City's design standards and preservation of the historical, cultural, and aesthetic heritage of the City.

Development Authority

Meeting Day:	1 st Tuesday of the Month
Meeting Time:	6:00 PM
Meeting Location:	Alpharetta City Hall – Council Chambers
City Department:	Economic Development

The Alpharetta Development Authority is a seven-member board appointed by the Alpharetta City Council with the goal of fostering commerce and growth within the City of Alpharetta.

Statement of Purpose: The Development Authority of Alpharetta is granted powers and jurisdiction through the Georgia General Assembly and a resolution adopted by the Alpharetta City Council on September 3, 1996, and is regulated under O.C.G.A. Sec. 36-62-1. The function of this Authority is to promote the public good and general welfare, trade, commerce, industry, general tax base, and the employment opportunities available in the City of Alpharetta. To accomplish these goals, the Authority may acquire, own, and/or lease real property; issue revenue bonds or other obligations to finance projects; and may arrange or provide for property tax abatements or other means of incentivizing projects. The Authority may also engage in a variety of initiatives and programs to promote and market the community and/or strengthen the City's position as a location for business investment.

The Development Authority consists of seven members who are appointed by vote of the City Council, with each member serving a term of four years. In accordance with Georgia Law, the members of the Authority do not receive compensation for their service but may be reimbursed for out-of-pocket expenses incurred in performing the duties of their appointment.

ABOUT ALPHARETTA

Historic Preservation Commission

Meeting Day:	2 nd Thursday of the Month
Meeting Time:	3:00 PM
Meeting Location:	Alpharetta City Hall – Council Chambers
City Department:	Community Development

The Historic Preservation Commission updates and maintains an inventory of all properties and buildings within the City that have the potential for designation as a historic property. The Historic Preservation Commission is charged with the responsibility of conducting a public hearing for applications seeking historic property designation. Also, the Commission reviews historic preservation plans and may make recommendations, and further, approve or deny said preservation plans. The Commission makes recommendations to City Council when a historic structure should be listed in or removed from the City's Historic Resources Inventory – Contributing Historic Buildings and may also recommend other historic preservation incentive programs for City Council to review.

Additionally, the Commission promotes programs related to historic properties, may undertake the restoration or preservation of a historic property owned by the City (based on funding and City Council approval), conduct education programs on historic properties, and may retain persons with professional expertise to carry out tasks related to historic preservation.

Natural Resources Commission

Meeting Day:	3 rd Tuesday of the Month
Meeting Time:	6:30 p.m.
Meeting Location:	Alpharetta City Hall – Executive Conference Room (1 st Floor)
City Department:	Public Works / Community Development

The Natural Resources Commission advises City Council, provides leadership in the development and understanding of the tree program, and assists the Director of Community Development and Director of Public Works in the development and maintenance of technical specifications. Further, the Commission maintains a list of proposed changes to the kinds and species of trees described in the City's Tree Planting List. Any changes are presented before City Council by way of resolution.

ABOUT ALPHARETTA

Planning Commission

Meeting Day:	1 st Thursday of the Month
Meeting Time:	6:30 PM
Meeting Location:	Alpharetta City Hall – Council Chambers
City Department:	Community Development

The Planning Commission is charged with the responsibility of conducting a public hearing for all applications for zoning changes, Comprehensive Land Use Plan amendments, and amendments to the City's Unified Development Code. During the public hearing, the Commission reviews applications and makes an appropriate recommendation (based on the City's Unified Development Code) to City Council.

Further, the Commission may also initiate proposed changes to the Comprehensive Land Use Plan and the City's Unified Development Code when said changes are necessary or desirable.

Recreation Commission

Business Meeting Day:	2 nd Tuesday of the Month
Business Meeting Time:	5:30 PM
Business Meeting Location:	Alpharetta City Hall – Council Chambers
Workshop Meeting Day:	3 rd Wednesday following the Regularly Scheduled Recreation Commission Business Meeting
Workshop Meeting Time:	5:30 p.m.
Workshop Meeting Location:	Alpharetta City Hall–Community Room
City Department:	Recreation, Parks, and Cultural Services

The Recreation Commission has the authority to adopt rules and regulations for the proper conduct of City parks, playgrounds, and recreation activities. The Commission may also initiate any form of recreation or cultural activity for all Alpharetta Citizens to enjoy, whether on public property owned by the City or on private property with approval of the property owner.

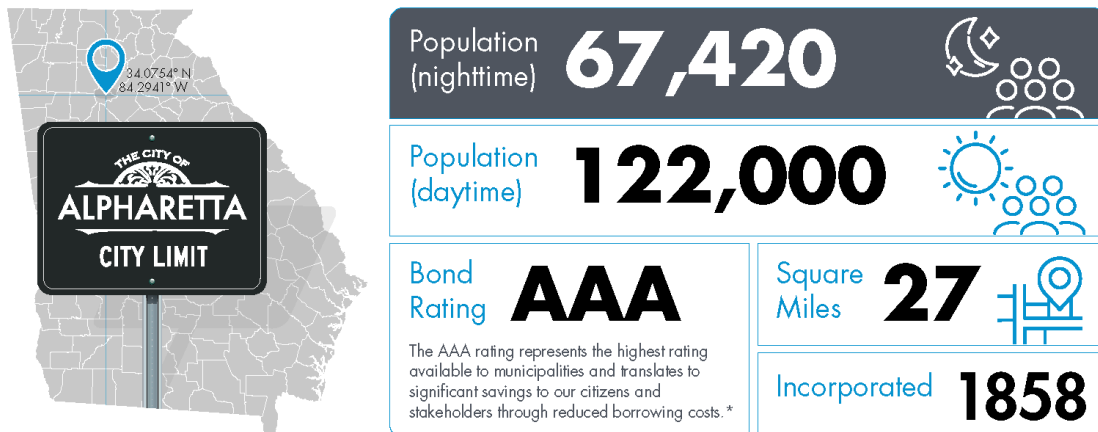
All meetings and hearings are held at Alpharetta City Hall (2 Park Plaza, Alpharetta, GA 30009) and are open to the public. City residents and stakeholders are encouraged to attend.

All meetings are subject to change. Please confirm the dates/times on the city's website: <https://alpharettaga.portal.civicclerk.com/>.

ALPHARETTA BY THE NUMBERS

Alpharetta by the Numbers

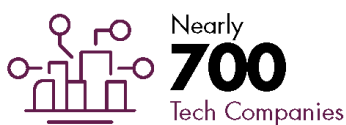
OUR COMMUNITY



INFRASTRUCTURE

ADVANTAGES

Our story goes like this: During the late-90s dot-com boom, the City of Alpharetta started to grow from the ground up—literally. Hundreds of miles of fiber optic cables were buried throughout the city, and the state's largest electricity provider, Georgia Power, took it a step further by establishing a series of redundant electric networks throughout the city.



ACCESSIBILITY

Because Alpharetta is just a quick drive from Atlanta, businesses are conveniently positioned right by the world's busiest airport. And if that's not enticing enough, there are plenty of other ways to get around whether you prefer to drive by car or ride public transit, Alpharetta makes sure businesses and their workers get to where they need to go.



ALPHARETTA BY THE NUMBERS

BUSINESS CLIMATE

LOCAL COMPANIES

There's a reason why more than 700 technology-based businesses have made their home in Alpharetta, and it's not just the nice houses and great weather. Our fiber-optic network is the most extensive and redundant in the Southeast, and we work closely with state and local economic development agencies to provide tax credits and incentives to complement any brand of business. Some of the biggest and most recognized names in the tech industry are thriving here in Alpharetta.

We could talk about Alpharetta's exceptional business climate all day long, but nothing speaks to our success quite like our track record. Here are just a few names we're proud to work with.

TOP 10 EMPLOYERS

Providing a strong economic foundation for our community, the City of Alpharetta is pleased to recognize the top 10 employers – based on the number of employees.



<i>Employer</i>	<i>No. of Employees</i>
FISERV, INC.	2,088
EQUIFAX.	2,054
ADP, INC.	1,928
LEXIS NEXIS RISK SOLUTIONS.	1,376
VERIZON	1,095
UPS	1,051
E*TRADE FINANCIAL.	878
JACKSON HEALTHCARE	870
ERNST & YOUNG U.S. LLP	756
HEWLETT PACKARD ENTERPRISE COMPANY.	738

Source: City of Alpharetta Finance Department

ALPHARETTA BY THE NUMBERS

WORKFORCE

COMPETITIVE EDGE

Every business on the planet, from Mom & Pop stores to Fortune 500 companies, is only as good as its employees. And in Alpharetta, we're proud to be home to some of the smartest minds in the world of tech.

65% of Alpharetta's residents own a bachelor's degree or higher, which is nearly double the national average for young adults. And there are plenty of them, too. With a **daytime population over 122,000**, Alpharetta boasts close to 3,000 workers per square mile; that's more than major metropolitan areas like Charlotte, Dallas, Austin, or Phoenix.

EDUCATION

When it comes to college degrees, our workforce has credentials that are hard to compete with. No matter what heights our businesses desire to reach, our workers come equipped with the invaluable knowledge it takes to get there.

26.4%

Graduate or
Professional Degree



64.6%

Bachelor's
Degree



6.6%

Associate's
Degree

PROFESSIONS

Need more proof that Alpharetta is a rising hub in the business world? Consider that 82% of Alpharetta residents are employed in professional, managerial, technical, sales and administrative positions. Our citizens don't just have degrees—they've got the experience and working knowledge needed to take any business to the next level.

20%

Individuals Earn
\$100K or More



82%

Employed in Professional/
Technical Sector



67K

Total City
Population

PERSONNEL

Alpharetta's consistent population nearly doubles during the day. That means that employees are coming from throughout the region to work for Alpharetta's rising tech companies. With great accessibility and a superior quality of life, it's no wonder we're one of the fastest-growing cities in the nation, and it's getting better every day.

122K

Daytime
Population



1M+

People With
30-Minute Drive Time



2,923

Workers Per
Square Mile

**Top City in the Nation
For Health IT**

**Healthcare
Informatics**

**The Best Small Cities to
Start a Small Business**

verizon

ALPHARETTA BY THE NUMBERS

RECOGNITION



**Certificate of Achievement
for Excellence in
Financial Reporting**
for fiscal year 2023 from the
Government Finance Officers
Association (GFOA)



**Distinguished Budget
Presentation Award**
for fiscal year 2024
from GFOA.



**Insurance Services Office
(ISO) Class 1 Rating**

This certification, representing superior property fire protection capabilities, is based primarily on an evaluation of the city's water supply and distribution, fire department equipment, manpower, etc. Alpharetta is one of only 25 agencies in Georgia and 474 agencies nationwide, to receive an ISO Class 1 rating, the highest available.



Tree City USA
from the
National Arbor
Day Foundation
for the 34th
consecutive year.

TREE CITY USA

RANKINGS

“ Alpharetta’s revamped downtown district, which is known as the City Center, has become a walkable, family-friendly hub filled with restaurants and shops surrounding a central greenspace. ” — *Southern Living*

**Best Places to
Live In Georgia**
2023

**TRAVEL+
LEISURE**

**Safest and Most
Affordable Cities
In the US**
2024

moneygeek
YOUR MONEY, SMARTER

**Best Places to
Raise a Family
In Georgia**
2024

NICHE

**Best Places to Live
On the East Coast**
2021

Newsweek

**The South's Best
Cities On the Rise
2024**

Southern Living

**5 of Georgia's Top
15 High Schools**



**Governor's Office of
Student Achievement**

Source: <https://www.awesomealpharetta.com/about/>

ALPHARETTA BY THE NUMBERS

CITY DEPARTMENTS BY THE NUMBERS



** Data set forth above is based on prior-year values and not reflective of FY 2026 changes.*

ALPHARETTA BY THE NUMBERS

Mission¹¹

To make a positive difference in the community by efficiently managing public resources and providing effective services and leadership that exceed the expectations of our citizens.



Vision¹²

Our Community Vision is to advance Alpharetta as a signature City by:

- Offering the highest quality of environment for our residents and businesses.
- Fostering strong sense of community including safety and security.
- Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission.

In summary, our vision for the future guides the city's decision-making process. As you read this document, you will notice that direct linkages are identified between the city's vision/strategic priorities and departmental goals & objectives as well as the projects set forth in the Capital Improvement Plan.

When funding initiatives (e.g., annual departmental budgets) are brought before the City Council for consideration, discussion is centered on how the initiatives link with the city's vision for the future.



¹¹ The Mission Statement details our City's reason for existence and embodies our philosophies, goals, ambitions, and character.

¹² The Vision Statement represents what we want our City to become and details how the City's future will look if we continue to achieve our Mission.

FINANCIAL ACCOUNTING STRUCTURE

Financial Accounting Structure

The accounting policies of the city shall conform to the generally accepted accounting principles (“GAAP”) as applicable to local governments.

The diverse nature of governmental operations and the necessity of assuring legal compliance preclude recording and summarizing all governmental financial transactions and balances in a single entity. From an accounting and financial management viewpoint, a governmental unit is a combination of several distinctly different fiscal and accounting entities, each having a separate set of accounts and functioning independently of each other.

Each accounting entity is accounted for in a separate “fund”. A fund is defined as a fiscal accounting entity with a self-balancing set of accounts recording cash and other financial resources together with related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

The city’s accounting records for governmental funds are maintained on a modified accrual basis with the revenues being recorded when available and measurable and expenditures being recorded when the services or goods are received, and the liabilities are incurred. Accounting records for the city’s proprietary and fiduciary funds are maintained on an accrual basis.

Fund Classification

The city’s accounting system is organized and operated on a “fund” basis and each fund is classified in one of three categories:

CLASSIFICATION	FUND TYPE
Governmental Funds	General Fund
	Special Revenue Funds
	Debt Service Fund
	Capital Project Funds
Proprietary Funds	Enterprise Fund
	Internal Service Funds
Fiduciary Funds	Pension Trust Fund
	Other Post Employment Benefit (OPEB) Trust Fund

FINANCIAL ACCOUNTING STRUCTURE

Governmental Funds

These funds are accounting segregations of financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used; current liabilities are assigned to the fund from which they are to be paid; and the differences between governmental fund assets and liabilities is referred to as “Fund Balance”. The primary measurement focus is “flow of current financial resources”. In other words, are there more or less resources than can be spent soon as a result of transactions of the period? Increases in resources are reported in the operating statement as revenues or other financing sources, and decreases are reported as expenditures or other financing uses.

Proprietary Funds

These funds are sometimes referred to as “income determination,” “non-expendable”, or “commercial type” funds and are used to account for a government’s on-going organizations and activities which are like those often found in the private sector. All assets, liabilities, equities, revenues, expenses, and transfers relating to the government’s business and quasi-business activities, where net income and capital maintenance are measured, are accounted for through proprietary funds. The generally accepted accounting principles are those applicable to similar businesses in the private sector, and the measurement focus is the economic condition of the fund as a result of the events and transactions of the period. Events and transactions that improve the economic position of a proprietary fund are reported as revenues or gains in the operating statement. Those events and transactions that diminish the economic position are reported as expenses or losses.

Fiduciary Funds

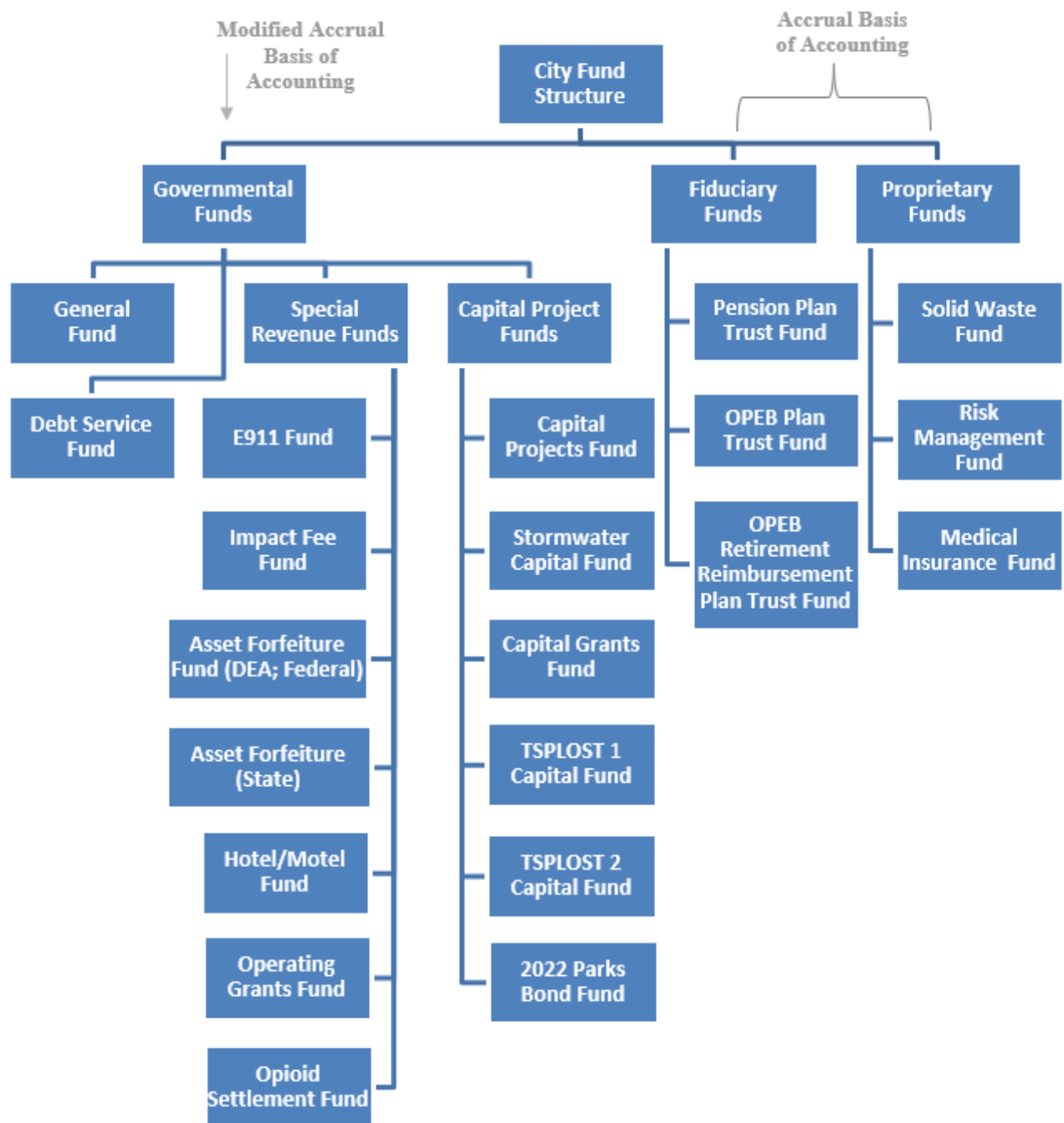
These funds are used to account for assets held by the city in a trustee capacity or as an agent for other governmental units and for other funds.



FINANCIAL ACCOUNTING STRUCTURE

Fund Structure

The city uses 15 governmental funds, 3 fiduciary funds and 3 proprietary funds as detailed below.



FINANCIAL ACCOUNTING STRUCTURE

Fund Descriptions

The following section provides a narrative on each of the city's 21 funds:

General Fund (Governmental Fund)

The General Fund is the principal operating fund of the city and includes governmental activities such as police, fire, recreation, transportation, and other general governmental functions that are primarily funded with property taxes, utility taxes, franchise fees, state shared revenues, and charges for services, such as recreation program fees.

The General Fund utilizes the modified accrual basis of budgeting and accounting. Under the modified accrual basis, revenues are recorded when both available and measurable. Expenditures are recognized when the liability is incurred, except for: (1) principal and interest on general long-term debt which are recognized when due; and (2) annual employee leave and claims/judgments for litigation and self-insurance which are recorded in the period due and payable.

While debt service on voter-approved debt is funded through the Debt Service Fund, debt service on other obligations (i.e., Alpharetta Development Authority revenue bonds that are backed by the City through Intergovernmental Agreement) resides in each applicable Fund based on the identified funding source. As an example, the General Fund includes debt service for the Series 2013 Alpharetta Development Authority revenue bonds which were issued to fund a portion of the costs associated with the new Alpharetta campus of Gwinnett Technical College. The Hotel/Motel Fund also includes debt service associated with Alpharetta Development Authority revenue bonds (discussed in the following section).

Debt Service Fund (Governmental Fund)

This fund accumulates financial resources for the repayment of the city's voter-approved debt obligations including.

- **General Obligation Refunding Bonds, Series 2014** (advanced refunded the callable portion of the Series 2006 GO Bonds).
- **General Obligation Bonds, Series 2016.**
- **General Obligation Refunding Bonds, Series 2020** (refunding of the Series 2012 GO Bonds).
- **General Obligation Bonds, Series 2022.**

The Debt Service Fund utilizes the modified accrual basis of budgeting and accounting.

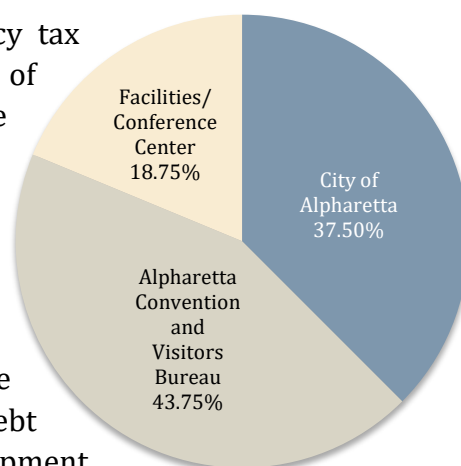
FINANCIAL ACCOUNTING STRUCTURE

Special Revenue Funds (Governmental Funds)

Special revenue funds are used to account for specific revenues that are legally restricted to expenditures for specific purposes. All special revenue funds utilize the modified accrual basis of budgeting and accounting.

- **E911 Fund:** This fund accounts for fees received from users, or potential users, of the city's Emergency 911 System. The fee equals \$1.50 monthly and is paid directly from wired, wireless (including prepaid cards), and voice-over-internet-protocol telecommunication providers, with expenditures occurring to maintain and run the system within the government. The city also provides emergency dispatch services to the City of Milton through an Intergovernmental Agreement. Funding under this agreement is based on remittance of Milton's E911 service fees and is accounted for within the E911 Fund. The Public Safety Department manages the E911 Program.
- **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 Community Development Department manages the Impact Fee Program.
- **Asset Forfeiture Funds (Federal/State):** These funds account for revenues received from the enforcement of drug laws and the confiscation of property from drug offenders' arrests that can be used by public safety to aid in drug enforcement activity. Funds cannot be used to supplant the Public Safety Department's normal operational budget. The Public Safety Department manages the asset forfeiture programs.
- **Hotel/Motel Fund:** This fund accounts for occupancy tax collections from area hotels and motels for the purpose of promoting conventions, tourism, and trade shows, while providing funds to facilitate economic vitality in downtown areas. Currently, the city levies a hotel/motel occupancy tax of 8% on total rental charges.

The chart to the right details the resulting revenue distribution. The Conference Center portion of the hotel/motel occupancy tax remains in the Fund to pay debt service costs associated with the Alpharetta Development Authority's Series 2016 Revenue Bonds ¹³ which were issued in 2016 to fund construction of a state-of-the-art conference center at the Avalon Development.



¹³ The City is obligated via Interlocal Agreement to fund the debt service on this obligation.

FINANCIAL ACCOUNTING STRUCTURE

- **Operating Grants Fund:** This fund accounts for resources received from federal, state, and local grants awarded to the city. Matching funds, which represents the city's financial investment, are also recorded within this fund. This fund accounts for operational grants only. Capital grant proceeds are recorded within the Capital Grants Fund. All operating grant funds follow the life-to-date budgeting process whereby budget is carried forward annually to cover Council approved projects. As such, only new appropriations are reflected in the annual budget document. Existing appropriations are reflected in the city's monthly financial management reports and can be accessed at www.alpharetta.ga.us.
- **Opioid Settlement Fund:** This fund accounts for Opioid Settlement proceeds. Specifically, the State of Georgia reached a \$636 million agreement with three distributors and a major manufacturer of opioids. Approximately \$517 million will come from the National Distributors' Settlement over the course of 18-years. An additional \$118 million will come from the Janssen/J&J Settlement over the next 9-years.
 - The settlement allocates 25% (\$159 million) of the total funds to local governments.
 - The State will receive 75% (\$477 million) of the funding.

All funds must adhere to approved purposes as described in the settlements.

Capital Project Funds (Governmental Fund)

These funds are used to account for the acquisition and construction of major items, such as buildings, infrastructure, parks, streets, and other major capital facilities. The city has six (6) capital project funds which are detailed below. All capital project funds follow the life-to-date budgeting process whereby budget is carried forward annually to cover Council approved projects. As such, only new appropriations are reflected in the annual budget document. Existing appropriations are reflected in the city's monthly financial management reports and can be accessed at www.alpharetta.ga.us. The capital project funds utilize the modified accrual basis of budgeting and accounting.

- **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, with a value in excess of \$25,000. Funding for these capital improvements typically come primarily from a transfer of available fund balance within the General Fund. Appropriations are perpetual with only new appropriations recognized in the annual budget.
- **Stormwater Capital Fund:** This fund accounts for stormwater/drainage maintenance, repair, and/or improvement projects with a value in excess of \$25,000. Funding for these capital improvements typically come primarily from a transfer of

FINANCIAL ACCOUNTING STRUCTURE

available fund balance within the General Fund. Appropriations are perpetual with only new appropriations recognized in the annual budget.

- **Capital Grants Fund:** This fund accounts for resources received from federal, state, and local grants awarded to the city. Matching funds, which represents the city's financial investment, are also recorded within this fund. This fund accounts for capital grants only. Operating grant proceeds are recorded within the Operating Grant Fund.
- **TSPLOST 1 Capital Fund:** This fund accounts for the collection of TSPLOST 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.
- **TSPLOST 2 Capital Fund:** This fund accounts for the collection of TSPLOST 2 (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.
- **2022 Parks Bond Fund:** This fund accounts for the proceeds and associated expenditures resulting from the issuance of voter approved general obligation bonds, series 2022. Fund appropriations will be perpetual with only new appropriations recognized in the annual budget.

Fiduciary Funds

These funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds utilize the accrual basis of accounting and are appropriated in the annual budget (excluding the Pension Trust Fund) and reflected in the city's monthly financial management reports which can be accessed at www.alpharetta.ga.us.

- **Pension Plan Trust Fund:** This fund accounts for assets of the city's defined benefit pension plan. The assets in this fund cannot be used to support government programs or activities.
- **Other Post Employment Benefit (OPEB) Plan Trust 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.

FINANCIAL ACCOUNTING STRUCTURE

- **Other Post Employment Benefit (OPEB) Retirement Reimbursement Plan Trust 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).

Proprietary Funds

The city maintains two different proprietary fund types. Enterprise Funds are used to account for business-type activities whose operations are primarily funded by customer fees. Internal Service Funds are used to accumulate and allocate costs internally among the city's various functions. Proprietary Funds utilize the accrual basis of budgeting and accounting.

- **Solid Waste Fund (Enterprise Fund):** This fund accounts for fees received from users of the city's solid waste program (i.e., garbage and trash collection). Services are provided on a user charge basis and managed through a contract with a private operator. The Finance Department manages the Solid Waste Program including billing, collection, and customer service functions.
- **Risk Management Fund (Internal Service Fund):** This fund is used to account for expenses related to providing and administering the general liability, automotive liability, workers' compensation, and property insurance coverage for the city.
- **Medical Insurance Fund (Internal Service Fund):** This fund accounts for activity under the City's Minimum Premium Plan (MPP) in accordance with Generally Accepted Accounting Principles.

Accounting rules dictate the creation of an Internal Service Fund to track activity under an MPP. As such, this fund does not represent new costs. Rather, it represents a flow of funds from the Operating Funds (e.g., employer/employee premiums) that does have the effect of grossing-up the totals as the appropriations are reflected in multiple Funds. Under the MPP, the City and the medical insurer (CIGNA) agree that the City will be responsible for paying all claims up to an agreed-upon aggregate level, with the insurer responsible for the excess. The insurer will continue to process claims and administrative services. Through the MPP arrangement, the City is able to reduce premium taxes while maintaining coverage benefits. The MPP is still a fully insured medical plan.

FINANCIAL REPORTING

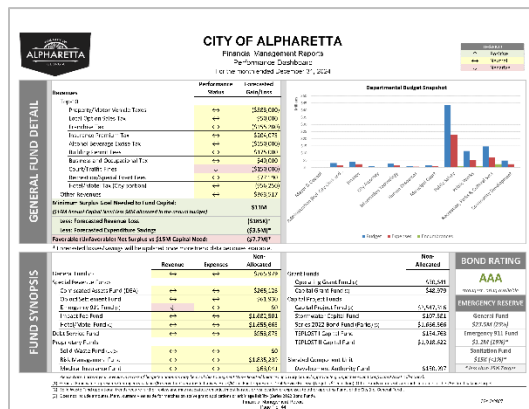
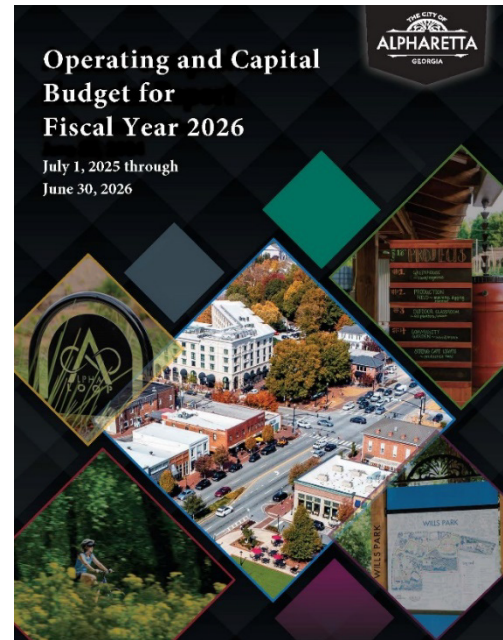
Financial Reporting

The Finance Department provides detailed financial reporting to meet the information needs of the government, authorities, regulatory agencies, and citizens/ stakeholders. In addition, the City Administrator, Mayor, Council, Department Heads, and the public shall have access to reports to allow them to monitor, regulate, and to use as a basis for future financial decisions.

Operating and Capital Budget¹⁴ (June-August)

The Operating and Capital Budget is a financial plan that outlines how public funds will be allocated to support essential services, infrastructure, and community priorities for the fiscal year. The Operating Budget funds the day-to-day operations of the City, including public safety, parks and recreation, transportation, and other essential services.

The Capital Budget focuses on long-term investments in infrastructure, such as roads, facilities, and utility systems, ensuring the sustainability and growth of the community. Together, these budgets reflect the City's commitment to responsible financial management, strategic planning, and enhancing the quality of life for our stakeholders (e.g. residents, businesses, etc.).



Financial Reporting to the City Council¹⁵ (monthly)

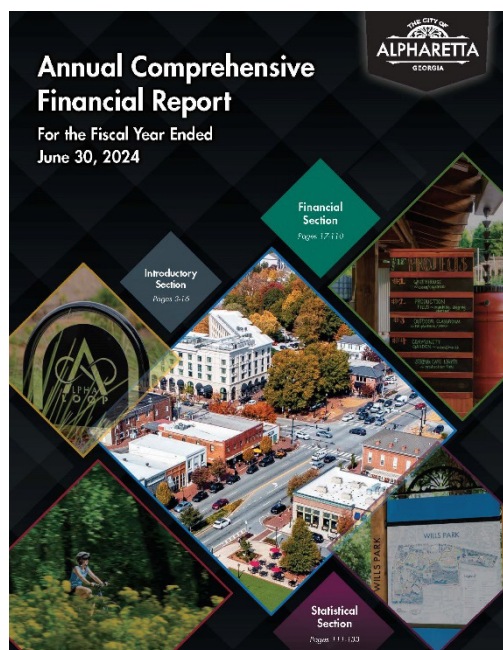
The Monthly Financial Management Reports provide a detailed snapshot of the City's financial performance throughout the fiscal year. These reports include key financial data on revenues, expenditures, and budgetary comparisons, helping to track the City's financial position in real time. By regularly reviewing these reports, City officials,

residents, and stakeholders can stay informed about spending trends, budget adherence, and overall fiscal health. This transparency supports sound financial decision-making and reinforces the City's commitment to accountability and responsible financial management.

¹⁴ Available for download from the City's website: <https://www.alpharetta.ga.us/343/Annual-Operating-Capital-Budget>.

¹⁵ Available for download from the City's website: <https://www.alpharetta.ga.us/347/Financial-Management-Reports>.

FINANCIAL REPORTING



Annual Comprehensive Financial Report¹⁶ (November-December)

The Annual Comprehensive Financial Report (ACFR) is a detailed and audited document that provides a comprehensive overview of the City's financial position and activities for the fiscal year. Prepared in accordance with Generally Accepted Accounting Principles (GAAP) and Government Finance Officers Association (GFOA) standards, the ACFR includes financial statements, statistical data, and an in-depth analysis of revenues, expenditures, assets, and liabilities. The financial statements are independently audited by a certified public accounting firm to ensure accuracy, transparency, and compliance with financial reporting standards. This report serves as a

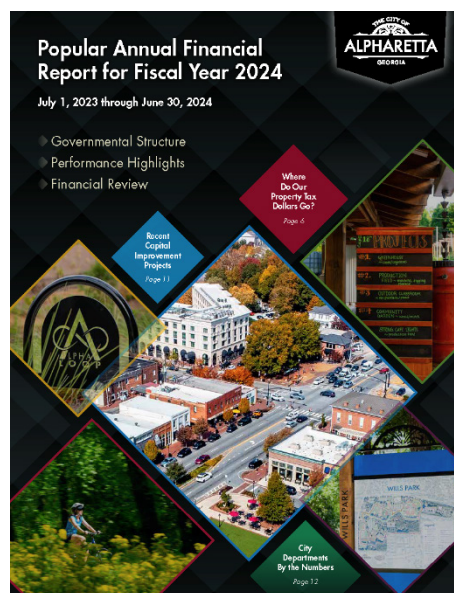
key resource for residents, investors, and stakeholders, offering transparency into how public funds are managed and ensuring accountability in the City's financial operations.

Mauldin and Jenkins, Certified Public Accountants, LLC, have issued an unqualified ("clean") opinion on the City of Alpharetta's financial statements for the year ended June 30, 2024.

Annual Citizens Report¹⁷ (November-December)

The Popular Annual Financial Report (PAFR or Annual Citizens Report) is a user-friendly summary of the City's financial activities, designed to make complex financial information more accessible to residents and stakeholders.

Based on the audited Annual Comprehensive Financial Report (ACFR), the PAFR highlights key financial data, budgetary trends, and major initiatives in a clear and concise format. This report enhances transparency by providing an overview of how public funds are managed and invested in the community. By reviewing the PAFR, residents can gain a better understanding of the City's financial health and its commitment to responsible stewardship of taxpayer dollars.



¹⁶ Available for download from the City's website: <https://www.alpharetta.ga.us/346/Audited-Financial-Statements>.

¹⁷ Available for download from the City's website: <https://www.alpharetta.ga.us/341/Annual-Citizens-Reports>.

BUDGET PROCESS

Budget Process

The annual budget serves as the foundation for the city's financial plan and assists in control of the financial stability and health of the government. The Mayor and Council are legally required to adopt a balanced budget (i.e., revenues = expenditures) no later than the close of the fiscal year. The city's fiscal year runs from July 1st through June 30th, with the official fiscal year taken from the year ending date. For example, the FY 2026 Budget is prepared for the fiscal year commencing July 1, 2025, and ending June 30, 2026.

Annual Budget Process

Responsibility for funding recommendations contained within the annual budget rests with the Budget Review Committee ("BRC"), comprised of the City Administrator and Finance Director. The BRC maintains the primary responsibility of ensuring that funding requests are in alignment with the city's strategic priorities (set by Mayor and City Council) and by extension, the strategic vision for the future, as well as the annual action plan. Additionally, the BRC performs a detailed review of revenues and expenditures that culminates in the recommended budget which is presented annually to the City Council for discussion and adoption during April-June.

Budget Methodology

The city's budget is created under a hybrid performance-based budgeting system. This type of budgeting system blends the traditional historical financial trend model with the performance-based model of identifying a particular level of performance for each type of service/program and the resources necessary to operate it, as well as describes the structure of the departments and the programs into which they are divided.

Beginning with each department's mission statement, which sets the direction for the department's activities, goals and objectives are developed that support the department's mission and, by extension, the city's strategic priorities. Goals and objectives should be SMART – Specific, Measurable, Achievable, Relevant, and Timed. Ultimately, the goals and objectives should result in departmental efficiency/effectiveness improvements which are then reflected in the appropriations process.

Departments, in partnership with the Finance Department, then develop a projected budget based on the previous year's budget/actual expenditure trend and amend for any new initiatives or discontinued/non-recurring initiatives.

The departmental budget is separated into the following components:

- *Mission Statement* – the statement must identify the particular purpose for the department and how it relates to the city's overall mission.

BUDGET PROCESS

- *Goals & Objectives* – a listing of the fundamental goals and objectives which aid the department in achieving its mission. Goals stretch and challenge the department, but they must also be SMART. Direct linkages are identified between the city’s strategic priorities and departmental goals & objectives.
- *Program/Expenditure Summary* – the budget for the department presented on both a department-wide and individual program basis and summarized by expenditure category:
 - Personal Services: salaries, overtime, and other compensation related expenditures.
 - Maintenance & Operations: professional fees, repair & maintenance, general supplies, communications, and other operational related expenditures.
 - Capital: departmental machinery & equipment and other capital investment expenditures.
- *New Initiatives* – new services and/or capital investment.
- *Statement of Service and Performance Measures* – multi-year summary of departmental performance measurements.

Performance Measurement

The city views its performance measurement system as a priority and is continuing to develop and refine performance data and benchmarks. The city’s performance measurement team utilizes a software application to assist in the tracking, analysis and reporting of performance measurement data and the comparison of core measures from identified benchmark cities. As you review the departmental sections of this document, you will notice refined measures for our Public Safety and Information Technology Departments that follow the city’s updated model.

Council Retreat (January-February)

The budget preparation process commences annually in January/February with the City Council Retreat, including City Administration and key department personnel. The Retreat provides the dedicated time necessary for the City Council and executive staff to discuss the strategic issues facing the city and the associated effects on the upcoming budget. Discussion topics include all strengths, weaknesses, opportunities, threats, etc., facing the city and typically are categorized as follows: millage rates and property taxation; revenue generation/diversification; capital renewal/replacement and improvement; base-level service and operations; personnel compensation; service and operation improvements; bond issues in connection with capital improvement initiatives; etc. The Retreat provides the strategic framework and guiding priorities for the upcoming budget process.

BUDGET PROCESS

Budget Preparation and Analysis (February-April)

In February, the Finance Department distributes a budget calendar and target budgets to departments for the coming year which is based on revenue forecasts and projections of current year expenditures, as well as the two prior year's actual expenditures. Included in the target budget are line-items for salaries and benefits (e.g., pension, health insurance, etc.); the department's current year's goals and objectives; and Capital Improvement Program worksheets (i.e., current year updates to the city's capital improvement plan).

Budget information is collected in three phases. The first two phases are collected simultaneously. Phase one requests are related to employee expenses. During this phase, finance staff forecasts the personnel services funding requirements (e.g., salary and benefits) for the upcoming budget. Departments are requested to submit a forecast of personnel-driven operational expenses such as uniforms, professional development, travel, communications, etc.

The second phase includes budget requests that relate to departmental operations. During phase two, city departments are directed to review their operations and provide a forecast of appropriations required to maintain current service levels.

Phase three, the final phase of data collection, includes funding requests for improvements to current service levels as well as new programs or services and capital improvement projects.

As departments formulate their expenditure requests, the Finance Department is preparing the corresponding revenue analysis and forecast. Revenue sources across all funds are analyzed using the expert judgment of department directors and staff, trend analysis, and economic forecasts to compile revenue estimates that are both accurate and conservative. The city maintains a conservative revenue forecasting philosophy aimed at mitigating the over-appropriation of expenditures based on inflated revenue estimates. Additionally, the city's aggressive pay-as-you-go capital program is supported by the conservative revenue philosophy through a level supply of excess fund balance (i.e., fund balance in excess of the city's 25% fund balance reserve) available for one-time capital investment.

Budget requests are completed by every department and submitted to the Finance Department where the data is assembled into the ClearGov budget preparation/reporting software.

Both expenditure requests and revenue projections are calculated and formatted for presentation to the City Administrator for initial review. During these meetings, discussion is focused on appropriations necessary to maintain current service levels. Appropriation growth in excess of a reasonable CPI figure will be thoroughly analyzed to determine the primary growth factors (e.g., fuel, utilities, and other items subject to volatile price fluctuations) and brainstorm ways to mitigate the increased costs. Additionally, new

BUDGET PROCESS

programs, services, improvements to current services, and capital improvement projects are discussed in terms of how the initiatives link with departmental goals and objectives and by extension, the city's strategic priorities and vision for the future.

Upon completion of the departmental meetings, the BRC reviews base budgets within the context of the conservative revenue forecast and makes the necessary adjustments to balance the budget. Funding for new programs, services, or improvements to current services is prioritized based on a needs assessment and balanced against the goal of reducing the tax burden on our citizenry and stakeholders (e.g., millage rates). Funding for capital improvement projects is contained both within the general operational budget (annual capital contribution which is transferred from the General Fund into the Capital Projects Fund or Stormwater Capital Fund) as well as the companion capital project budget (one-time funding from excess fund balance). The consolidated balanced budget (i.e., operations and capital) is then prepared for presentation to the City Council.

City Council Budget Workshops (May-June)

City Council budget workshops are held in May-June. The workshops typically commence with distribution of the proposed budget which includes the following:

- Transmittal letter that summarizes the budget including current service levels, new initiatives, strengths/weaknesses/opportunities/threats facing the organization, and how the budget addresses those issues identified during the City Council Retreat.
- Departmental performance measurement listing.
- Departmental budget detail; project summary listing; and budget detail comparison that provides specific line-item allocations for the current and proposed budget years.

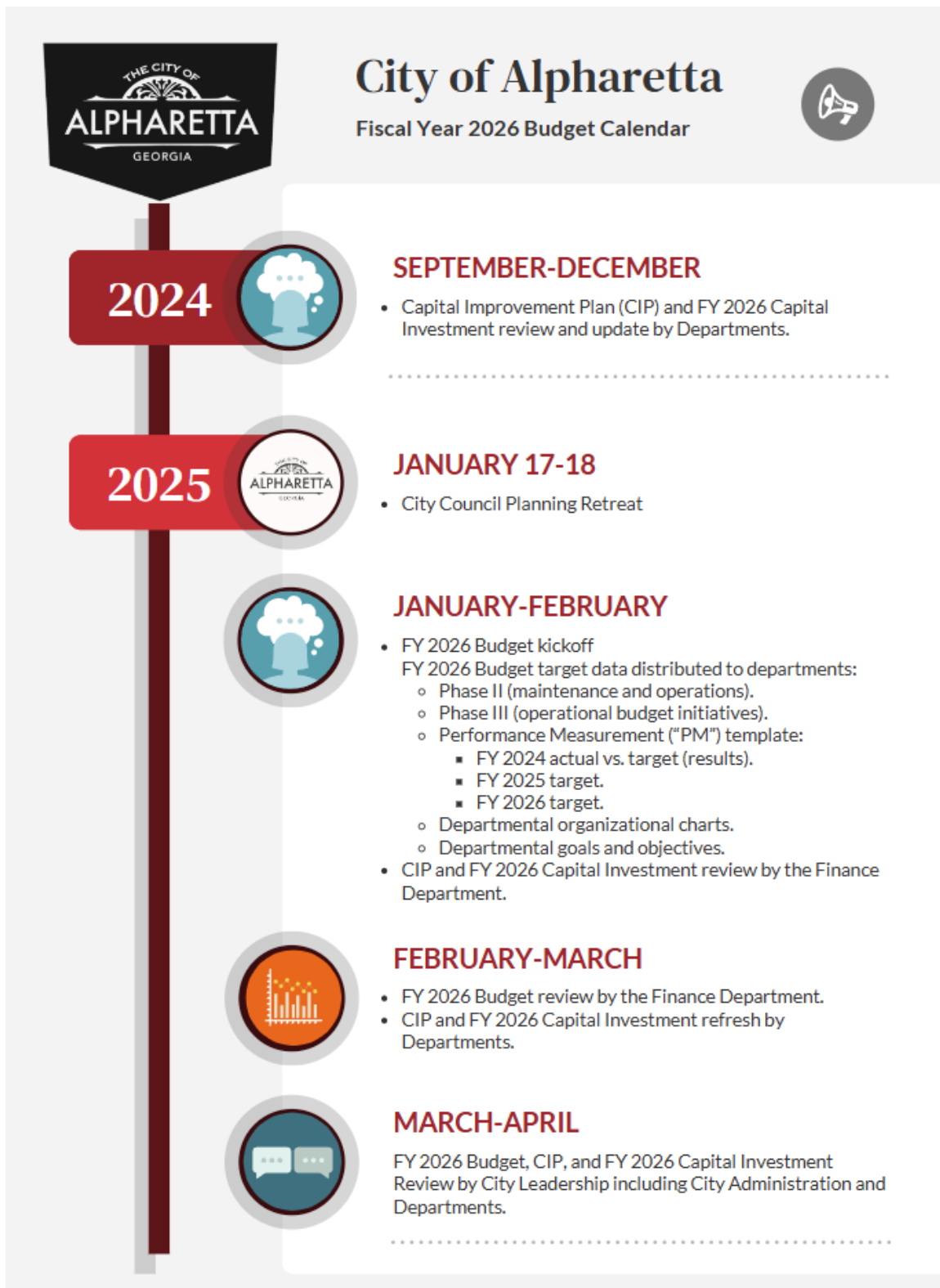
The Finance Director conducts public presentations, as needed, to summarize the budget and discuss the underlying economic growth trends. Discussion will focus on the strategic issues facing the organization for the upcoming budget year and the next several years and how this budget positions the city to respond in a prudent and proactive manner (e.g., periods of slowing economic growth, etc.). The City Council takes a lead role in analyzing the budget within the context of the city's strategic vision for the future.

Budget Adoption (June)

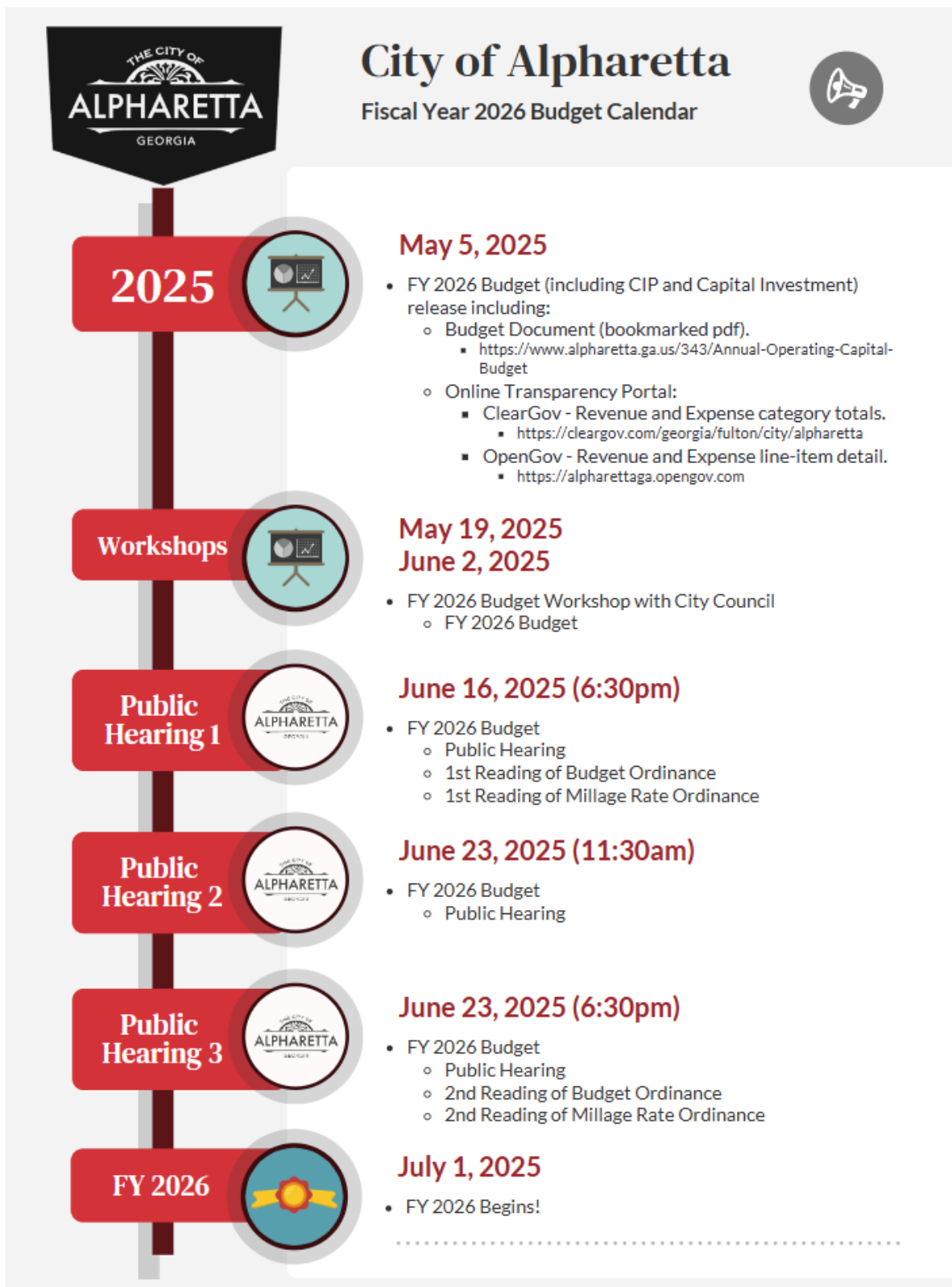
The budget and millage rate(s) are adopted via Ordinance through a public hearing process as provided under State law.

BUDGET PROCESS

Budget Calendar



BUDGET PROCESS



BUDGET PROCESS

Budget Basis and Structure

The city's budget is developed on a modified accrual basis. State law requires that the city's budget be balanced – revenues equal expenditures.

Under the modified accrual basis, revenues are recorded when both available and measurable. Certain fines and forfeitures, however, are recorded when received, as they are not susceptible to accrual. Expenditures are recognized when the liability is incurred, except for: (1) principal and interest on general long-term debt which are recognized when due; and (2) annual employee leave and claims/judgments for litigation and self-insurance which are recorded in the period due and payable.

The legal level-of-control resides at the department level within a given fund. As such, reallocation of appropriations between line-items is acceptable within a given department with the following exceptions:

- Salary and benefit savings due to vacancies are restricted from reallocation to cover operating expenditures except in the case of funding temporary labor assistance; and
- Capital appropriations are restricted to the specific purpose set forth in the budget and cannot be reallocated except through approval by City Administration and/or the City Council.

Budget amendments that cross departments must be approved in advance by the City Council. As such, these amendments are typically brought for consideration by City Council during the mid-year budget review process.



OPERATING INITIATIVE REQUESTS

Operating Initiative Requests

Executive Summary

General Fund	Revenue	Expense	Net Cost	Capital Component
Funding Available for Operating Initiatives:	\$ -	\$ 214,500	\$ 214,500	
Recommended Initiatives:				
<u>All Departments</u>				
Business and Occupational Tax Adjustment	\$ 850,000	\$ -	\$ (850,000)	\$ -
Augment Annual Capital Contribution	-	829,000	829,000	-
<u>Economic Development</u>				
North Fulton Economic Alliance Strategic Initiative	-	60,000	60,000	-
<u>Information Technology/City Clerk</u>				
City Hall Chambers Remote Production/Streaming Svcs	-	71,000	71,000	-
<u>Public Safety</u>				
Firefighter (new position; +1 FTE)	-	104,500	104,500	-
	\$850,000	\$1,064,500	\$ 214,500	\$ -

Recommended operating initiatives include revenue adjustments of \$850,000 and expenditure adjustments of \$1.1 million and have been programmed into departmental operating budgets. Operating Initiatives not recommended for funding at this time total \$1.4 million and include capital investment requirements of \$245,000.

Fiscal Year 2026 Annual Action Plan

The City Council Retreat during January 2025 set forth priorities to guide the construction of the FY 2026 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan and are detailed within the section of this document entitled *Fiscal Year 2026 Annual Action Plan* with the components set forth below:

- Strategic Growth and Redevelopment of North Point.
- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Downtown Alpharetta.
- Communications that Connect.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- People Focused Workforce.
- Economic Development.

OPERATING INITIATIVE REQUESTS

Detail (Recommended Operating Initiatives)

Citywide

Business and Occupational Tax Adjustment (revenue)

\$850,000

Description: The purpose of the business occupational tax is to levy, assess, and collect an annual occupational tax on certain businesses and practitioners of professions and occupations located or exerting substantial efforts in the city. The formula for this revenue source was last adjusted in 2008.

Detail adjustments include:

	Current	Proposed
General Classification		
Admin Fee	\$50	\$75
Employee Fee		
1-4	\$100	\$125
5-10	\$175	\$200
11-25	\$300	\$325
26-49	\$450	\$475
1-49	-	+\$10 per employee
50+	\$150	\$175
	+\$7 per employee	+\$17 per employee
Food Truck	\$150	\$175
Insurance	\$100	\$150
Pawn-Shop	\$150	\$175
Non-Profit	\$0	\$0
Max Fee	\$10,000	N/A

Revenue from this tax totaled \$1.3 million in Fiscal Year 2024. The adjustments proposed above are estimated to generate an additional \$850,000 annually.

Augment Annual Capital Contribution

\$829,000

Fiscal Year 2026 Annual Action Plan:

- Strategic Growth and Redevelopment of North Point.
- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Downtown Alpharetta.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- Economic Development.

Description: Current infrastructure and asset maintenance cost trends highlight a capital funding target of \$16 million annually (milling/resurfacing, fleet, stormwater, facility upkeep) through various means such as TSPLOST, Fund Balance, and an annual capital contribution from the General Fund.

OPERATING INITIATIVE REQUESTS

This annual General Fund contribution is currently targeted at \$6 million. The FY 2025 annual General Fund contribution was \$4 million. Due to revenue constraints, the General Fund capital contribution has been reduced to approximately \$2.26 million in the draft proposed budget for FY 2026. An additional \$1.74 million would be needed to bring funding in 2026 to that of the funding in 2025.

The amount included herein (\$829,000) prioritizes the Business and Occupational Tax adjustment towards annual capital investment and gets us closer to the FY 2025 funding level (i.e. \$3.1 million in 2026 vs \$4 million in 2025). Additionally, a portion of this funding could be used towards an energy savings performance contract (ESPC phase) under the City's current facility condition assessment project which is focused on capital facility maintenance and improvements. This appropriation also allows the City more flexibility in operations should revenues continue to decline.

General Fund

Economic Development

North Fulton Economic Alliance Strategic Initiative

\$60,000

Fiscal Year 2026 Annual Action Plan:

- Economic Development.

Description:

This request is for funding to support the North Fulton Economic Alliance Strategic Initiative (2025-2029), a five-year initiative designed to address three pressing challenges to the region's economic prosperity and quality of life. From Greater North Fulton to the world, the business environment is getting more competitive—not less. In North Fulton, we have much of which to be proud—a prosperous region with thriving communities and many assets. We also have an opportunity before us—to elevate Greater North Fulton and increase national and global awareness of our amazing region as a premiere location for business and talent. We can also do more to address the challenges to our continued success. Our employers—large and small—struggle to fill open positions. And other communities and regions across the nation are hard at work pursuing the same jobs, talent, and growth opportunities we want here in Greater North Fulton. It is with these opportunities and challenges in mind that the Chamber and key private and public sector leaders have developed this strategic initiative to:

- Brand and market our region to attract investment, talent, and jobs.
- Expand our talent pipeline to strengthen our regional competitiveness.
- Elevate regional economic development to maximize region-wide performance.

This strategic initiative is about ensuring our present and future competitiveness as a community—and the opportunities and quality of life that come with it. The Chamber Board believes this initiative is critical to our community's future prosperity, and this newly formed initiative of the Chamber is the best organization to lead this effort; NOW is the time for action.

OPERATING INITIATIVE REQUESTS

Information Technology/City Clerk

City Hall Chambers Remote Production and Streaming Services

\$71,000

Fiscal Year 2026 Annual Action Plan:

- Communications that Connect.

Description:

The Department of Information Technology requests funding for a managed service for remote meeting production, broadcast production, and streaming services in the City Hall Chambers. This service and associated equipment would replace the current three-camera system with a camera system that the managed service provider can utilize to produce and distribute the video and audio. The service would provide remote direction and production of the meeting cameras and content, as well as distribute the content to the public through several different sources. This would provide a better-quality product for the public, reduce the equipment on the dais, and the employees' duties during the meetings. Also, reliability is becoming an issue as the current system reaches end-of-life. This is the first step in addressing it by providing the meeting content directly to the managed service provider and improving the meeting quality for our citizens.

Many employees use the system for council, board, commission, and other meetings in the room. Our goal with a managed service provider producing all the meetings is to have a reliable and consistent product for the public. Our current setup requires the person on the dais to operate different systems simultaneously. In the standard production design, multiple people often do these duties at the back of the room. Staff have investigated how to implement a back-room production, but the cost and current chambers layout make this prohibitive. By outsourcing the video production to a remotely managed service provider, we shift the responsibility to production professionals off-site, freeing the person at the dais to conduct other aspects of the meeting more efficiently and effectively.

This operating initiative includes service for 150 meetings annually. The FY 2026 request is for \$71,000. The estimated operational impacts in future years total \$76,000 (FY 2027) and \$81,500 (FY 2028).

There is a companion one-time capital request for \$61,000 that includes funding for the purchase of remote broadcast system equipment (cameras, switches, cabinet), setup and deployment of the equipment, any necessary wiring, support and warranty of the equipment, and integration with the current agenda management system.

OPERATING INITIATIVE REQUESTS

Public Safety

Firefighter (new position; +1 FTE)

\$104,500

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- People Focused Workforce.

Description: Public Safety is requesting the addition of a Firefighter position (pay grade F1).

In December 2024, the Department reclassified a firefighter position to establish the Fire Training position, which was needed to help facilitate training for the entire fire department. While the Fire Training role has been critical to our department's operations, we now need to replace the original firefighter position to maintain the necessary staffing levels and ensure the ongoing safety and efficiency of our team.

Personnel costs are estimated at \$95,000 annually and reflect salary and benefit costs only. Operational costs in year one includes uniforms and equipment (turnout gear, helmet, etc.), training, etc. and totals \$9,500.

Detail (Unfunded Operating Initiatives)

City Clerk

Records Coordinator (new position; +1 FTE)

\$100,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Communications that Connect.
- Recreation, Parks, and Culture.
- People Focused Workforce.

Description: The City Clerk is requesting the addition of a Records Coordinator position (pay grade 305; assumed 5% above paygrade minimum) to better serve the City of Alpharetta and its current records request and records management needs.

Previously, the City employed a city-wide Records Manager, under the direction of the City Clerk and helped facilitate record retention and destruction across all departments. That position was eliminated in March 2019 and the job duties were then reassigned to all pertinent departments.

The City has hundreds of containers housing physical documents at an off-site storage facility and has also acquired hundreds of boxes of original files from our former city attorney's office, who represented the City for over 20 years. These documents need to be reviewed and catalogued for compliance with the state's local government record retention schedule and for preservation of the City's historical records.

Since 2020, the City has experienced a significant increase in the number of open records requests, litigation discovery requests, pending litigation documentation holds, and complex open records requests. Specifically, the City Clerk's Office has received, on average over the past three (3) years, 368 record requests each year. Additionally, the City Clerk's Office handles any records requests involving pending or potential litigation

OPERATING INITIATIVE REQUESTS

or records requests that have been submitted to other departments and were submitted by attorneys or media outlets.

The City Clerk's Office recommends the creation of a new full-time position to address the growing need for managing and reviewing open records requests, while also coordinating records retention and destruction efforts city wide.

Personnel costs are estimated at \$97,000 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer and/or phone, etc.), software, general supplies, etc. totaling \$3,000.

Finance

Reorganization of the Budget & Procurement Division (1 new position; reclassify 2 existing positions)

\$144,000

Fiscal Year 2026 Annual Action Plan:

- Strategic Growth and Redevelopment of North Point.
- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Downtown Alpharetta.
- Communications that Connect.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- People Focused Workforce.
- Economic Development.

Description: The Finance Department is proposing a reorganization of the Budget & Procurement Division to better serve the City of Alpharetta and its current and forecasted needs.

The Finance Department has had no growth in personnel in over 20-years despite significant growth in its service population (both in terms of citizens as well as City staff). More specifically, Finance Department staffing has declined over that period. Most recently, Finance is the only department that still has not recovered staffing removed during the COVID budget reductions.

The Finance Team has adapted to demand growth over the last two decades through automation and efficiency measures in lieu of staffing growth. The most impactful measures being the implementation of technology that has removed the vast majority of paper-based processes for the department which greatly improved the efficiency of our existing staff. That said, there are still other initiatives that the Department would like to improve upon but is not possible given staffing constraints (e.g. user-department training, vendor outreach, etc.).

OPERATING INITIATIVE REQUESTS

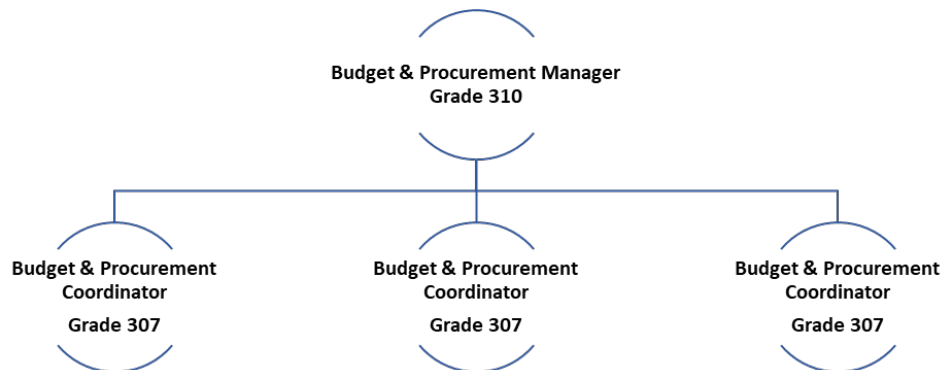
Current Status

The Budget & Procurement Division staff totals 4 full time positions, and their operational responsibilities include:

- Managing and facilitating the financial transaction lifecycle (liaison to our departments)
 - *budget planning, preparation, and management.*
 - *purchasing (including quotes, bids, RFP, etc.).*
 - *invoice/payment verification and processing.*
- Managing and facilitating the city's financial reporting
 - *annual budget documents.*
 - *monthly financial management reports.*
 - *annual citizens report (PAFR).*
 - *immigration reporting to State.*
- Administering city contracts.
- Developing revenue/expenditure forecasting models, financial Impact of proposed city activities, and long-range financial planning.
- Administering the financial transparency program (OpenGov, Socrata capital project dashboard, etc.).

The Division is structured to provide a liaison approach to service delivery for our departments. Specifically, one team member is assigned to each of our customer departments and assists with the entire lifecycle needs (budgeting, procurement, invoice review, receipt review, compliance, etc.).

The Division includes 4 full time positions with the organizational structure as follows:



Staffing has declined from 5 full time positions over the referenced 20-year period to the staffing level of 4 positions.

On an annual basis, the Division reviews over 800 purchase order requests, over 13,000 invoices, over 8,800 procurement card transactions, 40 formal procurement solicitations (varies), in addition to the general budget (preparation, review, amendments),

OPERATING INITIATIVE REQUESTS

procurement, and reporting obligations (e.g. monthly financial management reporting, State immigration reporting (E-Verify), TSPLOST capital reporting, etc.

Issues

The growth in existing service demand coupled with potential avenues for improvement has resulted in this proposed reorganization.

- Existing Service Demand – existing service demand has necessitated that staff focus on core functions to ensure delivery of the vital services needed to run City operations. Specifically, transaction-level review (invoices, procurement-card transactions, requisitions, budget amendments) and formal procurement solicitation review, issuance, and management. Just maintaining existing service demand often requires staff to work in excess of the normal work week including the occasional weekends.
- Dedicated Procurement Team – while the current Budget & Procurement liaison structure provides benefits for our user departments (e.g. one-stop-shop for questions, contacts, etc.), it has the added effect of limiting the specialization needed for those highly technical professions such as procurement. The desire is to have a team dedicated, trained, and certified for procurement activities.
- Vendor Outreach – the Division desires to engage in a more active vendor outreach program that educates vendors on the government procurement process with the ultimate goal of increasing vendor participation on City contracts. Current staffing constraints limit vendor outreach capabilities.
- Employee Recruitment – the Division has benefited from low turnover. This has masked a weakness in the current organizational structure. Namely, procurement and budget are two separate professions and rarely do employees have experience in both (unless they are coming from smaller organizations that do not allow for specialization or have operated as finance department managers/directors). The result is that it limits the attractiveness of position openings to professionals. Effectively, you end up having to hire one specialization and train for the other. This limits employee effectiveness in the short-term.
- employees trained in procurement remains a weak point from an employee recruitment perspective.
- City training – the Division desires to engage in a more structured training program for City staff that includes (a) on demand recorded training sessions along with (b) in person training held throughout the year. Current staffing constraints limit City training to one-on-one questions/answers with those department team members directly responsible for the purchasing/budget functions. An expanded training presence would allow for the education of team members throughout the organization that may benefit from the knowledge.

OPERATING INITIATIVE REQUESTS

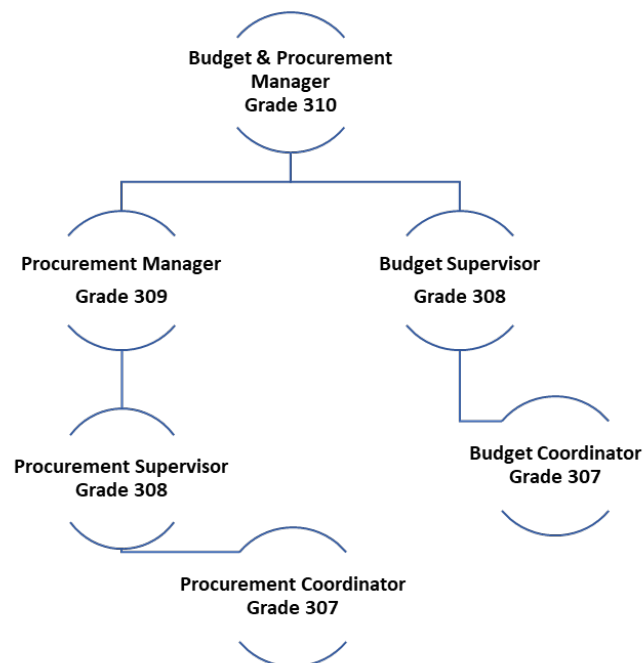
Reorganization

The Division is proposed to reorganize and separate the budget and procurement functions so that each team will have dedicated professionals focused on those distinct specialties while also allowing the staffing capacity to improve on the issues identified above.

Inherent in this reorganization is the following:

- Addition of 2 positions:
 - Procurement Manager (pay grade 309) – requested in FY 2026.
 - Procurement Coordinator (pay grade 307) – requested in FY 2027.
- Reclassifying of 2 positions:
 - Procurement Supervisor (pay grade 308; reclassify a current Budget & Procurement Coordinator position) – requested in FY 2026.
 - Budget Supervisor (pay grade 308; reclassify a current Budget & Procurement Coordinator position) – requested in FY 2026.

The reorganized Division would include 6 full time positions with the organizational structure as follows:



FY 2026: Annualized personnel costs associated with the new Procurement Manager position and two reclassifications are estimated at \$141,000 annually and reflect salary and benefit costs only. Operational costs include \$3,000 for professional development and small equipment costs (e.g. cell phone). No additional investment is needed in computer costs or equipment.

OPERATING INITIATIVE REQUESTS

Public Works

Construction Manager - Infrastructure (new position; +1 FTE) \$138,600
(\$138,600 operations/\$50,000 capital)

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Public Works is requesting the addition of a Construction Manager position (pay grade 309; assumed 5% above paygrade minimum).

The City allocated over \$4 million last year and is planning to do such over the next 10 years towards stormwater work throughout the City. Much of the construction work is contracted out to contractors to resolve various stormwater issues. Work varies from replacing a structure, lining, or replacing a pipe, or a large-scale construction project.

Due to the number of incoming projects and programmed projects, the Department is unable to adequately oversee construction oversight of the contractors in the field for the installation of City maintained infrastructure. Public Works is requesting an Infrastructure Construction Manager Position to oversee various field operations regarding stormwater improvements. The position not only requires knowledge of reading construction plans, communication skills with the public and contractors, as well as problem-solving skills when unknown issues arise in the field.

Public Works currently has seven stormwater projects in design or construction soon to be procured, over 1 million dollars a year in pipe lining, and numerous stormwater repairs (catch basin tops, grouting of manholes/pipes, and pipe replacements) throughout the City. Public Works staff is already committed to overseeing construction management of the Park's Bond Projects, TSPLSOT I/II projects, as well as capital projects.

Personnel costs are estimated at \$131,100 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$7,500. There is a companion one-time capital request for \$50,000 that includes funding for a vehicle purchase (and upfitting).

Facility Operations Manager (new position; +1 FTE) \$138,600
(\$138,600 operations/\$65,000 capital)

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Public Works is requesting the addition of a Facility Operations Manager position (pay grade 309; assumed 5% above paygrade minimum).

The City embarked on an energy audit as well as a facility assessment over the last year. The report outlines various capital initiatives and improvements to all the City's facilities. Currently, there is one individual overseeing the crews accomplishing work orders and overseeing vendors accomplishing various tasks in the facilities (electrical, mechanical, structural, painting, etc.). This position will be responsible for overseeing execution of

OPERATING INITIATIVE REQUESTS

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

the program, procuring vendors to implement various improvements, maintain the software system associated with the facility assessment, and oversee the Engineering Technician(s) working in the Facility Group. Separating the responsibilities within the Facilities Group will enable supervisors to spend more time ensuring work is accomplished meeting the expectations of the City and enable individuals to become proactive instead of reactive when it comes to implementing improvements.

Personnel costs are estimated at \$131,100 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$7,500. There is a companion one-time capital request for \$65,000 that includes funding for a vehicle purchase (and upfitting).

Sr. Engineering Technician - Facilities (new position; +1 FTE) \$112,100
(\$112,100 operations/\$50,000 capital)

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Public Works is requesting the addition of a Senior Engineering Technician position (pay grade 306; assumed 5% above paygrade minimum).

The Senior Engineering Technician position would perform technical work in support of the City's facility repair, maintenance, and renovations. Oversight of procurement, scheduling, and management of City contractors and vendors for the maintenance, repair, alteration, replacement, and upgrades to all city-maintained facilities. Periodic supervision and training of Public Works facility repair and maintenance crews.

The Public Works Department is currently challenged with additional and aging facilities. Public Works took responsibility of Parks facilities in 2017-2018 without the addition of any staff. With the additional facilities responsible for, and aging components, demand for repairs, alterations, remodels, etc. have significantly increased. In 2021 Public Works created a Sr. Engineering Technician position to assist the facilities supervisor/crews with repairs, procuring contractors, overseeing maintenance contracts, ordering supplies, and assisting with other facility needs. Along with more requests for daily maintenance needs, capital request have also increased. This position would be assigned park facilities to aid the facilities supervisor and crews in identifying maintenance needs and working with Parks staff regarding capital requests, maintenance contracts, and prioritization of facility repairs. This will provide a higher level of service to City employees and facility repairs.

Personnel costs are estimated at \$104,600 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$7,500. There is a companion one-time capital request for \$50,000 that includes funding for a vehicle purchase (and upfitting).

OPERATING INITIATIVE REQUESTS

Infrastructure Crew (new positions; +4 FTE) (\$356,000 operations/\$80,000 capital)

\$356,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Public Works is requesting the addition of the following new positions:

- +1 FTE - Public Works Crew Leader position (pay grade 305; assumed 5% above paygrade minimum).
- +2 FTEs - Public Works Technician II position (pay grade 303; assumed 5% above paygrade minimum).
- +1 FTE - Public Works Technician I position (pay grade 302; assumed 5% above paygrade minimum).

Currently the Public Works Department has 2 crews of 4 individuals that handle repairs to stormwater infrastructure, curb and gutter, sidewalks (concrete and brick paver), and City roads. One of the biggest challenges the department faces these days is making timely repairs to sidewalks. The Department maintains over 235 miles of sidewalk in the City, majority of the sidewalk is concrete. Over time, sidewalks have settled, cracked, and/or tree roots have uplifted the sidewalk causing trip hazards. Crews can accomplish repairs primarily in subdivisions. This crew will be able to handle concrete and brick paver sidewalk repair, curb and gutter repair, and other concrete work within the City's right of way. Work along busier streets throughout the City require significant traffic control measures and the crews are not equipped size wise to handle work of this nature. A crew of four individuals will consist of a Crew Leader, (2) Tech II's and a Tech I.

Personnel costs for the four new positions are estimated at \$346,000 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$10,000. There is a companion one-time capital request for \$80,000 that includes funding for a vehicle purchase (and upfitting).

Recreation, Parks, and Cultural Services

Parks Supervisor II – Southern District (new position; +1 FTE)

\$107,600

Fiscal Year 2026 Annual Action Plan:

- Strategic Growth and Redevelopment of North Point.
- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: Recreation, Parks, and Cultural Services is requesting the addition of a Parks Supervisor II position (pay grade 306; assumed 5% above paygrade minimum).

To Improve efficiency for the of delivery existing services, the Recreation, Parks, and Cultural services department is requesting a Parks Services Supervisor II to execute the maintenance and operation plan for the Southern Parks District (Greenway, Alpha Loop, and North Point Corridor). The Southern District Park Services team maintains and

OPERATING INITIATIVE REQUESTS

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

operates over 450 acres of park land which includes approximately fifteen (15) miles of the Big Creek Greenway system, portions of the Alpha Loop, six (6) Greenway Access Parks, four (4) Passive Parks and the Program Support of the Preston Ridge Recreation Center. Prior to 2019, the Southern District had been operating with the leadership of a team supervisor. Due to the growth resulting from the 2016 Bond Initiative, this position was reallocated as part of a department restructuring plan.

Over the past five years, the city has added over two (2) miles of Greenway trail connecting to the Forsyth County Greenway, Water Road Park, new portions of the Alpha Loop and the Preston Ridge Community Center to this area. Maintenance support from outsourced services to supplement this absence has reached its saturation point. The expectation of immediate response and daily service can only be met with the addition of more city staff. The anticipated addition of the Encore Gateway Park and the Alpha Link which will connect the Alpha Loop to the Greenway will also be under the operational control of this team. The additional demand on this division requires the addition of a supervisor to achieve the high service standard for this area.

Personnel costs are estimated at \$104,600 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer and/or phone, etc.), uniforms, general supplies, etc. totaling \$3,000. No additional vehicle is needed with this request.

Grounds Repair and Maintenance

\$50,000

Fiscal Year 2026 Annual Action Plan:

- Strategic Growth and Redevelopment of North Point.
- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: This request is for additional funding to assist with the replacement of gaining light fixtures throughout the park system.

For example, at Webb Bridge Park: the current light fixtures are the original ones that were installed when the park was built in 1997 - 1999. The Qualite fixtures require a 1650-watt Qualite lamp. These lamps are no longer being manufactured; therefore, the City is not able to obtain replacements. The replacement NuGen LED fixtures/lamps are currently \$480.00 each. A total of 156 of the Qualite fixtures remain in the park. in FY 2024, nine (9) fixtures were replaced, in FY 2025 we have replaced 14 more. These were purchase from the Eastern District Grounds Repair and Maintenance Account. We are not requesting monies for all the replacement fixtures/lamps; just monies to assist with the purchase as the Qualite fixtures/lamps are no longer working.

This initiative is included within the energy savings performance contract ("ESPC" contained within the current City facility condition assessment project) referenced under the *Augment Annual Capital Contribution* operating initiative recommended herein. Specifically, the ESPC phase of the facility condition assessment project includes

OPERATING INITIATIVE REQUESTS

replacement and upgrade of facility, field, and court lighting. As such, this request can be removed should the city move forward with the ESPC phase.

Tree Lighting Event (scope refresh and expansion)

\$50,000

Fiscal Year 2026 Annual Action Plan:

- Downtown Alpharetta
- Recreation, Parks, and Culture.

Description: The City of Alpharetta intends to augment the appropriations for the annual Season of Celebration Tree Lighting event by \$50,000 (for a total of \$97,900) to support a refreshed and expanded event experience for the community. This additional funding will allow for enhanced stage and sound, decorations, performances, activities, and special events to accommodate growing attendance. The investment reflects the City's commitment to fostering a vibrant community celebration that continues to serve as a cornerstone of Alpharetta's holiday festivities.

- The stage can be modified to include different size stage/configurations; more sound equipment throughout the downtown area; more lighting equipment on Town Green; a second "stage" closer to the Town Green; etc.
- Additional decorations could possibly include one or more of the following: sled on Town Green for photos; giant gift boxes that kids can climb on; additional string or snowflake gobo lights; window art; etc.
- Performances on stage can include one or more of the following: big band to play holiday music; more school/community performances; giveaways on stage; additional Santa pop ups; etc.
- Additional activities can include one or more of the following: meet a Clydesdale; write letters to Santa/charitable causes; giant screen with movies; etc.
- Additional flair can be added, such as one or more of the following: cold spark/gerb special effects; white confetti or CO2 cannons; fog machines; etc.

Community Development

Code Enforcement Officer (new position; +1 FTE)

\$100,900

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.

Description: The Community Development Department is requesting the addition of a Code Enforcement Officer position (pay grade 305; assumed 5% above paygrade minimum) to better serve the City of Alpharetta. This position will be responsible for:

- Completing all types of complaints for residential and commercial properties in the City and any required inspections including any evening and/or weekend enforcement actions.
- Completing reports and data entry on inspections and enforcement actions.
- Assisting with non-licensing Code issues as time allows.

OPERATING INITIATIVE REQUESTS

As our community continues to grow, we have added 2,129 new households, significantly increasing the demand for services. Since the last time we expanded our team, complaints have surged by 261%, placing a considerable strain on our existing resources. This rise in service requests and concerns indicates that our current staffing levels are no longer sufficient to maintain efficiency and responsiveness. To uphold our commitment to quality service and ensure timely resolution of issues, it is necessary to add an additional employee to handle the increased workload. Investing in additional staff now will help prevent service delays, reduce resident frustration, and maintain the high standards our community expects and deserves.

Adding an employee is not just a matter of increasing headcount—it's a strategic move to bolster our capacity in several key areas:

- **Enhanced Responsiveness:** With an additional team member, we can reduce response times, ensuring that complaints and service issues are addressed promptly. This is critical in maintaining trust and satisfaction among our growing customer base.
- **Improved Service Quality:** The increased workload has likely contributed to delays and potential oversights in complaint resolution. A new employee dedicated to managing these concerns will help us restore service quality and efficiency.
- **Proactive Problem Solving:** The 261% increase in complaints signals emerging trends or issues that may need proactive attention. A new hire can focus on identifying underlying problems, streamlining processes, and implementing effective solutions before they escalate further.
- **Sustainable Growth:** As we continue to expand our household base, the demand for timely and efficient service will only grow. Investing in additional staffing now is a forward-looking strategy that ensures our operations remain scalable and sustainable over the long term.

Personnel costs are estimated at \$97,000 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer and/or phone, etc.), training, uniforms, etc. totaling \$3,900.

OPERATING INITIATIVE REQUESTS

911 Fund

Public Safety (911 Fund)

Administrative Assistant II (new position; +1 FTE)

\$99,450

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- People Focused Workforce.

Description: The Public Safety Department is requesting the addition of an Administrative Assistant II position (pay grade 304; assumed 5% above paygrade minimum).

This position will assume primary responsibility for processing and completing open records requests related to CAD reports, 911 call audio, radio traffic, Preferred Live Video, and other 911-related media. Duties will include performing legally and procedurally mandated redactions in compliance with the Freedom of Information Act (FoIA) and Georgia law.

Establishing a dedicated role for open records processing will relieve 911 Shift Supervisors of this responsibility, enabling them to focus more effectively on managing their shifts and personnel. This specialization will improve operational efficiency by ensuring requests are completed promptly within the State of Georgia's mandated timelines, reducing the risk of liability, and ensuring adherence to FoIA requirements.

Additionally, having a single position dedicated to this task will minimize the delays caused by task-switching that are inherent in the Shift Supervisors' multifaceted roles. As a result, the processing time for open records requests is expected to decrease significantly, enhancing overall departmental performance, and ensure the timely and accurate fulfillment of public and legal obligations. This position would include secondary job duties, including performing monthly NCIC/GCIC validations - yet another current responsibility of 911 Shift Supervisor's that distracts from their primary responsibilities of managing shift operations. Validations require tedious and meticulous auditing to ensure the most accurate and up to date information is on the Criminal Justice Information System.

Personnel costs are estimated at \$91,000 annually and reflect salary and benefit costs only. Operational costs include training, travel, supplies, equipment and uniforms, and totals \$8,450.

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CITYWIDE BUDGET SUMMARIES

Citywide Budget Summaries

Overview

The *Citywide Budget Summaries* section is intended to provide readers with an overall understanding of the city's fiscal year 2026 budget. The following schedules provide readers with revenue and expenditure summaries from several different perspectives including:

- **Citywide Budget Summary by Fund**

This section provides a summary/narrative of FY 2026 budget data by fund type (e.g., General Fund, Special Revenue Funds, etc.).

- **Citywide Budget Summary by Revenue Source**

This section provides a summary/narrative of FY 2026 budget data by revenue source (i.e., Property Taxes, Other Taxes, Charges for Services, etc.). Please refer to the specific Fund Summaries section (e.g., General Fund Summary, Special Revenue Fund Summaries, etc.) of this document for more detailed information about the city's various revenue sources.

- **Citywide Budget Summary by Department Expenditures**

This section provides a summary/narrative of FY 2026 budget data by department expenditures (e.g., City Administration, Public Safety, etc.). Please refer to the *Departmental Summaries* section of this document for more detailed information about each department's expenditures.

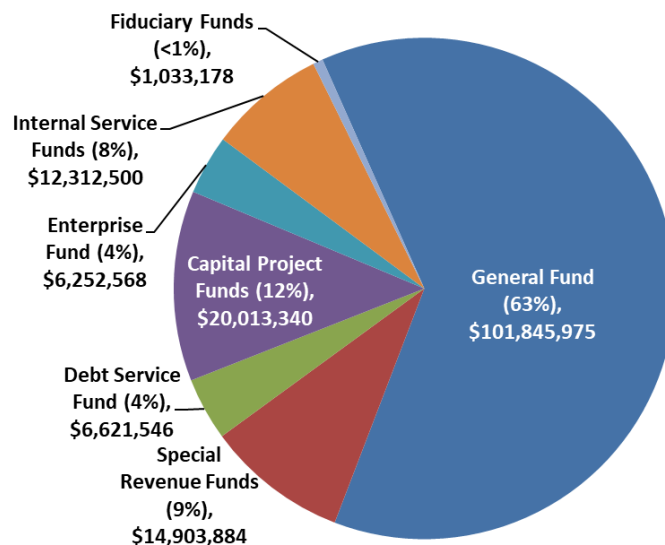
- **Citywide Budget Summary by Expenditure Category**

This section provides a summary/narrative of FY 2026 budget data by expenditure category (e.g., Personnel Services, Maintenance & Operations, etc.).

CITYWIDE BUDGET SUMMARIES

Summary by Fund Type

**FY 2026 Citywide Budget
totals \$163 Million**



The Fiscal Year 2026 budget for all funds totals \$163 million. The city budget includes appropriations for the following fund types:

General Fund: The city's General Fund is its largest fund and includes governmental activities such as police, fire, recreation, and other general governmental functions that are primarily funded with property taxes, utility taxes, franchise fees, and charges for services, such as recreation program fees.

Special Revenue Funds: These Funds are established to account for revenues that are restricted by statute, ordinance, or resolution for a specific purpose. Appropriated Funds include Asset Forfeiture Fund, E911 Fund, Impact Fee Fund, and the Hotel/Motel Fund.

Capital Project Funds: These Funds are used for various citywide capital projects. Projected funding for FY 2026 is from interest earnings, fund balance, and transfers from other funds. The adopting budget ordinance will authorize unspent appropriations from fiscal year 2025 to be re-appropriated to continue previously

approved projects. As such, these appropriations are not reflected herein.

Debt Service Fund: This Fund is utilized to account for debt service requirements of the city's general government debt obligations.

Enterprise Fund: This Fund is a self-supporting entity that derives its revenue primarily from charges levied on the users of its services, much like private enterprises. The city utilizes an enterprise fund to account for operations of its solid waste system.

Internal Service Fund: These Funds are used to accumulate and allocate costs internally among the city's various functions. The city utilizes a Risk Management Fund (administering general liability, automotive liability, workers' compensation, etc.) and Medical Insurance Fund (account for activity under the Minimum Premium Plan in accordance with GAAP).

Fiduciary Funds: These Fund types are used to account for resources held for the benefit of parties outside the government and include the OPEB Reimbursement Benefit Fund.

CITYWIDE BUDGET SUMMARIES

Summary by Fund

	Revenues*	Expenditures	Balanced Budget
General Fund	\$ 101,845,975	\$ 101,845,975	√ **
Special Revenue Funds:			
Asset Forfeiture Fund	\$ 290,000	\$ 290,000	√
E911 Fund	4,918,884	4,918,884	√
Impact Fee Fund	575,000	575,000	√
Hotel/Motel Fund	9,120,000	9,120,000	√
	\$ 14,903,884	\$ 14,903,884	
Capital/Grant Funds:			
Capital Projects Fund	\$ 9,913,340	\$ 9,913,340	√
Stormwater Capital Fund	2,000,000	2,000,000	√
TSPLOST 1 Capital Fund	700,000	700,000	√
TSPLOST 2 Capital Fund	7,400,000	7,400,000	√
	\$ 20,013,340	\$ 20,013,340	
Debt Service Fund	\$ 6,621,546	\$ 6,621,546	√
Enterprise Fund:			
Solid Waste Fund	\$ 6,252,568	\$ 6,252,568	√
Internal Service Funds:			
Risk Management Fund	\$ 2,262,500	\$ 2,262,500	√
Medical Insurance Fund	10,050,000	10,050,000	√
	\$ 12,312,500	\$ 12,312,500	
Fiduciary Funds:			
OPEB Retirement Reimbursement Plan Trust Fund	\$ 1,033,178	\$ 1,033,178	√
Total	\$ 162,982,991	\$ 162,982,991	√

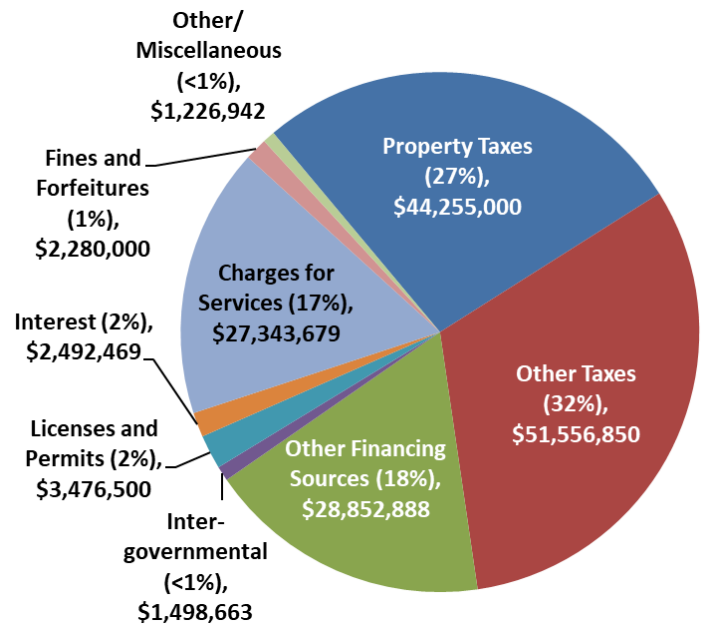
* Includes Operating Revenues of \$122.1 million along with Non-Operating Revenues of \$40.9 million. Non-Operating Revenues represent sources such as fund balance, inter-fund transfers, inter-fund allocations, etc.

**Includes \$908,708 reduction in the Annual Capital Appropriation (from \$4 million in FY 2025 to \$3.1 million in FY 2026).

CITYWIDE BUDGET SUMMARIES

Summary by Revenue Source

**FY 2026 Citywide Budget
totals \$163 Million**



The chart above segments the FY 2026 budget by revenue source and includes the following:

Property Taxes: Ad Valorem tax on real/personal property owned within the city. The recommended millage rate for FY 2026 is flat with the prior year at 5.750 mills and is composed of the following: Operating Millage Rate of 5.030 mills (used to fund general city operations and the recurring capital program); and a Debt Service Millage Rate of 0.720 mills (used to fund debt service on voter approved general obligation bonds).

Other Taxes: Includes local option sales taxes (i.e., LOST), franchise fees (fees charged to utility companies operating within the city that allow for the use of public right-of-way), hotel/motel taxes, business and occupational taxes, etc.

Licenses and Permits: Includes building permit fees, occupancy permit fees, alcohol beverage permit fees, development permits and related fees, etc.

Intergovernmental: Includes federal, state, and local grant funding as well as revenue sharing associated with intergovernmental agreements.

Charges for Services: Includes recreation user fees, planning and development fees, fire plan review fees, special event fees, impact fees, solid waste fees, employer/employee premium fees; etc.

Fines and Forfeitures: Includes municipal court fines, code enforcement board fines, school zone speed citations, etc.

Interest: Includes investment earnings on city funds.

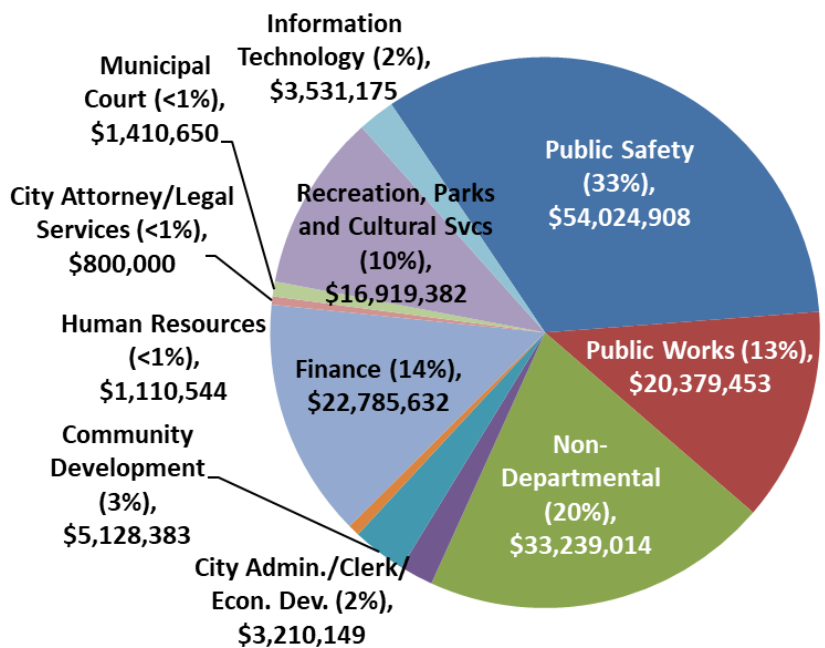
Other/Miscellaneous: Includes the sale of surplus assets, donations, internal funding allocations for OPEB Reimbursement benefits, and other miscellaneous revenues.

Other Financing Sources: Includes inter-fund transfers and budgeted fund balance.

CITYWIDE BUDGET SUMMARIES

Summary by Department Expenditures

**FY 2026 Citywide Budget
totals \$163 Million**



The chart above segments the FY 2026 budget by department/functional unit and includes the following:

Mayor and City Council

City Administration (incl. City Clerk and Economic Dev.)

Community Development

Public Works

Finance (includes general operations and activities associated with the Solid Waste Fund, Risk Management Fund and Medical Insurance Fund)

Human Resources

Information Technology

Legal Services (City Attorney)

Municipal Court

Public Safety (includes general operations and activities associated with the Asset Forfeiture Fund and E911 Fund)

Recreation, Parks & Cultural Services

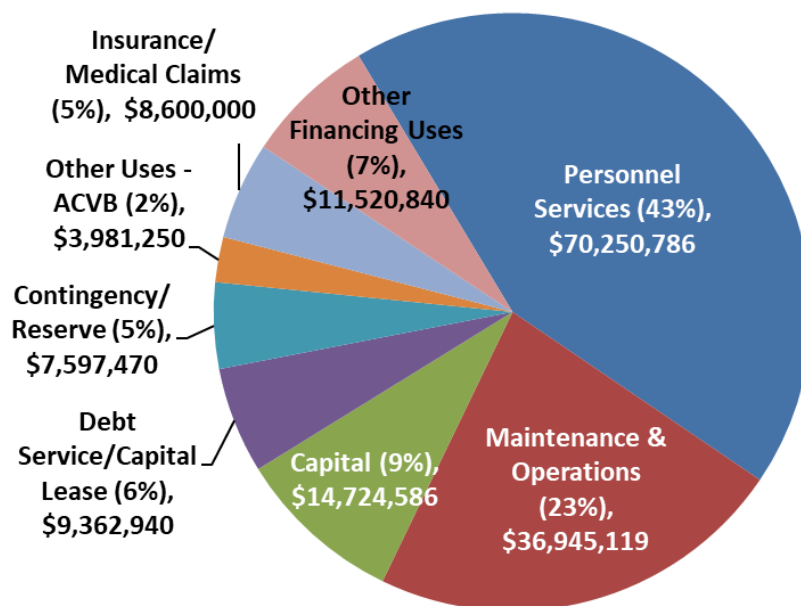
Non-Departmental (interfund transfers, contingency/reserves, Hotel/Motel Fund distributions, debt service, activities within the OPEB Retirement Reimbursement Plan Trust Fund, etc.)

Please refer to the *Departmental Summaries* section of this document for specific information on each department including mission, goals and objectives, financial summary, and performance measures.

CITYWIDE BUDGET SUMMARIES

Summary by Expenditure Category

FY 2026 Citywide Budget
totals \$163 Million



The chart above segments the FY 2026 budget by expenditure category and includes:

Personnel Services: Includes expenses for salaries, wages, and related employee benefits provided for all persons employed by the city whether on a full-time, part-time, temporary, or seasonal basis. Employee benefits include employer contribution for health insurance, pension, social security, workers compensation, etc. There is a grossing-up effect with the OPEB Retirement Reimbursement Plan Trust Fund as the benefit related expenses are also reflected in the Operating Funds (e.g., General Fund, E911 Fund, etc.).

Maintenance and Operations: Includes expenses for goods and services associated with city's provision of services. Examples include professional fees, repair & maintenance, utilities, travel, training, etc.

Capital: Includes expenses for the acquisition of capital assets (e.g., building improvements, machinery and equipment, etc.).

Debt Service: Includes expenses related to the repayment of the city's voter approved debt obligations, debt service on capital lease obligations, etc.

Insurance/Medical Claims: Includes an actuarially determined estimate for risk-management insurance claims and estimated medical claims under the city's Minimum Premium Plan. There is a grossing-up effect with the Medical Insurance Fund as the employer premium expenses are also reflected in the Operating Funds (e.g., General Fund, E911 Fund, etc.).

Other Uses: Includes Hotel/Motel Tax disbursements to the Alpharetta Convention & Visitors Bureau.

Contingency/Reserves: Includes General Fund contingency appropriations and reserve appropriations across multiple funds (Hotel/Motel Fund, Solid Waste Fund, etc.).

Other Financing Uses: Includes interfund transfers for items such as grant matches, capital improvements, etc.

CITYWIDE BUDGET SUMMARIES

Consolidated Summary (Revenues by Source/Expenditures by Department)

	Special Revenue Funds					Capital Project Funds		
	General Fund	Asset Forfeiture Fund	E911 Fund	Impact Fee Fund	Hotel/Motel Fund	Capital Projects Fund	Stormwater Capital Fund	TSPLOST 1 Capital Fund
REVENUES:								
Property Taxes	\$ 38,079,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Option Sales Taxes/TSPLOST	22,440,500	-	-	-	-	-	-	-
Other Taxes	20,015,400	-	950	-	9,100,000	-	-	-
Licenses and Permits	3,476,500	-	-	-	-	-	-	-
Intergovernmental Revenue	368,663	-	1,130,000	-	-	-	-	-
Charges for Services	5,357,100	-	3,750,000	-	-	-	-	-
Fines and Forfeitures	2,280,000	-	-	-	-	-	-	-
Interest Earnings	1,150,000	-	37,934	-	20,000	300,000	100,000	300,000
Other/Miscellaneous	249,264	-	-	-	-	-	-	-
<i>subtotal</i>	\$ 93,416,427	\$ -	\$ 4,918,884	\$ -	\$ 9,120,000	\$ 300,000	\$ 100,000	\$ 300,000
Other Financing Sources								
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,208,340	\$ 1,900,000	\$ -
Interfund Transfer from Hotel/Motel Fund	3,412,500	-	-	-	-	-	-	-
Budgeted Fund Balance	5,017,048	290,000	-	575,000	-	3,405,000	-	400,000
<i>subtotal</i>	\$ 8,429,548	\$ 290,000	\$ -	\$ 575,000	\$ -	\$ 9,613,340	\$ 1,900,000	\$ 400,000
Total Revenues	\$ 101,845,975	\$ 290,000	\$ 4,918,884	\$ 575,000	\$ 9,120,000	\$ 9,913,340	\$ 2,000,000	\$ 700,000
EXPENDITURES:								
Mayor and City Council	\$ 443,701	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Administration/City Clerk/Econ. Dev.	3,110,149	-	-	-	-	100,000	-	-
Finance	4,220,564	-	-	-	-	-	-	-
Legal Services	800,000	-	-	-	-	-	-	-
Information Technology	2,572,375	-	-	-	-	958,800	-	-
Human Resources	1,110,544	-	-	-	-	-	-	-
Municipal Court	1,410,650	-	-	-	-	-	-	-
Public Safety	46,510,862	28,952	4,918,884	-	-	2,305,162	-	-
Non-Allocated (Reserve)	-	261,048	-	-	-	-	-	-
Public Works	11,483,060	-	-	-	-	2,377,500	2,000,000	-
Recreation, Parks and Cultural Services	14,864,382	-	-	515,000	-	1,540,000	-	-
Community Development	4,884,783	-	-	-	-	183,600	-	-
Non-Allocated (Reserve)	-	-	-	60,000	-	-	-	-
Non-Departmental	-	-	-	-	5,500	-	-	-
Insurance Premiums (Risk Fund)	1,060,500	-	-	-	-	-	-	-
Alpharetta Convention and Visitors Bureau	-	-	-	-	3,981,250	-	-	-
Bond Debt Service (Principal and Interest)*	291,065	-	-	-	1,448,713	-	-	-
Contingency	975,000	-	-	-	-	-	-	-
Non-Allocated (Reserve)	-	-	-	-	272,037	2,448,278	-	700,000
<i>subtotal</i>	\$ 93,737,635	\$ 290,000	\$ 4,918,884	\$ 575,000	\$ 5,707,500	\$ 9,913,340	\$ 2,000,000	\$ 700,000
Other Financing Uses								
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 3,412,500	\$ -	\$ -	\$ -
Interfund Transfer to Capital Funds	8,108,340	-	-	-	-	-	-	-
<i>subtotal</i>	\$ 8,108,340	\$ -	\$ -	\$ -	\$ 3,412,500	\$ -	\$ -	\$ -
Total Expenditures	\$ 101,845,975	\$ 290,000	\$ 4,918,884	\$ 575,000	\$ 9,120,000	\$ 9,913,340	\$ 2,000,000	\$ 700,000

* Not including Capital Lease debt service which is programmed into the appropriate Departmental budget above (Public Safety).

CITYWIDE BUDGET SUMMARIES

	Capital Project Fund		Enterprise Fund		Internal Service Funds		Fiduciary Funds	
	TSPLOST 2 Capital Fund	Debt Service Fund	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Reimb. Fund		TOTAL
REVENUES:								
Property Taxes	\$ -	\$ 6,176,000	\$ -	\$ -	\$ -	\$ -		\$ 44,255,000
Local Option Sales Taxes/TSPLOST	-	-	-	-	-	-		22,440,500
Other Taxes	-	-	-	-	-	-		29,116,350
Licenses and Permits	-	-	-	-	-	-		3,476,500
Intergovernmental Revenue	-	-	-	-	-	-		1,498,663
Charges for Services	-	-	6,235,000	1,951,579	10,050,000	-		27,343,679
Fines and Forfeitures	-	-	-	-	-	-		2,280,000
Interest Earnings	400,000	50,546	17,568	60,921	-	55,500		2,492,469
Other/Miscellaneous	-	-	-	-	-	977,678		1,226,942
<i>subtotal</i>	\$ 400,000	\$ 6,226,546	\$ 6,252,568	\$ 2,012,500	\$ 10,050,000	\$ 1,033,178		\$ 134,130,103
Other Financing Sources								
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 8,108,340
Interfund Transfer from Hotel/Motel Fund	-	-	-	-	-	-		3,412,500
Budgeted Fund Balance	7,000,000	395,000	-	250,000	-	-		17,332,048
<i>subtotal</i>	\$ 7,000,000	\$ 395,000	\$ -	\$ 250,000	\$ -	\$ -		\$ 28,852,888
Total Revenues	\$ 7,400,000	\$ 6,621,546	\$ 6,252,568	\$ 2,262,500	\$ 10,050,000	\$ 1,033,178		\$ 162,982,991
EXPENDITURES:								
Mayor and City Council	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 443,701
City Administration/City Clerk/Econ. Dev.	-	-	-	-	-	-		3,210,149
Finance	-	-	6,252,568	2,262,500	10,050,000	-		22,785,632
Legal Services	-	-	-	-	-	-		800,000
Information Technology	-	-	-	-	-	-		3,531,175
Human Resources	-	-	-	-	-	-		1,110,544
Municipal Court	-	-	-	-	-	-		1,410,650
Public Safety	-	-	-	-	-	-		53,763,860
Non-Allocated (Reserve)	-	-	-	-	-	-		261,048
Public Works	4,518,893	-	-	-	-	-		20,379,453
Recreation, Parks and Cultural Services	-	-	-	-	-	-		16,919,382
Community Development	-	-	-	-	-	-		5,068,383
Non-Allocated (Reserve)	-	-	-	-	-	-		60,000
Non-Departmental	-	11,000	-	-	-	1,033,178		1,049,678
Insurance Premiums (Risk Fund)	-	-	-	-	-	-		1,060,500
Alpharetta Convention and Visitors Bureau	-	-	-	-	-	-		3,981,250
Bond Debt Service (Principal and Interest)*	-	6,610,546	-	-	-	-		8,350,324
Contingency	-	-	-	-	-	-		975,000
Non-Allocated (Reserve)	2,881,107	-	-	-	-	-		6,301,422
<i>subtotal</i>	\$ 7,400,000	\$ 6,621,546	\$ 6,252,568	\$ 2,262,500	\$ 10,050,000	\$ 1,033,178		\$ 151,462,151
Other Financing Uses								
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 3,412,500
Interfund Transfer to Capital Funds	-	-	-	-	-	-		8,108,340
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 11,520,840
Total Expenditures	\$ 7,400,000	\$ 6,621,546	\$ 6,252,568	\$ 2,262,500	\$ 10,050,000	\$ 1,033,178		\$ 162,982,991

* Not including Capital Lease debt service which is programmed into the appropriate Departmental budget above (Public Safety).

CITYWIDE BUDGET SUMMARIES

Consolidated Summary (Revenues by Source/Expenditures by Category)

	General Fund	Special Revenue Funds				Capital Project Funds			
		Asset Forfeiture Fund	E911 Fund	Impact Fee Fund	Hotel/Motel Fund	Capital Project Fund	Stormwater Capital Fund	TSPLOST 1 Capital Fund	
REVENUES:									
Property Taxes	\$ 38,079,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Local Option Sales Taxes/TSPLOST	22,440,500	-	-	-	-	-	-	-	
Other Taxes	20,015,400	-	950	-	9,100,000	-	-	-	
Licenses and Permits	3,476,500	-	-	-	-	-	-	-	
Intergovernmental Revenue	368,663	-	1,130,000	-	-	-	-	-	
Charges for Services	5,357,100	-	3,750,000	-	-	-	-	-	
Fines and Forfeitures	2,280,000	-	-	-	-	-	-	-	
Interest Earnings	1,150,000	-	37,934	-	20,000	300,000	100,000	300,000	
Other/Miscellaneous	249,264	-	-	-	-	-	-	-	
subtotal	\$ 93,416,427	\$ -	\$ 4,918,884	\$ -	\$ 9,120,000	\$ 300,000	\$ 100,000	\$ 300,000	
Other Financing Sources									
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,208,340	\$ 1,900,000	\$ -	
Interfund Transfer from Hotel/Motel Fund	3,412,500	-	-	-	-	-	-	-	
Budgeted Fund Balance	5,017,048	290,000	-	575,000	-	3,405,000	-	400,000	
subtotal	\$ 8,429,548	\$ 290,000	\$ -	\$ 575,000	\$ -	\$ 9,613,340	\$ 1,900,000	\$ 400,000	
Total Revenues	\$101,845,975	\$ 290,000	\$ 4,918,884	\$ 575,000	\$ 9,120,000	\$ 9,913,340	\$ 2,000,000	\$ 700,000	
EXPENDITURES:									
Personnel Services	\$ 65,142,210	\$ -	\$ 4,030,093	\$ -	\$ -	\$ -	\$ -	\$ -	
Maintenance and Operations	26,000,065	-	888,791	-	5,500	120,000	-	-	
Capital	316,679	28,952	-	515,000	-	7,345,062	2,000,000	-	
Debt Service (Capital Lease/Other)	1,012,616	-	-	-	-	-	-	-	
Debt Service (Bond)	291,065	-	-	-	1,448,713	-	-	-	
Other									
Insurance/Medical Claims	-	-	-	-	-	-	-	-	
Alpharetta Convention and Visitors Bureau	-	-	-	-	3,981,250	-	-	-	
Contingency	975,000	-	-	-	-	-	-	-	
Non-Allocated (Reserve)	-	261,048	-	60,000	272,037	2,448,278	-	700,000	
subtotal	\$ 93,737,635	\$ 290,000	\$ 4,918,884	\$ 575,000	\$ 5,707,500	\$ 9,913,340	\$ 2,000,000	\$ 700,000	
Other Financing Uses									
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 3,412,500	\$ -	\$ -	\$ -	
Interfund Transfer to Capital Funds	8,108,340	-	-	-	-	-	-	-	
subtotal	\$ 8,108,340	\$ -	\$ -	\$ -	\$ 3,412,500	\$ -	\$ -	\$ -	
Total Expenditures	\$101,845,975	\$ 290,000	\$ 4,918,884	\$ 575,000	\$ 9,120,000	\$ 9,913,340	\$ 2,000,000	\$ 700,000	

* Not including Capital Lease debt service which is programmed into the appropriate Departmental budget above (Public Safety).

CITYWIDE BUDGET SUMMARIES

	Capital Project Fund		Enterprise Fund	Internal Service Funds		Fiduciary Fund	
	TSPLOST 2 Capital Fund	Debt Service Fund	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Reimb. Fund	TOTAL
REVENUES:							
Property Taxes	\$ -	\$ 6,176,000	\$ -	\$ -	\$ -	\$ -	\$ 44,255,000
Local Option Sales Taxes/TSPLOST	-	-	-	-	-	-	22,440,500
Other Taxes	-	-	-	-	-	-	29,116,350
Licenses and Permits	-	-	-	-	-	-	3,476,500
Intergovernmental Revenue	-	-	-	-	-	-	1,498,663
Charges for Services	-	-	6,235,000	1,951,579	10,050,000	-	27,343,679
Fines and Forfeitures	-	-	-	-	-	-	2,280,000
Interest Earnings	400,000	50,546	17,568	60,921	-	55,500	2,492,469
Other/Miscellaneous	-	-	-	-	-	977,678	1,226,942
<i>subtotal</i>	\$ 400,000	\$ 6,226,546	\$ 6,252,568	\$ 2,012,500	\$ 10,050,000	\$ 1,033,178	\$ 134,130,103
Other Financing Sources							
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,108,340
Interfund Transfer from Hotel/Motel Fund	-	-	-	-	-	-	3,412,500
Budgeted Fund Balance	7,000,000	395,000	-	250,000	-	-	17,332,048
<i>subtotal</i>	\$ 7,000,000	\$ 395,000	\$ -	\$ 250,000	\$ -	\$ -	\$ 28,852,888
Total Revenues	\$ 7,400,000	\$ 6,621,546	\$ 6,252,568	\$ 2,262,500	\$ 10,050,000	\$ 1,033,178	\$ 162,982,991
EXPENDITURES:							
Personnel Services	\$ -	\$ -	\$ 100,805	\$ -	\$ -	\$ 977,678	\$ 70,250,786
Maintenance and Operations	-	11,000	6,151,763	1,412,500	2,300,000	55,500	36,945,119
Capital	4,518,893	-	-	-	-	-	14,724,586
Debt Service (Capital Lease/Other)	-	-	-	-	-	-	1,012,616
Debt Service (Bond)	-	6,610,546	-	-	-	-	8,350,324
Other							
Insurance/Medical Claims	-	-	-	850,000	7,750,000	-	8,600,000
Alpharetta Convention and Visitors Bureau	-	-	-	-	-	-	3,981,250
Contingency	-	-	-	-	-	-	975,000
Non-Allocated (Reserve)	2,881,107	-	-	-	-	-	6,622,470
<i>subtotal</i>	\$ 7,400,000	\$ 6,621,546	\$ 6,252,568	\$ 2,262,500	\$ 10,050,000	\$ 1,033,178	\$ 151,462,151
Other Financing Uses							
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,412,500
Interfund Transfer to Capital Funds	-	-	-	-	-	-	8,108,340
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,520,840
Total Expenditures	\$ 7,400,000	\$ 6,621,546	\$ 6,252,568	\$ 2,262,500	\$ 10,050,000	\$ 1,033,178	\$ 162,982,991

* Not including Capital Lease debt service which is programmed into the appropriate Departmental budget above (Public Safety).

CITYWIDE BUDGET SUMMARIES

Personnel Listing by Department

	Actual FY 2022	Actual FY 2023	Actual FY 2024	Actual FY 2025	Recommended FY 2026	Variance
Detail by Department:						
General Fund						
Mayor & City Council	7.0	7.0	7.0	7.0	7.0	-
* City Administration, City Clerk, Economic Development	6.0	6.0	9.0	11.0	10.0	(1.0)
* Finance	21.5	21.5	21.5	21.5	20.5	(1.0)
Information Technology	13.0	13.0	13.0	13.0	13.0	-
Human Resources	3.0	4.0	4.0	5.0	5.0	-
Municipal Court	7.0	6.5	6.5	7.5	7.5	-
* / ** Public Safety	232.5	238.5	243.5	243.5	245.5	2.0
* Public Works	51.0	51.0	50.0	50.0	50.0	-
* Recreation, Parks & Cultural Services	48.0	49.0	49.5	49.5	49.5	-
Community Development	32.0	32.0	33.0	31.0	31.0	-
subtotal	421.0	428.5	437.0	439.0	439.0	-
E-911 Fund (Special Revenue Fund)						
Public Safety	32.0	32.0	32.0	32.0	32.0	-
Information Technology	1.0	1.0	1.0	1.0	1.0	-
subtotal	33.0	33.0	33.0	33.0	33.0	-
Solid Waste Fund (Enterprise Fund)						
Finance	1.0	1.0	1.0	1.0	1.0	-
Full-Time Equivalent (FTE)						
Positions	455.0	462.5	471.0	473.0	473.0	- *

Notes:

- FY 2025 included the addition of four (4) new full-time equivalent positions that were contingent upon a mid-year review of revenue trends. These positions were not funded in FY 2025 and were removed from the authorized position count for FY 2025. Remaining position variances include the elimination of one full-time equivalent position (Treasury Services Manager) within the Finance Department that was unfunded during the COVID pandemic and has not been reinstated (this position will be revisited in the future as needs dictate) and the transfer of one position from City Administration to Public Safety that represents a reclassification of a vacant Project Manager to a Fire Plans Examiner.
- ** FY 2026 includes the addition of one full-time Fire Fighter position. Please refer to the *Operating Initiative Requests* section of this document for detailed information on position responsibilities.

GENERAL FUND SUMMARY

General Fund Summary

Overview

The *General Fund Summary* section is intended to provide readers with an overall understanding of the city's fiscal year 2026 General Fund budget. The following schedules provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **General Fund Summary**

This section provides a brief description of the General Fund as well as charts segmenting revenues by source (e.g., Property Taxes, Licenses & Permits, etc.) and expenditures by department (e.g., City Administration, Public Safety, etc.).

- **Statement of Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures for fiscal years 2025 and 2026. Revenues are presented by source, and expenditures are presented by category (i.e., Personnel Services, Maintenance & Operations, Capital, etc.).

- **Statement of Revenues, Expenditures, and changes in Fund Balance**

This statement provides a historical comparison of revenues and expenditures for fiscal years 2022-2026. Also included are changes in fund balance. The financial forecast utilizes revenue collection patterns (historical and current patterns as adjusted for seasonal fluctuations) adjusted to reflect expenditure mandates as provided by the City Council.

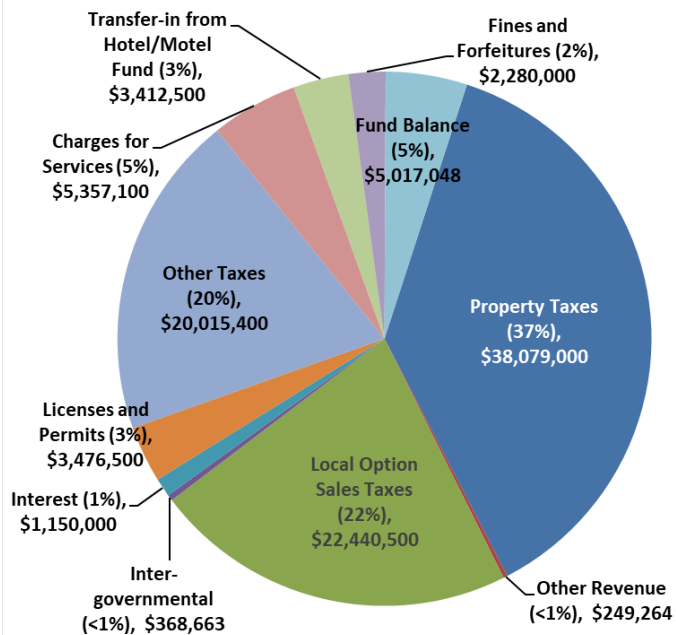
- **Budget Narrative**

This section provides a narrative of General Fund revenue and expenditure trends including historical information.

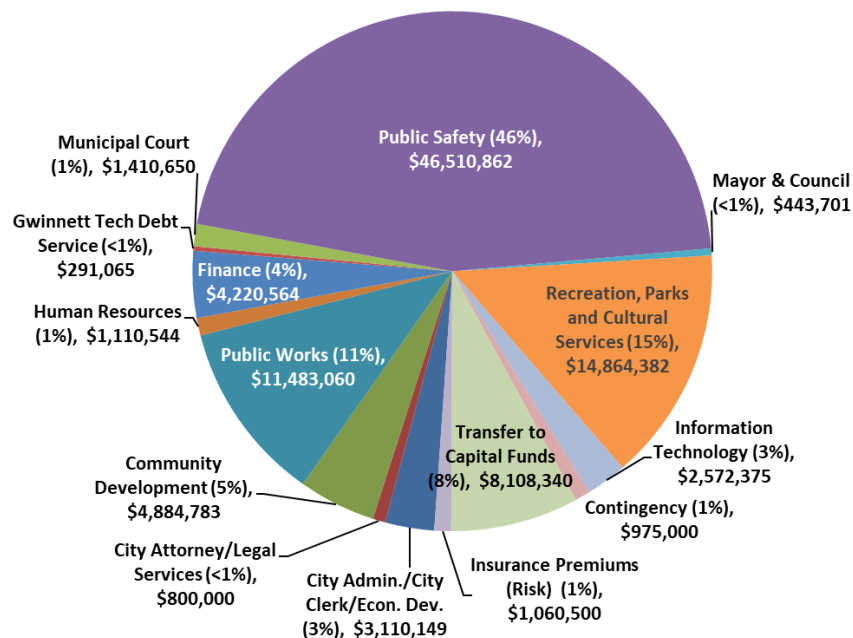
GENERAL FUND SUMMARY

The General Fund is the city's largest fund and includes governmental activities such as police, fire, recreation, and other general governmental functions that are primarily funded with property taxes, utility taxes, franchise fees, state shared revenues, and charges for services, such as recreation program fees.

Summary by Revenue Source



Summary by Department Expenditures



FY 2026 General Fund Budget

totals \$102 Million

GENERAL FUND SUMMARY

Statement of Budgetary Comparisons

	FY 2025 AMENDED BUDGET	FY 2026 RECOMMENDED BUDGET	\$ Variance	% Variance
Revenues:				
Property Taxes:				
Current Year	\$ 33,180,000	\$ 34,075,000	\$ 895,000	2.7%
Motor Vehicle Title Tax Fee	3,950,000	3,625,000	(325,000)	-8.2%
Prior Year/Delinquent/MV	307,000	379,000	72,000	23.5%
Local Option Sales Tax	22,250,000	22,440,500	190,500	0.9%
Other Taxes	18,185,300	20,015,400	1,830,100	10.1%
Licenses & Permits	3,196,500	3,476,500	280,000	8.8%
Intergovernmental	370,926	368,663	(2,263)	-0.6%
Charges for Services	5,344,880	5,357,100	12,220	0.2%
Fines & Forfeitures	2,605,000	2,280,000	(325,000)	-12.5%
Interest	1,100,000	1,150,000	50,000	4.5%
Other Revenues	239,537	249,264	9,727	4.1%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	3,468,750	3,412,500	(56,250)	-1.6%
Total Operating Revenues	\$ 94,197,893	\$ 96,828,927	\$ 2,631,034	2.8%
Fund Balance Carryforward	9,447,780	5,017,048		
Total Revenues	\$ 103,645,673	\$ 101,845,975		
Expenditures (by Category):				
Personnel Services:				
Salaries/Overtime/Seasonal	\$ 40,858,172	\$ 41,732,904	\$ 874,732	2.1%
Group Insurance	10,136,444	10,189,885	53,441	0.5%
Pension (Defined Benefit)	3,537,725	3,782,091	244,366	6.9%
Pension (401A)	4,007,115	4,306,922	299,807	7.5%
Miscellaneous Benefits	4,974,122	5,130,408	156,286	3.1%
subtotal	\$ 63,513,578	\$ 65,142,210	\$ 1,628,632	2.6%
Maintenance and Operations:				
Professional Services	\$ 3,875,499	\$ 3,864,750	\$ (10,749)	-0.3%
Tech Alpharetta contribution	95,000	10,000	(85,000)	-89.5%
Runoff Election (Fulton County IGA est.)	-	150,000	150,000	-
N.F. Economic Alliance Strategic Initiative	-	60,000	60,000	-
Repair/Maintenance	2,341,801	2,521,950	180,149	7.7%
Fire Station 85 Remediation	223,371	-	(223,371)	-
Maintenance Contracts	3,946,234	3,911,447	(34,787)	-0.9%
N.F. Regional Radio System Authority*	-	740,000	740,000	-
Professional Services (IT)	4,701,723	5,051,992	350,269	7.4%
CentralSquare (current PS CAD/RMS)*	-	244,950	244,950	-
CH Chambers Remote Production Svcs	-	71,000	71,000	-
General Supplies	1,313,091	1,265,470	(47,621)	-3.6%
Utilities	3,277,825	3,437,875	160,050	4.9%
Fuel	673,250	672,500	(750)	-0.1%
Uniforms	450,210	512,300	62,090	13.8%
Travel/Training	729,187	619,138	(110,049)	-15.1%
Legal Services	1,000,000	800,000	(200,000)	-20.0%
Insurance Premiums (Risk Fund)	966,800	1,060,500	93,700	9.7%
Miscellaneous	1,035,556	1,006,193	(29,363)	-2.8%
subtotal	\$ 24,629,547	\$ 26,000,065	\$ 1,370,518	5.6%
Capital/Lease:				
Portable Radio Lease*	\$ 987,466	\$ 1,103,288	\$ 115,822	11.7%
	-	226,007	226,007	-
	\$ 987,466	\$ 1,329,295	\$ 341,829	34.6%
Other Uses:				
Contingency	\$ 780,324	\$ 975,000	\$ 194,676	24.9%
Gwinnett Tech Contribution (Debt Svc)	286,978	291,065	4,087	1.4%
subtotal	\$ 1,067,302	\$ 1,266,065	\$ 198,763	18.6%
Total Operating Expenditures	\$ 90,197,893	\$ 93,737,635	\$ 3,539,742	3.9%
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	9,447,780	5,017,048		
Capital Program	4,000,000	3,091,292		
Preliminary Total Expenditures	\$ 103,645,673	\$ 101,845,975		

* Reallocated from the E911 Fund to the General Fund due to revenue constraints within the E911 Fund.

GENERAL FUND SUMMARY

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ 35,676,599	\$ 42,887,619	\$ 42,565,605	\$ 37,984,828	\$ 28,537,048
Revenues:					
Property Taxes	\$ 30,128,446	\$ 31,815,004	\$ 35,011,561	\$ 37,437,000	\$ 38,079,000
Local Option Sales Taxes	20,552,835	21,516,647	22,003,613	22,250,000	22,440,500
Other Taxes	17,098,363	17,716,007	18,084,484	18,185,300	20,015,400
Licenses and Permits	3,253,437	3,750,861	3,157,721	3,196,500	3,476,500
Intergovernmental	433,160	186,554	157,509	370,926	368,663
Charges for Services	4,028,980	4,475,005	4,726,871	5,344,880	5,357,100
Fines and Forfeitures	2,974,013	3,294,775	2,521,315	2,605,000	2,280,000
Interest	(604,350)	1,119,677	1,798,420	1,100,000	1,150,000
Other Revenue	202,198	222,867	225,113	189,537	199,264
	\$ 78,067,082	\$ 84,097,398	\$ 87,686,607	\$ 90,679,143	\$ 93,366,427
Expenditures:					
Mayor and City Council	\$ 350,347	\$ 325,804	\$ 330,619	\$ 394,044	\$ 443,701
* City Admin./City Clerk/Economic Dev.	1,440,308	1,431,114	1,962,226	3,025,435	3,110,149
Finance	3,451,127	3,644,561	3,884,976	4,124,713	4,220,564
Legal Services	1,062,905	789,935	636,323	1,000,000	800,000
Information Technology	1,894,045	2,078,939	2,441,958	2,543,961	2,572,375
Human Resources	606,075	765,239	898,324	1,065,277	1,110,544
Municipal Court	1,080,027	1,114,535	1,140,547	1,362,008	1,410,650
Public Safety	32,217,831	35,338,050	38,510,158	43,748,581	46,510,862
Public Works	8,853,638	9,455,806	10,157,660	11,462,030	11,483,060
Recreation, Parks & Cultural Services	10,281,112	11,925,670	13,424,187	14,704,017	14,864,382
* Community Development	4,081,289	4,305,559	4,668,399	4,733,725	4,884,783
Non-Departmental:					
Contingency	60,167	19,916	9,062	780,324	975,000
(1) Insurance Premiums (Risk Fund)	779,750	823,300	928,885	966,800	1,060,500
Gwinnett Tech Debt Service	289,640	288,640	287,490	286,978	291,065
	\$ 66,448,261	\$ 72,307,068	\$ 79,280,814	\$ 90,197,893	\$ 93,737,635
Other Financing Sources (Uses):					
Proceeds from the sale of Capital Assets	\$ 103,210	\$ 46,548	\$ 53,300	\$ 50,000	\$ 50,000
Interfund Transfer:					
Hotel/Motel Fund	2,975,786	3,480,902	3,418,049	3,468,750	3,412,500
Capital Project Fund	(5,966,799)	(11,439,800)	(12,392,818)	(11,843,416)	(6,208,340)
Stormwater Capital Fund	(1,520,000)	(4,200,000)	(3,950,000)	(1,604,364)	(1,900,000)
Asset Forfeiture Fund	-	-	(9,432)	-	-
TAD2 Fund	-	-	(105,670)	-	-
	\$ (4,407,802)	\$ (12,112,350)	\$ (12,986,571)	\$ (9,929,030)	\$ (4,645,840)
Rounding (ACFR Reconciliation)	2	6	1	-	-
Ending Fund Balance: (2)	\$ 42,887,619	\$ 42,565,605	\$ 37,984,828	\$ 28,537,048	\$ 23,520,000
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ 7,211,020</i>	<i>\$ (322,014)</i>	<i>\$ (4,580,777)</i>	<i>\$ (9,447,780)</i>	<i>\$ (5,017,048)</i>
<i>Personnel (full-time-equivalent)</i>	<i>421.0</i>	<i>428.5</i>	<i>437.0</i>	<i>439.0</i>	<i>439.0</i>

Notes:

(1) Represents funding to the Risk Management Fund.

(2) Pursuant to the City's financial management policies, fund balance in excess of the City's current 25% Fund Balance Reserve can be used for one-time capital initiatives.

* Economic Development function was reorganized from the Community Development Department to City Administration starting in FY 2025.

GENERAL FUND SUMMARY

Budget Narrative

The City's budget for FY 2026 reflects the challenges of the current economic landscape, characterized by stagnating or declining revenues alongside persistent inflationary pressures on expenditures. Economic uncertainties, including fluctuating consumer demand, evolving market conditions, and external cost drivers, continue to impact revenue growth while increasing the costs of providing essential services. Rising personnel expenses, supply chain disruptions, and higher costs for goods and services place additional strain on the City's financial position. In response, this budget emphasizes prudent fiscal management, strategic resource allocation, and a commitment to maintaining core services while ensuring long-term financial sustainability.

Revenues

FY 2026 General Fund operating revenues are forecasted to grow by 3%, or \$2.6 million, compared to Amended FY 2025 and includes the operating initiative¹⁸ adjustment (Business and Occupational Tax) for FY 2026.

The following table compares major revenue categories within the General Fund:

Revenues:	FY 2025 AMENDED BUDGET	FY 2026 RECOMMENDED BUDGET	\$ Variance	% Variance
Property Taxes:				
Current Year	\$ 33,180,000	\$ 34,075,000	\$ 895,000	2.7%
Motor Vehicle Title Tax Fee	3,950,000	3,625,000	(325,000)	-8.2%
Prior Year/Delinquent/MV	307,000	379,000	72,000	23.5%
Local Option Sales Tax	22,250,000	22,440,500	190,500	0.9%
Other Taxes:				
Franchise Fees	6,785,000	7,130,000	345,000	5.1%
Insurance Premium Tax	6,075,000	6,390,000	315,000	5.2%
Alcohol Beverage Excise Tax	2,900,000	2,825,000	(75,000)	-2.6%
Other Taxes	2,425,300	3,670,400	1,245,100	51.3%
Licenses & Permits	3,196,500	3,476,500	280,000	8.8%
Intergovernmental	370,926	368,663	(2,263)	-0.6%
Charges for Services	5,344,880	5,357,100	12,220	0.2%
Fines & Forfeitures	2,605,000	2,280,000	(325,000)	-12.5%
Interest	1,100,000	1,150,000	50,000	4.5%
Other Revenues	239,537	249,264	9,727	4.1%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	3,468,750	3,412,500	(56,250)	-1.6%
Total Operating Revenues	\$ 94,197,893	\$ 96,828,927	\$ 2,631,034	2.8%
Fund Balance Carryforward	9,447,780	5,017,048		
Total Revenues	\$ 103,645,673	\$ 101,845,975		

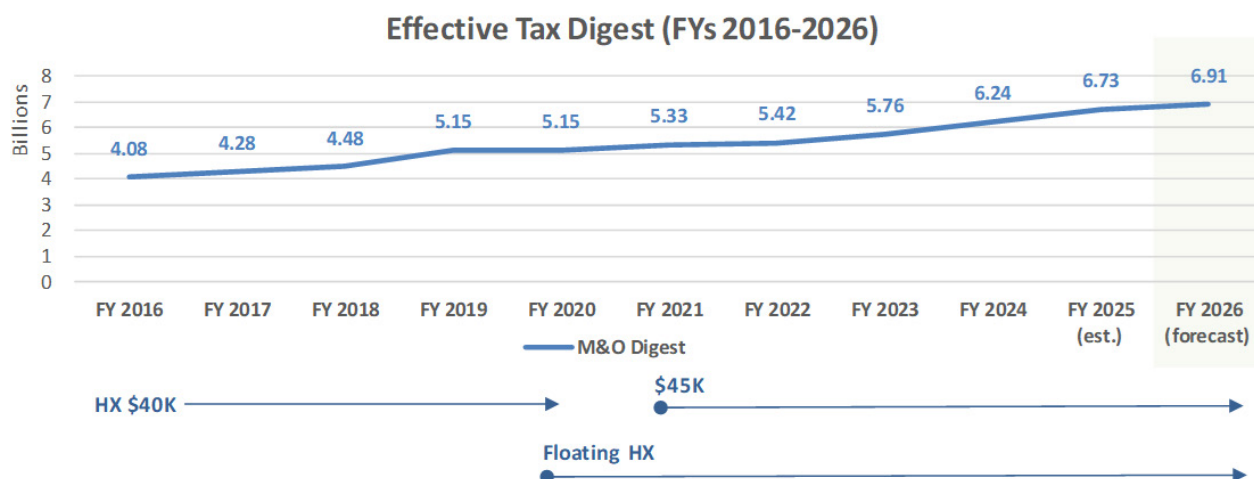
¹⁸ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment

GENERAL FUND SUMMARY

Property and Motor Vehicle Taxes

Property taxes are calculated based on an assessed millage rate on real and personal property owned within the city. Real property consists of land, buildings, structures, and improvements affixed to land. Personal property includes machinery, equipment, inventory supplies, furniture, motor vehicles, boats, etc. The Fulton County Board of Assessors (the “BOA”) determines the fair market value of property (i.e., tax digest) utilizing numerous analytical methods including comparative sales data. As of the date of this budget submission, the BOA has not provided the updated tax digest.

The chart below illustrates the tax digest growth within the city for the last 9 years based on actual tax collections coupled with a staff estimate/forecast for FYs 2025 and 2026. These figures are net of all exemptions (e.g., basic homestead and floating homestead exemptions) and reflect the valuations that account for current year property tax collections.



The property valuation figures detailed above reflect multiple homeowner tax reduction measures including:

- FY 2020: Implementation of the floating homestead exemption.
- FY 2021: \$5,000 increase to the basic homestead exemption (\$40,000 to \$45,000).
- FY 2021: Removal of income restrictions for residents aged 65 and older to qualify for the \$10,000 senior homestead exemption.
- General tax digest appeal valuation adjustments.

The tax digest is subject to tax appeal adjustments which reduce overall valuations. As such, staff forecasts a FY 2025 tax digest (calendar/taxroll year 2024) that adjusts for actual/estimated valuation reductions (e.g., tax appeals) which results in a revised valuation approximating \$6.73 billion.

GENERAL FUND SUMMARY

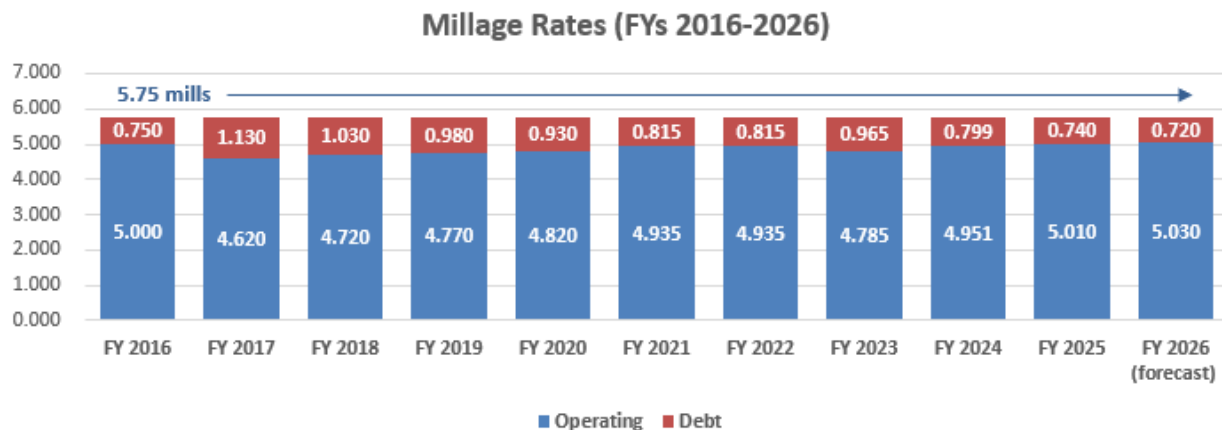
The forecast for FY 2026 builds upon the FY 2025 estimate with the following growth factors coupled with a collection rate of 98% which approximates the historical average:

- 4% valuation growth trend for the Residential portion of the digest (market segment is experiencing strong growth but valuations growth is tempered through the floating homestead exemption which limits growth to the lesser of 3% or CPI). By way of recent comparisons, the FYs 2025 and 2024 tax digest growth for residential properties approximated 10% and 12% respectively.
- -1% valuation reduction trend for the Commercial portion of the digest which highlights the uncertainty facing our commercial office developments resulting from the COVID-19 pandemic and its impact on occupancy rates. By way of recent comparisons, the FYs 2025 and 2024 tax digest change for commercial properties approximated -1% and 4% respectively.
- \$78 million in new construction taxable-value-added. By way of recent comparisons, the FYs 2024 and 2023 tax digest growth for new construction taxable-value-added totaled \$155 million and \$113 million respectively.

The net result is a forecasted growth in the FY 2026 tax digest of 3% over 2025 estimates.

In conjunction with the annual budget process, the city adopts a millage rate to be applied to the tax digest in order to determine the taxroll value and, consequently, the property tax billings.

The city has historically acknowledged the need to provide a taxation rate commensurate with the government's level of service. The chart below illustrates the annual millage rates levied by the city for the last 10 years including the request for FY 2026.



The FY 2026 Budget is based on maintenance of the city's millage rate at 5.750 mills.

- The portion of the millage rate funding debt service (Debt Service Fund) is estimated to decrease 0.020mills compared to FY 2025 to a total of 0.720 mills. As our annual debt service obligations are relatively flat, growth in the tax digest allows for a

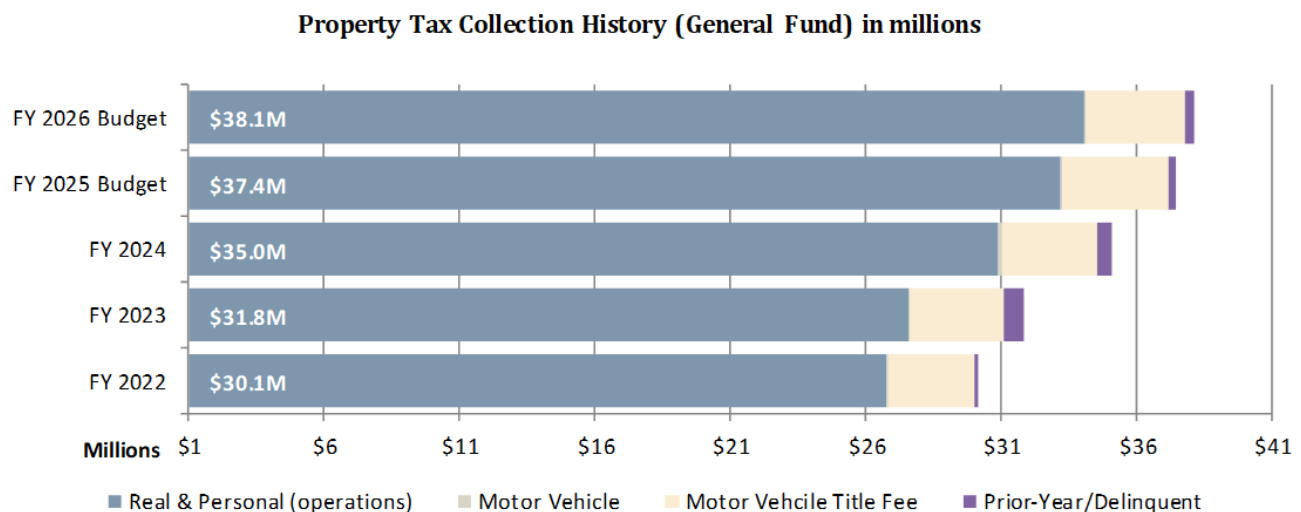
GENERAL FUND SUMMARY

reduction in the debt service millage rate. The decrease in tax revenue associated with the debt service millage shift is estimated at -\$170,000.

- The portion of the millage rate funding operations and capital investment (General Fund) is estimated to increase 0.020 mills compared to FY 2025 to a total of 5.030 mills. The increase in tax revenue associated with the operations millage shift is estimated at +\$135,000 and has been allocated towards operating initiatives. The shift from debt service millage to operations millage results in additional tax savings for our homeowners as the operations millage rate is subject to homestead exemptions.

The property tax revenue estimates are net of the city's homestead exemptions which are estimated to save our homeowners over \$10 million annually. The main homestead components include the floating homestead exemption that caps the valuation growth of homesteaded properties at the lesser of 3% or CPI and the basic homestead exemption that lowers the taxable value of a homesteaded property by \$45,000. The city's homestead exemptions go great lengths in keeping Alpharetta an affordable place to live and retire.

General Fund property taxes are budgeted at \$38.1 million in FY 2026 and represent approximately 37% of General Fund revenues. The chart below depicts a 5-year history of General Fund property tax collections by type.



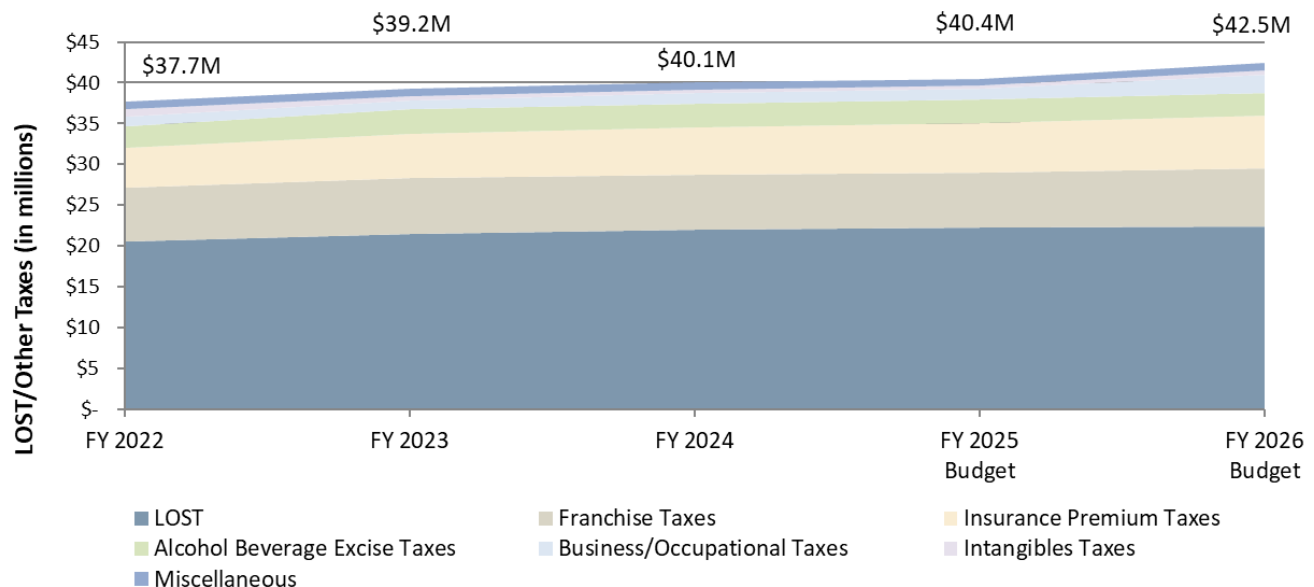
Motor vehicle tax is experiencing declines due to House Bill 386 which phased out motor vehicle taxes on all vehicles titled on or after March 1, 2013. The city is still receiving motor vehicle taxes on vehicles titled before March 1, 2013, until the vehicle is sold/transferred. Accordingly, the city is forecasting motor vehicle revenues to decline moving forward.

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HB 386 created a Motor Vehicle Title Fee to partially offset the reduction in motor vehicle taxes. The Title Fee is 7%¹⁹ and is shared between the State and local governments (county, city, and school boards; local share approaches 65% of collections). A decrease of -8% is forecasted in FY 2026 for motor vehicle title fees from a budget-to-budget standpoint. Collection trends during fiscal year 2025 indicate revenue collections approximating \$3.5 million resulting in a revised growth trend of 4%. The slow growth in automotive sales, which can be attributed to factors such as high interest rates, supply chain disruptions, rising vehicle prices, and shifting consumer preferences toward retaining used vehicles, may necessitate further adjustments of this revenue forecast moving forward.

Other Taxes (including LOST)

Other taxes account for 42%, or \$42.5 million, of total General Fund revenue for FY 2026. Specifically, revenue sources within the Other Taxes category include Local Option Sales Taxes (“LOST”), Franchise Taxes, Insurance Premium Taxes, Alcohol Beverage Excise Taxes, etc. The chart below provides a 5-year history of Other Tax collections by type.



- Local Option Sales Taxes (“LOST”):** This revenue source represents the city’s portion of the 7.75% sales and use tax collected in Fulton County and totals \$22.4 million for FY 2026. The 7.75% sales tax is made up of the following: State 4% and Local 3.75%. The Local portion is made up of 1% MARTA, 1% ESPLOST (education), 1% LOST, and 0.75% TSPLOST (Alpharetta portion of TSPLOST is collected in a separate Fund as these proceeds can only be used on approved transportation projects). Alpharetta’s share of the 1% LOST for 2025 (calendar year) is 5.7177%.

¹⁹ OCGA 48-5C-1.

GENERAL FUND SUMMARY

Sales and use tax is collected by the retailer making sales of tangible personal property in Fulton County. LOST is reported and remitted to the Georgia Department of revenue each month for the previous month's sales. The DOR calculates the distribution and remits the revenue to the city monthly.

The LOST is distributed to municipalities within Fulton County based on population. The rate of distribution is negotiated every 10-years after the decennial U.S. Census. The rate of distribution for the 10-year period of 2023-2032 has been adopted by Fulton County and all municipalities within the borders. Inherent in this agreement is a relative growth in the distribution retained by Fulton County which starts at 5% in 2023 (increase from 2022 distribution level of 4.9794%) and levels off at 12.5% by 2030. Due to the distribution change for the County, Alpharetta's proportionate distribution, despite relative population growth, starts at 5.8164% in 2023 (decrease from 2022 distribution level of 5.8367%) and levels off at 5.4034% by 2030.

An increase of 0.9% is forecasted for FY 2026 from a budget-to-budget standpoint. However, actual collections are estimated at \$22.3 million in FY 2025 which equates to a revised growth rate of 0.6%. Growth in LOST collections has cooled over the last several years and is forecasted to continue the minor growth trend through FY 2026 (fiscal year-over-year growth trends: FY 2022 = 21%; FY 2023 = 5%; FY 2024 = 2%; 1st 6 months of FY 2025 = 0.4%).

- **Franchise Taxes:** Several of the larger franchise agreements include the following: Georgia Power (electric/4% of taxable gross sales); Comcast (cable and communications/5% of gross receipts); BellSouth (communications/3% of gross receipts); etc.

An increase of 5% is forecasted for FY 2026 from a budget-to-budget standpoint. However, actual collections are estimated at \$7.2 million in FY 2025 which equates to a revised rate of -0.8% which reflects the volatility of this revenue source.

Collections from GA Power and Sawnee EMC, the largest contributors of this revenue source (80% of total franchise fees), is forecasted at \$5.8 million for FY 2026 and is flat with the prior year (\$5.8 million was collected in FY 2025). Recent history has shown a volatility in collections which is, at least partially, dependent upon weather (e.g. cooler summer months reduces demand for air conditioning) and business activity (e.g. lower occupancy rates among office buildings reduces energy demand). As such, forecasts for this revenue source tend to be conservative to adjust for the volatility. That said, if GA Power institutes rate increases for the latter part of 2025 and in 2026, this revenue forecast will be revisited.

Collections from gas franchise agreements (Southern Company Gas) are estimated to total \$669,720 in FY 2025. The budget forecast for FY 2026 totals \$680,000 and reflects growth approximating 10% compared to the FY 2025 Budget (\$620,000) and

GENERAL FUND SUMMARY

2% compared to the FY 2025 revenue estimate.

Collections from cable franchise agreements are estimated to total \$560,000 in FY 2025. The budget forecast for FY 2026 totals \$525,000 and reflects a reduction of -20% compared to the FY 2025 Budget (\$660,000) and -6% reduction compared to the FY 2025 revenue estimate. This revenue source has been declining annually since FY 2020 which represented the 1st full fiscal year after the City raised the Cable Franchise Fee from 3% to 5% (effective January 1, 2019). Reasons proffered for this decline include competition from streaming services and the evolving ways consumers access these services.

Collections from telecom franchise agreements (Bellsouth primarily) are estimated to total \$175,000 in FY 2025. The budget forecast for FY 2026 totals \$175,000 and reflects declines approximating -38% compared to the FY 2025 Budget (\$280,000) and is flat compared to the FY 2025 revenue estimate. This revenue source experienced material reductions between 2021-current due to an audit of Franchise Fee remittances based on multiple factors including revisions related to classification of customers as “exempt” under the fee parameters.

- **Insurance Premium Taxes:** This revenue source represents a percentage of insurers’ gross direct premiums on life, accident, and sickness insurance policies written within the State and totals \$6.4 million in FY 2026 which equates to an increase of 2% over FY 2025 collections (\$6.3 million). Insurance premium tax is due on the first day of the calendar year and is collected directly by the city.
- **Alcohol Beverage Excise Taxes:** This revenue source represents taxes levied on dealers and wholesalers of alcoholic beverages within the city and totals \$2.8 million in FY 2026. A decrease of -3% is forecasted for FY 2026 from a budget-to-budget standpoint. Actual collections are estimated at \$2.75 million in FY 2025 which equates to a revised growth rate of 3%.
- **Alcohol Beverage Excise Taxes:** This revenue source represents taxes levied on dealers and wholesalers of alcoholic beverages within the city and totals \$2.8 million in FY 2026. A decrease of -3% is forecasted for FY 2026 from a budget-to-budget standpoint. Actual collections are estimated at \$2.75 million in FY 2025 which equates to a revised growth rate of 3%.
- **Business and Occupational Taxes:** This revenue source represents the levy, assessment, and collection of an annual occupational tax on certain businesses and practitioners of professions and occupations located or exerting substantial efforts in the city. Revenue from this tax totaled \$1.3 million in Fiscal Year 2024. Adjustments²⁰ are reflected in FY 2026 and are forecast to generate an additional \$850,000 annually.

²⁰ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

GENERAL FUND SUMMARY

Licenses & Permits

Licenses & permits account for 3%, or \$3.5 million, of total General Fund revenue for FY 2026. Licenses and permit revenues include alcoholic beverage permit fees, development permit and related fees, building permit fees, occupancy permit fees, sign permit fees, etc.

An increase of 9% is forecasted for FY 2026 from a budget-to-budget standpoint. However, actual collections are estimated at \$3.7 million in FY 2025 which equates to a revised rate of -5%. As discussed below, this revenue source is largely dependent upon the economy and real estate markets (commercial, housing etc.) and tends to exhibit volatility which leads to a conservative approach to forecasting revenues (forecast will often lag current collection activity).

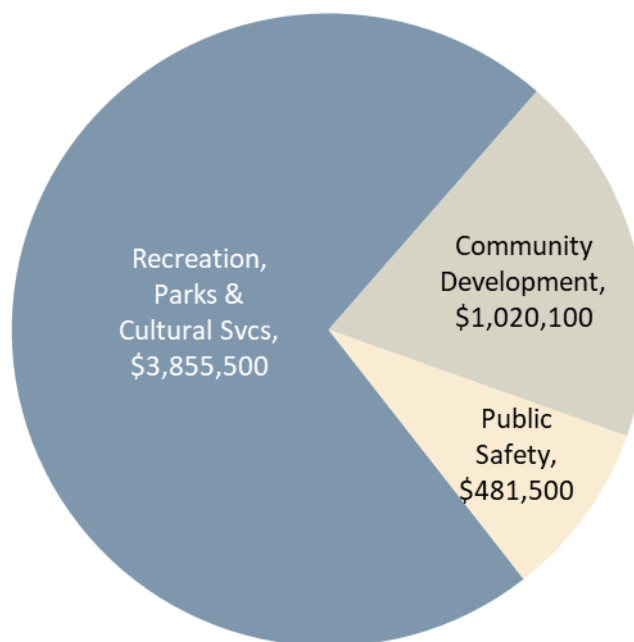
The largest revenue source is Building Permit Fees (\$1.9 million forecasted for FY 2026; \$2 million estimated for FY 2025). As building permit fee revenues are non-standard, and their activity highly dependent upon multiple economic factors (local, regional, and national) which are notoriously difficult to forecast, staff forecasts these sources in a conservative manner. For example, collections for December 2024 were -52% lower than December 2023 while collections for January 2025 were 25% higher than January 2024.

Charges for Services

Charges for services include user fees for community development (plan review, planning and development fees, etc.), public safety (plan review, police reports and services, etc.), recreation and parks (program and activity fees, etc.), and special events.

Charges for services account for 5%, or \$5.4 million, of total General Fund revenue. An increase of 0.2% is forecasted for FY 2026 from a budget-to-budget standpoint.

The FY 2025 Budget included appropriations for a Fire Lift Assist Fee that was not implemented, and this revenue source has been removed for FY 2026 (-\$50,000).



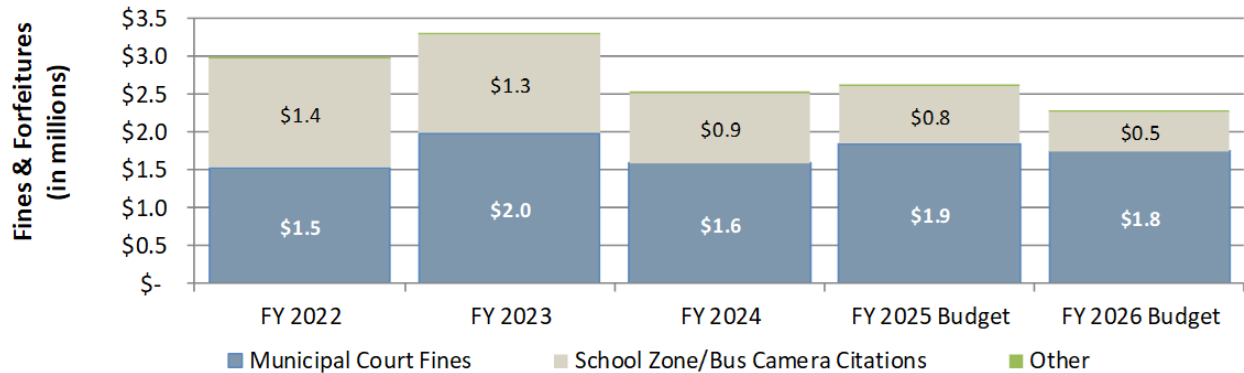
Intergovernmental

Intergovernmental sources account for <1%, or \$368,663, of total General Fund revenue for FY 2026. This revenue is primarily generated from Intergovernmental Agreements with the City of Milton related to the sharing of court management capabilities and public safety software (Hexagon) as well as overtime reimbursement through the Federal/State HIDTA (High Intensity Drug Trafficking Area) program.

GENERAL FUND SUMMARY

Fines & Forfeitures

Fines & Forfeitures include municipal court fines, code enforcement, school zone citations, etc.



Fines & forfeitures account for 2%, or \$2.3 million, of total General Fund revenue for FY 2026. A decrease of -13% is forecasted for FY 2026 from a budget-to-budget standpoint. However, actual collections are estimated at \$2.5 million in FY 2025 which equates to a revised reduction of -7% that reflects a forecast of continued declines in the school zone citation revenue source as enforcement changes driving behavior. This forecast also assumes reduced court fine trends continue in the short-term.

Interest

Interest earnings account for 1%, or \$1.2 million, of total General Fund revenue for FY 2026. Increases are forecasted to more accurately reflect the earnings the city is currently receiving from its investments in the market.

Transfer-In from Hotel/Motel Fund (Other Financing Sources)

Other Financing Sources account for 3%, or \$3.4 million, of total General Fund revenue for FY 2026 and consists of the city's share (40%) of the Hotel/Motel Tax. This revenue source is discussed in more detail within the *Special Revenue Fund Summaries* (Hotel/Motel Fund) section of this document.

Fund Balance

Carryforward fund balance accounts for 5%, or \$5 million, of total General Fund appropriations for FY 2026. Carryforward Fund Balance represents available cash in excess of the city's 25% emergency reserve. It is the city's policy to utilize the remaining fund balance above the emergency requirement for one-time expenditures.

GENERAL FUND SUMMARY

Expenditures

The City's budget for FY 2026 reflects the challenges of the current economic landscape, characterized by stagnating or declining revenues alongside persistent inflationary pressures on expenditures. Economic uncertainties, including fluctuating consumer demand, evolving market conditions, and external cost drivers, continue to impact revenue growth while increasing the costs of providing essential services. Rising personnel expenses, supply chain disruptions, and higher costs for goods and services place additional strain on the City's financial position. In response, this budget emphasizes prudent fiscal management, strategic resource allocation, and a commitment to maintaining core services while ensuring long-term financial sustainability.

Operating expenditures of the General Fund are forecasted to grow by 3.9% over FY 2025. However, included in this figure is one-time costs for FY 2025 (Fire Station 85 Remediation), one-time costs for FY 2026 (runoff election), a reallocation of \$1.2 million in initiatives from the E911 Fund into the General Fund due to revenue constraints within the E911 Fund, and the operating initiatives funding for FY 2026. After adjusting for these items, the base operational growth totals 2.5%. The following table compares departmental appropriations within the General Fund:

Expenditures (by Department):	FY 2025 AMENDED BUDGET	FY 2026 RECOMMENDED BUDGET	\$ Variance	% Variance
Mayor and Council	\$ 394,044	\$ 443,701	\$ 49,657	12.6%
City Admin/City Clerk/Economic Dev.	2,930,435	2,819,149	(111,286)	-3.8%
Tech Alpharetta contribution	95,000	10,000	(85,000)	-
Runoff Election (Fulton County IGA est.)	-	150,000	150,000	-
N.F. Economic Alliance Strategic Initiative	-	60,000	60,000	-
CH Chambers Remote Production Svcs	-	71,000	71,000	-
Finance	4,124,713	4,220,564	95,851	2.3%
Legal Services	1,000,000	800,000	(200,000)	-20.0%
Information Technology	2,543,961	2,572,375	28,414	1.1%
Human Resources	1,065,277	1,110,544	45,267	4.2%
Municipal Court	1,362,008	1,410,650	48,642	3.6%
Public Safety	43,748,581	45,299,905	1,551,324	3.5%
N.F. Regional Radio System Authority*	-	740,000	740,000	-
CentralSquare (current PS CAD/RMS)*	-	244,950	244,950	-
Portable Radio Lease*	-	226,007	226,007	-
Public Works	11,238,659	11,483,060	244,401	2.2%
Fire Station 85 Remediation	223,371	-	(223,371)	-
Recreation, Parks & Cultural Services	14,704,017	14,864,382	160,365	1.1%
Community Development	4,733,725	4,884,783	151,058	3.2%
Non-Departmental:				
Contingency	780,324	975,000	194,676	24.9%
Insurance Premiums (Risk Fund)	966,800	1,060,500	93,700	9.7%
Gwinnett Tech Contribution (Debt Svc)	286,978	291,065	4,087	1.4%
Total Operating Expenditures	\$ 90,197,893	\$ 93,737,635	\$ 3,539,742	3.9%
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	9,447,780	5,017,048		
Capital Program	4,000,000	3,091,292		
Total Expenditures	\$ 103,645,673	\$ 101,845,975		

* Reallocated from the E911 Fund to the General Fund due to revenue constraints within the E911 Fund.

GENERAL FUND SUMMARY

The following table compares expenditure category appropriations within the General Fund:

	FY 2025 AMENDED BUDGET	FY 2026 RECOMMENDED BUDGET	\$ Variance	% Variance
Expenditures (by Category):				
Personnel Services:				
Salaries/Overtime/Seasonal	\$ 40,858,172	\$ 41,732,904	\$ 874,732	2.1%
Group Insurance	10,136,444	10,189,885	53,441	0.5%
Pension (Defined Benefit)	3,537,725	3,782,091	244,366	6.9%
Pension (401A)	4,007,115	4,306,922	299,807	7.5%
OPEB Health Reimbursement Benefit	926,275	918,045	(8,230)	-0.9%
Miscellaneous Benefits	4,047,847	4,212,363	164,516	4.1%
<i>sub total</i>	\$ 63,513,578	\$ 65,142,210	\$ 1,628,632	2.6%
Maintenance and Operations:				
Professional Services	\$ 3,875,499	\$ 3,864,750	\$ (10,749)	-0.3%
Tech Alpharetta contribution	95,000	10,000	(85,000)	-
Runoff Election (Fulton County IGA est.)	-	150,000	150,000	-
N.F. Economic Alliance Strategic Initiative	-	60,000	60,000	-
Repair/Maintenance	2,341,801	2,521,950	180,149	7.7%
Fire Station 85 Remediation	223,371	-	(223,371)	-
Maintenance Contracts	3,946,234	3,911,447	(34,787)	-0.9%
N.F. Regional Radio System Authority*	-	740,000	740,000	-
Professional Services (IT)	4,701,723	5,051,992	350,269	7.4%
CentralSquare (current PS CAD/RMS)*	-	244,950	244,950	-
CH Chambers Remote Production Svcs	-	71,000	71,000	-
General Supplies	1,313,091	1,265,470	(47,621)	-3.6%
Utilities	3,277,825	3,437,875	160,050	4.9%
Fuel	673,250	672,500	(750)	-0.1%
Uniforms	450,210	512,300	62,090	13.8%
Travel/Training	729,187	619,138	(110,049)	-15.1%
Legal Services	1,000,000	800,000	(200,000)	-20.0%
Insurance Premiums (Risk Fund)	966,800	1,060,500	93,700	9.7%
Miscellaneous	1,035,556	1,006,193	(29,363)	-2.8%
<i>sub total</i>	\$ 24,629,547	\$ 26,000,065	\$ 1,370,518	5.6%
Capital/Lease:				
Base Capital/Lease Needs	\$ 987,466	\$ 1,103,288	\$ 115,822	11.7%
Portable Radio Lease*	-	226,007	226,007	-
<i>sub total</i>	\$ 987,466	\$ 1,329,295	\$ 341,829	34.6%
Other Uses:				
Contingency	\$ 780,324	\$ 975,000	\$ 194,676	24.9%
Gwinnett Tech Contribution (Debt Svc)	286,978	291,065	4,087	1.4%
<i>sub total</i>	\$ 1,067,302	\$ 1,266,065	\$ 198,763	18.6%
Total Operating Expenditures	\$ 90,197,893	\$ 93,737,635	\$ 3,539,742	3.9%
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	9,447,780	5,017,048		
Capital Program	4,000,000	3,091,292		
Total Expenditures	\$ 103,645,673	\$ 101,845,975		

* Reallocated from the E911 Fund to the General Fund due to revenue constraints within the E911 Fund.

GENERAL FUND SUMMARY

Meeting the Internal Needs of Operating Departments

Several of the major points of the FY 2026 Budget are as follows:

- Management of personnel and compensation program to align with current market environment which includes budgetary adjustments to cover significant inflation in labor costs which are necessary to retain and recruit our highly skilled workforce:
 - Staffing level of 473 full-time equivalents “FTE” (citywide) which includes the reduction of one vacant (1) full-time equivalent position (Treasury Services Manager) within the Finance Department that was unfunded during the COVID pandemic and has not been reinstated. This position will be revisited in the future as needs dictate. Also, this FTE count includes the new position (Firefighter within the Public Safety Department) request set forth in the *Operating Initiative Requests* section of this document.
 - Staffing compensation adjustments aimed at maintaining competitiveness in an inflationary labor market include:
 - Recent compensation adjustments:
 - ✓ July 1, 2021: Continuation of the annual performance-based merit program (3% on average) in an estimated cost of \$1 million annually.
 - ✓ November 19, 2021: Mid-year 2022 adjustments (combined) in an estimated cost of \$1.9 million annually.
 - Across-the-board 3% salary adjustment for all employees.
 - Additional across-the-board 10% salary adjustment for 911 personnel and sworn Police Officers to maintain market competitiveness in recruitment and retention.
 - ✓ July 1, 2022: Increase in the annual performance-based merit program (4% on average) in a total estimated cost of \$1.6 million.
 - ✓ July 1, 2022: Salary compression adjustments in an amount totaling \$825,000 annually (including taxes/benefits). Specifically, this initiative represents a continuation of the City’s salary adjustment process and follows the recent adjustments related to maintaining competitiveness within the market. This phase is focused on adjusting internal compression issues within our pay structure to ensure we maintain a fair and equitable compensation plan for our employees.

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- ✓ July 1, 2023: Continuation of the annual performance-based compensation program (4% on average) in a total estimated cost of \$1.8 million.
- ✓ July 1, 2023: This initiative represents a continuation of the City's salary adjustment process aimed at maintaining competitiveness within the market and is estimated at \$1.73 million. Specifically, market-based personnel compensation adjustments are proposed to ensure Alpharetta maintains its capacity to retain and attract our most valuable assets – namely, the team members that deliver excellent service to our community on a daily basis. The forecasted cost reflects salary adjustments and those impacted benefit line items (e.g., FICA, pension, etc.).
- ✓ July 1, 2024: Continuation of the annual performance-based compensation program (4% on average) in a total estimated cost of \$2.2 million. This figure is included within departmental operating budgets.
- ✓ July 1, 2024 (Operating Initiative): Market-based personnel compensation adjustments scheduled for July 1, 2024, in a total estimated cost of \$913,800 (targeted to specific positions but representing average costs equivalent to 2% of payroll citywide) to ensure Alpharetta's compensation competitiveness within the market.
- Proposed compensation adjustments:
 - ✓ July 1, 2025: Continuation of the annual performance-based compensation program (3% on average) in a total estimated cost of \$1.6 million coupled with targeted market-based compensation adjustments. This figure is included within departmental operating budgets.

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- Increase (5.6% or \$1.4 million) in departmental maintenance and operations budgets (General Fund). However, included in this figure is one-time costs for FY 2025 (Fire Station 85 Remediation), one-time costs for FY 2026 (runoff election), a reallocation of \$1 million in initiatives from the E911 Fund into the General Fund due to revenue constraints within the E911 Fund, and the operating initiatives funding for FY 2026²¹. After adjusting for these items, the base operational growth totals 1.3%. Specific cost drivers include:

- Increase in professional services of \$114,251 (3% growth) due primarily to the net impact of the following:

- City Administration: Decrease in Tech Alpharetta funding of -\$85,000 (from \$95,000 in FY 2025 to \$10,000 in FY 2026) as the operations continue their path to self-sufficiency.
- City Administration: Increase in election funding of \$150,000 as Fiscal Year 2026, as opposed to 2025, is an election year. On April 18, 2024, the Governor signed House Bill 1312, mandating a statewide Special Primary Election and Special Election in 2025 for Public Service Commission (PSC) Districts 2 and 3. As a result, Fulton County must conduct a countywide election concurrently with the 2025 Municipal General Elections and the City will not incur costs. If no PSC Runoff Election is required, for the July and December 2025 election dates, municipalities needing a Runoff Election will incur the costs.

As previously noted, the City will not incur costs for the general election and has allocated \$150,000 to cover costs for a potential runoff election should one be needed (and assuming no PSC runoff election in which case the City would not incur costs).

- Economic Development: Operating initiative funding for FY 2026²² totaling \$60,000 to support the North Fulton Economic Alliance Strategic Initiative (2025-2029), a five-year initiative designed to address three pressing challenges to the region's economic prosperity and quality of life.
 - ✓ Brand and market our region to attract investment, talent, and jobs.
 - ✓ Expand our talent pipeline to strengthen our regional competitiveness.
 - ✓ Elevate regional economic development to maximize region-wide performance.

²¹ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

²² Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

GENERAL FUND SUMMARY

- Decrease in repair/maintenance costs of -\$43,222 (-2% reduction) due primarily to the net impact of the following:
 - Public Safety: Increase in vehicle repair/maintenance of \$145,500 (14% growth) based on current cost trends. Specifically, the city replaces 1/7th of its public safety fleet annually (this equates to a lifetime mileage target of 100,000) to ensure minimal downtime and that our equipment is responsive to service demands. That said, the city is still transitioning from Impala sedans to Explorers SUVs/Tahoe's. The Impala's have a more costly repair record (than the Explorers) and, with our existing units reaching their mileage targets, we are incurring more repair costs in the short-term as we phase out the legacy Impalas. Additionally, new vehicle availability is still constricted which leads to retaining existing vehicles in excess of the 100,000-mileage target which also impacts maintenance costs.
 - Public Works: Decrease in facility repair/maintenance of -\$209,371 as FY 2025 includes one-time funding of Fire Station 85 Remediation costs totaling \$223,371. Upon adjusting for the Fire Station 85 Remediation one-time costs in FY 2025, repair/maintenance costs within Public Works for FY 2026 grew 7% due primarily to an increase in grounds maintenance services of \$35,000 (78% growth) to cover increased contract rates for arborist/tree removal services coupled with forecasted needs based on usage trends within the last several years.
- Increase in maintenance contract costs of \$705,213 (18% growth) due primarily to the following:
 - Public Safety: Transfer of North Fulton Regional Radio System Authority appropriations from the E911 Fund in an amount totaling \$740,000. This initiative was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.
- Increase in IT professional services costs of \$666,219 (14% growth) due to software inflationary growth across all departments with specific drivers denoted below:
 - City Clerk: Operating initiative funding for FY 2026²³ totaling \$71,000 for a managed service for remote meeting production, broadcast production, and streaming services in the City Hall Chambers.

²³ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

GENERAL FUND SUMMARY

- Public Safety: Transfer of CentralSquare (current Public Safety Records Management/Computer Aided Dispatch system) IT professional services appropriations from the E911 Fund in an amount totaling \$244,950. This initiative was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.

Specifically, the FY 2025 E911 Fund Budget included appropriations totaling \$114,950 for CentralSquare which approximated 6-months of coverage due to original Hexagon (new Public Safety Records Management/Computer Aided Dispatch currently) implementation timeline. As the implementation timeline evolved, so too did our need to ensure access to the current CentralSquare system and this budget proposal extends operability of both through June 30, 2026.

- Public Safety: Increase in remaining IT professional services (in addition to the CentralSquare costs noted above) of \$176,822 (6% growth) due to coverage of general software inflationary cost growth including cyber security software, Flock camera infrastructure support/maintenance (+\$42,000), expansion of the Mindbase peer support software (+\$20,000), fire promotion testing software (+\$13,000), as well as initial-year maintenance costs for the new phone system (RingCentral).
- Recreation, Parks & Cultural Services: Increase in IT professional services of \$46,117 (9% growth) due to additional funding for the RecWare Park Program Registration software (+\$25,000 as it is funded on a per customer basis and grows along with program participation), as well as coverage of general software inflationary cost growth including cyber security software, initial-year maintenance costs for the new phone system (RingCentral), etc).
- Increase in utility expenses of \$160,050 (5% growth) for electricity, natural gas, water/sewer, and miscellaneous utilities (e.g., cable and garbage). The main driver is electric utility cost growth and is based on usage trends coupled with adjustments for approved GA Power rate increases.
- Increase in uniform expenses of \$62,090 (13.8% growth) primarily within the Public Safety Department to cover cost growth and ensure full funding of all needed components including police uniforms, fire uniforms (station uniforms and footwear, duty gear, related components), etc. as well as additional funding

GENERAL FUND SUMMARY

to cover uniform needs for the new Firefighter position approved as part of the operating initiatives for FY 2026²⁴.

- Decrease in legal services of -\$200,000 to match current cost and usage trends.
- Increase in insurance premium funding (+\$93,700, or 10% growth) to the Risk Management Fund to cover the increasing costs of liability insurance premiums.
- All other departmental maintenance and operations accounts (travel, training, supplies, etc.) declined -\$187,783, or -5%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.
- Increase in the departmental operating capital/lease accounts of \$341,829, or 35%, primarily related to the absorption of funding for the Public Safety portable radio capital lease totaling approximately \$226,007 that was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund. Remaining growth drivers include:
 - Increases in Public Safety machinery and equipment of \$115,779 due to multiple initiatives including:
 - Replacement of fire ballistic helmets (\$48,000).
 - Replacement of propane-fueled fire extinguishers (\$15,000).
 - Replacement of fire hoses (\$40,000).
 - Addition of a key control system (\$14,679).
 - Addition of a weather monitoring system (\$15,000).
 - Equipment needs for the new Firefighter position approved as part of the operating initiatives for FY 2026²⁵ (\$3,000).
- Funding from the General Fund which is available for immediate capital investment in 2026 includes the following:
 - \$ 5,017,048 Fund Balance for one-time capital.
 - 3,091,292 Capital Contribution from the General Fund²⁶.
 - \$ 8,108,340

²⁴ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

²⁵ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

²⁶ Includes an augmentation of \$829,000 in the annual capital contribution account approved as part of the operating initiatives for FY 2026. Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

GENERAL FUND DEPARTMENTAL SUMMARIES

General Fund Departmental Summaries

Overview

The *Department Summaries* section is intended to provide detailed financial and non-financial information about the departmental operations funded within the General Fund.

This section segments departmental budgets into the following components:

- *Mission Statement* – the statement must identify the particular purpose for the department and how it relates to the city’s overall mission.
- *Goals & Objectives* – a listing of the fundamental goals and objectives which aid the department in achieving its mission. Goals stretch and challenge the department, but they must also be SMART (Specific, Measurable, Achievable, Relevant, and Timed).

Direct linkages are identified between the city’s vision/strategic priorities and departmental goals & objectives.

- *Revenue/Expenditure Summary* – the budget for the department summarized by expenditure category:
 - Personal Services: salaries, overtime, and other compensation related expenditures.
 - Maintenance & Operations: professional fees, repair & maintenance, general supplies, communications, and other operational related expenditures.
 - Capital: departmental machinery & equipment expenses.
 - Operating Initiatives: The funding requests herein do not include the new initiatives set forth within the *Operating Initiative Requests* section of this document as those appropriations will not be disbursed to departmental budgets until authorized by the City Council.
- *Statement of Service and Performance Measures* – multi-year summary of departmental performance measurements.

GENERAL FUND DEPARTMENTAL SUMMARIES

Mayor and City Council

DONALD MITCHELL
CITY COUNCIL (POST 1)



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CITY COUNCIL (POST 2)

VACANT

DOUGLAS DERITO
CITY COUNCIL (POST 3)



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JIM GILVIN
MAYOR



JGilvin@alpharetta.ga.us

Mission Statement

TO MAKE A POSITIVE DIFFERENCE in the community by efficiently managing public resources and providing effective services and leadership that exceed the expectations of our citizens.

JOHN HIPES
CITY COUNCIL (POST 4)



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FERGAL BRADY
CITY COUNCIL (POST 5)



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DAN MERKEL
CITY COUNCIL (POST 6)



DMerkel@alpharetta.ga.us

GENERAL FUND DEPARTMENTAL SUMMARIES

Mayor and City Council

Mission Statement

To make a positive difference in the community by efficiently managing public resources and providing effective services and leadership that exceed the expectations of our citizens.

Core Values

Excellence: We believe that expectations are the starting point; not the destination. Every member of the City of Alpharetta Team shall be dedicated to the pursuit of continuous improvement in our results and how they are achieved.

Stewardship: The citizens of Alpharetta have entrusted to us public resources and empowered us to protect, invest, and leverage them for the good and betterment of the community. We shall do so in a manner that reflects the highest ethics, exacting standards, and unwavering principles.

Integrity: The trust of the public is the foundation of our ability to conduct the business of local government and realize the City's mission. Every member of the City of Alpharetta Team shall maintain her or his reputation for honesty, straightforwardness, fair dealing, and a sincere desire to serve in the best interest of the community and citizens of Alpharetta.

Service: The City of Alpharetta is committed to efficient, effective, and responsive service delivery that makes a positive difference in the community and the lives of those we serve. We shall proactively address issues and pursue opportunities, act with humility, and deliver more than what is expected.

Loyalty: Through our every word and action, we shall serve, protect, and promote the community and citizens of Alpharetta; advance the City's mission; and support and work in unity with those with whom we serve.

Community Vision

Our Community Vision is to advance Alpharetta as a signature City by:



Offering the highest quality of environment for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Mayor and City Council General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
EXPENDITURES					
Personnel Services:					
Salaries	\$ 120,050	\$ 120,000	\$ 120,000	\$ 120,000	\$ 160,000
Group Insurance	161,751	143,131	142,881	161,119	158,708
FICA	7,213	6,763	7,215	9,455	12,527
Pension (401A Cont./Match)	18,625	14,500	16,188	18,000	24,000
Workers Compensation	3,363	3,153	2,724	2,520	2,724
OPEB Contribution	2,459	2,520	3,000	3,000	4,000
Miscellaneous	3,705	3,755	3,600	3,600	3,755
<i>subtotal</i>	<i>\$ 317,166</i>	<i>\$ 293,822</i>	<i>\$ 295,607</i>	<i>\$ 317,694</i>	<i>\$ 365,714</i>
Maintenance & Operations:					
* Mayor	\$ 4,860	\$ 6,909	\$ 9,200	\$ 9,200	\$ 9,200
* City Council Post 1	4,000	183	2,127	8,000	8,000
* City Council Post 2	8,781	242	20	8,000	8,000
* City Council Post 3	1,226	568	3,133	8,000	8,000
* City Council Post 4	1,154	2,748	1,103	8,000	8,000
* City Council Post 5	3,328	271	2,334	8,000	8,000
* City Council Post 6	1,367	1,013	1,766	8,000	8,000
Miscellaneous	8,464	20,047	15,329	19,150	20,787
<i>subtotal</i>	<i>\$ 33,181</i>	<i>\$ 31,982</i>	<i>\$ 35,011</i>	<i>\$ 76,350</i>	<i>\$ 77,987</i>
Capital	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
TOTAL	\$ 350,347	\$ 325,804	\$ 330,619	\$ 394,044	\$ 443,701

* Financial activity is tied to the Post and not the necessarily the current incumbent.

Budget Narrative

The Fiscal Year 2026 Budget for the Mayor and City Council totals \$443,701 and represents an increase of 13%, or \$49,657 compared to FY 2025.

The Personnel Services category increased 15%, or \$48,020, due to a charter change in 2024 that increased the Mayor's annual salary from \$30,000 to \$50,000 and the City Council member annual salaries from \$15,000 to \$25,000. This change goes into effect on January 1, 2026. As such, FY 2026 includes the partial-year impact of this charter change while FY 2027 will include the full cost impact. Effective July 1, 2027, and every July 1 thereafter, the annual salary of the mayor and councilmembers shall be automatically increased by 3% or by the average percentage increase in pay provided to city employees during the then applicable fiscal year, whichever is less.

GENERAL FUND DEPARTMENTAL SUMMARIES

Authorized personnel totals 7 full-time-equivalents (“FTE”) and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Mayor*	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 1*	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 2*	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 3*	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 4*	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 5*	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 6*	1.0	1.0	1.0	1.0	1.0	-
	7.0	7.0	7.0	7.0	7.0	-

* Position status updated to align with Human Resources classifications.

The Maintenance and Operations category increased 2%, or \$1,637, solely related to growth in IT Professional Services allocations which represent an allocation of software based on various methodologies (e.g. # of personnel, primary users, etc.).



The City of Alpharetta has been recertified as a Gold Level Green Community by the Atlanta Regional Commission (ARC). The ARC Green Communities Program helps local governments implement measures that will reduce their environmental impact and recognizes their commitment to environmental stewardship and sustainability practices.

To be certified at the Gold Level, the City of Alpharetta had to earn at least 230 points for its sustainability measures. Among the measures evaluated, the ARC called out as being especially beneficial:

- Paving the way for rooftop solar by offering expedited plan review, plan processing, and inspections for the installation of new solar systems that are a minimum of 1kWh.
- Using rainwater captured in retention basins to irrigate government facilities at Rock Mill Park and Webb Bridge Park instead of using potable water.
- Adopting a no net loss of trees policy for government property. The most recent example of this policy in action is along the Haynes Bridge Road median.
- Supporting the Alpharetta Community Farm, which follows the principles of regenerative organic farming, and promotes care of the soil and plant management in accordance with natural systems.
- Redesigning the North Point PARKway Streetscape to incorporate native plant species, multi-use trail, green infrastructure, improved transit stops, enhanced pedestrian crossings, energy-efficient lighting, and use of natural materials as creative architectural elements.

GENERAL FUND DEPARTMENTAL SUMMARIES

City Administration (including City Clerk and Economic Development)

CHRIS LAGERBLOOM
CITY ADMINISTRATOR



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ASSISTANT CITY
ADMINISTRATOR

VACANT



Our Community Vision is to advance Alpharetta as a signature City by:



Offering the highest quality of environment for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

GENERAL FUND DEPARTMENTAL SUMMARIES

City Administration (including City Clerk and Economic Development)

Administration, City Attorney, City Clerk, Public Information, and Economic Development

Mission Statement

The mission of the City Administrator's Office is to carry out the policies and implement the goals established by the City Council in providing services to the citizens in the most effective and economical manner while promoting awareness and understanding of services, policies, information, programs, and priorities that results in an informed and participative community while also furthering the prosperity of our business community.

Goals and Objectives

-    ✓ To improve quality of service to citizens of the City of Alpharetta.
-  ✓ To improve morale and promote teamwork among all employees.
-  ✓ To improve coordination and administration of interdepartmental activities.
-    ✓ To promote better communication between all levels of government and the citizens.
-    ✓ To use technology to improve processes for citizen input into facets of governance.
-   ✓ To increase the public/government interaction through the City's website.
-    ✓ Focus on Economic Development to fulfill the vision of the City of Alpharetta as the preeminent place to live, work, learn, and play.

Key Issues

- ✓ Continue the development of a "customer-driven" organizational culture among the staff.
- ✓ Strengthen the relationship between the City Council and staff - building bridges in communication to facilitate the relationship.
- ✓ Continue the informative, cooperative endeavor of providing the best available information for the City Council to remain effective and successful in their offices.
- ✓ Meet the service provision and service level demand of the citizens while ensuring the most cost-effective delivery of those services.
- ✓ Continue efforts toward more effective communication strategies with citizens through enhanced public awareness and public education programs.

GENERAL FUND DEPARTMENTAL SUMMARIES

- ✓ Seek to work with the local legislative delegation on the introduction or support of legislation that benefits the City of Alpharetta and its citizens.
- ✓ Anticipate the future population and area growth of the City as a result of continued development and annexations, ensuring staff meets the expectations of existing and new residents.
- ✓ Continue efforts toward enhancing the compensation and benefits package to attract and retain the very best employees.

Statement of Revenues and Expenditures

City Administration (incl. City Clerk, and Economic Dev.) General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget*	FY 2026 Recommended Budget
REVENUES					
Licenses and Permits:					
Alcohol Beverage Permits	\$ 2,000	\$ 2,300	\$ 1,500	\$ 1,000	\$ 1,000
Charges for Services:					
Other	1,651	3,818	4,124	1,500	3,000
Other Revenue:	2,178	-	2,343	-	-
TOTAL	\$ 5,829	\$ 6,118	\$ 7,967	\$ 2,500	\$ 4,000
EXPENDITURES					
Personnel Services:					
Salaries (incl. Temp. Svcs)	\$ 727,620	\$ 755,789	\$ 1,032,517	\$ 1,346,791	\$ 1,252,947
Overtime	-	-	269	779	-
Group Insurance	119,329	108,947	161,334	233,906	262,194
FICA	46,446	56,010	69,007	104,977	96,591
Pension (Defined Benefit)	112,581	99,998	64,009	64,727	31,012
Pension (401A Cont./Match)	47,896	95,587	135,494	191,805	196,872
Workers Compensation	18,817	18,610	23,259	28,055	27,854
OPEB Contribution	13,682	16,089	26,215	34,065	30,675
Miscellaneous	12,386	50,444	20,741	21,683	24,678
<i>subtotal</i>	<i>\$ 1,098,756</i>	<i>\$ 1,201,474</i>	<i>\$ 1,532,845</i>	<i>\$ 2,026,788</i>	<i>\$ 1,922,823</i>
Maintenance & Operations:					
Professional Services	\$ 210,843	\$ 70,534	\$ 100,994	\$ 292,752	\$ 443,100
Advertising	17,411	12,786	11,518	171,100	151,300
Employee Training	3,517	9,053	20,198	42,750	37,500
Employee Travel	2,526	5,300	6,622	33,810	28,000
General Supplies	25,682	45,843	39,141	102,891	100,700
Maint. Contracts/IT Services	80,974	81,187	218,810	327,297	417,026
Miscellaneous	600	4,938	32,097	28,047	9,700
<i>subtotal</i>	<i>\$ 341,552</i>	<i>\$ 229,641</i>	<i>\$ 429,381</i>	<i>\$ 998,647</i>	<i>\$ 1,187,326</i>
TOTAL	\$ 1,440,308	\$ 1,431,114	\$ 1,962,226	\$ 3,025,435	\$ 3,110,149

Notes:

* Economic Development function was reorganized from the Community Development Department to City Administration starting in FY 2025.

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for City Administration totals \$3 million and represents an increase of 3%, or \$84,714 compared to FY 2025.

The Personnel Services category decreased -5%, or -\$103,965 due to multiple factors including:

- Transfer of one vacant Project Manager position from City Administration to the Public Safety Department which was subsequently reclassified to a Fire Plans Examiner position (-\$138,972 budget reduction across multiple Personnel Services accounts).
- This reduction is partially offset through the following:
 - 3% performance-based merit program scheduled for July 1, 2025.
 - Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc. which is partially offset through staff turnover and associated changes in salary and benefit elections (e.g. employee-only vs family coverage, etc.).

Authorized personnel total 10 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Administrative Assistant II	-	-	1.0	-	-	-
Administrative Office Coordinator	-	-	1.0	1.0	1.0	-
Assistant City Administrator	1.0	1.0	1.0	1.0	1.0	-
Assistant City Clerk	1.0	1.0	1.0	1.0	1.0	-
City Administrator	1.0	1.0	1.0	1.0	1.0	-
City Clerk	1.0	1.0	1.0	1.0	1.0	-
Communications & Engagement Manager*	-	-	-	-	1.0	1.0
Economic Development Director	-	-	-	1.0	1.0	-
Economic Development Manager	-	-	-	1.0	1.0	-
Economic Development Coordinator*	-	-	-	1.0	-	(1.0)
Economic Development Mktg Coordinator*	-	-	-	-	1.0	1.0
Executive Office Coordinator	1.0	1.0	-	-	-	-
Municipal Project Manager*	-	-	1.0	1.0	-	(1.0)
Public Comm. & Engagement Coordinator*	-	-	1.0	1.0	-	(1.0)
Web Administrator	1.0	1.0	1.0	1.0	1.0	-
	6.0	6.0	9.0	11.0	10.0	(1.0)

* Position adjustments occurred during FY 2025.

The Maintenance and Operations category increased 19%, or \$188,679, due primarily to the following:

- Increase in professional services of \$150,348 (51% growth) due to increases for election costs and FY 2026 operating initiative funding which are partially offset through reductions in funding for Tech Alpharetta as follows:

GENERAL FUND DEPARTMENTAL SUMMARIES

- Increase in election funding of \$150,000 as Fiscal Year 2026, as opposed to 2025, is an election year. On April 18, 2024, the Governor signed House Bill 1312, mandating a statewide Special Primary Election and Special Election in 2025 for Public Service Commission (PSC) Districts 2 and 3. As a result, Fulton County must conduct a countywide election concurrently with the 2025 Municipal General Elections and the City will not incur costs. If no PSC Runoff Election is required, for the July and December 2025 election dates, municipalities needing a Runoff Election will incur the costs. As previously noted, the City will not incur costs for the general election and has allocated \$150,000 to cover costs for a potential runoff election should one be needed (assuming no PSC runoff election in which case the City would not incur costs).
- Increase in funding for revenue auditing services of \$24,000.
- Operating initiative funding for FY 2026²⁷ totaling \$60,000 to support the North Fulton Economic Alliance Strategic Initiative (2025-2029), a five-year initiative designed to address three pressing challenges to the region's economic prosperity and quality of life.
 - Brand and market our region to attract investment, talent, and jobs.
 - Expand our talent pipeline to strengthen our regional competitiveness.
 - Elevate regional economic development to maximize region-wide performance.
- Decrease in Tech Alpharetta funding of -\$85,000 (from \$95,000 in FY 2025 to \$10,000 in FY 2026) as the operations continue their path to self-sufficiency.
- Increase in maintenance contracts/IT professional services of \$89,729 (27% growth) due to:
 - Operating initiative funding for FY 2026²⁸ totaling \$71,000 for a managed service for remote meeting production, broadcast production, and streaming services in the City Hall Chambers.
 - Coverage of general software inflationary cost growth including cyber security software, as well as initial-year maintenance costs for the new phone system (RingCentral) and City website.
- All other departmental maintenance and operations accounts declined -\$51,398, or -14%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.

²⁷ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

²⁸ Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Legal Services General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
N/A	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURES					
Maintenance & Operations:					
Professional Fees	\$ 1,062,905	\$ 789,935	\$ 636,323	\$ 1,000,000	\$ 800,000
TOTAL	\$ 1,062,905	\$ 789,935	\$ 636,323	\$ 1,000,000	\$ 800,000

* City Attorney services are provided through a contractual arrangement with a private law firm. Project specific legal service expenses are expensed to the pertinent project expense account and not included herein.

Performance Measurement

The following section provides detailed information on City Administration programs including performance measures.

• City Administration

Statement of Service: Serves as the administrative head of the municipal government, coordinating municipal functions in order to provide effective, efficient, and responsive services. This office also ensures that ordinances, resolutions and regulations of the City Council and laws of the State of Georgia are enforced and is responsible for public relations activities.

City Administration Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Number of website hits	720,326	802,384	818,337	840,000	850,000
Website Page Views	1,433,130	1,472,814	4,289,211	1,400,000	1,500,000
Website Unique Page Views	1,164,077	1,279,902	1,391,137	1,300,000	1,400,000
Bounce Rate	62.55%	61.72%	43.37%	60.00%	41.00%
Newsletter Subscribers	N/A ⁽¹⁾	7,212	7,836	7,800	8,205
Average Newsletter Opens	N/A ⁽¹⁾	58.80%	63.10%	60.00%	72.10%
Facebook Followers	16,973	19,913	23,199	21,383	25,491
Twitter Followers	11,272	11,909	12,102	12,546	12,733

⁽¹⁾ This is a new metric for FY 2023.

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Economic Development**

Statement of Service: The purpose of Economic Development is to foster and retain the business ecosystem of Alpharetta, both large and small. To advance policies that help Alpharetta grow and stay true to its values.

City Administration - Economic Development					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Existing business contacts	418	421	429	425	430
# of New projects	13	11	9	15	15
# of Major business prospects recruited	2	2	2	5	2



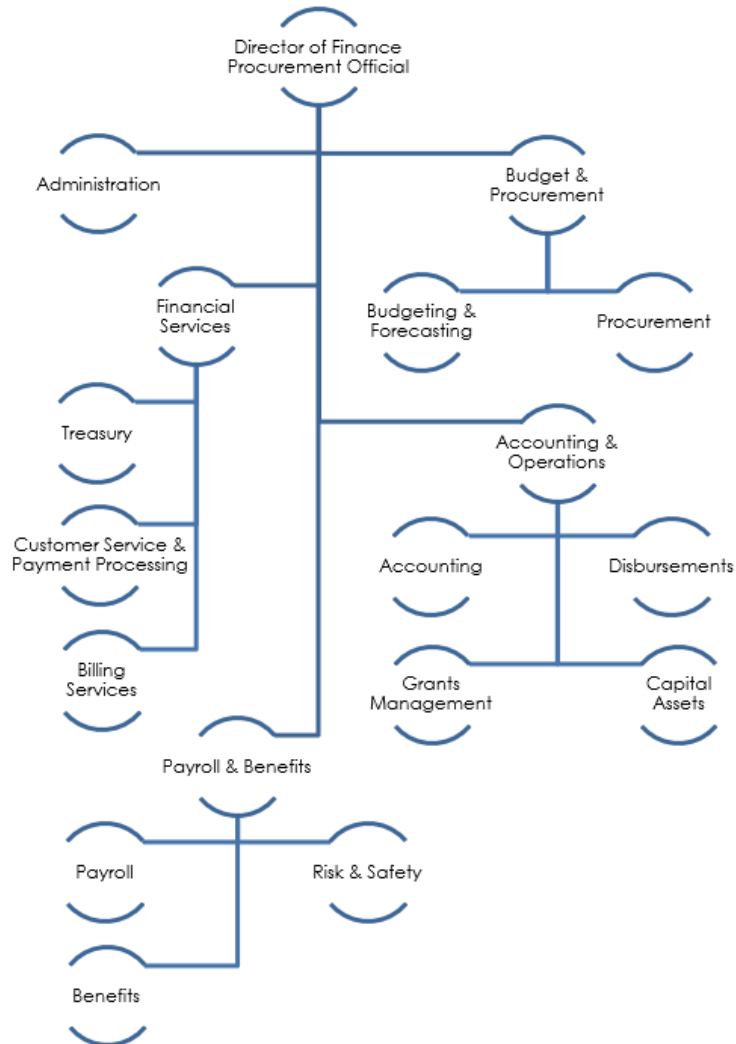
GENERAL FUND DEPARTMENTAL SUMMARIES

Finance

THOMAS G. HARRIS
DIRECTOR



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Our Community Vision is to advance Alpharetta as a signature City by:



Offering the highest quality of environment for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

GENERAL FUND DEPARTMENTAL SUMMARIES

Finance

Administration, Accounting, Budgeting, Employee Benefits and Compensation, Procurement, Grants Management, Risk Management, Treasury, Internal and External Services

Mission Statement

The mission of the Finance Department is to plan, receive, monitor, safeguard, invest, account, and expend the financial resources of the City of Alpharetta in the highest legal, ethical, and professional standard practical, and to respond to the service needs of our internal and external customers in a timely, courteous, and accurate manner.

Goals and Objectives



- ✓ Implementation of a finance/human resources system that utilizes current technology and provides heightened data analysis functionality and increases overall staff efficiencies.



- ✓ Process and procedure documentation program – conduct a comprehensive review of team processes, procedures, and practices.



- ✓ Expansion of the financial planning process – continue the development of a comprehensive long-term capital improvement program and multi-year budgeting, forecasting, and planning in order to more accurately predict our financial position in future years, and the impact current year decisions have on the city's long-range financial position.



- ✓ Update to Financial Management Program (e.g., policy revisions).



- ✓ Design and administer innovative and cost-effective benefit programs (e.g., Health Savings Accounts and enhanced Wellness Program) that meet the needs of today's diverse workforce and enhance the city's ability to attract, retain and reward employees.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Finance General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Charges for Services:					
Public Records Requests	\$ -	\$ -	\$ 78	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ 78	\$ -	\$ -
EXPENDITURES					
Personnel Services:					
Salaries (incl. Temp Svcs)	\$ 1,673,138	\$ 1,766,970	\$ 1,867,112	\$ 2,039,310	\$ 2,031,605
Overtime	900	-	-	-	-
Group Insurance	401,786	412,756	426,319	494,235	516,539
FICA	118,683	122,721	132,651	156,031	155,453
Pension (Defined Benefit)	186,526	197,829	205,437	234,619	247,227
Pension (401A Cont./Match)	132,774	142,328	160,483	187,747	192,034
Workers Compensation	47,149	48,145	43,390	43,197	45,474
OPEB Contribution	34,273	38,438	48,418	50,982	49,366
Miscellaneous	774	1,161	772	312	464
<i>subtotal</i>	\$ 2,596,003	\$ 2,730,349	\$ 2,884,581	\$ 3,206,433	\$ 3,238,162
Maintenance & Operations:					
Professional Services	\$ 388,465	\$ 398,723	\$ 463,484	\$ 438,351	\$ 486,325
Printing	19,077	25,535	27,599	25,983	30,600
Employee Travel	2,712	6,302	3,925	6,270	5,700
Employee Training	5,822	9,250	7,347	11,305	9,600
Maint. Contracts/IT Services	277,010	305,407	308,592	333,827	346,697
General Supplies	39,418	43,135	45,135	52,255	52,980
Wellness Programs	112,904	113,949	100,852	36,789	35,000
Miscellaneous	9,545	6,988	43,461	6,000	8,000
<i>subtotal</i>	\$ 854,953	\$ 909,288	\$ 1,000,394	\$ 910,780	\$ 974,902
Capital/Lease/Other:					
Int. on Property Tax Refunds	\$ 171	\$ 4,924	\$ -	\$ 7,500	\$ 7,500
<i>subtotal</i>	\$ 171	\$ 4,924	\$ -	\$ 7,500	\$ 7,500
TOTAL	\$ 3,451,127	\$ 3,644,561	\$ 3,884,976	\$ 4,124,713	\$ 4,220,564

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for Finance totals \$4.2 million and represents an increase of 2%, or \$95,851 compared to FY 2025.

The Personnel Services category increased 1%, or \$31,729, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Which is partially offset through the removal of funding for approved FY 2025 Operating Initiatives representing the addition of one new full-time equivalent position, Procurement Manager (\$135,000 annual impact with a partial year impact of \$67,500 for FY 2025), and the reclassification of two existing positions. These initiatives were contingent upon a 2025 mid-year review of revenue trends that, due to slowing collection trends, were not authorized for hiring/implementation and have been removed from the FY 2026 Budget resulting in a personnel savings of \$67,500.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc. including staff turnover and associated changes in benefit elections (e.g. employee-only vs family coverage, etc.).

Authorized personnel total 20.5 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Accountant	2.5	3.5	3.5	3.0	3.0	-
Accounting & Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Accounting Coordinator	1.0	1.0	1.0	1.0	1.0	-
Accounts Payable Technician	1.0	-	-	0.5	0.5	-
Benefits, Payroll, Safety & Risk Manager	-	-	-	1.0	1.0	-
Benefits Specialist***	1.0	1.0	1.0	1.0	-	(1.0)
Benefits Coordinator***	-	-	-	-	1.0	1.0
Billing Coordinator	1.0	1.0	-	-	-	-
Billing & Collections Representative	1.0	1.0	1.0	1.0	1.0	-
Budget & Procurement Coordinator*	3.0	3.0	3.0	3.0	3.0	-
Budget & Procurement Manager	1.0	1.0	1.0	1.0	1.0	-
Budget Supervisor*	-	-	-	-	-	-
Procurement Manager*	-	-	-	-	-	-
Procurement Supervisor*	-	-	-	-	-	-
Cash Management Coordinator	1.0	1.0	-	-	-	-
Customer Account Representative	1.0	1.0	1.0	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
Office Manager	1.0	1.0	1.0	1.0	1.0	-
Payroll & Benefits Coordinator***	1.0	1.0	1.0	1.0	-	(1.0)
Payroll & Benefits Analyst***	-	-	-	-	1.0	1.0
Payroll & Benefits Manager	1.0	1.0	1.0	-	-	-
Payroll Specialist	1.0	1.0	1.0	1.0	1.0	-

GENERAL FUND DEPARTMENTAL SUMMARIES

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Revenue & Customer Service Manager	-	-	1.0	1.0	1.0	-
Safety & Risk Administrator	1.0	1.0	1.0	-	-	-
Safety & Risk Coordinator	-	-	-	1.0	1.0	-
Tax & Billing Manager	-	-	1.0	1.0	1.0	-
Treasury Services Manager**	1.0	1.0	1.0	1.0	-	(1.0)
	21.5	21.5	21.5	21.5	20.5	(1.0)

* FY 2025 included the addition of one new full-time equivalent position (Procurement Manager) and the reclassification of two existing positions that was contingent upon a mid-year review of revenue trends. The position and associated reclassifications were not funded in FY 2025 and have been removed from the authorized position count for FY 2025.

** FY 2026 includes removal of 1 full-time equivalent position (Treasury Services Manager) that was unfunded during the COVID pandemic and has not been reinstated. This position will be revisited in the future as needs dictate.

*** Position adjustments occurred during FY 2025.

The Maintenance and Operations category increased 7%, or \$64,122, due primarily to the following:

- Increase in professional services of \$47,974 (11% growth) due to growth in banking fees (credit card fees), estimated audit fees (being procured in FY 2025), which is partially offset through a reduction in funding for temporary staffing assistance for our Customer Service and Payment Processing team.
- Increase in maintenance contracts/IT professional services of \$12,870 (4% growth) due to coverage of general software inflationary cost growth including cyber security software, as well as initial-year maintenance costs for the new phone system (RingCentral).
- All other departmental maintenance and operations accounts declined -\$3,278, or -2%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Finance programs including performance measures.

- **Administration**

Statement of Service: The purpose of the administrative arm of the Department of Finance is to facilitate the success of the operating divisions of the department through the provision of oversight, staff support, and internal and public advocacy. Finance administration provides fiduciary oversight and support to the various departments of the city and communicates the financial health of the city to the Mayor, City Council, and stakeholders. Administration is also responsible for cash and debt management.

Finance Admin Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of New GAAP/GASB financial requirements implemented	4	2	2	2	2
Bond rating maintained or upgraded	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA
Cash management program maximizing interest returns (all funds)	(\$1,655,742)	\$5,758,356	\$9,040,359	\$3,920,214	\$2,492,469

- **External Services**

Statement of Service: The purpose of the external services team is to provide accurate and efficient services to City of Alpharetta residents, businesses, and stakeholders through timely and accurate billing and collections processes and outstanding customer service.

Financial Services Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
% of bills generated on time	99%	99%	99%	99%	99%
% of bills collected on time	92%	92%	92%	92%	92%
# of Real estate tax bills generated	21,617	21,689	21,943	22,500	22,380
# of Personal property tax bills	3,047	3,190	3,256	3,350	3,262
# of Liens processed	151	129	112	150	120
# of Sanitation customers	16,706	17,488	17,661	17,735	18,195
% of Delinquent sanitation Accts	<10%	<10%	<10%	<10%	<10%

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Internal Services**

Statement of Service: The internal services arm of the Department of Finance includes Accounting & Operations along with Budgeting & Procurement Services, each further defined as:

- *Budget & Procurement:* The purpose of the budget/procurement division is to facilitate the financial planning process. This is accomplished through the budgeting and expenditure monitoring process in order to effectively distribute available resources consistent with city objectives and priorities. Responsibilities also include supporting all city departments with financial information, activities, transactions, and administration of their budget.
- *Accounting & Operations:* Accounting services records the city's financial transactions. Responsibilities include financial reporting and disbursement activities. The accounting function also provides financial data for the purpose of compiling management and public reports which reflect the financial condition of the city in accordance with Generally Accepted Accounting Principles.

Accounting, Budget, Procurement Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Audited CAFR to be published within 180 days of fiscal year end	12/2/2022	12/20/2023	12/26/2024	12/1/2025	11/30/2026
GFOA Certificate of Achievement for Excellence in Financial Reporting	Yes	Yes	Yes	Yes	Yes
GFOA Outstanding Achievement in Popular Annual Financial Reporting	Yes	Yes	Yes	Yes	Yes
GFOA Distinguished Budget Award	Yes	Yes	Yes	Yes	Yes
Percentage of General Fund departments within appropriated budget*	91%	100%	100%	100%	100%
% of Budgeted employees participating in direct deposit	100%	100%	100%	100%	100%
Average # of vendor responses to Bids/Requests for Proposals	4	4	4	4	4



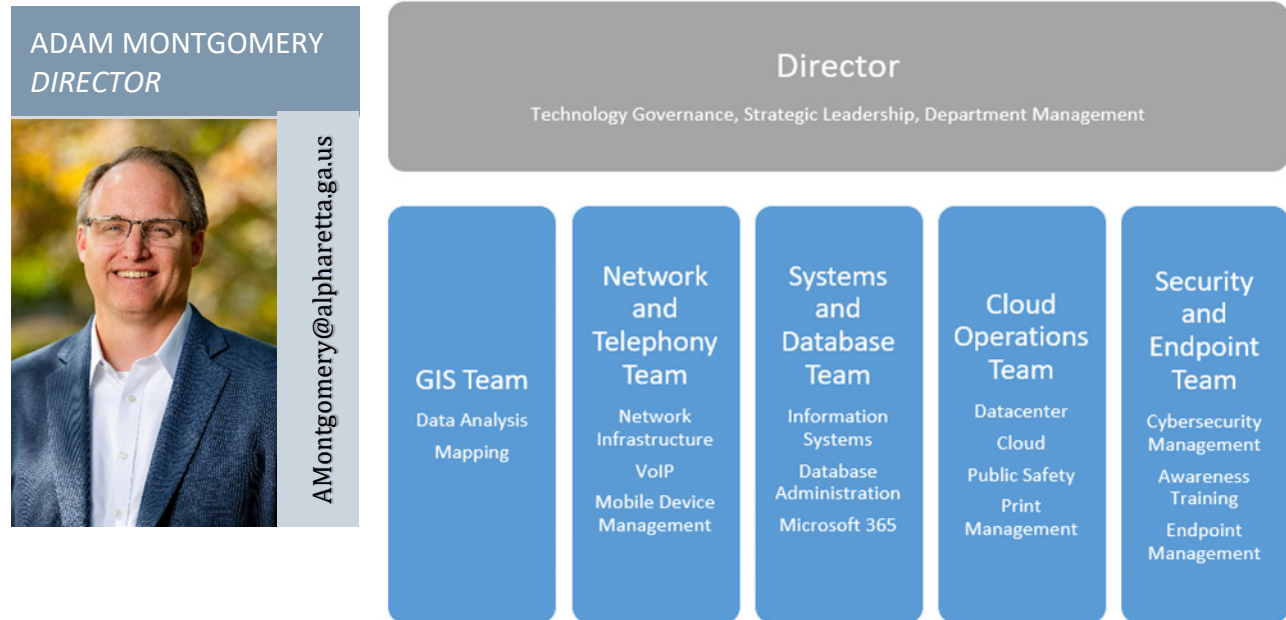
Southern Living magazine ranked Alpharetta among its top 10 best cities on the rise in the South for 2024.

Alpharetta was the only Metro Atlanta city on the list, ranking 9th out of 25.

The magazine's "South's Best" lists are selected from nominations and votes from readers.

GENERAL FUND DEPARTMENTAL SUMMARIES

Information Technology



Our Community Vision is to advance Alpharetta as a signature City by:



Offering the highest quality of environment for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

GENERAL FUND DEPARTMENTAL SUMMARIES

Information Technology

Security, Cloud, Network, Systems, and GIS

Mission Statement

Information Technology's mission is to provide high-quality technology products, services, and human resources to City departments that enable them to accomplish their goals and objectives. The Department of Information Technology strives to continuously improve the delivery of services and minimize costs while accommodating future City growth.

Goals and Objectives

As we accomplish our mission, the City of Alpharetta Department of Information Technology will be known to provide high-quality services by:



- ✓ Being recognized by City departments as having a high level of skill and knowledge.



- ✓ Providing excellent service to all City departments as measured by the City's performance standards.



- ✓ Acquiring and supporting proven, sustainable technology solutions that are continually maintained and updated.



- ✓ Helping City departments to improve and extend the functionality of major systems by offering systems integration and software development services.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Information Technology General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
EXPENDITURES					
Personnel Services:					
Salaries (incl. intern svcs.)	\$ 1,161,795	\$ 1,273,133	\$ 1,341,459	\$ 1,483,688	\$ 1,503,655
Group Insurance	237,272	246,383	259,541	294,507	295,426
FICA	85,919	93,595	98,916	112,943	114,430
Pension (Defined Benefit)	131,986	116,670	134,952	141,793	165,233
Pension (401A Cont./Match)	95,898	106,121	121,142	147,772	153,482
Workers Compensation	33,810	33,173	33,859	30,629	33,518
OPEB Contribution	24,579	26,369	37,738	36,892	36,914
Miscellaneous	310	232	697	698	156
<i>subtotal</i>	<i>\$ 1,771,569</i>	<i>\$ 1,895,677</i>	<i>\$ 2,028,304</i>	<i>\$ 2,248,922</i>	<i>\$ 2,302,814</i>
Maintenance & Operations:					
Professional Services	\$ -	\$ 1,950	\$ -	\$ 2,500	\$ 2,500
Employee Travel	1,383	12,665	15,046	22,000	20,000
Employee Training	17,290	9,967	39,213	22,500	22,500
Maint. Contracts/IT Svcs.	98,928	139,151	337,510	221,039	198,061
General Supplies	3,707	5,687	9,083	9,000	9,000
Small Equipment	1,167	12,295	10,602	15,000	14,500
Miscellaneous	-	1,548	2,199	3,000	3,000
<i>subtotal</i>	<i>\$ 122,476</i>	<i>\$ 183,263</i>	<i>\$ 413,654</i>	<i>\$ 295,039</i>	<i>\$ 269,561</i>
TOTAL	\$ 1,894,045	\$ 2,078,939	\$ 2,441,958	\$ 2,543,961	\$ 2,572,375

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for Information Technology totals \$2.6 million and represents an increase of 1%, or \$28,414, compared to FY 2025.

The Personnel Services category increased 2%, or \$53,892, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc.
- All of which is fully offset through staff turnover and associated changes in compensation/benefit elections.

Authorized personnel total 13 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Cloud Operations Analyst	-	-	-	1.0	1.0	-
Cloud Operations Manager	-	-	-	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
GIS Manager	1.0	1.0	1.0	1.0	1.0	-
GIS Administrator	-	-	-	1.0	1.0	-
IT Administrator	4.0	4.0	4.0	-	-	-
IT Analyst	1.0	1.0	1.0	-	-	-
IT CityWorks Administrator	1.0	1.0	1.0	-	-	-
Information Systems Manager	4.0	4.0	4.0	1.0	1.0	-
Information Security Manager*	-	-	-	1.0	-	(1.0)
Information Security Administrator*	-	-	-	-	2.0	2.0
Information Technology Technician	1.0	1.0	1.0	1.0	1.0	-
Network Manager	-	-	-	1.0	1.0	-
Network Administrator	-	-	-	1.0	1.0	-
Systems Administrator*	-	-	-	3.0	2.0	(1.0)
	13.0	13.0	13.0	13.0	13.0	-

* Position adjustments occurred during FY 2025. Network Manager is also the interim Security Manager starting in FY 2025.

The Maintenance & Operations category decreased -9%, or -\$25,478, due primarily to the following:

- Decrease in maintenance contracts/IT professional services of -\$22,978 (-10% reduction) due to a reallocation of after-hours support (allocated solely to the IT budget in FY 2025) to cyber security initiatives in FY 2026 that are being allocated to all user departments. This decrease is partially offset through coverage of general software inflationary cost growth as well as initial-year maintenance costs for the new phone system (RingCentral).
- Decrease in employee training (professional development) of -\$2,000 (-9% reduction) as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Information Technology programs including performance measures.

- **Information Technology**

Statement of Service: Information Technology provides hardware, software, and support services to all departments in technology related areas.

Information Technology Department **Performance Measures for Calendar Year 2024** **(Calendar Year Stats)**

	2024	Department Target	Results	%
IT Operations				
Number total cases	5,997		5,997	
Number resolved in a day	3,231		3,231	
% resolved in a day	54%	70%	C+	
Number resolved in 10 days	5,112		5,112	
% resolved in 10 days	85%	90%	B	
GIS				
Number total cases	159		159	
Number resolved in a day	78		78	
% resolved w/in in a day	49%	33%	A+	
Number resolved in 10 days	99		99	
% resolved in 10 days	62%	75%	B	
OTHER MEASURES				
Emails				
Number of Inbound	3,011,557	N/A	3,011,557	
Number of Outbound	717,784	N/A	717,784	
Number of Internal	3,001,162	N/A	3,001,162	
Number of Rejected Emails	998,738	N/A	998,738	
% of Rejected Emails	33%	N/A	33%	

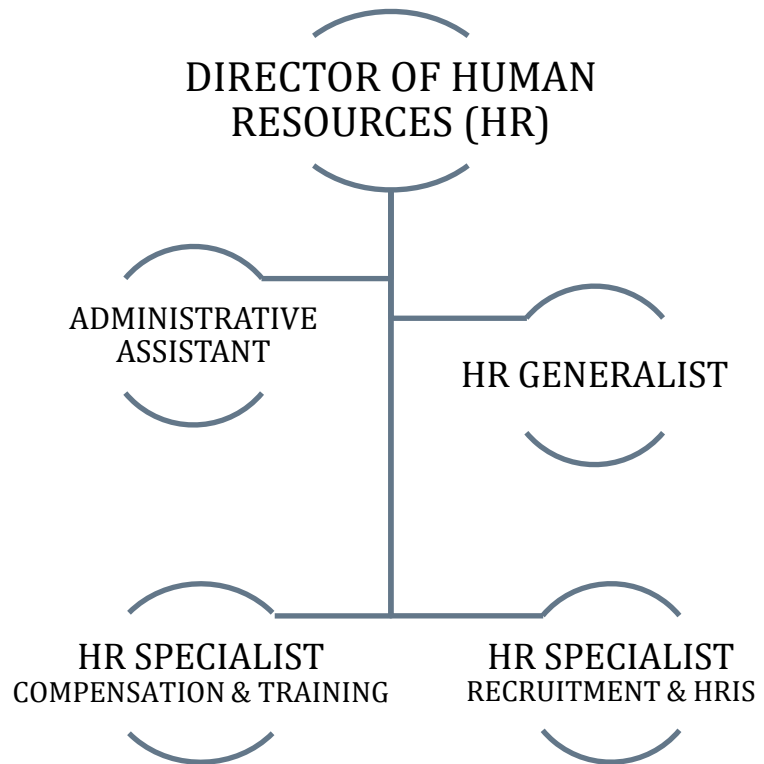
GENERAL FUND DEPARTMENTAL SUMMARIES

Human Resources

CRIS RANDALL
HUMAN RESOURCES
DIRECTOR



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Our Community Vision is to advance Alpharetta as a signature City by:



Offering the highest quality of environment for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

GENERAL FUND DEPARTMENTAL SUMMARIES

Human Resources

Administration, Talent and Compensation Management, Employee Relations, Development, Recruitment and Retention

Mission Statement

HR is committed to achieve the highest standards of public administration through sound HR practices, and to EMPOWER and ENCOURAGE employees by providing the support, training and development needed to fulfill their CAREER GOALS and the duties and responsibilities of their positions as a public servant.

Synopsis

To successfully carryout our core mission, the Human Resources Team shall:

- ✓ Ensure that employees are provided the same concern, respect, and caring attitude within the organization that they are expected to share with every customer, both external and internal.
- ✓ Be committed to achieve the highest standards of public administration through sound HR practices, to ensure compliance with federal and local employment laws.
- ✓ Act as a catalyst in providing employees with the support, training and development needed to fulfill the duties and responsibilities of their position as a public servant and contribute at optimum levels towards the success of the community and the City of Alpharetta.
- ✓ Establish, administer, and effectively communicate sound policies, rules, and practices that treat employees with dignity, respect and equality while maintaining compliance with employment and labor laws, organizational directives, and the mission, vision, and core values of the City of Alpharetta.
- ✓ Act as strategic partner and trusted advisor to senior management and supervisory staff on talent management, workforce planning and staffing, organizational effectiveness, training and development, engagement and corrective actions, compliance, and related matters.
- ✓ Collaborate with Finance Department to develop and provide a competitive salary and benefit package that supports our employees and meets the needs and goals of the City of Alpharetta.

GENERAL FUND DEPARTMENTAL SUMMARIES

Goals and Objectives

-  ✓ Develop and maintain appropriate personnel policies and procedures that provide flexibility in the management of personnel while maintaining compliance with current employment law and practice so as to effectively protect the City.
-   ✓ Improve operational efficiency, effectiveness and reduce costs by elevating the overall health and wellbeing of our employees.
-   ✓ Develop, implement, evaluate, enforce and communicate job classification and compensation policies and programs. This is a critical HR role as a well-designed classification and compensation system will help attract, motivate and retain employees as well as work within fiscal constraints.
-  ✓ Develop and deliver effective training programs to employees so as to constantly improve customer service delivery, efficiency of operations, and the overall effectiveness and professionalism of the organization.
-   ✓ Identify and develop internal talent and future leaders to build succession pipelines to meet current and future talent needs in critical roles.
-   ✓ Develop and maintain a Strategic Human Resources Plan to ensure continuity of operations, effective succession planning in key positions, appropriate staffing to meet City goals and customer service expectations and anticipate fiscal needs and impacts.
-  ✓ Serves as advisor and resource for employees and supervisors regarding employee relations cases. Assist and educate employees about operating within the bounds of personnel policies. Assist supervisors address difficult and complex employee situations, help in resolving labor disputes, and respond with the appropriate level of corrective action while working to prevent retaliation.
-  ✓ Elevate and maintain employee engagement by enhancing communication channels and fostering an information rich environment.
-   ✓ Leverage technology to enhance the effectiveness and efficiencies of certain labor intense HR functions and automate routine and administrative tasks in order to be able to focus on strategic tasks.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Human Resources General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Charges for Services:					
Public Records Requests	\$ -	\$ 85	\$ 29	\$ -	\$ -
TOTAL	\$ -	\$ 85	\$ 29	\$ -	\$ -
EXPENDITURES					
Personnel Services:					
Salaries	\$ 290,925	\$ 373,097	\$ 423,033	\$ 478,771	\$ 500,956
Overtime	62	-	-	-	-
Group Insurance	26,124	35,628	46,123	98,407	72,022
FICA	24,892	31,132	34,926	36,626	38,323
Pension (Defined Benefit)	28,666	29,529	21,942	15,105	17,443
Pension (401A Cont./Match)	26,671	33,690	44,559	61,557	65,609
Workers Compensation	7,857	7,897	9,073	9,966	11,244
OPEB Contribution	5,701	7,982	7,969	11,969	12,383
Tuition Reimbursement	20,726	11,621	30,354	45,000	55,000
Miscellaneous	387	232	77	-	-
<i>subtotal</i>	\$ 432,011	\$ 530,807	\$ 618,055	\$ 757,401	\$ 772,980
Maintenance & Operations:					
Professional Services	\$ 54,697	\$ 90,066	\$ 74,906	\$ 67,120	\$ 79,000
Employee Travel	723	5,397	2,883	5,000	4,500
Employee Training	2,541	10,405	5,647	11,000	8,000
Maint. Contracts/IT Svcs.	66,730	48,965	115,900	155,376	158,539
General Supplies	6,314	5,643	7,054	12,000	10,525
Employee Recognition	39,230	62,128	70,785	55,500	75,000
Miscellaneous	3,829	11,828	3,093	1,880	2,000
<i>subtotal</i>	\$ 174,064	\$ 234,432	\$ 280,268	\$ 307,876	\$ 337,564
TOTAL	\$ 606,075	\$ 765,239	\$ 898,324	\$ 1,065,277	\$ 1,110,544

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for Human Resources totals \$1.1 million and represents an increase of 4%, or \$45,267, compared to FY 2025.

The Personnel Services category increased 2%, or \$15,579, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc.
- All of which is fully offset through staff turnover and associated changes in compensation/benefit elections.

Authorized personnel total 5 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
Human Resources Generalist	-	-	-	1.0	1.0	-
Human Resources Manager	1.0	1.0	1.0	-	-	-
Human Resources Specialist	-	1.0	1.0	2.0	2.0	-
	3.0	4.0	4.0	5.0	5.0	-

The Maintenance and Operations category increased 10%, or \$29,688, due primarily to the following activity:

- Increase in professional services of \$11,880 (18% growth) due primarily to additional funding for pre-employment evaluations (including psychological evaluations as dictated by the underlying position requirements).
- Increase in maintenance contracts/IT professional services of \$3,163 (2% growth) due to coverage of general software inflationary cost growth including cyber security software, as well as initial-year maintenance costs for the new phone system (RingCentral).
- Increase in employee recognition program funding of \$19,500 (35% growth).
- All other departmental maintenance and operations accounts declined -\$4,855, or -16%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Human Resources programs including performance measures.

- **Administration**

Statement of Service: The administrative function monitors legal compliance and employee relations in order to effectively administer sound policies, and practices that will treat all employees equally while maintaining compliance with employment and labor laws.

Human Resources Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Human Resources Dept. annual turnover percentage	0%	50%	25%	0%	0%
City-wide turnover percentage	11.98%	10.27%	10%	12%	11%
Total # full-time equivalents (full-time, part-time, seasonal, and elected)	590	584	626	590	600
Total # VETERANS full-time equivalents (full-time, part-time, seasonal, and elected)	53	48	53	50	52
HR staff to total full-time equivalent employee ratio	0.508	0.685	0.799	0.847	0.833



WELCOME! We are always looking for enthusiastic candidates passionate for their work and great sense of pride for serving our wonderful community!

Our current vacancies can be found via the hyperlink below. If interested in a position that is not currently open, fill out a Job Interest Card to be notified via e-mail when the position is open.

<https://www.governmentjobs.com/careers/alpharetta>

GENERAL FUND DEPARTMENTAL SUMMARIES

- Recruitment and Retention**

Statement of Service: The recruitment and retention function facilitate programs to continually increase the quality of the workforce through placing, training, and retaining highly qualified individuals who have the educational background, knowledge, and competencies to perform at above average levels.

Human Resources Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Employment & Retention					
Average cost per hire - Regular positions	\$6,000	\$6,100	\$6,200	\$6,500	\$6,400
Average cost per hire - Seasonal positions	\$750	\$750	\$780	\$825	\$850
# of Online job postings hits	119,229	125,725	128,191	145,000	150,000
# of Job interest cards received	1,216	1,544	1,940	1,850	2,250
# of Applications reviewed	1,414	1,610	1,955	2,100	2,250
# of Qualified applications processed	721	859	923	900	1100
# of New hires - Regular positions	53	55	62	73	45
# of New hires - Seasonal positions	89	83	95	110	120
# of Internal promotions	32	57	26	35	40
# of Separations (not including retirement)	59	33	34	40	31
# of Retirements	8	16	10	31	20
# New hire orientation sessions	22	12	12	12	12
Workforce Management					
% of Employees rated "Exceeds" on performance review	43.5%	46.3%	27.7%	42.0%	54.0%
% of Employees rated "Meets" on performance review	56.3%	53.7%	68.9%	55.0%	44.0%
% of Employees underperforming on annual review	0.2%	0.0%	3.4%	3.0%	2.0%
% of Employees on "Performance Improvement Plan"	0.2%	0.1%	0.1%	0.1%	0.1%
# Employee Relation Cases	42	52	73	60	60
# Return-to-Work and Light-Duty Cases"	-	-	28	43	45
# Job Descriptions Revised	54	110	13	75	50
Education Incentive - Professional Development					
# enrollments by program*					
Doctorate Degree	0	0	0	0	0
Master's Degree	3	2	8	8	14
Bachelor's Degree	6	4	12	9	18
Associate's Degree	1	2	3	4	4
Certificate Programs	2	1	1	2	1
Total # of employees receiving education incentive	12	9	24	23	37
Other Metrics					
# Payroll action forms processed	1823	1578	1468	1700	1700
# Verification of Employment processed"	-	-	32	56	44
# Open Records Requests"	-	-	32	48	40
# Service Awards"	-	-	55	56	75

^NEO scheduled for at least once a month starting FY23

* FY22 - program partially unfunded due to budget constraints

" Started tracking measures in FY25

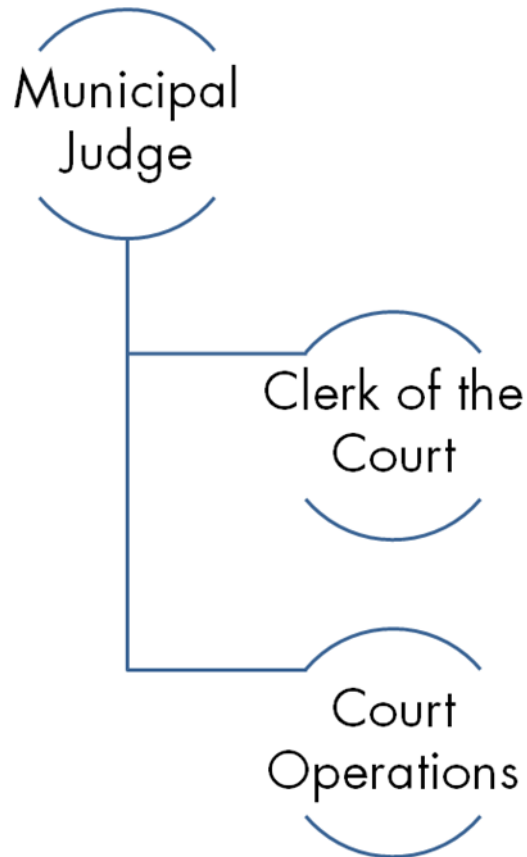
GENERAL FUND DEPARTMENTAL SUMMARIES

Municipal Court

BROOKE LAPPIN
DIRECTOR



BLappin@alpharetta.ga.us



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GENERAL FUND DEPARTMENTAL SUMMARIES

Municipal Court

Administration, Employee Recruitment and Retention

Mission Statement

To grow and maintain sufficient staffing, infrastructure, and general court services for the City of Alpharetta; to educate and inform persons who attend court; to ensure the citizens' rights are observed and protected; to achieve justice and fundamental fairness in all matters including cases that go to trial and those that are settled pre-trial; and to efficiently and responsibly serve all citizens living in the community.

Goals and Objectives

-   ✓ Provide professional, quality service.
-   ✓ Monitor court sessions and continue to improve efficiency.
-   ✓ Develop operations guide to use internally.
-   ✓ Enhance reporting to state and city departments.
-   ✓ Review and enhance current reports/forms.
-   ✓ Enhance the current data that is shared between Court/Police.
-   ✓ Review, improve, and update day to day operations.
-   ✓ Provide proper training to ensure compliance with all State laws and regulations.
-   ✓ Continue to cross-train employees.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Municipal Court General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Intergovernmental					
Milton IGA (Court Svcs)	\$ 75,637	\$ 142,065	\$ 128,734	\$ 178,626	\$ 196,663
TOTAL	\$ 75,637	\$ 142,065	\$ 128,734	\$ 178,626	\$ 196,663
EXPENDITURES					
Personnel Services:					
Salaries	\$ 428,443	\$ 476,608	\$ 530,700	\$ 636,896	\$ 662,725
Overtime	25,728	107,924	97,013	105,000	105,000
Group Insurance	109,172	119,785	142,010	154,599	173,386
FICA	32,291	43,019	46,342	56,636	58,642
Pension (Defined Benefit)	18,145	19,584	11,417	14,171	16,646
Pension (401A Cont./Match)	39,847	55,201	58,099	84,691	88,937
Workers Compensation	11,655	8,655	10,145	10,780	12,224
OPEB Contribution	8,470	6,891	11,271	12,944	13,463
Miscellaneous	-	77	-	-	387
<i>subtotal</i>	\$ 673,750	\$ 837,745	\$ 906,997	\$ 1,075,717	\$ 1,131,410
Maintenance & Operations:					
Professional Services	\$ 230,791	\$ 80,430	\$ 52,066	\$ 47,100	\$ 56,600
Land/Building Rental	74,525	81,300	81,300	81,300	81,300
Printing	7,386	5,338	2,728	9,800	8,000
Employee Training	3,941	4,253	7,387	15,500	10,000
Employee Travel	1,849	1,005	3,193	16,500	10,000
Maint. Contracts/IT Svcs.	53,466	91,524	78,918	98,501	101,290
General Supplies	11,701	8,053	7,959	14,753	10,350
Utilities	4,860	-	-	-	-
Miscellaneous	17,757	4,885	-	2,837	1,700
<i>subtotal</i>	\$ 406,276	\$ 276,790	\$ 233,550	\$ 286,291	\$ 279,240
TOTAL	\$ 1,080,027	\$ 1,114,535	\$ 1,140,547	\$ 1,362,008	\$ 1,410,650

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for Municipal Court totals \$1.4 million and represents an increase of 4%, or \$48,642, compared to FY 2025.

The Personnel Services category increased 5%, or \$55,693, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc. including staff turnover and associated changes in benefit elections (e.g. employee-only vs family coverage, etc.).

Authorized personnel total 7.5 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Administrative Assistant I*	-	-	-	2.0	1.0	(1.0)
Director	1.0	1.0	1.0	1.0	1.0	-
Chief Court Clerk	-	1.0	1.0	1.0	1.0	-
Deputy Court Clerk*	-	2.0	2.0	1.0	2.0	1.0
GCIC Coordinator	-	1.0	1.0	1.0	1.0	-
Deputy Clerk II	4.0	-	-	-	-	-
Deputy Clerk III	1.0	-	-	-	-	-
City Solicitor	1.0	1.0	1.0	1.0	1.0	-
Judge	-	0.5	0.5	0.5	0.5	-
	7.0	6.5	6.5	7.5	7.5	-

* FY 2025 included the addition of one new full-time equivalent position (Administrative Assistant I) which will be included in the cost-sharing agreement with the City of Milton. Post approval, the position was administratively approved as a Deputy Court Clerk which is the same pay grade.

The Maintenance and Operations category decreased -2%, or -\$7,051, due primarily to the following activity:

- Increase in professional fees of \$9,500 (20% increase) due primarily to growth in translator services and substitute solicitor services.
- Increase in maintenance contracts/IT professional services of \$2,789 (3% growth) due to coverage of general software inflationary cost growth including cyber security software, as well as initial-year maintenance costs for the new phone system (RingCentral).
- All other departmental maintenance and operations accounts declined -\$19,340, or -14%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Municipal Court programs including performance measures.

- **Violations Bureau**

Statement of Service: The purpose of the Municipal Court is to process all alleged violations of city Ordinances and certain state laws in a fair, impartial, expeditious, accurate, and fiscally responsible manner. The Violations Bureau holds traffic and state court, monitors and handles all cash bonds and manages all Court records.

Municipal Court Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Citations received to process	10,861	11,478	9,350	13,000	13,000
Total # of cases disposed	9,376	11,349	8,934	13,000	13,000
# of Court sessions	216	192	192	192	192
Annual deposits (Court Fines)	\$1,529,553	\$1,987,587	\$1,591,546	\$1,700,000	\$1,750,000

Looking for a safe meetup spot to

BUY & SELL ONLINE?

Use our **E-COMMERCE**
SAFE TRADE ZONE

ALPHARETTA DEPARTMENT OF PUBLIC SAFETY
E-COMMERCE
SAFE TRADE ZONE
VIDEO SURVEILLANCE

LOCATION: 2565 OLD MILTON PKWY
ALPHARETTA, 30009

Buying or selling something online? Use our E-Commerce Safe Trade Zone!

Towards the front of the Public Safety Department parking lot (located at 2565 Old Milton Parkway), there are two spaces reserved specifically for a safe trade zone.

These spaces are clearly marked and are under constant video surveillance, so they're always available for use!

GENERAL FUND DEPARTMENTAL SUMMARIES

Public Safety

JOHN ROBISON
DIRECTOR



JRobison@alpharetta.ga.us



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GENERAL FUND DEPARTMENTAL SUMMARIES

Public Safety

Administration, Police, Fire, and Emergency 911

Mission Statement

Public Safety: It is the **Mission** of the **Alpharetta Department of Public Safety** to **Enhance** the **Quality of Life** of those that **Live, Work, and Play** in the **City of Alpharetta**.

Police Services strives to ensure the highest quality of life for its citizens through developing and maintaining partnerships with the community. We take pride in the fact that all contacts with the public are professional and at all times personify the highest levels of honor, integrity, ethics and justice, entrusted to us by those we are sworn to serve.



Fire and Emergency Services is a proactive, customer-oriented emergency services provider. Our objective is to provide the best possible fire and emergency medical services. Our goal is to maximize the saving of lives, minimize the loss of property and avoid loss whenever possible through prevention and education.

Goals and Objectives

Police Services



- ✓ Crime Prevention – Partner with the community through the Alpharetta Community of Excellence (ACE) program, Crime-Free Multifamily Housing, and building partnerships and mitigating problems through education and enforcement.



- ✓ Uniform Patrol - Increase visible presence in the community with an emphasis on residential neighborhoods.



- ✓ Criminal Investigation - Maintain a case clearance rate above national averages through strong local investigative efforts and appropriate partnerships with other federal, state, and local law enforcement agencies.



- ✓ Traffic Safety - Identify and address traffic and pedestrian concerns through engineering, education, and enforcement. Build an effective strategy utilizing a collaborative effort between city departments.

GENERAL FUND DEPARTMENTAL SUMMARIES

Fire Services

- 
 ✓ Maintain a minimum on-duty staffing level of not less than 23 Firefighter/EMT or Paramedics at all times.
- 
 ✓ Assure all firefighters are certified at the National Professional Qualifications Firefighter II Level.
- 
 ✓ Maintain a minimum of 240 hours of annual training and career development for each career firefighter.
- 
 ✓ Place the first fire apparatus on the scene of an emergency within five minutes of dispatch at least 90% of the time.
- 
 ✓ Place a minimum of 14 firefighters on the scene of a structure fire within seven minutes of dispatch at least 90% of the time.
- 
 ✓ Place an advance life support paramedic on the scene of a medical emergency within five minutes of dispatch at least 90% of the time.
- 
 ✓ Present programs of fire safety education to 80% of all preschool children and 95% of all first and fourth grade students who reside within the City.
- 
 ✓ Conduct a fire safety inspection and/or design a pre-fire plan for every non-residential occupancy annually.



As emerging changes in healthcare affect our community on an almost daily basis, the Alpharetta Department of Public Safety is expanding our response to these needs with the launch of our community paramedicine program – My Watch Alpharetta.

The concept of community paramedicine represents one of the most progressive and historically based evolutions available to community-based healthcare and to the Emergency Medical Services arena. By utilizing Emergency Medical Service (EMS) providers in an expanded role, community paramedicine increases patient access to primary and preventative care, provides wellness interventions within the medical home model, decreases emergency department utilization, saves healthcare dollars, and improves patient outcomes.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Public Safety General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Licenses and Permits	\$ 1,325	\$ 7,051	\$ 38,212	\$ 20,000	\$ 40,000
Intergovernmental:					
City of Milton IGA (CAD/RMS)	1,648	-	-	140,000	140,000
Other	319,844	4,633	22,261	20,300	25,000
Charges for Services:					
Reports	18,774	24,547	22,413	25,000	25,000
Services	201,990	209,650	204,295	200,000	200,000
False Alarms	61,987	51,902	77,524	56,500	65,000
Plan Review	137,995	208,020	92,393	175,000	175,000
Other	-	2,025	17,250	58,500	16,500
Fines & Forfeitures:					
Municipal Court Fines	1,529,553	1,987,587	1,591,546	1,850,000	1,750,000
School Zone/Other Citations	1,441,210	1,300,188	923,969	750,000	525,000
Other Revenue	9,358	200	2,566	-	-
TOTAL	\$ 3,723,684	\$ 3,795,804	\$ 2,992,429	\$ 3,295,300	\$ 2,961,500
EXPENDITURES					
Personnel Services:					
Salaries	\$ 15,870,401	\$ 17,430,569	\$ 18,584,128	\$ 20,690,382	\$ 21,122,536
Overtime	2,196,476	2,661,952	3,084,502	2,513,000	2,770,232
Group Insurance	4,721,024	4,934,803	4,782,486	5,815,467	5,767,635
FICA	1,314,104	1,468,436	1,588,848	1,775,745	1,830,881
Pension (Defined Benefit)	1,631,525	1,725,035	1,971,259	2,208,593	2,384,440
Pension (401A Cont./Match)	1,470,121	1,628,790	1,837,539	2,229,938	2,418,793
Workers Compensation	426,233	448,409	441,444	434,018	475,016
OPEB Contribution	309,791	375,531	492,354	523,621	519,991
Miscellaneous	11,233	26,238	52,841	75,288	91,063
<i>subtotal</i>	<i>\$ 27,950,908</i>	<i>\$ 30,699,763</i>	<i>\$ 32,835,401</i>	<i>\$ 36,266,052</i>	<i>\$ 37,380,587</i>
Maintenance & Operations:					
Professional Services	\$ 86,779	\$ 114,089	\$ 160,634	\$ 581,990	\$ 569,940
Fuel/Repair & Maint. (Vehicles)	984,450	1,058,162	1,356,576	1,042,500	1,188,000
Employee Travel	83,128	130,864	140,157	191,971	156,674
Employee Training	112,824	110,995	130,601	219,062	207,664
Maint. Contracts/IT Services	1,558,416	1,666,817	1,782,800	3,238,021	4,442,727
General Supplies	290,324	298,799	344,734	407,200	401,300
Uniforms	179,589	259,827	331,950	393,550	456,000
Miscellaneous	295,519	338,883	447,802	462,269	420,175
<i>subtotal</i>	<i>\$ 3,591,030</i>	<i>\$ 3,978,436</i>	<i>\$ 4,695,254</i>	<i>\$ 6,536,563</i>	<i>\$ 7,842,480</i>
Capital/Leases:					
Capital/Other	\$ -	\$ -	\$ 200,444	\$ 166,900	\$ 282,679
Fleet/Equipment Lease(s)	675,893	659,852	779,059	779,066	1,005,116
<i>subtotal</i>	<i>\$ 675,893</i>	<i>\$ 659,852</i>	<i>\$ 979,503</i>	<i>\$ 945,966</i>	<i>\$ 1,287,795</i>
TOTAL	\$ 32,217,831	\$ 35,338,050	\$ 38,510,158	\$ 43,748,581	\$ 46,510,862

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for Public Safety totals \$46.5 million and represents an increase of 6%, or \$2.8 million, compared to FY 2025.

The Personnel Services category increased 3%, or \$1.1 million, due to multiple factors:

- 3% performance-based merit program, coupled with targeted market-based compensation adjustments, scheduled for July 1, 2025.
- Increases in overtime to reflect current usage trends as well as market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc. including staff turnover and associated changes in benefit elections (e.g. employee-only vs family coverage, etc.).
- Addition of one new Firefighter position as part of the operating initiatives for FY 2026 ²⁹ and the transfer of one vacant Project Manager position from City Administration to the Public Safety Department which was subsequently reclassified to a Fire Plans Examiner position.
- Which is partially offset through the removal of funding for approved FY 2025 Operating Initiatives representing the addition of one new full-time equivalent position, Fire Training Lieutenant (\$130,000 annual impact with a partial year impact of \$53,000 for FY 2025 after adjusting for anticipated overtime savings). This initiative was contingent upon a 2025 mid-year review of revenue trends that, due to slowing collection trends, was not authorized for hiring/implementation and has been removed from the FY 2026 Budget resulting in a personnel savings of \$53,000. It should be noted that the Department completed an internal position reclassification during FY 2025 to reallocate a vacant Firefighter position to a Fire Training Lieutenant position.

Authorized personnel total 245.5 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Sworn Police Officers						
Captain*	4.0	4.0	5.0	4.0	5.0	1.0
Crime Scene Detective	-	1.0	1.0	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
Field Training Officer**	5.0	5.0	5.0	4.0	-	(4.0)
Lieutenant	7.0	7.0	7.0	7.0	7.0	-
Officer (I-III)*, **	72.0	76.0	75.0	76.0	79.5	3.5
Police Operations Major	1.0	1.0	1.0	1.0	1.0	-
Police Support Operations Major	1.0	1.0	1.0	1.0	1.0	-
Police Training Coordinator	1.0	1.0	1.0	1.0	1.0	-
Sergeant	16.0	16.0	17.0	17.0	17.0	-
	108.0	113.0	114.0	113.0	113.5	0.5

²⁹ Please refer to the *Operating Initiatives* section of this document for detail of this position's responsibilities.

GENERAL FUND DEPARTMENTAL SUMMARIES

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Certified Firefighters						
Assistant Fire Marshal	5.0	4.0	5.0	4.0	4.0	-
Battalion Chief	4.0	3.0	3.0	3.0	3.0	-
Captain	17.0	18.0	18.0	18.0	18.0	-
Community Paramedic	-	1.0	1.0	1.0	1.0	-
Deputy Fire Marshal	1.0	2.0	1.0	2.0	2.0	-
EMS Division Chief	1.0	1.0	1.0	1.0	1.0	-
EMS Training Officer	1.0	1.0	1.0	1.0	1.0	-
Fire Administration Chief	-	-	1.0	1.0	1.0	-
Fire Administrative Captain	-	-	1.0	1.0	1.0	-
Fire Apparatus Engineer	27.0	27.0	27.0	27.0	27.0	-
Fire Division Chief Training	-	1.0	1.0	1.0	1.0	-
Fire Marshal	1.0	1.0	1.0	1.0	1.0	-
Fire Operations Chief	1.0	1.0	1.0	1.0	1.0	-
Firefighter (I-III)** , *** , ****	19.0	19.0	18.0	18.0	22.0	4.0
Firefighter/Paramedic**	20.0	20.0	20.0	20.0	16.0	(4.0)
Lieutenant***	7.0	6.0	6.0	6.0	7.0	1.0
Public Safety Logistics/Emer. Mgmt Coord.	1.0	1.0	1.0	1.0	1.0	-
	105.0	106.0	107.0	107.0	108.0	1.0
Civilian Positions						
Administrative Assistant II*	2.0	1.0	1.0	1.0	2.0	1.0
Administrative Generalist	-	1.0	1.0	1.0	1.0	-
Accreditation Manager	1.0	1.0	1.0	-	-	-
Budget/Finance Coordinator	1.0	1.0	1.0	1.0	1.0	-
Criminal Information Systems Technician	-	-	1.0	1.0	1.0	-
Criminal Intelligence Analyst	1.0	1.0	1.0	1.0	1.0	-
Evidence Custodian	1.0	1.0	1.0	1.0	1.0	-
Evidence Technician	1.0	1.0	1.0	1.0	1.0	-
Fingerprint Technician	0.5	0.5	-	-	-	-
Fire Plans Examiner*	-	-	-	-	1.0	1.0
Parking Ambassador (2PT to 1FT in FY 2023)	1.0	1.0	1.0	1.0	1.0	-
Public Safety Technology Manager*	-	-	-	1.0	-	(1.0)
Records Clerk*	5.0	5.0	4.5	4.5	4.0	(0.5)
Records Manager	1.0	1.0	1.0	1.0	1.0	-
RMS Coordinator/Database Manager	-	-	1.0	1.0	1.0	-
RTIC Operator/Analyst	-	-	2.0	2.0	2.0	-
School Crossing Guard (8PT)	4.0	4.0	4.0	4.0	4.0	-
Special Projects and Data Analyst	1.0	1.0	1.0	1.0	1.0	-
Strategic Comm. & Media Relations Mgr	-	-	-	1.0	1.0	-
	19.5	19.5	22.5	23.5	24.0	0.5
	232.5	238.5	243.5	243.5	245.5	2.0

* Position adjustments occurred during FY 2025.

** Position adjustments occurring during FY 2025 include eliminating Field Training Officer classifications and assimilating them into the Police Officer classification. Additionally, relative changes in counts between the Firefighter classification and the Firefighter/Paramedic classification will occur based on candidate experience but will not exceed the combined authorized position counts

*** FY 2025 included the addition of one new full-time equivalent position (Fire Training Lt.) that was contingent upon a mid-year review of revenue trends. The position was not funded in FY 2025 and was removed from the authorized personnel count for FY 2025. That said, an internal change was processed to reclassify a vacant Firefighter position to a Fire Lieutenant during FY 2025.

**** FY 2026 includes the addition of one full-time Fire Fighter position. Please refer to the *Operating Initiative Requests* section of this document for detailed information on position responsibilities.

GENERAL FUND DEPARTMENTAL SUMMARIES

The Maintenance and Operations category increased 20%, or \$1.3 million. The primary growth driver is the absorption of initiatives totaling approximately \$1 million that were budgeted within the E911 Fund in FY 2025 but have been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.

Growth drivers include:

- Increase in vehicle repair/maintenance of \$145,500 (14% growth) based on current cost trends. Specifically, the city replaces 1/7th of its public safety fleet annually (this equates to a lifetime mileage target of 100,000) to ensure minimal downtime and that our equipment is responsive to service demands. That said, the city is still transitioning from Impala sedans to Explorers SUVs/Tahoe's. The Impala's have a more costly repair record (than the Explorers) and, with our existing units reaching their mileage targets, we are incurring more repair costs in the short-term as we phase out the legacy Impalas. Additionally, new vehicle availability is still constricted which leads to retaining existing vehicles in excess of the 100,000-mileage target which also impacts maintenance costs.
- Increase in maintenance contracts/IT professional services of \$1.2 million (37% growth) due to multiple initiatives:
 - Transfer of North Fulton Regional Radio System Authority appropriations from the E911 Fund in an amount totaling \$740,000. This initiative was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.
 - Transfer of CentralSquare (current Public Safety Records Management/Computer Aided Dispatch system) IT professional services appropriations from the E911 Fund in an amount totaling \$244,950. This initiative was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.

Specifically, the FY 2025 E911 Fund Budget included appropriations totaling \$114,950 for CentralSquare which approximated 6-months of coverage due to original Hexagon (new Public Safety Records Management/Computer Aided Dispatch currently) implementation timeline. As the implementation timeline evolved, so too did our need to ensure access to the current CentralSquare system and this budget proposal extends operability of both through June 30, 2026.

- Increase in remaining IT professional services of \$186,822 (7% growth) due to coverage of general software inflationary cost growth including cyber security software, Flock camera infrastructure support/maintenance

GENERAL FUND DEPARTMENTAL SUMMARIES

(+\$42,000), expansion of the Mindbase peer support software (+\$20,000), fire promotion testing software (+\$13,000), as well as initial-year maintenance costs for the new phone system (RingCentral).

- Increase in uniform costs of \$62,450 (14% growth) due to cost growth and ensuring full funding of all needed components including police uniforms, fire uniforms (station uniforms and footwear, duty gear, related components), etc. as well as additional funding to cover uniform needs for the new Firefighter position approved as part of the operating initiatives for FY 2026³⁰.
- All other departmental maintenance and operations accounts declined -\$106,739, or -6%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.

The Capital/Lease category increased 36%, or \$341,829, primarily related to the absorption of portable radio capital lease funding totaling approximately \$226,007 that was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.

Growth drivers include:

- Increases in capital lease payments of \$226,050 primarily due to the absorption of the portable radio capital lease obligation (as denoted above) that was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911.
- Increases in machinery and equipment of \$115,779 due to multiple initiatives including:
 - Replacement of fire ballistic helmets (\$48,000).
 - Replacement of propane-fueled fire extinguishers (\$15,000).
 - Replacement of fire hoses (\$40,000).
 - Addition of a key control system (\$14,679).
 - Addition of a weather monitoring system (\$15,000).
 - Equipment needs for the new firefighter position approved as part of the operating initiatives for FY 2026³¹ (\$3,000).

³⁰ Please refer to the *Operating Initiatives* section of this document for detail of this position's responsibilities.

³¹ Please refer to the *Operating Initiatives* section of this document for detail of this position's responsibilities.

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Public Safety programs including performance measures.

- **Police Services**

Statement of Service: Alpharetta's Police Services include criminal investigations, uniform patrol, traffic patrol, and training activities.

National Incident Based Reporting System

Patrol Division

Offenses	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Group A Offenses	1,850	1,564	1,732	1,055	1,851
Group B Offenses	663	297	580	N/A	N/A
Total	2,513	1,861	2,312	1,055	1,851
Per 1000 Population	36.4	26.9	34.7	15.7	27.5

Arrest

Group A Offenses	372	330	370	424	324
Group B Offenses	248	280	419	382	252
Non-Criminal Offenses	563	401	479	N/A	N/A
Total	1,183	1,011	1,268	806	576
Per 1000 Population	17.1	14.6	19.0	12.0	8.6

Criminal Investigations Division

Assigned for Investigation	944	1,374	816	716	752
Closed by Arrest	87	91	96	51	78
Closed by Exception	38	29	30	22	9
Unfounded	112	166	88	73	0
Active Cases	707	1,088	602	570	665

Traffic Division

Accidents	2,538	1,800	2,263	2,171	2,033
Fatalities	1	3	0	0	3

911 Communications

(911 Only) Calls For Service	33,997	35,866	40,657	42,097	44,034
Calls Received	72,968	77,909	78,603	79,667	73,819

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Fire Services**

Statement of Service: Alpharetta's Fire Services include fire prevention, fire inspection, and fire suppression.

Fire

	2020 Total Incidents	2021 Total Incidents	2022 Total Incidents	2023 Total Incidents	2024 Total Incidents
FIRES					
Structure Fires	41	61	54	55	58
Vehicle Fires	25	22	24	22	23
Other Fires	30	35	44	23	49
Total Fires	96	118	122	125	137
Pressure Ruptures, Explosion, Overheat	0	4	3	1	5
RESCUE CALLS					
Emergency Medical	3,442	3,510	3,946	4,365	4,499
All Others	54	145	528	567	1,727
Total Rescue Calls	3,496	3,655	4,474	0	6,226
Hazardous Condition Calls	147	124	177	182	170
Service Calls	598	574	744	1,316	876
Good Intent Calls	1,123	1,466	1,411	1,524	21
Severe Weather or Natural	2	0	1	0	0
Special Incident Calls	2	0	2	0	39
Unknown Incident Type	0	0	0	0	4
FALSE CALLS					
Malicious Calls	19	13	7	19	19
Other False Calls	768	847	1,174	850	1,003
Total False Calls	787	860	1,181	869	1,022
TOTAL CALLS	6,251	6,801	8,115	9,068	9,123

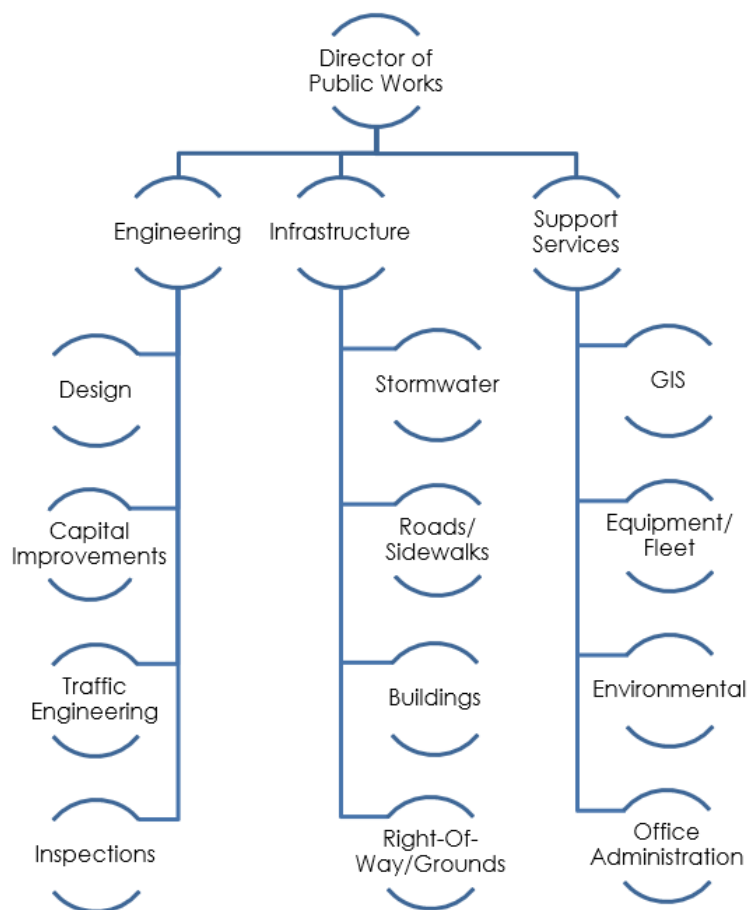
GENERAL FUND DEPARTMENTAL SUMMARIES

Public Works

PETE SEWCZWICZ
DIRECTOR



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Our Community Vision is to advance Alpharetta as a signature City by:



Offering the highest quality of environment for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

GENERAL FUND DEPARTMENTAL SUMMARIES

Public Works

Administration, Public Works, and Conservation

Mission Statement

The Department of Public Works is committed to providing cost effective engineering, maintenance and design solutions through the highest possible professionalism which protects, preserves, and improves the City of Alpharetta's infrastructure. Our focus shall include facilities, traffic, streets, stormwater, and environmental conservation.

Goals and Objectives

-  ✓ Improve and maintain the City of Alpharetta infrastructure at the highest possible level and to enhance and promote the quality of life.
-  ✓ Provide engineering professionalism to ensure growth and progress for the City of Alpharetta.
-  ✓ Provide consistent Public Works functions and operations that afford future excellence in growth and expansion for the City of Alpharetta.
-  ✓ Improve intergovernmental relations.
-  ✓ Provide more efficient support and response for the citizens of Alpharetta.
-  ✓ Develop strategic, long-range plans for the future.
-  ✓ Ensure timely completion of repairs on work projects so the disruption of service to the customer is minimal.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Public Works General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Other Revenue:					
CID (GA400 Interchange Maint.)	\$ 71,642	\$ 97,928	\$ 83,314	\$ 93,806	\$ 96,620
Miscellaneous	13,529	5,841	3,753	3,000	3,000
TOTAL	\$ 85,171	\$ 103,769	\$ 87,067	\$ 96,806	\$ 99,620
EXPENDITURES					
Personnel Services:					
Salaries	\$ 3,090,806	\$ 3,358,554	\$ 3,528,932	\$ 3,921,719	\$ 3,942,353
Overtime	41,865	52,018	40,004	55,000	50,000
Group Insurance	893,505	875,935	833,181	1,034,693	1,046,822
FICA	230,220	251,367	263,813	304,385	305,486
Pension (Defined Benefit)	323,670	296,195	333,160	380,255	428,077
Pension (401A Cont./Match)	259,486	281,588	316,395	392,657	411,389
Workers Compensation	91,966	91,661	83,243	81,252	88,265
OPEB Contribution	66,877	73,455	92,962	98,043	97,209
Miscellaneous	3,251	1,625	771	2,171	929
<i>subtotal</i>	\$ 5,001,646	\$ 5,282,398	\$ 5,492,461	\$ 6,270,175	\$ 6,370,530
Maintenance & Operations:					
Professional Services	\$ 9,673	\$ -	\$ 27,934	\$ 16,000	\$ 10,000
Fuel/Repair & Maint. (Vehicles)	150,818	170,762	177,438	190,750	190,000
Repair & Maint. (Facilities)	314,309	454,356	465,674	724,371	515,000
Maint. Contracts/IT Services	1,297,073	1,448,843	1,489,757	1,775,934	1,795,530
General Supplies	106,595	105,228	115,266	155,750	152,550
Utilities	1,892,247	1,883,930	2,133,490	2,176,300	2,275,850
Miscellaneous	81,277	110,290	127,286	152,750	173,600
<i>subtotal</i>	\$ 3,851,992	\$ 4,173,408	\$ 4,536,844	\$ 5,191,855	\$ 5,112,530
Capital/Lease/Other					
City Hall HVAC	\$ -	\$ -	\$ 128,355	\$ -	\$ -
<i>subtotal</i>	\$ -	\$ -	\$ 128,355	\$ -	\$ -
TOTAL	\$ 8,853,638	\$ 9,455,806	\$ 10,157,660	\$ 11,462,030	\$ 11,483,060

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for Public Works totals \$11.5 million and is flat with FY 2025. However, FY 2025 includes one-time funding of Fire Station 85 Remediation costs totaling \$223,371. After adjusting for the one-time costs, the net budget grew 2% or \$244,401.

The Personnel Services category increased 2%, or \$100,355, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc. including staff turnover and associated changes in benefit elections (e.g. employee-only vs family coverage, etc.).
- Which is partially offset through the removal of funding for approved FY 2025 Operating Initiatives representing the addition of one new full-time equivalent position, Sr. Urban Forestry Assistant (\$104,100 annual impact with a partial year impact of \$52,050 for FY 2025). This initiative was contingent upon a 2025 mid-year review of revenue trends that, due to slowing collection trends, was not authorized for hiring/implementation and has been removed from the FY 2026 Budget resulting in a personnel savings of \$52,050. It should be noted that the Department completed an internal position reclassification during FY 2025 to reallocate a vacant Right-of-Way Coordinator position to a Sr. Urban Forestry Assistant position.

Authorized personnel total 50 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Assistant Construction Manager	1.0	1.0	1.0	1.0	1.0	-
Civil Engineer	1.0	1.0	1.0	1.0	1.0	-
Construction Manager	1.0	1.0	1.0	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
Engineering Technician	4.0	6.0	6.0	4.0	4.0	-
Environmental Program Coordinator	1.0	1.0	1.0	1.0	1.0	-
Fleet & Logistics Equipment Coordinator	1.0	1.0	1.0	1.0	1.0	-
GIS Specialist/Planner	1.0	-	-	-	-	-
GIS Coordinator	-	1.0	1.0	1.0	1.0	-
Infrastructure Operations Manager	-	1.0	1.0	1.0	1.0	-
Intelligent Transportation System Prog. Mgr.	-	-	-	1.0	1.0	-
Office Manager	1.0	1.0	1.0	1.0	1.0	-
Project Administrator	1.0	1.0	1.0	1.0	1.0	-
Public Works Crew Leader	8.0	7.0	7.0	7.0	7.0	-
Public Works Supervisor	4.0	3.0	3.0	3.0	3.0	-
Public Works Technician I	6.0	6.0	5.0	5.0	5.0	-
Public Works Technician II	10.0	9.0	9.0	9.0	9.0	-
Right of Way Coordinator*	1.0	1.0	1.0	1.0	-	(1.0)

GENERAL FUND DEPARTMENTAL SUMMARIES

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Senior Engineer	2.0	2.0	1.0	1.0	1.0	-
Senior Engineering Technician	-	-	1.0	1.0	1.0	-
Senior Inspector	1.0	1.0	1.0	1.0	1.0	-
Senior Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Senior Urban Forestry Assistant*, **	-	-	-	-	1.0	1.0
Senior Water Resources Analyst	1.0	1.0	1.0	1.0	1.0	-
Support Services Manager	1.0	1.0	1.0	1.0	1.0	-
Traffic Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Traffic Safety Specialist	-	-	-	1.0	1.0	-
Transportation Engineering Manager	1.0	1.0	1.0	1.0	1.0	-
Urban Forestry Program Manager	1.0	1.0	1.0	1.0	1.0	-
	51.0	51.0	50.0	50.0	50.0	-

* Position adjustments occurred during FY 2025.

** FY 2025 included the addition of one new full-time equivalent position (Sr. Urban Forestry Assistant) that was contingent upon a mid-year review of revenue trends. The position was not funded in FY 2025 and was removed from the authorized personnel count for FY 2025. Rather, an internal reorganization resulted in the reclassification of a Right of Way Coordinator position to the Senior Urban Forestry Assistant position.

The Maintenance and Operations category decreased -2%, or -\$79,325. However, FY 2025 includes one-time funding of Fire Station 85 Remediation costs totaling \$223,371. After adjusting for the one-time costs, the net category budget grew 3%, or \$144,046, due primarily to the following activity:

- Increase in utility expenses of \$99,550 (1% growth) in electricity, natural gas, water/sewer, and miscellaneous utilities (e.g., cable and garbage). The main driver is electric utility cost growth and is based on usage trends coupled with adjustments for approved GA Power rate increases.
- Increase in IT professional services of \$23,559 (9% growth) due to coverage of general software inflationary cost growth including cyber security software, as well as initial-year maintenance costs for the new phone system (RingCentral).
- Increase in grounds maintenance services of \$35,000 (78% growth) due to increased contract rates for arborist/tree removal services coupled with forecasted needs based on usage trends within the last several years.
- All other departmental maintenance and operations accounts declined -\$14,063 and were essentially flat with FY 2025 (net of one-time costs denoted above) as part of a concerted effort to control discretionary spending and align with stagnating/declining revenue trends.

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Public Works programs including performance measures.

- **Public Works**

Statement of Service: Public works coordinates and performs maintenance on streets, sidewalks, traffic signals, traffic signs, and city facilities. Public Works also provides construction services in support of the engineering division and other city departments.

Public Works					
Public Works Operations					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Average # of days to complete sidewalk work order	12.5	7.4	18.5	10.0	10.0
Average # of days to complete pothole work order	1.0	1.1	1.0	1.0	1.0
Average # of days to complete curb and gutter work order	8.5	23.0	3.0	5.0	5.0
Average # of days to complete ROW., mowing, limb work order	2.5	1.0	1.0	2.0	2.0
Average # of days to complete sink hole work order	7.6	4.7	9.6	4.0	4.0
Average # of days to complete sign replacement/upgrade work order	1.8	1.3	1.1	1.5	1.5
Average # of days to complete signal light maintenance work order	6.5	5.5	6.0	5.0	5.0
Average # of days to complete striping work order	2.0	6.3	2.5	4.0	4.0
Average # of days to complete catch basin work order	1.9	1.5	1.9	2.5	2.5
Average # of days to complete storm drain work order	13.5	12.7	6.5	10.0	10.0
Average # of days to complete facilities work order	4.4	3.8	4.7	4.0	4.0

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Engineering**

Statement of Service: Engineering administration provides for the administration and technical review of public and private improvements in the City of Alpharetta by managing all projects skillfully, efficiently, and professionally.

Public Works Engineering					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Water quality samples analyzed	440	252	227	200	227

- **Conservation**

Statement of Service: Conservation provides education and community activism strategies to address environmental and aesthetic issues in the City of Alpharetta, through clean-up campaigns, seminars, literature, and other beautification efforts.

Public Works Conservation					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Events coordinated	28	18	17	20	18
# of Students reached	285	354	205	275	275
# of Volunteers	215	269	394	250	250



Alpharetta residents can recycle their glass at the drop-off center located in the parking lot of the Department of Public Works (1790 Hembree Road).

Glass left at the new drop-off site will be transported to the Strategic Materials recycling plant located in College Park. The facility recycles most types of glass and sells their product to Georgia companies that manufacture consumer products like fiberglass insulation and flooring.

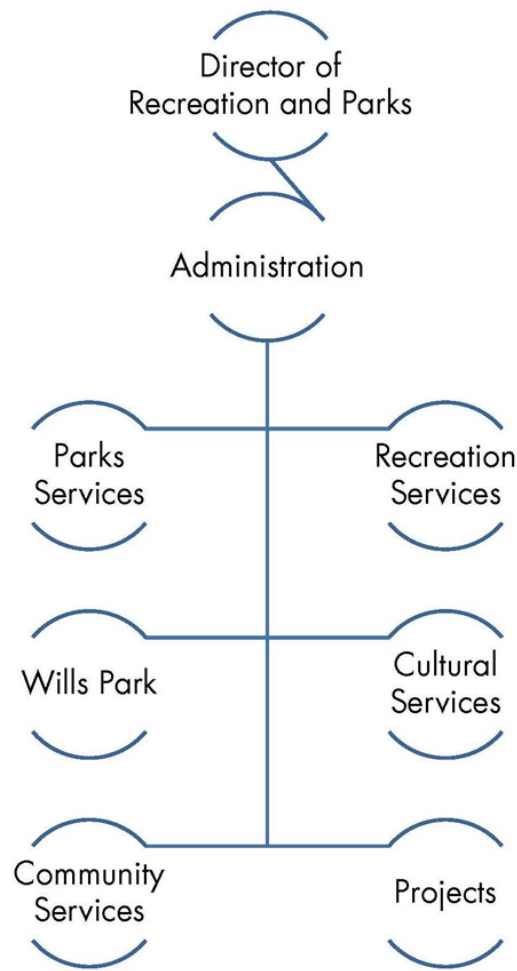
GENERAL FUND DEPARTMENTAL SUMMARIES

Recreation, Parks & Cultural Services

MORGAN RODGERS
DIRECTOR



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Our Community Vision is to advance Alpharetta as a signature City by:



Offering the highest quality of life for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

GENERAL FUND DEPARTMENTAL SUMMARIES

Recreation, Parks & Cultural Services

Administration, Parks Services, Recreation Services, Wills Park, Cultural Services, Community Services, Projects

Mission Statement

The Alpharetta Recreation, Parks & Cultural Services Department strives to provide the highest quality recreation activities, cultural programs, and park facilities to our citizens, consistent with our core values of Excellence, Stewardship, Integrity, Service, and Loyalty.

Goals and Objectives

-   ✓ Continue to work towards completion of the nine (9) Park improvement/Development projects prioritized by the 2021 Parks Bond Referendum.
-   ✓ Connect with residents and seek out ideas for new programs and services and implement when possible; and
-   ✓ Increase revenues through increased participation, sponsorships, and donations.
-   ✓ Actively engage in improving access and usability of all parks and facilities through ongoing maintenance, beautification, and facility enhancement; and
-   ✓ Expand existing and seek out new partnerships with adjoining cities, Fulton County, Fulton County Schools, and businesses throughout the City.



GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures Recreation, Parks & Cultural Services General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Intergovernmental	\$ 3,390	\$ 2,260	\$ -	\$ 2,000	\$ 2,000
Charges for Services:					
Aquatics Activity Fees	201,502	168,968	216,910	269,500	236,500
Athletics Activity Fees	282,234	254,103	184,620	261,000	205,000
Arts Services	183,402	206,466	238,296	266,500	242,500
Community Theater	-	-	-	15,000	15,000
Community Center Activity Fees	814,956	977,584	1,135,953	1,283,750	1,315,000
Preston Ridge Community Center Activity Fees	19,099	12,035	5,641	75,000	75,000
Senior Center Activity Fees	111,819	143,660	151,091	170,480	195,500
Equestrian Center Activity Fees	296,202	223,756	449,931	432,500	440,000
Wills Park Rec. Ctr Activity Fees	272,018	286,457	176,230	193,300	221,000
Community Garden Fees	-	-	21,595	45,000	20,000
Non-Resident Fees	309,390	454,528	345,538	440,000	460,000
Taste of Alpharetta	-	-	252,457	300,000	330,000
Other	72,036	75,184	152,268	89,750	100,000
Other Revenue	31,994	21,105	35,760	25,726	25,000
TOTAL	\$ 2,598,041	\$ 2,826,105	\$ 3,366,291	\$ 3,869,506	\$ 3,882,500
EXPENDITURES					
Personnel Services:					
Salaries	\$ 2,577,076	\$ 2,901,771	\$ 3,237,361	\$ 3,487,164	\$ 3,510,274
Seasonal/Temp. Svcs	725,346	859,192	953,572	1,031,000	1,118,000
Overtime	181,458	203,086	212,347	220,500	214,750
Group Insurance	770,471	857,163	887,986	1,098,620	1,116,184
FICA	259,164	295,173	329,193	362,596	370,586
Pension (Defined Benefit)	223,610	206,704	253,603	263,691	264,250
Pension (401A Cont./Match)	258,212	276,714	332,431	403,342	440,911
Workers Compensation	74,460	74,161	75,303	72,331	78,648
OPEB Contribution	54,134	60,543	84,005	87,180	85,800
Miscellaneous	3,449	2,090	1,544	1,318	1,393
<i>subtotal</i>	<i>\$ 5,127,379</i>	<i>\$ 5,736,597</i>	<i>\$ 6,367,346</i>	<i>\$ 7,027,742</i>	<i>\$ 7,200,796</i>
Maintenance & Operations:					
Professional Services	\$ 1,688,903	\$ 1,919,243	\$ 2,196,414	\$ 2,495,879	\$ 2,417,585
Fuel/Repair & Maint. (Vehicles)	78,931	91,746	85,637	101,500	101,500
Repair & Maintenance (Grounds)	689,964	763,188	860,390	830,250	839,450
Repair & Maintenance (Facilities)	22,276	37,341	127,154	69,701	72,600
Equipment Rental	114,233	136,201	172,130	204,846	270,893
Maintenance Contracts/IT Svcs.	1,330,711	1,761,847	1,878,586	2,245,191	2,279,793
General Supplies	368,560	420,637	508,589	526,742	495,565
Uniforms	12,880	21,096	23,314	26,050	22,600
Utilities	649,033	728,330	842,933	820,300	865,300
Miscellaneous	196,742	294,258	320,411	321,816	264,300
<i>subtotal</i>	<i>\$ 5,152,233</i>	<i>\$ 6,173,885</i>	<i>\$ 7,015,558</i>	<i>\$ 7,642,275</i>	<i>\$ 7,629,586</i>
Capital/Other	\$ 1,500	\$ 15,188	\$ 41,283	\$ 34,000	\$ 34,000
TOTAL	\$ 10,281,112	\$ 11,925,670	\$ 13,424,187	\$ 14,704,017	\$ 14,864,382

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for Recreation, Parks & Cultural Services totals \$14.9 million and represents an increase of 1%, or \$160,365, compared to FY 2025.

The Personnel Services category increased 2%, or \$173,054, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Increases in seasonal services funding to reflect current usage trends.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc. including staff turnover and associated changes in benefit elections (e.g. employee-only vs family coverage, etc.).
- Which is partially offset through the removal of funding for approved FY 2025 Operating Initiatives representing the addition of one new full-time equivalent position, Parks Supervisor II (\$104,100 annual impact with a partial year impact of \$52,050 for FY 2025). This initiative was contingent upon a 2025 mid-year review of revenue trends that, due to slowing collection trends, was not authorized for hiring/implementation and has been removed from the FY 2026 Budget resulting in a personnel savings of \$52,050.

Authorized personnel total 49.5 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Administrative Assistant I	3.0	3.0	3.0	3.0	3.0	-
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Administrative Office Coordinator	1.0	1.0	1.0	1.0	1.0	-
Community Agricultural Coordinator	0.5	0.5	0.5	0.5	0.5	-
Community Services Manager	1.0	1.0	1.0	1.0	1.0	-
Cultural Arts Coordinator	-	1.0	1.0	1.0	1.0	-
Cultural Arts Supervisor	-	-	-	-	-	-
Cultural Services Coordinator	1.0	1.0	1.0	1.0	1.0	-
Cultural Services Manager	1.0	1.0	1.0	1.0	1.0	-
Cultural Services Supervisor	2.0	2.0	2.0	2.0	2.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
Equestrian Center Supervisor II	-	-	-	1.0	1.0	-
Facility Technician	2.0	-	-	-	-	-
Marketing Coordinator	0.5	0.5	-	-	-	-
Operations Manager	-	-	-	1.0	1.0	-
Parks Maintenance Crew Leader	1.0	5.0	5.0	4.0	4.0	-
Parks Maintenance Technician I	12.0	-	-	-	-	-
Parks Maintenance Technician II	4.0	-	-	-	-	-
Parks Maintenance Worker	-	13.0	13.0	13.0	13.0	-
Parks Services Manager	1.0	1.0	1.0	1.0	1.0	-
Parks Supervisor II*	3.0	3.0	4.0	4.0	4.0	-

GENERAL FUND DEPARTMENTAL SUMMARIES

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Project Manager	1.0	1.0	1.0	-	-	-
Recreation Coordinator	4.0	5.0	5.0	5.0	5.0	-
Recreation Services Manager	1.0	1.0	1.0	1.0	1.0	-
Recreation Supervisor II	4.0	4.0	4.0	4.0	4.0	-
Special Events Coordinator	2.0	1.0	1.0	1.0	1.0	-
Special Events Supervisor	-	1.0	1.0	1.0	1.0	-
Wills Park Manager	1.0	1.0	1.0	1.0	1.0	-
	48.0	49.0	49.5	49.5	49.5	-

* FY 2025 includes the addition of one new full-time equivalent position (Parks Supervisor II) that was contingent upon a mid-year review of revenue trends. The position was not funded in FY 2025 and is being removed from the authorized position count for FY 2025.

The Maintenance and Operations category is essentially flat with FY 2025 but includes the following activity:

- Increase in utility expenses of \$45,000 (5% growth) in electricity, natural gas, water/sewer, and miscellaneous utilities (e.g., cable and garbage).
- Increase in IT professional services of \$46,117 (9% growth) due to additional funding for the RecWare Park Program Registration software (+\$25,000 as it is funded on a per customer basis and grows along with program participation), as well as coverage of general software inflationary cost growth including cyber security software, initial-year maintenance costs for the new phone system (RingCentral), etc.
- Increase in equipment rental expenses of \$66,047 (32% growth) due to growth in Taste of Alpharetta event costs for tents, tables, and chairs (based on recent cost trends) as well as a material growth in number of barricades across multiple events.
- All other departmental maintenance and operations accounts declined -\$169,853, or -2%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.

The Capital/Other category includes funding for general repair/replacement capital and equipment needs.



Equestrian Center

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Recreation and Parks programs including performance measures.

- **Administration**

Statement of Service: The administrative arm of the Recreation & Parks Department provides short/long-term capital projects planning, oversees the effective distribution of the department's resources, and provides professional guidance to each division.

Recreation, Parks & Cultural Services - Rec Admin					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Recreation & Parks turnover percentage	12%	4%		8%	
Annual Activity Enrollments as in ActiveNet	22,755	24,609	27,151	27,500	27,500

- **Adult Activity Center**

Statement of Service: To meet the needs of Alpharetta's adult and senior citizens through facilitating convenient, affordable, and accessible recreation activities and services.

Recreation, Parks & Cultural Services - Adult Activity					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Total # of Participants per year* (Res / Non-Res)	21,301 6,851/14,480	27,314 8,735/18,579	33,758 11,692/20,417	30,000 9,500/20,500	34,000 13,000/19,000
Total # of Building rentals	9	8	4	10	10
Total # of Day trips taken	70	100	96	100	100
Total # of Overnight trips taken using City buses	2	3	3	3	3

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Aquatics**

Statement of Service: Aquatics provides accessible and safe recreation opportunities through water-related training, events, and facilities.

Recreation, Parks & Cultural Services - Aquatics					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
% of Days pool facilities were open during pool season (93 days)	100%	100%	100%	100%	100%
Average daily attendance at City pool	400	340	300	375	300
Hours of lifeguard training per person	40	40	40	40	40
# of Swim lessons held	98	N/A	N/A	N/A	N/A
# of Swim lessons participants	542	N/A	N/A	N/A	N/A
(resident / non-resident)	339/203	N/A	N/A	N/A	N/A
Swim teams participants	188	223	211	250	
(resident / non-resident)	121/67	149/74	138/73	175/75	150/80
C.O.A.S.T. participants	46	19	22	25	25
(resident / non-resident)	18/28	13/6	10/12	20/5	20/10
# of Pool passes sold	544	598	617	550	600
(resident / non-resident)	233/311	257/341	233/384	250/300	250/400

* Swim lessons contracted to YMCA Summer 2022

- **Cultural Arts**

Statement of Service: Cultural Arts facilitates programs that educate and expose citizens and visitors to a rich and diverse range of cultural expressions, through both education and special events.

Recreation, Parks & Cultural Services - Cultural Arts					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Participants in youth art classes	210	345	427	380	470
(resident/Milton/non-resident)	110/100	225/120	301/126	266/114	320/120
# of Participants in adult art classes	296	661	711	727	750
(resident/Milton/non-resident)	210/86	430/181	449/262	508/219	480/280
# of Participants in summer camp	232	651	671	716	700
(resident/Milton/non-resident)	155/77	423/219	470/201	501/215	520/220

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Health and Wellness**

Statement of Service: Health & Wellness provides programs, services, and information to allow all residents to live a healthier lifestyle.

Recreation, Parks & Cultural Services - Health & Wellness					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Participants in aerobics	228	N/A	N/A	N/A	N/A
(resident / non-resident)	165/63	N/A	N/A	N/A	N/A
# of Participants in Yoga (Adults &	N/A	N/A	N/A	N/A	N/A
(resident / non-resident)	N/A	N/A	N/A	N/A	N/A
# of Participants in tennis	474	420	406	500	500
(resident / non-resident)	375/99	355/65	354/52	400/100	400/100
# of Participants in Walking/ Running Programs	68	204	148	450	200
(resident / non-resident)	41/27	91/113	72/76	300/150	100/100
# Participants in Babysitter Bootcamp Classes and Camps	63	23	104	50	75
(resident / non-resident)	26/37	18/5	57/47	30/20	30/20
# of Participants in Cooking Classes(remove "and Camps")	41	N/A	N/A	N/A	N/A
(resident / non-resident)	23/18	N/A	N/A	N/A	N/A
# of HW Pop-Up Participants	3,850	3500	3500	3500	3500
# of Participants in Pickleball	453	534	593	650	600
(resident / non-resident)	232/221	295/239	313/280	300/350	350/250

*Aerobics is no longer a contracted service- has moved into a Health & Wellness Partner offering free classes- Spring 2022

- **Athletics**

Statement of Service: Athletics provides accessible and safe recreation opportunities through athletic-related training and events.

Recreation, Parks & Cultural Services - Athletics					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Participants - Adult Basketball	631- 3 seasons; 60 teams	468- 3 seasons; 60 teams	517-3 seasons; 67 teams	450	500
(resident / non-resident)	178/516	156/312	137/380	150/300	150/300
# of Participants - Adult Softball	1,609- 3 seasons; 126 teams	1,419- 3 seasons; 133 teams	1864-129 teams	1,500/138	135
(resident / non-resident)	626/983	436/983	425/922	800/900	450/900
# of Participants - Teen Basketball	117- 2 seasons; 16 teams	N/A	N/A	100	50
(resident / non-resident)	67/50	N/A	N/A	60/40	60/40
# of Participants - Youth Basketball	328- 37 teams	358- 45 teams	322-39 teams	400	400
(resident / non-resident)	252/76	287/71	251/71	300/100	300/100
# of Participants - Youth Soccer	1,352	N/A	N/A	N/A	N/A
(resident / non-resident)	957/395	N/A	N/A	N/A	N/A
# of Participants - Youth Travel Soccer	656	N/A	N/A	N/A	N/A
(resident / non-resident)	334/322	N/A	N/A	N/A	N/A

* Ambush Soccer Club is no longer a contracted program- they are now a Youth Athletic Association- Fall 2021

Teen Basketball has had little to no enrollment since Spring of 2022

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Community Center**

Statement of Service: The Alpharetta Community Center provides a convenient and safe environment for diverse recreational opportunities and services to meet the needs of all populations.

Recreation, Parks & Cultural Services - Community Center					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Participants in summer day camps (resident / non-resident)	1,745 1,203/542	1753 1,227/527	1,636 1172/499	1,750 1,250/500	1,700 1180/500
# of Participants in dance, including camps (resident / non-resident)	861 512/349	979 703/276	760 495/265	1,000 725/275	1,000 750/250
# of Participants in gymnastics, including camps and AGA (resident / non-resident)	2920 1,880/1,040	5447 3,377/2,070	4,101 2585/1516	5,500 3,500/2,000	4,500 3000/1500
# of Participants in Specialty Camps (resident / non-resident)	406 322/84	1,564 926/638	559 437/122	1,500 500/100	700 500/100

Recreation, Parks & Cultural Services - Preston Ridge					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Total # of Active Adult Participants per year* (resident / non-resident)	3,364 717/2,650	5,326 1,241/4,085	4,235 1354/2881	6,250 2,000/4,250	6,000 2000/4000
# of Facility Rentals	22	25	92	35	100

* CENTER OPENED JUNE 2021

- **Equestrian Center**

Statement of Service: The equestrian center provides an accessible and safe venue for hosting local and national equestrian events as well as other outdoor events.

Recreation, Parks & Cultural Services - Equestrian Center					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Total # of Equestrian event dates	87	82	91	87	90
Total # dog show events	11	12	6	6	6
Total # other event dates hosted at equestrian center	10	13	9	9	9
Total attendance at events	100,000	100,000		135,000	140,000
# of Arenas/rings maintained	5	6	6	6	6
# of Part-time hours used	0	0	0	0	1,000

GENERAL FUND DEPARTMENTAL SUMMARIES

- Community Services**

Statement of Service: To enhance the quality of life and reputation of the city by providing special event opportunities for citizens and visitors of Alpharetta.

Recreation, Parks & Cultural Services - Community Services Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Number of Workshops/Classes Offered	-	61 (CY2023)	72	72	72
Number of local schools in partnership*	-	5	8**	7	8
Number of individual volunteers participating in program	760 (CY2022)	616 (CY2023)	1,266	775	750*
Number of volunteer hours dedicated from community volunteers to program	-	4,680 (CY2023)	4,027	3,100	3,000

* Cambridge High School, Alpharetta High School, Milton High School, Innovation Academy, Fulton Science Academy

** Cambridge High School, Alpharetta High School, Milton High School, Innovation Academy, Fulton Science Academy, Fulton Academy of Science & Technology, Summit Hill Elementary, Alpharetta Elementary

* Expecting to be under construction in FY26, which would prevent or greatly reduce the volunteer opportunities.

Recreation, Parks & Cultural Services - Community Services Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Total Approved Events:					
Exclusive City Events	15	11	6	6	6
City Partnered Events	75	90	173	175	175
Outside Event Applications Processed	20	21	52	50	50
Approved / Denied	19 approved/1 denied	19 approved/2 cancelled	17 approved/35 denied	20 approved/20 denied	20 approved/20 denied
Film Permit Requests Processed	11	14	13	20	20
Approved / Denied	denied/3 cancelled	13 approved/ 1 cancelled	13 approved/0 denied	15 approved/0 denied	15 approved/0 denied
Estimated Attendance for:					
Taste of Alpharetta	0	40,000	30,000	50,000	35,000
Mayor's Challenge	0	1,500	1,500	2,000	2,000
Old Soldier's Day Parade	0 - cancelled	0	N/A	0	N/A
Season of Celebration	800	3,000	3,500	5,000	4,500
Alpharetta Arts StreetFest	0	10,000	20,000	10,000	20,000
Scarecrow Harvest	0 - cancelled	0	4,000	0	4,000
Wire & Wood	15,000	15,000	25,000	20,000	25,000
Food Trucks	3,500	5,000	12,000	7,000	10,000
Restless In Resthaven	0 - cancelled	0	N/A	0	N/A
Grilling & Gridiron	800	800	2,000	1,000	2,000
Volunteer Recruitment:					
Taste of Alpharetta (Non-City Staff)	0	0	3	0	3
Season of Celebration	0	8	6	0	6
Scarecrow Harvest	0	0	0	0	0
Wire & Wood	6	0	0	0	0
Community Agriculture	760 (CY2022)		N/A		N/A
TOTAL	766	8			

GENERAL FUND DEPARTMENTAL SUMMARIES

- **Parks Maintenance**

Statement of Service: Parks maintenance provides for the development and maintenance of the city's parks, greenway space, recreation facility grounds, athletic fields, and other city owned property in order to aesthetically reflect community identity, enrich the quality of life, and provide accessible and safe open space for leisure time activities.

Recreation, Parks & Cultural Services - Parks Maintenance					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Athletic fields maintained*	35	35	38	38	38
# of Park acres maintained	360	360	363	363	363
# of Greenway acres maintained	254	254	254	254	254
# of Alpha Loop miles maintained			2	2	2
# of Playground inspections	120	120	126	132	132
# of Park/playground injuries	1	1	0	1	0
# of Athletic field preparations	5,520	5,500	6,320	6,320	6,320
# of Park mowings	40	40	40	40	40
# of Athletic field mowings	80	80	80	80	80
# of Buildings maintained	37	37	39	39	39
# of Restrooms maintained	57	57	59	59	59
# of Pavilions maintained	17	17	17	17	16
# of Hours utilized for trash	10,950	10,950	9,850	9,850	9,828
# of Part-time hours used	5,119	7,709	6,050	10,000	10,000
# of Vehicles maintained	25	29	28	29	29
# of Vehicle-related accidents	0	0	1	0	0



Alpharetta Greenway construction began in 1995 and we have over 8 miles completed.

The Alpha Loop, a multi-use path looping through Alpharetta, was introduced in 2016 as a long-term project to “Connect People to the Stuff” like our neighborhoods to activity centers, improve mobility, and enhance the quality of life of everyone who lives, works, and spends time in our awesome community.

In 2020, the first full segment of the Alpha Loop was completed, connecting Downtown Alpharetta to Avalon with several other sections under construction. Additional AlphaLoop segments are nearing completion.

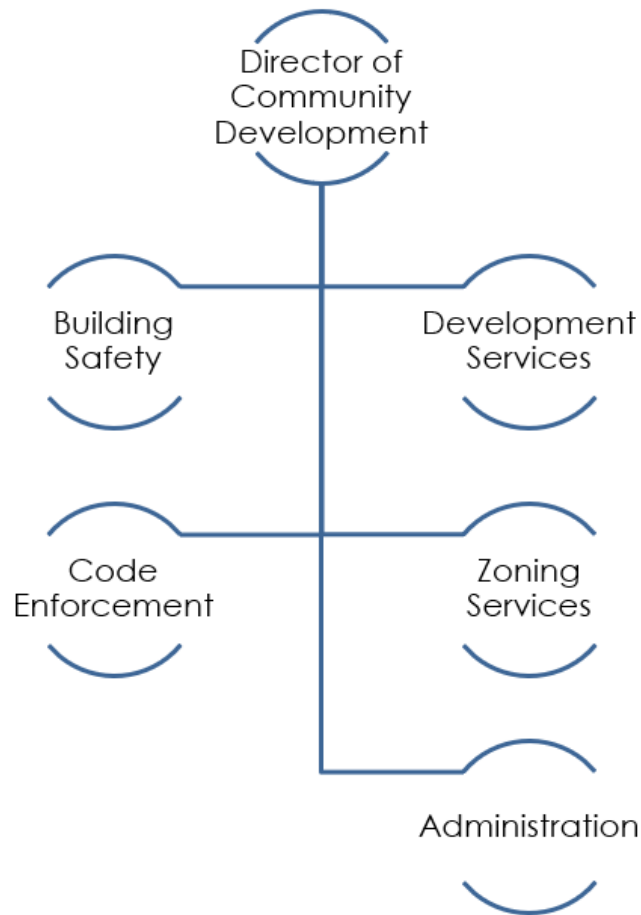
GENERAL FUND DEPARTMENTAL SUMMARIES

Community Development

KATHI COOK
DIRECTOR



KCook@alpharetta.ga.us



Our Community Vision is to advance Alpharetta as a signature City by:



Offering the highest quality environment for our residents and businesses.



Fostering strong sense of community including safety and security.



Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

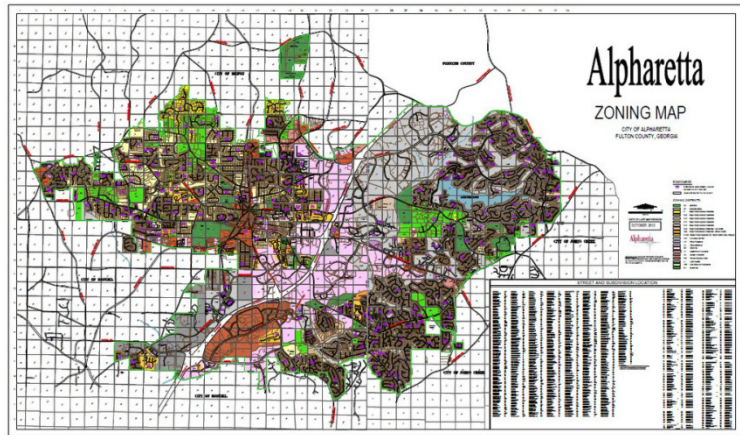
GENERAL FUND DEPARTMENTAL SUMMARIES

Community Development

Administration, Building Safety, Development Services, Zoning, and Code Enforcement

Mission Statement

To protect and enhance the lives of Alpharetta citizens by guiding the city's growth and safeguarding the built environment and to help further the prosperity of our business community.



Goals and Objectives



- ✓ Enforce the standard building code and zoning code.



- ✓ Provide building inspections within 48 hours of request.
- ✓ Provide efficient plans processing and permitting.



- ✓ Provide quality support to boards and commissions staffed by Community Development.



- ✓ Provide the highest quality of customer service.



- ✓ Maintain and update demographic, statistical and other data, maps, and materials.



- ✓ Process all public hearings in the most efficient manner possible.



- ✓ Maintain and process business licenses for the City.



- ✓ Collaborate with the Community to provide planning documents for the future.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues and Expenditures

Community Development General Fund

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget*	FY 2026 Recommended Budget
REVENUES					
Business Taxes:					
Occupational License Fees	\$ 1,083,893	\$ 1,178,045	\$ 1,351,767	\$ 1,230,000	\$ 2,170,000
Licenses & Permits:					
Development Permits/Fees	182,176	321,956	208,467	165,000	200,000
Building Permit Fees	1,987,196	2,335,606	1,767,446	1,825,000	1,900,000
Occupancy Permit Fees	168,158	162,252	135,768	125,000	140,000
Soil Erosion Permit	36,140	31,744	52,067	72,000	50,000
Alcoholic Beverage Permit	780,132	813,172	876,652	912,000	1,069,000
Other	84,280	70,940	73,856	73,500	73,500
Charges for Services:					
Planning and Development Fees	129,968	104,126	132,269	120,000	120,000
Plan Review Fees	852,097	1,051,404	768,080	840,000	850,000
Other	61,861	16,688	77,885	26,600	47,100
Fines & Forfeitures	3,250	7,000	5,800	5,000	5,000
TOTAL	\$ 5,369,151	\$ 6,092,932	\$ 5,450,057	\$ 5,394,100	\$ 6,624,600
EXPENDITURES					
Personnel Services:					
Salaries (incl. Temp. Svcs)	\$ 2,168,038	\$ 2,377,330	\$ 2,610,779	\$ 2,717,172	\$ 2,782,371
Overtime	6,377	1,777	2,679	11,000	5,500
Group Insurance	645,344	673,881	668,652	750,891	780,969
FICA	158,447	173,841	189,353	208,765	213,373
Pension (Defined Benefit)	161,951	178,168	191,236	214,771	227,763
Pension (401A Contribution/Matcl)	198,734	209,585	246,957	289,606	314,895
Workers Compensation	63,459	63,153	61,012	56,094	61,965
OPEB Contribution	46,118	50,162	68,078	67,579	68,244
Miscellaneous	1,161	464	1,390	776	1,314
<i>subtotal</i>	<i>\$ 3,449,628</i>	<i>\$ 3,728,361</i>	<i>\$ 4,040,138</i>	<i>\$ 4,316,654</i>	<i>\$ 4,456,394</i>
Maintenance & Operations:					
Professional Services	\$ 178,025	\$ 118,155	\$ 120,403	\$ 28,807	\$ 19,700
Board Member Fees	10,500	9,100	8,700	11,000	11,000
Fuel/Repair & Maint. (Vehicle)	23,461	21,541	26,504	32,000	26,000
Advertising	90,530	86,676	132,646	26,500	26,000
Employee Training	26,247	34,124	27,769	19,893	17,000
Employee Travel	27,760	28,655	28,152	20,726	20,750
Printing	7,174	7,868	12,998	6,000	9,000
Maintenance Contracts/IT Svcs.	200,312	207,214	224,713	237,621	262,939
General Supplies	37,669	47,429	39,772	28,500	28,500
Miscellaneous	29,983	16,436	6,604	6,024	7,500
<i>subtotal</i>	<i>\$ 631,661</i>	<i>\$ 577,198</i>	<i>\$ 628,261</i>	<i>\$ 417,071</i>	<i>\$ 428,389</i>
TOTAL	\$ 4,081,289	\$ 4,305,559	\$ 4,668,399	\$ 4,733,725	\$ 4,884,783

Notes:

* Economic Development function was reorganized from the Community Development Department to City Administration starting in FY 2025.

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2026 Budget for Community Development totals \$4.9 million and represents an increase of 3%, or \$151,058, compared to FY 2025.

The Personnel Services category increased 3%, or \$139,740, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc. including staff turnover and associated changes in benefit elections (e.g. employee-only vs family coverage, etc.).

Authorized personnel total 31 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Administrative Assistant II	1.0	1.0	-	-	-	-
Administrative Office Coordinator	-	1.0	1.0	1.0	1.0	-
Arborist	1.0	1.0	1.0	1.0	1.0	-
Building Inspector	4.0	4.0	4.0	4.0	4.0	-
Building Inspector Manager	1.0	1.0	1.0	1.0	1.0	-
Building Official	1.0	1.0	1.0	1.0	1.0	-
Building Plans Examiner	2.0	2.0	2.0	2.0	2.0	-
Code Enforcement Manager	1.0	1.0	1.0	1.0	1.0	-
Code Enforcement Officer	5.0	4.0	4.0	4.0	4.0	-
Code Enforcement Supervisor	-	1.0	1.0	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
Development & Planning Manager	-	-	-	1.0	1.0	-
Development Services Engineer (Stormwater)	1.0	1.0	1.0	1.0	1.0	-
Economic Development Manager	1.0	1.0	1.0	-	-	-
Economic Development Coordinator	1.0	1.0	1.0	-	-	-
GIS Specialist/Special Project Planner	1.0	1.0	1.0	1.0	1.0	-
Inspectors	3.0	-	-	-	-	-
Land Development Inspector	-	3.0	3.0	3.0	3.0	-
Land Development Supervisor	-	-	1.0	1.0	1.0	-
Office Manager	1.0	-	-	-	-	-
Planning and Zoning Coordinator	1.0	1.0	1.0	1.0	1.0	-
Planning and Development Services Manager	-	1.0	1.0	1.0	1.0	-
Permit Technician	2.0	2.0	3.0	3.0	3.0	-
Project Administrator	1.0	1.0	-	-	-	-
Senior Transportation Engineer/Planner*	1.0	1.0	1.0	-	-	-
Senior Planner	1.0	-	-	-	-	-
Support Services Manager	-	-	1.0	1.0	1.0	-
Transportation Engineer	-	-	-	1.0	1.0	-
Zoning Administrator*	1.0	1.0	1.0	-	-	-
	32.0	32.0	33.0	31.0	31.0	-

GENERAL FUND DEPARTMENTAL SUMMARIES

The Maintenance and Operations category increased 3%, or \$11,318, due primarily to the following activity:

- Increase in IT professional services of \$25,459 (12% growth) due to coverage of general software inflationary cost growth including cyber security software, initial-year maintenance costs for the new phone system (RingCentral), etc. and the inclusion of software to facilitate short-term rental ordinance compliance.
- All other departmental maintenance and operations accounts declined -\$14,141, or -7%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.



Aerial view of Downtown Alpharetta.

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Community Development programs including performance measures.

- **Administration**

Statement of Service: The purpose of Community Development Administration is to provide effective, efficient, and responsive services to account for the resources allocated to the Planning & Zoning and Code Enforcement division of the department.

Community Development - Administration					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Special projects managed	20	22	15	11	11

- **Zoning/Development/Building Safety Services**

Statement of Service: These Divisions are tasked with guiding the growth and development of the city in a manner that enhances the quality of life and recognizes the city's historic and natural features.

Community Development - Zoning					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of New public hearings filed	117	95	110	115	115
Total # of public hearings processed	93	77	68	115	115
# of parcels annexed	0	0	0	0	0

Community Development - Development Services					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
Private development plans reviewed	108	151	194	130	125
Tree permits issued	1,171	787	891	850	800

Community Development - Building Safety					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of New building permits issued	5,243	4,400	4,475	5,000	5,400
# of Building inspections completed	25,896	21,730	19,336	25,000	2,700

- **Code Enforcement Services**

Statement of Service: To protect the public health, safety, and welfare by ensuring compliance with city building and land-use codes and ordinances.

Community Development - Code Enforcement					
Performance Measurements	Actual FY 2022	Actual FY 2023	Actual FY 2024	Target FY 2025	Target FY 2026
# of Code enforcement inspections completed	2,047	2,009	2,144	2,000	1,700

SPECIAL REVENUE FUND SUMMARIES

Special Revenue Fund Summaries

Overview

The *Special Revenue Fund Summaries* section is intended to provide readers with an overall understanding of the respective fiscal year 2026 budgets for the city's Special Revenue Funds.

Special Revenue Funds are used to account for revenues that are legally restricted to expenditures for specific uses. All special revenue funds utilize the modified accrual basis of budgeting and accounting.

The following schedules are set forth by Fund and provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **Fund Summary**

This section provides a brief description of the Fund.

- **Statement of Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures across multiple fiscal years. Revenues are presented by source and expenditures are presented by use.

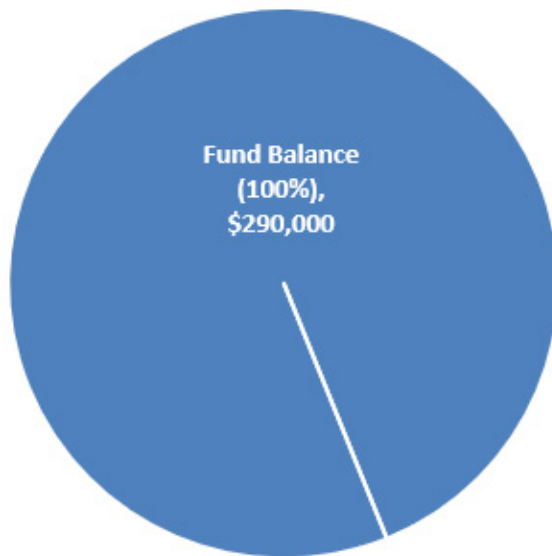
- **Statement of Revenues, Expenditures, and changes in Fund Balances**

This statement provides a historical comparison of revenues and expenditures for fiscal years 2022-2026. Also included are changes in fund balance.

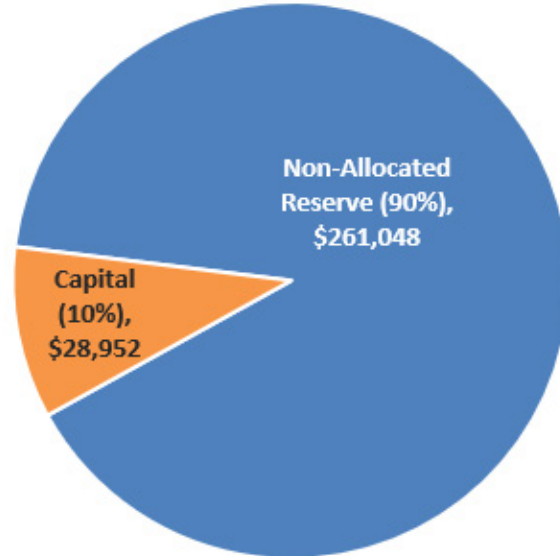
SPECIAL REVENUE FUND SUMMARIES

Asset Forfeiture Fund (Federal) Summary

FY 2026 Budget: \$290,000



Revenues by Source



Expenditures by Use

The Asset Forfeiture Fund accounts for revenues received from the enforcement of Federal 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. Funds cannot be used to supplant the Public Safety Department's operational budget. The Public Safety Department manages the Asset Forfeiture Program.

Trends

The FY 2026 Budget for the Asset Forfeiture Fund totals \$290,000 and represents a decrease of -23%, or -\$86,786, compared to FY 2025. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) and maintenance & operations investment budgeted in FY 2025³².

Asset forfeiture funds are being allocated to the following capital initiative (\$28,952) which is discussed in depth within the *Capital Project Fund Summaries* section of this document. The remaining appropriations (\$261,048) are included within the Non-Allocated account for future use by the Public Safety Department.

- TruNarc Handheld Drug Identifier.

³² Annually after the year-end accrual period (i.e., September), the city carries-forward available fund balance and places in a Non-Allocated Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2026 will occur subsequent to adoption of the budget.

SPECIAL REVENUE FUND SUMMARIES

Statement of Budgetary Comparisons

Asset Forfeiture Fund Public Safety Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Fines & Forfeitures					
Asset Forfeiture Distributions	\$ 236,585	\$ 59,719	\$ 135,911	\$ 29,935	\$ -
Investment Earnings	1	-	-	-	-
Other					
Miscellaneous Earnings	-	-	2,507	-	-
Transfer-In from General Fund	-	-	9,432	-	-
Fund Balance	-	-	-	346,851	290,000
TOTAL	\$ 236,586	\$ 59,719	\$ 147,850	\$ 376,786	\$ 290,000
EXPENDITURES					
Maintenance & Operations:					
Employee Travel	\$ -	\$ 6,226	\$ 7,847	\$ 15,148	\$ -
Employee Training	-	15,500	-	2,500	-
General Supplies	-	35,945	71,675	20,277	-
Small Equipment	-	24,484	-	-	-
Miscellaneous	-	1,950	-	-	-
<i>subtotal</i>	\$ -	\$ 84,105	\$ 79,522	\$ 37,925	\$ -
Capital					
Drone First Responder Program	\$ -	\$ -	\$ -	\$ 18,800	\$ -
Alpharetta Real Time Information Center (ARTIC) Office Furniture	-	-	-	25,000	-
TruNarc Handheld Drug Identifier	-	-	-	-	28,952
Miscellaneous	7,708	-	-	-	-
<i>subtotal</i>	\$ 7,708	\$ -	\$ -	\$ 43,800	\$ 28,952
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 295,061	\$ 261,048
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ 295,061	\$ 261,048
TOTAL	\$ 7,708	\$ 84,105	\$ 79,522	\$ 376,786	\$ 290,000

SPECIAL REVENUE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Asset Forfeiture Fund Public Safety Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ 74,031	\$ 302,910	\$ 278,523	\$ 346,852	\$ 295,062
REVENUES BY CATEGORY					
Fines and Forfeitures	\$ 236,585	\$ 59,719	\$ 135,911	\$ 29,935	\$ -
Investment Earnings	1	-	-	-	-
Other	-	-	11,939	-	-
TOTAL	\$ 236,586	\$ 59,719	\$ 147,850	\$ 29,935	\$ -
EXPENDITURES BY FUNCTION					
Public Safety	\$ 7,708	\$ 84,105	\$ 79,522	\$ 81,725	\$ 28,952
TOTAL	\$ 7,708	\$ 84,105	\$ 79,522	\$ 81,725	\$ 28,952
ACFR Rounding Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 302,910	\$ 278,523	\$ 346,852	\$ 295,062	\$ 266,110
Changes in Fund Balance (actual/est.)	\$ 228,879	\$ (24,387)	\$ 68,329	\$ (51,790)	\$ (28,952)

Notes:

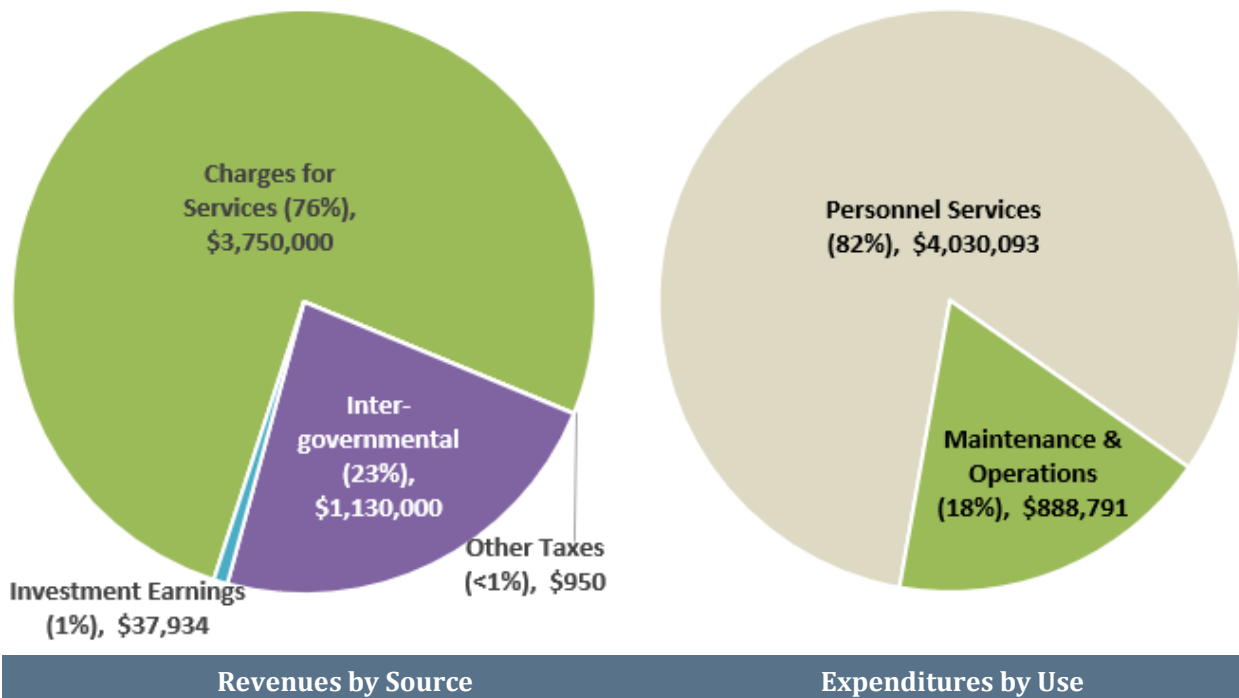
(1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts.

(2) Fund balance utilization in 2021, 2023, 2025, and 2026 to fund allowable Public Safety initiatives.

SPECIAL REVENUE FUND SUMMARIES

Emergency 911 Fund Summary

FY 2026 Budget: \$4,918,884



The E911 Fund accounts for fees received from users, or potential users, of the city's Emergency 911 System. The fee equals \$1.50 monthly and is paid by wired and wireless telecommunication providers (including prepaid cards) as well as Voice over Internet Protocol ("VOIP") providers, with expenditures occurring to maintain and run the system within the government. The Public Safety Department manages the E911 Program.

Trends

The FY 2026 Budget for the E911 Fund totals \$4.9 million and represents a -15% decrease, or -\$881,893, compared to FY 2025. The primary driver for the decrease is initiatives totaling approximately \$1 million that were budgeted within the E911 Fund in FY 2025 but have been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.

A detailed within the Statement of Budgetary Comparisons, included herein, revenue generation within the E911 Fund has been volatile and, on average, has grown less than 2% annually since FY 2022. This revenue growth is materially lower than the operational expenditure growth during the same period and is not keeping up with the inflationary cost environment. These trends necessitated the reallocation of expenses to the General Fund for FY 2026.

SPECIAL REVENUE FUND SUMMARIES

The Personnel Services category increased 9%, or \$316,040, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc. including staff turnover and associated changes in benefit elections (e.g. employee-only vs family coverage, etc.).
- The FY 2025 Budget included a reduction based on historical vacancy levels (turnover factor). However, the E911 Fund is now functioning at full staffing and this factor has been removed for FY 2026.

Authorized personnel total 33 full-time-equivalents ("FTE") and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
911 Communications Officer (I-III)	20.0	20.0	19.0	18.0	18.0	-
911 Communications Shift Supervisor	4.0	4.0	4.0	4.0	4.0	-
911 Comm. Quality Assurance Officer	1.0	-	-	-	-	-
911 Division Chief	1.0	1.0	1.0	1.0	1.0	-
911 Division Deputy Chief	-	-	-	1.0	1.0	-
911 GIS Analyst	-	-	1.0	1.0	1.0	-
911 Section Chief - Communications Training	1.0	1.0	-	-	-	-
911 Senior Communications Officer	4.0	4.0	4.0	4.0	4.0	-
911 Operations Manager	1.0	1.0	1.0	1.0	1.0	-
911 Quality Assurance & Training Coordinator	-	1.0	1.0	1.0	1.0	-
911 Technical Services Manager	-	-	1.0	1.0	1.0	-
Information Security Administrator	1.0	1.0	1.0	1.0	1.0	-
	33.0	33.0	33.0	33.0	33.0	-

The Maintenance and Operations category decreased -51%, or -\$925,536. The primary driver for the decrease is initiatives totaling approximately \$1 million that were budgeted within the E911 Fund in FY 2025 but have been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.

Drivers include:

- Decrease in maintenance contracts of -\$747,600 (-95% decrease) due primarily to the transfer of North Fulton Regional Radio System Authority appropriations to the General Fund in an amount totaling \$740,000. This initiative was budgeted within the E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.
- Decrease in IT professional services of -128,361 (-42% decrease) due to the following:
 - Transfer of Central Square (current Public Safety Records Management/Computer Aided Dispatch system) IT professional services appropriations to the General Fund. This initiative was budgeted within the

SPECIAL REVENUE FUND SUMMARIES

E911 Fund in FY 2025 but has been moved to the General Fund for FY 2026 due to revenue constraints within the E911 Fund.

Specifically, the FY 2025 E911 Fund Budget included appropriations totaling \$114,950 for Central Square which approximated 6-months of coverage due to original Hexagon (new Public Safety Records Management/Computer Aided Dispatch currently) implementation timeline. As the implementation timeline grew, so too did our need to ensure access to the current Central Square system and the General Fund budget proposal extends operability of both through June 30, 2026.

- All other departmental maintenance and operations accounts declined -\$49,575, or -7%, as part of a concerted effort to reduce discretionary spending and align with stagnating/declining revenue trends.

The Capital/Lease category decreased -100%, or -\$272,397, primarily related to the reallocation of portable radio capital lease funding totaling approximately \$226,007 to the General Fund due to revenue constraints within the E911 Fund. The remaining variances are related to one-time capital projects that are anticipated to conclude in FY 2025.



SPECIAL REVENUE FUND SUMMARIES

Statement of Budgetary Comparisons

Emergency 911 Fund Public Safety Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Charges for Services:					
E-911 Service Fees	\$ 3,228,656	\$ 3,545,761	\$ 3,318,387	\$ 3,700,000	\$ 3,450,000
E-911 Prepaid Service Fees	272,745	262,676	263,803	300,000	300,000
Other Taxes:					
Excise Tax	808	932	938	950	950
Intergovernmental:	965,885	1,107,857	1,019,472	1,250,000	1,130,000
Investment Earnings	(26,247)	35,567	44,181	36,907	37,934
Other					
Mobile Radio Lease Financing	1,565,705	-	-	-	-
Fund Balance	-	-	-	512,920	-
TOTAL	\$ 6,007,552	\$ 4,952,794	\$ 4,646,781	\$ 5,800,777	\$ 4,918,884
EXPENDITURES					
Personnel Services:					
Salaries	\$ 1,690,679	\$ 1,763,516	\$ 1,968,499	\$ 2,027,496	\$ 2,354,285
Overtime	265,688	379,745	470,311	300,000	300,000
Group Insurance	421,234	427,351	413,366	623,579	572,242
FICA	144,564	158,468	181,655	178,077	203,183
Pension (Defined Benefit)	115,365	130,289	137,370	180,215	171,238
Pension (401A Cont./Match)	183,299	195,281	216,973	284,014	303,486
Miscellaneous	87,264	98,973	103,076	120,672	125,659
<i>subtotal</i>	<i>\$ 2,908,092</i>	<i>\$ 3,153,623</i>	<i>\$ 3,491,250</i>	<i>\$ 3,714,053</i>	<i>\$ 4,030,093</i>
Maintenance & Operations:					
Communications	\$ 333,692	\$ 351,769	\$ 484,924	\$ 512,750	\$ 487,600
Maintenance Contracts	421,715	466,017	612,502	783,775	36,175
IT Professional Services	291,794	303,213	356,178	302,955	174,594
Miscellaneous	159,768	137,081	166,433	214,847	190,422
<i>subtotal</i>	<i>\$ 1,206,969</i>	<i>\$ 1,258,080</i>	<i>\$ 1,620,037</i>	<i>\$ 1,814,327</i>	<i>\$ 888,791</i>
Capital/Leases:					
Capital	\$ 28,041	\$ 8,098	\$ 8,100	\$ 5,763	\$ -
Fire Station Alerting System	-	115,004	193,416	21,581	-
Portable/Mobile Radio Repl.	1,574,504	-	-	-	-
E911 Telephone Hardware	-	192,850	-	-	-
CAD/Records Mgmt. Software	-	-	184,823	19,046	-
Radio Leases	302,783	76,777	302,783	226,007	-
<i>subtotal</i>	<i>\$ 1,905,328</i>	<i>\$ 392,728</i>	<i>\$ 689,122</i>	<i>\$ 272,397</i>	<i>\$ -</i>
TOTAL	\$ 6,020,389	\$ 4,804,431	\$ 5,800,410	\$ 5,800,777	\$ 4,918,884

SPECIAL REVENUE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Emergency 911 Fund Public Safety Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance	\$ 2,629,573	\$ 2,616,736	\$ 2,765,099	\$ 1,611,471	\$ 1,098,551
REVENUES BY CATEGORY					
Charges for Services	\$ 3,501,401	\$ 3,808,437	\$ 3,582,191	\$ 4,000,000	\$ 3,750,000
Other Taxes	808	932	938	950	950
Intergovernmental	965,885	1,107,857	1,019,472	1,250,000	1,130,000
Investment Earnings	(26,247)	35,567	44,181	36,907	37,934
Other	1,565,705	-	-	-	-
TOTAL	\$ 6,007,552	\$ 4,952,794	\$ 4,646,781	\$ 5,287,857	\$ 4,918,884
EXPENDITURES BY FUNCTION					
Public Safety	\$ 6,020,389	\$ 4,804,431	\$ 5,800,410	\$ 5,800,777	\$ 4,918,884
TOTAL	\$ 6,020,389	\$ 4,804,431	\$ 5,800,410	\$ 5,800,777	\$ 4,918,884
ACFR Rounding Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 2,616,736	\$ 2,765,099	\$ 1,611,471	\$ 1,098,551	\$ 1,098,551
Changes in Fund Balance (actual/est.)	\$ (12,837)	\$ 148,363	\$(1,153,628)	\$(512,920)	\$ -

Notes:

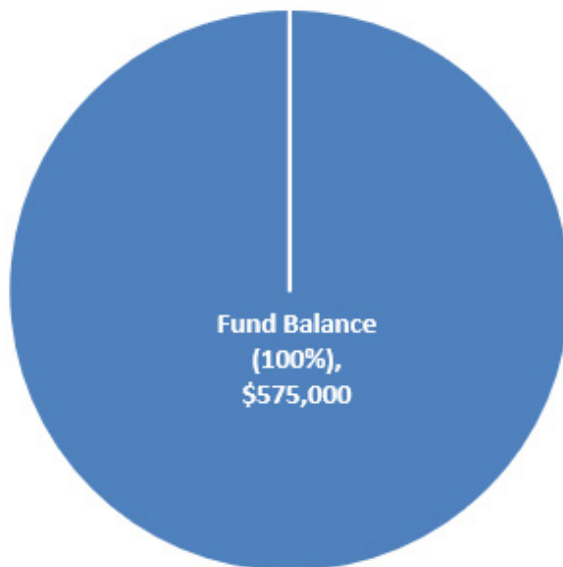
(1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/ Reserve accounts.

Fund balance usage is for general operational budget growth including the renewal & replacement (capital) requests implemented by the North Fulton Regional Radio System Authority in FY 2024 and FY 2025. This activity was moved into the General Fund for FY 2026.

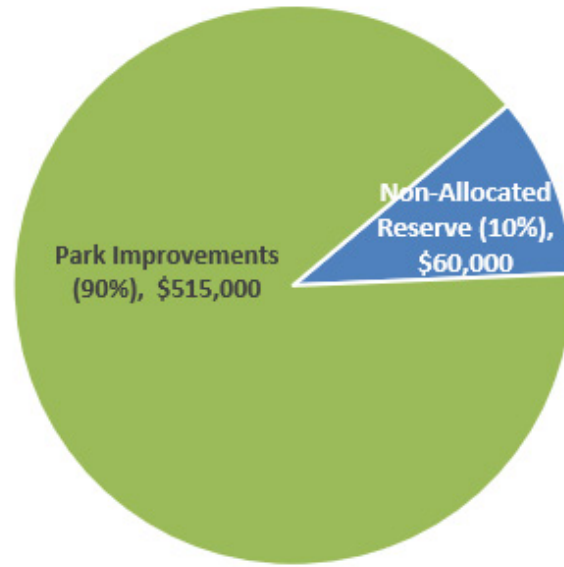
SPECIAL REVENUE FUND SUMMARIES

Impact Fee Fund Summary

FY 2026 Budget: \$575,000



Revenues by Source



Expenditures by Use

The Impact Fee 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 Community Development Department manages the Impact Fee Program.

Trends: The FY 2026 Budget totals \$575,000. 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. Impact Fee revenues are variable and dependent upon multiple factors such as the local and national economy. Due to the variability, the annual budget typically appropriates fund balance as the primary funding tool. That is to say, appropriations are made with funds already collected (i.e. fund balance) as opposed to a forecast of collections that may not materialize due to their inherent variability. Impact fees are being allocated to the following capital initiatives (\$515,000) which are discussed in depth within the *Capital Project Fund Summaries* section of this document. The remaining impact fee funds (\$60,000) are included within the Non-Allocated account for future appropriation by the City Council.

- North Park Fields 1-4 Restroom/Concession Stand Replacement (\$345,000 representing the impact fee contribution towards overall project costs).
- Wills Park Baseball Field 5 synthetic turf installation (\$150,000; representing the impact fee contribution towards overall project costs).

SPECIAL REVENUE FUND SUMMARIES

- Marietta-Roswell St. Corner Park (Conceptual Design; \$20,000).

Statement of Budgetary Comparisons

Impact Fee Fund Community Development/Other Departments

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Charges for Services:					
Impact Fees (Roads)	\$ 447,378	\$ 157,917	\$ 606,084	\$ 100,000	\$ -
Impact Fees (Parks)	1,421,993	279,934	1,028,868	110,000	-
Impact Fees (Public Safety)	69,816	27,425	63,542	18,000	-
Investment Earnings	(64,245)	108,181	203,932	-	-
Other					
Fund Balance	-	-	-	5,603,670	575,000
TOTAL	\$ 1,874,942	\$ 573,457	\$ 1,902,426	\$ 5,831,670	\$ 575,000
EXPENDITURES					
Capital/Leases:					
Impact Fee Study Update	\$ 2,780	\$ 29,195	\$ -	\$ 37,525	\$ -
Roads					
Rucker Rd Corridor Imp.	58,321	134,044	10,800	600	-
Hopewell/Vaughan Roundabout	11,623	-	-	-	-
AlphaLoop	-	1,533,350	-	-	-
AlphaLink	-	-	-	2,062,937	-
Parks					
Greenway Ext. to Forsyth	120,880	-	-	-	-
Equestrian Center Improvements	463,678	-	-	-	-
Wills Park Master Plan	-	21,930	-	306,704	-
Encore Parkway Greenway Connection/Park	-	27,480	-	1,972,520	-
North Park Fields 1-4 Restroom Replacement	-	-	-	183,820	345,000
Wills Park Baseball Field 5 synthetic turf installation	-	-	-	-	150,000
Marietta and Roswell Street Corner Park – Conceptual Design	-	-	-	-	20,000
Public Safety					
Fire Rescue-Rapid Resp. Truck	124,100	-	-	-	-
All-Terrain Vehicles (Qty: 2)	-	18,690	-	-	-
Fire Station 81 Improvements	-	-	-	170,000	-
subtotal	\$ 781,381	\$ 1,764,689	\$ 10,800	\$ 4,734,106	\$ 515,000
Non-Allocated					
Roads	\$ -	\$ -	\$ -	\$ -	\$ -
Parks	-	-	-	1,029,038	-
Public Safety	-	-	-	68,526	60,000
subtotal	\$ -	\$ -	\$ -	\$ 1,097,564	\$ 60,000
TOTAL	\$ 781,381	\$ 1,764,689	\$ 10,800	\$ 5,831,670	\$ 575,000

Statement of Revenues, Expenditures, and changes in Fund Balance

SPECIAL REVENUE FUND SUMMARIES

Impact Fee Fund Community Development/Other Departments

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ 3,809,716	\$ 4,903,276	\$ 3,712,045	\$ 5,603,671	\$ 1,097,565
REVENUES BY CATEGORY					
Charges for Services	\$ 1,939,187	\$ 465,276	\$ 1,698,494	\$ 228,000	\$ -
Investment Earnings	(64,245)	108,181	203,932	-	-
Other	-	-	-	-	-
TOTAL	\$ 1,874,942	\$ 573,457	\$ 1,902,426	\$ 228,000	\$ -
EXPENDITURES BY FUNCTION					
Impact Fee Study Update	\$ 2,780	\$ 29,195	\$ -	\$ 37,525	\$ -
Capital (Roads)	69,943	1,667,394	10,800	2,063,537	-
Capital (Parks)	584,558	49,410	-	2,463,044	515,000
Capital (Public Safety)	124,100	18,690	-	170,000	-
TOTAL	\$ 781,381	\$ 1,764,689	\$ 10,800	\$ 4,734,106	\$ 515,000
ACFR Rounding Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 4,903,276	\$ 3,712,045	\$ 5,603,671	\$ 1,097,565	\$ 582,565
Changes in Fund Balance (actual/est.)	\$ 1,093,561	\$ (1,191,232)	\$ 1,891,626	\$ (4,506,106)	\$ (515,000)

Notes:

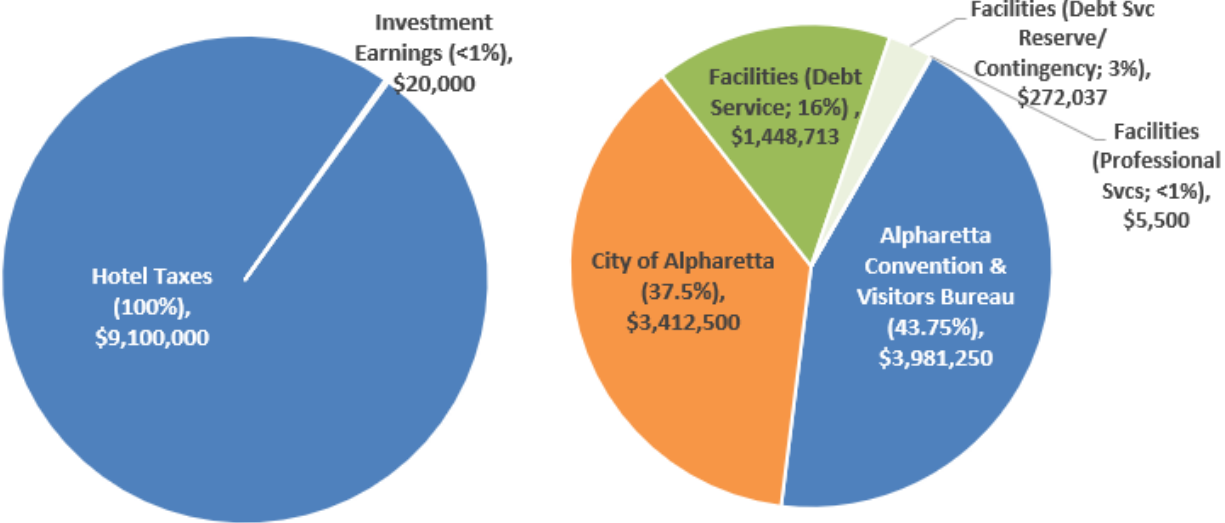
In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve (1) accounts. Please note, the city does not materially base Impact Fee investment on forecasted revenues. Instead, opting to utilize actual collections. Hence, a forecast of impact fee collections is not programmed into the FY 2026 Recommended Budget.

- (2) Impact Fee fund balance usage is targeted towards eligible capital projects that offset the costs associated with growth (e.g. population, business, etc.).

SPECIAL REVENUE FUND SUMMARIES

Hotel/Motel Fund Summary

FY 2026 Budget: \$9,120,000



Revenues by Source

Expenditures by Use

The Hotel/Motel Fund accounts for occupancy tax collections from area hotels and motels for the purpose of promoting conventions, tourism, and trade shows, while providing funds to facilitate economic vitality in downtown areas. The city levies a hotel/motel occupancy tax of 8% on total rental charges. The resulting tax revenue (not including investment earnings) is distributed as follows: City of Alpharetta (37.5%); Alpharetta Convention & Visitor's Bureau (43.75%); and Facilities (Conference Center/Tourism Product Development; 18.75%).

Trends

The FY 2026 Budget totals \$9.1 million. This fund accounts for occupancy tax collections from area hotels and motels for the purpose of promoting conventions, tourism, and trade shows, while providing funds to facilitate economic vitality in downtown areas. The city levies a hotel/motel occupancy tax of 8% on total rental charges. The resulting tax revenue (not including investment earnings) is distributed as follows: City of Alpharetta (37.5% or \$3.4 million); Alpharetta Convention & Visitor's Bureau (43.75% or \$4 million); and Tourism Product Development (18.75% or \$1.7 million).

The Tourism Product Development portion of the revenue is dedicated to funding debt service on the Conference Center bonds (\$1.4 million) as well as a non-allocated/contingency. Specifically, the Debt Service Reserve funding (Convention Center Bonds) from the Facilities portion of the tax is anticipated to grow by a minimum of \$272,037

SPECIAL REVENUE FUND SUMMARIES

during FY 2026 (forecasted balance based on budgeted FYs 2025-2026 revenue totals \$1.7 million but will likely be less as actual collections are trailing budget for 2025). This reserve figure dipped below the \$1.5 million target level in 2019 due to the impact of the COVID-19 pandemic on the hospitality industry and is being replenished as revenues continue to strengthen.

Hotel/Motel tax collection forecast for FY 2026 totals \$9.1 million and represents a reduction of -2% compared to the FY 2025 budget. However, actual collections for FY 2025 are trending flat with FY 2024 (thru January 2025) and current estimates for FY 2025 total \$9.1 million. Due to the current trends, the FY 2026 forecast for this revenue source is essentially flat compared to the FY 2025 estimate.

Statement of Budgetary Comparisons

Hotel/Motel Fund Multiple Departments

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Other Taxes					
Hotel/Motel Taxes	\$ 7,927,504	\$ 9,277,072	\$ 9,111,647	\$ 9,250,000	\$ 9,100,000
Interest/Penalties	13,260	30,167	3,150	-	-
Investment Earnings	(25,697)	-	66,778	20,000	20,000
Other					
Fund Balance	-	-	-	1,339,071	-
TOTAL	\$ 7,915,067	\$ 9,307,239	\$ 9,181,576	\$ 10,609,071	\$ 9,120,000
EXPENDITURES					
ACVB/City					
Alpharetta Convention & Visitors Bureau	\$ 3,474,084	\$ 4,058,719	\$ 3,987,724	\$ 4,046,875	\$ 3,981,250
City of Alpharetta (transfer-out)	2,975,786	3,480,902	3,418,049	3,468,750	3,412,500
<i>subtotal</i>	<i>\$ 6,449,871</i>	<i>\$ 7,539,621</i>	<i>\$ 7,405,773</i>	<i>\$ 7,515,625</i>	<i>\$ 7,393,750</i>
Facility					
Professional Svcs (Bond Admin)	\$ 7,040	\$ 5,915	\$ 6,065	\$ 5,500	\$ 5,500
Series 2016 Bonds (debt service)	1,339,963	1,365,213	1,392,713	1,417,213	1,448,713
Debt Svc Reserve (Contingency)	-	-	-	1,655,663	272,037
Equestrian Center Improvements	929	-	-	-	-
Wills Park Maint. Facility	-	309,369	-	-	-
Wills Park Master Plan Imp.	285,405	268,248	-	15,070	-
<i>subtotal</i>	<i>\$ 1,633,337</i>	<i>\$ 1,948,744</i>	<i>\$ 1,398,778</i>	<i>\$ 3,093,446</i>	<i>\$ 1,726,250</i>
TOTAL	\$ 8,083,208	\$ 9,488,366	\$ 8,804,550	\$ 10,609,071	\$ 9,120,000

SPECIAL REVENUE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Hotel/Motel Fund Multiple Departments

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ 1,311,312	\$ 1,143,171	\$ 962,046	\$ 1,339,073	\$ 1,655,665
REVENUES BY CATEGORY					
Hotel Taxes	\$ 7,940,764	\$ 9,307,239	\$ 9,114,797	\$ 9,250,000	\$ 9,100,000
Investment Earnings	(25,697)	-	66,778	20,000	20,000
Other	-	-	-	-	-
TOTAL	\$ 7,915,067	\$ 9,307,239	\$ 9,181,576	\$ 9,270,000	\$ 9,120,000
EXPENDITURES BY FUNCTION					
Alpharetta Convention & Visitors Bureau	\$ 3,474,084	\$ 4,058,719	\$ 3,987,724	\$ 4,046,875	\$ 3,981,250
City of Alpharetta (transfer-out)	2,975,786	3,480,902	3,418,049	3,468,750	3,412,500
Tourism Product Development portion of the Hotel Tax:					
Debt Service	1,347,003	1,371,128	1,398,778	1,422,713	1,454,213
Eligible System Improvements	286,334	577,617	-	15,070	-
TOTAL	\$ 8,083,208	\$ 9,488,366	\$ 8,804,550	\$ 8,953,408	\$ 8,847,963
ACFR/Rounding Adjustments	\$ -	\$ 1	\$ 2	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 1,143,171	\$ 962,046	\$ 1,339,073	\$ 1,655,665	\$ 1,927,702
Changes in Fund Balance (actual/est.)	\$ (168,141)	\$ (181,125)	\$ 377,027	\$ 316,592	\$ 272,037

Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/R
- (2) Revenue is to be distributed to the participating entities based on their relative share. Funding for Tourism Product Development is used for debt service on the Series 2016 Conference Center Bonds or reserved for debt service/future eligible initiatives (fund balance within the Hotel/Motel Fund).

CAPITAL PROJECT FUND SUMMARIES

Capital Project Fund Summaries

Overview

Pursuant to the Governmental Accounting Standards Board's ("GASB") Codification, Section 1300.106, capital project funds are used to account for the acquisition and construction of major items, such as buildings, infrastructure, parks, streets, and other major capital facilities.

The city's capital program has the most visible and long-term effect on the quality of life for our stakeholders. Through an aggressive capital program, improvements to transportation, access to quality cultural and recreational opportunities, partnering with local businesses for continued economic development, and providing infrastructure and assets for public safety are afforded. The foundation of the city's capital program is the five-year capital project improvement plan ("CIP") which is updated annually. The CIP assists in the planning, acquisition, and financing of capital projects.



A capital project generally is defined as an expenditure that has an expected useful life of more than three years with an estimated total cost of \$25,000 or more, or an improvement/addition to an existing capital asset. Examples include building/ infrastructure construction, park improvements, streetscapes, land acquisitions, vehicles, etc.

Capital projects are budgeted primarily in the city's capital project funds with the main exceptions being those capital investments funded through restricted revenues that require separate accounting treatment (e.g., Impact Fees, Asset Forfeiture, E911 Fees, etc.).

The city has six (6) capital project funds, and they all follow the life-to-date budgeting process whereby budget is carried forward annually to cover Council approved projects and remains in full-effect until project completion or re-allocation by City Council. As such, these appropriations are not reflected in this budget document but are reflected in the city's monthly financial management reports and can be accessed at www.alpharetta.ga.us. The capital project funds utilize the modified accrual basis of budgeting and accounting.

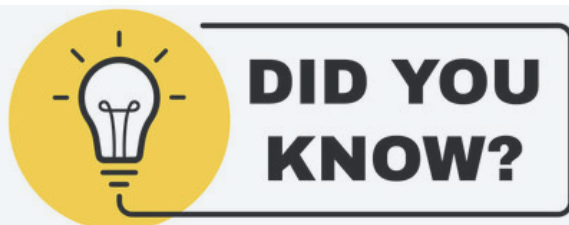
CAPITAL PROJECT FUND SUMMARIES

The following section provides a brief narrative of the city's capital project funds.

- **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, with a value (generally) in excess of \$25,000. Funding for these capital improvements typically comes from the General Fund through (A) an annual appropriation and (B) a transfer of the available fund balance from the most recent complete/audited fiscal year. Appropriations are perpetual with only new appropriations recognized in the annual budget.
- **Stormwater Capital Fund:** This fund accounts for stormwater/drainage maintenance, repair, and/or improvement projects with a value (generally) in excess of \$25,000. Funding for these capital improvements typically comes from the General Fund through (A) an annual appropriation and (B) a transfer of the available fund balance from the most recent complete/audited fiscal year. Appropriations are perpetual with only new appropriations recognized in the annual budget.
- **Capital Grants Fund:** This fund accounts for resources received from federal, state, and local grants awarded to the city. Matching funds, which represent the city's financial investment, are also recorded within this fund. This fund accounts for capital grants only. Operating grant proceeds are recorded within the Operating Grant Fund.
- **TSPLOST 1 Capital Fund:** This fund accounts for the collection of TSPLOST 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 (e.g. investment earnings) recognized in the annual budget. This tax was imposed for the period of April 1, 2017, through March 31, 2022.
- **TSPLOST 2 Capital Fund:** This fund accounts for the collection of TSPLOST 2 (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 (e.g. investment earnings) recognized in the annual budget. This tax is imposed for the period of April 1, 2022, through March 31, 2027.
- **2022 Parks Bond Fund:** This fund accounts for the proceeds and associated expenditures resulting from the issuance of voter approved general obligation bonds, series 2022. Fund appropriations will be perpetual with only new appropriations (e.g. investment earnings) recognized in the annual budget.

For the purposes of this budget document, the Capital Projects Fund, Stormwater Capital Fund, TSPLOST 1 Capital Fund, and TSPLOST 2 Capital Fund are presented as new appropriation activity is recommended for FY 2026.

CAPITAL PROJECT FUND SUMMARIES

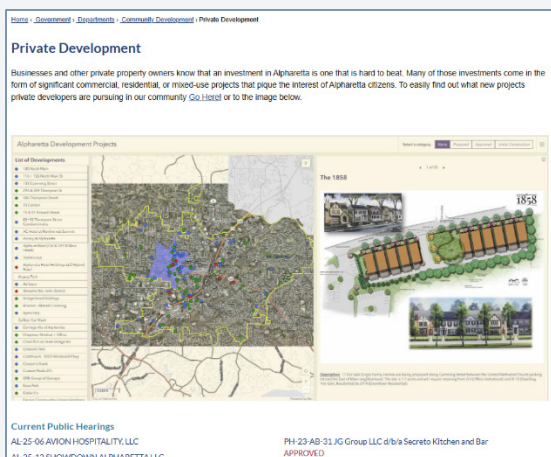
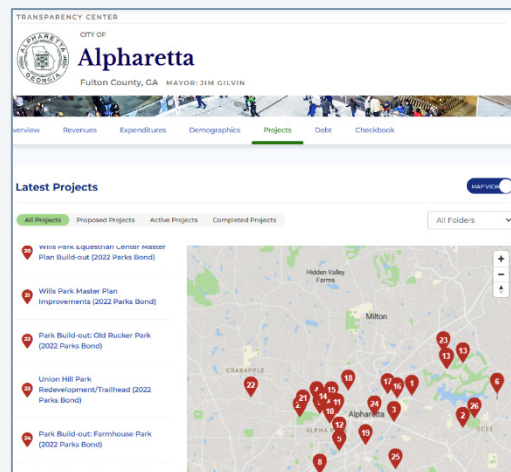


The City of Alpharetta website is a great resource to stay informed about development and capital improvements in Alpharetta (www.alpharetta.ga.us).

City Projects

The purpose of the City Projects page is to put information on key road, park, and other City of Alpharetta infrastructure projects quickly and easily in the hands of our residents and corporate citizens whose tax dollars largely fund these projects.

<https://cleargov.com/georgia/fulton/city/alpharetta/projects>



Private Development

Businesses and other private property owners know that an investment in Alpharetta is one that is hard to beat. Many of those investments come in the form of significant commercial, residential, or mixed-use projects that pique the interest of Alpharetta citizens. Use our map-based tool to easily find out what new projects Private Developers are pursuing in our community.

<https://www.alpharetta.ga.us/219/Private-Development>

Funding Methodology

The city's preferred method for funding capital projects within the CIP shall be through current revenue when available (i.e., pay-as-you-go) or from outside funding sources such as grant funding and related aid. Debt obligations may be issued for capital projects when it is appropriate to achieve a fair allocation of costs between current and future beneficiaries. Funding for the CIP is provided as follows:

- **Proper Use of Fund Balance**

General Fund: Based on audited financial statements for the year ended June 30, 2024, the city's fund balance totaled \$38 million. Of this amount, approximately \$9.4 million was appropriated in the FY 2025 Budget for capital/one-time

CAPITAL PROJECT FUND SUMMARIES

initiatives/reserve and \$23.5 million has been designated as an emergency account based on a conservative policy of 25% of total appropriations (i.e., roughly 3 months of operating expenditures). It has been the city's policy to utilize the remaining fund balance above the emergency requirement for one-time expenditures (generally capital investment). Available capital/one-time initiative funding for FY 2026 totals \$5 million.

- **Funding Capital from Operating Budget**

The FY 2026 budget includes funding totaling \$3.1 million from General Fund operations for capital investment (e.g., replacement of our infrastructure and equipment, etc.). By programming an annual capital contribution into the operating budget, the city is announcing to its citizens and stakeholders that capital investment in our roads and infrastructure is a priority that should be funded with certainty as opposed to relying on fund balance which may or may not be accumulated. Funding from the General Fund which is available for immediate capital investment in 2026 includes the following:

- \$ 5,017,048 Fund Balance for one-time capital.
- 3,091,292 Capital Contribution from the General Fund³³.
- \$ 8,108,340
- **Debt Funding:** Debt obligations, including capital leases, are primarily reserved for large-scale capital projects when it is appropriate to achieve a fair allocation of costs between current and future beneficiaries.

FY 2026 Capital Funding

The FY 2026 Capital Plan includes funding of \$27 million for capital initiatives (including potential grant funding). Base capital funding totals \$21 million and has been appropriated to the identified projects and non-allocated. Other Sources totaling \$6 million and consisting of anticipated LMIG (Local Maintenance & Improvement Grant) grant funding, LRA (Local Roads Assistance) grant funding, Capital Lease funding, and a contribution from the Alpharetta Youth Baseball Association (Wills Park Baseball Field 5 synthetic turf installation), will be appropriated once received (and/or appropriate agreements executed).

Recommended capital investment totals \$21 million and is focused on maintaining and improving city infrastructure and assets, including:

- Acting on the findings of the Facility Condition Assessment completed during FY 2025 (City Facility Preventative Maintenance Assessment and Implementation, HVAC Replacements, Public Safety Headquarters window repair/replacements,

³³ Includes an augmentation of \$829,000 in the annual capital contribution account approved as part of the operating initiatives for FY 2026. Please refer to the *Operating Initiatives* section of this document for detail of the adjustment.

CAPITAL PROJECT FUND SUMMARIES

Wood Lightpole/LED Replacement Initiative, Public Works Headquarters improvements).

- Delivering on prior-year funded design projects (Mast Arms at Kimball Bridge Road and Northwinds Parkway intersection, North Park Restroom/Concession Stand Replacement at Fields 1-4 – conceptual design only).
- Planning for known obligations (e.g. SR 9 Landscaping from Academy Street to Windward Parkway, Fire Equipment for New Fire Engines, etc.).
- Prioritizing future project needs (TSPLOST 3 Exhibits).

An additional \$6 million is being reserved to provide flexibility for future prioritized capital investment.

FY 2026 Capital Source & Use Summary	Capital Project Fund	Capital Project Fund (Tree Bank)	Stormwater Capital Fund	TSPLOST 1 Capital Fund	TSPLOST 2 Capital Fund	Asset Forfeiture Fund	Impact Fee Fund (Parks)	Impact Fee Fund (Public Safety)	Subtotal	Other Sources (grants, etc.)	Total
Sources											
Available Fund Balance	\$ 2,500,000	\$ -	\$ -	\$ 400,000	\$ 7,000,000	\$ 290,000	\$ 515,000	\$ 60,000	\$ 10,765,000	\$ -	\$ 10,765,000
Available Fund Balance (Tree Bank)	-	905,000	-	-	-	-	-	-	905,000	-	905,000
General Fund											
Annual Capital Appropriation	1,191,292	-	1,900,000	-	-	-	-	-	3,091,292	-	3,091,292
Available Fund Balance	5,017,048	-	-	-	-	-	-	-	5,017,048	-	5,017,048
Investment Earnings	300,000	-	100,000	300,000	400,000	-	-	-	1,100,000	-	1,100,000
Other											
Local Maintenance Improvement Grant (LMIG); Milling and Resurfacing	-	-	-	-	-	-	-	-	-	710,000	710,000
Local Roads Assistance (LRA) Grant; Milling and Resurfacing, Bridge and Guardrail Maintenance	-	-	-	-	-	-	-	-	-	851,107	851,107
Capital Leases	-	-	-	-	-	-	-	-	-	4,660,000	4,660,000
Alpharetta Youth Baseball Association Contribution	-	-	-	-	-	-	-	-	-	250,000	250,000
Total Sources	\$ 9,008,340	\$ 905,000	\$ 2,000,000	\$ 700,000	\$ 7,400,000	\$ 290,000	\$ 515,000	\$ 60,000	\$ 20,878,340	\$ 6,471,107	\$ 27,349,447
Uses											
Capital/One-Time Initiatives											
Economic Development	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
Information Technology	958,800	-	-	-	-	-	-	-	958,800	-	958,800
Public Safety	2,305,162	-	-	-	-	28,952	-	-	2,334,114	4,660,000	6,994,114
Public Works	1,472,500	905,000	2,000,000	-	4,518,893	-	-	-	8,896,393	1,561,107	10,457,500
Recreation, Parks & Cultural Services	1,540,000	-	-	-	-	-	515,000	-	2,055,000	250,000	2,305,000
Community Development	183,600	-	-	-	-	-	-	-	183,600	-	183,600
Total Uses	\$ 6,560,062	\$ 905,000	\$ 2,000,000	\$ -	\$ 4,518,893	\$ 28,952	\$ 515,000	\$ -	\$ 14,527,907	\$ 6,471,107	\$ 20,999,014
Non-Allocated (Future Capital/One-Time Initiatives)	\$ 2,448,278	\$ -	\$ -	\$ 700,000	\$ 2,881,107	\$ 261,048	\$ -	\$ 60,000	\$ 6,350,433		

Capital Initiatives not recommended for funding total \$11.2 million. Detailed narratives for the Staff Recommended and Unfunded Capital Initiatives are included herein.

CAPITAL PROJECT FUND SUMMARIES

FY 2026 Recommended Capital Project Listing

The following section provides both a (1) summary list of Staff Recommended Capital Initiatives for FY 2026 and is followed by (2) a detailed narrative of each capital initiative.

FY 2026 Capital Source & Use Detail	Capital Project Fund	Capital Project Fund (Tree Bank)	Stormwater Capital Fund	TSPLOST 1 Capital Fund	TSPLOST 2 Capital Fund	Asset Forfeiture Fund	Impact Fee Fund (Parks)	Impact Fee Fund (Public Safety)	Subtotal	Other Sources (grants, etc.)	Total
Sources											
Available Fund Balance	\$ 2,500,000	\$ -	\$ -	\$ 400,000	\$ 7,000,000	\$ 290,000	\$ 515,000	\$ 60,000	\$ 10,765,000	\$ -	\$ 10,765,000
Available Fund Balance (Tree Bank)	-	905,000	-	-	-	-	-	-	905,000	-	905,000
General Fund											
Annual Capital Appropriation	1,191,292	-	1,900,000	-	-	-	-	-	3,091,292	-	3,091,292
Available Fund Balance	5,017,048	-	-	-	-	-	-	-	5,017,048	-	5,017,048
Investment Earnings	300,000	-	100,000	300,000	400,000	-	-	-	1,100,000	-	1,100,000
Other											
Local Maintenance Improvement Grant (LMIG); Milling and Resurfacing	-	-	-	-	-	-	-	-	-	710,000	710,000
Local Roads Assistance (LRA) Grant; Milling and Resurfacing, Bridge and Guardrail Maintenance	-	-	-	-	-	-	-	-	-	851,107	851,107
Capital Leases	-	-	-	-	-	-	-	-	-	4,660,000	4,660,000
Alpharetta Youth Baseball Association Contribution	-	-	-	-	-	-	-	-	-	250,000	250,000
Total Sources	\$ 9,008,340	\$ 905,000	\$ 2,000,000	\$ 700,000	\$ 7,400,000	\$ 290,000	\$ 515,000	\$ 60,000	\$ 20,878,340	\$ 6,471,107	\$ 27,349,447
Uses											
Capital/One-Time Initiatives											
Economic Development											
Economic Development Toolbox	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
Information Technology											
Technology Replacement (all City Departments)	\$ 397,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 397,800	\$ -	\$ 397,800
Data Center Server Replacement (all City Departments)	500,000	-	-	-	-	-	-	-	500,000	-	500,000
City Hall Chambers Remote Production and Streaming Services	61,000	-	-	-	-	-	-	-	61,000	-	61,000
	\$ 958,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 958,800	\$ -	\$ 958,800
Public Safety											
Fire Apparatus (Fleet Replacement; Capital Lease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000	\$ 4,000,000
Public Safety (Fleet Replacement)	1,600,000	-	-	-	-	-	-	-	1,600,000	-	1,600,000
Heart Monitor (Equipment Replacement; Capital Lease)	-	-	-	-	-	-	-	-	-	660,000	660,000
Fire Equipment for New Fire Engines	112,662	-	-	-	-	-	-	-	112,662	-	112,662
Public Safety Headquarters (Gate System Repairs/Improvements)	32,000	-	-	-	-	-	-	-	32,000	-	32,000
Electric Vehicle DC Fast Charger purchase and installation	260,000	-	-	-	-	-	-	-	260,000	-	260,000
Citywide Camera Infrastructure	225,000	-	-	-	-	-	-	-	225,000	-	225,000
FARO Scanner	75,500	-	-	-	-	-	-	-	75,500	-	75,500
TruNarc Handheld Drug Identifier for Criminal Investigations	-	-	-	-	-	28,952	-	-	28,952	-	28,952
	\$ 2,305,162	\$ -	\$ -	\$ -	\$ -	\$ 28,952	\$ -	\$ -	\$ 2,334,114	\$ 4,660,000	\$ 6,994,114

CAPITAL PROJECT FUND SUMMARIES

FY 2026 Capital Source & Use Detail

Uses	Capital Project Fund	Capital Project Fund (Tree Bank)	Stormwater Capital Fund	TSPLOST 1 Capital Fund	TSPLOST 2 Capital Fund	Asset Forfeiture Fund	Impact Fee Fund (Parks)	Impact Fee Fund (Public Safety)	Subtotal	Other Sources (grants, etc.)	Total
Capital/One-Time Initiatives											
Public Works											
Milling and Resurfacing	\$ -	\$ -	\$ -	\$ -	\$ 2,788,893	\$ -	\$ -	\$ -	\$ 2,788,893	\$ 1,286,107	\$ 4,075,000
Tree Planting and Landscape Improvements	-	165,000	-	-	-	-	-	-	165,000	-	165,000
SR 9 Landscaping from Academy St. to Windward Parkway	-	740,000	-	-	-	-	-	-	740,000	-	740,000
Bridge and Guardrail Maintenance	-	-	-	-	-	-	-	-	-	275,000	275,000
Traffic Striping and Signage	-	-	-	-	280,000	-	-	-	280,000	-	280,000
Traffic Signal Pole Painting and Maintenance	60,000	-	-	-	-	-	-	-	60,000	-	60,000
Traffic Calming Improvements	50,000	-	-	-	-	-	-	-	50,000	-	50,000
Signalized Intersection Maintenance (incl. Traffic Control Equipment)	200,000	-	-	-	-	-	-	-	200,000	-	200,000
Stormwater	-	-	2,000,000	-	-	-	-	-	2,000,000	-	2,000,000
Sidewalk and Brick Paver Maintenance and Repair	-	-	-	-	750,000	-	-	-	750,000	-	750,000
Public Works (Design Services)	45,000	-	-	-	-	-	-	-	45,000	-	45,000
Parking Garages (Facility Maintenance/Improvements)	50,000	-	-	-	-	-	-	-	50,000	-	50,000
City Facility Preventative Maintenance Assessment and Implementation	150,000	-	-	-	-	-	-	-	150,000	-	150,000
HVAC Replacements (Facility Maintenance/Improvements)	100,000	-	-	-	-	-	-	-	100,000	-	100,000
City Hall (Facility Maintenance/Improvements)	32,500	-	-	-	-	-	-	-	32,500	-	32,500
Public Safety Headquarters Facility Renovations and Repairs	100,000	-	-	-	-	-	-	-	100,000	-	100,000
Recreation and Park Facilities (Facility Maintenance/Improvements)	50,000	-	-	-	-	-	-	-	50,000	-	50,000
Generator Replacements (Facility Maintenance/ Improvements)	100,000	-	-	-	-	-	-	-	100,000	-	100,000
Department Pool Vehicles (Fleet Replacement)	85,000	-	-	-	-	-	-	-	85,000	-	85,000
F-550 Crew Cab Dump Truck (Fleet Replacement)	175,000	-	-	-	-	-	-	-	175,000	-	175,000
F-350 Crew Cab Service Bed Truck (Fleet Replacement)	70,000	-	-	-	-	-	-	-	70,000	-	70,000
F-150 Truck (Fleet Replacement)	65,000	-	-	-	-	-	-	-	65,000	-	65,000
TSPLOST III Exhibits Preparation	-	-	-	-	100,000	-	-	-	100,000	-	100,000
Mid Broadwell Crosswalk at Fire Station Light	-	-	-	-	50,000	-	-	-	50,000	-	50,000
Northwinds Mid-Block Crosswalk	-	-	-	-	300,000	-	-	-	300,000	-	300,000
Kimball Bridge Road at Northwinds Pkwy (Mast Arms)	-	-	-	-	250,000	-	-	-	250,000	-	250,000
Public Works Headquarters Renovations	90,000	-	-	-	-	-	-	-	90,000	-	90,000
Stand-on Compact Loader	50,000	-	-	-	-	-	-	-	50,000	-	50,000
	\$ 1,472,500	\$ 905,000	\$ 2,000,000	\$ -	\$ 4,518,893	\$ -	\$ -	\$ -	\$ 8,896,393	\$ 1,561,107	\$ 10,457,500

CAPITAL PROJECT FUND SUMMARIES

FY 2026 Capital Source & Use Detail

Uses	Capital Project Fund	Capital Project Fund (Tree Bank)	Stormwater Capital Fund	TSPLOST 1 Capital Fund	TSPLOST 2 Capital Fund	Asset Forfeiture Fund	Impact Fee Fund (Parks)	Impact Fee Fund (Public Safety)	Subtotal	Other Sources (grants, etc.)	Total
Capital/One-Time Initiatives											
Recreation, Parks & Cultural Services											
Greenway											
Improvements/Repairs	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 250,000
Wood Lightpole/LED Replacement Initiative	125,000	-	-	-	-	-	-	-	125,000	-	125,000
Alpharetta Public Arts (Outdoor On-Loan Sculpture Exhibit)	45,000	-	-	-	-	-	-	-	45,000	-	45,000
Public Art Fund by Developers - City Property	10,000	-	-	-	-	-	-	-	10,000	-	10,000
Public Art in the Parks	20,000	-	-	-	-	-	-	-	20,000	-	20,000
Public Art for City Projects	25,000	-	-	-	-	-	-	-	25,000	-	25,000
Park Trail Maintenance	100,000	-	-	-	-	-	-	-	100,000	-	100,000
Park Security Repairs & Improvements (security cameras, etc.)	44,000	-	-	-	-	-	-	-	44,000	-	44,000
Playground Equipment Replacement	70,000	-	-	-	-	-	-	-	70,000	-	70,000
Park Repairs and Improvements	146,000	-	-	-	-	-	-	-	146,000	-	146,000
Tree Maintenance, Planting and Removal in Parks	225,000	-	-	-	-	-	-	-	225,000	-	225,000
Recreation (Design Services)	25,000	-	-	-	-	-	-	-	25,000	-	25,000
North Park Restroom/Concession Stand Replacement (Fields 1-4)	255,000	-	-	-	-	-	345,000	-	600,000	-	600,000
General Equipment Replacement (Recreation)	50,000	-	-	-	-	-	-	-	50,000	-	50,000
Wills Park Baseball Field 5 Synthetic Turf installation	100,000	-	-	-	-	-	150,000	-	250,000	250,000	500,000
Webb Bridge Middle School Football Field	50,000	-	-	-	-	-	-	-	50,000	-	50,000
Marietta-Roswell St. Corner Park (Conceptual Design)	-	-	-	-	-	-	20,000	-	20,000	-	20,000
	\$ 1,540,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 515,000	\$ -	\$ 2,055,000	\$ 250,000	\$ 2,305,000
Community Development											
Comprehensive Plan Updates	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ 120,000
Community Development (Design Services)	63,600	-	-	-	-	-	-	-	63,600	-	63,600
	\$ 183,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 183,600	\$ -	\$ 183,600
Total Uses	\$ 6,560,062	\$ 905,000	\$ 2,000,000	\$ -	\$ 4,518,893	\$ 28,952	\$ 515,000	\$ -	\$ 14,527,907	\$ 6,471,107	\$ 20,999,014
Non-Allocated (Future Capital/One-Time Initiatives)	\$ 2,448,278	\$ -	\$ -	\$ 700,000	\$ 2,881,107	\$ 261,048	\$ -	\$ 60,000	\$ 6,350,433		

Budgeted as part of the FY 2026 Budget.

Budgeted once received
(and/or appropriate
agreements executed).

CAPITAL PROJECT FUND SUMMARIES

Fiscal Year 2026 Annual Action Plan

The City Council Retreat during January 2025 set forth priorities to guide the construction of the FY 2026 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan and are detailed within the section of this document entitled *Fiscal Year 2026 Annual Action Plan* with the components set forth below:

- Strategic Growth and Redevelopment of North Point.
- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Downtown Alpharetta.
- Communications that Connect.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- People Focused Workforce.
- Economic Development.

Detail (Recommended Capital Initiatives)

Economic Development

Economic Development Toolbox

\$100,000

Fiscal Year 2026 Annual Action Plan:

- Economic Development.

Description: Funds would be used by the Economic Development Department for multiple initiatives including:

- Marketing Toolbox = \$50,000 in funding to develop and maintain a comprehensive marketing toolbox and strategy to enhance Alpharetta's ability to attract and retain businesses.

This initiative includes creating marketing plans and assets such as high-quality videos, an enhanced website, brochures, and digital campaigns to highlight the city's competitive advantages to corporate executives, brokers, and site selectors. These materials will support targeted business recruitment efforts, strengthen engagement with existing companies, and position Alpharetta as a premier business destination. Investing in these assets will ensure a consistent and compelling economic development message, helping to reduce office space vacancy and drive economic growth. The request for FY 2026 totals \$50,000 and, when combined with existing appropriations in FY 2025 (\$43,000), achieves our overall funding goal for FY 2026.

- Economic Development Consultants = \$50,000 in funding for consultants, counsel, and related professionals to study and implement economic development priorities.

Operating Budget Impact: N/A.

CAPITAL PROJECT FUND SUMMARIES

Information Technology

Technology Replacement (all city departments)

\$397,800

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is to provide for the annual replacement, procurement, and upgrading of technology for all city departments. As in prior-years, funding for technology replacement is placed in one capital project account to allow for more efficient management (as opposed to being spread across multiple departments based on an estimate of replacement needs which may or may not equate to the actual need during the fiscal year). The city currently has over 520 computers in operation (desktops/laptops). The main component of the FY 2026 request includes funding for the replacement of computers, iPhones, iPads, and printers (as needed).

The current city standards for technology replacement (based on funding availability) are as follows: servers (5 years); SANS – Storage (5 years); desktop PCs (4 years); laptop PCs (4 years); iPad tablets (3 years); iPhones (3 years); large scale multi-function printers (MFPs) (5-7 years); small scale MFPs (5 years); small printers (3-5 years); desktop UPS (electrical service backup) (3 years); monitors (8 years).

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs. Frees-up IT staff to focus on other priorities.

Data Center Server Replacement (all city departments)

\$500,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for our data centers' replacement server equipment and virtualization software. The equipment to be replaced provides support for City systems that are not cloud-hosted or software as a service. This will provide greater reliability, faster recovery, and greater efficiency and capability for the city's applications. The existing/remaining servers will have reached the end of life.

Operating Budget Impact: Support/maintenance costs are included in the purchase price for years 1-3. Starting in year 4, the support and maintenance costs will be added within the base operating budget (est. at \$100,000 annually). These costs represent server and licensing costs that we do not currently incur.

City Hall Chambers Remote Production and Streaming Services

\$61,000

Fiscal Year 2026 Annual Action Plan:

- Communications that Connect.

Description: The Department of Information Technology requests funding for a managed service for remote meeting production, broadcast production, and streaming services in the City Hall Chambers. This service and associated equipment would replace the current three-camera system with a camera system that the managed service provider can utilize to produce and distribute the video and audio. The service would provide remote direction

CAPITAL PROJECT FUND SUMMARIES

and production of the meeting cameras and content, as well as distribute the content to the public through several different sources. This would provide a better-quality product for the public, reduce the equipment on the dais, and the employees' duties during the meetings. Also, reliability is becoming an issue as the current system reaches end-of-life. This is the first step in addressing it by providing the meeting content directly to the managed service provider and improving the meeting quality for our citizens.

Many employees use the system for council, board, commission, and other meetings in the room. Our goal with a managed service provider producing all the meetings is to have a reliable and consistent product for the public. Our current setup requires the person on the dais to operate different systems simultaneously. In the standard production design, multiple people often do these duties at the back of the room. Staff have investigated how to implement a back-room production, but the cost and current chambers layout make this prohibitive. By outsourcing the video production to a remotely managed service provider, we shift the responsibility to production professionals off-site, freeing the person at the dais to conduct other aspects of the meeting more efficiently and effectively.

This request is for one-time equipment funding of \$61,000 that includes the purchase of remote broadcast system equipment (cameras, switches, cabinet), setup and deployment of the equipment, any necessary wiring, support and warranty of the equipment, and integration with the current agenda management system.

There is a companion operating initiative that includes service funding for 150 meetings annually. The FY 2026 service funding request is for \$71,000. The estimated operational impacts in future years total \$76,000 (FY 2027) and \$81,500 (FY 2028).

Public Safety

Fire Apparatus Fleet Replacement

\$4,000,000 (Capital Financing Revenue)
\$4,000,000 (Capital Expense)

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.

Description: This request is for the scheduled replacement of active Fire Division Apparatus (Pumpers/Ladders/Air & Light). **Importantly, in Year 1 (FY 2026), there is no net fiscal impact to the General Fund associated with this initiative, as the capital lease financing will fully offset capital purchase expenditures.**

Currently, the city has 5 Pumpers, 1 Ladder, 1 Quint, and 1 Air & Light Truck. All active Fire Apparatus are funded through capital lease programs within the General Fund. Upon expiration of existing capital leases (10-year terms for Pumpers/Air & Light and 13-year term for the Ladder/Quint), new Apparatus will be purchased, and prior models will be placed into Reserve (with any existing reserve models being surplus). It should be noted that the build/delivery times for apparatus have swelled considerably and now approach 48-months. As such, the last several batches of fire apparatus have been ordered early to meet the revised delivery time frames.

CAPITAL PROJECT FUND SUMMARIES

The values included represent the replacement of 2 Pumpers, Engines 81 and 82 (\$2.4 million combined), and 1 Ladder (\$2.3 million) and include an estimate of inflationary cost increases (10%). Prepayment discounts for the three units in addition to a purchasing consortium discount reduces the pricing to \$4 million. As these vehicles are currently funded through capital lease programs within the General Fund, the only budget impacts will be due to the incremental cost increases in the Apparatus as well as the doubling of capital lease costs due to the required lead time (48 month build time). The current capital leases for Engines 81 and 82 will have the final payment in FY 2027. The current capital lease for the Ladder will have the final payment in FY 2030. The current plan is to seek approval of the new apparatus acquisition, including capital lease funding, during FY 2026 with the 1st payment occurring in FY 2027. The principal repayment of the new capital lease will be wrapped around the existing capital lease terms but will require increases to the General Fund capital lease payments in the FY 2027 Operating Budget.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs and an increase in fuel efficiency.

Fleet Replacement (Qty: 23) - Public Safety

\$1,600,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.

Description: This request is for the forecasted annual replacement of Police and Fire SUVs and pickup trucks. The model year, mileage, engine hours, and mechanical condition of the vehicles drive the replacement need. Emergency response vehicles are expected to be in service for seven years or 100,000 miles. This request includes the complete upfitting and Public Safety marking costs for new vehicles, the removal of emergency equipment, and marking costs for expired vehicles in preparation for public auction. Due to the rise in upfit costs and vehicle costs from the manufacturer, the budget has increased to purchase 25 vehicles per year. Also, manufacturers are still struggling to keep up with demand and the backlog of orders. Currently, the lead time is roughly 18-months from order to receipt of vehicles. The forecasted replacement plan identifies an annual replacement need to flat line the annual budget for public safety. Currently, we have 53 vehicles that are above 85,000 miles that will need to be replaced in 2025 & 2026. The annual purchase of 20 vehicles will help move the department towards an overall fleet replacement in 7.5 years. At the end of 6 years, the amount may decrease proportionally based on current replacement philosophies and needs.

Replacement vehicles to be purchased in FY 2026 include: (9) SUVs for Patrol; (1) SUVs for K-9; (7) SUVs for CID & Admin; (3) Small Trucks for Fire Admin, (3) Harley Davidson Motorcycles, totaling (23) vehicles.

With today's inflation and the new model year pricing, our numbers reflect a projection of: Base patrol vehicle (\$58,000) + Upfit (\$26,000) = \$84,000 x 9 vehicles = \$756,000. Base patrol vehicle for K9 (\$58,000) + Upfit (\$33,000) = \$91,000. Public Safety Administration, Criminal Investigations, and Fire Marshall vehicles (\$55,000) + Upfit (\$10,000) x 10

CAPITAL PROJECT FUND SUMMARIES

vehicles = \$650,000. Harley Davidson Motorcycles (\$22,300) + Upfit (\$9,000) x 3 motorcycles = \$93,900. Total is \$1,590,900.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs and an increase in fuel efficiency.

Heart Monitor Equipment Replacement **\$660,000 (Capital Financing Revenue)**
\$660,000 (Capital Expense)

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.

Description: This request is for the replacement of Heart Monitors for the Public Safety Team. The values included above represent the replacement of approximately 10 monitors and include inflationary cost increases. As these monitors are currently funded through capital lease programs within the General Fund, the only budget impacts will be due to the incremental cost increases in the equipment. **Specifically, in Year 1 (FY 2026), there is no net fiscal impact to the General Fund associated with this initiative, as the capital lease financing will fully offset capital purchase expenditures.**

Heart Monitors have a 5-year life with the current lease ending in FY 2026. The current plan is to seek approval of the heart monitor equipment replacements, including capital lease funding, during FY 2026 with the 1st payment occurring in FY 2027.

Operating Budget Impact: Support and maintenance costs are estimated to be substantially similar to costs for the current equipment and are included within the base operating budget. Capital lease costs will increase through general growth in the cost of the equipment. The incremental capital lease cost is represented within the Operational Costs section and typically follows the acquisition period by one fiscal year as the 1st payment on the new lease generally occurs within the next fiscal year.

Fire Equipment for New Fire Engines (year 2 of 2) **\$112,662**

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.

Description: The Fire team is set to take delivery of three (3) new fire engines in late summer/early fall of 2025. In FY 2025, the department received capital funding of \$75,000 to begin purchasing necessary equipment, which was used to acquire ten (10) self-contained breathing apparatuses (SCBAs).

To complete the equipment purchase, we still need to acquire hose, nozzles, and other essential tools for each fire engine. Currently, the fire standard requires hoses to be no older than 10 years, yet a significant portion of our current hoses are approaching the 20-year mark. The total cost for the three fire engines with the required equipment is \$167,532, or \$55,844 per engine. However, we have an \$80,000 trade-in credit for Engine 87 and Engine 88 from Pierce, which reduces the cost to \$87,532. Additionally, we will need to pay for shipping which estimated at 15% of the total cost for a total \$25,129. Shipping for some equipment will require freight delivery due to weight restrictions. Therefore, the additional funding requested to complete the purchase is \$112,662. Reserve

CAPITAL PROJECT FUND SUMMARIES

units, which are brought into service during emergencies such as ice storms, tornadoes, or hurricanes, can be used as frontline units with minimal cost to the City, aside from the personnel required. We can deploy up to three additional engines within a 12-hour operational cycle without incurring further costs to the city beyond staffing. Operating Budget Impact: Maintenance/replacement funding is included within this initiative.

Public Safety Headquarters (Gate System Repairs/Improvements) \$32,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- People Focused Workforce.

Description: This request is for repairs/improvements to gate systems at Public Safety Headquarters:

Specifically, the rear parking area drop arms and gate need to be refurbished and brought up to date. In recent years, the gate has become more problematic, and we can no longer repair the components due to the parts being unavailable. The unrepairable components consist of drop arms and drop arm motors, access control RFID readers, and the wiring for these items. The wiring from the campus network to the control arms and access control readers has failed and can only be replaced.

This repair and installation of functioning is needed to preserve the security of the rear parking areas and is essential to the safety of the Guard Line for the Alpharetta Jail. The items that need to be replaced are:

- two gate operators with safety loops.
- two twelve-foot drop arms with breakaways.
- new pedestals for the operators.
- two access control RFID readers.
- two call boxes with an intercom and cameras.
- two "CLICK2ENTER" radio units (enables officers to open using vehicle police radio).
- Installation of new Wiring and other miscellaneous hardware, both above and below ground.

Operating Budget Impact: Facility maintenance costs to decrease due to decline in repairs.

Electric Vehicle DC Fast Charger purchase and installation \$260,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- Economic Development.

Description: This request is the purchase and installation of a DC fast charger station to support the growing adoption of electric vehicles (EVs) and enhance local charging infrastructure. This investment will not only promote sustainability by reducing carbon emissions but also attract EV drivers to the area, benefiting local businesses and increasing economic activity. The project is designed to generate a return on investment (ROI) through private usage fees, ensuring that capital investment costs are offset while providing a long-term revenue stream to the City. By strategically placing the DC fast

CAPITAL PROJECT FUND SUMMARIES

charger in a high-traffic and safe location (Public Safety Headquarters), the city can have immediate access to fast charging for its EV Fleet, and maximize utilization and financial returns, ultimately benefiting taxpayers by fostering a cleaner environment and a stronger local economy.

Background

In December 2024, the City approved the purchase of four (4) Tesla Model Y electric vehicles as a pilot program to determine their relative benefits for patrol use (2 of the vehicles are upfitted for patrol use) and admin use (remaining 2 have limited upfitting). The Tesla vehicles are anticipated to be delivered before Summer 2025.

After the Tesla approvals, the City was informed of an opportunity available through the Georgia Power *Make Ready Infrastructure Program* that would materially offset the costs of installing a DC fast charger to service the City’s EV fleet as well as the public.

Specifically, total project costs related to the installation of a DC fast charger, with capacity to charge four vehicles concurrently, approximates \$560,000. The cost breakdown is as follows.

The cost breakdown is as follows:

- \$300,000 - design, construction, and ongoing maintenance of all electrical infrastructure behind the meter leading up to the DC fast charger.
- \$180,000 – purchase of a DC fast charger with 4 stations to allow for the concurrent charging of 4 EVs.
- \$80,000 – installation of the DC fast charger and 4 stations.

The City applied for, and has been tentatively awarded, the Georgia Power Make Ready Infrastructure Program grant which will cover the \$300,000 scope above (design, construction, and ongoing maintenance of all electrical infrastructure behind the meter leading up to the DC fast charger).

The City’s responsibility would be for the purchase and installation of the DC fast charger and 4 stations which totals \$260,000. While there are many options available in the DC fast charger market, the industry leader in DC fast chargers covers all maintenance costs for a 15-year period and also allows the City the flexibility to set its usage rates. Current staff analysis indicates a full payback and positive ROI within 3 to 5 years. The targeted location is Public Safety Headquarters.

Citywide Camera Infrastructure

\$225,000

Fiscal Year 2026 Annual Action Plan:

- | | |
|---------------------------------|--|
| • Safe and Welcoming Community. | • Infrastructure and Facilities Maintenance. |
| • Downtown Alpharetta | • Transportation and Traffic |

Description: This request is for the annual replacement/refresh and expansion of the city's current camera infrastructure (including servers). This would include maintenance/support contracts. Of the 150 cameras on the city-wide system that are owned by the city, 119 are at or past end-of -support. We are currently working with

CAPITAL PROJECT FUND SUMMARIES

Motorola Avigilon engineers to find the most efficient plan to address the city's needs. Currently the city camera infrastructure is composed of two separate systems.

- One system is primarily city buildings including city hall, recreation and parks buildings, and public safety headquarters. Most cameras on this system are no longer under warranty and are near or past their useful life. The City currently has two servers covering this system.
- The second system is primarily city traffic cameras. The City currently has one server covering this system.

Both systems have server replacements required in either 2025 or 2026. Some of the current servers are undersized for the video traffic they support. The software running on all of the servers is also in need of being updated. This request includes funding to cover replacement of the two servers running cameras for city buildings including city hall, recreation and parks buildings, and public safety headquarters. The current FY 2025 budget includes funding to cover replacement of the server running city traffic cameras. Staff is researching the optimal replacement strategy for the servers (e.g. individual replacements, consolidation, etc.).

Neither system has a current maintenance contract and many of the cameras are not functioning properly. We have also identified several locations on both systems where additional cameras are needed or the type of camera needs to be updated to meet operational needs.

Operating Budget Impact: Routine replacement capital – operating costs to decrease due to decline in repairs. Additional licensing fees will be incurred for camera expansion initiatives, but those costs will not be determinable until the expansion plan is determined.

FARO Scanner

\$75,500

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Transportation and Traffic.
- People-Focused Workforce.

Description: The FARO Focus Premium 3D laser scanner is an advanced tool for capturing highly detailed 3D scans of a scene.

Key Benefits of FARO Scanner Technology:

Traffic Crash Investigations:

- Speed and Efficiency: The FARO scanner reduces the time required to document traffic crash scenes, allowing for quicker roadway clearance.
- Enhanced Data Accuracy: 3D scanning provides more precise and detailed data than traditional methods, which helps create accurate reconstructions of vehicle movement, speeds, and impacts.

CAPITAL PROJECT FUND SUMMARIES

- **Compatibility with Crash Data Retrieval (CDR):** Integration with BOSCH CDR software allows for the creation of detailed accident reconstructions, improving the understanding of crash mechanics and injury analysis.

Crime Scene Documentation:

- **Rapid Scene Processing:** FARO's 3D technology reduces the time spent on crime scene documentation, which is traditionally labor-intensive. This allows investigators to focus on analysis and case development.
- **Visualization and Evidence Presentation:** The 3D models can demonstrate complex aspects of a crime scene (e.g., bullet trajectories, blood spatter), providing a clearer understanding of the scene for investigators and jurors.
- **Minimized Human Error:** The FARO system reduces human error in measuring, sketching, or photographing, ensuring higher-quality documentation.

Cross-Division Use:

Beyond traffic and criminal investigations, the FARO scanner's versatility makes it useful for other divisions, including arson investigations, training, and scene pre-planning.

Investment Breakdown:

With a base price tag of \$47,499, it can replace the outdated Total Station equipment, offering a more efficient and accurate solution for documenting scenes, particularly in serious injury and fatal traffic crash investigations. It enables quick and precise scanning of scenes, reducing the time needed to process and clear accident scenes. This capability can be critical in high-priority investigations, like fatal crashes, where time and accuracy are paramount.

Additional costs include:

Supporting Equipment and Accessories

- **FARO Focus Battery Power Block (\$580):** This block ensures that the scanner remains operational for extended periods, even in remote or difficult-to-reach locations.
- **FARO Carbon Fiber Tripod (\$1,235):** Provides stability and ease of use for the scanner, especially in rugged field conditions.
- **VR-Ready Notebook Computer (\$5,634):** This computer is necessary for running the advanced software that accompanies the FARO system, allowing for seamless processing, analysis, and visualization of scan data.
- **Tripod Case (\$152):** Protects your equipment during transport and storage, ensuring longevity and ease of use.

Training and Certification

The investment in specialized training, including the FARO Scanner Forensic Training and Certification (\$9,610) and FAROZone onsite software training and certification (\$4,860), is crucial. These training programs will ensure that personnel are proficient in using the

CAPITAL PROJECT FUND SUMMARIES

FARO system and software, maximizing the scanner's potential and improving the overall workflow for traffic and criminal investigations.

Software and Maintenance

- FARO Zone 3D Expert (annual subscription, \$1,940): Provides 3D mapping and analysis tools, essential for accurately processing and presenting crash scenes or crime scenes.
- SCENE Scanner Software (annual subscription, \$2,080): Works in tandem with the FARO scanner to process and manage data collected during a scan, creating accurate 3D models of the scene.
- FOCUS Premium Complete Care Warranty (bi-annual subscription, \$1,910): This warranty protects your investment by covering maintenance and repairs, ensuring that the scanner remains in top working condition.
- Year one software/maintenance costs are included within this capital request. Year 2 will be funded within the FY 2027 Operating Budget.

Summary of return on the investment and Impact:

- Faster Investigations: The FARO scanner will significantly improve the efficiency of investigations by eliminating the need for traditional documentation methods and reducing the time needed to clear crash scenes.
- Enhanced Accuracy: The 3D models and integration with other investigative tools (like CDR software) will provide a higher level of detail and accuracy, which can be critical for prosecution in court cases.
- Cost Savings: This investment ensures self-sufficiency and eliminates delays in critical investigations by reducing the need to borrow equipment from neighboring agencies.

In essence, this equipment and training will enhance the ability of multiple units within your department to conduct investigations more efficiently, accurately, and safely. The FARO system is a versatile and high-impact tool for modernizing investigative practices.

Operating Budget Impact: Year one software/maintenance costs are included within this capital request. Year 2 will be funded within the FY 2027 Operating Budget Software (estimated between \$4,000 to \$6,000 annually as some software terms are biannual).

TruNarc Handheld Drug Identifier for Criminal Investigations

\$28,952
(asset forfeiture)

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- People Focused Workforce.

Description: This handheld drug identifier identifies over 500 substances, and the library updates as new substances emerge. With the rising concerns for accidental fentanyl and heroin overdoses to first responders, this handheld drug identifier will make testing

CAPITAL PROJECT FUND SUMMARIES

unknown substances safer by no longer requiring the officer to open and handle the unknown substance. This identifier scans the substance through the packaging and accurately identifies the substance, increasing officer safety. In Fulton County, drug cases are dismissed in the preliminary hearing phase without a presumptive test. This field tester will allow for safer field-testing to ensure Alpharetta drug cases are not dismissed in the preliminary stage. Funding would be provided through available asset forfeiture monies. Operating Budget Impact: N/A.

Public Works

Milling and Resurfacing

\$4,075,000 (TSPLOST 2; LMIG + LRA Grants)

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for the on-going maintenance of milling and resurfacing and preservation of city streets. Resurfacing of city streets increases the life expectancy of the roads. Without resurfacing, roadways will deteriorate and be more costly to repair.

In FY 2026, the City will allocate funding in accordance with the Pavement Condition Index findings (performed by Spencer Consulting Group in FY 2025) and identify preservation techniques that will best extend the life of our roads. This includes a combination of surface coating techniques, milling and resurfacing, soil cement, etc. We have seen some decrease in cost per ton from \$204/ton post Covid to \$155/ton to \$133/ton in FY 2025. Although costs have decreased, the cost per ton is still significantly higher than pre-Covid prices of \$92/ton. Costs of mobilization, bonds, fuel, etc. have also increased.

- City has about 570 lane miles.
- Cost to mill and resurface a lane mile in FY 2025 was \$161,000.
- $\$161,000 * 570 \text{ lane miles} = \92 million .
- Resurface every 15 years = \$6.2 million per year needed.
- Resurface every 20 years = \$4.6 million per year needed.
- Resurface every 25 years = \$3.7 million per year needed.

These numbers do not include reconstruction of roadways. We anticipate about \$500k per year for reconstruction due to poor subgrades.

The overall goal is to continue and preserve our roads and streets to an overall PCI score of 70. The current overall average PCI for City roads is 78. This number may decrease depending on cost, funding, and other environmental factors. Staff is looking into performing more pavement preservation techniques to preserve and prolong the life expectancy of the roads. If we can extend the life of a road, more dollars can be spent on much-needed reconstruction of failing roads and provide a better service to our citizens. This will also aid in helping maintain the goal of keeping at the average PCI of 70 or above.

CAPITAL PROJECT FUND SUMMARIES

The City may not be able to keep an average PCI score of 70 or greater if there is a decrease in funding or without an increase in funding if costs escalate in the future.

Funding requested herein consists of TSPLOST 2 funds (estimated at \$2.8 million), Local Maintenance Improvement Grant (LMIG) funds (estimated at \$710,000), and Local Roads Assistance (LRA) Grant funds of \$576,107 (portion of the \$851,107 allocated by the State of Georgia; balance of \$275,000 is utilized for the Bridge and Guardrail Maintenance project). Operating Budget Impact: This program decreases roadway maintenance costs as the surface is less susceptible to potholes and road surface deterioration.

Tree Planting and Landscape Improvements

\$165,000 (tree bank)

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for tree maintenance within the City not associated with the right of way maintenance contract and plantings of new trees and shrubs in the City to increase beautification and or the replacement of landscape damaged by weather or other means. Funding requested herein consists of general capital funding (\$105,000) and Tree Bank collections (\$60,000; said tree bank balance totals \$900,000 as of February 2025). Operating Budget Impact: Maintenance funding is included within this initiative.

SR 9 Landscaping from Academy St to Windward Pkwy (yr. 3 of 3)

**\$740,000
(tree bank)**

Fiscal Year 2026 Annual Action Plan:

- Downtown Alpharetta.

Description: This request will include the design and installation of landscaping within the new beauty strips along SR 9 from Academy Street to Windward Parkway. Funding will landscape the corridor with street trees, shrubs, and ground cover within the 6' beauty strip as part of the GDOT SR 9 widening. This is year 2 funding for a 3-year project. Total projected costs are \$1.7 million. FY 2024 included funding totaling \$350,000 and FY 2025 included funding totaling \$575,000. The request for FY 2026 (final year) represents the final allocation of \$740,000. Funding is proposed to be provided through Tree Bank collections (\$900,000 balance as of February 2025).

Operating Budget Impact: At the time of the contract, State Route 9 was maintained by an outside vendor at a cost of \$43,200. That number was based on the previous landscape maintenance requirements, which was mostly mowing beauty strips (Level 2). After the improvements, the landscape is going to be more akin to Rucker Road and Kimball Bridge Road (Level 1). Maintenance costs are estimated at 1.5 times the current cost or \$64,800 for the entire corridor (\$21,800 incremental annual cost growth).

CAPITAL PROJECT FUND SUMMARIES

Bridge and Guardrail Maintenance

\$275,000 (LRA Grant)

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for the continual performance of required repairs and maintenance measures identified by Georgia Department of Transportation (GDOT) inspectors during their biennial inspections of city-owned bridges. The most recent inspection report was received from GDOT in February 2024. Using available funding from previous years, a purchase order was issued to an engineering firm (Pond & Company), in September 2024, to prepare maintenance drawings for 10 bridges based on the GDOT inspection report. FY 2026 funding will be used for repair and maintenance of various bridges citywide in accordance with the findings of the GDOT inspection report.

This request also funds maintenance, such as painting, replacement, and upgrade, of existing guardrails throughout the City. Guardrails are crucial to keeping roadways safe by helping to prevent minor accidents from escalating to major accidents. One example of necessary guardrail maintenance is cleaning and repainting of multiple guardrail segments along Mansell Road between Haynes Bridge Road and Old Alabama Road Connector.

Funding requested herein consists of Local Roads Assistance (LRA) Grant funds of \$275,000 (portion of the \$851,107 allocated by the State of Georgia; balance of \$576,107 is utilized for the Milling and Resurfacing project).

Traffic Striping and Signage

\$280,000 (TSPLOST 2)

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for purchase of equipment and materials needed for the repair/replacement of traffic striping, raised pavement markers, and signage throughout the City. Repair/replacement of striping consists of refreshing the existing striping due to normal wear, replacement and/or installation of raised pavement markers and the restriping of roadways after milling and resurfacing. Repair/replacement of traffic signage consists of replacement of existing signage due to normal wear as well as damage. This request also includes equipment/materials needed for fabrication of signage. Operating Budget Impact: Maintenance funding is included within this initiative.

Traffic Signal Pole Painting and Maintenance

\$60,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: This request funds the continued paint maintenance of the city's traffic signal mast arms and pedestrian signals. Painting will coincide with the expected 7-10 year lifespan of the current signal pole painting plus miscellaneous general maintenance and touchups. The average total cost per intersection is approximately \$20,000. Operating Budget Impact: Maintenance funding is included within this initiative.

CAPITAL PROJECT FUND SUMMARIES

Traffic Calming Improvements

\$50,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: This request is for the identification, design, and implementation of safety improvements primarily in neighborhoods and at high crash-rate intersections. Additionally, funds will enable staff to implement necessary traffic calming measures within the City. Projects may consist of roadway striping, signage such as radar signs, speed cushions, and channelization to mitigate existing safety deficiencies. The program will enhance public health and safety for users of the city's transportation system. Operating Budget Impact: Maintenance costs will be dependent upon the improvements implemented.

Signalized Intersection Maintenance (incl. Traffic Control Equipment) \$200,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for the continual maintenance, repair, and upgrading of signalized intersections, including traffic lights and mid-block crosswalks with flashing lights, throughout the City. This includes vehicular detection systems, pedestrian signals, signal heads, signal cabinets and components, signal communication systems, traffic light timing optimization, and upgrading crosswalks for pedestrians' safety improvements. This funding request also allows for the replacement of loops removed during the annual milling and resurfacing project.

Additionally, this request is for equipment necessary for traffic control throughout the City. This includes traffic signal communications, traffic monitoring, and temporary traffic control measures. Traffic signal communications enable the intersections to work together and smooth traffic flow. Traffic signal monitoring includes equipment such as traffic cameras. Temporary traffic control equipment includes devices used to detour or delineate traffic flow, such as cones, delineators and barricades, and variable message boards. Operating Budget Impact: Maintenance funding is included within this initiative.

Stormwater

\$2,000,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for stormwater design/studies, inspection, drainage maintenance, and pipe/structure repair and maintenance. Left unchecked, stormwater can contribute to costly flooding, erosion, and pollution issues that wreak havoc on our community.

Included in this request is various drainage, flood, and watershed studies that are required by state and federal regulations. Watershed studies identify capital projects to improve water quality in impaired streams. Additional studies include dam breach analysis,

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bacterial source testing, emergency planning and estimating damage, GIS maintenance, inventory updates, stream delisting, etc. These studies also identify future capital improvement projects or provide specific information that can be used by the city to meet regulatory compliance or further our service to our citizenry. This funding will also be utilized for the design of smaller drainage repairs, such as Harris Road drainage improvements, Haynes Bridge Road at Morrison Parkway drainage improvements, Pond retrofitting and dredging/permitting, etc.

The National Pollutant Discharge Elimination System (NPDES) Stormwater Permit requires Alpharetta to complete several inspections to protect our stormwater system. These inspections include site visits to private industrial facilities, private carwash and auto body repair shops, city ponds and stormwater management facilities, private ponds and stormwater management facilities, and city-maintained storm structures and pipes. These inspections help us identify maintenance repair work, help us prioritize our crews and CIP lists, and help us recognize private violations of the stormwater ordinance. This project includes hiring a private consultant to complete the inspections so that city staff can focus their efforts on planning, maintenance, and enforcement activities. Additionally, this request is for the continual maintenance and small drainage maintenance work within the City.

One section of the work is pond and best management practices (BMP) maintenance, testing, sampling, work crew materials, education materials, and tree impediment maintenance. Pond and BMP maintenance is required by the Georgia Environmental Protection Division MS4 permit and includes ponds, bioretention, green infrastructure, pervious pavers, etc. Water quality education, education materials, and testing on streams and runoff is also required by the Georgia Environmental Protection Division. Sampling and testing include laboratory and field materials, testing, analysis, etc. Funding is included herein for Retention Pond Maintenance and improvements for Webb Bridge Park and North Park.

Another section includes small drainage repair and maintenance designs, crew materials such as rip rap, pine straw, grout, sod, etc., street sweeping, and removal of trees and shrubs blocking storm flow from or to pipes and structures or otherwise impeding water flow.

The final component of this request is for stormwater pipe and structure maintenance, repair, and replacement. This category includes unclogging pipes and structures filled with sediment and debris, repairing pipes by relining, contractual repairs to stormwater structures, and pipe replacement projects citywide in addition to targeted projects such as Foe Killer Flood Mitigation at Log Cabin Park, Canton Street Drainage Improvements, Mid Broadwell Culvert Replacement Design and Construction, Drainage improvements along Morrison Parkway, Drainage Improvements in Clairmonte subdivision, and Windward Pkwy Drainage Improvements. The contractual pipe un-clogging and structure repair will be throughout the city based on inspection results.

Annual funding requests approximate \$4 million based on forecasted needs over a 10-year project horizon. That said, current funding levels within the Stormwater account total in

CAPITAL PROJECT FUND SUMMARIES

excess of \$4 million (as of February 2025) and the request for FY 2026 was adjusted to \$2 million.

Operating Budget Impact: This program decreases maintenance costs as flooding and erosion will be reduced.

Sidewalk and Brick Paver Maintenance and Repair **\$750,000 (TSPLOST 2)**

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Downtown Alpharetta

Description: This request is for the continual maintenance and repair of the city's sidewalk inventory.

The City has in excess of 235 miles of sidewalks (1.24 million linear feet) and 3,700 ADA handicap ramps.

In FY 2019 and FY 2022, the City contracted with Dynatest to complete a sidewalk inventory and evaluate sidewalk conditions. This list standardizes the evaluation process, provides a clear prioritized list of sidewalks needing repair, and ties sidewalk data into the city's GIS and asset management software. Types of repairs (cracking, trip hazard vertical displacements, and spalling) along with location (near schools and parks, along arterial roadways, in the downtown district, etc.) help determine the repair priority.

Currently, the City has approximately 15,600 linear feet of sidewalk rated as poor/very poor by the Dynatest assessment (roughly 1% of inventory). The estimated cost to demo and replace is approximately \$1.25 million.

Currently, the City has approximately 1,710 ADA handicap ramps in need of repair/replacement to meet ADA requirements (roughly 46% of inventory). The estimated cost to demo and replace is approximately \$2.5 million.

Note, these dollar amounts are strictly for removal and replacement. If tree roots to be cut, or traffic control is required, or backfilling of soil adjacent to the sidewalk is required then the cost goes up. Work within subdivisions is far less expensive than work along major thoroughfares. Also, though crews and vendors have repaired sidewalk and handicap ramps throughout the City, any damaged sidewalk between the report and today is not included in any cost projections.

Funding will be requested annually with appropriations targeted towards the most pressing repairs. This is a multi-year initiative aimed at maintaining our sidewalk asset inventory.

Due to the large number and complexity, the City contracts out some of these repairs. Work will occur in various locations throughout the city pursuant to the Dynatest findings.

This request also funds the maintenance and repair of brick paver sidewalks located in the downtown area. Maintenance and repairs included in this request would be re-setting, leveling, replacing, re-sanding, sealing, concrete base repair, soldier course/repair, and installation of concrete header curb as needed.

CAPITAL PROJECT FUND SUMMARIES

Operating Budget Impact: This program decreases sidewalk maintenance costs as it is less susceptible to surface and structure deterioration.

Design Services (Public Works)

\$45,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for various design services associated with minor projects unable to be completed by city staff. Such services include structural designs and/or evaluations, sub-surface geotechnical investigations, miscellaneous right-of-way/easement research. Utilizing experts in various fields enables city staff to make the appropriate decisions related to resolving construction issues. Additionally, the information gathered by the design professionals allows staff to properly design or address issues in the field. Operating Budget Impact: N/A.

Parking Garages (Facility Maintenance/Improvements)

\$50,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: This request is for general maintenance of the two parking garages, 92 Milton Avenue and City Center. Garage maintenance work generally consists of painting (e.g. stairway handrails), washing windows, pressure washing, inspection of structural components and repair as needed, etc.

FY 2026 funding will cover the following repairs noted in the garage maintenance 10-year plan, and any issues identified in inspections that were not repaired in FY 2025:

- City Center Garage
 - Replace bearing pads and raise affected DT beams.
 - Repairing standing water problems in the southern stairwell.
 - Clean and coat exposed steel connection elements with a corrosion inhibiting coating system.
 - Inspections.
- 92 Milton Avenue Garage
 - Clean, prep, and apply 2 coats of epoxy or urethane to stairs and landings.
 - Clean, prep and paint the stair handrails.

Other repairs dependent on funding are waterproofing the elevator pits in the City Center parking garage and adding a louvered cover on the exterior wall at the 2nd level to help prevent water intrusion into the existing elevator pits.

Operating Budget Impact: Facility maintenance costs to decrease due to decline in repairs.

CAPITAL PROJECT FUND SUMMARIES

City Facility Preventative Maintenance Assessment Implementation \$150,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: The FY 2025 Capital Plan included funding for a facilities condition assessment to measure the condition of a building and its infrastructure. Specific objectives of the comprehensive assessment methodology include determining the needs for renewal or replacement of building and infrastructure systems (e.g., heating/cooling, electrical, exterior envelope, etc.) and system components (e.g., cooling tower, heat exchanger, chiller, pumps, etc.), and guiding the analysis of good decision capital project options.

Specific purposes of a well-designed assessment are as follows:

- Verify accuracy and reliability of a space inventory.
- Provide an inspection of all facilities identifying physical and functional deficiencies.
- Assist in defining regular and preventive maintenance requirements.
- Develop metrics for performance measures, e.g., Facilities Condition Index (FCI) and Facilities Quality Index (FQI).
- Define capital renewal and replacement projects to reduce deferred maintenance backlog.
- Eliminate conditions that are either potentially damaging to property or present safety hazards.
- Identify energy conservation and sustainability measures.
- Inventory accessibility and disabled persons requirement.
- Develop cost estimates and schedules to correct deficiencies and for capital renewal or replacement, and modernization of infrastructure/equipment projects.

The assessment scope included:

- Physical Condition Assessment (or Life-Cycle Modeling, or both): Physical condition of the building and infrastructure system.
- Develop a Capital Facilities Project Plan.

FY 2026 request tentatively reflects funding towards assessment findings.

This initiative is included within the energy savings performance contract (“ESPC” contained within the current City facility condition assessment project) referenced under the *Augment Annual Capital Contribution* operating initiative recommended herein. Specifically, this funding would be utilized towards the ESPC phase of the facility condition assessment project should the City decide to move forward with that scope.

Operating Budget Impact: The project will decrease future operating cost by identifying deficient equipment and identifying needs for energy-saving practices related to facilities.

CAPITAL PROJECT FUND SUMMARIES

HVAC Replacements (Facility Maintenance/Improvements)

\$100,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: This request is for the replacement of HVAC units for all City-maintained facilities. The useful life expectancy for HVAC units is 15 years and a lot of the units serving facilities within the City are approaching or have exceeded the life expectancy.

FY 2026 replacements include units at the Crabapple Gym (unit over 28 years old). The Crabapple Gym unit was not replaced in FY 2025 due to lack of available funding. Additional planned replacements include the Crabapple front office unit (unit over 25 years old) as well as residual funding to tackle unexpected HVAC equipment failures requiring repair/replacement.

This initiative is included within the energy savings performance contract ("ESPC" contained within the current City facility condition assessment project) referenced under the *Augment Annual Capital Contribution* operating initiative recommended herein. Specifically, this funding would be utilized towards the ESPC phase of the facility condition assessment project should the City decide to move forward with that scope.

Operating Budget Impact: This program decreases maintenance and utilities costs (increased energy efficiency).

City Hall Maintenance

\$32,500

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: This request is for on-going interior maintenance, including but not limited to replacing cabinetry in multiple breakroom floors, pressure washing and sealing brick sidewalks, painting walls and trim, etc. In addition, repairs to the custom stained moldings throughout the main floor which will require procurement of a third-party vendor to perform the work. The FY 2026 funding will go towards exterior metal door painting, pressure washing, interior/exterior wood door repair and re-staining, interior metal door painting, etc. Operating Budget Impact: This program decreases facility maintenance costs.

Public Safety Headquarters Facility Renovations and Repairs

\$100,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- People Focused Workforce.

Description: This request is for the renovations, repairs, and upgrades to the Public Safety Headquarters. The building has seen a staffing increase and is starting to show its age. These annual requests will provide needed upgrades to bathrooms, windows, plumbing and different building components and ancillary structures located at Public Safety Headquarters.

FY 2026 funding will be for the replacement, repair, and sealing of windows throughout the Public Safety Headquarters Building. Several windows have broken seals, causing the

CAPITAL PROJECT FUND SUMMARIES

windows to become fogged and less energy efficient. Some windows have seen several leaks over the years and need to be properly re-sealed with waterproof caulking using an industrial sealant. The total request will replace all fogged windows and re-seal many windows around the entire building. The total cost is estimated to be \$50,000. The FY 2026 request also includes improvements to the evidence building, including, but not limited to, interior painting, wall crack routing and sealing and exterior wall sealing at an estimated cost of \$50,000.

Operating Budget Impact: Facility maintenance costs to decrease due to decline in repairs.

Recreation and Park Facilities (Maintenance/Improvements) \$50,000

Fiscal Year 2026 Annual Action Plan:

- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: This request is for recurring maintenance and repairs to the Recreation and Park facilities to improve the functionality and esthetics. In the past, these funds have been requested by our Public Works Department with the intent of Public Works overseeing these projects.

FY 2026 funding is targeted towards:

- Mansell House exterior painting/repairs, Annex Administrative Building exterior painting/repairs, Crabapple painting and ADA access upgrades.

Operating Budget Impact: Facility maintenance costs to decrease due to decline in repairs.

Generator Replacements (Facility Maintenance/Improvements) \$100,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: This request is for replacement of generators for city facilities. The new generators will be natural gas instead of diesel. A generator's typical useful life span is 20 years old.

The FY 2026 request is for replacement of the generator at 2970 Webb Bridge Road (unit is in excess of 20-years old). Operating Budget Impact: Equipment operational costs (natural gas; preventative maintenance) are estimated to be substantially similar to costs for the current equipment and are included within the base operating budget. That said, overall equipment maintenance costs are anticipated to decrease due to a decline in repairs.

CAPITAL PROJECT FUND SUMMARIES

Department Pool Vehicle; Qty: 2 (Fleet Replacement)

\$85,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the recurring replacement of department pool vehicles within the Public Works fleet. These vehicles are not assigned to an individual but are used by a pool of people in the department; additionally, these vehicles are used as replacement vehicles when others are out of service. These replacements are based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 10 years.

Fiscal Year 2026 request is for the replacement of Unit #586 (2008 Model Year Chevy Impala with 71,000 miles) and Unit #620 (2009 Ford Ranger 4x4 Supercab with 111,000 miles). These units are in need of replacement due to age. In terms of the Impala, the department could benefit greater from the use of a truck rather than the current sedan. Public Works would like to replace the Impala with a truck that could be utilized by professional staff as an everyday driver. Unit 620 is becoming unreliable due to its age and high mileage as well as an excessive number of idle hours. The Ford Ranger will be replaced with a unit with a lift gate to be utilized by the Right-of-Way crews.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

F-550 Crew Cab Dump Truck; Qty: 1 (Fleet Replacement)

\$175,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the replacement of F-550 trucks within the Public Works fleet. The F-550 replacement is based on age and/or maintenance and repair costs.

Fiscal Year 2026 replacement includes Unit #735 (2012 F-550 Crew Cab Bucket Truck) with 64,000 miles. This unit is in need of replacement due to cracks and safety concerns of the Versalift Bucket/boom. This unit did not pass the annual inspection of the boom due to cracks and PTO (which provides power to the boom) needing to be repaired. Each of the Versalift units are wired individually. There is no manual to the wiring of this installation; therefore, to find the wiring issue requires some investigative work to be done to determine the necessary repair. The cost and time involved is unknown. Also, the Versalift repair vendors in the area are not able to repair the unit. The expected and unknown cost of this repair warrants replacement.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

CAPITAL PROJECT FUND SUMMARIES

F-350 Crew Cab Service Bed Truck; Qty: 1 (Fleet Replacement)

\$70,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the replacement of F-250 trucks within the Public Works fleet. The F-250 replacements are based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 10 years or 130,000 miles.

Fiscal Year 2026 request is for the replacement of Unit #665 (2009 F350 Service Truck with 97,000 miles). This unit is in need of replacement due to age, mileage, and idle hours. This vehicle is utilized by our facilities group and is in need of a lift gate.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

F-150 Truck; Qty: 1 (Fleet Replacement)

\$65,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the recurring replacement of trucks within the Public Works fleet. These replacements are based on age and/or maintenance and repair costs. These vehicles are expected to last in excess of 10 years and/or 130,000 miles.

Fiscal Year 2026 request is for the replacement of Unit #546 (2007 F150 4x4 Supercrew with 87,000 miles). This unit is in need of replacement due to age and idle hours.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

TSPLOST-3 Exhibits Preparation

\$100,000 (TSPLOST 2)

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: This request is to develop exhibits and preliminary drawings of various TSPLOTS III projects. The exhibits will be displayed on City's website for citizens' review.

Operating Budget Impact: N/A.

CAPITAL PROJECT FUND SUMMARIES

Mid Broadwell Crosswalk at Fire Station Light

\$50,000 (TSPLOST 2)

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Transportation and Traffic.

Description: This funding request is to convert the existing emergency traffic signal to a hybrid emergency-pedestrian crossing light. This will provide a crosswalk for pedestrians in the proximity of Mid-Broadwell Park to cross Mid-Broadwell Road. Design work is in progress by an engineering firm and will be completed by January 2025. Operating Budget Impact: Increase in utility costs for the additional electricity and minor maintenance costs (\$250 annually).

Northwinds Mid-Block Crosswalk

\$300,000 (TSPLOST 2)

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.

Description: The Braeden Subdivision is built on both sides of Northwinds Parkway. All the amenities of the subdivision are on one side and residents on the other side request a safe and convenient means to cross the street to access the amenities. Public Works has been working on various concepts over the last couple of years to improve pedestrian safety. Recently, the community and Public Works finalized the preferred option of installing a mid-block crosswalk with multiple rectangular rapid flashing beacons. This approach is the least expensive, provides the greatest line of sight for pedestrian safety, and is the least impactful to the community. Public Works staff will design the improvements in-house and requested funds is for the installation of the improvements. Operating Budget Impact: Increase in utility costs for the additional electricity and minor maintenance costs (\$250 annually).

Kimball Bridge Rd at Northwinds Pkwy (Mast Arms)

\$250,000 (TSPLOST 2)

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: This is to replace the existing traffic light's strain poles at the intersection of Kimball Bridge Road and Northwinds Parkway with galvanized mast-arms. Operating Budget Impact: No maintenance cost is anticipated for 10 years.

Public Works Headquarters Renovations

\$90,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: This Request is for the renovation and maintenance of the Public Works Headquarters.

FY 2026 funding will be used to remodel the men's bathrooms in the front of the building as well as remaining flooring and paint throughout the facility. Previous funding had been utilized to replace flooring in the break area and hallways, training room and east wing.

CAPITAL PROJECT FUND SUMMARIES

Both breakroom bathrooms and the east wing have been remodeled with previous funding. Purchase of new gym equipment will be included in any remaining funding.

Operating Budget Impact: Facility maintenance costs to decrease due to decline in repairs.

Stand-on Compact Loader

\$50,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the purchase of a Stand-on Compact Loader. The stand-on compact loader equipment will allow staff to perform various digging, demolition, and repair tasks on job sites. Operating Budget Impact: Operational costs consist of gas, maintenance, etc. and are estimated at \$500 annually.

Recreation, Parks & Cultural Services

Greenway Improvements/Repairs

\$250,000

Fiscal Year 2026 Annual Action Plan:

- The Alpha Loop and Greenway.
- Recreation, Parks, and Culture.

Description: This funding request is used to repair, improve, and enhance the entire length of the Alpharetta Greenway. This asset is an extremely valuable amenity for citizens of Alpharetta. It is also a key component to the economic revitalization of the North Point corridor. However, washouts, erosion, heavy use, and constant maintenance have taken a toll on the Greenway. Major repairs are needed on the boardwalk portion of the Greenway. Extensive flooding and fallen trees along Big Creek cause unforeseen damage to the creek bank that impacts the sustainability of the Greenway and Big Creek.

Previous funding has been used to assist in funding to reconstruct the Mansell Road boardwalk, design fees to address the repairs to the Beaver Creek Park greenway access, and the removal of fallen trees in Big Creek to protect the trails' structural integrity. Current funding will address the washout area near Webb Bridge Road caused by the effects of Hurricane Helene and provide a design to complete the bridge repairs along the Mansell Road trail that connects to the Beaver Creek Park greenway access.

The FY 2026 funding request will be combined with the current funds for the replacement of seven (7) bridges and extending the Mansell boardwalk along the Mansell Road trail which connects to the Beaver Creek Park greenway access. The anticipated cost to complete the repairs and maintenance is \$1.5 to \$2 million. The staff's intent is to apply for a Georgia Outdoor Stewardship Program grant which could fund 50% of the project. The FY 2026 funding along with the current funds in this account will be utilized to match the grant award. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to a decline in repairs.

CAPITAL PROJECT FUND SUMMARIES

Wood Light Pole/LED Replacement Initiative (multi-year)

\$125,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: Currently, half of the City's athletic fields have wooden light poles (55 poles). These poles are near or have exceeded their life expectancy and should be replaced with concrete/metal poles to avoid potential life-threatening occurrences if a pole were to fail.

In addition, the City's athletic lighting primarily consists of a form of metal halide lights. These lights are expensive to operate, expensive to maintain and create light pollution. New LED lights would improve the playability for our participants, reduce the excessive glare, and cost much less to operate and maintain. The City is averaging \$140,000 in operational costs for its outdoor athletic lighting each year (bulb replacement and energy charges). With these upgrades, there could be a 50% reduction in the overall cost to operate the lights simply by not having to replace the fixtures as frequently.

FY 2025 funding included \$1 million (including \$500K in grant funding from the Land & Water Conservation Fund) to replace all wood athletic field light poles (31 poles) in North Park with metal/concrete and replace all athletic field lighting fixtures (67 fixtures on wooden poles and concrete/metal poles). After the work is completed at North Park, there will be four (4) athletic fields located at Wills Park that will still have wooden poles (24).

The FY 2026 funding request will begin with the replacement of the wooden athletic poles located in Wills Park which were installed in the early 1970s. Requested funding of \$125,000 will include the replacement of seven (7) wooden poles as well as the upgrading of the lamps to energy efficient LED fixtures on Wills Park field 1.

Future capital requests will include funding for replacing the remaining wood athletic field light poles (all in Wills Park) and the fixtures that reside on those poles (fields 1-4; 24 poles and lighting fixtures):

- FY 2027: \$180,000 (replace 10 wooden poles with concrete and upgrade fixtures to LED on Wills Park Fields 1 and 2).
- FY2028: \$125,000 (replace 7 wooden poles with concrete and upgrade fixtures to LED on Wills Park Field 4).

Fixtures on the athletics fields that have existing concrete/metal poles (106) will be upgraded to LED through the operating funds allocated each year for athletic lighting maintenance.

This initiative is included within the energy savings performance contract ("ESPC" contained within the current City facility condition assessment project) referenced under the *Augment Annual Capital Contribution* operating initiative recommended herein. Specifically, this funding would be utilized towards the ESPC phase of the facility condition assessment project should the City decide to move forward with that scope.

CAPITAL PROJECT FUND SUMMARIES

Operating Budget Impact: Routine replacement capital - operating costs are projected to decrease by 50%-75% due to a significant decline in repairs coupled with energy savings through the conversion to LEDs.

Alpharetta Public Arts Initiative (Outdoor On-Loan Sculptures) \$45,000

Fiscal Year 2026 Annual Action Plan:

- Downtown Alpharetta.
- Communications that Connect.
- Recreation, Parks, and Culture.

Description: This request is for funding of public arts programs on an alternate year basis through Arts Alpharetta which is a nonprofit organization dedicated to bringing quality arts to Alpharetta. Arts Alpharetta, along with City staff, have several public art projects in-process. These projects include an Outdoor Sculpture Exhibit Contract, an on-loan, permanent, or lease-to-own installation in downtown Alpharetta/Art Walk Brochure. The City of Alpharetta contracts with Arts Alpharetta to locate, curate, install and deinstall on-loan sculptures on a bi-yearly rotation. The number of sculptures varies from 5-7 depending on the rental cost and install logistics for each piece. The project budget is \$90,000 but split between two fiscal years at \$45,000 per year. This is a continuation project that will require the installation of new outdoor art exhibits every two years. Art installations will be in place for an average of 1.5 – 2 years, subject to available funding.

The program supports the City's vision of promoting and supporting Arts & Culture through Public Art; and 2025 City Council Priorities and Annual Action Plan supporting: Downtown Alpharetta, Strategic Growth and Redevelopment, Communications that Connect, Economic Development, and Recreation, Parks & Culture.

The current exhibit is installed with 10 new sculptures for FY 2024-FY 2026 Bi-Yearly Contract.

The City of Alpharetta, Arts Alpharetta, and the Alpharetta Convention & Visitors Bureau partner on an Art Walk Brochure that is available for locals and promoting tourism to the City.

The services provided by Arts Alpharetta, Inc. provides turn-key service for all aspects of the project. Services include all correspondence with artists (ranging from the online call for artists, to rental agreements, and payments), duration, installation, and deinstallation of the art, and marketing. Although Arts Alpharetta, Inc. is contracted for the Outdoor-On-Loan Sculpture Exhibit, the non-profit organization spends all funding on the project expenditures. Arts Alpharetta volunteers their time to the project.

The agreement is valid for a period of (2) Two years and will need to be approved with each new exhibit, with the exhibit on display for calendar years 2024-2026, after which the City and Arts Alpharetta, Inc. may discuss a fifth Outdoor-On-Loan exhibit for Fiscal Years 2026-2027, calendar years 2026-2028.

Operating Budget Impact: In addition, staff has recognized there is a need to include funding for ongoing maintenance and repair for curated public art, whether the sculpture be a permanent City fixture or part of the on-loan rotational exhibits. This is due to the

CAPITAL PROJECT FUND SUMMARIES

unforeseeable damage that could happen (and has happened) to art when on public display. When such instances occur, the City must repair and restore the art to its original state. To proactively plan for such occurrences, staff requests \$10,000 annually to offset repair and maintenance costs for public art.

Public Art Fund by Developers (City Property)

\$10,000

Fiscal Year 2026 Annual Action Plan:

- Downtown Alpharetta.
- Recreation, Parks, and Culture.
- Communications that Connect.

Description: As development continues throughout the City of Alpharetta, the developers are required to set aside funds for public art that is on city property (right-of-way or easements). The issue is that the amount of the funds set aside is not enough to purchase and install large statement pieces. This fund would provide additional funds for larger pieces of artwork at key locations and intersections. Example, Alpharetta Off-Leash was required to give the City \$15,000 for artwork to go at the corner of Old Milton Parkway and Main Street. For a piece of artwork of appropriate size and stature, \$25,000 is estimated. We anticipate this happening in additional developments throughout the City.

This program supports the City's vision of promoting and supporting Arts & Culture through Public Art; and 2025 City Council Priorities and Annual Action Plan supporting: Downtown Alpharetta, Strategic Growth and Redevelopment, Communications that Connect, Economic Development, and Recreation, Parks & Culture.

The expectation of the funds is in FY 2026 to FY 2027 when more money has been saved in the account that will allow the purchase of public art pieces that are suitable for various locations.

Currently, there is a Public Art Plan in the works to help with the corner of Old Milton Parkway and Main Street along with all prominent locations.

In addition, Community Development is designing an Alpharetta gateway piece on the opposite corner of Old Milton Parkway, and it was recommended to allow this to be approved before moving forward with a Public Art piece, so the two complement each other.

The benefit of public art is contagious. To remain a vibrant and exciting community, we must invest in public art, public murals, and cultural pieces. This request will match development dollars for more impactful and meaningful pieces of public art, murals, and cultural pieces.

Operating Budget Impact: New art installations will incur maintenance costs but will not be determinable until the art investment decision is made (e.g., mural vs. statue, etc.).

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Public Art in the Parks

\$20,000

Fiscal Year 2026 Annual Action Plan:

- Downtown Alpharetta.
- Recreation, Parks, and Culture.

Description: The City of Alpharetta has invested a great deal of money into the Parks System. With the two last bond referendums, the City has been able to purchase additional parkland for new parks and greatly enhance the existing parks. To remain a vibrant and exciting park system, the need for art throughout the parks has been identified. Several pieces have been installed (Wills Park, Encore Park, Brooke Street Park).

This program supports the City's vision of promoting and supporting Arts & Culture through Public Art; and 2025 City Council Priorities and Annual Action Plan supporting: Downtown Alpharetta, Strategic Growth and Redevelopment, Communications that Connect, Economic Development, and Recreation, Parks & Culture.

Some examples include: During FY2025 the move of the Torqued Sculpture to Webb Bridge Park by the new soccer fields, which meets the initiative for more art on the east side of Alpharetta. This current sculpture has a tree that is growing into it by the parking deck and needs to be moved. Another is the Park Bond Projects as well as the Alpharetta Greenway.

This request will allow for the strategic placement of public art in locations that are frequently visited and enjoyed by Alpharetta citizens. Our priority would be Wills Park and the new spine walkway being developed. Next would be Webb Bridge Park and the Alpharetta Greenway. Future opportunities include crosswalk murals, sculptures, retaining wall murals, dog park entrances, or other art installations that might enhance and provide access such as a park gateway entrance.

The benefit of public art is contagious. To remain a vibrant and exciting community, we must invest in public art, public murals and cultural pieces. This request would place artwork in locations that can be enjoyed by our citizens up close and personally. We are seeing a growing number of citizens using our parks and additional public art would add greatly to their experience.

Operating Budget Impact: New art installations will incur maintenance costs but will not be determinable until the art investment decision is made (e.g., mural vs. statue, etc.).

Public Art for City Projects

\$25,000

Fiscal Year 2026 Annual Action Plan:

- Communications that Connect.
- Recreation, Parks, and Culture.

Description: Working closely with the Economic Development Team and Community Development Department, this continuous request will allow for the purchase and placement of public art, murals, and other cultural pieces throughout the City of Alpharetta. Currently, there are several locations along the existing Alpha Loop that have poured bases for pieces of art, but no funds exist for the placement of actual art.

CAPITAL PROJECT FUND SUMMARIES

The program supports the City's vision of promoting and supporting Arts & Culture through Public Art; and 2025 City Council Priorities and Annual Action Plan supporting: Downtown Alpharetta, Strategic Growth and Redevelopment, Communications that Connect, Economic Development, and Recreation, Parks & Culture.

The Arts Center is working on a partnership with the Alpha Loop Foundation and Arts Alpharetta. The first step is planning the locations and scale of each art piece. This will take place from December 2025 to February 2026. Then the Alpha Loop Foundation will begin fundraising for all the pieces along the Alpha Loop. The City will utilize these capital funds to seed the projects and/or pay for mural supplies, sculpture installations, etc.

The first mural that the Arts Center is looking to complete in FY 2025 is the tunnel at Westside Parkway.

Staff will be using these funds in late FY 2025 and early 2026 and will need more as the loop continues to be connected.

The benefit of public art is contagious. To remain a vibrant and exciting community, we must invest in public art, public murals, and cultural pieces. We require developers to put artwork in their developments because of the value the artwork brings to the community. This request will allow us to begin backfilling artwork to keep Alpharetta on the cutting edge.

Operating Budget Impact: New art installations will incur maintenance costs but will not be determinable until the art investment decision is made (e.g., mural vs. statue, etc.).

Park Trail Maintenance

\$100,000

Fiscal Year 2026 Annual Action Plan:

- Recreation, Parks, and Culture.

Description: Park Trail Maintenance (not Greenway Trail) to include resurfacing whether the trail is asphalt, concrete, or trail mix surface. This initiative will formalize a schedule for the repairs and replacement in our parks. Asphalt trails that are in wooded areas need to be paved every eight years to avoid safety issues for our users. In addition, heavy-use soft surface trails in parks such as Webb Bridge Park need restoration every 8 years. The current funding does not allow for a proper maintenance and replacement program that meets the safety requirements of our park users. Current funding is addressing the asphalt trail issues in Wills Park and North Park. Also in FY 2025, a 700 linear foot asphalt trail was constructed which connected the Alpharetta and Forsyth Greenway trails.

The FY 2026 request schedule will encompass the soft surface restoration for the 2-mile trail at Webb Bridge Park. The work includes extensive grading/repairs and adding the proper materials to sustain the trail's safe condition. Since its construction in 2000, staff has been maintaining the trail by addressing the worst areas on the trail's route. The level of funding does not allow for the required trail restoration that should occur every 8 years. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

CAPITAL PROJECT FUND SUMMARIES

Park Security Repairs and Improvements

\$44,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Downtown Alpharetta.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: This scope includes adding security cameras in strategic locations; call box repairs and/or installation of new boxes; and, if funding is available, installation, repair, and replacement of automatic locks on restroom doors throughout the park system.

The Public Safety Department has been working with the Recreation, Parks & Cultural Services Department to develop a surveillance camera solution for our park system. Union Hill, Webb Bridge, Innovation Academy, and Wills Park have been identified as the highest priority. The cameras would be able to tie into existing camera infrastructure currently managed by public safety.

The FY 2026 request focuses on the auto-lock system and call boxes:

- Request (\$21,000) will complete the installation of auto lock systems in the park system. In recent years, a homeless population has been residing in outside park restrooms. The parks department has installed auto locks on two thirds of its parks' restroom facilities, to include Wills Park (5) and the Greenway (2).
- Call Box Maintenance and replacement (\$23,000). This includes funding for the purchase/maintenance of our call boxes, which need battery replacement annually. Currently, we have (23) call boxes. The batteries are \$104 each plus labor, at approximately \$120/hour. They cost between \$5,000 - \$10,000 annually. Complete new boxes are approximately \$10,000 each.

Future year requests will focus on security cameras.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Playground Equipment Replacement

\$70,000

Fiscal Year 2026 Annual Action Plan:

- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: One of our park system's favorite amenities is our playgrounds. This initiative is planned around the premise of keeping the City's playgrounds in compliance with industry safety standards. Even though materials last longer, the recommended replacement schedule for a playground is 25-30 years. This is mainly due to the ability to order replacement parts. In addition, as the warranty expires on equipment, funds need to be available to replace if repairs are not possible. Finally, infrastructure repairs and enhancements for drainage and fall impact must be addressed every five to ten years. FY 2025 funding completed the final phase of the Webb Zone Playground replacement at Webb Bridge Park converting the 500 sq ft open area into an artificial turf making this a multi-purpose green space once more.

CAPITAL PROJECT FUND SUMMARIES

FY 2026 funding request will replace the multi-play component for the Wills Park Playground which was installed in 1993. A major piece for this component has broken and replacement parts are obsolete due to its age. Even though Parks Services staff have made temporary repairs for safe use, the repairs will only be sustainable until a new unit is installed. The new unit will be designed fit into the current layout which will not impact safety and flow for the kids who are having fun. Residual funding will be used to replace/upgrade broken and/or worn playground amenities system wide.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Park Repairs/Improvements

\$146,000

Fiscal Year 2026 Annual Action Plan:

- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: This funding is for general park repairs and improvements for projects that are less than \$50,000. This account allows the department to address immediate grounds, sidewalks, and amenity repairs and replacement throughout the parks system. As an example, FY 2025 funds were used for:

- North Main Street Park - paver removal/replacement and concrete edging.
- Miracle League Field - concrete repairs at the Miracle League common areas; fence repair /replacement at the Miracle League field.
- Fencing replacement North Park Fields 5 & 6 and Innovation Academy.

This account is crucial to the Department's ability to respond to the needs and repairs as they arise throughout the year.

FY 26 funding will be targeted towards the following improvements:

- Irrigation installation for Brookstreet Park (\$46,000): Fescue turfgrass conditioning is not currently consistent with the maintenance of City Hall proper for the Downtown District. The purpose of the Brooke St. Park Irrigation Project is to invest in the present & future of the City Hall appearance. Some of the benefits of the project include: generally improved appearance of the park year-round, Healthier turf = the potential for greater utilization, the potential for mental health & wellbeing for park users. Currently, the department spends extra funds to water the annual overseeding program with temporary yard sprinklers. The irrigation system was originally included in the design for the park's construction but was eliminated due to budget constraints. The intent was to add this important feature later. The project can be phased in over the next 3 budget cycles if necessary. With the increase in general park use and additional events being added to the area, the Department staff recommend that the entire project be funded for this budget year.

CAPITAL PROJECT FUND SUMMARIES

- Park concrete/sidewalk repairs and replacement (\$100,000): Park safety inspections have identified that the condition of concrete areas and sidewalks around the park system needs to be addressed. Many of these issues are occurring due to ground settling and root intrusions into these areas. This damage has created tripping hazards for park users. In years past, the park staff has utilized concrete grinding to address some areas. However, this isn't a long-term solution. Concrete replacement has been a consistent item for the budget line item.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Tree Maintenance, Planting, and Removal in Parks

\$225,000

Fiscal Year 2026 Annual Action Plan:

- Recreation, Parks, and Culture.

Description: This request is for the removal of dead or dying trees throughout the park system. By removing the dead or dying trees, we are reducing safety hazards, avoiding pest infestations, and spreading infections, and improving the appearance of the parks. Tree removal services have averaged \$180,000 per year for the past several years. Additionally, staff has added to the scope the purchase/planting of replacement trees. Due to funding availability, the request for FY 2025 was adjusted from \$225,000 to \$125,000. Should additional needs arise, the annual operating budget will supplement the funding requirements. The \$125,000 allotted for FY 2025 has been utilized by December 2024, therefore the request is increased to \$225,000 for FY 2026 and future years. Operating Budget Impact: Reduces pressure on operating budget as an alternate source of funding is available to meet this need which is often a public safety priority that takes precedent over all other potential uses.

Design Services (Recreation, Parks & Cultural Services)

\$25,000

Fiscal Year 2026 Annual Action Plan:

- Recreation, Parks, and Culture.

Description: This funding request supports a range of studies and professional services that arise annually from initiatives driven by the Council and/or Department. These services are integral to the continuous development and improvement of our community's recreation infrastructure and programming.

The services required may include but are not limited to:

- Revisions to the Recreation Master Plans to ensure alignment with evolving community needs and industry best practices.
- Development of construction plans for new or upgraded recreation amenities, such as pavilions, gazebos, and other public spaces that enhance community engagement.

These studies and professional services play a vital role in forecasting market trends, establishing standards that inform policy decisions, and improving project timelines and functionality. By securing the necessary funding, we can maintain the high level of service

CAPITAL PROJECT FUND SUMMARIES

our residents and customers expect, while also ensuring that our recreation facilities are sustainable, accessible, and effective in meeting future demands. Operating Budget Impact: N/A.

North Park: Fields 1-4 Restroom/Concession Stand Replacement **\$600,000** **(multiple sources)**

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: The replacement of a restroom and concession stand facility at North Park, specifically to serve the recreational areas around fields 1-4, the batting cages, and the playground. Given the existing facility's inadequacy due to its size and age, the new building will provide additional restroom stalls, a new concession area, and, potentially, a covered seating area.

Here's a summary of the key details for this request:

Existing Facility Issues:

- Current restroom/concession stand is too small for the number of park users.
- Serves multiple areas: four softball fields, batting cages, and a playground.

Proposed Project:

- Key Improvements:
 - Restrooms: 150% increase in the number of stalls to accommodate more users (4 vs. 10).
 - Concession Stand: New concession area, including a covered seating area for park patrons.

Funding Request:

- The FY 2025 Capital Budget included funding totaling \$200,000 for design, surveys, civil engineering, geotechnical and architectural services, etc. Specifically, this appropriation was provided through general capital appropriations (\$16,180) and impact fee funds (\$183,820).
- The request for FY 2026 Capital Budget includes funding totaling \$600,000 bringing the total allocation to \$800,000 to complete the project (including demolition of the existing structure). Original cost estimates totaled \$900,000 but staff believe this estimate can be reduced through a proactive design-build procurement method. FY 2026 funding is provided through general capital appropriations (\$255,000) and impact fee funds (\$345,000).

Approximately 70% of total project funding is through impact fees of which an estimated 87% of project costs is impact fee eligible.

CAPITAL PROJECT FUND SUMMARIES

Operating Budget Impact: Maintenance (including janitorial) and utility costs will increase along with the physical size of the restroom and is estimated at a minimum of \$1,250 annually and will be reflected in a future operating budget (once construction nears completion).

General Equipment Replacement (Recreation)

\$50,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the replacement of one 2018 SMG Turf Groomer and one Tennent Litter Vac. Replacement is requested due to age, hours of use, and estimated repair cost.

- Turf Groomer: These are designed for use on the artificial turf fields. Depending on hours of use, the effective life is 5 – 8 years. Repair cost at this point is over 50% of its value.
- Tennant Litter Vac: 2000 Model, the use of this unit has increased due to the maintenance requirements of the Downtown District, especially for the Town Green.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Wills Park Baseball Field 5 Synthetic Turf Installation

\$500,000
(50% COA; 50% AYBA)

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: The plan to replace Field 5 at Wills Park with a turf field, addressing persistent water issues that have made the field challenging to maintain.

The current Issues with Field 5 are water accumulation during rainy weather, which causes maintenance difficulties and delays in preparing the field for play. The other current issue is a stormwater pipe running under the field has failed, and this would allow for repairs and/or replacement of the stormwater pipe.

The benefits of Turf Conversion are improved drainage that will help mitigate the water accumulation issue, providing better drainage and more reliable playing surface. The conversion will also allow for increased playability since turf fields require less maintenance and can withstand more play, meaning more games can be held without cancelations, which is especially important for youth leagues.

The impact on the Community would be favorable due to Field 5 being used heavily by the Alpharetta Youth Baseball Association (AYBA) for children aged 7-10. The conversion would support the increased game scheduling without interruptions from weather-related cancelations.

CAPITAL PROJECT FUND SUMMARIES

In addition, AYBA has agreed to contribute 50% of the total cost up to \$250,000 towards the design, installation, and upgrades needed for the conversion of the field to turf. Remaining funding is provided through general capital appropriations (\$100,000) and impact fee funds (\$150,000; 96.96% is impact fee eligible for new baseball fields – while not a new field, the use rate will be significantly increased due to the turf and is eligible for impact fee funding, albeit at a reduced eligibility factor).

In closing, this project would improve the usability of Field 5, making it more reliable for the community and enhancing the overall playing experience for youth sports participants.

Operating Budget Impact: This project materially decreases maintenance costs (e.g. grounds maintenance).

Webb Bridge Middle School Football Field

\$50,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: Currently, there is a large grass field at Webb Bridge Middle School that is utilized periodically as part of their Physical Education program. Fulton County Schools (FCS) and the City of Alpharetta agreed that the field could better serve the community and youth sports programs if it is converted to a football field, which would provide a more permanent, multi-use facility for local youth sports leagues and the Alpharetta Football Program.

The existing grass field will be upgraded to create a regulation-sized football field, including appropriate markings, goalposts, and surrounding maintenance.

The City of Alpharetta will be responsible for the maintenance and upkeep of the football field, including routine field care, tree trimming, mowing, and irrigation.

The City and FCS recognize the importance of providing high-quality facilities for the youth of the community. By converting the existing grass field at Webb Bridge Middle School into a football field, both parties aim to enhance recreational opportunities, support the Alpharetta Football Program, and foster community engagement in youth sports.

Operating Budget Impact: Converting the Webb Bridge Middle School field into a football field for the Alpharetta Football Program will provide significant benefits, particularly in terms of added practice and game facilities. However, it will also come with ongoing operational costs approximating \$60,000 annually that would begin in FY 2027 and include:

- **Maintenance of the Grass Field:** Regular upkeep of the grass field, including mowing, aeration, fertilization, and general care to ensure the turf remains in good condition for safe play.

CAPITAL PROJECT FUND SUMMARIES

- **Lining the Field:** Regularly marking the field for games and practices, which involves painting lines and possibly using stencils to ensure they remain visible and accurate throughout the season.
- **Irrigation System Maintenance:** Ensuring the irrigation system is functioning correctly to keep the grass properly watered, especially during dry periods, is vital to maintaining the field's quality.

While these costs are necessary for maintaining the facility, the conversion of the field also presents an opportunity to generate revenue. Having a dedicated football field will allow the Alpharetta Football Program to host more practices and games, potentially increasing sponsorship opportunities. Additionally, the field could be used for other events, further contributing to its financial sustainability.

Marietta-Roswell St. Corner Park (Conceptual Design)

\$20,000 (Impact Fees)

Fiscal Year 2026 Annual Action Plan:

- The Alpha Loop and Greenway.
- Downtown Alpharetta.
- Recreation, Parks, and Culture.

Description: This funding is for the conceptual design of a passive park and Alpha Loop connection at the city-owned land at 114 Roswell Street.

The site is a 0.65-acre city-owned parcel at the southeast corner of Marietta Street and Roswell Street in downtown Alpharetta. It is currently wooded with a mix of hardwood trees and dense understory vegetation. It slopes from the northwest to the southeast at a slope of approximately seven percent. The site is bordered on the east and south by three privately owned parcels zoned C2 Commercial. A planned segment of the Alpha Loop is currently in the design phase along the site's western boundary.

The City is considering developing the site into a passive park space that will require minimal maintenance requirements. It will connect directly to the future Alpha Loop trail along Roswell Street and to the prominent corner of Marietta and Roswell Streets. Given the possibility of future development on the adjacent parcels, there is a desire to create a heavy vegetated buffer along the eastern and southern edges.

Buildout of this park is tentatively estimated at \$250,000 and would be built into future capital plans upon completion of the design process. Funding for design is allocated through impact fees.

CAPITAL PROJECT FUND SUMMARIES

Community Development

Comprehensive Plan Update

\$120,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.
- Economic Development.

Description: This project is a required update to the City's Comprehensive Plan. Compliance with the Georgia Planning Act is required to maintain the City's Qualified Local Government (QLG) status and eligibility for state and federal grant programs. Operating Budget Impact: N/A for comprehensive plan work.

Design Services (Community Development)

\$63,600

Fiscal Year 2026 Annual Action Plan:

- Economic Development.

Description: This request is to provide funding for various studies and professional services that arise each year from Council and/or Department initiatives. Such services may include revisions to Comprehensive Plans, Small Area Plans, project designs such as plazas, landscape architecture, hosting a series of public input sessions, conceptual design standards, etc. These types of studies and professional services are essential and will assist in forecasting the current market environment, recommend standards that will assist in policy decisions, improve project completion timelines and functionality to maintain the high level of performance by City Staff that our citizens and business owners are accustomed to. Operating Budget Impact: N/A for design work.



CAPITAL PROJECT FUND SUMMARIES

Detail (Unfunded Capital Initiatives)

Human Resources

HR Office Improvements

\$70,000

Fiscal Year 2026 Annual Action Plan:

- People Focused Workforce.

Description: The new HR Specialist position funded in FY 2023 is responsible for recruitment and the administration of our human resources information systems (HRIS) current modules (applicant tracking system, onboarding, eForms, personnel records management system), and any future additions (i.e., performance evaluation).

The current configuration of the HR office presents challenges to fostering a cohesive departmental culture and collaboration. The HR Specialist is physically located in another department, creating a disconnect that affects the sense of belonging and teamwork.

The capital improvements requested herein are for the reorganization of the Human Resources office to better utilize current space for efficient workflow and to allow accommodations for future personnel growth. The objective is to have three offices (two currently) with doors to deal with confidential matters, one reception desk, one workspace (copy and other office machines) and space for an applicant computer kiosk.

Operating Budget Impact: Additional facility maintenance funding including janitorial costs will be incurred.

Public Safety

Fire Station Renovations/Improvements

\$3,000,000 (multiple sources)

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- People Focused Workforce.

Description: This request is for full design, construction, and project management funding for Fire Station 83 and delivers on a portion of the Fire Station facility assessment/conceptual design work approved by the City Council in 2023.

- **Background (Fire Station Assessment/Design)**

In January 2023, at the City Council retreat, the direction was provided to conduct a facilities assessment of the city's fire stations.

In April 2023, a complete list of requirements was created in preparation for an RFP process in May and June 2023. The expectation was to have the consultant identify improvement potential to update and modernize our fire stations within the current footprint, where possible, for each fire station, to comply with the Clean Station Concept. Facility expansion may be a consideration where cost and lot space allow. Assessments and recommendations may include architectural and engineering design services to improve the living and working environments;

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

workflow and open floorplan; and building features, including public spaces, officer / non-officer areas, storage and maintenance areas, exterior improvements, etc. The RFP was awarded to Jericho Design Ground in August 2023.

Staff has worked with the Jericho design team to identify improvements to our fire stations that meet the intent of the assessment process and our strategic goals as identified above. The FY 2025 Capital Budget included funding for FS 81 totaling \$3 million (\$2.9 million for design, construction, and furniture/fixtures/equipment, with the remaining funding programmed for project management services).

- **Current Status**

The request for FY 2026 includes funding for Fire Station 83 improvements totaling \$3 million for design, construction, furniture/fixtures/equipment, and project management services).

Funding options include general capital appropriations and impact fee funds (100% of expansion cost is impact fee eligible – limiting factor is available public safety impact fees which approximates \$60,000 as of early 2025). Operating Budget Impact: Facility maintenance costs are anticipated to be substantially similar to current operations or decline due to the renovations (e.g. energy efficiency improvements).

Public Works

Streetlight Maintenance

\$50,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for the maintenance of existing city-owned streetlights. The City owns and maintains more than 700 lights. This work will include maintenance of new and existing lighting either on existing poles or the installation of new poles with lighting. This will increase the safety of citizens who use our streets and sidewalks daily. Periodic inspections and troubleshooting will ensure longevity and minimal replacement of lighting components. Sufficient available appropriations exist within the current FY 2025 Budget to cover forecasted needs in FY 2026. As such, this request is not recommended for funding. Operating Budget Impact: This program reduces equipment maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service.

Tandem Dump Truck; Qty: 1 (Fleet Replacement)

\$200,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the replacement of tandem dump trucks within the Public Works fleet. The tandem dump truck replacements are based on age, wear and tear, and maintenance/repair costs. These vehicles enable staff to haul materials such as dirt and rock to job sites as well as hauling debris and construction waste to the proper disposal facilities. This vehicle is also used to pull equipment and materials by trailer to job sites.

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

FY 2026 replacement includes Unit #70 (1995 LT9000 with 42,000 miles). This unit is in need of replacement due to age.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

F-450 Crew Cab Dump Truck; Qty: 1 (Fleet Replacement)

\$90,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the recurring replacement of F-450 Dump trucks within the Public Works fleet. The F-450 replacements are based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 10 years or 130,000 miles.

Fiscal Year 2026 request is for the replacement of Unit #637 (2009 F-450 Crew Cab Dump Truck with 43,000 miles). This unit is in need of replacement due to age and idle hours.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

F-250 Crew Cab Service Truck; Qty: 1 (Fleet Replacement)

\$80,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the replacement of F-250 trucks within the Public Works fleet. The F-250 replacements are based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 10 years or 130,000 miles.

FY 2026 replacement includes Unit #714 (2012 F-250 4x4 Crew Cab with 45,000 miles). This vehicle has a large number of idle hours and is regularly utilized by our traffic crews. Due to the age and wear and tear on the vehicle, this vehicle is scheduled for replacement.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Canton Street Sidewalk (design)

\$250,000

Fiscal Year 2026 Annual Action Plan:

- Downtown Alpharetta.
- Communications that Connect.
- Transportation and Traffic.

Description: This request is for design funding for Canton Street sidewalk improvements. The sidewalk along the east side of Canton Street between Mayfield Road and Canton Street Extension varies in width from 4' to 5' to 6' with little to no buffer between the travel lane and pedestrians. The overall goal is to maximize the width of sidewalk along this portion of Canton Street to create more space between vehicular traffic and pedestrian traffic. This will help provide a safer pedestrian connectivity into the downtown area for residents. Due to existing specimen trees on the east side of the road, the concept is to hold the western edge of pavement, reduce lane widths to 10.5 feet and repurpose the remaining asphalt into a planting strip and widen the sidewalk as wide as possible.

A portion of the corridor does not have any curb and gutter, or storm drainage catch basins. Design of the corridor will include curb and gutter and subsequent drainage infrastructure. The design will provide Stormwater Best Management Practices (BMP's) to capture and infiltrate stormwater runoff from Canton Street before entering stormwater pipes. Also included in the design is looking for creative ways to add additional lighting along the corridor to improve pedestrian safety.

Right-of-way and construction costs are estimated at \$2.6 million and would be part of future funding requests. Operating Budget Impact: N/A for the design phase. Operational costs for future buildout are heavily dependent upon the design and undeterminable at this time.

Charlotte Drive Mini-Roundabout (design/temporary install)

\$25,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: Citizens along Charlotte Drive have voiced concerns of excessive vehicular speeds along Charlotte Drive. Speed studies have been accomplished and vehicles are traveling greater than 10mph over the posted speed limit. 'Your Speed' signs have been installed along the corridor and have had mixed results.

One option to pursue is the installation of a mini-roundabout at the intersection of Charlotte Drive and Makra Lane/Lillian Drive. This intersection is the only 4-way intersection along Charlotte and is nearly in the middle between Mid-Broadwell and Rucker Road. The roundabout will be smaller than those along Buice Road, if the improvements are within the existing curb and gutter.

The request is to install a temporary roundabout utilizing plastic curbing. Upon completion, speed studies will be accomplished to determine the effects of the roundabout along the entire corridor. The current request is only for the installation of a temporary mini-roundabout. If data reflects success, then a future capital request will be submitted as

CAPITAL PROJECT FUND SUMMARIES

part of the budget process to install materials more in line with a permanent roundabout.
Operating Budget Impact: N/A.

Streetlight Expansion

\$70,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for installation of new street/pedestrian lighting in neighborhoods and areas of the City where currently limited illumination is evident.

Older neighborhoods in the City do not meet today's illumination standards and require extra lighting for safety. Neighborhoods identified as needing more lighting are primarily located on the west side of town. Subdivisions such as North Farm, North Towne at Andover, Burnett Way, Northfield, Spence's, Foxhaven, etc. have all inquired about adding more streetlighting in their neighborhoods for safety. This capital item would start addressing these areas on an as needed/requested basis. Funding would also allow phasing-in of lighting along Haynes Bridge Road from Academy Street to Old Milton Parkway. Operating Budget Impact: Will result in additional maintenance (light replacement, etc.) and utility costs and is solely determinable by the type and number of lights installed. For planning purposes, the assumption is an additional \$3,000 annually.

Jayne Ellen Curb and Gutter

\$750,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Residents along Jayne Ellen Way and adjacent streets request the removal and replacement of 12,820 linear feet of curb and gutter to match the esthetics of the curb and gutter that was recently replaced. Sections of curb and gutter were recently replaced for 2 reasons; one, the curb was failing and secondly, Public Works knew specific sections of curb and gutter would be damaged when the roads were milled and resurfaced this past fiscal year. Work includes removing the existing curb and gutter, installing new curb and gutter, and backfilling the curb with soil and installing sod in the disturbed areas. Not included in the cost of the work is any work in the driveways of the homes. Operating Budget Impact: Maintenance funding is included within this initiative.

Milton Ave Streetscape Design (TSPLOST-2; Tier 2)

\$250,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Downtown Alpharetta.
- Transportation and Traffic.

Description: This request is for funding of the design of Milton Avenue pedestrian/safety improvements, which include removing angled parking allowing for the extension of the sidewalk to create a 12' walking clear space, installing utilities underground and planting of canopy trees. Milton Avenue is an important downtown street for activity including

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

pedestrians, special events and vehicle access. The concept plan includes narrowing the street, moving utilities underground, planting canopy trees, convert angled parking to parallel parking which enables widening the sidewalks along storefronts, hence providing more seating areas. A “living street” that includes devices for slowing traffic flow. Most “living streets” do not have raised curbs and vehicles are separated from pedestrians with tree islands, bollards, etc.

Construction costs are estimated at \$3.7 million (including roughly \$1.7 million for utility relocations) based on concept design by AECOM and would be part of future funding requests.

This improvement is on the approved TSPLOST 2 project list and funding may be available through TSPLOST 2 proceeds if revenue trends highlight collections in excess of what is needed to fund the currently appropriated TSPLOST 2 projects (Tier-1).

Operating Budget Impact: N/A for the design phase. Operational costs for future buildout are heavily dependent upon the design and undeterminable at this time.

Academy St Improvements ROW (TSPLOST-2; Tier 2)

\$200,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: This request is for ROW (right-of-way) acquisition funding for series of improvements on Academy Street with the following elements: 6' wide sidewalk on the north side of Academy Street from Loxford Lane to Fire Station 81; inclusion of left turn lanes between Loxford Lane and Wedgewood Drive where possible; inclusion of landscape medians between Loxford Lane and Wedgewood Drive where possible; creation of bike lanes on both sides of Academy Street; Addition of pedestrian lighting along the north side of Academy Street from the driveway of Alpharetta Presbyterian to Fire Station 81; and installation of an emergency traffic signal on Academy Street at Fire Station 81.

Design team finalized right of way (ROW) and construction plans. The ROW acquisition will take 9 to 12 months to complete.

Construction costs are estimated at \$3 million and would be part of future funding requests.

This improvement is on the approved TSPLOST 2 project list and funding may be available through TSPLOST 2 proceeds if revenue trends highlight collections in excess of what is needed to fund the currently appropriated TSPLOST 2 projects (Tier-1).

Operating Budget Impact: Maintenance costs, including landscaping, are currently estimated at \$15,000 annually.

CAPITAL PROJECT FUND SUMMARIES

Douglas Rd Traffic Calming (design)

\$200,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: This request is for design of traffic calming improvements along Douglas Road.

The City has received numerous complaints from citizens living along Douglas Road regarding the volume of traffic and speed of vehicles. Several options and locations were evaluated along Douglas Road. Intersection improvements at Douglas Road/Clubhouse Drive and Douglas Road/Newport Bay Passage are being considered. A roundabout is being proposed at Douglas Road/Clubhouse Drive to address the intersection volume as well as traffic calming. Traffic calming measures for the Newport Bay Passage intersection would include a lane diet and sight distance improvements. The Douglas Road corridor will be studied further to evaluate different options at multiple intersections before designing a roundabout for the intersection of Douglas Road and Clubhouse Drive.

Right-of-way acquisition and construction costs are estimated at \$1.6 million and would be part of future funding requests. Operating Budget Impact: N/A for the design phase. Operational costs for future buildout are heavily dependent upon the design and undeterminable at this time.

Southlake Dr Traffic Calming (design)

\$200,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: This request is for the design and evaluation of appropriate traffic calming and safety treatments along Southlake Drive between Webb Bridge Road and Douglas Road, including the following projects:

- A roundabout at Southlake Drive at Clipper Bay Drive.
- Lane narrowing with center medians on Southlake Drive at the intersection of Westchester Way.
- A roundabout at Southlake Drive at Schooner Ridge.
- Lane narrowing with center medians on Southlake Drive at the intersection of Southlake Court.
- A roundabout at Southlake Drive at Americas Cup Cove.

Construction costs are estimated at \$1.8 million and would be part of future funding requests. Operating Budget Impact: N/A for the design phase. Operational costs for future buildout are heavily dependent upon the design and undeterminable at this time.

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Hopewell Rd at Vaughan Dr Roundabout ROW (TSPLOST-2; Tier 3) \$100,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: Design of a roundabout at the intersection of Hopewell Road and Vaughan Drive was funded in FY 2020 and was completed by March 2022. The roundabout would serve to assist in the following: denote one is entering into Alpharetta; aid in slowing traffic entering the Downtown area; and assist in turning onto/off Vaughan Drive.

Construction costs are estimated at \$1.4 million and would be part of future funding requests.

This improvement is on the approved TSPLOST 2 project list and funding may be available through TSPLOST 2 proceeds if revenue trends highlight collections in excess of what is needed to fund the currently appropriated TSPLOST 2 projects (Tier-1).

Operating Budget Impact: Maintenance costs, including landscaping, are currently estimated at \$600 annually.

Waters Rd Traffic Calming (design) \$300,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: This request is for design of traffic calming improvements along Waters Road. The city has received numerous complaints from citizens living along Waters Road regarding the volume of traffic and speed of vehicles. Several options and locations were evaluated, and it has been determined that roundabouts at the intersections of Waters Road and Centennial Drive, and Waters Road and Waters Mill Drive, would be the most feasible method for addressing these concerns.

Right-of-way acquisition and construction costs are estimated at \$1.7 million and would be part of future funding requests. Operating Budget Impact: N/A for the design phase. Operational costs for future buildout are heavily dependent upon the design and undeterminable at this time.

Mid Broadwell Sidewalk Improvements \$900,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This funding request is for the purchase of right-of-way and construction of approximately 1,100 linear feet of sidewalk to fill in two gaps along the south side of Mid Broadwell Road between 1) Fire Station 85 and Jennifer Oaks Dr., and 2) Rumson Lane and Bethany Road. Providing this sidewalk would create a safer route to and from Mid Broadwell Park.

Design of these sidewalk segments is currently in-progress by an engineering firm.

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Right-of-way and construction costs are estimated at \$200,000 and \$700,000, respectively.
Operating Budget Impact: Monthly maintenance such as landscaping will be required and is currently estimated at 15-cents a linear foot (\$2,000 annually).

Wills Rd Sidewalk Gap

\$380,000

Fiscal Year 2026 Annual Action Plan:

- Transportation and Traffic.

Description: This funding request is for design and construction of the sidewalk gap (550 linear feet) along Wills Road, north and south of Wills Lane. Through this project, ADA-compliant sidewalk ramps will be installed at the intersection of Wills Road and Wills Lane. It is anticipated that all work will be done within public ROW, without the need to acquire additional ROW.

Design and construction costs are estimated at \$10,000 and \$370,000, respectively.

Operating Budget Impact: N/A for the design phase. Monthly maintenance such as landscaping will be required and is currently estimated at 15-cents a linear foot (\$1,000 annually).

Wills Dr Sidewalk Improvements (design & ROW)

\$40,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Transportation and Traffic.

Description: This funding request is for design and the purchase of right-of-way (ROW) for the eventual installation of 475 linear feet of sidewalk to fill in a gap along the east side of Wills Drive between Trammell Drive and Milton Avenue. Installation of this sidewalk would provide a continuous sidewalk along the east side of Wills Drive from Old Milton Parkway to Milton Avenue.

Funding for construction of the improvements would be requested in a future capital plan and is currently estimated at \$150,000.

Operating Budget Impact: N/A for the design/right-of-way acquisition phase. Upon construction, monthly maintenance such as landscaping will be required and is currently estimated at 15-cents a linear foot (\$900 annually).

Waters Road Sidewalk Improvements (ROW)

\$100,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Transportation and Traffic.

Description: This funding request is for the purchase of right-of-way for the eventual installation of 1,340 linear feet of sidewalk to fill in two gaps along the east side of Waters Road. Citizens of Waters Road have expressed concerns about individuals driving at

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

excessive speeds. Installation of these sidewalks would provide a continuous sidewalk along both sides of Waters Road. Pedestrians would only need to cross Waters Road at signalized intersections: Kimball Bridge Road and Jones Bridge Road.

Design of these sidewalk segments has been completed by in-house staff.

Funding for construction of the improvements would be requested in a future capital plan and is currently estimated at \$1.1 million. Operating Budget Impact: N/A for the right-of-way acquisition phase. Monthly maintenance such as landscaping will be required and is currently estimated at 15-cents a linear foot (\$2,500 annually).

Providence Road Sidewalk Improvements (ROW)

\$200,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Transportation and Traffic.

Description: Citizens living along the east side of Providence Road have requested the installation of sidewalks to provide connectivity to both Downtown Alpharetta and Providence Park. This request is for the purchase of right-of-way for the eventual installation of approximately 3,900 linear feet of sidewalk along the east side of Providence Road from the existing sidewalk at Weatherstone Way north to the City Limits.

Funding for construction of the improvements would be requested in a future capital plan and is currently estimated at \$1.1 million. Operating Budget Impact: N/A for the right-of-way acquisition phase. Monthly maintenance such as landscaping will be required and is currently estimated at 15-cents a linear foot (\$7,000 annually).

City Hall Generator and Enclosure

\$1,250,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.

Description: This request is for the purchase and installation of a generator for City Hall to ensure continued operations to citizens and stakeholders during times of power outages including natural disasters. Specifically, this cost estimate is for a natural gas generator sufficiently sized to allowed for continued operations of City Hall (roughly 55,000 sq. ft.) as well as construction of an enclosure to house the generator that matches the aesthetics of City Hall. The generator is estimated at \$850,000 and the enclosure is estimated at \$400,000.

Operating Budget Impact: Operational costs would be minimal. Gas usage would be based solely on when the generator is operating, and inspection/maintenance cost would be approximately \$3,000 a year.

CAPITAL PROJECT FUND SUMMARIES

Alpharetta Community Center Generator

\$375,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.

Description: This request is for the purchase and installation of a generator for the Alpharetta Community Center. The budget requested would be for a 400 kw Blue Star generator. A 400 kw was priced due to the unit being capable of powering the entire building in the event of a power outage. A smaller generator could be installed at a lower cost if it's determined there is no need to power the entire building during times of power outages. Beyond the cost of the generator, other costs include gas meter upgrades, gas line upgrade and installation of a regulator. The total requested amount is \$375,000.

Operating Budget Impact: Operational costs would be minimal. Gas usage would be based solely on when the generator is operating, and inspection/maintenance cost would be approximately \$3,000 a year.

Fire Stations Facilities (Facility Maintenance/Improvements)

\$130,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: This request is for the renovation of bathrooms, kitchens, flooring, lighting, appliances, ceiling fans, etc. at various Fire Stations within the City. The renovations will be accomplished over multiple years.

FY 2026 requests are subject to available funding and include: (1) LED lighting in multiple fire stations; (2) kitchen remodel, including new cabinetry and appliances at Station 85; (3) new flooring at Station 82; (4) new appliances at Station 86; and, depending on funds availability, (5) new appliances and bathroom remodeling at other stations.

Operating Budget Impact: This program decreases maintenance and utilities costs (increased energy efficiency).

Public Safety Headquarters Parking Maintenance and Expansion

\$620,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Infrastructure and Facilities Maintenance.

Description: Due to the increased number of individuals accessing the Public Safety Headquarters, additional parking needs are desired. This request is for funding to:

- Construct an additional 22 parking spaces along the main entrance off Westside Parkway to the Public Safety Headquarters complex. Design was funded in FY 2019 and completed by staff.
- Developing construction plans to pave or gravel and fence the grassy area outside the rear gate: just outside the secure parking area. The use is for long-term storage of vehicles related to investigations, storage of public safety spare vehicles, and storage of retired vehicles awaiting auction.

CAPITAL PROJECT FUND SUMMARIES

Operating Budget Impact: Incremental maintenance costs, including landscaping and litter control, are currently estimated at \$500 annually.

Trailers; Qty: 2 (Equipment Replacement)

\$30,000

Fiscal Year 2026 Annual Action Plan:

- N/A – General Capital Maintenance/Investment.

Description: This request is for the recurring replacement of trailers within the Public Works fleet. These replacements are based on age and/or maintenance/repair costs. These trailers are expected to last in excess of 10 years.

FY 2026 replacements include Unit #73 (1996 14' Trailer; dual axel) and Unit #176 (2000 24' trailer; 10-ton).

Operating Budget Impact: This program reduces equipment maintenance costs and increases utilization rates as the equipment is less susceptible to breaking-down and/or requiring service.

Sr. Engineering Technician - Facilities (new position; +1 FTE) (\$112,100 operations/\$50,000 capital)

\$50,000

2025 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Public Works is requesting the addition of a Senior Engineering Technician position (pay grade 306; assumed 5% above paygrade minimum).

The Senior Engineering Technician position would perform technical work in support of the City's facility repair, maintenance, and renovations. Oversight of procurement, scheduling, and management of City contractors and vendors for the maintenance, repair, alteration, replacement, and upgrades to all city-maintained facilities. Periodic supervision and training of Public Works facility repair and maintenance crews.

The Public Works Department is currently challenged with additional and aging facilities. Public Works took responsibility of Parks facilities in 2017-2018 without the addition of any staff. With the additional facilities responsible for, and aging components, demand for repairs, alterations, remodels, etc. have significantly increased. In 2021 Public Works created a Sr. Engineering Technician position to assist the facilities supervisor/crews with repairs, procuring contractors, overseeing maintenance contracts, ordering supplies, and assisting with other facility needs. Along with more requests for daily maintenance needs, capital request have also increased. This position would be assigned park facilities to aid the facilities supervisor and crews in identifying maintenance needs and working with Parks staff regarding capital requests, maintenance contracts, and prioritization of facility repairs. This will provide a higher level of service to City employees and facility repairs.

Capital costs are estimated at \$50,000 and include funding for a vehicle purchase (and unfitting). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$104,600 annually and

CAPITAL PROJECT FUND SUMMARIES

reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$7,500.

Infrastructure Crew (new positions; +4 FTE) (\$356,000 operations/\$80,000 capital)

\$80,000

2025 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Public Works is requesting the addition of the following new positions:

- +1 FTE - Public Works Crew Leader position (pay grade 305; assumed 5% above paygrade minimum).
- +2 FTEs - Public Works Technician II position (pay grade 303; assumed 5% above paygrade minimum).
- +1 FTE - Public Works Technician I position (pay grade 302; assumed 5% above paygrade minimum).

Currently the Public Works Department has 2 crews of 4 individuals that handle repairs to stormwater infrastructure, curb and gutter, sidewalks (concrete and brick paver), and City roads. One of the biggest challenges the department faces these days is making timely repairs to sidewalks. The Department maintains over 235 miles of sidewalk in the City, majority of the sidewalk is concrete. Over time, sidewalks have settled, cracked, and/or tree roots have uplifted the sidewalk causing trip hazards. Crews can accomplish repairs primarily in subdivisions. This crew will be able to handle concrete and brick paver sidewalk repair, curb and gutter repair, and other concrete work within the City's right of way. Work along busier streets throughout the City require significant traffic control measures and the crews are not equipped size wise to handle work of this nature. A crew of four individuals will consist of a Crew Leader, (2) Tech II's and a Tech I.

Capital costs are estimated at \$80,000 and include funding for a vehicle purchase (and unfitting). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs for the four new positions are estimated at \$346,000 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$10,000.

Facility Operations Manager (new position; +1 FTE) (\$138,600 operations/\$65,000 capital)

\$65,000

2025 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Public Works is requesting the addition of a Facility Operations Manager position (pay grade 309; assumed 5% above paygrade minimum).

The City embarked on an energy audit as well as a facility assessment over the last year. The report outlines various capital initiatives and improvements to all the City's facilities.

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Currently, there is one individual overseeing the crews accomplishing work orders and overseeing vendors accomplishing various tasks in the facilities (electrical, mechanical, structural, painting, etc.). This position will be responsible for overseeing execution of the program, procuring vendors to implement various improvements, maintain the software system associated with the facility assessment, and oversee the Engineering Technician(s) working in the Facility Group. Separating the responsibilities within the Facilities Group will enable supervisors to spend more time ensuring work is accomplished meeting the expectations of the City and enable individuals to become proactive instead of reactive when it comes to implementing improvements.

Capital costs are estimated at \$65,000 and include funding for a vehicle purchase (and unfitting). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$131,100 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$7,500.

Construction Manager - Infrastructure (new position; +1 FTE) \$50,000
(\$138,600 operations/\$50,000 capital)

2025 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance.

Description: Public Works is requesting the addition of a Construction Manager position (pay grade 309; assumed 5% above paygrade minimum).

The City allocated over \$4 million last year and is planning to do such over the next 10 years towards stormwater work throughout the City. Much of the construction work is contracted out to contractors to resolve various stormwater issues. Work varies from replacing a structure, lining, or replacing a pipe, or a large-scale construction project.

Due to the number of incoming projects and programmed projects, the Department is unable to adequately oversee construction oversight of the contractors in the field for the installation of City maintained infrastructure. Public Works is requesting an Infrastructure Construction Manager Position to oversee various field operations regarding stormwater improvements. The position not only requires knowledge of reading construction plans, communication skills with the public and contractors, as well as problem-solving skills when unknown issues arise in the field.

Public Works currently has seven stormwater projects in design or construction soon to be procured, over 1 million dollars a year in pipe lining, and numerous stormwater repairs (catch basin tops, grouting of manholes/pipes, and pipe replacements) throughout the City. Public Works staff is already committed to overseeing construction management of the Park's Bond Projects, TSPLSOT I/II projects, as well as capital projects.

Capital costs are estimated at \$50,000 and include funding for a vehicle purchase (and unfitting). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$131,100 annually and

CAPITAL PROJECT FUND SUMMARIES

reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$7,500.

Winter Weather Equipment Storage/Technology

\$45,000

Fiscal Year 2026 Annual Action Plan:

- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.

Description: This request is for the purchase of Winter Weather Equipment that is utilized within the Public Works fleet.

FY 2026 request is for Winter Weather Equipment. We have purchased (4) F-750s with salt spreader attachments to be utilized in anticipation of winter weather needs. We are requesting funds to purchase stands for the spreaders when they are not in use, which will significantly increase the ease of use for the spreaders and the amount of space needed to store the spreader.

Currently the four spreader inserts for the F-750s are stored by means of chains and hooks. The chains are connected to the I-beams of the pole barn located at Public Works. This way of storage was never meant to be permanent and causes several issues.

- Currently, with the chain and hook system, installation and removal of a spreader takes at least three people and a piece of equipment.
- The spreaders have received damage due to dragging the ground and by the use of heavy equipment to hoist them in place, etc. The I-beams for the pole barn were never designed to have the extra weight of four spreaders hanging from them.

The cumbersome and time-consuming problem of removing, hanging, or un-hanging and installing is not the best practical way of storing the spreaders when not being utilized. The proposed stands mount to the spreader and when backing up under the spreader, the legs fold up the same way an ambulance bed would allowing you to drive up under the spreader to load it. Same as unloading, the legs fold out and you drive the truck out from underneath the spreader. With the attachment of these stands, one to two people maximum can load and unload a salt spreader safely. The stands will attach to the spreader and always stay on them. Additionally, this request also includes the annual cost of the Precise software utilized for winter weather activity usage and the tracking of materials utilized and location routes. The estimated cost of these combined purchases total \$45,000.

Operating Budget Impact: This program reduces equipment maintenance costs and increases utilization rates as the attachments are stored more efficiently.

CAPITAL PROJECT FUND SUMMARIES

Recreation, Parks & Cultural Services

Webb Bridge Park Master Plan (design)

\$100,000

Fiscal Year 2026 Annual Action Plan:

- Recreation, Parks, and Culture.

Description: Webb Bridge Park is a key asset to the community, but much of its property is currently underutilized. The proposed Master Plan will offer a vision for the park's future, addressing current gaps and creating new opportunities for recreation, community engagement, and environmental sustainability. By developing this plan, the City will be able to prioritize improvements, create functional spaces, and reduce any redundant or underperforming park features.

Construction costs, while highly dependent upon the design, will likely exceed \$1.5 million and would be requested as part of a future capital program. Operating Budget Impact: N/A for the master plan phase. Operational costs for future buildout are heavily dependent upon the design and undeterminable at this time.

North Park Master Plan (design)

\$100,000

Fiscal Year 2026 Annual Action Plan:

- Recreation, Parks, and Culture.

Description: A comprehensive master plan for North Park will serve as a long-term strategy for transforming the park into a more functional, accessible, and community-friendly space. This master plan will include conceptual designs, prioritization of improvements, identification of service gaps, and a focus on reducing redundant features. The plan will aim to enhance the park's role as a community hub and ensure its sustainability and enjoyment for years to come.

Construction costs, while highly dependent upon the design, will likely exceed \$1.5 million and would be requested as part of a future capital program. Operating Budget Impact: N/A for the master plan phase. Operational costs for future buildout are heavily dependent upon the design and undeterminable at this time.

Haynes Bridge Road Park Restroom

\$400,000 (multiple sources)

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: Currently, at the Haynes Bridge Road Park, visitors only have access to a Port-a-John. This access park was opened in 1997. Funds were limited and plans were to construct a restroom later. Although the need for a permanent restroom at this facility is not specifically noted in the 2018 Alpharetta Recreation and Parks Master Plan, additional restrooms at the access points are the most requested improvement made by greenway users.

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

A pre-cast type restroom (like the one at Windward Community Park) is preferred. Due to current flood plain constraints, the project will entail more site work prep, design, and surveying than routine pre-cast restroom installations. Approximately 100' of sewer line will need to be installed. A waterline will have to be bored under Haynes Bridge Road and a new meter installed for connection to existing waterlines. Potential funding offsets through impact fee funds (\$367,640 or 91.91% is impact fee eligible – limiting factor is available parks impact fees which totaled \$1 million as of February 2025). Operating Budget Impact: Maintenance (including janitorial) and utility costs are estimated at a minimum of \$1,000 annually.

Marconi Drive Park Restroom

\$400,000 (multiple sources)

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.

Description: Currently, at Marconi Drive Park, visitors only have access to a Port-a-John. This access park was opened in 2011. Funds were limited and plans were to construct a restroom later. Although the need for a permanent restroom at this facility is not specifically noted in the 2018 Alpharetta Recreation and Parks Master Plan, additional restrooms at the access points are the most requested improvement made by greenway users.

Based on the current market cost to install a pre-cast restroom to match the current park inventory, the estimated cost is \$400,000 including sewer and water connections as well as design. Potential funding offsets through impact fee funds (\$367,640 or 91.91% is impact fee eligible – limiting factor is available parks impact fees which totaled \$1 million as of February 2025). Operating Budget Impact: Maintenance (including janitorial) and utility costs are estimated at a minimum of \$1,000 annually.

Club Car Carryall 510 (road ready) Utility Cart

\$20,000

Fiscal Year 2026 Annual Action Plan:

- Safe and Welcoming Community.
- Recreation, Parks, and Culture.
- Downtown Alpharetta.
- Economic Development.

Description: The request is to add an additional Club Car Carryall 510 (road ready) utility cart to the Downtown/Special Events teams. With the creation of the Downtown Maintenance division, the demand for the road ready cart has increased. It has been determined that the road ready carts are a better and more versatile tool for both the downtown Park Services and Special Events teams. They are so useful that the need for additional trucks is not required. If approved, a truck will be moved to an area of need to supplement for the shortage of vehicles that has been created due the growth occurring in recent years. The following enhancements to service include:

- The electric cart is quiet when using it in the downtown district late at night during event break down.

CAPITAL PROJECT FUND SUMMARIES

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

- The utility bed is better at carrying materials needed for special events, as it has a deep and big bed in the back.
- The two-seater feature makes it easier to fit into smaller spaces and navigate tighter turns for loading and unloading.
- The closed doors are helpful for seasons with more inclement weather, like weekly food drive donation pick-ups in December.
- The road-ready feature allows staff to safely navigate downtown roadways and Wills Park facilities when road closures are open, which frequently occurs during event prep from one day to six weeks in advance of an event.

If approved, a truck will be moved to an area of need to supplement the shortage of vehicles that has been created due to the growth occurring in recent years.

Operating Budget Impact: Maintenance and energy costs are estimated at a minimum of \$500 annually.



CAPITAL PROJECT FUND SUMMARIES

Summary 5-Year CIP

A summary version of the city's five-year capital improvement plan ("CIP") is included below. The CIP forecasts the city's available funding for capital investment over a five-year period and provides a preliminary project prioritization (subject to adjustment in future years). These figures do not include the city's existing capital initiatives (i.e., initiatives funded prior to FY 2025) and do not represent full funding of departmental capital project requests. Please refer to Appendix A for the detailed 5-Year CIP.

FY 2026-2030 Capital Improvement Plan

June 11, 2025

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Sources						
General Fund (Annual Appropriation)	\$ 3,091,292	\$ 3,174,538	\$ 3,238,029	\$ 3,302,789	\$ 3,368,845	\$ 16,175,493
General Fund (Fund Balance)	5,017,048	5,102,022	9,528,358	8,690,058	8,574,399	36,911,885
	\$ 8,108,340	\$ 8,276,560	\$ 12,766,387	\$ 11,992,847	\$ 11,943,244	\$ 53,087,378
Other Funds (Investment Earnings)	\$ 400,000	\$ 400,000	\$ 400,000	\$ 430,000	\$ 430,000	\$ 2,060,000
Other Funds (Fund Balance)	3,695,000	-	-	-	-	3,695,000
Impact Fees	575,000	-	-	-	-	575,000
TSPLOST 1 and 2	8,100,000	4,768,700	-	-	-	12,868,700
TSPLOST 3 (forecast)	-	-	4,891,800	5,009,200	5,140,900	15,041,900
	\$ 12,770,000	\$ 5,168,700	\$ 5,291,800	\$ 5,439,200	\$ 5,570,900	\$ 34,240,600
Capital Lease						
Fleet Replacement: Fire Apparatus Replacements	\$ 4,000,000	\$ 742,000	\$ -	\$ -	\$ -	\$ 4,742,000
Fire Extrication Equipment Replacements	-	-	179,000	-	-	179,000
Heart Monitor & AEDs Replacements	660,000	-	-	-	-	660,000
Mobile (Vehicle) Radio Replacements	-	-	-	600,000	-	600,000
Portable (Handheld) Radios Replacement	-	-	-	1,766,000	-	1,766,000
Grant/Contribution						
Local Maintenance Improvement Grant (LMIG); Milling and Resurfacing	710,000	731,300	753,200	775,800	799,100	3,769,400
Local Roads Assistance (LRA) Grant; Milling and Resurfacing, Bridge and Guardrail Maintenance	851,107	-	-	-	-	851,107
Alpharetta Youth Baseball Association Contribution	250,000	-	-	-	-	250,000
	\$ 6,471,107	\$ 1,473,300	\$ 932,200	\$ 3,141,800	\$ 799,100	\$ 12,817,507
Total Sources	\$ 27,349,447	\$ 14,918,560	\$ 18,990,387	\$ 20,573,847	\$ 18,313,244	\$ 100,145,485

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Uses (by Department)						
Economic Development	\$ 100,000	\$ 150,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 400,000
Information Technology	958,800	450,800	964,000	622,300	630,800	3,626,700
Public Safety	6,994,114	2,692,000	2,364,000	4,636,000	2,355,000	19,041,114
Public Works	10,457,500	9,344,000	11,695,500	11,820,500	11,995,600	55,313,100
Recreation, Parks & Cultural Services	2,305,000	1,255,000	2,183,000	2,065,000	1,863,000	9,671,000
Community Development	183,600	149,900	746,200	451,500	454,900	1,986,100
Total Uses	\$ 20,999,014	\$ 14,041,700	\$ 18,002,700	\$ 19,645,300	\$ 17,349,300	\$ 90,038,014
Non-Allocated (Sources-Uses)	\$ 6,350,433	\$ 876,860	\$ 987,687	\$ 928,547	\$ 963,944	\$ 10,107,471
Total Uses + Non-Allocated	\$ 27,349,447	\$ 14,918,560	\$ 18,990,387	\$ 20,573,847	\$ 18,313,244	\$ 100,145,485

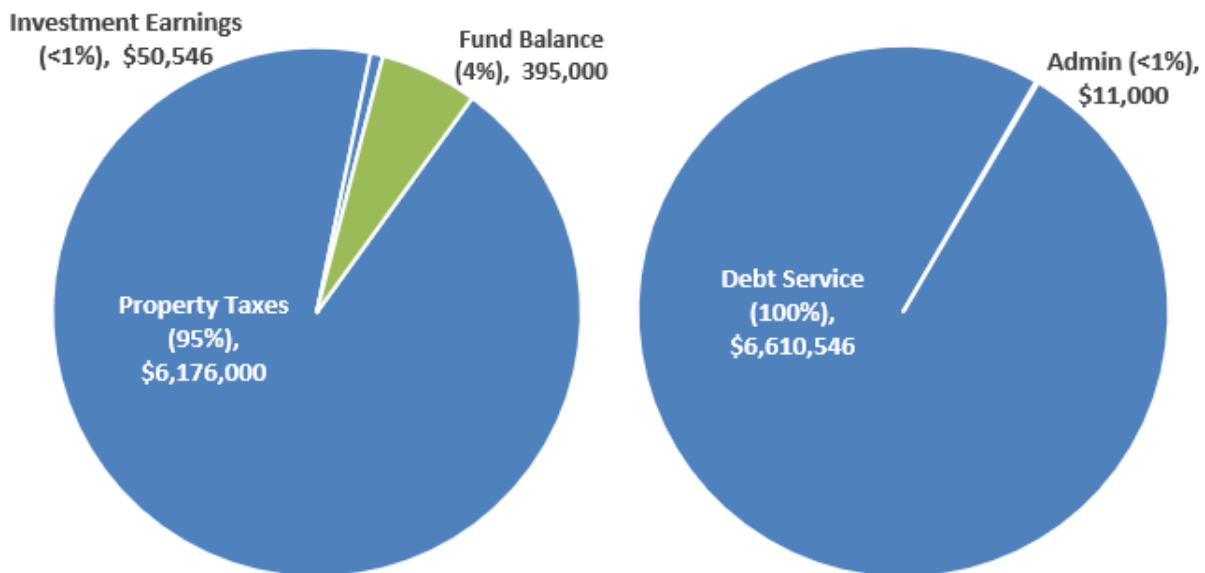
DEBT SERVICE FUND SUMMARY

Debt Service Fund Summary

Overview

Pursuant to the Governmental Accounting Standards Board's Codification, Section 1300.107, debt service funds are used to account for the accumulation of resources for the payment of principal and interest on general long-term debt (not including capital leases).

FY 2026 Budget: \$6,621,546



Revenues by Source

Expenditures by Use

The city has one debt service fund that accounts for debt service on the following obligations (except where noted) along with the principal amounts outstanding as of the start of FY 2026.

GENERAL OBLIGATION (GO) BONDS		\$
GO Refunding Bonds, Series 2014	\$	1,850,000
GO Bonds, Series 2016		46,740,000
GO Refunding Bonds, Series 2020		16,500,000
GO Bonds, Series 2022		25,305,000
Total GO Debt	\$	90,395,000
DEVELOPMENT AUTHORITY		\$
Revenue Bonds, Series 2013 ³⁴	\$	1,995,000
Revenue Bonds, Series 2016 ¹³		21,055,000
Total Development Authority Debt	\$	23,050,000

³⁴ This obligation is funded out of the General Fund (Series 2013) and Hotel/Motel Fund (Series 2016) and shown herein for the purposes of providing a comprehensive overview of all bond debt obligations.

DEBT SERVICE FUND SUMMARY

Debt Issuance Methodology

The city's preferred method for funding the acquisition and construction of major items, such as buildings, infrastructure, parks, streets, and other major capital facilities shall be through current revenue when available (i.e., pay-as-you-go) or from outside funding sources such as grant funding and related aid.

General obligation bonds have been issued to fund numerous large-scale projects including public safety facilities, parks and recreation facilities, and transportation improvements that continue to define Alpharetta as a desirable community to work and live. The city issues general obligation bonds to provide capital improvement funding when the project(s) are of sufficiently large scale, and it is appropriate to achieve a fair allocation of costs between current and future beneficiaries.

Debt Issuance Activity

GO Bonds, Series 2022: In November 2021, the voters of the City of Alpharetta approved the issuance of General Obligation Bonds (the "2022 Alpharetta Parks Bonds") to fund \$29.5 million in improvements aimed at constructing a variety of park enhancements and projects including:

- Wills Park Equestrian renovation build out (50% match with the Equestrian Foundation).
- Turf for Webb Bridge Park large soccer field.
- Wills Park Master Plan projects.
- Union Hill Park redevelopment/trailhead.
- Mid Broadwell Park build out.
- Old Rucker Park design and build out.
- Farmhouse Park design and build out.
- Waters Road Park design & build out.
- Alpha Loop.

The 2022 Alpharetta Parks Bonds were issued in February 2022 in a par amount of \$27 million (not including a \$2.5 million premium which assisted in funding the \$29.5 million in project improvements) with a 25-year term and a true-interest cost of 2.38%.

GO Refunding Bonds, Series 2020: In April 2020, the city issued \$18 million (par) of City of Alpharetta General Obligation Bonds Refunding Bonds, Series 2020, for refunding of the outstanding Series 2012 General Obligation Bonds (saving over \$300,000 annually).

The Series 2012 General Obligation Bonds funded the redevelopment of 22-acres in the heart of Downtown Alpharetta (the "City Center" project) to include a vibrant environment of parks and civic spaces that serve as a gathering place for citizens and attract business and investment to this important area of our community.

DEBT SERVICE FUND SUMMARY

The Public portion of City Center includes: new Fulton County Library (funded separately through Fulton County); 5-acre Public Park; Town Square; new Alpharetta City Hall; and 450+/- space Public Parking Garage. These components create a place and an atmosphere where people naturally want to be.

While there, many also patronize the unique shops and restaurants that call Downtown Alpharetta home.

The environment created through these civic elements attracted private investment that drove the second phase of the development (mixed-use residential, retail, and office).



City Center

GO Bonds, Series 2016: In May 2016, the voters of the City of Alpharetta approved the issuance of General Obligation Bonds (the “2016 Alpharetta Parks and Transportation Bonds”) to fund \$52 million in improvements aimed at alleviating traffic congestion, expanding sidewalk connectivity, improving park amenities, extending the Big Creek Greenway north to connect with Forsyth County’s Greenway, and securing parkland for future passive and active park systems.

The 2016 Alpharetta Parks and Transportation Bonds were issued in July 2016 in a par amount of \$52 million (including premium) with a 25-year term and a true-interest cost of 2.83%.

DEBT SERVICE FUND SUMMARY



Bond Ratings

The city's AAA bond rating was reaffirmed by Moody's and Standard & Poor's ("S&P") during January 2022 in conjunction with the sale of \$27 million (par) of Series 2022 General Obligation Bonds to fund a variety of park enhancements and projects. The AAA rating represents the highest rating available to municipalities and translates to significant savings to our citizens and stakeholders through reduced borrowing costs. This rating demonstrates the strongest creditworthiness relative to other US municipal or tax-exempt issuers and reflects the city's current sound financial position as well as strong financial management practices guiding our ongoing decision making. These practices are supported by formal policies to guide budget and procurement practices, capital investment, and debt management. Other positive factors include a relatively strong economic base and manageable debt/pension burdens. The FY 2026 Budget is mindful of these factors and the importance of maintaining the highest rating, not only for our citizens but also our bondholders.

Bond Smoothing

The city's primary method of funding large-scale capital projects is through the issuance of bonds (e.g., general obligation bonds, Development Authority bonds, etc.). General obligation bonds have been issued to fund numerous large-scale projects including public safety facilities, parks and recreation facilities, and transportation improvements that continue to define Alpharetta as a desirable community to work and live. General obligation bonds are funded through a separate millage levy (discussed below).

The Alpharetta Development Authority, a component unit of the city that is focused on economic development within our borders, issued bonds in 2016 to fund construction of our state-of-the-art Conference Center. These bonds are funded by a portion of the Hotel/Motel Tax.

Principal and interest payments for fiscal year 2026 are budgeted at \$8.4 million with the following forecast: 2027 - 2041³⁵: \$8.8 million (annual average); 2042-2046³⁶ totaling \$1.6 million (annual average). These figures include City and Development Authority obligations and span multiple Funds.

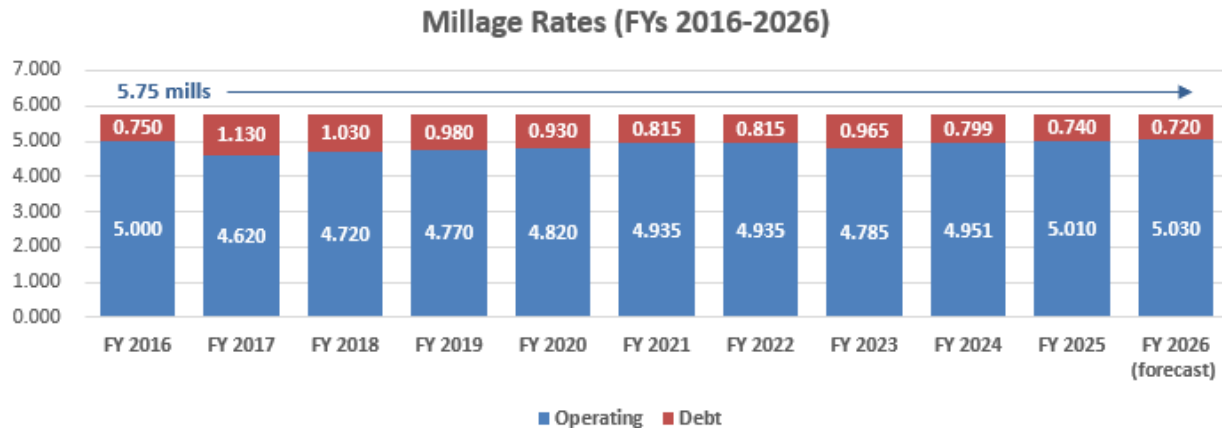
³⁵ Represents the final maturity of the Series 2016 Alpharetta Parks and Transportation Bonds and the Series 2016 Development Authority Revenue Bonds.

³⁶ Represents the final maturity of the Series 2022 General Obligation Bonds.

DEBT SERVICE FUND SUMMARY

Millage Rates

The city has historically acknowledged the need to provide a taxation rate commensurate with the government's level of service. The chart below illustrates the annual millage rates levied by the city for the last 10 years including the request for FY 2026.



The FY 2026 Budget is based on maintenance of the city's millage rate at 5.750 mills.

- The portion of the millage rate funding debt service (Debt Service Fund) is estimated to decrease 0.020mills compared to FY 2025 to a total of 0.720 mills. As our annual debt service obligations are relatively flat, growth in the tax digest allows for a reduction in the debt service millage rate. The decrease in tax revenue associated with the debt service millage shift is estimated at -\$170,000.
- The portion of the millage rate funding operations and capital investment (General Fund) is estimated to increase 0.020 mills compared to FY 2025 to a total of 5.030 mills. The increase in tax revenue associated with the operations millage shift is estimated at +\$135,000 and has been allocated towards operating initiatives. The shift from debt service millage to operations millage results in additional tax savings for our homeowners as the operations millage rate is subject to homestead exemptions.

DEBT SERVICE FUND SUMMARY

General Obligation Bond Debt

General Obligation ("GO") bonds are direct obligations and pledge the full faith and credit of the city. Original issue GO bonds are generally issued as 20/25-year serial bonds. Refunding GO bonds are issued in a maturity not exceeding the maturity of the refunded bonds. The following schedule provides a detailed listing of total debt service requirements of the city's GO bonds through maturity.

General Obligation Bonds (All Series)

	Principal	Interest	Total Debt Service
FY 2026	3,540,000.00	3,070,545.00	\$ 6,610,545.00
FY 2027	3,745,000.00	2,948,255.00	\$ 6,693,255.00
FY 2028	3,940,000.00	2,778,105.00	\$ 6,718,105.00
FY 2029	4,170,000.00	2,598,655.00	\$ 6,768,655.00
FY 2030	4,400,000.00	2,408,755.00	\$ 6,808,755.00
FY 2031	4,615,000.00	2,207,442.50	\$ 6,822,442.50
FY 2032	4,850,000.00	1,995,117.50	\$ 6,845,117.50
FY 2033	5,465,000.00	1,782,667.50	\$ 7,247,667.50
FY 2034	5,625,000.00	1,618,717.50	\$ 7,243,717.50
FY 2035	5,790,000.00	1,449,967.50	\$ 7,239,967.50
FY 2036	5,960,000.00	1,286,382.50	\$ 7,246,382.50
FY 2037	6,115,000.00	1,117,342.50	\$ 7,232,342.50
FY 2038	6,295,000.00	942,607.50	\$ 7,237,607.50
FY 2039	5,985,000.00	753,757.50	\$ 6,738,757.50
FY 2040	6,120,000.00	574,207.50	\$ 6,694,207.50
FY 2041	6,295,000.00	398,707.50	\$ 6,693,707.50
FY 2042	1,415,000.00	217,475.00	\$ 1,632,475.00
FY 2043	1,450,000.00	182,100.00	\$ 1,632,100.00
FY 2044	1,495,000.00	138,600.00	\$ 1,633,600.00
FY 2045	1,540,000.00	93,750.00	\$ 1,633,750.00
FY 2046	1,585,000.00	47,550.00	\$ 1,632,550.00
FY 2047	-	-	\$ -
	\$ 90,395,000.00	\$ 28,610,707.50	\$ 119,005,707.50

DEBT SERVICE FUND SUMMARY

Development Authority Revenue Bond Debt

Development Authority Revenue Bonds, Series 2013: The purpose of this bond issue was to fund a portion of the development, equipping, and construction of Gwinnett Technical College's Alpharetta campus. The Series 2013 Development Authority Revenue Bonds were issued in June 2013 in a par amount of \$4.1 million with a 20-year term and a true-interest cost of 3.13%. The City is obligated to pay 100% of the total principal and interest payments on the bonds. This obligation is funded from the General Fund through non-advalorem revenue.



Development Authority Revenue Bonds, Series 2016: The purpose of this bond issue was to fund the new state-of-the-art 44,000 square foot Conference Center through a public-private partnership with North American Properties (developer of Avalon). Along with the Conference Center, North American Properties constructed a 330-room Marriott Autograph hotel abutting the Center. North American Properties is operating the Conference Center that includes the largest meeting room in the north Fulton market. Economic impact studies have indicated that a conference center could bring in almost \$23.5 million in visitor spending, generating 545 jobs with more than \$15.7 million in earnings and over \$51.3 million in total economic output annually.



The FY 2026 budget includes funding within the Hotel/Motel Fund to cover debt service associated with bonds issued to fund construction of the Center. The debt service is fully funded through the hotel/motel tax.

DEBT SERVICE FUND SUMMARY

Development Authority Revenue Bonds (City Portion)

	Principal	Interest	Total Debt Service
FY 2026	1,065,000.00	674,777.50	\$ 1,739,777.50
FY 2027	1,140,000.00	626,027.50	\$ 1,766,027.50
FY 2028	1,195,000.00	600,640.00	\$ 1,795,640.00
FY 2029	1,255,000.00	573,802.50	\$ 1,828,802.50
FY 2030	1,310,000.00	544,377.50	\$ 1,854,377.50
FY 2031	1,375,000.00	510,765.00	\$ 1,885,765.00
FY 2032	1,445,000.00	474,050.00	\$ 1,919,050.00
FY 2033	1,525,000.00	429,350.00	\$ 1,954,350.00
FY 2034	1,315,000.00	382,200.00	\$ 1,697,200.00
FY 2035	1,390,000.00	342,750.00	\$ 1,732,750.00
FY 2036	1,465,000.00	301,050.00	\$ 1,766,050.00
FY 2037	1,545,000.00	257,100.00	\$ 1,802,100.00
FY 2038	1,625,000.00	210,750.00	\$ 1,835,750.00
FY 2039	1,710,000.00	162,000.00	\$ 1,872,000.00
FY 2040	1,800,000.00	110,700.00	\$ 1,910,700.00
FY 2041	1,890,000.00	56,700.00	\$ 1,946,700.00
FY 2042	-	-	\$ -
	\$ 23,050,000.00	\$ 6,257,040.00	\$ 29,307,040.00

DEBT SERVICE FUND SUMMARY

Statement of Budgetary Comparisons

Debt Service Fund Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Property Taxes					
Current Year	\$ 5,214,158	\$ 6,778,913	\$ 6,247,147	\$ 6,120,000	\$ 6,150,000
Delinquent	21,835	114,423	69,520	17,000	17,000
Penalties/Interest	7,100	10,842	13,062	3,000	3,000
Motor Vehicle	13,143	12,664	9,635	6,000	6,000
Investment Earnings	(60,509)	114,853	158,317	27,000	50,546
Other					
Fund Balance	-	-	-	1,396,973	395,000
TOTAL	\$ 5,195,727	\$ 7,031,694	\$ 6,497,681	\$ 7,569,973	\$ 6,621,546
EXPENDITURES					
Maintenance & Operations:					
Professional Services	\$ 8,500	\$ 7,700	\$ 15,525	\$ 8,000	\$ 11,000
<i>subtotal</i>	<i>\$ 8,500</i>	<i>\$ 7,700</i>	<i>\$ 15,525</i>	<i>\$ 8,000</i>	<i>\$ 11,000</i>
Debt Service					
General Obligation Bonds					
Series 2014 (refunding)	\$ 1,918,143	\$ 1,913,129	\$ 1,907,296	\$ 1,895,644	\$ 1,893,290
Series 2016	1,923,988	1,925,188	1,925,588	1,925,188	1,923,988
Series 2020 (refunding)	1,100,750	1,116,750	1,129,250	1,150,500	1,160,000
Series 2022	-	1,635,390	1,633,268	1,636,768	1,633,268
<i>subtotal</i>	<i>\$ 4,942,881</i>	<i>\$ 6,590,457</i>	<i>\$ 6,595,401</i>	<i>\$ 6,608,100</i>	<i>\$ 6,610,546</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 953,873	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 953,873</i>	<i>\$ -</i>
TOTAL	\$ 4,951,381	\$ 6,598,157	\$ 6,610,926	\$ 7,569,973	\$ 6,621,546

DEBT SERVICE FUND SUMMARY

Statement of Revenues, Expenditures, and changes in Fund Balance

Debt Service Fund Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ 851,509	\$ 1,095,855	\$ 1,529,393	\$ 1,416,149	\$ 973,049
REVENUES BY CATEGORY					
Property Taxes (incl. Motor Vehicles)	\$ 5,256,236	\$ 6,916,841	\$ 6,339,364	\$ 6,146,000	\$ 6,176,000
Investment Earnings	(60,509)	114,853	158,317	27,000	50,546
Other	-	-	-	-	-
TOTAL	\$ 5,195,727	\$ 7,031,694	\$ 6,497,681	\$ 6,173,000	\$ 6,226,546
EXPENDITURES BY FUNCTION					
Professional Services	\$ 8,500	\$ 7,700	\$ 15,525	\$ 8,000	\$ 11,000
Debt Service/Refunding	4,942,881	6,590,457	6,595,401	6,608,100	6,610,546
TOTAL	\$ 4,951,381	\$ 6,598,157	\$ 6,610,926	\$ 6,616,100	\$ 6,621,546
ACFR Rounding Adjustments	\$ -	\$ -	\$ 1	\$ -	\$ -
Ending Fund Balance: (1)	\$ 1,095,855	\$ 1,529,393	\$ 1,416,149	\$ 973,049	\$ 578,049
Changes in Fund Balance (actual/est.)	\$ 244,347	\$ 433,538	\$ (113,244)	\$ (443,100)	\$ (395,000)

Notes:

(1) Fund Balance is utilized to offset debt service requirements.

ENTERPRISE FUND SUMMARY

Enterprise Fund Summary

Overview

The *Enterprise Fund Summary* section is intended to provide readers with an overall understanding of the fiscal year 2026 budget for the city's Solid Waste Fund.

Enterprise Funds are used to account for business-type activities whose operations are primarily funded by customer fees. The enterprise fund utilizes the accrual basis of budgeting and accounting.

The following schedules are set forth by Fund and provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **Fund Summary**

This section provides a brief description of the Fund.

- **Statement of Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures across multiple fiscal years. Revenues are presented by source and expenditures are presented by use.

- **Statement of Revenues, Expenditures, and changes in Fund Balances**

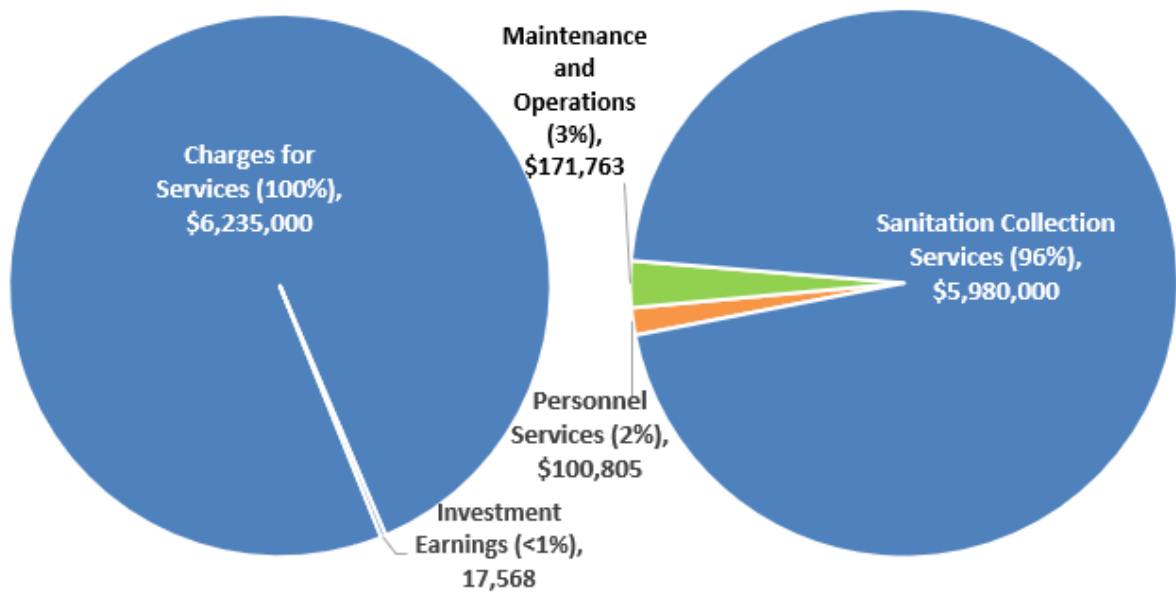
This statement provides a historical comparison of revenues and expenditures for fiscal years 2022-2026. Also included are changes in fund balance.



ENTERPRISE FUND SUMMARY

Solid Waste Fund Summary

FY 2026 Budget: \$6,252,568



Revenues by Source

Expenditures by Use

The Solid Waste Fund accounts for fees received from users of the city’s residential solid waste program (i.e., garbage, yard waste, and recycling collection). It is important to note as you review historical data for Solid Waste operations that glass recycling services were ended in August 2022 while all other services continue as normal. That is to say, the actuals through FY 2022 reflect glass services.

Services are provided on a user charge basis and managed through a contract with a private operator. The Finance Department manages the Solid Waste Program including billing, collection, and customer service functions. Commercial solid waste customers are authorized to contract for commercial solid waste collection and disposal services from any contractor that has obtained a solid waste collection permit from the city.

Trends

The FY 2026 Budget for the Solid Waste Fund totals \$6.3 million and represents an increase of 7%, or \$423,800, compared to FY 2025 due primarily to contractual cost growth for our private sanitation hauler of 4% annually coupled with forecasted growth in the service base.

As it relates to private sanitation hauler services, the City issued an RFP in 2021 for sanitation services to ensure optimal value for customers. Republic Services (our current provider) was the highest-ranking vendor and the most cost effective (\$1 million lower on

ENTERPRISE FUND SUMMARY

an annual basis than other proposers). Republic Services was awarded the contract with an annual 4% inflation adjustment.

The Personnel Services category increased 3%, or \$2,483, due to multiple factors including:

- 3% performance-based merit program scheduled for July 1, 2025.
- Market growth in group insurance costs (e.g. health, dental, vision), pension costs, etc.

Authorized personnel total 1.0 FTE and represent the following:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Variance
Customer Account Representative	1.0	1.0	1.0	1.0	1.0	-
	1.0	1.0	1.0	1.0	1.0	-

The Maintenance and Operations category increased 7%, or \$421,317, due primarily to contractual cost growth for our private sanitation hauler of 4% annually coupled with forecasted growth in the service base.



ENTERPRISE FUND SUMMARY

Statement of Budgetary Comparisons

Solid Waste Fund Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Charges for Services:					
Collection Fees	\$ 5,066,935	\$ 5,110,565	\$ 5,394,125	\$ 5,743,000	\$ 6,189,000
Commercial Hauler Fees	27,441	22,731	21,868	26,000	26,000
Penalties and Interest	35,555	35,045	35,253	42,000	20,000
Other	25	-	-	25	-
Investment Earnings	(27,994)	15,066	47,253	17,743	17,568
Other					
Miscellaneous		1,405	(175)		-
TOTAL	\$ 5,101,962	\$ 5,184,812	\$ 5,498,325	\$ 5,828,768	\$ 6,252,568
EXPENDITURES					
Personnel Services:					
Salaries	\$ 44,636	\$ 38,462	\$ 53,081	\$ 58,954	\$ 60,521
Overtime	434	-	258	750	500
Group Insurance	23,990	21,363	20,537	22,325	23,258
FICA	3,301	2,681	3,908	4,579	4,668
Pension (401A Cont./Match)	6,029	5,441	7,709	8,866	9,015
Miscellaneous	2,102	2,376	2,692	2,848	2,843
<i>subtotal</i>	<i>\$ 80,492</i>	<i>\$ 70,322</i>	<i>\$ 88,185</i>	<i>\$ 98,322</i>	<i>\$ 100,805</i>
Maintenance & Operations:					
Professional Services (e.g. haulers)	\$ 5,615,708	\$ 5,156,260	\$ 5,289,016	\$ 5,652,450	\$ 6,060,400
Miscellaneous	92,077	63,265	116,713	77,996	91,363
<i>subtotal</i>	<i>\$ 5,707,785</i>	<i>\$ 5,219,526</i>	<i>\$ 5,405,729</i>	<i>\$ 5,730,446</i>	<i>\$ 6,151,763</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
TOTAL	\$ 5,788,277	\$ 5,289,848	\$ 5,493,914	\$ 5,828,768	\$ 6,252,568

ENTERPRISE FUND SUMMARY

Statement of Revenues, Expenditures, and changes in Fund Balance

Solid Waste Fund Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ 802,291	\$ 115,975	\$ 10,939	\$ 15,349	\$ 15,349
REVENUES BY CATEGORY					
Charges for Services	\$ 5,129,956	\$ 5,168,342	\$ 5,451,247	\$ 5,811,025	\$ 6,235,000
Investment Earnings	(27,994)	15,066	47,253	17,743	17,568
Other	-	1,405	(175)	-	-
TOTAL	\$ 5,101,962	\$ 5,184,812	\$ 5,498,325	\$ 5,828,768	\$ 6,252,568
EXPENDITURES BY FUNCTION					
Solid Waste Operations	\$ 5,788,277	\$ 5,289,848	\$ 5,493,914	\$ 5,828,768	\$ 6,252,568
TOTAL	\$ 5,788,277	\$ 5,289,848	\$ 5,493,914	\$ 5,828,768	\$ 6,252,568
ACFR Rounding Adjustments	\$ -	\$ (1)	\$ (1)	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 115,975	\$ 10,939	\$ 15,349	\$ 15,349	\$ 15,349
Changes in Fund Balance (actual/est.)	\$ (686,315)	\$ (105,036)	\$ 4,410	\$ -	\$ -

Notes:

(1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts.

(2) Fund balance utilization was proposed in FY 2021-2023 to subsidize operations.

INTERNAL SERVICE FUND SUMMARIES

Internal Service Fund Summaries

Overview

The *Internal Service Fund Summaries* section is intended to provide readers with an overall understanding of the respective fiscal year 2026 budgets for the city's Internal Service Funds.

Internal Service Funds are used to accumulate and allocate costs internally among the city's various functions and utilize the accrual basis of budgeting and accounting.

The following schedules provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **Fund Summary**

This section provides a brief description of the Fund.

- **Statement of Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures across multiple fiscal years. Revenues are presented by source and expenditures are presented by use.

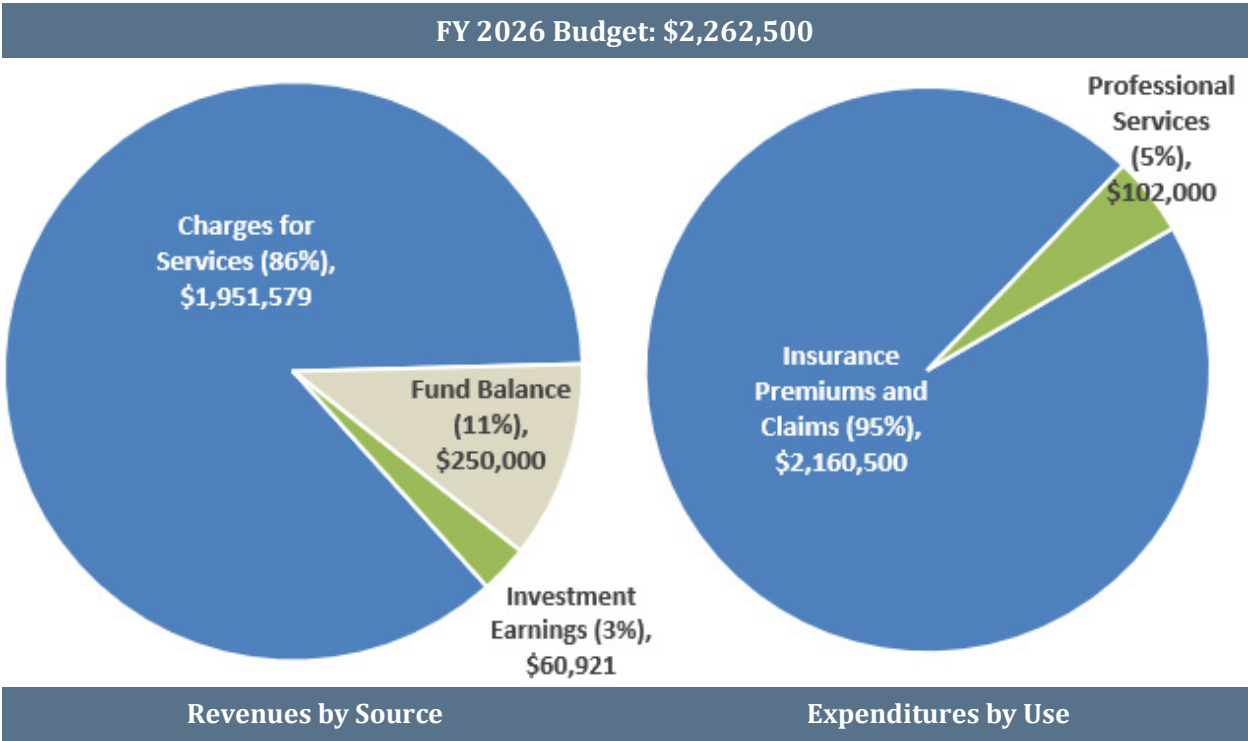
- **Statement of Revenues, Expenditures, and changes in Fund Balances**

This statement provides a historical comparison of revenues and expenditures for fiscal years 2022-2026. Also included are changes in fund balance.



INTERNAL SERVICE FUND SUMMARIES

Risk Management Fund Summary



The Risk Management Fund accounts for expenses related to providing and administering the general liability, automotive liability, workers’ compensation, and property insurance coverage for the city. Funding is provided through an (approximate) 2% charge per employee (based on salary) for workers’ compensation coupled with funding from the General Fund for insurance premiums. The Finance Department manages the Risk Management Program including all workers’ compensation, general liability, and other insurance claims.

Trends

The FY 2026 Budget for the Risk Management Fund totals \$2.3 million and represents a decrease of -44%, or -\$1.8 million, compared to FY 2025. The main driver of this variance is the non-allocated reserve (i.e., available fund balance) budgeted in FY 2025³⁷. After adjusting for the non-allocated reserve, the true operational budget change is 11% compared with 2025 and reflective of insurance premium and claims funding fluctuations.

³⁷ Annually after the year-end accrual period (i.e., September), the city carries-forward available fund balance and places in a Non-Allocated Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2026 will occur subsequent to adoption of the budget.

INTERNAL SERVICE FUND SUMMARIES

Statement of Budgetary Comparisons

Risk Management Fund

Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Charges for Services:					
Risk Management Allocations	\$ 830,149	\$ 855,000	\$ 832,136	\$ 820,436	\$ 891,079
Insurance Premium Funding	779,750	823,300	928,885	966,800	1,060,500
Investment Earnings	(25,605)	54,868	122,202	28,064	60,921
Other					
Insurance Proceeds	45,216	210,549	212,067	-	-
Fund Balance	-	-	-	2,200,340	250,000
TOTAL	\$ 1,629,510	\$ 1,943,717	\$ 2,095,290	\$ 4,015,640	\$ 2,262,500
EXPENDITURES					
Maintenance & Operations:					
Professional Services	\$ 97,737	\$ 75,694	\$ 75,989	\$ 98,500	\$ 102,000
Insurance Premiums					
Vehicle	238,293	245,445	289,590	369,048	425,000
Property/Equipment	106,712	108,596	116,780	124,257	136,000
Condo	21,711	62,950	43,614	44,000	48,000
Fine Art	3,201	3,201	3,425	3,700	4,000
General Liability	54,719	57,118	63,158	80,330	94,000
Law Enforcement Liability	77,438	81,694	143,466	150,032	160,000
Public Entity Liability	56,736	58,486	93,798	100,160	110,000
Workers Comp Excess	129,467	141,502	165,870	188,062	183,500
Criminal Liability	4,748	4,748	4,748	5,000	5,000
Cyber Liability	46,372	78,156	65,704	72,910	85,000
Umbrella Liability	56,849	69,472	89,758	27,690	40,000
Medical Services (PS Custody)	701	3,594	1,024	23,760	20,000
Claims/Judgments	565,191	264,190	768,437	892,952	850,000
<i>subtotal</i>	\$ 1,459,876	\$ 1,254,846	\$ 1,925,361	\$ 2,180,401	\$ 2,262,500
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 1,835,239	\$ -
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ 1,835,239	\$ -
TOTAL	\$ 1,459,876	\$ 1,254,846	\$ 1,925,361	\$ 4,015,640	\$ 2,262,500

INTERNAL SERVICE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Risk Management Fund

Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ 1,171,906	\$ 1,341,541	\$ 2,030,413	\$ 2,200,341	\$ 1,835,240
REVENUES BY CATEGORY					
Charges for Services	\$ 1,609,899	\$ 1,678,300	\$ 1,761,021	\$ 1,787,236	\$ 1,951,579
Investment Earnings	(25,605)	54,868	122,202	28,064	60,921
Other	45,216	210,549	212,067	-	-
TOTAL	\$ 1,629,510	\$ 1,943,717	\$ 2,095,290	\$ 1,815,300	\$ 2,012,500
EXPENDITURES BY USE					
Insurance Premiums/Claims	\$ 1,362,138	\$ 1,179,152	\$ 1,849,372	\$ 2,081,901	\$ 2,160,500
Professional Services	97,737	75,694	75,989	98,500	102,000
TOTAL	\$ 1,459,876	\$ 1,254,846	\$ 1,925,361	\$ 2,180,401	\$ 2,262,500
ACFR Rounding Adjustments	\$ 1	\$ 1	\$ (1)	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 1,341,541	\$ 2,030,413	\$ 2,200,341	\$ 1,835,240	\$ 1,585,240
Changes in Fund Balance (actual/est.)	\$ 169,636	\$ 688,872	\$ 169,928	\$ (365,101)	\$ (250,000)

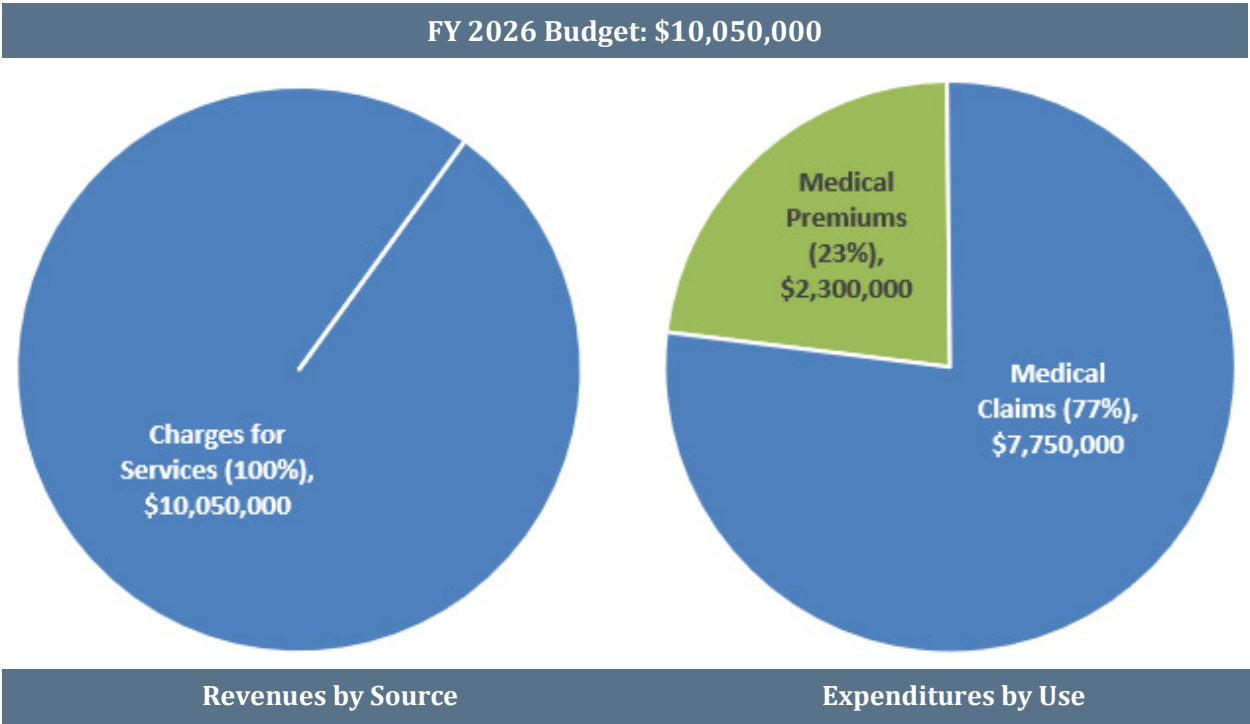
Notes:

(1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts.

(2) Available Fund Balance was used in FYs 2025 and forecasted to use in FY 2026 to supplement insurance premiums and claims/judgements.

INTERNAL SERVICE FUND SUMMARIES

Medical Insurance Fund Summary



The Medical Insurance Fund accounts for activity under the City’s Minimum Premium Plan (MPP) in accordance with Generally Accepted Accounting Principles.

Accounting rules dictate the creation of an Internal Service Fund to track activity under an MPP. As such, this fund does not represent new costs. Rather, it represents a flow of funds from the Operating Funds (e.g., employer/employee premiums) that does have the effect of grossing-up the totals as the appropriations are reflected in multiple Funds.

Under the MPP, the City and the medical insurer (CIGNA) agree that the City will be responsible for paying all claims up to an agreed-upon aggregate level, with the insurer responsible for the excess. The insurer will continue to process claims and administrative services. Through the MPP arrangement, the City can reduce premium taxes while maintaining coverage benefits. The MPP is still a fully insured medical plan.

Trends

The FY 2026 Budget totals \$10 million and represents premiums (employer and employee) and the associated expenditures (administration, claims, and reserves). The operating funds (e.g., General Fund, E911 Fund, DEA Fund, and Sanitation Fund) all include group insurance expenses that represent the city’s costs.

INTERNAL SERVICE FUND SUMMARIES

Statement of Budgetary Comparisons

Medical Insurance Fund

Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Charges for Services:					
Medical Insurance Premiums					
Employer Contribution	\$ 7,062,712	\$ 7,327,558	\$ 7,269,126	\$ 9,000,000	\$ 9,100,000
Employee Contribution	693,478	736,897	744,969	900,000	950,000
Other					
Fund Balance	-	-	-	63,041	-
TOTAL	\$ 7,756,189	\$ 8,064,455	\$ 8,014,095	\$ 9,963,041	\$ 10,050,000
EXPENDITURES					
Maintenance & Operations:					
Medical Premiums	\$ 1,947,173	\$ 1,879,540	\$ 2,084,735	\$ 2,100,000	\$ 2,300,000
Medical Claims	5,810,246	6,068,704	5,941,927	7,800,000	7,750,000
<i>subtotal</i>	<i>\$ 7,757,419</i>	<i>\$ 7,948,244</i>	<i>\$ 8,026,662</i>	<i>\$ 9,900,000</i>	<i>\$ 10,050,000</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 63,041	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 63,041</i>	<i>\$ -</i>
TOTAL	\$ 7,757,419	\$ 7,948,244	\$ 8,026,662	\$ 9,963,041	\$ 10,050,000

INTERNAL SERVICE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Medical Insurance Fund

Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ (39,373)	\$ (40,603)	\$ 75,608	\$ 63,041	\$ 63,041
REVENUES BY CATEGORY					
Charges for Services	\$ 7,756,189	\$ 8,064,455	\$ 8,014,095	\$ 9,900,000	\$ 10,050,000
TOTAL	\$ 7,756,189	\$ 8,064,455	\$ 8,014,095	\$ 9,900,000	\$ 10,050,000
EXPENDITURES BY USE					
Medical Premiums/Claims	\$ 7,757,419	\$ 7,948,244	\$ 8,026,662	\$ 9,900,000	\$ 10,050,000
TOTAL	\$ 7,757,419	\$ 7,948,244	\$ 8,026,662	\$ 9,900,000	\$ 10,050,000
ACFR Rounding Adjustments	\$ -	\$ -	\$ (1)	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ (40,603)	\$ 75,608	\$ 63,041	\$ 63,041	\$ 63,041
Changes in Fund Balance (actual/est.)	\$ (1,230)	\$ 116,211	\$ (12,568)	\$ -	\$ -

Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts.

FIDUCIARY FUND SUMMARIES

Fiduciary Fund Summaries

Overview

The *Fiduciary Fund Summaries* section is intended to provide readers with an overall understanding of the respective fiscal year 2026 budgets for the Other Post Employment Benefit (OPEB) Funds.

Fiduciary Funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds utilize the accrual basis of accounting.

The following schedules provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **Fund Summary**

This section provides a brief description of the Fund.

- **Statement of Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures across multiple fiscal years. Revenues are presented by source and expenditures are presented by use.

- **Statement of Revenues, Expenditures, and changes in Fund Balances**

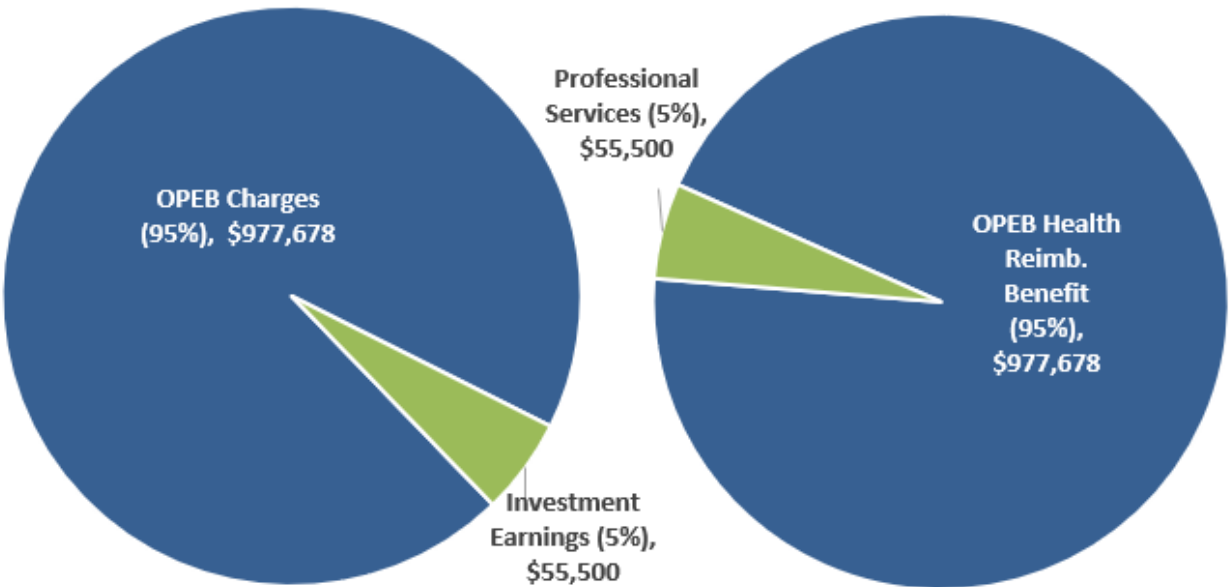
This statement provides a historical comparison of revenues and expenditures for fiscal years 2022-2026. Also included are changes in fund balance.



FIDUCIARY FUND SUMMARIES

Other Post Employment Benefit (OPEB) Retirement Reimbursement Plan Trust Fund Summary

FY 2026 Budget: \$1,033,178



Revenues by Source

Expenditures by Use

Starting with Fiscal Year 2019, the city implemented a new post-employment healthcare benefit to assist our employees in funding one of their primary cost drivers during retirement, healthcare.

Costs for this benefit approximate 2.5% of payroll (\$977,678 citywide for FY 2026) and requires a minimum 15-year vesting (maximum benefit achieved at 25-years³⁸) which assists in not only recruitment, but also retention of our most valuable assets, our employees.

³⁸ Credited years-of-service for current employees will count towards vesting (subject to a maximum of 15-years).

FIDUCIARY FUND SUMMARIES

Statement of Budgetary Comparisons

OPEB Health Reimbursement Fund Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
REVENUES					
Investment Earnings	\$ (578,424)	\$ 704,445	\$ 943,053	\$ 55,500	\$ 55,500
Other					
OPEB Health Reimbursement Funding					
Employer Contribution	590,928	686,459	926,297	988,436	977,678
Transfer-In					
OPEB Health Fund	-	-	1,475,506	216,579	-
Fund Balance	-	-	-	5,618,099	-
TOTAL	\$ 12,504	\$ 1,390,904	\$ 3,344,856	\$ 6,878,614	\$ 1,033,178
EXPENDITURES					
Maintenance & Operations:					
OPEB Reimbursement Benefit	\$ 47,676	\$ 118,012	\$ 163,978	\$ 988,436	\$ 977,678
Miscellaneous	31,652	76,620	84,109	55,500	55,500
<i>subtotal</i>	<i>\$ 79,328</i>	<i>\$ 194,632</i>	<i>\$ 248,088</i>	<i>\$ 1,043,936</i>	<i>\$ 1,033,178</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 5,834,678	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 5,834,678</i>	<i>\$ -</i>
TOTAL	\$ 79,328	\$ 194,632	\$ 248,088	\$ 6,878,614	\$ 1,033,178

FIDUCIARY FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

OPEB Health Reimbursement Fund

Finance Department

	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Amended Budget	FY 2026 Recommended Budget
Beginning Fund Balance:	\$ 4,092,716	\$ 4,025,890	\$ 5,222,162	\$ 8,318,930	\$ 8,535,509
REVENUES BY CATEGORY					
OPEB Health Reimb. Benefit Funding	\$ 590,928	\$ 686,459	\$ 926,297	\$ 988,436	\$ 977,678
Investment Earnings	(578,424)	704,445	943,053	55,500	55,500
TOTAL	\$ 12,504	\$ 1,390,904	\$ 3,344,856	\$ 1,260,515	\$ 1,033,178
EXPENDITURES BY USE					
OPEB Health Reimb. Benefit	\$ 47,676	\$ 118,012	\$ 163,978	\$ 988,436	\$ 977,678
Miscellaneous (Professional Services)	31,652	76,620	84,109	55,500	55,500
TOTAL	\$ 79,328	\$ 194,632	\$ 248,088	\$ 1,043,936	\$ 1,033,178
ACFR Rounding Adjustments	\$ (1)	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1)	\$ 4,025,890	\$ 5,222,162	\$ 8,318,930	\$ 8,535,509	\$ 8,535,509
Changes in Fund Balance (actual/est.)	\$ (66,826)	\$ 1,196,272	\$ 3,096,768	\$ 216,579	\$ -

Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts. It should be noted that the fund balance figures represent funding for the OPEB Trust.

APPENDIX A (DETAILED 5-YEAR CIP)

Appendix A (Detailed 5-Year CIP)

Capital Improvement Plan (CIP)

The city's five-year capital improvement plan is included below. The CIP forecasts the city's available funding for capital investment over a five-year period and provides a preliminary project prioritization (subject to adjustment in future years). These figures do not include the city's existing capital initiatives (i.e., initiatives funded prior to FY 2026) and do not represent full funding of departmental capital project requests.

Capital investments for Fiscal Year 2026 are appropriated as part of the FY 2026 Budget. These appropriations are detailed within the *Capital Project Fund Summaries* section of this document.

Capital plans for Fiscal Years 2027 through 2030 are presented for planning purposes only and do not constitute formal appropriations. The CIP is inherently a dynamic planning tool—new projects may be introduced as priorities evolve, while others may be deferred or removed from consideration.

The last column represents additional capital requests for the FY 2026–2030 period that currently lack an identified funding source. These projects may be funded in the future based on City Council and staff prioritization, as well as the availability of financial resources. Additionally, some FY 2026 capital requests that are presently unfunded are anticipated to receive funding during the later years of the plan (FY 2027–2030).



APPENDIX A (DETAILED 5-YEAR CIP)

5-Year CIP Summary

FY 2026-2030 Capital Improvement Plan

June 11, 2025

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Sources						
General Fund (Annual Appropriation)	\$ 3,091,292	\$ 3,174,538	\$ 3,238,029	\$ 3,302,789	\$ 3,368,845	\$ 16,175,493
General Fund (Fund Balance)	5,017,048	5,102,022	9,528,358	8,690,058	8,574,399	36,911,885
	\$ 8,108,340	\$ 8,276,560	\$ 12,766,387	\$ 11,992,847	\$ 11,943,244	\$ 53,087,378
Other Funds (Investment Earnings)	\$ 400,000	\$ 400,000	\$ 400,000	\$ 430,000	\$ 430,000	\$ 2,060,000
Other Funds (Fund Balance)	3,695,000	-	-	-	-	3,695,000
Impact Fees	575,000	-	-	-	-	575,000
TSPLOST 1 and 2	8,100,000	4,768,700	-	-	-	12,868,700
TSPLOST 3 (forecast)	-	-	4,891,800	5,009,200	5,140,900	15,041,900
	\$ 12,770,000	\$ 5,168,700	\$ 5,291,800	\$ 5,439,200	\$ 5,570,900	\$ 34,240,600
Capital Lease						
Fleet Replacement: Fire Apparatus Replacements	\$ 4,000,000	\$ 742,000	\$ -	\$ -	\$ -	\$ 4,742,000
Fire Extrication Equipment Replacements	-	-	179,000	-	-	179,000
Heart Monitor & AEDs Replacements	660,000	-	-	-	-	660,000
Mobile (Vehicle) Radio Replacements	-	-	-	600,000	-	600,000
Portable (Handheld) Radios Replacement	-	-	-	1,766,000	-	1,766,000
Grant/Contribution						
Local Maintenance Improvement Grant (LMIG); Milling and Resurfacing	710,000	731,300	753,200	775,800	799,100	3,769,400
Local Roads Assistance (LRA) Grant; Milling and Resurfacing, Bridge and Guardrail Maintenance	851,107	-	-	-	-	851,107
Alpharetta Youth Baseball Association Contribution	250,000	-	-	-	-	250,000
	\$ 6,471,107	\$ 1,473,300	\$ 932,200	\$ 3,141,800	\$ 799,100	\$ 12,817,507
Total Sources	\$ 27,349,447	\$ 14,918,560	\$ 18,990,387	\$ 20,573,847	\$ 18,313,244	\$ 100,145,485

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Uses (by Department)						
Economic Development	\$ 100,000	\$ 150,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 400,000
Information Technology	958,800	450,800	964,000	622,300	630,800	3,626,700
Public Safety	6,994,114	2,692,000	2,364,000	4,636,000	2,355,000	19,041,114
Public Works	10,457,500	9,344,000	11,695,500	11,820,500	11,995,600	55,313,100
Recreation, Parks & Cultural Services	2,305,000	1,255,000	2,183,000	2,065,000	1,863,000	9,671,000
Community Development	183,600	149,900	746,200	451,500	454,900	1,986,100
Total Uses	\$ 20,999,014	\$ 14,041,700	\$ 18,002,700	\$ 19,645,300	\$ 17,349,300	\$ 90,038,014
Non-Allocated (Sources-Uses)	\$ 6,350,433	\$ 876,860	\$ 987,687	\$ 928,547	\$ 963,944	\$ 10,107,471
Total Uses + Non-Allocated	\$ 27,349,447	\$ 14,918,560	\$ 18,990,387	\$ 20,573,847	\$ 18,313,244	\$ 100,145,485

APPENDIX A (DETAILED 5-YEAR CIP)

5-Year CIP Detail

FY 2026-2030 Capital Improvement Plan

June 11, 2025

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Sources						
General Fund (Annual Appropriation)	\$ 3,091,292	\$ 3,174,538	\$ 3,238,029	\$ 3,302,789	\$ 3,368,845	\$ 16,175,493
General Fund (Fund Balance)	5,017,048	5,102,022	9,528,358	8,690,058	8,574,399	36,911,885
	<u>\$ 8,108,340</u>	<u>\$ 8,276,560</u>	<u>\$ 12,766,387</u>	<u>\$ 11,992,847</u>	<u>\$ 11,943,244</u>	<u>\$ 53,087,378</u>
Other Funds (Investment Earnings)	\$ 400,000	\$ 400,000	\$ 400,000	\$ 430,000	\$ 430,000	\$ 2,060,000
Other Funds (Fund Balance)	3,695,000	-	-	-	-	3,695,000
Impact Fees	575,000	-	-	-	-	575,000
TSPLOST 1 and 2	8,100,000	4,768,700	-	-	-	12,868,700
TSPLOST 3 (forecast)	-	-	4,891,800	5,009,200	5,140,900	15,041,900
	<u>\$ 12,770,000</u>	<u>\$ 5,168,700</u>	<u>\$ 5,291,800</u>	<u>\$ 5,439,200</u>	<u>\$ 5,570,900</u>	<u>\$ 34,240,600</u>
Capital Lease						
Fleet Replacement: Fire Apparatus Replacements	\$ 4,000,000	\$ 742,000	\$ -	\$ -	\$ -	\$ 4,742,000
Fire Extrication Equipment Replacements	-	-	179,000	-	-	179,000
Heart Monitor & AEDs Replacements	660,000	-	-	-	-	660,000
Mobile (Vehicle) Radio Replacements	-	-	-	600,000	-	600,000
Portable (Handheld) Radios Replacement	-	-	-	1,766,000	-	1,766,000
Grant/Contribution						
Local Maintenance Improvement Grant (LMIG); Milling and Resurfacing	710,000	731,300	753,200	775,800	799,100	3,769,400
Local Roads Assistance (LRA) Grant; Milling and Resurfacing, Bridge and Guardrail Maintenance	851,107	-	-	-	-	851,107
Alpharetta Youth Baseball Association Contribution	250,000	-	-	-	-	250,000
	<u>\$ 6,471,107</u>	<u>\$ 1,473,300</u>	<u>\$ 932,200</u>	<u>\$ 3,141,800</u>	<u>\$ 799,100</u>	<u>\$ 12,817,507</u>
Total Sources	\$ 27,349,447	\$ 14,918,560	\$ 18,990,387	\$ 20,573,847	\$ 18,313,244	\$ 100,145,485

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total	Add'l CIP Requests (Funding TBD; 2026-2030)
Uses (by Department)							
Economic Development							
Economic Development Toolbox	\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000	\$ 176,000
Economic Development Strategic Plan	-	100,000	-	-	-	100,000	-
	<u>\$ 100,000</u>	<u>\$ 150,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 400,000</u>	<u>\$ 176,000</u>
Information Technology							
City Council A/V Equipment Replacement	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000	\$ -
Technology Replacements (all City Departments)	397,800	405,800	414,000	422,300	430,800	2,070,700	-
Data Center Server Replacement (all City Departments)	500,000	-	-	-	-	500,000	-
Telephony VOIP Network Switches Replacement	-	-	-	-	100,000	100,000	-
Citywide Network Devices Replacement	-	-	350,000	200,000	-	550,000	-
Wireless Access Points	-	-	-	-	100,000	100,000	-
Data Center Auxiliary A/C Replacement	-	45,000	-	-	-	45,000	-
City Hall Chambers Remote Production and Streaming Services	61,000	-	-	-	-	61,000	-
	<u>\$ 958,800</u>	<u>\$ 450,800</u>	<u>\$ 964,000</u>	<u>\$ 622,300</u>	<u>\$ 630,800</u>	<u>\$ 3,626,700</u>	<u>\$ -</u>
Human Resources							
HR Office Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 70,000</u>

APPENDIX A (DETAILED 5-YEAR CIP)

FY 2026-2030 Capital Improvement Plan

June 11, 2025

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total	
Uses (by Department)							
Public Safety							
Fire Station Renovations/Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,350,000
Fire Apparatus (Fleet Replacement; Capital Lease)	4,000,000	742,000	-	-	-	4,742,000	-
Public Safety (Fleet Replacement)	1,600,000	1,875,000	2,110,000	2,195,000	2,280,000	10,060,000	-
Fire Extrication Equipment (Equipment Replacement; Capital Lease)	-	-	179,000	-	-	179,000	-
Portable (Handheld) Radios (Equipment Replacement)	-	-	-	1,766,000	-	1,766,000	-
Mobile (Vehicle) Radios (Equipment Replacement)	-	-	-	600,000	-	600,000	-
Heart Monitor (Equipment Replacement; Capital Lease)	660,000	-	-	-	-	660,000	-
Fire Equipment for New Fire Engines	112,662	-	-	-	-	112,662	-
Public Safety Headquarters (Gate System Repairs/Improvements)	32,000	-	-	-	-	32,000	-
Electric Vehicle DC Fast Charger purchase and installation	260,000	-	-	-	-	260,000	-
Citywide Camera Infrastructure	225,000	75,000	75,000	75,000	75,000	525,000	-
FARO Scanner	75,500	-	-	-	-	75,500	-
TruNarc Handheld Drug Identifier for Criminal Investigations	28,952	-	-	-	-	28,952	-
	<u>\$ 6,994,114</u>	<u>\$ 2,692,000</u>	<u>\$ 2,364,000</u>	<u>\$ 4,636,000</u>	<u>\$ 2,355,000</u>	<u>\$ 19,041,114</u>	<u>\$ 16,350,000</u>
Public Works							
Milling and Resurfacing	\$ 4,075,000	\$ 4,200,000	\$ 4,325,000	\$ 4,455,000	\$ 4,590,000	\$ 21,645,000	\$ -
Pavement Resurfacing and Preservation for Parks Locations	-	-	-	600,000	-	600,000	-
Tree Planting and Landscape Improvements	165,000	175,000	180,000	185,000	190,000	895,000	-
SR 9 Landscaping from Academy St. to Woodward Parkway	740,000	-	-	-	-	740,000	-
Bridge and Guardrail Maintenance	275,000	250,000	250,000	250,000	250,000	1,275,000	240,000
Traffic Striping and Signage	280,000	300,000	320,000	330,000	350,000	1,580,000	-
Streetlight Maintenance	-	30,000	35,000	40,000	45,000	150,000	240,000
Traffic Signal Pole Painting and Maintenance	60,000	45,000	50,000	50,000	50,000	255,000	77,000
Traffic Calming Improvements	50,000	50,000	50,000	50,000	50,000	250,000	-
Signalized Intersection Maintenance (incl. Traffic Control Equipment)	200,000	210,000	220,000	230,000	240,000	1,100,000	-
Traffic Responsive System Maintenance	-	100,000	105,000	110,000	115,000	430,000	-
Stormwater	2,000,000	1,500,000	2,000,000	3,700,000	3,700,000	12,900,000	5,830,000
Sidewalk and Brick Paver Maintenance and Repair	750,000	750,000	750,000	750,000	750,000	3,750,000	-
Public Works (Design Services)	45,000	50,000	51,000	52,000	53,000	251,000	-
Recreation Facilities (Roof Repairs/Replacements and Wall Restoration)	-	-	-	-	800,000	800,000	-
Administrative Facilities (Roof Repairs/Replacements and Wall Restoration)	-	-	275,000	-	-	275,000	-
Public Safety Facilities (Roof Repairs/Replacements and Wall Restoration)	-	120,000	160,000	80,000	-	360,000	-
Public Works Headquarters (Roof Repairs/Replacements and Wall Restoration)	-	-	1,200,000	75,000	-	1,275,000	-
Parking Garages (Facility Maintenance/Improvements)	50,000	50,000	125,000	50,000	50,000	325,000	-
City Facility Preventative Maintenance Assessment and Implementation	150,000	150,000	150,000	150,000	150,000	750,000	-
HVAC Replacements (Facility Maintenance/Improvements)	100,000	100,000	10,000	100,000	100,000	410,000	-

APPENDIX A (DETAILED 5-YEAR CIP)

FY 2026-2030 Capital Improvement Plan

June 11, 2025

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total	
Uses (by Department)							
<i>Public Works continued</i>							
City Hall (Facility Maintenance/Improvements)	32,500	34,000	35,500	36,500	37,600	176,100	-
Public Safety Headquarters Facility Renovations and Repairs	100,000	200,000	50,000	120,000	50,000	520,000	-
Recreation and Park Facilities (Facility Maintenance/Improvements)	50,000	50,000	50,000	50,000	50,000	250,000	-
Generator Replacements (Facility Maintenance/Improvements)	100,000	100,000	-	-	-	200,000	-
Asphalt Paver (Equipment Replacement/Upgrade)	-	-	215,000	-	-	215,000	-
Department Pool Vehicles (Fleet Replacement)	85,000	95,000	-	40,000	-	220,000	-
Tandem Dump Truck (Fleet Replacement)	-	200,000	-	-	-	200,000	-
F-750 Trucks (Fleet Replacement)	-	-	270,000	-	-	270,000	-
F-550 Crew Cab Dump Truck (Fleet Replacement)	175,000	200,000	250,000	125,000	125,000	875,000	-
F-450 Crew Cab Dump Truck (Fleet Replacement)	-	90,000	-	-	-	90,000	-
F-350 Crew Cab Service Bed Truck (Fleet Replacement)	70,000	85,000	-	-	-	155,000	-
F-250 Crew Cab Service Truck (Fleet Replacement)	-	80,000	-	-	-	80,000	-
F-150 Truck (Fleet Replacement)	65,000	-	135,000	77,000	150,000	427,000	-
Variable Message Boards (Equipment Replacement)	-	-	54,000	-	-	54,000	-
Canton Street Sidewalk	-	-	-	-	-	-	2,800,000
Charlotte Drive Mini-Roundabout (design/temporary install)	-	-	-	-	-	-	25,000
TSPLOST III Exhibits Preparation	100,000	-	-	-	-	100,000	-
Streetlight Expansion	-	-	-	-	-	-	374,000
Haynes Bridge Road Lane Diet and Linear Park (OMP to Rainwater)	-	-	-	-	-	-	6,750,000
Mid Broadwell Crosswalk at Fire Station Light	50,000	-	-	-	-	50,000	-
Henderson Parkway Traffic Calming (study)	-	-	-	-	-	-	50,000
Jayne Ellen Curb and Gutter	-	-	-	-	-	-	750,000
Milton Ave Streetscape (TSPLOST II, Tier 2)	-	-	-	-	-	-	3,935,740
Academy St Improvements (TSPLOST II Tier 2)	-	-	-	-	-	-	3,250,000
Major Intersection Improvements	-	-	-	-	-	-	750,000
Kimball Bridge Rd Improvements (Waters Rd to Ocee Elementary)	-	-	-	-	-	-	5,850,000
Roundabout Studies	-	-	-	-	-	-	100,000
Haynes Bridge Rd Widening (Mansell Rd to city limits)	-	-	-	-	-	-	8,000,000
Hembree Rd Widening	-	-	-	-	-	-	4,050,000
Douglas Rd (Traffic Calming)	-	-	-	-	-	-	1,800,000
Southlake Drive (Traffic Calming)	-	-	-	-	-	-	2,000,000
Mayfield Rd at Providence Rd (TSPLOST II, Tier 3; Roundabout)	-	-	-	-	-	-	2,000,000
Mayfield Rd at Canton St (TSPLOST II, Tier 3; Roundabout)	-	-	-	-	-	-	2,000,000
Hopewell Rd at Vaughan Dr (TSPLOST II, Tier 3; Roundabout)	-	-	-	-	-	-	1,500,000
Waters Road (Traffic Calming)	-	-	-	-	-	-	2,000,000
Roswell St/Old Roswell St (Roundabout)	-	-	-	-	-	-	1,500,000
City Center Decorative Sign Posts	-	-	-	-	-	-	140,000
Windward Pkwy at Clubhouse Dr (Roundabout)	-	-	-	-	-	-	3,000,000
Milton Ave at Canton/Roswell St (Roundabout)	-	-	-	-	-	-	1,800,000
Encore Parkway 2-Way Bike Lane	-	-	-	-	-	-	1,500,000
Northwinds Mid-Block Crosswalk	300,000	-	-	-	-	300,000	-
Mid Broadwell Sidewalk Improvements	-	-	-	-	-	-	900,000
Willis Road Sidewalk Gap	-	-	-	-	-	-	380,000

APPENDIX A (DETAILED 5-YEAR CIP)

FY 2026-2030 Capital Improvement Plan

June 11, 2025

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total	
Uses (by Department)							
<i>Public Works continued</i>							
Wills Drive (Sidewalk Improvements)	-	-	-	-	-	-	190,000
Waters Road (Sidewalk Improvements)	-	-	-	-	-	-	1,200,000
Providence Road (Sidewalk Improvements)	-	-	-	-	-	-	1,300,000
Kimball Bridge Road at Northwinds Pkwy (Mast Arms)	250,000	-	-	-	-	250,000	-
City Hall Generator and Enclosure	-	-	-	-	-	-	1,250,000
Alpharetta Community Center (New Generator)	-	-	-	-	-	-	375,000
Public Works Headquarters Renovations	90,000	-	80,000	-	-	170,000	-
Fire Stations (Facility Maintenance/Improvements)	-	100,000	100,000	100,000	100,000	400,000	320,000
Public Safety Headquarters Parking Maintenance and Expansion	-	-	-	-	-	-	620,000
Alpharetta Arts Center (Parking Expansion)	-	-	-	-	-	-	950,000
Trailers (Equipment Replacement)	-	30,000	55,000	15,000	-	100,000	-
General Equipment Replacement (Public Works)	-	-	145,000	-	-	145,000	-
Stand-on Compact Loader	50,000	-	-	-	-	50,000	-
Operating Initiative - Sr. Engineering Tech (new position; +1 FTE): Vehicle Purchase	-	-	-	-	-	-	50,000
Operating Initiative - Infrastructure Crew (new position; +4 FTE): Vehicle Purchase	-	-	-	-	-	-	80,000
Operating Initiative - Facility Operations Manager (new position; +1 FTE): Vehicle Purchase	-	-	-	-	-	-	65,000
Operating Initiative - Construction Manager - Infrastructure (new position; +1 FTE): Vehicle Purchase	-	-	-	-	-	-	50,000
Winter Weather Equipment	-	-	-	-	-	-	45,000
	\$ 10,457,500	\$ 9,344,000	\$ 11,695,500	\$ 11,820,500	\$ 11,995,600	\$ 55,313,100	\$ 70,086,740
<i>Recreation, Parks & Cultural Services</i>							
Greenway Improvements/Repairs	\$ 250,000	\$ 250,000	\$ 500,000	\$ 250,000	\$ 500,000	\$ 1,750,000	\$ -
Wood Lightpole/LED Replacement Initiative	125,000	180,000	125,000	-	-	430,000	-
Alpharetta Public Arts (Outdoor On-Loan Sculpture Exhibit)	45,000	45,000	45,000	45,000	45,000	225,000	-
Public Art Fund by Developers - City Property	10,000	10,000	10,000	10,000	10,000	50,000	-
Public Art in the Parks	20,000	20,000	20,000	20,000	20,000	100,000	-
Public Art for City Projects	25,000	25,000	25,000	25,000	25,000	125,000	-
Synthetic Turf Field Replacement	-	-	500,000	500,000	500,000	1,500,000	-
Park Trail Maintenance	100,000	-	-	-	100,000	200,000	-
Park Security Repairs & Improvements (security cameras, etc.)	44,000	60,000	23,000	60,000	23,000	210,000	-
Playground Equipment Replacement	70,000	100,000	300,000	500,000	75,000	1,045,000	-
Park Shade Structure & Awning Replacements	-	30,000	30,000	30,000	40,000	130,000	-
Athletic Court Resurfacing	-	200,000	75,000	50,000	75,000	400,000	-
Park Repairs and Improvements	146,000	150,000	150,000	100,000	100,000	646,000	-
Tree Maintenance, Planting, and Removal in Parks	225,000	125,000	125,000	225,000	225,000	925,000	200,000
Recreation (Design Services)	25,000	25,000	25,000	25,000	25,000	125,000	-
North Park Restroom/Concession Stand Replacement (Fields 1-4)	600,000	-	-	-	-	600,000	-
General Equipment Replacement (Recreation)	50,000	35,000	110,000	15,000	-	210,000	-
Recreation (Fleet Replacement)	-	-	120,000	210,000	100,000	430,000	-
Wills Park Baseball Field 5 Synthetic Turf installation	500,000	-	-	-	-	500,000	-

APPENDIX A (DETAILED 5-YEAR CIP)

FY 2026-2030 Capital Improvement Plan

June 11, 2025

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total	
Uses (by Department)							
<i>Recreation, Parks & Cultural Services continued</i>							
Webb Bridge Middle School Football Field	50,000	-	-	-	-	50,000	-
Webb Bridge Park Master Plan/Development	-	-	-	-	-	-	1,600,000
North Park Master Plan/Development	-	-	-	-	-	-	1,600,000
Haynes Bridge Road Park Restroom	-	-	-	-	-	-	400,000
Marconi Drive Park Restroom	-	-	-	-	-	-	400,000
Club Car Carryall 510 (road ready) Utility Cart	-	-	-	-	-	-	20,000
Marietta-Roswell St. Corner Park (Conceptual Design)	20,000	-	-	-	-	20,000	-
	\$ 2,305,000	\$ 1,255,000	\$ 2,183,000	\$ 2,065,000	\$ 1,863,000	\$ 9,671,000	\$ 4,220,000
<i>Community Development</i>							
Brookside Parkway Road Diet- Phase 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Old Roswell Street Park and Plaza	-	-	-	-	-	-	1,500,000
Milton Avenue Quick Safety and Operational Improvements	-	-	-	-	-	-	350,000
Intersection Upgrade - Old Milton Parkway at Brookside Parkway (2 intersections)	-	-	-	-	-	-	300,000
Brookside Parkway Road Diet and Streetscape (Phase II)	-	-	-	-	-	-	8,600,000
North Point District Thresholds (monuments)	-	-	-	-	-	-	125,000
Comprehensive Plan Updates	120,000	-	-	-	-	120,000	-
Community Development (Design Services)	63,600	64,900	66,200	67,500	68,900	331,100	-
Alpharetta Entry Monuments	-	-	600,000	300,000	300,000	1,200,000	-
South Main Street Park Entrances	-	-	-	-	-	-	100,000
South Main Street Reclaiming of Right of Way Remnants	-	-	-	-	-	-	850,000
Community Development (Fleet Replacement)	-	85,000	80,000	84,000	86,000	335,000	-
	\$ 183,600	\$ 149,900	\$ 746,200	\$ 451,500	\$ 454,900	\$ 1,986,100	\$ 12,125,000
<i>General Government</i>							
Matching Funds for City Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000
Total Uses	\$ 20,999,014	\$ 14,041,700	\$ 18,002,700	\$ 19,645,300	\$ 17,349,300	\$ 90,038,014	\$ 103,627,740
Non-Allocated (Sources-Uses)	\$ 6,350,433	\$ 876,860	\$ 987,687	\$ 928,547	\$ 963,944	\$ 10,107,471	\$ -
Total Uses + Non-Allocated	\$ 27,349,447	\$ 14,918,560	\$ 18,990,387	\$ 20,573,847	\$ 18,313,244	\$ 100,145,485	\$ 103,627,740

(1) Represents capital requests that are not fully funded within the proposed CIP (i.e. included within both the CIP and the Unfunded Project Listing).

(2) Represents capital requests where the anticipated funding years have been adjusted (from Department requests) to reflect forecasted funding availability.

APPENDIX B (ACVB BUDGET)

Appendix B (ACVB Budget)

Alpharetta Convention & Visitors Bureau (ACVB)

The ACVB, while a separate legal entity from the city, is funded through a portion of the city's hotel/motel tax (as detailed within the Hotel/Motel Fund budget). As a component of our operational relationship, the city reports on certain economic activities of the ACVB such as the annual adopted budget. This section is provided for informational purposes only.

- **Vision Statement**

To positively impact the economic life of Alpharetta.

- **ACVB Mission Statement**

To position the city of Alpharetta as a regionally, nationally and globally recognized premier tourism destination by developing quality programs and facilities to attract overnight visitors.

- **How We Are Funded**

Alpharetta's 30 hotels collect an 8 percent hotel occupancy tax from their visitors and pay it to the city on a monthly basis. The city keeps 37.5% of the tax to spend on enhancements for its citizens, 18.75% is given to the conference center (facility portion of the tax) and 43.75% is distributed to the ACVB to market and promote the city of Alpharetta.

- **What We Do**

The ACVB uses innovative and targeted marketing strategies, along with aggressive sales efforts, to attract overnight visitors to the city. We do this in three key areas:

- Increasing the awareness and identity of Alpharetta as a destination for the leisure and individual traveler and raising awareness of the economic importance of the visitor industry to Alpharetta by placing advertisements, writing press releases, utilizing social media, and maintaining a technologically advanced website.
- Employing a variety of sales strategies to increase the number of group room nights booked in Alpharetta's 30 hotels through attendance at tradeshow, association meetings and conferences as well as sales calls and site visits with event organizers.
- Providing leadership for the visitor industry, coordinating activities, encouraging marketing activities and partnerships, and projecting an appealing image on behalf of the city of Alpharetta.

APPENDIX B (ACVB BUDGET)

Alpharetta Convention & Visitors Bureau (ACVB) Fiscal Year 2026 Adopted Budget

Occupancy Tax Revenues	\$	3,937,500 *
Interest Income		1,600
Accumulated Surplus		650,000
TOTAL REVENUE	\$	4,589,100
Salary & Benefits	\$	1,776,800
Accounting & Legal Fees		28,000
Advertising		
<i>Georgia/Metro Atlanta Ads</i>		244,100
<i>National/Regional Ads</i>		559,000
Business License		500
Computer Equipment		18,200
Business Development		
Ameris Bank Amphitheatre		173,000
Conference Center		500,000
Computer Software/Maintenance		95,650
Research		15,000
Contingency Fund		97,928
Insurance		5,500
Meeting Expenses		48,300
Membership Dues		51,626
Subscriptions		650
Office Equipment/Leases		10,000
Office Rent (utilities, cleaning, security)		114,596
Office Supplies/Furniture		20,000
Postage/Shipping		18,000
Premiums/Gifts		30,000
Printing/Production		111,750
Taxes/Leased Equipment		1,200
Public Relations		204,300
Sponsorships/Bid Fees		301,500
Telephone/ISP		36,000
Tradeshows/Conference/Professional Development		123,900
Staff Development		3,600
TOTAL EXPENSES	\$	4,589,100

* The City of Alpharetta Budget for FY 2026 contains a revised forecast of \$3,981,250 as Hotel/Motel Tax distribution to the ACVB.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

Appendix C (Financial Management Policies)

The *Financial Management Policies* section is intended to provide readers with a sampling of the city's financial management policy program. Due to size constraints, several of the city's larger policies have been excluded. First and foremost is the city's procurement policy which guides the purchasing of goods/services of the highest quality at the most reasonable cost through ensuring fair and open competition. Details of the city's procurement policy as well as any of the policies contained within our financial management policy program can be obtained from the city's Finance Department³⁹.

Section I: General Budget Policies

The budget process provides the primary mechanism by which key decisions are made regarding the levels and types of services to be provided within estimated resources. Budget policy guides this process. Budget policy also directs the city's financial health and stability. Georgia law (e.g., O.C.G.A. 36-81-2 et seq.) provides the budget requirements for Georgia's local governments. The information below provides an outline of the city's application of those laws.

The city's goal is to adopt operating budgets where current revenues equal anticipated expenditures. All departments supported by the resources of this city must function within the limits of the financial resources identified or available specifically to them. A balance must be struck between revenues and expenditures, so the public can realize the benefits of a strong and stable government. It is important to understand that this policy is applied to budget entities over periods of time which extend beyond current appropriations. By law, budgets cannot exceed available resources, defined as revenues generated in the current period added to balances carried forward from prior years.

A. Scope

This policy applies to all budgeted funds, which are the responsibility, and under the management of the City of Alpharetta and its Department of Finance.

B. Financing Current Costs

Current costs shall be financed with current revenues, including the use of authorized fund balances. The city shall avoid balancing current expenditures through the obligation of future year's resources. The city shall strive to avoid short-term borrowing to meet cash flow requirements. However, the city may enter short-term borrowings should a critical need arise.

³⁹ City of Alpharetta – Finance Department: 2 Park Plaza, Alpharetta, Georgia 30009. Phone (678) 297-6094. Fax (678) 297-6063.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

C. Budget Objective by Fund Type

The following budget objectives are established for the different funds the city uses:

- General Fund – The annual budget for the General Fund shall provide for general government operations of the city and maintain working capital necessary for the city's financial health and stability;
- Special Revenue Fund(s) – The city adopts annual budgets for each special revenue fund that demonstrates that any legally restricted revenue sources are used consistent with the applicable laws and/or regulations (e.g., Emergency 911 Fund, Impact Fee Fund, etc.);
- Capital Project Fund(s) – The city adopts project budgets for each of its capital project funds. These adopted appropriations do not lapse at the end of a fiscal year; rather they remain in effect until project completion or re-appropriation by City Council;
- Debt Service Fund(s) – The city adopts annual budgets for its debt service funds. Any remaining fund balances from prior years plus current years projected revenues shall be enough to meet all annual debt service requirements; and
- Proprietary Fund(s) - Although generally accepted accounting principles (GAAP) or Georgia statutes do not require the city to adopt budgets for enterprise funds, the city does adopt budgets for its enterprise funds in order to monitor revenues and control expenses. The city uses a business approach when budgeting enterprise funds. Enterprise funds shall be self-supporting whenever possible and subsidized losses will be minimized when break-even is not possible. Also, the city adopts annual budgets for its Internal Service Funds.

Additionally, the city classifies funds as either operating funds or non-operating funds. Operating funds are those funds that include appropriations for the payment of salary/benefits and whose maintenance & operating appropriations are necessary to continue the daily operations of the city. The General Fund will always be an operating fund. Other examples of operating funds are the Emergency 911 Fund and the Solid Waste Fund. Non-operating funds are those funds that do not include appropriations for the payment of salary/benefits and whose maintenance & operating appropriations are not critical to the daily operations of the city. Examples of non-operating funds are the Hotel/Motel Fund, Impact Fee Fund, and the Drug Enforcement Agency Fund.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

Section II: Operating Budget Policies

The operating budget shall be prepared on an annual basis and include those funds detailed in Section I that are subject to annual appropriation (all funds excluding the Capital Project Funds and the Fiduciary Fund). Prior year budget appropriations and prior year actual expenditures will be provided as reference data, with the current year appropriation and two years projection of expenditures. At a minimum, the city shall adopt annual balanced budgets for the general fund, each special revenue fund, and each debt service fund in accordance with O.C.G.A. 36-81-3.

The annual proposed budget should be submitted to the governing authority while being held by the Department of Finance for public review/inspection in accordance with O.C.G.A. 36-81-3. Public meetings will be conducted after proper advertisement prior to the City Council adopting and approving the annual budget document. (O.C.G.A. 36-81-5 and 36-81-6).

A. Departmental Appropriations

The budget shall be developed based upon “line-item” expenditures within each department. This type of budget focuses on categories of expenditures such as personal services, contractual services, supplies, equipment, etc. within each department. At a minimum, each department’s appropriation in each fund shall be detailed within the budget document. (O.C.G.A. 36-81-3 and 36-81-5).

B. Performance Budget

In addition to requesting expenditures by line item, the budget document shall include “performance” budget information. A performance budget provides information of each of the departments’ goals and objectives to be accomplished in the upcoming budget year. Goals and objectives should be SMART – Specific, Measurable, Achievable, Relevant, and Timed. Ultimately, the goals and objectives should result in efficiency/effectiveness improvements.

A performance budget also utilizes “Service Efforts and Accomplishments” which measure services rendered and department efficiency/effectiveness on a historical basis and project targets of the indicators for the upcoming budget year. The city shall strive to minimize and reduce, if possible, staffing levels required to accomplish its service delivery.

C. Budget Preparation Categories

Each department shall submit budget requests separately for:

- Current services - A current services budget is defined as that level of funding which is necessary to provide the same level of service for the upcoming year

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

that is currently being provided. The current services budget will include replacement capital equipment; and

- Expanded services - An expanded services budget includes funding requests associated with new services, additional personnel or new capital projects/equipment.

D. Balanced Budget

The budget shall be balanced for each budgeted fund. Total anticipated revenues plus that portion of fund balance in excess of authorized reserves (see operating budget policy H below) designated as a budget-funding source shall equal total estimated expenditures for each fund.

E. Basis of Budgeting

Neither GAAP nor Georgia statutes address a required budgetary basis of budgeting; the city adopts budgets in conformity with GAAP for all budgeted funds. All governmental funds use the modified accrual basis of accounting and proprietary fund budgets use the accrual basis of accounting.

F. Level of Budget Adoption and Control

All budgets shall be adopted at the legal level of budgetary control, which is the department level within each individual fund. See policy K below for amending the budget.

G. Budget Stabilization Resources

The city shall establish a fund balance reserve in all operating funds (defined in Section I of this policy) for working capital. The purpose of working capital is to cover the cost of expenditures caused by unforeseen emergencies, cover shortfalls caused by revenue declines, and to eliminate any short-term borrowing for cash flow purposes. This reserve shall accumulate and then be maintained at an amount, which represents no less than two (2) months of operating and debt expenditures⁴⁰.

H. Utilization of Prior Year's Fund Balance

If necessary, the city may use fund balance in excess of the reserve for working capital (see operating budget policy G above) as a funding source for that fund's budget. The amount of unreserved fund balance shall be estimated conservatively, taking into consideration future year needs. The minimum requirement for the reserve for

⁴⁰ This equates to approximately 16%. In keeping with the strong financial management practices that allowed Alpharetta to become one of the few cities in the country with a AAA credit rating (highest available), the city currently maintains a Fund Balance Designation of 25%.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

working capital, equal to two (2) months of operating and debt expenditures, must first be met before utilizing the excess fund balance as a funding source for the budget.

I. Appropriation Lapses at Year End

All operating budget appropriations (including encumbered appropriations) shall lapse at the end of a fiscal year. Purchases encumbered in the current year, but not received until the following year, must be charged against a department's subsequent year appropriation.

J. Budget Control Reports

The city shall maintain a system of budgetary control reports to assure adherence to the budget. The city will prepare and distribute to departments, timely monthly financial reports comparing actual revenues, and outstanding encumbrances and expenditures with budgeted amounts.

K. Authorization of Budget Adjustments and Amendments

The budget is a dynamic rather than static plan, which requires adjustments and formal budget amendments as circumstances change. The City Council must approve all increases in total departmental appropriations, increases in the personal services budgets (i.e., moving salary or employee benefit budget to other line items), and increases in the number of authorized positions (full and part-time).

Department heads must submit budget amendment requests transferring appropriations from one line-item to another, other than those prohibited above, and obtain approval by the Director of Finance and the City Administrator. Adjustments from appropriations that have been obligated, committed, or reserved for a designated purpose shall not be transferred until a formal de-obligation occurs.

At the mid-point of each year, any necessary budgetary appropriations, including budgets for any projects authorized but not funded during the year, shall be appropriated through a supplementary budget ordinance. This mid-point adjustment is limited to requesting additional resources. Such supplemental appropriations shall be balanced with additional revenues for each fund. A justification for each requested change must be prepared (O.C.G.A. 38-81-3).

L. Contingency

The city shall establish an appropriated contingency of one percent of the total annual expenditure appropriation in all operating funds (defined in Section I of this policy) in order to accommodate unexpected operational changes, legislative impacts, or other economic events affecting the city's operations which could not have been reasonably anticipated at the time the budget was prepared. Non-operating funds

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(defined in Section I of this policy) shall not require a contingency reserve appropriation.

This contingency reserve appropriation will be a separate line item within the budget. This amount shall be subject to annual appropriation. The approval of the Mayor and the City Administrator is required before this appropriation can be expended. If approved, the Finance Department will transfer the appropriation from the contingency line item to the applicable line item(s) with the applicable department's budget.

M. Maintenance and Replacement of Capital Equipment

The City Council will give budget priority to requests that provide for adequate maintenance of capital equipment and facilities and for their orderly replacement.

N. Contributions

Unless authorized by City Council, outside contributions to programs operated by city departments shall be subject to the city's accounting and budgetary policies. The city welcomes both unrestricted and restricted contributions compatible with the city's programs and objectives. The Finance Director is authorized via the annual budget ordinance to amend the budget to reflect donation and/or contribution revenues and expenditures upon documented approval by the director of the benefitting department and the actual receipt of the donation and/or contribution.

O. Administrative Service Fee/Cost Allocation

Whenever possible, the city may assess an administrative service fee from the General Fund to any other fund, based upon documentation and/or an outside independent study. This assessment will be based upon a percentage of the operating revenues, or services provided to the fund and shall be used to reimburse the General Fund for the administrative and support services provided to the assessed fund.

Section III: Cash-flow Budget Policies

For analysis and internal management purposes, the city shall prepare an annual cash flow budget in conjunction with the Operating Budget. The purpose of this document will be to provide the necessary guidelines to ensure that cash will be available to pay budget costs on a timely basis.

A. Budget Allotments

Budget allocations (i.e., budget allotments) are used in the operating budget, when needed to manage cash flows. The annual appropriation may be divided into segments in order to ensure that the projected revenue streams will be adequate to fund the appropriated expenditures. The cash flow budget will provide details as to

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

the periods in which the revenues will be collected, and thereby providing for available resources to pay obligations.

Section IV: Capital Project Improvement Plan Policies

The city will prepare a ten-year capital project improvement plan (CIP) which they will update annually. This plan will assist in the planning, acquisition, and financing of capital projects. A major capital project generally is defined as an expenditure that has an expected useful life of more than three years with an estimated total cost of \$25,000 or more, or an improvement/addition to an existing capital asset. Examples include building/infrastructure construction, park improvements, streetscapes, land acquisitions, and vehicles.

Major capital projects will be budgeted in the Capital Improvement Fund along with all identified funding resources. With the involvement of the responsible departments, the Finance Department will prepare the capital budget in conjunction with the operating budget.

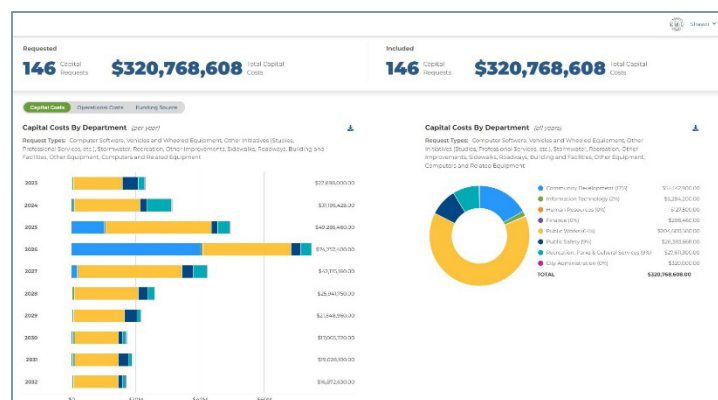
A. Project Length Budget

The CIP budget shall be developed based upon defined projects approved by the Mayor and City Council. Budget appropriation shall include the complete project costs with contingency amounts as appropriate and if available. (O.C.G.A. 36-81-3)

B. Budget Preparation

Each department, in conjunction with the Mayor and City Council, will identify potential capital projects throughout the year. All identified projects will be added to the CIP document, regardless of available funding. These needed projects will provide a method of tracking and planning for future needs of the city. Every effort will be made to identify those projects committed by the City Council through legislative action.

The graphic to the right depicts the dashboard for our CIP tracking software that is updated annually by departments during the budget process and serves as the foundation of the city's 10-Year CIP.

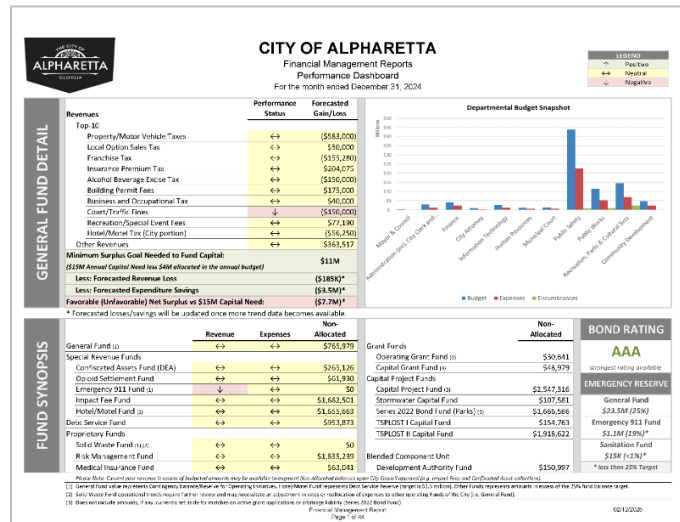


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C. Budget Control Reports

The city shall maintain a system of budgetary control reports to assure adherence to the budget. The city will prepare and distribute to departments, timely monthly financial reports comparing actual revenues, and outstanding encumbrances and expenditures with budgeted amounts.

The graphic to the right depicts the city's monthly Performance Dashboard which provides trend information on revenues, expenditures, and contingency balances.



D. Authorization of Budget Adjustments and Amendments

Department heads must submit budget amendment requests, transferring appropriations from one line-item to another within the same project. The Director of Finance and the City Administrator shall review and approve all requests for budget adjustments. Adjustments from appropriations that have been obligated, committed, or reserved for a designated purpose shall not be transferred until a formal de-obligation occurs. The de-obligation of budget dollars to a specific project will only occur after the completion of the project or when a project was identified, and budget and funding is no longer necessary.

E. Appropriations at Year End

Capital project appropriations shall carry forward to the subsequent budget period an equal amount of any encumbrances/purchase orders issued as of the close of the fiscal year. Purchases encumbered in the current year, but not received until the following year, must be charged against each department's subsequent year carry-over appropriation. Any remaining appropriation available by project at year-end must be re-appropriated.

F. Contingency

The city shall include an appropriated contingency of three percent of the total annual expenditure appropriation in the Capital Project Fund in order to accommodate expenditures that may not have been expected during the duration of a capital project. Expenditure of contingency funds shall only be authorized in accordance with the

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city's Change Order Policy. Any contingency budgets shall be subject to annual appropriation.

Section V: Revenue Administration Policies

The city levies, collects, and records certain taxes, license and permit fees, intergovernmental revenues, charges for service, investment income, fines and forfeitures, and other miscellaneous revenues and financing sources. This policy provides direction in the application, acceptance, and administration of revenues the city receives.

A. Diversification and Stability

All revenues have specific characteristics in terms of stability, growth, sensitivity to inflation or business cycle effects, and impact on the tax and ratepayers. A diversity of revenue sources can improve a city's ability to handle fluctuations in revenues and potentially help to better distribute the cost of providing services.

The city shall strive to maintain a diversified and stable revenue structure to shelter it from short-term fluctuations in any primary revenue source. When possible, the revenue mix shall combine elastic and inelastic revenue sources to minimize the effect of economic downturns. The city will work towards diversifying its revenue base in order to reduce its dependence upon property taxes.

B. Conservative Revenue Estimates

As part of the annual budget process, an objective analytical process will estimate revenues realistically and prudently. The city will estimate revenues of a volatile nature conservatively.

C. User Based Fees and Charges (Exchange Revenue)

The level of user fee cost recovery should consider the *community-wide* versus *special service* nature of the program or activity. The use of general-purpose revenues is appropriate for community-wide services, while user fees are appropriate for services that are of special benefit to easily identified individuals or groups.

The city will strive to keep the revenue system simple that will result in a decrease of compliance costs for the taxpayer or service recipient and a corresponding decrease in avoidance to pay. The city will avoid nuisance taxes, fees, or charges as revenue sources.

The city's revenue system will strive to maintain equity in its structure. That is, the city will seek to minimize or eliminate all forms for subsidization between entities, funds, services, utilities, and customers. However, it is recognized that public policy decisions may lead to subsidies in certain circumstances (e.g., senior citizen partial tax abatement).

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Fees will be reviewed and updated on an ongoing basis to ensure that they keep pace with changes in the cost-of-living as well as changes in methods or levels of service delivery. The Finance Department shall forward any proposed changes to the City Council for approval.

For services associated with a user fee or charge, a fee shall offset the costs of that service, where possible. Costs of services include direct and indirect costs such as operating and maintenance costs, administrative costs, and charges for the use of capital (e.g., depreciation and/or debt service).

D. Alternative Revenue Sources

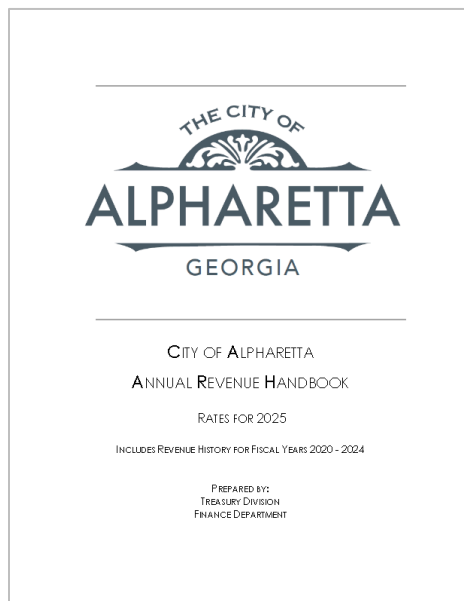
The city shall seek alternative funding sources whenever possible to reduce the required revenue from non-exchange transactions (e.g., property taxes). Such alternative sources include private and public grants, federal or state assistance, and public and private contributions.

E. Revenue Collection

The city will follow an aggressive policy of collecting revenues, consistent with state and federal laws. This policy includes charging of penalties and interest, revoking city licenses, and providing for the transferring and assignment of tax executions.

F. Rates and Charges

The City Council shall approve all revenue rates, charges, and processes in association with receipted funds that are deposited by the city, in accordance with the Code of Ordinances.



G. Revenue Handbook

The revenue handbook is updated annually as part of the budget process. This information contained therein is utilized to adjust fees and user charges. The handbook includes (at a minimum) the following information:

- Revenue Source
- Legal Authorization
- Method of Collection
- Department responsible for collection
- Rate or charge history
- Total revenue history

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Section VI: Capital Asset Policies

A. Introduction

The Capital Asset Policy is designed to provide a comprehensive description of the capital asset and property systems of the City of Alpharetta. The primary purpose of the policies is to provide for consistent and uniform accounting of capital asset transactions throughout the city; guidelines for physical control and accountability of capital assets; and guidelines for disposal and depreciation of capital assets.

B. Definitions

- Asset Acquisition: There are various methods by which the city acquires assets. These methods include, but are not limited to purchase, donation, lease/purchase, trade-in, forfeiture, condemnation, internal/external construction, transfers from other governments, or any other method which transfers title of any property to the city.
 - *Leased Assets*: The city capitalizes assets, acquired under capital lease, provided they meet the capitalization threshold, and a buy-out option is included in the lease agreement. The capital lease must meet accounting standards for capitalization purposes. For capital leases, where the title of the asset will ultimately be transferred to the city, the asset will be capitalized at the net present value of future minimum lease payments. The city does not capitalize assets they acquired under operating leases.
 - *Gifts/Donations*: The city capitalizes all equipment acquired through donations at fair market value on the date of the transaction, provided such gift or donation meets the capitalization threshold of this policy. If the equipment is new and the donor can furnish an invoice, the invoice would determine the fair market value. If the equipment is used or no information is available regarding the cost of new equipment on date of acquisition, an appraisal will be conducted to establish the capitalization amount.
- Property: Property is divided into several classes including:
 - *Real property*: Land and whatever is attached to the land that cannot be readily removed, such as buildings and permanent improvements to the land. Infrastructure is included within this classification.
 - *Personal property*: Property that is movable and further classified as tangible and intangible.

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- o *Tangible personal property*: Property that is moveable such as furniture, machinery, automobiles, or works of art.
 - o *Intangible personal property*: The right of ownership in property such as bonds, notes, contracts, computer software, programs, and proprietary assets that are created or purchased and owned by the city.
- Capital Asset: Any real or personal property acquired by the city which has an estimated useful life of three (3) or more years with an acquisition value of \$5,000 or more. This includes land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in the operations of the government.
- Asset Capitalization Amount: The city will capitalize purchased assets at acquisition cost plus costs incurred in preparing the asset for use. The city will recognize acquisition costs based on individual unit prices.
- Generally Accepted Accounting Principles (GAAP) Reporting: All assets capitalized under this policy shall be included in the financial statements issued by the city and in the annual external audit.
- Gifts/Donations: Gifts and donations are capitalized at fair market value on the date donated, if the value of the asset meets the threshold levels.

B. Classification Categories

- Land: The city will capitalize all costs incurred to acquire land (without regard to a dollar threshold) and to place it in use. The acquisition costs of land should include: (1) the purchase price; (2) ancillary charges; (3) the assumption of any liens or mortgages on the property; and (4) improvements made to the land that are permanent in nature. Examples of ancillary charges to be included in the capitalization costs are legal and title fees, closing costs, appraisal and negotiation fees, surveying fees, site preparation fees, demolition costs, architect and accounting fees, insurance premiums during construction phase, and transportation charges.
- Land Improvements: The city classifies improvements to land with limited lives, such as fences, parking lots, and walkways as land improvements.
- Buildings: If the city purchases a building, the capitalized cost should include the purchase price and other incidental expenses incurred at the time of acquisition. If the building is constructed, the capitalized cost should include material, labor, supervision, and overhead, or the contract price, including

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costs such as: permits and licenses, architectural and engineering fees, insurance, title costs, and interest incurred on tax exempt debt (the latter is applicable to enterprise funds only).

- **Building Improvements:** The city capitalizes costs of improvements to a building if the following criteria are met: (1) the expenditures increase the service potential of the building and (2) the total improvement costs, including the contract price, engineering, architectural, and attorney's fees, etc., meet the capitalization threshold of this policy.

Items considered as improvements include ramps, fire escapes, truck doors or other appurtenances; modifications to comply with fire, health, or safety codes; conversion of unusable to useable floor space, upgrade of the space.

Repairs to a building are not considered an improvement unless it extends the useful life of the structure or increases the value of the structure (i.e., a betterment). The city considers ordinary repairs as operating costs.

- **Construction in Progress:** Construction in progress includes accumulation of on-going project costs that increase the value or life of the asset. Upon project completion, the construction account in progress will be closed out and costs will be capitalized into the appropriate asset category (infrastructure, land improvement, building).
- **Moveable Equipment:** Expenditures for individual items or pieces of equipment meeting the capitalization threshold shall be capitalized, consistent with the designations of personal property, both tangible and intangible outlined above.
- **Infrastructure:** Long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets shall be capitalized based on the capitalization threshold requirement of this policy. Examples of infrastructure include roads, bridges, drainage systems, sidewalks, etc.

C. Annual Inventory

Annually, an asset listing is sent to each department for their verification of the existence of their department's capital assets. The department should identify any assets they have which are not included on the asset listing. Also, the department should identify any missing assets. The Finance Department will investigate any missing items with the assistance of the department. Significant unaccounted losses of assets will be brought to the attention of the Finance Director and/or the City Administrator for further actions. The Finance Department, with the cooperation of

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the department, may make an annual physical inventory to verify the accuracy of inventory records.

D. Transfer or Disposal of Assets

All capital assets are the property of the city. They may not be donated, discarded or transferred to another owner without the Finance Department's direct authorization. Departments should send all surplus assets to the Finance Department for disposition. Transfer or disposal of vehicles must be coordinated with Fleet Services.

The disposition of capital assets the city purchased with Federal grant must follow Federal Guidelines. The guidelines of the specific grant, or Federal general guidelines, will dictate the duration of time that the asset must remain property of the city. The guidelines also will indicate the disposition of the proceeds of from the sale of the asset.

All sales by the city of real property or personal property with an assigned value of more than \$500 must be offered for purchase, either by sealed bids or by auction to the highest bidder. Notice of the sale must be published once in the official newspaper of the city or in a newspaper of general circulation in the city. The legal notice must appear not less than 15 days or more than 60 days prior to the date of the sale. The notice must contain a brief description of the property and the conditions of the sale. If the sale is by sealed bid, the bids shall be opened in public at the time and place stated in the legal notice. The bids shall be kept available for public inspection for 60 days. The city may reject any and all bids or cancel a proposed sale. Property with an estimated value of less than \$500 may be sold without regard to the above provisions. Such sales may be made in the open market without advertisement and without acceptance of bids. The city has the power to estimate the value of the property being sold.

E. Depreciation

The city records depreciation for its capital assets monthly. Depreciation is calculated using the straight-line method with no estimated salvage values. For purchased capital assets, the city uses the invoice date as the in-service date.

F. Estimated Useful Life

For purposes of depreciation, each asset is assigned an estimated useful life. Useful lives are based upon the category of assets. The life of the asset begins when it is put into service, which is recognized as the invoice date. The estimated lives shall be based upon those recommended by the Governmental Accounting Standards Board, the Government Finance Officers Association, and the city's experience.

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G. Asset and Inventory Control Responsibility

It is the responsibility of the Finance Department to establish and maintain an accurate accounting of capital assets, and to design and implement operating procedures for activities required as a result of this policy. It shall be the responsibility of all city departments to cooperate in the capitalization process and to perform the annual inventory.

Section VII: Non-Capital Operating Inventory Policies

The primary purpose of the Non-Capital Inventory Policy is to provide:

- Consistent and uniform tracking of assets which are not capitalized under the Capital Asset policy;
- Guidelines for physical control and accountability of items which should be inventoried and tracked based upon purpose; and
- Guidelines for disposal and yearly reporting of inventoried, non-capital assets.

A. Acquisition

Operating Inventory Acquisition: There are various methods by which the city acquires operating inventories. The acquisition means may require different methods to identify inventories. The city acquires inventories in the following ways:

- New Purchases
- Donations
- Transfer from Other Departments
- City Surplus
- Lease Purchase
- Internal/External Construction

B. Inventory

Operating Inventory Criteria: The city will track inventories when one of the following criteria is met:

- Goods or supplies are purchased with use scheduled for a future date. Examples of this type of inventory include water meters purchased for future installation or bulk paper purchased with the intent to distribute to departments when previous stock has been depleted; or
- The operating inventory is such that for non-financial related reasons, the tracking of the item(s) is beneficial to the safekeeping of governmental

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property. Examples of this type of inventory include firearms or official uniforms. Further, specialized tools and equipment may be determined applicable to this policy.

C. Classification Categories

All inventories shall be classified and reported in compliance with Generally Accepted Accounting Principles (GAAP). Classifications and categories shall be compliant with the Georgia Department of Community Affairs chart of accounts.

D. Annual Inventory

Annually, an inventory listing shall be sent from all departments to the Department of Finance for verification of the existence of their department's non-capitalized assets. The department should identify any inventories that their department has that are not included on the capitalized asset listing. Also, the department should identify any missing items from inventory. The Department of Finance will investigate any missing items with the assistance of the department. Significant unaccounted losses of assets will be brought to the attention of the Finance Director and/or the City Administrator for further actions. The Department of Finance, with the cooperation of the department, may make an annual physical inventory to verify the accuracy of inventory records.

E. Transfer or Disposal of Assets

All inventory assets are the property of the city. They may not be donated, discarded, transferred, or consumed to/by another department without the Finance Department's notification. Departments should notify Finance for assistance in the disposal of all surplus inventories. Disposal of inventories to surplus is accomplished by completing the "*Inventory/Transfer*" form and indicating that the asset is being transferred to surplus.

All sales by the city of real property or personal property with an assigned value of more than \$500 must be offered for purchase, either by sealed bids or by auction, to the highest bidder. Notice of the sale must be published once in the official newspaper of the city or in a newspaper of general circulation in the city. The legal notice must appear not less than 15 days or more than 60 days prior to the date of the sale. The notice must contain a description of the property and the conditions of the sale. If the sale is by sealed bid, the bids shall be opened in public at the time and place stated in the legal notice. The bids shall be kept available for public inspection for 60 days. The city may reject any and all bids or cancel a proposed sale.

Property with an estimated value of less than \$500 may be sold without regard to the above provisions. Such sales may be made in the open market without advertisement

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and without acceptance of bids. The city has the power to estimate the value of the property being sold.

Section VIII: Accounting, Auditing and Financial Reporting Policies

Section I: Accounting

The city shall maintain a system of financial monitoring, control, and reporting for all operations and funds in order to provide an effective means of ensuring that financial integrity is not compromised. In addition, such practices shall provide city officials with the necessary resources in order to make sound financial decisions.

A. Scope

This policy applies to all accounting records that are the responsibility and under the management of the city's Department of Finance

B. Generally Accepted Accounting Principles (GAAP)

The city will establish and maintain a high standard of accounting practices. Accounting standards will conform to generally accepted accounting principles of the United States as promulgated by the Governmental Accounting Standards Board (GASB). The city will also follow the Financial Accounting Standards Board's pronouncements, as applicable.

C. Fund Structure

The city will maintain the minimum number of funds consistent with legal compliance and sound financial administration. The city will adhere to the mandatory fund structure included in the Georgia Department of Community Affairs' (DCA) chart of accounts (see below). Funds shall be classified in conformity with GAAP. Further, all funds shall be reported within the annual financial statements.

D. Chart of Accounts

The Georgia General Assembly passed the Local Government Uniform Chart of Accounts and Reporting act in 1997 (House Bill 491). This law requires the DCA to prepare and issue a standardized chart of accounts for Georgia governments. It shall be the policy of the city to implement and utilize the account classifications as the chart of accounts prescribes.

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Section II: Auditing

Georgia Law on Local Government Audits, O.C.G.A. Section 36-81-7, requires an independent annual audit for the city. The annual independent audit shall be conducted in accordance with generally accepted auditing standards (GAAS) and generally accepted governmental auditing standards (GAGAS). In addition, the city shall comply with the requirements of the General Accounting Office (GAO) and the Office of Management and Budget (OMB) when audits are conducted relating to federal funding consistent with the 1996 (and any future) amendments to the Single Audit Act.

A. Scope

This policy applies to all funds that are the responsibility and under the management of the City of Alpharetta and its Department of Finance.

B. Auditor Qualifications

A properly licensed Georgia independent public accounting firm shall conduct the audit.

C. Choosing the Audit Firm

Every three to five years, the city will issue a request for proposal to choose an audit firm for a period of three years with two one-year options. The city will request two proposals from qualified public accounting firms. One proposal shall contain the firm's costs and a second will contain the firm's qualifications. The cost proposals shall only be opened after three qualified firms are determined. When awarding the contract for the independent audit, not less than 70% of the decision will be based upon technical qualifications rather than cost.

D. Auditing Agreement

The agreement between the independent auditor and the city shall be in the form of a written contract or an engagement letter. The contract or engagement letter shall include the request for proposal as an appendix to the written document and all issues addressed in the request for proposal shall be required as part of the contract or engagement letter.

E. Internal Audit

The city shall develop and maintain a strong internal audit function whereby applying financial practices and policies to transactions. The city shall develop accounting practices and procedures which will be documented for use in internal control evaluation.

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F. Malfeasance and Embezzlement

Any employee will be prosecuted to the extent of the law in any instance where the employee is proven to have committed an illegal act such as theft.

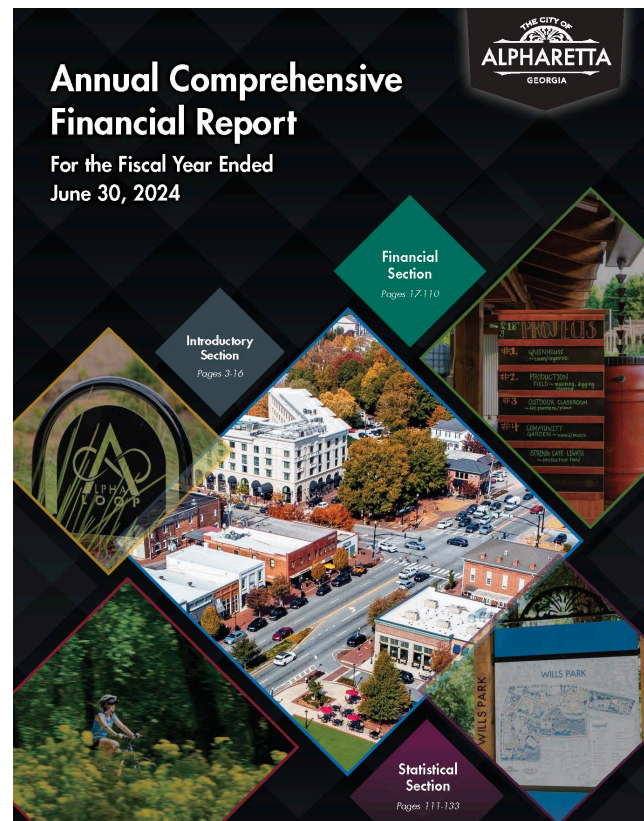
Section III: Financial Reporting Policies

The Department of Finance shall develop and maintain an ongoing system of financial reporting to meet the information needs of the government, authorities, and regulatory agencies. In addition, the City Administrator, Mayor, Council, Department Heads, and the public shall have access to reports to allow them to monitor, regulate, and to use as a basis for future financial decisions.

A. Annual Comprehensive Financial Report (ACFR)⁴¹

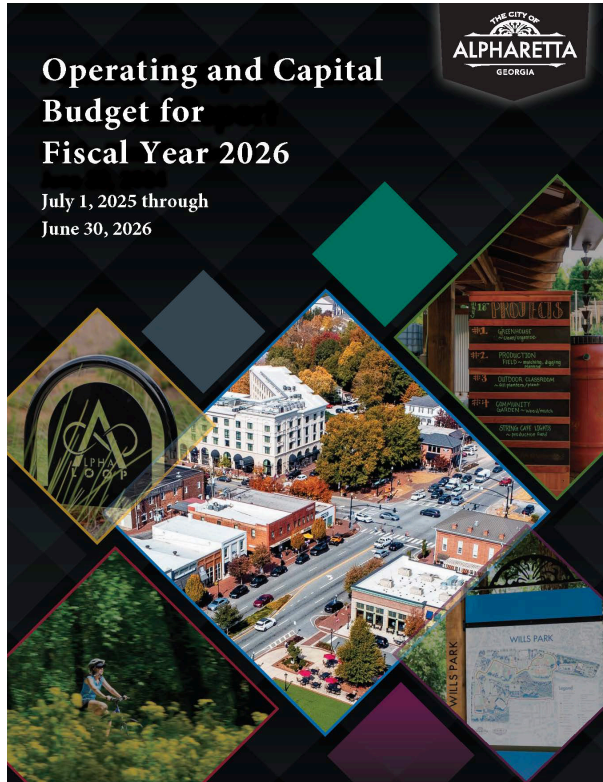
In conjunction with the annual independent audit, the city shall prepare and publish an Annual Comprehensive Financial Report (ACFR). The city shall prepare the ACFR in conformity with GAAP and the Government Finance Officers Association's (GFOA) program requirements.

The city will submit its annual ACFR to the GFOA to determine its eligibility to receive the GFOA's "Certificate of Achievement for Excellence in Financial Reporting." The city shall make this report available to the elected officials, bond rating agencies, creditors, and citizens. All financial statements and schedules contained within the ACFR shall be audited with the purpose to effectively communicate the complete financial affairs of the city to all interested readers.



⁴¹ Available for download from the City's website: <https://www.alpharetta.ga.us/346/Audited-Financial-Statements>.

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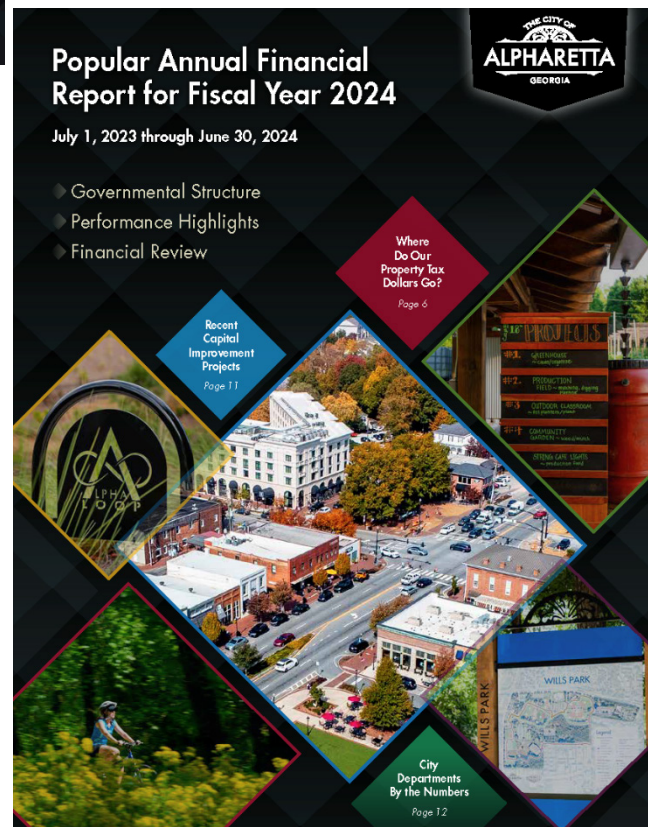
C. Annual Citizens Report⁴³

In order to provide citizens with financial information that is easily disseminated, the Finance Department shall coordinate the publication of an annual report to the citizen's (e.g., a popular report).

This report is in addition to the ACFR and shall be in conformance with GAAP and follow the recommendations of the GFOA's "Popular Annual Financial Report" (PAFR) program guidelines. The city shall submit the Annual Citizen's Report to the PAFR program to determine if it is eligible to receive the award.

B. Annual Budget Document⁴²

The city shall prepare and publish an annual budget document. This budget shall measure the annual funding and forecast the financial position of the city for the two subsequent fiscal years.



⁴² Available for download from the City's website: <https://www.alpharetta.ga.us/343/Annual-Operating-Capital-Budget>.

⁴³ Available for download from the City's website: <https://www.alpharetta.ga.us/341/Annual-Citizens-Reports>.

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D. Financial Reporting to the City Council⁴⁴

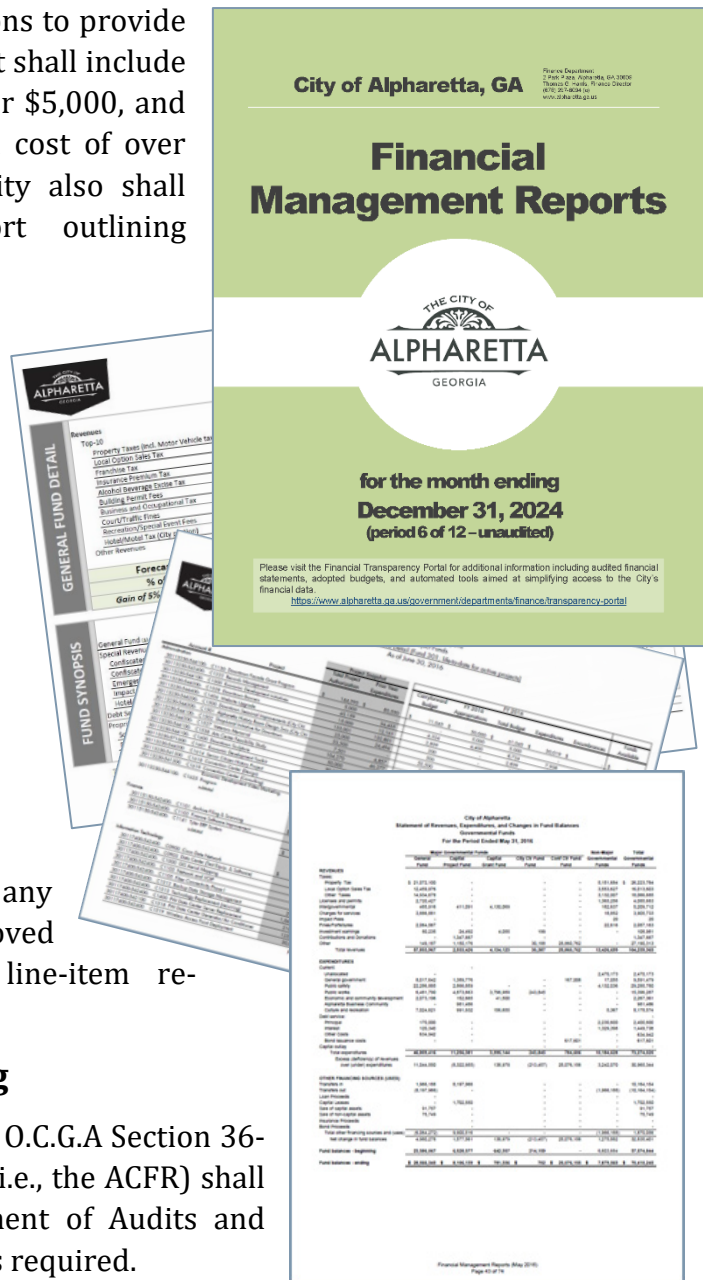
On a monthly basis, the Finance Department shall prepare and present a summarized “*Statement of Revenues and Expenditures*” to the City Council for all city operating funds. This report shall detail prior year comparisons to provide data for analysis. In addition, this report shall include all checks issued in dollar amounts over \$5,000, and all purchase orders with an estimated cost of over \$5,000 but less than \$50,000. The city also shall prepare a “Capital Project” report outlining appropriations (if any), expenses, outstanding encumbrances, and available appropriable balances.

E. Financial Reporting to City Administration

In addition to the external reporting detailed above, the Finance Department shall coordinate the reporting needs of each department in order to design and implement those reports which the departments need to make sound business decisions. At a minimum, departments will receive reports detailing monthly department financial activity including expenses, any personnel costs in excess of the approved budget, and recommended budget line-item re-allocations.

F. External Financial Reporting

The city shall report in conformity with O.C.G.A Section 36-81-7. A copy of the city’s annual audit (i.e., the ACFR) shall be submitted to the Georgia Department of Audits and Accounts within 180 days of year-end as required.



⁴⁴ Available for download from the City’s website: <https://www.alpharetta.ga.us/347/Financial-Management-Reports>.

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Section IX: Debt Management Reporting

The goal of the city's debt policy is to maintain a sound fiscal position; thereby only utilizing long-term debt to provide resources to finance needed capital improvements, while accumulating adequate resources to repay the debt. In addition, it is the city's goal to maintain and improve its credit rating through strong financial administration. The city acknowledges that failure to meet the demands of growth may inhibit its continued economic viability, but also realizes that excess outstanding debt may have detrimental effects on the ability of the city to meet its continuing operational needs. Issuing debt commits the city's revenues several years into the future and may limit its flexibility to respond to changing service priorities, revenue inflows, or cost structures. Adherence to this debt policy helps ensure that the city issues and manages its debt prudently in order to maintain a sound financial position and protect its credit rating. Credit ratings are the rating agencies' assessment of the city's ability and willingness to repay debt on a timely basis. Credit ratings are an important indicator in the credit markets and can influence interest rates a borrower must pay. Implementing debt management practices will be viewed positively by the rating agencies and could influence the city's credit rating and ultimately lower borrowing costs.

A. Conditions for Issuing Long-term Debt

Debt financing for capital improvements and equipment will be generally used when at least one of the following conditions exist:

- When one-time, non-continuous projects (those not requiring annual appropriations) are desired;
- When the city determines that future users will receive a benefit from the capital improvement that the debt financed;
- When the project is necessary to provide basic services to the city residents;
- When total debt, including debt issued by overlapping governments (e.g., the county), does not constitute an unreasonable burden to the taxpayers; and
- Exhaustion of the use of all other possible revenue sources provides no alternative funding for capital projects.

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B. Sound Financing of Debt

When the city utilizes debt financing, the following will occur to ensure that the debt is soundly financed:

- Analysis of the financial impact, both short-term and long-term, of issuing the debt;
- Conservatively projecting the revenue sources that the city will use to repay the debt;
- Ensuring that the term of any long-term debt the city incurs shall not exceed the expected useful life of the asset the debt financed;
- Maintaining a debt service coverage ratio (i.e., for revenue secured debt) that ensures that the revenues pledged for the repayment of the outstanding debt will be adequate to make the required debt service payments.

C. Debt Retirement

Generally, borrowings by the city should be of a duration that does not exceed the economic life of the capital improvement that it finances and, where feasible, should be shorter than the projected economic life. To the extent possible, the city should design the repayment of debt to recapture rapidly its credit capacity for future use.

D. Disclosure

The city shall follow a policy of full disclosure in financial reporting and in the preparation of a bond prospectus.

E. Legal Compliance

When issuing debt, the city shall comply with all legal and regulatory requirements, including the continuing disclosure requirements. This compliance includes adherence to local, state, and federal legislation as well as bond covenants. More specifically, the Director of Finance is responsible for maintaining a system of record keeping and reporting to meet the arbitrage rebate compliance requirements of the federal tax code. This effort includes tracking investment earnings on bond proceeds, calculating rebate payments in compliance with tax law, and remitting any rebatable earnings to the federal government in a timely manner in order to preserve the tax-exempt status of the city's outstanding debt issues. Additionally, general financial reporting and certification requirements embodied in bond covenants are monitored to ensure compliance that all covenants. The city will comply with Amended SEC Rule 15c2-12 (the "Rule") by providing secondary market disclosure for all long-term debt obligations which are subject to the Rule. As required, the city will submit annual financial information to all nationally recognized municipal securities repositories.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

F. Credit Ratings

The Director of Finance is responsible for maintaining relationships with the rating agencies that assign ratings to the city's various debt obligations. This effort includes providing periodic updates on the city's general financial condition along with coordinating meetings and presentations in conjunction with a new debt issuance.

G. Other Policies

All bond issue requests shall be coordinated by the Department of Finance. Requests for new bonds must be identified during the Capital Improvement Program (CIP) process. Opportunities for refunding outstanding bonds shall be communicated by the Department of Finance. Annual budget appropriations shall include debt payments (interest and principal) and reserve requirements for all debt outstanding. Long-term borrowing shall be incorporated into the city's capital improvement plan.

Section X: Grant Management Policies

This policy provides direction in the application, acceptance and administration of funds awarded through grants to the city from other local governments, the state or federal government, non-profit agencies, philanthropic organizations, and the private sector.

A. Grant Applications

The city's Grants Administrator is responsible for the submission of all grant applications on behalf of the City of Alpharetta. Departments who wish to submit grant applications must work in conjunction with the Grants Administrator. Once a grant opportunity has been identified, the Grants Administrator documents the application, the financial reporting requirements, and any required matching funds or other city resources needed to meet the grant requirements. Prior to the acceptance of the grant, the Finance Department, in cooperation with the submitting/receiving department shall complete an analysis of financial requirements to ensure the city can meet the grant program's financial requirements and the city can fulfill the applicable obligations required by the grant. All grant revenues and expenditures, including matching requirements, must be appropriated, either in the current budget or included for appropriation in the subsequent budget. The Mayor and City Council shall approve grant applications and submissions by adopting an official resolution, certified by the City Clerk that will allow both the submission of the grant application and the acceptance of the grant award.

APPENDIX C (FINANCIAL MANAGEMENT POLICIES)

B. Grant Administration

The Grants Administrator is responsible for fulfilling the financial reporting and accountability requirements of each grant the city accepts. The Grants Administrator and receiving departments are responsible for adhering to the grant program requirements and tracking all applicable expenditures for reporting purposes. The Department of Finance is responsible for accounting for grant transactions according to the Accounting, Auditing, and Financial Reporting Policy and in compliance with Generally Accepted Accounting Principles (GAAP).

The Grants Administrator is responsible for maintaining the following records for each grant award.

- Copy of Grant Application;
- Resolutions authorizing application and acceptance;
- Notification of Grant Award;
- Financial reporting and accounting requirements
- Schedule of funding needs

C. Auditing

The Finance Department shall comply with all local, state, and federal requirements with respect to the auditing of information as they pertain to the acceptance of grant funds. This includes the Single Audit Act with any future revisions or additional that may be applicable to city grant projects.

APPENDIX D (MILLAGE RATE ORDINANCE)

Appendix D (Millage Rate Ordinance)

ADDED UPON ADOPTION

APPENDIX E (BUDGET ORDINANCE)

Appendix E (Budget Ordinance)

ADDED UPON ADOPTION

APPENDIX F (GLOSSARY OF TERMS)

Appendix F (Glossary of Terms)

The Glossary section is included to assist readers with understanding the many terms used in city government (general) as well as the city's budget process (specific). Please refer to the *Acronyms/Abbreviations* section for a complete listing of the acronyms used throughout this document.

Account Number:	A system of numbering used to categorize a "group" of accounting transactions into common areas, such as salaries, utilities, etc. Account numbers are the numerical equivalent of descriptive terms (e.g., 511100 represents the account number for salaries and wages).
Accounting Period:	A period at the end of which financial statements, budgets, and other reports are prepared. Typically, an annual period within governmental finance. The city's fiscal year reporting period begins on July 1 st and ends of June 30 th .
Accounting Procedures:	All processes that identify, record, classify and summarize financial information to produce financial reports.
Accrual Basis of Accounting:	The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time), and expenditures are recorded when goods and services are received (whether or not cash disbursements are made at that time).
ACFR:	The Annual Comprehensive Financial Report summarizes financial data for the previous fiscal year in a standardized format.
Acronyms:	Please see the section entitled <i>Acronyms/Abbreviations</i> for a complete listing of the acronyms used throughout this document.
Adopted Budget:	The funds appropriated by the City Council at the beginning of the year.

APPENDIX F (GLOSSARY OF TERMS)

Ad Valorem Tax:	Property taxes computed as a percentage of the value of real or personal property expressed in mills (1/100 th of a dollar or \$1.00 per \$1,000 of taxable property value).
Amortization:	The reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.
Appropriation:	A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes.
Assessed Valuation:	The Fulton County Board of Assessor's estimation of the fair market value of real and personal property.
Balanced Budget:	A budget in which planned revenues available equals planned expenditures.
Basis of Accounting:	A system used by an individual government to determine when revenues have been realized and when expenditures have been incurred.
Basis of Budgeting:	A system used by an individual government to determine when budgetary revenues have been realized and when budgetary expenditures have been incurred.
Bond:	A written promise to pay a designated sum of money (i.e., principal) at a specified date in the future, together with periodic interest payments at a specified rate. In the budget, these payments are identified as debt service. Bonds are typically used to obtain long-term financing for major capital improvements.
Bond Rating:	A rating provided by an independent professional credit rating agency indicating the credit worthiness of the entity.
Budget:	A statement of financial position of an entity for a definite period based on estimates of expenditures during the period and proposals for financing them. The financial plan for the operation of a department, program, or project

APPENDIX F (GLOSSARY OF TERMS)

	for the current year or for the duration of the project.
Budget Amendment:	The transfer of funds from one appropriation account to another (within a department within a fund), requiring approval of City Administrator, Finance Director, and Department Director. Amendments between departments and between funds require City Council approval.
Budget Calendar:	The schedule of key dates or milestones which the city follows in the preparation, adoption, and administration of the budget.
Budget Officer:	The local government officials charged with budget preparation and administration for the local government. The official title of the local government budget officer shall be as provided by local law, charter, ordinance, or appropriate resolution of the governing authority.
Budget Ordinance:	“Ordinance” or “Resolution” means that governmental action which appropriates revenues and fund balances for specified purposes, functions, or activities for a budget period.
Budget Period:	Budget period, means the period for which a budget is proposed, or a budget ordinance or resolution is adopted.
Budget Transfer:	A procedure utilized by city departments to revise budget appropriations within the departmental operating budget accounts. They transfer monies from one account to another account and does not increase or decrease the overall budget appropriation for the department.
Budgetary Control:	The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

APPENDIX F (GLOSSARY OF TERMS)

Capital Assets:	Assets of significant value and having a useful life of several years. Capital assets for the City of Alpharetta have a purchase cost of \$5,000 or more, and a useful life of three years or longer.
Capital Budget:	A plan of proposed capital expenditures and the means of financing them. The capital budget is usually enacted as part of the complete annual budget which includes both operating and capital outlays. The capital budget is based in a capital improvement plan ("CIP").
Capital Outlay:	An expenditure for the acquisition of, or addition to, a capital asset. Items acquired for less than \$25,000 are not considered capital outlay.
Capital Projects:	Projects that result in the acquisition or construction of capital assets of a local government which are of a long-term and permanent nature. Such assets include land, buildings, and related improvements, streets and highways, bridges, sewers, and parks.
Capital Projects Fund:	A fund used to account for the financial resources to be used for the acquisition or construction of major capital facilities other than those financed by resources from enterprise fund activities.
Cash Basis of Accounting:	A basis of accounting under which transactions are recognized only when cash is received or disbursed.
Chart of Accounts:	A numbering system that assigns a unique number to each type of transaction and to each budgetary unit in the organization. The City of Alpharetta utilizes the Uniform Chart of Accounts for Local Governments in Georgia as mandated by the Georgia Department of Community Affairs ("DCA").
Consumer Price Index ("CPI")	A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (i.e., inflation).

APPENDIX F (GLOSSARY OF TERMS)

Contingency:	A budgetary reserve set aside for emergency, revenue shortfalls, and unanticipated expenditures. The City Council must approve all contingency expenditures.
Debt:	An obligation resulting from the borrowing of money or from the purchase of goods and services over a period of time. Debts of government include bonds, time warrants, notes, and floating debts. Examples include General Obligation Bonds and Revenue Bonds.
Debt Service:	The payment of principal and interest on borrowed funds such as bonds.
Debt Service Fund:	A fund that is used to account for the accumulation of resources for the payment of general long-term debt principal and interest.
Deficit:	The excess of an entity's liabilities over its assets or the excess of expenditure or expenses over revenues during a single accounting period.
Department:	A major administrative division of the city with indicated overall management responsibility for an operation or a group of related operations within a functional area.
Depreciation:	(1) Expiration of the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy and obsolescence. (2) The portion of the cost of a capital asset which is charged as an expense during a period. In accounting, the cost of a fixed asset, less any salvage value, is pro-rated over the estimated service life of said asset, and each period charged with a portion of such cost. Through this process, the entire cost of the asset is ultimately charged off as an expense.
Effectiveness:	Depicts the degree to which performance objectives are being achieved or otherwise reflects the quality of local government performance.

APPENDIX F (GLOSSARY OF TERMS)

Efficiency:	Reflects the relationship between work performed and the resources required performing it. Compares outputs to inputs.
Encumbrance:	A commitment of funds against appropriations in which the expenditure has not actually been made at the time of recording. It may be in the form of a purchase order, purchase requisition, or a contract for goods and services.
Enterprise Fund:	A fund in which the activities are supported wholly or primarily by charges and fees paid by the users of the services.
Expenditures:	The cost of goods delivered, or services rendered including operating expenses, capital outlays and debt service.
Fiduciary Fund:	A fund used to account for assets held by the city in a trustee capacity or as an agent for other governmental units and/or other funds.
Fiscal Year:	The time period designated by the city signifying the beginning and ending period for recording financial transactions. The city has specified July 1 st to June 30 th as its fiscal year.
Fund:	An independent fiscal and accounting entity with a self-balancing set of accounts. These accounts record cash and other assets together with all related liabilities, obligations, reserves and equities. Funds are segregated so that revenues will be used only for the purpose of carrying out specific activities in accordance with special regulations, restrictions, or limitations.
Fund Balance	Fund equity for governmental funds and trust funds which reflects the accumulated excess of revenues and other financing sources over expenditures and other uses for governmental functions.

APPENDIX F (GLOSSARY OF TERMS)

GASB:	Governmental Accounting Standards Board - The body that sets accounting standards, specifically for governmental entities at the state and local levels.
General Fund:	The government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. Revenue is derived primarily from property taxes, state & federal distributions, grants, and other intergovernmental revenue.
GAAP:	Generally Accepted Accounting Principles - Uniform minimum, standards used by state and local governments for financial accounting, recording and reporting, encompassing the conventions, rules and procedures that define accepted accounting principles; established by the Governmental Accounting Standards Board (GASB).
General Obligation ("GO") Bonds:	Upon voter approval at a general referendum, a project will be financed through a millage increase in ad valorem taxes for a specified period. This source of revenue is especially appropriate when the life of project or an improvement is expected to exceed 20 years and is citywide in nature or benefit.
Georgia Municipal Association:	Organization representing municipal governments in Georgia.
GFOA:	Government Finance Officers Association - Professional association of state/ provincial and local finance officers in the United States and Canada, dedicated to the sound management of government financial resources.
Goals:	A measurable statement of desired conditions to be maintained or achieved.
Governing Authority:	Governing authority means that official or group of officials responsible for governance of the unit of local government.

APPENDIX F (GLOSSARY OF TERMS)

Grants:	A financial gifts, donation, or award that is made from a funding source, usually a governmental entity, to the city for the acquisition of goods, services, or land. The grant award agreement defines the city's responsibilities and duties to be exchanged for the grant. Grants are often earmarked for a specific purpose of program.
Infrastructure:	The basic installation and facilities on which the continuance and growth of the city depends, such as roads, schools, and water and sewer systems.
Inter-fund Transfer:	Payments made from one operating fund to another as a contribution to defray a portion of the recipient fund's costs.
Investments:	Securities and real estate held to produce revenue in the form of interest, dividend, rental or lease payments. The term does not include fixed assets used in governmental operations.
Legal Level of Control:	Legal level of control is the lowest level of budgetary detail at which a local government's management or budget officer may not reassign resources without approval of the governing authority. The legal level of control shall be, at a minimum, expenditures for each department for each fund for which a budget is required.
Levy:	(Verb) To impose taxes, special assessments, or service charges for the support of government activities. (Noun) The total amount of taxes, special assessments or service charges imposed by a government.
Liability:	Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.
Liquidity (of investments):	The ability to convert an investment to cash promptly with a minimum of risk to principal and accrued interest.

APPENDIX F (GLOSSARY OF TERMS)

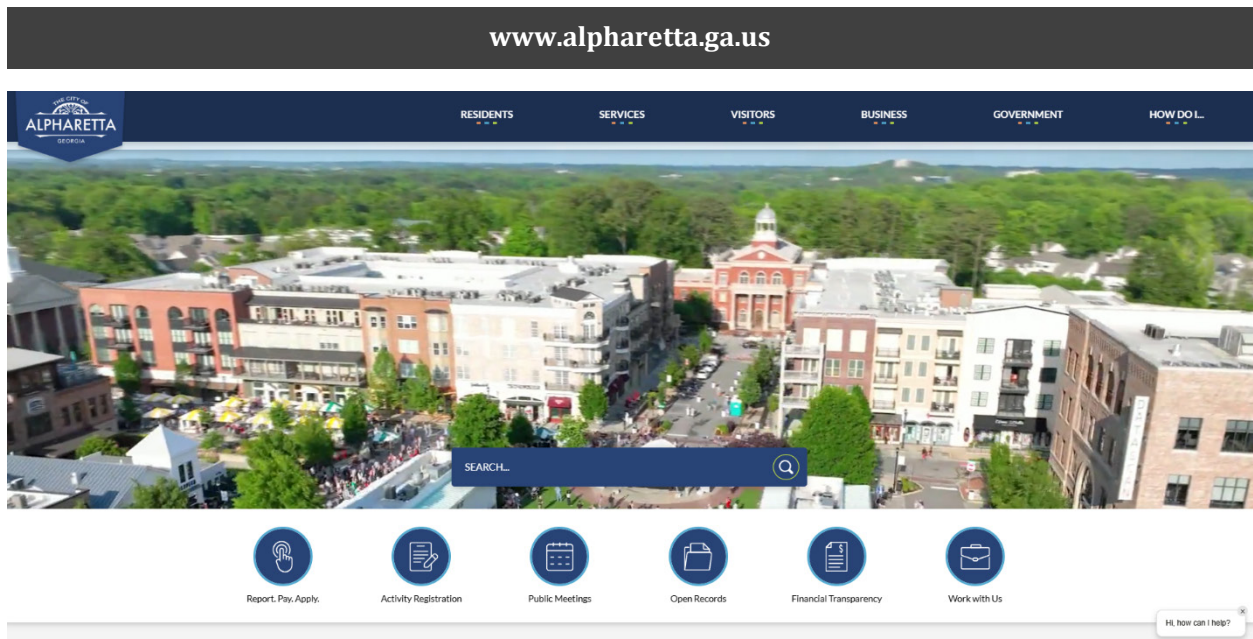
Millage Rate:	The amount of property tax stated in terms of a unit of the tax base; for example, each mill generates \$1.00 of tax for every \$1,000 of taxable assessed valuation on real or personal property. The millage rate is the total number of mills assessed against this value.
Mission:	The reason or purpose for the organizational unit's existence.
Modified Accrual Basis of Accounting:	The basis of accounting under which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred and revenues are recorded when received in cash except for material and/or available revenues which should be accrued to reflect properly the taxes levied and revenue earned.
Objectives:	Unambiguous statements of performance intentions expressed in measurable terms.
Operating Budget:	The portion of the budget pertaining to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personal services, fringe benefits, commodities, services and capital outlay.
Proprietary Fund:	These funds are sometimes referred to as "income determination," "non-expendable" or "commercial type" funds and are used to account for a government's on-going organizations and activities which are like those often found in the private sector.
Retained Earnings:	A fund equity account that reflects accumulated net earnings (or losses) in a proprietary fund. As in the case of fund balance, retained earnings may include certain reservations of fund equity.

APPENDIX F (GLOSSARY OF TERMS)

Reserve:	An account to indicate that a portion of funds have been legally restricted for a specific purpose, or not available for appropriation and subsequent spending. A reserve for working capital is a budgetary reserve set aside for cash flow needs, emergencies, or unforeseen expenditure/revenue shortfalls.
Revenue:	Additions to assets which (a) do not increase any liability; (b) do not represent the recovery of an expenditure; (c) do not represent the cancellation of certain liabilities or decrease in assets; and (d) do not represent contributions of fund capital in enterprise and internal service funds.
Rolled-Back Millage Rate:	The millage rate necessary to raise the same amount of Ad Valorem tax revenue as the previous year, excluding taxes for new growth.
Sinking Fund:	A reserve fund accumulated over a period of time for retirement of a debt.
Special Revenue Fund:	A fund in which the revenues are designated for use for specific purposes or activities.
Tax Digest:	Official list of all property owners, the assessed value, and the tax due on their property.
Taxes:	Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. Taxes levied by the City of Alpharetta are approved by the City Council and are within limits determined by the State.
User Fee:	Charges for specific services rendered only to those people paying such charges as, for example, sewer service charges.

APPENDIX F (GLOSSARY OF TERMS)

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visit us on the Web



Georgia's Connected City

Alpharetta is attracting the brightest companies, employees and residents to a new, vibrant vision of what work/life looks like. Over the past decade, our investments in infrastructure and technology have laid a foundation that's fostering both business growth as well as individual happiness and satisfaction among our residents and workforce. As a connected city with deep cultural, social, technological and logistic resources, Alpharetta is setting the standard for what city life will look like as we move through the connected decade.

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2 Park Plaza
Alpharetta, GA 30009



STAFF REPORT

Department: Public Works
Submitted By: Peter Sewczwicz
Meeting Date: June 16, 2025

AGENDA ITEM:

Request For Proposal 25-1003: Fire Station 81 Construction Manager at Risk - Preconstruction Services
Consideration of approval to award a contract for Request for Proposal 25-1003 to Ajax Building Company, LLC for an amount of \$11,000 for preconstruction services associated with a Construction Manager at Risk delivery method for an addition and enhancements at Fire Station 81 and with authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve the award of a contract for Request for Proposal (RFP) 25-1003 to Ajax Build Company, LLC for an amount of \$11,000 for preconstruction services associated with a Construction Manager at Risk delivery method for an addition and enhancements at Fire Station 81 and authorize the Mayor to execute all necessary documents.

BUDGET & PROCUREMENT:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: YES

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: \$11,000.00

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
FS 81 Renovations (30131150-541300 - C2501)	\$11,000

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
-	\$0.00

ITEM DESCRIPTION:

On August 28, 2023, City Council awarded RFP 23-117 to Jericho Design Group for the amount of \$97,500, to perform assessments at each station, develop conceptual floorplans at each station, meet with the project team to review and make revisions to the floorplans and develop cost estimates. Upon conclusion of the initial phase, it was determined the City would move forward with improvements to Fire Station 81.

On October 28, 2024, City Council awarded Change Order 1 to Jericho in the amount of \$243,420 to develop detailed construction plans for an addition to Fire Station 81, along with renovations to the bunk area, living area, and modifications to the apparatus bay. Jericho is in the final phases of finalizing the preferred floorplan. The final task to complete was incorporating a unisex restroom in the bunk area. Currently, Jericho's team is accomplishing a field run survey as well as geotechnical work so they can prepare a preliminary site plan for the team to review.

While Jericho was working on the floor plan, the City issued RFP 25-1003. A total of 5 vendors submitted proposals. Two representatives from Public Safety and one representative from Public Works reviewed and scored the proposals. A total of 3 vendors were shortlisted and invited to conduct presentations to the review panel and other representatives from Finance, Public Safety, and Public Works. The three shortlisted firms were:

- Ajax Building
- Rycon Construction

- Winter Construction

Each firm was allotted one-hour for a presentation and a question-answer period. All three vendors provided the review panel with a background of their firm, how their firm has accomplished similar type projects in the past, and their approach to how they would deliver a quality project to the City. Below is a breakdown of scores of each firm:

- Winter Construction - 91
- Ajax Building Company - 87
- Rycon Construction - 51

Each firm focused on safety and logistics and the complexities associated with constructing improvements while the station is active. Winter Construction provided the clearest and most concise logistics and safety plan. Winter also provided detailed exhibits on their phasing plan for construction. Though Winter broke the projects into phases (4 in total), they stated in their presentation that components of each phase would be going on the same time, and they currently propose a 7-month schedule to complete the project. Another component of Winter's presentation that separated them from the other firms was that Winter provided the interview panel a construction cost of \$2,500,000 based on the footprint provided within the RFP.

However, over several months, the City and Winter Construction could not come to terms on a contract and the City moved onto the next vendor, Ajax Building Company, LLC. The difference in points between Winter and Ajax came down to Winter included a construction cost estimate, within the City's allotted dollars towards this project, when the interview process took place.

Ajax's interview went extremely well and the team prepared a detailed phasing plan that enabled the Station to remain operational throughout the construction process. Additionally, Ajax included a schedule for pre-construction and construction services. The anticipated schedule for pre-construction services is 4-5 months and construction is anticipated to take approximately 8 months. Ajax brings to the table a great amount of Public Safety project experience in both new construction of Fire Stations and renovating and expanding existing ones.

Ajax explained at great length their preconstruction services process and how their approach aligns very well given the design plans are preliminary. Jericho is finalizing a floor plan and a preliminary site plan. The first meeting with the team will enable Ajax to start preparing a construction cost estimate based on 30% drawings. Though finishes have not been finalized, Ajax can use their experience and historical data to determine if the project is within the City's budget. If cost estimate based on 30% drawings is within the budget, the design team moves onto 60% drawings and Ajax will then price out the next set of drawings that will have greater detail with them. Presuming that 60% of the drawings are within the City's budget, the design team moves onto 90% design documents. At the conclusion of the 90% drawings, Ajax will provide the City a guaranteed maximum price (GMP). The duration of the design is dependent if the construction cost estimates are within the budget as the project progresses through design. For planning purposes, Jericho is planning 6–8 months of design work and another couple of months for permitting.

ALTERNATIVES:

Do not award the preconstruction services and either procure a contractor through other means or issue a new RFP.

ATTACHMENTS:

1. RFP 25-1003 FS 81 CMAR
2. 2025-02-03 Alpharetta FS 81 - Reference Plan
3. Alpharetta - CMAR Agreement - Ajax Building Company - FS 81 - with Exhibits and General Conditions_FINAL
4. Ajax RFQ 25-1003 documents
5. Ajax RFP 25-1003 documents

CITY OF ALPHARETTA REQUEST FOR PROPOSALS (RFP)

RFP Number: 25-1003

RFP Title: Construction Manager at Risk (CMAR): Fire Station 81 Clean Room and Interior Renovations

RFP Availability: Eligible, Shortlisted Firms Only

RFP SCOPE OF WORK & PROPOSAL SUBMISSION

1. RFP Period of No Communication

The No Communication period starts on the issue date of this RFP **[ISSUE DATE]** and lasts until the City Council meeting for contract award recommendation (or until contract award if this isn't required to go before council for approval).

No person or company, their employees, representatives, agents, attorneys, etc. will contact the City's elected officials or any City staff concerning this RFP.

Contacting anyone other than the Procurement Agent named below for this RFP during this time will be reason to remove a proposal from review.

2. Procurement Agent, Single Point of Contact

Debora Westbrook is the Procurement Agent and Single Point of Contact for this RFP and is the only contact representing the City for this RFP.

Enter all questions or comments using Opportunity Q&A tab at the Bonfire project web page. Debora Westbrook can be reached at 678-297-6052 or purchasing@alpharetta.ga.us.

City of Alpharetta
2 Park Plaza
Alpharetta, GA 30009
Attn: Debora Westbrook, Procurement Agent

3. Please Note: To all current and previous City of Alpharetta vendors, contractors, and consultants.

Regardless of any previous relationship with our City, you must build out your proposal as requested in this RFP.

Do not neglect to provide requested information or details requested simply because you expect that we already know your work.

Your response to this procurement will be reviewed and evaluated solely on the information provided in your response.

4. RFP Schedule of Events

- A. **Proposal Close Date, Deadline for Submissions:** **[enter date and time]**. We may change this date during the RFP process. We will post any change in an addendum. Review web page for addenda.

- B. Link to Bonfire Project Web Page: <https://cityofalpharetta.bonfirehub.com/>
- C. This project web page has the important dates and all project documents for this RFP.
- D. Enter all questions, comments, requests for information before the Questions Due Date using ☒ **Message – Opportunity Q&A** at the project web page.
- E. In each question, clearly tell the RFP document and section that is in question.
- F. We will share any changes or added information from the City by a written addendum. We will make the information available to the public on the project web page.
- G. It is your responsibility to check the project web page for any addenda, other information, or other messages before finally uploading a proposal. You must respond using any updated information.

5. Our Review of Proposals and Review Criteria:

- A. The City will make investigations as we feel necessary to make sure of the Offeror's ability to provide the supplies or perform the work or services detailed in this RFP.
- B. We will first review all proposals to be sure that proposal have basic requirements and information.
- C. Some scoring may simply be Pass/Fail. Any proposal that Fails any part or section that is required will be removed from further review and scoring.
- D. The Review Team will only get correct proposals for review and scoring.
- E. Proposals will be scored based on the evaluation criteria below. We may consider accepted industry standards. We may compare all proposals to each other for price, quality, quantity, contract terms, etc. We will use this review and scoring to decide the top-scoring proposal[s] and the best value for our City.
- F. The Review Team may decide to create a shortlist of the top-scoring proposals. If so, the shortlisted firms may be invited for a presentation or interview with us; may be asked to set-up a site visit; or may be asked to supply more information for review. We may ask for discussion, negotiation, or a "best and final offer" to finally decide the highest-scoring proposal.

Evaluation Criteria	Maximum Points
Method of Providing Services: CMAR Project Approach	30
Fee Structure: Preconstruction Services Fee is proposed as a fixed lump-sum and Construction Management fee percentage	10
Presentation and Interview	60
Total Maximum point score	100

Award will consider price, but price will not be the sole, determining factor.

WHAT WE WANT TO DO

1. General Description, Project Overview

On September 12, 2024, the City of Alpharetta (City) issued Request for Qualification #25-1003 for Fire Station 81 Clean Room and Interior Renovations. Statements of Qualifications were received October 10, 2024 from five firms. After reviewing and scoring proposals received based on the published criteria, a shortlist of three pre-qualified firms was created. Pre-qualified Contractors are invited to respond to this RFP 25-1003 for Construction Manager at Risk (CMAR): Fire Station 81 Clean Room and Interior Renovations.

Only the following consultants shortlisted from **RFQ 25-1003, Fire Station 81 Clean Room and Interior Renovations** are eligible to respond to this Request for Proposals.

- Ajax Building Company, LLC
- Rycon Construction, Inc.
- The Winter Construction Company

On October 28, 2024, Alpharetta City Council awarded Jericho Design Group, LLC \$243,420.00 to prepare the necessary construction plans, in association with a CMAR construction delivery method. Conceptual site design will be commencing soon. Our plan is for the concept phase for both the civil plans as well as the architectural plans to be completed by the time the CMAR vendor has been awarded by Council.

2. Scope of Work

- A. Working with Jericho Design, LLC, the City has appropriated \$243,420.00 to design and budgeted \$2,750,000.00 within the FY 2025 Budget to construct approximately 1,700 square foot expansion to Fire Station 81. The renovation includes, but may not be limited to:
 - i. design and construct approximately 1,700 square foot expansion with clean room and includes associated infrastructure and FF&E,
 - ii. implement various renovations to the living and sleeping quarters, and
 - iii. renovation to the apparatus bay.
- B. The intention is for all the work to be accomplished while keeping the Fire Station in service. There are no plans at this time to bring in temporary housing or trailers.
- C. On the conceptual floorplan, found in Appendix A of this document and available online as a separate document, the architect listed phases 1, 2, and 3. These phases are for nomenclature only and do not reflect the actual phases of construction. This will be determined through the pre-construction process with the entire team.
- D. Appendix B of this document, which is also available online as separate document, includes two plan sheets for the fire station, the original floor plan and HVAC plan.
- E. The Construction Manager at Risk (CMAR) will provide preconstruction services during the planning and design phases of the project. The Preconstruction Services Fee will cover:

- i. Project scheduling and planning.
- ii. Cost estimating and budget development.
- iii. Value engineering and constructability reviews.
- iv. Bid packaging and subcontractor coordination.

3. Response to this RFP: Method of Providing Services: CMAR Project Approach

Each proposal should provide a description of the work plan and the methods to be used that will convincingly demonstrate to the City what the CMAR intends to do, the timeframes necessary to accomplish the Work and how the Work will be accomplished.

Provide a statement of your understanding of an approach to the project, how you envision your firm meeting the needs of the City and discuss how your qualifications and team members best fit this request as stated herein. This statement should go beyond a verbatim copy of services. Please address the following items specifically:

- A. **Summary Of Planned Tasks:** Summarize the proposed tasks necessary to accomplish the City's goals as stated in the this document.
- B. **Understanding of Project Requirements:** Demonstrate an understanding of the needs that gave rise to the project and the complexities affecting its successful execution.
- C. **Approach:**
 - i. Describe your proposed approach to meet the needs and deal with the complexities of such a project. Show why this approach is the best solution to the problem and how it has worked on similar projects in the past.
 - ii. Discuss your firm's role as a team member of a coordinated Project Delivery Team, which includes the City, City's Representative, Architect, Specialty Consultants, and Program/Project Manager.
 - iii. Provide information regarding the services required to ensure the project goals are accomplished, and the materials and methods that will be employed.
 - iv. Discuss your approach to project control, including scope, schedule, budget and cost control, and construction quality control.
 - v. Discuss your approach to achieving leading edge performance and latest industry trends.

4. Fee Structure

Contractor is to provide fee structure and amounts necessary to accomplish all services requested within this RFP. Any questions necessary to confirm requested services or fees should be entered a before the Questions Due Date at <https://cityofalpharetta.bonfirehub.com/> using  **Message - Opportunity Q&A** at the project web page. Questions must be received by the deadline posted in order to resolve prior to submittal of proposals. Clarify services and associated fees as necessary to prevent scope disputes and unexpected fees during execution of services.

The expansion is approximately 1,700 sq. ft. and includes associated infrastructure and FF&E. (See Scope of Work)

Award will consider price, but price will not be the sole, determining factor.

A. Using the separately provided Excel formatted Cost & Fee Proposal form, provide a complete fee schedule for all services to be delivered.

i. Fee Proposal: Preconstruction Phase

- Provide Preconstruction fee compensation input using the Excel formatted Fee Proposal worksheet provided as a separate document.
- The Preconstruction Services Fee is proposed as a fixed lump-sum amount, payable based on the achievement of pre-agreed project milestones (e.g., 30%, 60%, and 90% design completion and Conformance Documents).

ii. Fee Proposal: Construction Phase

- Construction Management fee percentage during the Construction Phase shall be stated as a fixed percentage of the project costs using the Excel formatted Fee Proposal worksheet provided as a separate document.
- “Cost of the Work” as defined in AIA Document A133-2019.
- Construction Management fee covers the CMAR’s costs for project oversight, including, but not limited to:
 - Project management and site supervision.
 - Quality control and assurance.
 - Project accounting and reporting.
 - Coordination with the design team, City, and other stakeholders.
 - CMAR’s Site office and facilities.
 - Temporary utilities, site security, and safety measures.
 - Equipment rental and material storage.
 - Insurance and bonding costs.
- This fee is a fixed percentage of the Total Project Cost, with payments made as a percentage of completed work, in alignment with the project draw schedule.

B. Include in response, separate pages that describe possible Sub-consultants and Services that would require additional fees.

C. The GMP will be established once the project has reached the appropriate level of design and has been approved by the client. The GMP shall include:

- Construction costs.
- Construction Management Fee.
- General Conditions Costs.
- Project Contingency, if any.

5. Presentation and Interview

CMAR vendors who have been shortlisted will prepare a presentation for the City's selection committee and prepare time to answer any questions the team may have. In total, 1 hour will be slated for the presentation and Q&A. The CMAR's presentation shall focus on how they manage the multiple phases of a CMAR delivery method, what challenges they foresee, and what innovative approaches could they implement to keep the entire project within the allocated budget.

Presentations are tentatively scheduled for December 9, 10, or 11, 2024. Exact schedule is yet to be determined.

6. Form of Final Agreement

It is the City's intent to execute an agreement with the highest scoring firm using the following documents:

- A. Owner modified version of AIA Document A133-2019 – Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the cost of the work plus a fee with a Guaranteed Maximum Price
- B. Owner modified version of AIA Document A201-2017 – General Conditions of the Contract for Construction

FOLLOW THIS OUTLINE

How We Want You to Construct Your Proposal

1. Using Bonfire to Submit Proposal

- 1.1. This is the link to Bonfire Project Web Page to get our documents and to upload your proposal: <https://cityofalpharetta.bonfirehub.com/>
- 1.2. We are accepting all proposals by online response only. You must upload completed proposals online before the closing date and time found in Project Details of the project web page for this RFP.
- 1.3. Don't send proposals by mail, fax, or email. We will not accept paper copy proposals. We will not accept any proposals after the closing time deadline has passed.
- 1.4. You have not completed your response simply by uploading proposal documents and information. You must successfully upload all the required documents, including filling out any questionnaires, price sheets, or data requests, and then you must click the submit button before the closing time.
- 1.5. You will receive an email confirmation receipt with a unique confirmation number shortly after you complete your proposal upload. This confirms that you have successfully turned in your proposal with all required information.
- 1.6. You can update your proposal at any time until the closing time.
- 1.7. All uploaded items and responses are Sealed and will only be visible by the City after the closing time has passed.
- 1.8. If the file is 'mandatory' or 'required', you won't be able to complete your proposal until you have met all requirements.
- 1.9. Uploading large documents may take more time, depending on the size of the file(s) and your Internet connection speed.
- 1.10. Pay attention to the type and number of files we have asked you to upload.
- 1.11. The largest upload file size is 1000 MB.
- 1.12. Don't embed any documents within your uploaded files. They won't be accessible or evaluated.
- 1.13. Minimum system requirements: Internet Explorer 11, Microsoft Edge, Google Chrome, or Mozilla Firefox. Java Script must be enabled.

2. Required Proposal Document Formats

- ❖ Each proposal must follow these document formats.
 - Failure to follow these formats will reduce our review team's ability to evaluate and may result in a lower proposal score or in complete removal of a proposal from scoring.

- Format your document text using the following outline. Excluded from noted formatting are cover pages, section separators, company logos, photos, charts, and headers.
 - formatted to single space lines,
 - 10 to 12-point font size,
 - black font color, and
 - upload proposal documents in PDF format unless otherwise requested.
 - OK, but not necessary, to bookmark PDF files by sections included.

3. Proposal Submittal Instructions

What We Want You To Provide To Us In Your Proposal

- We have outlined information to be submitted in this technical portion of your response.
- The following are required sections for each proposal submitted in response to our request.
- For each section there are certain topics listed to be included within each section.
- Evaluation criteria maximum review points are provided with sections that will be scored.
- Each section must begin on a new page.
- Each proposal must be responsive to all requested information.
- Note and follow any direction concerning page number limits.

Cover Letter

Required but not scored.

Limited to two (2) page maximum.

A. Provide a brief company introduction and business profile.

B. Include the following information:

- i. Brief business profile.
- ii. Office Location.
- iii. Number of years in business.
- iv. Single point of contact for your proposal
 - Name, including business title,
 - mailing address,
 - telephone number, cell phone number, and
 - e-mail address.

Method of Providing Services: CMAR Project Approach

45 Review Points

Limited to ten (10) page maximum.

Response must follow instructions and supply information based on pages 3 – 4 of this document and Conceptual Floorplan.

4. Cost Proposal – Fee Structure

10 Review Points

Do not include Cost proposal with other Proposal documents.

- Submit Cost Proposal – Fee Structure separately. An Excel formatted form has been separately provided for your reply.

5. Required Forms:

- These forms were provided with response to RFQ 25-1003 and will remain as part of this RFP and responses to it. There is no need to resupply the forms with the proposal response. Noted here only for reference.
- Below are the required forms for all proposals:
 - a) **IRS Form W-9**
 - b) **Bidder's Disclosures and Certifications**
 - c) **E-Verify**

6. Bid Bond

A bid bond in the amount of 5% of contract price (pre-construction fee) is required with submission of proposal. Refer to Bid Bond form posted online as a separate document.

By signing and submitting this proposal to the City, the Contractor agrees that in case of failure on their part to execute said contract and bond, or provide satisfactory proof of carriage of the insurance required, within fourteen (14) calendar days after the award thereof, the Bid Bond or certified check accompanying their proposal and the money payable thereon shall be forfeited to the City as liquidated damages; otherwise, the check or Bond accompanying this proposal shall be returned to the Contractor.

7. Questionnaire

We use a questionnaire to gather important information needed for legal requirements, your acknowledgements, our proposal review, or information needed for writing a contract.

You will fill out the questionnaire provided.

Questionnaire response types are as follows:

- Authorized signer for contract execution in DocuSign: Name, business title, email address, Response Type: Response Type: text entry.
- Corporate secretary for contract execution in DocuSign: Name, business title, email address, Response Type: Response Type: text entry.
- Legal notices contact needed for contracting: Business name and mailing address, contact name, Response Type: text entry.

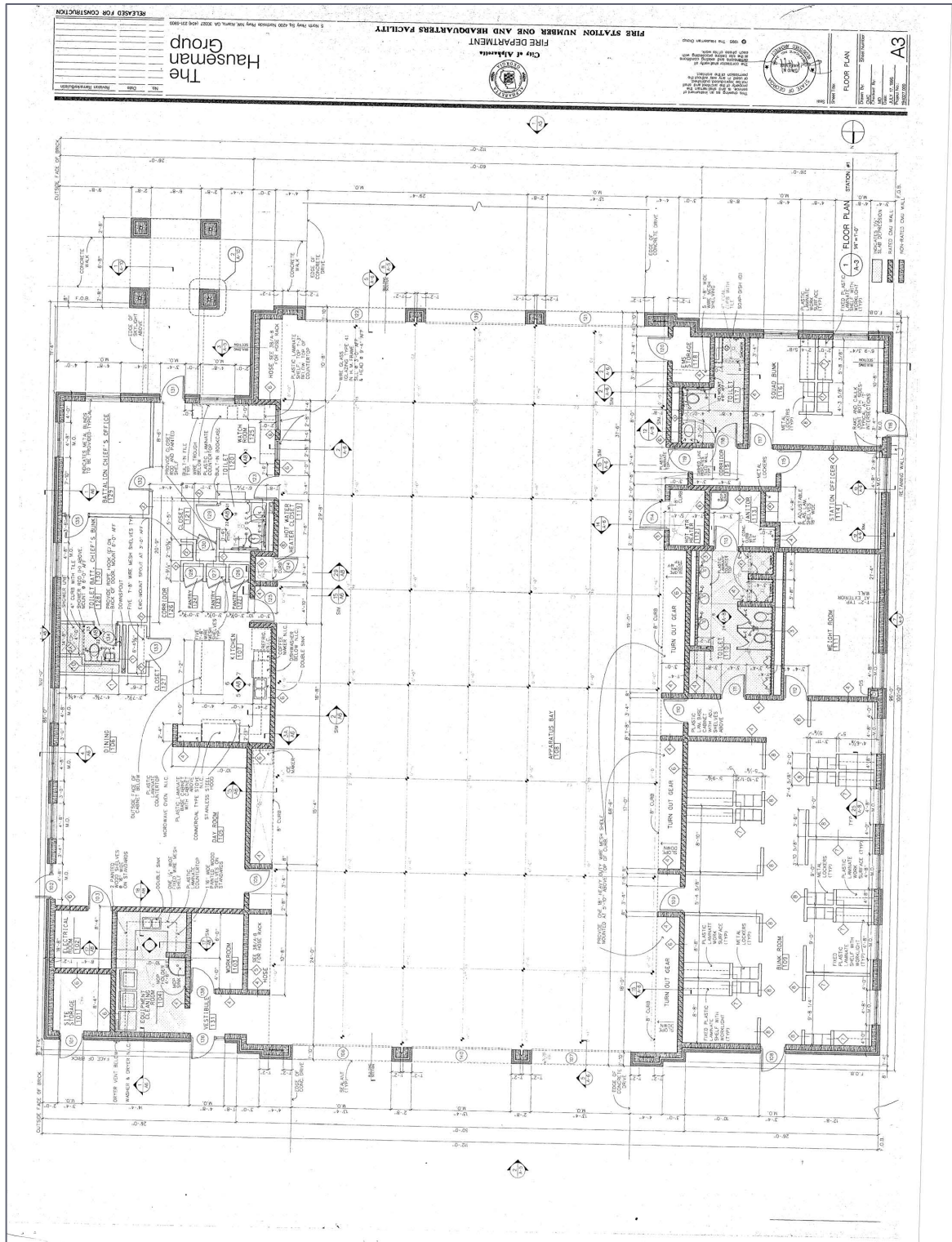


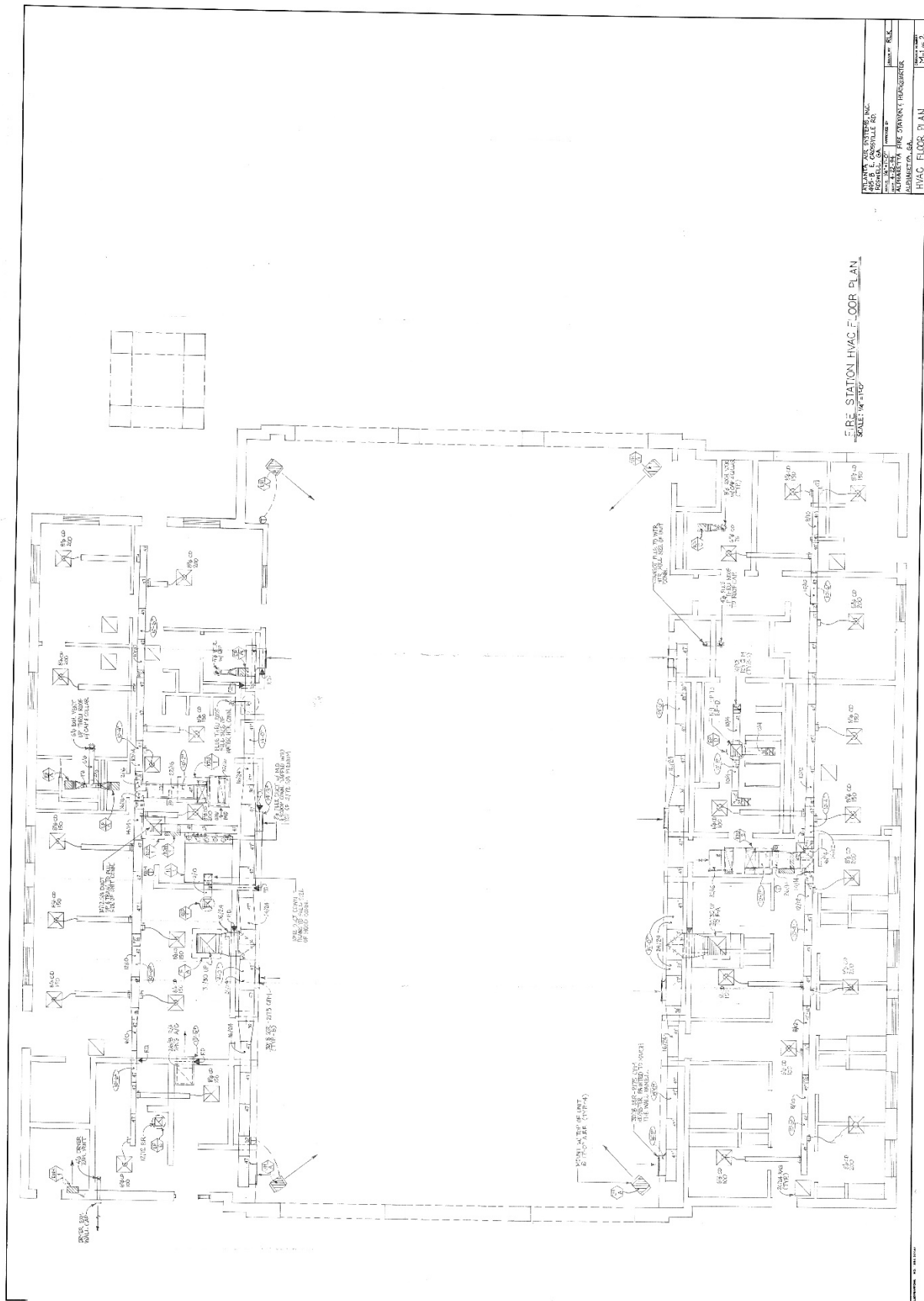
- Note the employee-number category for your company (all locations). Select either 500 or more employees, 100 or more employees, or less than 100 employees.
- Acknowledge Addenda, enter the number of addenda received: Response Type: 0, 1, 2, etc.
- Acknowledge Insurance Requirement, Response Type: Yes, No entry.
- Acknowledge Payment/Performance Bonds, Retainage, Response Type: Yes, No entry.

APPENDIX A: CONCEPTUAL FLOORPLAN

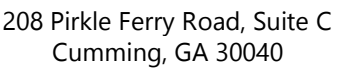


APPENDIX B: FIRE STATION 81 ORIGINAL FLOOR PLAN AND HVAC PLAN





DESIGNED BY: J. L. BARNES, INC. 4400 S. L. CANTRELL RD. ALPHARETTA, GA 30004	DRAWN BY: J. L. BARNES, INC. 4400 S. L. CANTRELL RD. ALPHARETTA, GA 30004	DATE: 10/1/2025	PROJECT: FIRE STATION 81 RENOVATION
HVAC FLOOR PLAN			1/1



ALPHARETTA PUBLIC SAFETY

2970 WEB BRIDGE RD, ALPHARETTA, GA
30009

[illegible]

Sheet Title

**REFERENCE PLAN -
LEVEL 1**

Sheet No.

A-1.01R

NOT RELEASED FOR CONSTRUCTION



SCALE: 1/8" = 1'-0"



AIA® Document A133® – 2019

Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price

AGREEMENT made as of _____

BETWEEN the Owner:

(Name, legal status, address, and other information)

City of Alpharetta, a municipal corporation of the State of Georgia
2 Park Plaza
Alpharetta, Georgia 30009

and the Construction Manager:

(Name, legal status, address, and other information)

Ajax Building Company, LLC, a Florida limited liability company
1360 Bluegrass Lakes Parkway
Suite 200
Alpharetta, Georgia 30004

for the following Project:

(Name, location, and detailed description)

Fire Station 81 Clean Room and Renovations
2970 Webb Bridge Road
Alpharetta, Georgia

The Architect:

(Name, legal status, address, and other information)

Jericho Design Group, LLC
208 Pirkle Ferry Road
Suite C
Cumming, Georgia 30040

The Owner and Construction Manager agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201™–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

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User Notes:

(1147877716)

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EXHIBIT A GUARANTEED MAXIMUM PRICE AMENDMENT

EXHIBIT B INSURANCE AND BONDS

ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Section 1.1.

(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")

§ 1.1.1 The Owner's program for the Project, as described in Section 4.1.1:

(Insert the Owner's program, identify documentation that establishes the Owner's program, or state the manner in which the program will be developed.)

See the general description of the Project and other information regarding the Project contained in the Owner's Request for Qualifications, RFQ No. 25-1003, and the Owner's Request for Proposals, RFP No. 25-1003.

§ 1.1.2 The Project's physical characteristics:

(Identify or describe pertinent information about the Project's physical characteristics, such as size; location; dimensions; geotechnical reports; site boundaries; topographic surveys; traffic and utility studies; availability of public and private utilities and services; legal description of the site, etc.)

The Project will consist of a 1,700 square-foot clean room and interior renovations at Fire Station 81 located at 2970 Webb Bridge Road. The Project will include expansion and construction of all site improvements.

§ 1.1.3 The Owner's budget for the Guaranteed Maximum Price, as defined in Article 6:
(Provide total and, if known, a line item breakdown.)

\$2,700,000

§ 1.1.4 The Owner's anticipated design and construction milestone dates:

.1 Design phase milestone dates, if any:

TBD

.2 Construction commencement date:

TBD and specified in the Guaranteed Maximum Price amendment, if executed ("Guaranteed Maximum Price Amendment" or "GMP Amendment")

.3 Substantial Completion date or dates:

TBD and specified in the GMP Amendment

.4 Other milestone dates:

TBD

§ 1.1.5 The Owner's requirements for accelerated or fast-track scheduling, or phased construction, are set forth below:
(Identify any requirements for fast-track scheduling or phased construction.)

As specified in the GMP Amendment

§ 1.1.6 The Owner's anticipated Sustainable Objective for the Project:
(Identify and describe the Owner's Sustainable Objective for the Project, if any.)

N/A

§ 1.1.6.1 If the Owner identifies a Sustainable Objective, the Owner and Construction Manager shall complete and incorporate AIA Document E234™–2019, Sustainable Projects Exhibit, Construction Manager as Constructor Edition, into this Agreement to define the terms, conditions and services related to the Owner's Sustainable Objective. If E234–2019 is incorporated into this agreement, the Owner and Construction Manager shall incorporate the completed E234–2019 into the agreements with the consultants and contractors performing services or Work in any way associated with the Sustainable Objective.

§ 1.1.7 Other Project information:
(Identify special characteristics or needs of the Project not provided elsewhere.)

N/A

§ 1.1.8 The Owner identifies the following representative in accordance with Section 4.2:
(List name, address, and other contact information.)

Pete Sewczwicz, PE
Director of Public Works
City of Alpharetta
1790 Hembree Road
Alpharetta, Georgia 30009
(678) 297-6200
psewczwicz@alpharetta.ga.us

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§ 1.1.9 The persons or entities, in addition to the Owner's representative, who are required to review the Construction Manager's submittals to the Owner are as follows:
(List name, address and other contact information.)

Ben Starks
Jericho Design Group, LLC
208 Pirkle Ferry Road
Suite C
Cumming, Georgia 30040

§ 1.1.10 The Owner shall retain the following consultants and contractors:
(List name, legal status, address, and other contact information.)

.1 Geotechnical Engineer:

Contracted by Architect

.2 Civil Engineer:

Contracted by Architect

.3 Other, if any:

(List any other consultants retained by the Owner, such as a Project or Program Manager.)

§ 1.1.11 The Architect's representative:
(List name, address, and other contact information.)

Ben Starks
Jericho Design Group, LLC
208 Pirkle Ferry Road
Suite C
Cumming, Georgia 30040

§ 1.1.12 The Construction Manager identifies the following representative in accordance with Article 3:
(List name, address, and other contact information.)

Michael Wilson
Ajax Building Company, LLC
1360 Bluegrass Lakes Parkway
Suite 200
Alpharetta, Georgia 30004
Phone: 813-545-2583
Email: Michael.wilson@ajaxbuilding.com

§ 1.1.13 The Owner's requirements for the Construction Manager's staffing plan for Preconstruction Services, as required under Section 3.1.9:
(List any Owner-specific requirements to be included in the staffing plan.)

TBD

§ 1.1.14 The Owner's requirements for subcontractor procurement for the performance of the Work:
(List any Owner-specific requirements for subcontractor procurement.)

Owner reserves the right to approve all subcontractors, approval of which will not be unreasonably withheld.

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User Notes:

(1147877716)

§ 1.1.15 Other Initial Information on which this Agreement is based:

N/A

§ 1.2 The Owner and Construction Manager may rely on the Initial Information. Both parties, however, recognize that such information may materially change and, in that event, the Owner and the Construction Manager shall appropriately adjust the Project schedule, the Construction Manager's services, and the Construction Manager's compensation. The Owner shall adjust the Owner's budget for the Guaranteed Maximum Price and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

§ 1.3 Neither the Owner's nor the Construction Manager's representative shall be changed without ten days' prior notice to the other party.

ARTICLE 2 GENERAL PROVISIONS

§ 2.1 The Contract Documents

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract and are as fully a part of the Contract as if attached to this Agreement or repeated herein. Upon the Owner's acceptance of the Construction Manager's Guaranteed Maximum Price proposal, the Contract Documents will also include the documents described in Section 3.2.3 and identified in the Guaranteed Maximum Price Amendment and revisions prepared by the Architect and furnished by the Owner as described in Section 3.2.8. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. If anything in the other Contract Documents, other than a Modification, is inconsistent with this Agreement, this Agreement shall govern. An enumeration of the Contract Documents, other than a Modification, appears in Article 15.

§ 2.2 Relationship of the Parties

The Construction Manager accepts the relationship of trust and confidence established by this Agreement and covenants with the Owner to cooperate with the Architect and exercise the Construction Manager's skill and judgment in furthering the interests of the Owner to furnish efficient construction administration, management services, and supervision; to furnish at all times an adequate supply of workers and materials; and to perform the Work in an expeditious and economical manner consistent with the Owner's interests. The Owner agrees to furnish or approve, in a timely manner, information required by the Construction Manager and to make payments to the Construction Manager in accordance with the requirements of the Contract Documents.

§ 2.3 General Conditions

§ 2.3.1 For the Preconstruction Phase, AIA Document A201™–2017, General Conditions of the Contract for Construction, shall apply as follows: Section 1.5, Ownership and Use of Documents; Section 1.7, Digital Data Use and Transmission; Section 2.2.4, Confidential Information; Section 3.12.10, Professional Services; Section 10.3, Hazardous Materials; Section 13.1, Governing Law. The term "Contractor" as used in A201–2017 shall mean the Construction Manager.

§ 2.3.2 For the Construction Phase, the general conditions of the contract shall be as set forth in A201–2017, which document is incorporated herein by reference. The term "Contractor" as used in A201–2017 shall mean the Construction Manager. All references in this Agreement and the other Contract Documents to the AIA Document A201™–2017, General Conditions of the Contract for Construction are references to the Owner modified version of the AIA Document A201™–2017, General Conditions of the Contract for Construction.

ARTICLE 3 CONSTRUCTION MANAGER'S RESPONSIBILITIES

The Construction Manager's Preconstruction Phase responsibilities are set forth in Sections 3.1 and 3.2, and in the applicable provisions of A201-2017 referenced in Section 2.3.1. The Construction Manager's Construction Phase responsibilities are set forth in Section 3.3. The Owner and Construction Manager may agree, in consultation with the Architect, for the Construction Phase to commence prior to completion of the Preconstruction Phase, in which case, both phases will proceed concurrently. The Construction Manager shall identify a representative authorized to act on behalf of the Construction Manager with respect to the Project.

§ 3.1 Preconstruction Phase

§ 3.1.1 Extent of Responsibility

The Construction Manager shall exercise reasonable care in performing its Preconstruction Services. The Owner and Architect shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of services and information furnished by the Construction Manager. The Construction Manager, however, does not warrant or guarantee estimates and schedules except as may be included as part of the Guaranteed Maximum Price. The Construction Manager is not required to ascertain that the Drawings and Specifications are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Construction Manager shall promptly report to the Architect and Owner any nonconformity discovered by or made known to the Construction Manager as a request for information in such form as the Architect may require.

§ 3.1.2 The Construction Manager shall provide a preliminary evaluation of the Owner's program, schedule and construction budget requirements, each in terms of the other.

§ 3.1.3 Consultation

§ 3.1.3.1 The Construction Manager shall schedule and conduct meetings with the Architect and Owner to discuss such matters as procedures, progress, coordination, and scheduling of the Work.

§ 3.1.3.2 The Construction Manager shall advise the Owner and Architect on proposed site use and improvements, selection of materials, building systems, and equipment. The Construction Manager shall also provide recommendations to the Owner and Architect, consistent with the Project requirements, on constructability; availability of materials and labor; time requirements for procurement, installation and construction; prefabrication; and factors related to construction cost including, but not limited to, costs of alternative designs or materials, preliminary budgets, life-cycle data, and possible cost reductions. The Construction Manager shall consult with the Architect regarding professional services to be provided by the Construction Manager during the Construction Phase.

§ 3.1.3.3 Reserved

§ 3.1.4 Project Schedule

When Project requirements in Section 4.1.1 have been sufficiently identified, the Construction Manager shall prepare and periodically update a Project schedule for the Architect's review and the Owner's acceptance. The Construction Manager shall obtain the Architect's approval for the portion of the Project schedule relating to the performance of the Architect's services. The Project schedule shall coordinate and integrate the Construction Manager's services, the Architect's services, other Owner consultants' services, and the Owner's responsibilities; and identify items that affect the Project's timely completion. The updated Project schedule shall include the following: submission of the Guaranteed Maximum Price proposal; components of the Work; times of commencement and completion required of each Subcontractor; ordering and delivery of products, including those that must be ordered in advance of construction; and the occupancy requirements of the Owner.

§ 3.1.5 Phased Construction

The Construction Manager, in consultation with the Architect, shall provide recommendations with regard to accelerated or fast-track scheduling, procurement, and sequencing for phased construction. The Construction Manager shall take into consideration cost reductions, cost information, constructability, provisions for temporary facilities, and procurement and construction scheduling issues.

§ 3.1.6 Cost Estimates

§ 3.1.6.1 Based on the preliminary design and other design criteria prepared by the Architect, the Construction Manager shall prepare, for the Architect's review and the Owner's approval, preliminary estimates of the Cost of the Work or the cost of program requirements using area, volume, or similar conceptual estimating techniques. If the Architect or Construction Manager suggests alternative materials and systems, the Construction Manager shall provide cost evaluations of those alternative materials and systems.

§ 3.1.6.2 As the Architect progresses with the preparation of the Schematic Design, Design Development and Construction Documents, the Construction Manager shall prepare and update, at appropriate intervals agreed to by the Owner, Construction Manager and Architect, an estimate of the Cost of the Work with increasing detail and refinement. The Construction Manager shall include in the estimate those costs to allow for the further development of the design,

price escalation, and market conditions, until such time as the Owner and Construction Manager agree on a Guaranteed Maximum Price for the Work. The estimate shall be provided for the Architect's review and the Owner's approval. The Construction Manager shall inform the Owner and Architect in the event that the estimate of the Cost of the Work exceeds the latest approved Project budget, and make recommendations for corrective action.

§ 3.1.6.3 If the Architect is providing cost estimating services as a Supplemental Service, and a discrepancy exists between the Construction Manager's cost estimates and the Architect's cost estimates, the Construction Manager and the Architect shall work together to reconcile the cost estimates.

§ 3.1.7 As the Architect progresses with the preparation of the Schematic Design, Design Development and Construction Documents, the Construction Manager shall consult with the Owner and Architect and make recommendations regarding constructability and schedules, for the Architect's review and the Owner's approval.

§ 3.1.8 The Construction Manager shall provide recommendations and information to the Owner and Architect regarding equipment, materials, services, and temporary Project facilities.

§ 3.1.9 The Construction Manager shall provide a staffing plan for Preconstruction Phase services for the Owner's review and approval.

§ 3.1.10 Reserved

§ 3.1.11 Subcontractors and Suppliers

§ 3.1.11.1 If the Owner has provided requirements for subcontractor procurement in section 1.1.14, the Construction Manager shall provide a subcontracting plan, addressing the Owner's requirements, for the Owner's review and approval.

§ 3.1.11.2 The Construction Manager shall develop bidders' interest in the Project.

§ 3.1.11.3 The processes described in Article 9 shall apply if bid packages will be issued during the Preconstruction Phase.

§ 3.1.12 Procurement

The Construction Manager shall prepare, for the Architect's review and the Owner's acceptance, a procurement schedule for items that must be ordered in advance of construction. The Construction Manager shall expedite and coordinate the ordering and delivery of materials that must be ordered in advance of construction. If the Owner agrees to procure any items prior to the establishment of the Guaranteed Maximum Price, the Owner shall procure the items on terms and conditions mutually acceptable to the Owner and Construction Manager. Upon the establishment of the Guaranteed Maximum Price, the Owner shall assign all contracts for these items to the Construction Manager and the Construction Manager shall thereafter accept responsibility for them.

§ 3.1.13 Compliance with Laws

The Construction Manager shall comply with applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to its performance under this Contract, and with equal employment opportunity programs, and other programs as may be required by governmental and quasi-governmental authorities.

§ 3.1.14 Other Preconstruction Services

Insert a description of any other Preconstruction Phase services to be provided by the Construction Manager, or reference an exhibit attached to this document.

§ 3.2 Guaranteed Maximum Price Proposal

§ 3.2.1 At a time to be mutually agreed upon by the Owner and the Construction Manager, the Construction Manager shall prepare a Guaranteed Maximum Price proposal for the Owner's and Architect's review, and the Owner's acceptance. The Guaranteed Maximum Price in the proposal shall be the sum of the Construction Manager's estimate of the Cost of the Work, the Construction Manager's contingency described in Section 3.2.4, and the Construction Manager's Fee described in Section 6.1.2.

§ 3.2.2 To the extent that the Contract Documents are anticipated to require further development, the Guaranteed Maximum Price includes the costs attributable to such further development consistent with the Contract Documents and reasonably inferable therefrom. Such further development does not include changes in scope, systems, kinds and quality of materials, finishes, or equipment, all of which, if required, shall be incorporated by Change Order.

§ 3.2.3 The Construction Manager shall include with the Guaranteed Maximum Price proposal a written statement of its basis, which shall include the following:

- .1 A list of the Drawings and Specifications, including all Addenda thereto, and the Conditions of the Contract;
- .2 A list of the clarifications and assumptions made by the Construction Manager in the preparation of the Guaranteed Maximum Price proposal, including assumptions under Section 3.2.2;
- .3 A statement of the proposed Guaranteed Maximum Price, including a statement of the estimated Cost of the Work organized by trade categories or systems, including allowances; the Construction Manager's contingency set forth in Section 3.2.4; and the Construction Manager's Fee;
- .4 The anticipated date of Substantial Completion upon which the proposed Guaranteed Maximum Price is based; and
- .5 A date by which the Owner must accept the Guaranteed Maximum Price.

§ 3.2.4 In preparing the Construction Manager's Guaranteed Maximum Price proposal, the Construction Manager shall include a contingency for the Construction Manager's use, with Owner's prior written approval, to cover those costs that are included in the Guaranteed Maximum Price but not otherwise allocated to another line item or included in a Change Order.

§ 3.2.5 The Construction Manager shall meet with the Owner and Architect to review the Guaranteed Maximum Price proposal. In the event that the Owner or Architect discover any inconsistencies or inaccuracies in the information presented, they shall promptly notify the Construction Manager, who shall make appropriate adjustments to the Guaranteed Maximum Price proposal, its basis, or both.

§ 3.2.6 If the Owner notifies the Construction Manager that the Owner has accepted the Guaranteed Maximum Price proposal in writing before the date specified in the Guaranteed Maximum Price proposal, the Guaranteed Maximum Price proposal shall be deemed effective without further acceptance from the Construction Manager. Following acceptance of a Guaranteed Maximum Price, the Owner and Construction Manager shall execute the Guaranteed Maximum Price Amendment and the Insurance and Bonds Exhibit B amending this Agreement, copies of which the Owner shall provide to the Architect. The Guaranteed Maximum Price Amendment shall set forth the agreed upon Guaranteed Maximum Price with the information and assumptions upon which it is based.

§ 3.2.7 The Construction Manager shall not incur any cost to be reimbursed as part of the Cost of the Work prior to the execution of the Guaranteed Maximum Price Amendment, unless the Owner provides prior written authorization for such costs.

§ 3.2.8 The Owner shall authorize preparation of revisions to the Contract Documents that incorporate the agreed-upon assumptions and clarifications contained in the Guaranteed Maximum Price Amendment. The Owner shall promptly furnish such revised Contract Documents to the Construction Manager. The Construction Manager shall notify the Owner and Architect of any inconsistencies between the agreed-upon assumptions and clarifications contained in the Guaranteed Maximum Price Amendment and the revised Contract Documents.

§ 3.2.9 The Construction Manager shall include in the Guaranteed Maximum Price all sales, consumer, use and similar taxes for the Work provided by the Construction Manager that are legally enacted, whether or not yet effective, at the time the Guaranteed Maximum Price Amendment is executed.

§ 3.3 Construction Phase

§ 3.3.1 General

§ 3.3.1.1 For purposes of Section 8.1.2 of A201–2017, the date of commencement of the Work shall mean the date of commencement of the Construction Phase.

§ 3.3.1.2 The Construction Phase shall commence upon the Owner's execution of the Guaranteed Maximum Price Amendment or, prior to acceptance of the Guaranteed Maximum Price proposal, by written agreement of the parties. The

written agreement shall set forth a description of the Work to be performed by the Construction Manager, and any insurance and bond requirements for Work performed prior to execution of the Guaranteed Maximum Price Amendment.

§ 3.3.2 Administration

§ 3.3.2.1 The Construction Manager shall schedule and conduct meetings to discuss such matters as procedures, progress, coordination, scheduling, and status of the Work. The Construction Manager shall prepare and promptly distribute minutes of the meetings to the Owner and Architect.

§ 3.3.2.2 Upon the execution of the Guaranteed Maximum Price Amendment, the Construction Manager shall prepare and submit to the Owner and Architect a construction schedule for the Work and a submittal schedule in accordance with Section 3.10 of A201–2017.

§ 3.3.2.3 Monthly Report

The Construction Manager shall record the progress of the Project. On a monthly basis, or otherwise as agreed to by the Owner, the Construction Manager shall submit written progress reports to the Owner and Architect, showing percentages of completion and other information required by the Owner.

§ 3.3.2.4 Daily Logs

The Construction Manager shall keep, and make available to the Owner and Architect, a daily log containing a record for each day of weather, portions of the Work in progress, number of workers on site, identification of equipment on site, problems that might affect progress of the work, accidents, injuries, and other information required by the Owner.

§ 3.3.2.5 Cost Control

The Construction Manager shall develop a system of cost control for the Work, including regular monitoring of actual costs for activities in progress and estimates for uncompleted tasks and proposed changes. The Construction Manager shall identify variances between actual and estimated costs and report the variances to the Owner and Architect, and shall provide this information in its monthly reports to the Owner and Architect, in accordance with Section 3.3.2.3 above.

ARTICLE 4 OWNER'S RESPONSIBILITIES

§ 4.1 Information and Services Required of the Owner

§ 4.1.1 The Owner shall provide information with reasonable promptness, regarding requirements for and limitations on the Project, including a written program which shall set forth the Owner's objectives, constraints, and criteria, including schedule, space requirements and relationships, flexibility and expandability, special equipment, systems, sustainability and site requirements.

§ 4.1.2 Reserved

§ 4.1.3 The Owner shall establish and periodically update the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Article 7, (2) the Owner's other costs, and (3) reasonable contingencies related to all of these costs. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Construction Manager and Architect. The Owner and the Architect, in consultation with the Construction Manager, shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 4.1.4 Structural and Environmental Tests, Surveys and Reports. During the Preconstruction Phase, the Owner shall furnish the following information or services with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Construction Manager's performance of the Work with reasonable promptness after receiving the Construction Manager's written request for such information or services. The Construction Manager shall be entitled to rely on the accuracy of information and services furnished by the Owner but shall exercise proper precautions relating to the safe performance of the Work.

§ 4.1.4.1 The Owner shall furnish tests, inspections, and reports, required by law and as otherwise agreed to by the parties, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 4.1.4.2 The Owner shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and

contours of the site; locations, dimensions and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

§ 4.1.4.3 The Owner, when such services are requested, shall furnish services of geotechnical engineers, which may include test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 4.1.5 During the Construction Phase, the Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Construction Manager's performance of the Work with reasonable promptness after receiving the Construction Manager's written request for such information or services.

§ 4.1.6 Reserved

§ 4.2 Owner's Designated Representative

The Owner shall identify a representative authorized to act on behalf of the Owner with respect to the Project. The Owner's representative shall render decisions promptly and furnish information expeditiously, so as to avoid unreasonable delay in the services or Work of the Construction Manager. Except as otherwise provided in Section 4.2.1 of A201–2017, the Architect does not have such authority. The term "Owner" means the Owner or the Owner's authorized representative.

§ 4.2.1 Legal Requirements. The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 4.3 Architect

The Owner shall retain an Architect to provide services, duties and responsibilities as described in AIA Document B133™–2019, Standard Form of Agreement Between Owner and Architect, Construction Manager as Constructor Edition, including any additional services requested by the Construction Manager that are necessary for the Preconstruction and Construction Phase services under this Agreement. The Owner shall provide the Construction Manager with a copy of the scope of services in the executed agreement between the Owner and the Architect, and any further modifications to the Architect's scope of services in the agreement.

ARTICLE 5 COMPENSATION AND PAYMENTS FOR PRECONSTRUCTION PHASE SERVICES

§ 5.1 Compensation

§ 5.1.1 For the Construction Manager's Preconstruction Phase services described in Sections 3.1 and 3.2, the Owner shall compensate the Construction Manager as follows:

(Insert amount of, or basis for, compensation and include a list of reimbursable cost items, as applicable.)

A Lump Sum Fee amount of \$11,000. The Preconstruction Fee shall be invoiced in accordance with the following schedule:

30% Documents (Schematic Design)	\$2,500
60% Documents (Design Development)	\$2,500
90% Documents (Guaranteed Maximum Price Documents)	\$2,500
Conformance Documents – Aligns with GMP Proposal	\$3,500
Total Preconstruction Fee	\$11,000

§ 5.1.2

(Paragraphs deleted)

Reserved

(Table deleted)

§ 5.1.2.1 Reserved

§ 5.1.3 Reserved

§ 5.2 Payments

§ 5.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed.

§ 5.2.2

(Paragraphs deleted)

Owner agrees to pay the Construction Manager for Preconstruction Phase services performed by Construction Manager upon certification by Owner that the Preconstruction Phase services were performed in accordance with this Agreement. Owner shall pay the Construction Manager for such Preconstruction Phase services within thirty (30) days after approval of the invoice by Owner.

ARTICLE 6 COMPENSATION FOR CONSTRUCTION PHASE SERVICES

§ 6.1 Contract Sum

§ 6.1.1 The Owner shall pay the Construction Manager the Contract Sum in current funds for the Construction Manager's performance of the Contract after execution of the Guaranteed Maximum Price Amendment. The Contract Sum is the Cost of the Work as defined in Article 7 plus the Construction Manager's Fee.

§ 6.1.2 The Construction Manager's Fee:

(State a lump sum, percentage of Cost of the Work or other provision for determining the Construction Manager's Fee.)

Construction Manager's Fee shall be Thirteen and Twenty-Five One Hundredths Percent (13.25%) of the Cost of the Work.

§ 6.1.3 The method of adjustment of the Construction Manager's Fee for changes in the Work:

Reserved

§ 6.1.4 Limitations, if any, on a Subcontractor's overhead and profit for increases in the cost of its portion of the Work:

Reserved

§ 6.1.5 Rental rates for Construction Manager-owned equipment shall not exceed the standard rental rate paid at the place of the Project.

§ 6.1.6 Liquidated damages:

Construction Manager specifically acknowledges that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not completed in accordance with the completion dates specified in this Agreement and within the other Contract Documents. Owner and Construction Manager acknowledge that Owner's damages incurred due to Construction Manager's failure to achieve Substantial Completion and Final Completion within the time required in this Agreement or in the Guaranteed Maximum Price Amendment are difficult to ascertain and estimate accurately, and Owner and Construction Manager further agree that the stipulated daily rate for liquidated damages as set forth herein represents a reasonable estimate of Owner's probable loss and is not intended to be a penalty.

Construction Manager agrees that if Substantial Completion of the Work is not achieved by the Substantial Completion Date, Construction Manager shall pay Owner Five Hundred and 00/100 Dollars (\$500.00) as liquidated damages for each and every calendar day that Substantial Completion extends beyond the Substantial Completion Date. Further, Construction Manager agrees that if Final Completion is not achieved within thirty (30) calendar days of Substantial Completion, Construction Manager shall pay Owner Five Hundred and 00/100 Dollars (\$500.00) as liquidated damages for each and every calendar day that Final Completion is delayed beyond the number of days specified herein.

§ 6.1.7 Other:

(Insert provisions for bonus, cost savings or other incentives, if any, that might result in a change to the Contract Sum.)

Reserved

§ 6.2 Guaranteed Maximum Price

The Construction Manager guarantees that the Contract Sum shall not exceed the Guaranteed Maximum Price set forth in the Guaranteed Maximum Price Amendment, subject to additions and deductions by Change Order as provided in the Contract Documents. Costs which would cause the Guaranteed Maximum Price to be exceeded shall be paid by the Construction Manager without reimbursement by the Owner.

§ 6.3 Changes in the Work

§ 6.3.1 The Owner may, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions or other revisions. The Owner shall issue such changes in writing. The Construction Manager may be entitled to an equitable adjustment in the Contract Time as a result of changes in the Work.

§ 6.3.1.1 The Architect may order minor changes in the Work as provided in Article 7 of AIA Document A201–2017, General Conditions of the Contract for Construction.

§ 6.3.2 Adjustments to the Guaranteed Maximum Price on account of changes in the Work subsequent to the execution of the Guaranteed Maximum Price Amendment may be determined by any of the methods listed in Article 7 of AIA Document A201–2017, General Conditions of the Contract for Construction.

§ 6.3.3 Adjustments to subcontracts awarded on the basis of a stipulated sum shall be determined in accordance with Article 7 of A201–2017, as they refer to "cost" and "fee," and not by Articles 6 and 7 of this Agreement. Adjustments to subcontracts awarded with the Owner's prior written consent on the basis of cost plus a fee shall be calculated in accordance with the terms of those subcontracts.

§ 6.3.4 In calculating adjustments to the Guaranteed Maximum Price, the terms "cost" and "costs" as used in Article 7 of AIA Document A201–2017 shall mean the Cost of the Work as defined in Article 7 of this Agreement and the term "fee" shall mean the Construction Manager's Fee as defined in Section 6.1.2 of this Agreement.

§ 6.3.5 If no specific provision is made in Section 6.1.3 for adjustment of the Construction Manager's Fee in the case of changes in the Work, or if the extent of such changes is such, in the aggregate, that application of the adjustment provisions of Section 6.1.3 will cause substantial inequity to the Owner or Construction Manager, the Construction Manager's Fee shall be equitably adjusted on the same basis that was used to establish the Fee for the original Work, and the Guaranteed Maximum Price shall be adjusted accordingly.

ARTICLE 7 COST OF THE WORK FOR CONSTRUCTION PHASE

§ 7.1 Costs to Be Reimbursed

§ 7.1.1 The term Cost of the Work shall mean costs necessarily incurred by the Construction Manager in the proper performance of the Work. The Cost of the Work shall include only the items set forth in Sections 7.1 through 7.7.

§ 7.1.2 Where, pursuant to the Contract Documents, any cost is subject to the Owner's prior approval, the Construction Manager shall obtain such approval in writing prior to incurring the cost.

§ 7.1.3 Costs shall be at rates not higher than the standard rates paid at the place of the Project, except with prior approval of the Owner.

§ 7.2 Labor Costs

§ 7.2.1 Wages or salaries of construction workers directly employed by the Construction Manager to perform the construction of the Work at the site or, with the Owner's prior approval, at off-site workshops.

§ 7.2.2 Wages or salaries of the Construction Manager's supervisory and administrative personnel when stationed at the site and performing Work, with the Owner's prior approval.

§ 7.2.2.1 Wages or salaries of the Construction Manager's supervisory and administrative personnel when performing Work and stationed at a location other than the site, but only for that portion of time required for the Work, and limited to the personnel and activities listed below:

(Identify the personnel, type of activity and, if applicable, any agreed upon percentage of time to be devoted to the Work.)

N/A

§ 7.2.3 Wages and salaries of the Construction Manager's supervisory or administrative personnel engaged at factories, workshops or while traveling, in expediting the production or transportation of materials or equipment required for the Work, but only for that portion of their time required for the Work.

§ 7.2.4 Costs paid or incurred by the Construction Manager, as required by law or collective bargaining agreements, for taxes, insurance, contributions, assessments and benefits and, for personnel not covered by collective bargaining agreements, customary benefits such as sick leave, medical and health benefits, holidays, vacations and pensions, provided such costs are based on wages and salaries included in the Cost of the Work under Sections 7.2.1 through 7.2.3.

§ 7.2.5 If agreed rates for labor costs, in lieu of actual costs, are provided in this Agreement, the rates shall remain unchanged throughout the duration of this Agreement, unless the parties execute a Modification.

§ 7.3 Subcontract Costs

Payments made by the Construction Manager to Subcontractors in accordance with the requirements of the subcontracts and this Agreement.

§ 7.4 Costs of Materials and Equipment Incorporated in the Completed Construction

§ 7.4.1 Costs, including transportation and storage at the site, of materials and equipment incorporated, or to be incorporated, in the completed construction.

§ 7.4.2 Costs of materials described in the preceding Section 7.4.1 in excess of those actually installed to allow for reasonable waste and spoilage. Unused excess materials, if any, shall become the Owner's property at the completion of the Work or, at the Owner's option, shall be sold by the Construction Manager. Any amounts realized from such sales shall be credited to the Owner as a deduction from the Cost of the Work.

§ 7.5 Costs of Other Materials and Equipment, Temporary Facilities and Related Items

§ 7.5.1 Costs of transportation, storage, installation, dismantling, maintenance, and removal of materials, supplies, temporary facilities, machinery, equipment and hand tools not customarily owned by construction workers that are provided by the Construction Manager at the site and fully consumed in the performance of the Work. Costs of materials, supplies, temporary facilities, machinery, equipment, and tools, that are not fully consumed, shall be based on the cost or value of the item at the time it is first used on the Project site less the value of the item when it is no longer used at the Project site. Costs for items not fully consumed by the Construction Manager shall mean fair market value.

§ 7.5.2 Rental charges for temporary facilities, machinery, equipment, and hand tools not customarily owned by construction workers that are provided by the Construction Manager at the site, and the costs of transportation, installation, dismantling, minor repairs, and removal of such temporary facilities, machinery, equipment, and hand tools. Rates and quantities of equipment owned by the Construction Manager, or a related party as defined in Section 7.8, shall be subject to the Owner's prior approval. The total rental cost of any such equipment may not exceed the purchase price of any comparable item.

§ 7.5.3 Costs of removal of debris from the site of the Work and its proper and legal disposal.

§ 7.5.4 Costs of the Construction Manager's site office, including general office equipment and supplies.

§ 7.5.5 Costs of materials and equipment suitably stored off the site at a mutually acceptable location, subject to the Owner's prior approval.

§ 7.6 Miscellaneous Costs

§ 7.6.1 Premiums for that portion of insurance and bonds required by the Contract Documents that can be directly attributed to this Contract.

§ 7.6.1.1 Costs for self-insurance, for either full or partial amounts of the coverages required by the Contract Documents, with the Owner's prior approval.

§ 7.6.1.2 Costs for insurance through a captive insurer owned or controlled by the Construction Manager, with the Owner's prior approval.

§ 7.6.2 Sales, use, or similar taxes, imposed by a governmental authority, that are related to the Work and for which the Construction Manager is liable.

§ 7.6.3 Fees and assessments for the building permit, and for other permits, licenses, and inspections, for which the Construction Manager is required by the Contract Documents to pay.

§ 7.6.4 Fees of laboratories for tests required by the Contract Documents; except those related to defective or nonconforming Work for which reimbursement is excluded under Article 13 of AIA Document A201–2017 or by other provisions of the Contract Documents, and which do not fall within the scope of Section 7.7.3.

§ 7.6.5 Royalties and license fees paid for the use of a particular design, process, or product, required by the Contract Documents.

§ 7.6.5.1 Reserved

§ 7.6.6 Costs for communications services, electronic equipment, and software, directly related to the Work and located at the site, with the Owner's prior approval.

§ 7.6.7 Costs of document reproductions and delivery charges.

§ 7.6.8 Deposits lost for causes other than the Construction Manager's negligence or failure to fulfill a specific responsibility in the Contract Documents.

§ 7.6.9 Reserved

§ 7.6.10 Expenses incurred in accordance with the Construction Manager's standard written personnel policy for relocation and temporary living allowances of the Construction Manager's personnel required for the Work, with the Owner's prior approval.

§ 7.6.11 That portion of the reasonable expenses of the Construction Manager's supervisory or administrative personnel incurred while traveling in discharge of duties connected with the Work.

§ 7.7 Other Costs and Emergencies

§ 7.7.1 Other costs incurred in the performance of the Work, with the Owner's prior approval.

§ 7.7.2 Costs incurred in taking action to prevent threatened damage, injury, or loss, in case of an emergency affecting the safety of persons and property, as provided in Article 10 of AIA Document A201–2017.

§ 7.7.3 Costs of repairing or correcting damaged or nonconforming Work executed by the Construction Manager, Subcontractors, or suppliers, provided that such damaged or nonconforming Work was not caused by the negligence of, or failure to fulfill a specific responsibility by, the Construction Manager, and only to the extent that the cost of repair or correction is not recovered by the Construction Manager from insurance, sureties, Subcontractors, suppliers, or others.

§ 7.7.4 The costs described in Sections 7.1 through 7.7 shall be included in the Cost of the Work, notwithstanding any provision of AIA Document A201–2017 or other Conditions of the Contract which may require the Construction Manager to pay such costs, unless such costs are excluded by the provisions of Section 7.9.

§ 7.8 Related Party Transactions

§ 7.8.1 For purposes of this Section 7.8, the term "related party" shall mean (1) a parent, subsidiary, affiliate, or other entity having common ownership of, or sharing common management with, the Construction Manager; (2) any entity in which any stockholder in, or management employee of, the Construction Manager holds an equity interest in excess of ten percent in the aggregate; (3) any entity which has the right to control the business or affairs of the Construction Manager; or (4) any person, or any member of the immediate family of any person, who has the right to control the business or affairs of the Construction Manager.

§ 7.8.2 If any of the costs to be reimbursed arise from a transaction between the Construction Manager and a related party, the Construction Manager shall notify the Owner of the specific nature of the contemplated transaction, including the identity of the related party and the anticipated cost to be incurred, before any such transaction is consummated or cost incurred. If the Owner, after such notification, authorizes the proposed transaction in writing, then the cost incurred shall be included as a cost to be reimbursed, and the Construction Manager shall procure the Work, equipment, goods, or service, from the related party, as a Subcontractor, according to the terms of Article 9. If the Owner fails to authorize the transaction in writing, the Construction Manager shall procure the Work, equipment, goods, or service from some person or entity other than a related party according to the terms of Article 9.

§ 7.9 Costs Not To Be Reimbursed

§ 7.9.1 The Cost of the Work shall not include the items listed below:

- .1 Salaries and other compensation of the Construction Manager's personnel stationed at the Construction Manager's principal office or offices other than the site office, except as specifically provided in Section 7.2, or as may be provided in Article 14;
- .2 Bonuses, profit sharing, incentive compensation, and any other discretionary payments, paid to anyone hired by the Construction Manager or paid to any Subcontractor or vendor, unless the Owner has provided prior approval;
- .3 Expenses of the Construction Manager's principal office and offices other than the site office;
- .4 Overhead and general expenses, except as may be expressly included in Sections 7.1 to 7.7;
- .5 The Construction Manager's capital expenses, including interest on the Construction Manager's capital employed for the Work;
- .6 Except as provided in Section 7.7.3 of this Agreement, costs due to the negligence of, or failure to fulfill a specific responsibility of the Contract by, the Construction Manager, Subcontractors, and suppliers, or anyone directly or indirectly employed by any of them or for whose acts any of them may be liable;
- .7 Any cost not specifically and expressly described in Sections 7.1 to 7.7;
- .8 Costs, other than costs included in Change Orders approved by the Owner, that would cause the Guaranteed Maximum Price to be exceeded; and
- .9 Costs for services incurred during the Preconstruction Phase.

ARTICLE 8 DISCOUNTS, REBATES, AND REFUNDS

§ 8.1 Cash discounts obtained on payments made by the Construction Manager shall accrue to the Owner if (1) before making the payment, the Construction Manager included the amount to be paid, less such discount, in an Application for Payment and received payment from the Owner, or (2) the Owner has deposited funds with the Construction Manager with which to make payments; otherwise, cash discounts shall accrue to the Construction Manager. Trade discounts, rebates, refunds, and amounts received from sales of surplus materials and equipment shall accrue to the Owner, and the Construction Manager shall make provisions so that they can be obtained.

§ 8.2 Amounts that accrue to the Owner in accordance with the provisions of Section 8.1 shall be credited to the Owner as a deduction from the Cost of the Work.

ARTICLE 9 SUBCONTRACTS AND OTHER AGREEMENTS

§ 9.1 Those portions of the Work that the Construction Manager does not customarily perform with the Construction Manager's own personnel shall be performed under subcontracts or other appropriate agreements with the Construction Manager. The Owner may designate specific persons from whom, or entities from which, the Construction Manager shall obtain bids. The Construction Manager shall obtain bids from Subcontractors, and from suppliers of materials or equipment fabricated especially for the Work, who are qualified to perform that portion of the Work in accordance with the requirements of the Contract Documents. The Construction Manager shall deliver such bids to the Architect and Owner with an indication as to which bids the Construction Manager intends to accept. The Owner then has the right to review the Construction Manager's list of proposed subcontractors and suppliers in consultation with the Architect and, subject to Section 9.1.1, to object to any subcontractor or supplier. Any advice of the Architect, or approval or objection by the Owner, shall not relieve the Construction Manager of its responsibility to perform the Work in accordance with the Contract Documents. The Construction Manager shall not be required to contract with anyone to whom the Construction Manager has reasonable objection.

§ 9.1.1 When a specific subcontractor or supplier (1) is recommended to the Owner by the Construction Manager; (2) is qualified to perform that portion of the Work; and (3) has submitted a bid that conforms to the requirements of the Contract Documents without reservations or exceptions, but the Owner requires that another bid be accepted, then the

Construction Manager may require that a Change Order be issued to adjust the Guaranteed Maximum Price by the difference between the bid of the person or entity recommended to the Owner by the Construction Manager and the amount of the subcontract or other agreement actually signed with the person or entity designated by the Owner.

§ 9.2 Subcontracts or other agreements shall conform to the applicable payment provisions of this Agreement, and shall not be awarded on the basis of cost plus a fee without the Owner's prior written approval. If a subcontract is awarded on the basis of cost plus a fee, the Construction Manager shall provide in the subcontract for the Owner to receive the same audit rights with regard to the Subcontractor as the Owner receives with regard to the Construction Manager in Article 10.

ARTICLE 10 ACCOUNTING RECORDS

The Construction Manager shall keep full and detailed records and accounts related to the Cost of the Work, and exercise such controls, as may be necessary for proper financial management under this Contract and to substantiate all costs incurred. The accounting and control systems shall be satisfactory to the Owner. The Owner and the Owner's auditors shall, during regular business hours and upon reasonable notice, be afforded access to, and shall be permitted to audit and copy, the Construction Manager's records and accounts, including complete documentation supporting accounting entries, books, job cost reports, correspondence, instructions, drawings, receipts, subcontracts, Subcontractor's proposals, Subcontractor's invoices, purchase orders, vouchers, memoranda, and other data relating to this Contract. The Construction Manager shall preserve these records for a period of three years after final payment, or for such longer period as may be required by law.

ARTICLE 11 PAYMENTS FOR CONSTRUCTION PHASE SERVICES

§ 11.1 Progress Payments

§ 11.1.1 Based upon Applications for Payment submitted to the Architect by the Construction Manager, and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum, to the Construction Manager, as provided below and elsewhere in the Contract Documents.

§ 11.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

§ 11.1.3 Provided that an Application for Payment is received by the Architect not later than the first day of a month, the Owner shall make payment of the amount certified to the Construction Manager not later than thirty (30) days after certification by the Architect. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than thirty (30) days after the Architect certifies the Application for Payment.

§ 11.1.4 With each Application for Payment, the Construction Manager shall submit payrolls, petty cash accounts, receipted invoices or invoices with check vouchers attached, and any other evidence required by the Owner or Architect to demonstrate that payments already made by the Construction Manager on account of the Cost of the Work equal or exceed progress payments already received by the Construction Manager, plus payrolls for the period covered by the present Application for Payment, less that portion of the progress payments attributable to the Construction Manager's Fee.

§ 11.1.5 Each Application for Payment shall be based on the most recent schedule of values submitted by the Construction Manager in accordance with the Contract Documents. The schedule of values shall allocate the entire Guaranteed Maximum Price among: (1) the various portions of the Work; (2) any contingency for costs that are included in the Guaranteed Maximum Price but not otherwise allocated to another line item or included in a Change Order; and (3) the Construction Manager's Fee.

§ 11.1.5.1 The schedule of values shall be prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. The schedule of values shall be used as a basis for reviewing the Construction Manager's Applications for Payment.

§ 11.1.5.2 The allocation of the Guaranteed Maximum Price under this Section 11.1.5 shall not constitute a separate guaranteed maximum price for the Cost of the Work of each individual line item in the schedule of values.

§ 11.1.5.3 When the Construction Manager allocates costs from a contingency to another line item in the schedule of values, the Construction Manager shall submit supporting documentation to the Architect.

§ 11.1.6 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment. The percentage of completion shall be the lesser of (1) the percentage of that portion of the Work which has actually been completed, or (2) the percentage obtained by dividing (a) the expense that has actually been incurred by the Construction Manager on account of that portion of the Work and for which the Construction Manager has made payment or intends to make payment prior to the next Application for Payment, by (b) the share of the Guaranteed Maximum Price allocated to that portion of the Work in the schedule of values.

§ 11.1.7 In accordance with AIA Document A201–2017 and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 11.1.7.1 The amount of each progress payment shall first include:

- .1 That portion of the Guaranteed Maximum Price properly allocable to completed Work as determined by multiplying the percentage of completion of each portion of the Work by the share of the Guaranteed Maximum Price allocated to that portion of the Work in the most recent schedule of values;
- .2 That portion of the Guaranteed Maximum Price properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction or, if approved in writing in advance by the Owner, suitably stored off the site at a location agreed upon in writing;
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified; and
- .4 The Construction Manager's Fee, computed upon the Cost of the Work described in the preceding Sections 11.1.7.1.1 and 11.1.7.1.2 at the rate stated in Section 6.1.2 or, if the Construction Manager's Fee is stated as a fixed sum in that Section, an amount that bears the same ratio to that fixed-sum fee as the Cost of the Work included in Sections 11.1.7.1.1 and 11.1.7.1.2 bears to a reasonable estimate of the probable Cost of the Work upon its completion.

§ 11.1.7.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;
- .3 Any amount for which the Construction Manager does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Construction Manager intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017;
- .5 The shortfall, if any, indicated by the Construction Manager in the documentation required by Section 11.1.4 to substantiate prior Applications for Payment, or resulting from errors subsequently discovered by the Owner's auditors in such documentation; and
- .6 Retainage withheld pursuant to Section 11.1.8.

§ 11.1.8 Retainage

§ 11.1.8.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

Five percent (5%) retainage shall be withheld from each Application for Payment for the duration of the Project.

§ 11.1.8.1.1 The following items are not subject to retainage:

(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

N/A

§ 11.1.8.2 Reduction or limitation of retainage, if any, shall be as follows:

(If the retainage established in Section 11.1.8.1 is to be modified prior to Substantial Completion of the entire Work, insert provisions for such modification.)

N/A

§ 11.1.8.3 Except as set forth in this Section 11.1.8.3, upon Substantial Completion of the Work, the Construction Manager may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 11.1.8. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:

(Insert any other conditions for release of retainage, such as upon completion of the Owner's audit and reconciliation, upon Substantial Completion.)

The balance of the Work to be completed and any required retainage to be withheld shall be documented on the Certificate of Substantial Completion. At Substantial Completion of the Work and as the Architect and Owner determines the Work to be reasonably satisfactory, the Owner shall, within thirty (30) days after the Application for Payment and other appropriate documentation as may be required by the Contract Documents are provided to the Owner, pay the retainage to the Construction Manager. If at that time there are any remaining incomplete or nonconforming items or Work, an amount equal to two hundred percent (200%) of the value of each item or Work as determined by the Architect and Owner shall be withheld until such item, items, or Work are completed. The reduced retainage shall be shared by the Construction Manager and Subcontractors as their interests may appear.

§ 11.1.9 If final completion of the Work is materially delayed through no fault of the Construction Manager, the Owner shall pay the Construction Manager any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 11.1.10 Except with the Owner's prior written approval, the Construction Manager shall not make advance payments to suppliers for materials or equipment which have not been delivered and suitably stored at the site.

§ 11.1.11 The Owner and the Construction Manager shall agree upon a mutually acceptable procedure for review and approval of payments to Subcontractors, and the percentage of retainage held on Subcontracts, and the Construction Manager shall execute subcontracts in accordance with those agreements.

§ 11.1.12 In taking action on the Construction Manager's Applications for Payment the Architect shall be entitled to rely on the accuracy and completeness of the information furnished by the Construction Manager, and such action shall not be deemed to be a representation that (1) the Architect has made a detailed examination, audit, or arithmetic verification, of the documentation submitted in accordance with Section 11.1.4 or other supporting data; (2) that the Architect has made exhaustive or continuous on-site inspections; or (3) that the Architect has made examinations to ascertain how or for what purposes the Construction Manager has used amounts previously paid on account of the Contract. Such examinations, audits, and verifications, if required by the Owner, will be performed by the Owner's auditors acting in the sole interest of the Owner.

§ 11.2 Final Payment

§ 11.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Construction Manager when

- .1 the Construction Manager has fully performed the Contract, except for the Construction Manager's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment;
- .2 the Construction Manager has submitted a final accounting for the Cost of the Work and a final Application for Payment; and
- .3 a final Certificate for Payment has been issued by the Architect in accordance with Section 11.2.2.2.

§ 11.2.2 Within 30 days of the Owner's receipt of the Construction Manager's final accounting for the Cost of the Work, the Owner shall conduct an audit of the Cost of the Work or notify the Architect that it will not conduct an audit.

§ 11.2.2.1 If the Owner conducts an audit of the Cost of the Work, the Owner shall, within 10 days after completion of the audit, submit a written report based upon the auditors' findings to the Architect.

§ 11.2.2.2 Within seven days after receipt of the written report described in Section 11.2.2.1, or receipt of notice that the Owner will not conduct an audit, and provided that the other conditions of Section 11.2.1 have been met, the Architect will either issue to the Owner a final Certificate for Payment with a copy to the Construction Manager, or notify the Construction Manager and Owner in writing of the Architect's reasons for withholding a certificate as provided in Article 9 of AIA Document A201–2017. The time periods stated in this Section 11.2.2 supersede those stated in Article 9 of AIA Document A201–2017. The Architect is not responsible for verifying the accuracy of the Construction Manager's final accounting.

§ 11.2.2.3 If the Owner's auditors' report concludes that the Cost of the Work, as substantiated by the Construction Manager's final accounting, is less than claimed by the Construction Manager, the Construction Manager shall be entitled to request mediation of the disputed amount without seeking an initial decision pursuant to Article 15 of AIA Document A201–2017. A request for mediation shall be made by the Construction Manager within 30 days after the Construction Manager's receipt of a copy of the Architect's final Certificate for Payment. Failure to request mediation within this 30-day period shall result in the substantiated amount reported by the Owner's auditors becoming binding on the Construction Manager. Pending a final resolution of the disputed amount, the Owner shall pay the Construction Manager the amount certified in the Architect's final Certificate for Payment.

§ 11.2.3 The Owner's final payment to the Construction Manager shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows: N/A

(Paragraph deleted)

§ 11.3

(Paragraphs deleted)

Reserved

ARTICLE 12 DISPUTE RESOLUTION

§ 12.1 Initial Decision Maker

§ 12.1.1 Any Claim between the Owner and Construction Manager shall be resolved in accordance with the provisions set forth in this Article 12 and Article 15 of A201–2017. However, for Claims arising from or relating to the Construction Manager's Preconstruction Phase services, no decision by the Initial Decision Maker shall be required as a condition precedent to mediation or binding dispute resolution, and Section 12.1.2 of this Agreement shall not apply.

§ 12.1.2 The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017 for Claims arising from or relating to the Construction Manager's Construction Phase services, unless the parties appoint below another individual, not a party to the Agreement, to serve as the Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

N/A

§ 12.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

☐ Arbitration pursuant to Article 15 of AIA Document A201–2017

☐ Litigation in a court of competent jurisdiction

☒ Other: *(Specify)*

Litigation in the Superior Court of Fulton County. Construction Manager submits to the jurisdiction and venue of such court.

If the Owner and Construction Manager do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

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ARTICLE 13 TERMINATION OR SUSPENSION

§ 13.1 Termination Prior to Execution of the Guaranteed Maximum Price Amendment

§ 13.1.1 If the Owner and the Construction Manager do not reach an agreement on the Guaranteed Maximum Price, the Owner may terminate this Agreement upon not less than seven days' written notice to the Construction Manager, and the Construction Manager may terminate this Agreement, upon not less than seven days' written notice to the Owner.

§ 13.1.2 In the event of termination of this Agreement pursuant to Section 13.1.1, the Construction Manager shall be compensated for Preconstruction Phase services and Work performed prior to receipt of a notice of termination, in accordance with the terms of this Agreement. In no event shall the Construction Manager's compensation under this Section exceed the compensation set forth in Section 5.1.

§ 13.1.3 Prior to the execution of the Guaranteed Maximum Price Amendment, the Owner may terminate this Agreement upon not less than seven days' written notice to the Construction Manager for the Owner's convenience and without cause, and the Construction Manager may terminate this Agreement, upon not less than seven days' written notice to the Owner, for the reasons set forth in Article 14 of A201–2017.

§ 13.1.4 In the event of termination of this Agreement pursuant to Section 13.1.3, the Construction Manager shall be equitably compensated for Preconstruction Phase services and Work performed prior to receipt of a notice of termination. In no event shall the Construction Manager's compensation under this Section exceed the compensation set forth in Section 5.1.

§ 13.1.5 If the Owner terminates the Contract pursuant to Section 13.1.3 after the commencement of the Construction Phase but prior to the execution of the Guaranteed Maximum Price Amendment, the Owner shall pay to the Construction Manager an amount calculated as follows, which amount shall be in addition to any compensation paid to the Construction Manager under Section 13.1.4:

- .1** Take the Cost of the Work incurred by the Construction Manager to the date of termination;
- .2** Add the Construction Manager's Fee computed upon the Cost of the Work to the date of termination at the rate stated in Section 6.1 or, if the Construction Manager's Fee is stated as a fixed sum in that Section, an amount that bears the same ratio to that fixed-sum Fee as the Cost of the Work at the time of termination bears to a reasonable estimate of the probable Cost of the Work upon its completion; and
- .3** Subtract the aggregate of previous payments made by the Owner for Construction Phase services.

§ 13.1.6 The Owner shall also pay the Construction Manager fair compensation, either by purchase or rental at the election of the Owner, for any equipment owned by the Construction Manager that the Owner elects to retain and that is not otherwise included in the Cost of the Work under Section 13.1.5.1. To the extent that the Owner elects to take legal assignment of subcontracts and purchase orders (including rental agreements), the Construction Manager shall, as a condition of receiving the payments referred to in this Article 13, execute and deliver all such papers and take all such steps, including the legal assignment of such subcontracts and other contractual rights of the Construction Manager, as the Owner may require for the purpose of fully vesting in the Owner the rights and benefits of the Construction Manager under such subcontracts or purchase orders. All Subcontracts, purchase orders and rental agreements entered into by the Construction Manager will contain provisions allowing for assignment to the Owner as described above.

§ 13.1.6.1 If the Owner accepts assignment of subcontracts, purchase orders or rental agreements as described above, the Owner will reimburse or indemnify the Construction Manager for all costs arising under the subcontract, purchase order or rental agreement, if those costs would have been reimbursable as Cost of the Work if the contract had not been terminated. If the Owner chooses not to accept assignment of any subcontract, purchase order or rental agreement that would have constituted a Cost of the Work had this agreement not been terminated, the Construction Manager will terminate the subcontract, purchase order or rental agreement and the Owner will pay the Construction Manager the costs necessarily incurred by the Construction Manager because of such termination.

§ 13.2 Termination or Suspension Following Execution of the Guaranteed Maximum Price Amendment

§ 13.2.1 Termination

The Contract may be terminated by the Owner or the Construction Manager as provided in Article 14 of AIA Document A201–2017.

§ 13.2.2 Termination by the Owner for Cause

§ 13.2.2.1 If the Owner terminates the Contract for cause as provided in Article 14 of AIA Document A201–2017, the amount, if any, to be paid to the Construction Manager under Article 14 of AIA Document A201–2017 shall not cause the Guaranteed Maximum Price to be exceeded, nor shall it exceed an amount calculated as follows:

- .1 Take the Cost of the Work incurred by the Construction Manager to the date of termination;
- .2 Add the Construction Manager's Fee, computed upon the Cost of the Work to the date of termination at the rate stated in Section 6.1 or, if the Construction Manager's Fee is stated as a fixed sum in that Section, an amount that bears the same ratio to that fixed-sum Fee as the Cost of the Work at the time of termination bears to a reasonable estimate of the probable Cost of the Work upon its completion;
- .3 Subtract the aggregate of previous payments made by the Owner; and
- .4 Subtract the costs and damages incurred, or to be incurred, by the Owner under Article 14 of AIA Document A201–2017.

§ 13.2.2.2 The Owner shall also pay the Construction Manager fair compensation, either by purchase or rental at the election of the Owner, for any equipment owned by the Construction Manager that the Owner elects to retain and that is not otherwise included in the Cost of the Work under Section 13.2.2.1.1. To the extent that the Owner elects to take legal assignment of subcontracts and purchase orders (including rental agreements), the Construction Manager shall, as a condition of receiving the payments referred to in this Article 13, execute and deliver all such papers and take all such steps, including the legal assignment of such subcontracts and other contractual rights of the Construction Manager, as the Owner may require for the purpose of fully vesting in the Owner the rights and benefits of the Construction Manager under such subcontracts or purchase orders.

§ 13.2.3 Termination by the Owner for Convenience

§ 13.2.3.1 The Owner may, at any time, terminate this Agreement for the Owner's convenience and without cause.

§ 13.2.3.2 Upon receipt of notice from the Owner of such termination for the Owner's convenience, the Construction Manager shall:

- .1 cease operations as directed by the Owner in the notice;
- .2 take actions necessary, or that the Owner may direct, for the protection and preservation of the Work; and
- .3 except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.

§ 13.2.3.3 In case of such termination for the Owner's convenience, provided that no damages are due to the Owner for Construction Manager's failure to perform in accordance with the Agreement, and except as otherwise provided in the Agreement, the Owner shall pay Construction Manager for Work properly performed and executed prior to the date of termination. The Owner shall have no further liability to Construction Manager for such termination.

§ 13.3 Suspension

The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017; in such case, the Guaranteed Maximum Price and Contract Time shall be increased as provided in Article 14 of AIA Document A201–2017, except that the term "profit" shall be understood to mean the Construction Manager's Fee as described in Sections 6.1 and 6.3.5 of this Agreement.

§ 13.4 Statutory Auto-Termination and Renewal

Notwithstanding any other provision of this Agreement to the contrary, as required by O.C.G.A. § 36-60-13, this Agreement shall terminate absolutely and without any further obligation on the part of Owner on the last day of each fiscal year of the initial term and any renewal or extended term; provided, however, that this Agreement shall automatically renew on the first day of each subsequent fiscal year within the applicable term, and extend until the conclusion of the applicable term, unless Owner provides written notice of non-renewal to Construction Manager at least five (5) days prior to the end of the then current fiscal year. Further, this Agreement shall terminate immediately and absolutely at any such time as appropriated and otherwise unobligated funds are no longer available to satisfy Owner's obligations under this Agreement. Title to any supplies, materials, equipment, or other personal property shall remain in Construction Manager until fully paid for by Owner.

ARTICLE 14 MISCELLANEOUS PROVISIONS

§ 14.1 Terms in this Agreement shall have the same meaning as those in A201–2017. Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 14.2 Successors and Assigns

§ 14.2.1 The Owner and Construction Manager, respectively, bind themselves, their partners, successors, assigns and legal representatives to covenants, agreements, and obligations contained in the Contract Documents. Except as provided in Section 14.2.2 of this Agreement, and in Section 13.2.2 of A201–2017, neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 14.2.2 The Owner may, without consent of the Construction Manager, assign the Contract to a lender providing construction financing for the Project, if the lender assumes the Owner’s rights and obligations under the Contract Documents. The Construction Manager shall execute all consents reasonably required to facilitate the assignment.

§ 14.3 Insurance and Bonds

§ 14.3.1 Preconstruction Phase

The Construction Manager shall maintain the following insurance for the duration of the Preconstruction Services performed under this Agreement, insuring against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Services and Work by the Construction Manager, its agents, representatives, employees, and subcontractors. All policies shall be subject to approval by the Owner as to form and content. These requirements are subject to amendment or waiver if so approved in writing by the Owner.

§ 14.3.1.1 Commercial General Liability with policy limits of not less than one million dollars (\$1,000,000.00) for each occurrence and two million dollars (\$2,000,000.00) in the aggregate for coverage including bodily and personal injury, sickness, disease or death, injury to or destruction of property, including loss of use resulting therefrom, damage to premises/operations, products/completed operations, independent contractors and contractual liability (specifically covering the indemnity), broad-from property damage, and underground, explosion and collapse hazard. This coverage may be achieved by using an excess or umbrella policy. The policy or policies must be on "an occurrence" basis ("claims made" coverage is not acceptable).

§ 14.3.1.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Construction Manager with policy limits of not less than one million dollars (\$1,000,000.00) combined single limit per occurrence and \$2,000,000 (two million dollars) aggregate for comprehensive Commercial Automobile liability coverage (owned, non-owned, hired) including bodily and personal injury, sickness, disease or death, injury to or destruction of property, including loss of use resulting therefrom.

§ 14.3.1.3 Commercial Umbrella Liability Coverage of \$2,000,000 (two million dollars) per occurrence shall be provided and will apply over all liability policies, without exception, including but not limited to Commercial General Liability, Commercial Automobile Liability, Employers’ Liability, and Professional Liability.

§ 14.3.1.4 Workers’ Compensation at statutory limits and Employers Liability with policy limits not less than one million dollars (\$1,000,000.00) each accident, one million dollars (\$1,000,000.00) each employee, and one million dollars (\$1,000,000.00) policy limit.

§ 14.3.1.5 Professional Liability covering negligent acts, errors and omissions in the performance of professional services, with policy limits of not less than one million dollars (\$1,000,000.00) per claim and one million dollars (\$1,000,000.00) in the aggregate.

§ 14.3.1.6 Other Insurance

(List below any other insurance coverage to be provided by the Construction Manager and any applicable limits.)

Coverage
N/A

Limits

§ 14.3.1.7 Additional Insured Obligations. To the fullest extent permitted by law, the Construction Manager shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Owner and Owner's elected and appointed officials, officers, boards, commissioners, employees, representatives, contractors, servants, agents and volunteers as additional insureds for claims caused in whole or in part by the Construction Manager's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies and shall apply to both ongoing and completed operations.

§ 14.3.1.8 The Construction Manager shall provide certificates of insurance to the Owner that evidence compliance with the requirements in this Section 14.3.1.

§ 14.3.1.9 General Insurance Requirements. The insurance related provisions set forth in § 14.3.1 and subsections 14.3.1.1 through 14.3.1.8 hereof are supplemented by the following general insurance requirements:

.1 Deductibles and Self-Insured Retentions: Any deductibles or self-insured retentions must be declared to and approved by the Owner in writing so that the Owner may ensure the financial solvency of the Construction Manager; self-insured retentions should be included on the certificate of insurance.

.2 Other Insurance Provisions: Each policy shall contain, or be endorsed to contain, the following provisions respectively:

a) *General Liability, Automobile Liability and Umbrella Liability Coverage.*

i. *Additional Insured Requirement.* The Owner and Owner's elected and appointed officials, officers, boards, commissioners, employees, representatives, contractors, servants, agents and volunteers (individually "Insured Party" and collectively "Insured Parties") shall be named as additional insureds as respects: liability arising out of activities performed by or on behalf of the Construction Manager; products and completed operations of the Construction Manager; premises owned, leased, or used by the Construction Manager; automobiles owned, leased, hired, or borrowed by the Construction Manager. The coverage shall contain no special limitations on the scope of protection afforded to the Insured Parties. Nothing contained in this section shall be construed to require the Construction Manager to provide liability insurance coverage to any Insured Party for claims asserted against such Insured Party for its sole negligence.

ii. *Primary Insurance Requirement.* The Construction Manager's insurance coverage shall be primary noncontributing insurance as respects to any other insurance or self-insurance available to the Insured Parties. Any insurance or self-insurance maintained by the Insured Parties shall be in excess of the Construction Manager's insurance and shall not contribute with it.

iii. *Reporting Requirement.* Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Insured Parties.

iv. *Separate Coverage.* Coverage shall state that the Construction Manager's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to limits of insurance provided.

v. *Defense Costs/Cross Liability.* Coverage shall be provided on a "pay on behalf" basis, with defense costs payable in addition to policy limits. There shall be no cross liability exclusion.

vi. *Subrogation.* The insurer shall agree to waive all rights of subrogation against the Insured Parties for losses arising from Services or Work performed by the Construction Manager for the Owner.

b) *Workers' Compensation Coverage:* The insurer providing Workers' Compensation Coverage will agree to waive all rights of subrogation against the Insured Parties for losses arising from Services or Work performed by the Construction Manager for the Owner.

c) *All Coverages:*

i. *Notice Requirement.* Each insurance policy required by this Agreement shall be endorsed to state that coverage shall not be suspended, voided, or canceled except after thirty (30) calendar days prior written notice (or 10 calendar days if due to non-payment) has been given to the Owner. The Owner reserves the right to accept alternate notice terms and provisions, provided they meet the minimum requirements under Georgia law.

ii. *Starting and Ending Dates.* Policies shall have concurrent starting and ending dates.

iii. *Incorporation of Indemnification Obligations.* Policies shall include an endorsement incorporating the indemnification obligations assumed by the Construction Manager under the terms of this Agreement.

.3 Acceptability of Insurers: The insurance to be maintained by Construction Manager must be issued by a company licensed or approved by the Insurance Commissioner to transact business in the State of Georgia. Such insurance shall be placed with insurer(s) with an A.M. Best Policyholder's rating of no less than "A-" and with a financial rate of Class VII or greater. The Construction Manager shall be responsible for any delay resulting from the failure of its insurer to provide proof of coverage in the proscribed form.

.4 Verification of Coverage: Construction Manager shall furnish to the Owner for Owner's approval certificates of insurance and endorsements to the policies evidencing all coverage required by this Agreement prior to the start of work. Without limiting the general scope of this requirement, Construction Manager is specifically required to provide an endorsement naming the Owner as an additional insured when required. The certificates of insurance and endorsements for each insurance policy are to be on a form utilized by Construction Manager's insurer in its normal course of business and are to be signed by a person authorized by that insurer to bind coverage on its behalf, unless alternate sufficient evidence of their validity and incorporation into the policy is provided. The Owner reserves the right to require complete, certified copies of all required insurance policies at any time. The Construction Manager shall provide proof that any expiring coverage has been renewed or replaced prior to the expiration of the coverage.

.5 Subcontractors: Construction Manager shall either (1) ensure that its insurance policies (as described herein) cover all subcontractors and the Services and Work performed by such subcontractors or (2) ensure that any subcontractor secures separate policies covering that subcontractor and its Services and Work. All coverage for subcontractors shall be subject to all of the requirements stated in this Agreement, including, but not limited to, naming the Insured Parties as additional insureds.

.6 Claims-Made Policies: Construction Manager shall extend any claims-made insurance policy for at least six (6) years after termination or final payment under the Agreement, whichever is later, and have an effective date which is on or prior to the date of the Agreement.

.7 Progress Payments: The making of progress payments to the Construction Manager shall not be construed as relieving the Construction Manager or its subcontractor or insurance carriers from providing the coverage required in this Agreement.

§ 14.3.2 Construction Phase

After execution of the Guaranteed Maximum Price Amendment, the Owner and the Construction Manager shall purchase and maintain insurance as set forth in AIA Document A133™–2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price, Exhibit B, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 14.3.2.1 The Construction Manager shall provide bonds as set forth in AIA Document A133™–2019 Exhibit B, and elsewhere in the Contract Documents.

§ 14.4 Notice in electronic format, pursuant to Article 1 of AIA Document A201–2017, may be given in accordance with a building information modeling exhibit, if completed, or as otherwise set forth below:

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(If other than in accordance with a building information modeling exhibit, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

N/A

(Paragraphs deleted)

§ 14.5. Other Provisions

1. **Confidentiality.** Construction Manager acknowledges that Owner's disclosure of documentation is governed by Georgia's Open Records Act and the Open Meetings Act, and Construction Manager further acknowledges that if Construction Manager submits documents or records, including, without limitation, any document comprising part of the Agreement, containing trade secret information, and if Construction Manager wishes to keep such documents or records confidential, Construction Manager must submit and attach to such documents or records an affidavit affirmatively declaring that specific information contained therein constitutes trade secrets pursuant to Article 27 of Chapter 1 of Title 10, O.C.G.A., and the Parties shall follow the requirements of O.C.G.A. § 50-18-72(a)(34) related thereto.
2. **Contracts with Local Governments.** Pursuant to O.C.G.A. § 36-80-28, Construction Manager hereby represents to Owner as follows:
 - a) Construction Manager shall avoid any appearance of impropriety and shall follow all policies and procedures of Owner;
 - b) With the exception of economic development activities that are confidential pursuant to O.C.G.A. Title 50, Chapter 18, Article 4, Construction Manager shall immediately disclose to Owner any material transaction or relationship, including, but not limited to, that of the Construction Manager, the Construction Manager's employees, or the Construction Manager's agents or subsidiaries, that reasonably could be expected to give rise to a conflict of interest, including, but not limited to, past, present, or known prospective engagements, involvement in litigation or other dispute, client relationships, or other business or financial interest, and shall immediately disclose to Owner any material transaction or relationship subsequently discovered during the pendency of this Agreement; and
 - c) Construction Manager acknowledges that any violation or threatened violation of this Agreement may cause irreparable injury to the Owner entitling the Owner to seek injunctive relief in addition to all other legal remedies.
3. **Taxes.** Owner is a governmental tax-exempt entity and shall not be responsible for paying any taxes on any materials or services provided for in this Agreement. At Construction Manager's request, Owner shall provide evidence of its tax-exempt status. To the extent, if any, that the Owner furnishes tangible personal property to Construction Manager for incorporation into the Project, Construction Manager shall be responsible for paying the amount of tax owed for such tangible personal property.
4. **Responsibility of Construction Manager and Indemnification of Owner.** Construction Manager shall indemnify, defend, and hold harmless Owner and Owner's elected and appointed officials, officers, boards, commissions, employees, representatives, consultants, servants, agents, attorneys, and volunteers (each party individually, an "Indemnified Party") for, from, and against any and all claims, suits, actions, judgments, injuries, damages, losses, costs, expenses, and liability of any kind whatsoever, including, but not limited to, attorney's fees and costs of defense ("Liabilities"), which may arise from or be the result of an alleged willful, negligent, or tortious act or omission arising out of the Work under the Agreement, performance of contracted services, or operations by Construction Manager, any subcontractor, anyone directly or indirectly employed by Construction Manager or subcontractor, or anyone for whose acts or omissions Construction Manager or subcontractor may be liable, regardless of whether or not the act or omission is caused in part by an Indemnified Party (collectively, "Indemnity Obligation"); provided that i) such Indemnity Obligation does not include Liabilities caused by or resulting from the sole negligence of an Indemnified Party, and ii) with respect to Construction Manager's engineering, architectural, or land surveying services only, such Indemnity Obligation shall apply to Liabilities

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to the fullest extent permitted under O.C.G.A. § 13-8-2(c) and to the extent caused by or resulting from the negligence, recklessness, or intentionally wrongful conduct of the Construction Manager or other persons employed or utilized by the Construction Manager in the performance of the Agreement. The Indemnity Obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this provision. The Indemnity Obligation shall survive expiration or termination of the Agreement, provided that the claims are based upon or arise out of actions or omissions that occurred during the performance of the Agreement.

In any and all claims against an Indemnified Party by any employee of Construction Manager, its subcontractor, anyone directly or indirectly employed by Construction Manager or subcontractor, or anyone for whose acts Construction Manager or subcontractor may be liable, the Indemnity Obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for Construction Manager or any subcontractor under workers' or workmen's compensation acts, disability benefit acts, or other employee benefit acts.

5. **Independent Contractor.** Construction Manager 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 Owner. Nothing contained in this Agreement shall be construed to make the Construction Manager, or any of its employees, servants, or subcontractors, an employee, servant, or agent of the Owner for any purpose. The Construction Manager 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 materials necessary to complete the services; the hiring of subcontractors, agents, or employees to complete the services; and the payment of employees, including benefits and compliance with Social Security, withholding, and all other regulations governing such matters. The Construction Manager agrees to be solely responsible for its own acts and those of its subordinates, employees, and subcontractors during the life of this Agreement. There shall be no contractual relationship between any subcontractor or supplier and Owner by virtue of the Agreement with the Construction Manager. Any provisions of this Agreement that may appear to give Owner the right to direct Construction Manager as to the details of the services to be performed by Construction Manager or to exercise a measure of control over such services will be deemed to mean that Construction Manager shall follow the directions of Owner with regard to the results of such services only. It is further understood that this Agreement is not exclusive, and Owner may hire additional entities to perform services related to this Agreement.

Inasmuch as Owner and Construction Manager 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. The Construction Manager agrees not to represent itself as Owner's agent for any purpose to any party or to allow any employee of the Construction Manager 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. The Construction Manager shall assume full liability for any contracts or agreements the Construction Manager enters into on behalf of Owner without the express knowledge and prior written consent of Owner.

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, Construction Manager agrees that, during performance of this Agreement, Construction Manager, for itself and 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, Construction Manager agrees to comply with all applicable regulations and shall include the provisions of this paragraph in every Construction Manager subcontract for services related to this Agreement.
7. **Ownership of Work Product.** Notwithstanding any other provision of the Agreement to the contrary, all reports, designs, drawings, plans, specifications, schedules, work product, and other materials, including those in electronic form, prepared or in the process of being prepared for the services to be performed by the Construction Manager ("Work Product") shall be the property of Owner, and Owner shall be entitled to full access and copies of all such Work Product. The Owner shall have the unrestricted authorization to publicize, disclose, distribute, and otherwise use, in whole or in part, any Work Product prepared under the Agreement without according credit

of authorship. Any Work Product remaining in the hands of the Construction Manager or subcontractor upon completion or termination of the services under the Agreement shall be delivered immediately to the Owner whether or not the Project is commenced or completed; provided, however, that Construction Manager may retain a copy of any deliverables for its records. The Construction Manager assumes all risk of loss, damage or destruction of or to such Work Product. If any items of Work Product are lost, damaged, or destroyed before final delivery to Owner, the Construction Manager shall replace them at its own expense. Any and all copyrightable subject matter in all Work Product is hereby assigned to Owner, and the Construction Manager agrees to execute any additional documents that may be necessary to evidence such assignment.

8. **Sovereign Immunity.** Nothing contained in the Agreement shall be construed to be a waiver of Owner's sovereign immunity or any individual's qualified, good faith, or official immunities. No provision of this Agreement shall be construed to impose a contractual duty of indemnification upon Owner.
9. **Employment of Unauthorized Aliens Prohibited – E-Verify Affidavit.** Pursuant to O.C.G.A. § 13-10-91, Owner shall not enter into a contract for the physical performance of services unless Construction Manager shall provide evidence on the forms attached hereto as **Exhibits "C" and "D"** (affidavits regarding compliance with the E-Verify program to be sworn under oath under criminal penalty of false swearing pursuant to O.C.G.A. § 16-10-71), that Construction Manager and its subcontractors have registered with and are authorized to use and use the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91, and that they will continue to use the federal work authorization program throughout the term of the Agreement. Construction Manager hereby verifies that it has, prior to executing this Agreement, executed a notarized affidavit, the form of which is provided in **Exhibit "C"**, and submitted such affidavit to Owner. Further, Construction Manager hereby agrees to comply with the requirements of the federal Immigration Reform and Control Act of 1986, P.L. 99-603, O.C.G.A. § 13-10-91, and Georgia Department of Labor Rule 300-10-1-.02.

In the event Construction Manager employs or contracts with any subcontractor to perform services for Owner, Construction Manager agrees to secure from such subcontractor attestation of the subcontractor's compliance with O.C.G.A. § 13-10-91 and Rule 300-10-1-.02 by the subcontractor's execution of the subcontractor affidavit, the form of which is attached hereto as **Exhibit "D"**, which subcontractor affidavit shall become part of the Construction Manager subcontractor agreement. Construction Manager agrees that the employee-number category designated below is applicable to it:

- ☐ 500 or more employees
- ☐ 100 or more employees
- ☐ Fewer than 100 employees

Construction Manager hereby agrees that in the event Construction Manager employs or contracts with any subcontractor in connection with the Agreement and where the subcontractor is required to provide an affidavit pursuant to O.C.G.A. § 13-10-91, Construction Manager will secure from such subcontractor the subcontractor's indication of the above employee-number category that is applicable to the subcontractor. If Construction Manager does not employ or contract with any subcontractor to perform services for Owner, the provisions of this section related to subcontractors shall not apply. The above requirements shall be in addition to the requirements of state and federal law and shall be construed to be in conformity with those laws.

10. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.
11. **Authority to Contract.** The individuals executing this Agreement on behalf of each party covenant and declare that they have obtained all required approvals of the board of directors, stockholders, board of commissioners, general partners, limited partners, members, or similar authorities, as appropriate, to simultaneously execute and bind the party to the terms of this Agreement.
12. **Governing Law; Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Georgia without regard to choice of law principles. Any action or suit related to this Agreement shall be brought in the Superior Court of Fulton County, Georgia, or the U.S. District Court for the Northern District of Georgia, and Construction Manager submits to the jurisdiction and venue of such courts.

ARTICLE 15 SCOPE OF THE AGREEMENT

§ 15.1 This Agreement represents the entire and integrated agreement between the Owner and the Construction Manager and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Construction Manager.

§ 15.2 The following documents comprise the Agreement:

- .1 Owner modified version of AIA Document A133™-2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price
- .2 Owner modified version of AIA Document A133™-2019, Exhibit A, Guaranteed Maximum Price Amendment, if executed
- .3 Owner modified version of AIA Document A133™-2019, Exhibit B, Insurance and Bonds, to be added upon execution of the Guaranteed Maximum Price Amendment
- .4 Owner modified version of AIA Document A201™-2017, General Conditions of the Contract for Construction
- .5 N/A
- .6 Other Exhibits:
(Check all boxes that apply.)

☐ AIA Document E234™-2019, Sustainable Projects Exhibit, Construction Manager as Constructor Edition, dated as indicated below:
(Insert the date of the E234-2019 incorporated into this Agreement.)

☒ Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
Exhibit C – Form of Construction Manager E-Verify Affidavit			
Exhibit D – Form of Subcontractor E-Verify Affidavit			

.7 Other documents, if any, listed below:

Owner's Request for Qualifications – RFQ No. 25-1003
Owner's Request for Proposals – RFP No. 25-1003

This Agreement is entered into as of the day and year first written above.

OWNER *(Signature)*

Jim Gilvin, Mayor
City of Alpharetta, Georgia
(Printed name and title)

CONSTRUCTION MANAGER *(Signature)*

Appling Wells, Vice President of Operations
Ajax Building Company, LLC
(Printed name and title)

Attest:

Lauren Shapiro
City Clerk

Approved as to substance:

Chris Lagerbloom, City Administrator

Approved as to form:
JARRARD & DAVIS, LLP

City Attorney

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EXHIBIT "C"

STATE OF GEORGIA
COUNTY OF _____

CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or corporation which is engaged in the physical performance of services on behalf of City of Alpharetta, Georgia, has registered with and is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b).

Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification
Number

Date of Authorization

Ajax Building Company, LLC
Name of Contractor

Fire Station 81 Renovation
Name of Project

City of Alpharetta, Georgia
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, 2025, in
_____ (city), _____ (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or
Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF
_____, 2025.

NOTARY PUBLIC

[NOTARY SEAL]

My Commission Expires:

EXHIBIT “D”

STATE OF GEORGIA
COUNTY OF _____

SUBCONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with Ajax Building Company, LLC, on behalf of the City of Alpharetta, Georgia, has registered with and is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period, and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five (5) business days of receipt. If the undersigned subcontractor receives notice that a sub-subcontractor has received an affidavit from any other contracted sub-subcontractor, the undersigned subcontractor must forward, within five (5) business days of receipt, a copy of the notice to the contractor.

Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification
Number

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, 2025 in
_____ (city), _____ (state).

Date of Authorization

Signature of Authorized Officer or Agent

Name of Subcontractor

Printed Name and Title of Authorized Officer or Agent

Fire Station 81 Renovation
Name of Project

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF
_____, 2025.

City of Alpharetta, Georgia
Name of Public Employer

NOTARY PUBLIC

[NOTARY SEAL]

My Commission Expires:



AIA® Document A201® – 2017

General Conditions of the Contract for Construction

for the following PROJECT:

(Name and location or address)

Fire Station 81 Clean Room and Renovations
2970 Webb Bridge Road
Alpharetta, Georgia

THE OWNER:

(Name, legal status and address)

City of Alpharetta, a municipal corporation of the State of Georgia
2 Park Plaza
Alpharetta, Georgia 30009

THE ARCHITECT:

(Name, legal status and address)

Jericho Design Group, LLC
208 Pirkle Ferry Road
Suite C
Cumming, Georgia 30040

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ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

For guidance in modifying this document to include supplementary conditions, see AIA Document A503™, Guide for Supplementary Conditions.

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ARTICLE 1 GENERAL PROVISIONS

§ 1.1 Basic Definitions

§ 1.1.1 The Contract Documents

The Contract Documents are enumerated in the Agreement between the Owner and Contractor (hereinafter the Agreement) and consist of the Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of the Contract, other documents listed in the Agreement, and Modifications issued after execution of the Contract. A Modification is (1) a written amendment to the Contract signed by both parties, (2) a Change Order, (3) a Construction Change Directive, or (4) a written order for a minor change in the Work issued by the Architect. Unless specifically enumerated in the Agreement, the Contract Documents do not include the advertisement or invitation to bid, Instructions to Bidders, sample forms, other information furnished by the Owner in anticipation of receiving bids or proposals, the Contractor's bid or proposal, or portions of Addenda relating to bidding or proposal requirements.

§ 1.1.2 The Contract

The Contract Documents form the Contract for Construction. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Contract Documents shall not be construed to create a contractual relationship of any kind (1) between the Contractor and the Architect or the Architect's consultants, (2) between the Owner and a Subcontractor or a Sub-subcontractor, (3) between the Owner and the Architect or the Architect's consultants, or (4) between any persons or entities other than the Owner and the Contractor. The Architect shall, however, be entitled to performance and enforcement of obligations under the Contract intended to facilitate performance of the Architect's duties.

§ 1.1.3 The Work

The term "Work" means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment, and services provided or to be provided by the Contractor to fulfill the Contractor's obligations. The Work may constitute the whole or a part of the Project.

§ 1.1.4 The Project

The Project is the total construction of which the Work performed under the Contract Documents may be the whole or a part and which may include construction by the Owner and by Separate Contractors.

§ 1.1.5 The Drawings

The Drawings are the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules, and diagrams.

§ 1.1.6 The Specifications

The Specifications are that portion of the Contract Documents consisting of the written requirements for materials, equipment, systems, standards and workmanship for the Work, and performance of related services.

§ 1.1.7 Instruments of Service

Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Architect and the Architect's consultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials.

§ 1.1.8 Initial Decision Maker

The Initial Decision Maker is the person identified in the Agreement to render initial decisions on Claims in accordance with Section 15.2. The Initial Decision Maker shall not show partiality to the Owner or Contractor and shall not be liable for results of interpretations or decisions rendered in good faith.

§ 1.2 Correlation and Intent of the Contract Documents

§ 1.2.1 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all; performance by the Contractor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results.

§ 1.2.1.1 The invalidity of any provision of the Contract Documents shall not invalidate the Contract or its remaining provisions. If it is determined that any provision of the Contract Documents violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Contract Documents shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Contract.

§ 1.2.2 Organization of the Specifications into divisions, sections and articles, and arrangement of Drawings shall not control the Contractor in dividing the Work among Subcontractors or in establishing the extent of Work to be performed by any trade.

§ 1.2.3 Unless otherwise stated in the Contract Documents, words that have well-known technical or construction industry meanings are used in the Contract Documents in accordance with such recognized meanings.

§ 1.3 Capitalization

Terms capitalized in these General Conditions include those that are (1) specifically defined, (2) the titles of numbered articles, or (3) the titles of other documents published by the American Institute of Architects.

§ 1.4 Interpretation

In the interest of brevity the Contract Documents frequently omit modifying words such as "all" and "any" and articles such as "the" and "an," but the fact that a modifier or an article is absent from one statement and appears in another is not intended to affect the interpretation of either statement.

§ 1.5 Ownership and Use of Drawings, Specifications, and Other Instruments of Service

§ 1.5.1 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and retain all common law, statutory, and other reserved rights in their Instruments of Service, including copyrights. The Contractor, Subcontractors, Sub-subcontractors, and suppliers shall not own or claim a copyright in the Instruments of Service. Submittal or distribution to meet official regulatory requirements or for other purposes in connection with the Project is not to be construed as publication in derogation of the Architect's or Architect's consultants' reserved rights.

§ 1.5.2 The Contractor, Subcontractors, Sub-subcontractors, and suppliers are authorized to use and reproduce the Instruments of Service provided to them, subject to any protocols established pursuant to Sections 1.7 and 1.8, solely and exclusively for execution of the Work. All copies made under this authorization shall bear the copyright notice, if any, shown on the Instruments of Service. The Contractor, Subcontractors, Sub-subcontractors, and suppliers may not use the Instruments of Service on other projects or for additions to the Project outside the scope of the Work without the specific written consent of the Owner, Architect, and the Architect's consultants.

§ 1.6 Notice

§ 1.6.1 Except as otherwise provided in Section 1.6.2, where the Contract Documents require one party to notify or give notice to the other party, such notice shall be provided in writing to the designated representative of the party to whom the notice is addressed and shall be deemed to have been duly served if delivered in person, by mail, by courier, or by electronic transmission if a method for electronic transmission is set forth in the Agreement.

§ 1.6.2 Notice of Claims as provided in Section 15.1.3 shall be provided in writing and shall be deemed to have been duly served only if delivered to the designated representative of the party to whom the notice is addressed by certified or registered mail, or by courier providing proof of delivery.

§ 1.7 Digital Data Use and Transmission

The parties shall agree upon written protocols governing the transmission and use of, and reliance on, Instruments of Service or any other information or documentation in digital form.

§ 1.8 Building Information Models Use and Reliance

Any use of, or reliance on, all or a portion of a building information model without agreement to written protocols governing the use of, and reliance on, the information contained in the model shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

ARTICLE 2 OWNER

§ 2.1 General

§ 2.1.1 The Owner is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Owner shall designate in writing a representative who shall have express authority to bind the Owner with respect to all matters requiring the Owner's approval or authorization. Except as otherwise provided in Section 4.2.1, the Architect does not have such authority. The term "Owner" means the Owner or the Owner's authorized representative.

§ 2.1.2 The Owner shall furnish to the Contractor, within fifteen days after receipt of a written request, information necessary and relevant for the Contractor to evaluate, give notice of, or enforce mechanic's lien rights. Such information shall include a correct statement of the record legal title to the property on which the Project is located, usually referred to as the site, and the Owner's interest therein.

§ 2.2 Reserved

(Paragraphs deleted)

§ 2.3 Information and Services Required of the Owner

§ 2.3.1 Except for permits and fees that are the responsibility of the Contractor under the Contract Documents, including those required under Section 3.7.1, the Owner shall secure and pay for necessary approvals, easements, assessments and charges required for construction, use or occupancy of permanent structures or for permanent changes in existing facilities.

§ 2.3.2 The Owner shall retain an architect lawfully licensed to practice architecture, or an entity lawfully practicing architecture, in the jurisdiction where the Project is located. That person or entity is identified as the Architect in the Agreement and is referred to throughout the Contract Documents as if singular in number.

§ 2.3.3 If the employment of the Architect terminates, the Owner shall employ a successor to whom the Contractor has no reasonable objection and whose status under the Contract Documents shall be that of the Architect.

§ 2.3.4 The Owner shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. The Contractor shall be entitled to rely on the accuracy of information furnished by the Owner but shall exercise proper precautions relating to the safe performance of the Work.

§ 2.3.5 The Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Contractor's performance of the Work with reasonable promptness after receiving the Contractor's written request for such information or services.

§ 2.3.6 Unless otherwise provided in the Contract Documents, the Owner shall furnish to the Contractor one copy of the Contract Documents for purposes of making reproductions pursuant to Section 1.5.2.

§ 2.4 Owner's Right to Stop the Work

If the Contractor fails to correct Work that is not in accordance with the requirements of the Contract Documents as required by Section 12.2 or repeatedly fails to carry out Work in accordance with the Contract Documents, the Owner may issue a written order to the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the Owner to stop the Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity, except to the extent required by Section 6.1.3.

§ 2.5 Owner's Right to Carry Out the Work

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a ten-day period after receipt of notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, without prejudice to other remedies the Owner may have, correct such default or neglect. Such action by the Owner and amounts charged to the Contractor are both subject to prior approval of the Architect and the Architect may, pursuant to Section 9.5.1, withhold or nullify a Certificate for Payment in whole or in part, to the extent reasonably necessary to reimburse the Owner for the reasonable cost of

correcting such deficiencies, including Owner's expenses and compensation for the Architect's additional services made necessary by such default, neglect, or failure. If current and future payments are not sufficient to cover such amounts, the Contractor shall pay the difference to the Owner. If the Contractor disagrees with the actions of the Owner or the Architect, or the amounts claimed as costs to the Owner, the Contractor may file a Claim pursuant to Article 15.

ARTICLE 3 CONTRACTOR

§ 3.1 General

§ 3.1.1 The Contractor is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Contractor shall be lawfully licensed, if required in the jurisdiction where the Project is located. The Contractor shall designate in writing a representative who shall have express authority to bind the Contractor with respect to all matters under this Contract. The term "Contractor" means the Contractor or the Contractor's authorized representative.

§ 3.1.2 The Contractor shall perform the Work in accordance with the Contract Documents.

§ 3.1.3 The Contractor shall not be relieved of its obligations to perform the Work in accordance with the Contract Documents either by activities or duties of the Architect in the Architect's administration of the Contract, or by tests, inspections or approvals required or performed by persons or entities other than the Contractor.

§ 3.2 Review of Contract Documents and Field Conditions by Contractor

§ 3.2.1 Execution of the Contract by the Contractor is a representation that the Contractor has visited the site, become generally familiar with local conditions under which the Work is to be performed, and correlated personal observations with requirements of the Contract Documents.

§ 3.2.2 Because the Contract Documents are complementary, the Contractor shall, before starting each portion of the Work, carefully study and compare the various Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 2.3.4, shall take field measurements of any existing conditions related to that portion of the Work, and shall observe any conditions at the site affecting it. These obligations are for the purpose of facilitating coordination and construction by the Contractor and are not for the purpose of discovering errors, omissions, or inconsistencies in the Contract Documents; however, the Contractor shall promptly report to the Architect any errors, inconsistencies or omissions discovered by or made known to the Contractor as a request for information in such form as the Architect may require. It is recognized that the Contractor's review is made in the Contractor's capacity as a contractor and not as a licensed design professional, unless otherwise specifically provided in the Contract Documents.

§ 3.2.3 The Contractor is not required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Contractor shall promptly report to the Architect any nonconformity discovered by or made known to the Contractor as a request for information in such form as the Architect may require.

§ 3.2.4 If the Contractor believes that additional cost or time is involved because of clarifications or instructions the Architect issues in response to the Contractor's notices or requests for information pursuant to Sections 3.2.2 or 3.2.3, the Contractor shall submit Claims as provided in Article 15. If the Contractor fails to perform the obligations of Sections 3.2.2 or 3.2.3, the Contractor shall pay such costs and damages to the Owner, subject to Section 15.1.7, as would have been avoided if the Contractor had performed such obligations. If the Contractor performs those obligations, the Contractor shall not be liable to the Owner or Architect for damages resulting from errors, inconsistencies or omissions in the Contract Documents, for differences between field measurements or conditions and the Contract Documents, or for nonconformities of the Contract Documents to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities.

§ 3.3 Supervision and Construction Procedures

§ 3.3.1 The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for, and have control over, construction means, methods, techniques, sequences, and procedures, and for coordinating all portions of the Work under the Contract. If the Contract Documents give specific instructions concerning construction means, methods, techniques, sequences, or procedures, the Contractor shall evaluate the jobsite safety thereof and shall be solely responsible for the jobsite safety of such means, methods,

techniques, sequences, or procedures. If the Contractor determines that such means, methods, techniques, sequences or procedures may not be safe, the Contractor shall give timely notice to the Owner and Architect, and shall propose alternative means, methods, techniques, sequences, or procedures. The Architect shall evaluate the proposed alternative solely for conformance with the design intent for the completed construction. Unless the Architect objects to the Contractor's proposed alternative, the Contractor shall perform the Work using its alternative means, methods, techniques, sequences, or procedures.

§ 3.3.2 The Contractor shall be responsible to the Owner for acts and omissions of the Contractor's employees, Subcontractors and their agents and employees, and other persons or entities performing portions of the Work for, or on behalf of, the Contractor or any of its Subcontractors.

§ 3.3.3 The Contractor shall be responsible for inspection of portions of Work already performed to determine that such portions are in proper condition to receive subsequent Work.

§ 3.4 Labor and Materials

§ 3.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

§ 3.4.2 Except in the case of minor changes in the Work approved by the Architect in accordance with Section 3.12.8 or ordered by the Architect in accordance with Section 7.4, the Contractor may make substitutions only with the consent of the Owner, after evaluation by the Architect and in accordance with a Change Order or Construction Change Directive.

§ 3.4.3 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work. The Contractor shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them.

§ 3.5 Warranty

§ 3.5.1 The Contractor warrants to the Owner and Architect that materials and equipment furnished under the Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Contractor further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage. If required by the Architect, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.

§ 3.5.2 All material, equipment, or other special warranties required by the Contract Documents shall be issued in the name of the Owner, or shall be transferable to the Owner, and shall commence in accordance with Section 9.8.4.

§ 3.6 Taxes

The Contractor shall pay sales, consumer, use and similar taxes for the Work provided by the Contractor that are legally enacted when bids are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect.

§ 3.7 Permits, Fees, Notices and Compliance with Laws

§ 3.7.1 Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit as well as for other permits, fees, licenses, and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded.

§ 3.7.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work.

§ 3.7.3 If the Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Contractor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.

§ 3.7.4 Concealed or Unknown Conditions

If the Contractor encounters conditions at the site that are (1) subsurface or otherwise concealed physical conditions that differ materially from those indicated in the Contract Documents or (2) unknown physical conditions of an unusual nature that differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Contract Documents, the Contractor shall promptly provide notice to the Owner and the Architect before conditions are disturbed and in no event later than 14 days after first observance of the conditions. The Architect will promptly investigate such conditions and, if the Architect determines that they differ materially and cause an increase or decrease in the Contractor's cost of, or time required for, performance of any part of the Work, will recommend that an equitable adjustment be made in the Contract Sum or Contract Time, or both. If the Architect determines that the conditions at the site are not materially different from those indicated in the Contract Documents and that no change in the terms of the Contract is justified, the Architect shall promptly notify the Owner and Contractor, stating the reasons. If either party disputes the Architect's determination or recommendation, that party may submit a Claim as provided in Article 15.

§ 3.7.5 If, in the course of the Work, the Contractor encounters human remains or recognizes the existence of burial markers, archaeological sites or wetlands not indicated in the Contract Documents, the Contractor shall immediately suspend any operations that would affect them and shall notify the Owner and Architect. Upon receipt of such notice, the Owner shall promptly take any action necessary to obtain governmental authorization required to resume the operations. The Contractor shall continue to suspend such operations until otherwise instructed by the Owner but shall continue with all other operations that do not affect those remains or features. Requests for adjustments in the Contract Sum and Contract Time arising from the existence of such remains or features may be made as provided in Article 15.

§ 3.8 Allowances

§ 3.8.1 The Contractor shall include in the Contract Sum all allowances stated in the Contract Documents. Items covered by allowances shall be supplied for such amounts and by such persons or entities as the Owner may direct, but the Contractor shall not be required to employ persons or entities to whom the Contractor has reasonable objection.

§ 3.8.2 Unless otherwise provided in the Contract Documents,

- .1 allowances shall cover the cost to the Contractor of materials and equipment delivered at the site and all required taxes, less applicable trade discounts;
- .2 Contractor's costs for unloading and handling at the site, labor, installation costs, overhead, profit, and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum but not in the allowances; and
- .3 whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order. The amount of the Change Order shall reflect (1) the difference between actual costs and the allowances under Section 3.8.2.1 and (2) changes in Contractor's costs under Section 3.8.2.2.

§ 3.8.3 Materials and equipment under an allowance shall be selected by the Owner with reasonable promptness.

§ 3.9 Superintendent

§ 3.9.1 The Contractor shall employ a competent superintendent and necessary assistants who shall be in attendance at the Project site during performance of the Work. The superintendent shall represent the Contractor, and communications given to the superintendent shall be as binding as if given to the Contractor.

§ 3.9.2 The Contractor, as soon as practicable after award of the Contract, shall notify the Owner and Architect of the name and qualifications of a proposed superintendent. Within 14 days of receipt of the information, the Architect may notify the Contractor, stating whether the Owner or the Architect (1) has reasonable objection to the proposed superintendent or (2) requires additional time for review. Failure of the Architect to provide notice within the 14-day period shall constitute notice of no reasonable objection.

§ 3.9.3 The Contractor shall not employ a proposed superintendent to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not change the superintendent without the Owner's consent, which shall not unreasonably be withheld or delayed.

§ 3.10 Contractor's Construction and Submittal Schedules

§ 3.10.1 The Contractor, promptly after being awarded the Contract, shall submit for the Owner's and Architect's information a Contractor's construction schedule for the Work. The schedule shall contain detail appropriate for the Project, including (1) the date of commencement of the Work, interim schedule milestone dates, and the date of Substantial Completion; (2) an apportionment of the Work by construction activity; and (3) the time required for completion of each portion of the Work. The schedule shall provide for the orderly progression of the Work to completion and shall not exceed time limits current under the Contract Documents. The schedule shall be revised at appropriate intervals as required by the conditions of the Work and Project.

§ 3.10.2 The Contractor, promptly after being awarded the Contract and thereafter as necessary to maintain a current submittal schedule, shall submit a submittal schedule for the Architect's approval. The Architect's approval shall not be unreasonably delayed or withheld. The submittal schedule shall (1) be coordinated with the Contractor's construction schedule, and (2) allow the Architect reasonable time to review submittals. If the Contractor fails to submit a submittal schedule, or fails to provide submittals in accordance with the approved submittal schedule, the Contractor shall not be entitled to any increase in Contract Sum or extension of Contract Time based on the time required for review of submittals.

§ 3.10.3 The Contractor shall perform the Work in general accordance with the most recent schedules submitted to the Owner and Architect.

§ 3.11 Documents and Samples at the Site

The Contractor shall make available, at the Project site, the Contract Documents, including Change Orders, Construction Change Directives, and other Modifications, in good order and marked currently to indicate field changes and selections made during construction, and the approved Shop Drawings, Product Data, Samples, and similar required submittals. These shall be in electronic form or paper copy, available to the Architect and Owner, and delivered to the Architect for submittal to the Owner upon completion of the Work as a record of the Work as constructed.

§ 3.12 Shop Drawings, Product Data and Samples

§ 3.12.1 Shop Drawings are drawings, diagrams, schedules, and other data specially prepared for the Work by the Contractor or a Subcontractor, Sub-subcontractor, manufacturer, supplier, or distributor to illustrate some portion of the Work.

§ 3.12.2 Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams, and other information furnished by the Contractor to illustrate materials or equipment for some portion of the Work.

§ 3.12.3 Samples are physical examples that illustrate materials, equipment, or workmanship, and establish standards by which the Work will be judged.

§ 3.12.4 Shop Drawings, Product Data, Samples, and similar submittals are not Contract Documents. Their purpose is to demonstrate how the Contractor proposes to conform to the information given and the design concept expressed in the Contract Documents for those portions of the Work for which the Contract Documents require submittals. Review by the Architect is subject to the limitations of Section 4.2.7. Informational submittals upon which the Architect is not expected to take responsive action may be so identified in the Contract Documents. Submittals that are not required by the Contract Documents may be returned by the Architect without action.

§ 3.12.5 The Contractor shall review for compliance with the Contract Documents, approve, and submit to the Architect, Shop Drawings, Product Data, Samples, and similar submittals required by the Contract Documents, in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the Owner or of Separate Contractors.

§ 3.12.6 By submitting Shop Drawings, Product Data, Samples, and similar submittals, the Contractor represents to the Owner and Architect that the Contractor has (1) reviewed and approved them, (2) determined and verified materials, field measurements and field construction criteria related thereto, or will do so, and (3) checked and

coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents.

§ 3.12.7 The Contractor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data, Samples, or similar submittals, until the respective submittal has been approved by the Architect.

§ 3.12.8 The Work shall be in accordance with approved submittals except that the Contractor shall not be relieved of responsibility for deviations from the requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data, Samples, or similar submittals, unless the Contractor has specifically notified the Architect of such deviation at the time of submittal and (1) the Architect has given written approval to the specific deviation as a minor change in the Work, or (2) a Change Order or Construction Change Directive has been issued authorizing the deviation. The Contractor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data, Samples, or similar submittals, by the Architect's approval thereof.

§ 3.12.9 The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data, Samples, or similar submittals, to revisions other than those requested by the Architect on previous submittals. In the absence of such notice, the Architect's approval of a resubmission shall not apply to such revisions.

§ 3.12.10 The Contractor shall not be required to provide professional services that constitute the practice of architecture or engineering unless such services are specifically required by the Contract Documents for a portion of the Work or unless the Contractor needs to provide such services in order to carry out the Contractor's responsibilities for construction means, methods, techniques, sequences, and procedures. The Contractor shall not be required to provide professional services in violation of applicable law.

§ 3.12.10.1 If professional design services or certifications by a design professional related to systems, materials, or equipment are specifically required of the Contractor by the Contract Documents, the Owner and the Architect will specify all performance and design criteria that such services must satisfy. The Contractor shall be entitled to rely upon the adequacy and accuracy of the performance and design criteria provided in the Contract Documents. The Contractor shall cause such services or certifications to be provided by an appropriately licensed design professional, whose signature and seal shall appear on all drawings, calculations, specifications, certifications, Shop Drawings, and other submittals prepared by such professional. Shop Drawings, and other submittals related to the Work, designed or certified by such professional, if prepared by others, shall bear such professional's written approval when submitted to the Architect. The Owner and the Architect shall be entitled to rely upon the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals, provided the Owner and Architect have specified to the Contractor the performance and design criteria that such services must satisfy. Pursuant to this Section 3.12.10, the Architect will review and approve or take other appropriate action on submittals only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents.

§ 3.12.10.2 If the Contract Documents require the Contractor's design professional to certify that the Work has been performed in accordance with the design criteria, the Contractor shall furnish such certifications to the Architect at the time and in the form specified by the Architect.

§ 3.13 Use of Site

The Contractor shall confine operations at the site to areas permitted by applicable laws, statutes, ordinances, codes, rules and regulations, lawful orders of public authorities, and the Contract Documents and shall not unreasonably encumber the site with materials or equipment.

§ 3.14 Cutting and Patching

§ 3.14.1 The Contractor shall be responsible for cutting, fitting, or patching required to complete the Work or to make its parts fit together properly. All areas requiring cutting, fitting, or patching shall be restored to the condition existing prior to the cutting, fitting, or patching, unless otherwise required by the Contract Documents.

§ 3.14.2 The Contractor shall not damage or endanger a portion of the Work or fully or partially completed construction of the Owner or Separate Contractors by cutting, patching, or otherwise altering such construction, or by excavation. The Contractor shall not cut or otherwise alter construction by the Owner or a Separate Contractor except

with written consent of the Owner and of the Separate Contractor. Consent shall not be unreasonably withheld. The Contractor shall not unreasonably withhold, from the Owner or a Separate Contractor, its consent to cutting or otherwise altering the Work.

§ 3.15 Cleaning Up

§ 3.15.1 The Contractor shall keep the premises and surrounding area free from accumulation of waste materials and rubbish caused by operations under the Contract. At completion of the Work, the Contractor shall remove waste materials, rubbish, the Contractor's tools, construction equipment, machinery, and surplus materials from and about the Project.

§ 3.15.2 If the Contractor fails to clean up as provided in the Contract Documents, the Owner may do so and the Owner shall be entitled to reimbursement from the Contractor.

§ 3.16 Access to Work

The Contractor shall provide the Owner and Architect with access to the Work in preparation and progress wherever located.

§ 3.17 Royalties, Patents and Copyrights

The Contractor shall pay all royalties and license fees. The Contractor shall defend suits or claims for infringement of copyrights and patent rights and shall hold the Owner and Architect harmless from loss on account thereof, but shall not be responsible for defense or loss when a particular design, process, or product of a particular manufacturer or manufacturers is required by the Contract Documents, or where the copyright violations are contained in Drawings, Specifications, or other documents prepared by the Owner or Architect. However, if an infringement of a copyright or patent is discovered by, or made known to, the Contractor, the Contractor shall be responsible for the loss unless the information is promptly furnished to the Architect.

§ 3.18 Indemnification

§ 3.18.1 Contractor shall indemnify, defend, and hold harmless Owner and Owner's elected and appointed officials, officers, boards, commissions, employees, representatives, consultants, servants, agents, attorneys, and volunteers (each party individually, an "Indemnified Party") for, from, and against any and all claims, suits, actions, judgments, injuries, damages, losses, costs, expenses, and liability of any kind whatsoever, including, but not limited to, attorney's fees and costs of defense ("Liabilities"), which may arise from or be the result of an alleged willful, negligent, or tortious act or omission arising out of the Work under the Agreement, performance of contracted services, or operations by Contractor, any Subcontractor, anyone directly or indirectly employed by Contractor or Subcontractor, or anyone for whose acts or omissions Contractor or Subcontractor may be liable, regardless of whether or not the act or omission is caused in part by an Indemnified Party (collectively, "Indemnity Obligation"); provided that i) such Indemnity Obligation does not include Liabilities caused by or resulting from the sole negligence of an Indemnified Party, and ii) with respect to Contractor's engineering, architectural, or land surveying services only, such Indemnity Obligation shall apply to Liabilities to the fullest extent permitted under O.C.G.A. § 13-8-2(c) and to the extent caused by or resulting from the negligence, recklessness, or intentionally wrongful conduct of the Contractor or other persons employed or utilized by the Contractor in the performance of the Agreement. The Indemnity Obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this provision. The Indemnity Obligation shall survive expiration or termination of the Agreement, provided that the claims are based upon or arise out of actions or omissions that occurred during the performance of the Agreement.

§ 3.18.2 In any and all claims against an Indemnified Party by any employee of Contractor, its Subcontractor, anyone directly or indirectly employed by Contractor or Subcontractor, or anyone for whose acts Contractor or Subcontractor may be liable, the Indemnity Obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for Contractor or any Subcontractor under workers' or workmen's compensation acts, disability benefit acts, or other employee benefit acts.

ARTICLE 4 ARCHITECT

§ 4.1 General

§ 4.1.1 The Architect is the person or entity retained by the Owner pursuant to Section 2.3.2 and identified as such in the Agreement.

§ 4.1.2 Duties, responsibilities, and limitations of authority of the Architect as set forth in the Contract Documents shall not be restricted, modified, or extended without written consent of the Owner, Contractor, and Architect. Consent shall not be unreasonably withheld.

§ 4.2 Administration of the Contract

§ 4.2.1 The Architect will provide administration of the Contract as described in the Contract Documents and will be an Owner's representative during construction until the date the Architect issues the final Certificate for Payment. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents.

§ 4.2.2 The Architect will visit the site at intervals appropriate to the stage of construction, or as otherwise agreed with the Owner, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine in general if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. The Architect will not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents.

§ 4.2.3 On the basis of the site visits, the Architect will keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work. The Architect will not be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect will not have control over or charge of, and will not be responsible for acts or omissions of, the Contractor, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work.

§ 4.2.4 Communications

The Owner and Contractor shall include the Architect in all communications that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect. Communications by and with Subcontractors and suppliers shall be through the Contractor. Communications by and with Separate Contractors shall be through the Owner. The Contract Documents may specify other communication protocols.

§ 4.2.5 Based on the Architect's evaluations of the Contractor's Applications for Payment, the Architect will review and certify the amounts due the Contractor and will issue Certificates for Payment in such amounts.

§ 4.2.6 The Architect has authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect will have authority to require inspection or testing of the Work in accordance with Sections 13.4.2 and 13.4.3, whether or not the Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 4.2.7 The Architect will review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data, and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect's action will be taken in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Contractor as required by the Contract Documents. The Architect's review of the Contractor's submittals shall not relieve the Contractor of the obligations under Sections 3.3, 3.5, and 3.12. The Architect's review shall not constitute approval of safety precautions or of any construction means, methods, techniques, sequences, or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 4.2.8 The Architect will prepare Change Orders and Construction Change Directives, and may order minor changes in the Work as provided in Section 7.4. The Architect will investigate and make determinations and recommendations regarding concealed and unknown conditions as provided in Section 3.7.4.

§ 4.2.9 The Architect will conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion pursuant to Section 9.8; receive and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract and assembled by the Contractor pursuant to Section 9.10; and issue a final Certificate for Payment pursuant to Section 9.10.

§ 4.2.10 If the Owner and Architect agree, the Architect will provide one or more Project representatives to assist in carrying out the Architect's responsibilities at the site. The Owner shall notify the Contractor of any change in the duties, responsibilities and limitations of authority of the Project representatives.

§ 4.2.11 The Architect will interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 4.2.12 Interpretations and decisions of the Architect will be consistent with the intent of, and reasonably inferable from, the Contract Documents and will be in writing or in the form of drawings. When making such interpretations and decisions, the Architect will endeavor to secure faithful performance by both Owner and Contractor, will not show partiality to either, and will not be liable for results of interpretations or decisions rendered in good faith.

§ 4.2.13 The Architect's decisions on matters relating to aesthetic effect will be final if consistent with the intent expressed in the Contract Documents.

§ 4.2.14 The Architect will review and respond to requests for information about the Contract Documents. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness. If appropriate, the Architect will prepare and issue supplemental Drawings and Specifications in response to the requests for information.

ARTICLE 5 SUBCONTRACTORS

§ 5.1 Definitions

§ 5.1.1 A Subcontractor is a person or entity who has a direct contract with the Contractor to perform a portion of the Work at the site. The term "Subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Subcontractor or an authorized representative of the Subcontractor. The term "Subcontractor" does not include a Separate Contractor or the subcontractors of a Separate Contractor.

§ 5.1.2 A Sub-subcontractor is a person or entity who has a direct or indirect contract with a Subcontractor to perform a portion of the Work at the site. The term "Sub-subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Sub-subcontractor or an authorized representative of the Sub-subcontractor.

§ 5.2 Award of Subcontracts and Other Contracts for Portions of the Work

§ 5.2.1 Unless otherwise stated in the Contract Documents, the Contractor, as soon as practicable after award of the Contract, shall notify the Owner and Architect of the persons or entities proposed for each principal portion of the Work, including those who are to furnish materials or equipment fabricated to a special design. Within 14 days of receipt of the information, the Architect may notify the Contractor whether the Owner or the Architect (1) has reasonable objection to any such proposed person or entity or (2) requires additional time for review. Failure of the Architect to provide notice within the 14-day period shall constitute notice of no reasonable objection.

§ 5.2.2 The Contractor shall not contract with a proposed person or entity to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not be required to contract with anyone to whom the Contractor has made reasonable objection.

§ 5.2.3 If the Owner or Architect has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner or Architect has no reasonable objection. If the proposed but rejected Subcontractor was reasonably capable of performing the Work, the Contract Sum and Contract Time shall be

increased or decreased by the difference, if any, occasioned by such change, and an appropriate Change Order shall be issued before commencement of the substitute Subcontractor's Work. However, no increase in the Contract Sum or Contract Time shall be allowed for such change unless the Contractor has acted promptly and responsively in submitting names as required.

§ 5.2.4 The Contractor shall not substitute a Subcontractor, person, or entity for one previously selected if the Owner or Architect makes reasonable objection to such substitution.

§ 5.3 Subcontractual Relations

By appropriate written agreement, the Contractor shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to the Contractor by terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities, including the responsibility for safety of the Subcontractor's Work that the Contractor, by these Contract Documents, assumes toward the Owner and Architect. Each subcontract agreement shall preserve and protect the rights of the Owner and Architect under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise in the subcontract agreement, the benefit of all rights, remedies, and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound, and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement that may be at variance with the Contract Documents. Subcontractors will similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors.

§ 5.4 Contingent Assignment of Subcontracts

§ 5.4.1 Each subcontract agreement for a portion of the Work is assigned by the Contractor to the Owner, provided that

- .1 assignment is effective only after termination of the Contract by the Owner for cause pursuant to Section 14.2 and only for those subcontract agreements that the Owner accepts by notifying the Subcontractor and Contractor; and
- .2 assignment is subject to the prior rights of the surety, if any, obligated under bond relating to the Contract.

When the Owner accepts the assignment of a subcontract agreement, the Owner assumes the Contractor's rights and obligations under the subcontract.

§ 5.4.2 Upon such assignment, if the Work has been suspended for more than 30 days, the Subcontractor's compensation shall be equitably adjusted for increases in cost resulting from the suspension.

§ 5.4.3 Upon assignment to the Owner under this Section 5.4, the Owner may further assign the subcontract to a successor contractor or other entity. If the Owner assigns the subcontract to a successor contractor or other entity, the Owner shall nevertheless remain legally responsible for all of the successor contractor's obligations under the subcontract.

ARTICLE 6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS

§ 6.1 Owner's Right to Perform Construction and to Award Separate Contracts

§ 6.1.1 The term "Separate Contractor(s)" shall mean other contractors retained by the Owner under separate agreements. The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and with Separate Contractors retained under Conditions of the Contract substantially similar to those of this Contract, including those provisions of the Conditions of the Contract related to insurance and waiver of subrogation.

§ 6.1.2 When separate contracts are awarded for different portions of the Project or other construction or operations on the site, the term "Contractor" in the Contract Documents in each case shall mean the Contractor who executes each separate Owner-Contractor Agreement.

§ 6.1.3 The Owner shall provide for coordination of the activities of the Owner's own forces and of each Separate Contractor with the Work of the Contractor, who shall cooperate with them. The Contractor shall participate with any

Separate Contractors and the Owner in reviewing their construction schedules. The Contractor shall make any revisions to its construction schedule deemed necessary after a joint review and mutual agreement. The construction schedules shall then constitute the schedules to be used by the Contractor, Separate Contractors, and the Owner until subsequently revised.

§ 6.1.4 Unless otherwise provided in the Contract Documents, when the Owner performs construction or operations related to the Project with the Owner's own forces or with Separate Contractors, the Owner or its Separate Contractors shall have the same obligations and rights that the Contractor has under the Conditions of the Contract, including, without excluding others, those stated in Article 3, this Article 6, and Articles 10, 11, and 12.

§ 6.2 Mutual Responsibility

§ 6.2.1 The Contractor shall afford the Owner and Separate Contractors reasonable opportunity for introduction and storage of their materials and equipment and performance of their activities, and shall connect and coordinate the Contractor's construction and operations with theirs as required by the Contract Documents.

§ 6.2.2 If part of the Contractor's Work depends for proper execution or results upon construction or operations by the Owner or a Separate Contractor, the Contractor shall, prior to proceeding with that portion of the Work, promptly notify the Architect of apparent discrepancies or defects in the construction or operations by the Owner or Separate Contractor that would render it unsuitable for proper execution and results of the Contractor's Work. Failure of the Contractor to notify the Architect of apparent discrepancies or defects prior to proceeding with the Work shall constitute an acknowledgment that the Owner's or Separate Contractor's completed or partially completed construction is fit and proper to receive the Contractor's Work. The Contractor shall not be responsible for discrepancies or defects in the construction or operations by the Owner or Separate Contractor that are not apparent.

§ 6.2.3 The Contractor shall reimburse the Owner for costs the Owner incurs that are payable to a Separate Contractor because of the Contractor's delays, improperly timed activities or defective construction. The Owner shall be responsible to the Contractor for costs the Contractor incurs because of a Separate Contractor's delays, improperly timed activities, damage to the Work or defective construction.

§ 6.2.4 The Contractor shall promptly remedy damage that the Contractor wrongfully causes to completed or partially completed construction or to property of the Owner or Separate Contractor as provided in Section 10.2.5.

§ 6.2.5 The Owner and each Separate Contractor shall have the same responsibilities for cutting and patching as are described for the Contractor in Section 3.14.

§ 6.3 Owner's Right to Clean Up

If a dispute arises among the Contractor, Separate Contractors, and the Owner as to the responsibility under their respective contracts for maintaining the premises and surrounding area free from waste materials and rubbish, the Owner may clean up and the Architect will allocate the cost among those responsible.

ARTICLE 7 CHANGES IN THE WORK

§ 7.1 General

§ 7.1.1 Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by Change Order, Construction Change Directive or order for a minor change in the Work, subject to the limitations stated in this Article 7 and elsewhere in the Contract Documents.

§ 7.1.2 A Change Order shall be based upon agreement among the Owner, Contractor, and Architect. A Construction Change Directive requires agreement by the Owner and Architect and may or may not be agreed to by the Contractor. An order for a minor change in the Work may be issued by the Architect alone.

§ 7.1.3 Changes in the Work shall be performed under applicable provisions of the Contract Documents. The Contractor shall proceed promptly with changes in the Work, unless otherwise provided in the Change Order, Construction Change Directive, or order for a minor change in the Work.

§ 7.2 Change Orders

§ 7.2.1 A Change Order is a written instrument prepared by the Architect and signed by the Owner, Contractor, and Architect stating their agreement upon all of the following:

- .1 The change in the Work;
- .2 The amount of the adjustment, if any, in the Contract Sum; and
- .3 The extent of the adjustment, if any, in the Contract Time.

§ 7.3 Construction Change Directives

§ 7.3.1 A Construction Change Directive is a written order prepared by the Architect and signed by the Owner and Architect, directing a change in the Work prior to agreement on adjustment, if any, in the Contract Sum or Contract Time, or both. The Owner may by Construction Change Directive, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions, or other revisions, the Contract Sum and Contract Time being adjusted accordingly.

§ 7.3.2 A Construction Change Directive shall be used in the absence of total agreement on the terms of a Change Order.

§ 7.3.3 If the Construction Change Directive provides for an adjustment to the Contract Sum, the adjustment shall be based on one of the following methods:

- .1 Mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation;
- .2 Unit prices stated in the Contract Documents or subsequently agreed upon;
- .3 Cost to be determined in a manner agreed upon by the parties and a mutually acceptable fixed or percentage fee; or
- .4 As provided in Section 7.3.4.

§ 7.3.4 If the Contractor does not respond promptly or disagrees with the method for adjustment in the Contract Sum, the Architect shall determine the adjustment on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase in the Contract Sum, an amount for overhead and profit as set forth in the Agreement, or if no such amount is set forth in the Agreement, a reasonable amount. In such case, and also under Section 7.3.3.3, the Contractor shall keep and present, in such form as the Architect may prescribe, an itemized accounting together with appropriate supporting data. Unless otherwise provided in the Contract Documents, costs for the purposes of this Section 7.3.4 shall be limited to the following:

- .1 Costs of labor, including applicable payroll taxes, fringe benefits required by agreement or custom, workers' compensation insurance, and other employee costs approved by the Architect;
- .2 Costs of materials, supplies, and equipment, including cost of transportation, whether incorporated or consumed;
- .3 Rental costs of machinery and equipment, exclusive of hand tools, whether rented from the Contractor or others;
- .4 Costs of premiums for all bonds and insurance, permit fees, and sales, use, or similar taxes, directly related to the change; and
- .5 Costs of supervision and field office personnel directly attributable to the change.

§ 7.3.5 If the Contractor disagrees with the adjustment in the Contract Time, the Contractor may make a Claim in accordance with applicable provisions of Article 15.

§ 7.3.6 Upon receipt of a Construction Change Directive, the Contractor shall promptly proceed with the change in the Work involved and advise the Architect of the Contractor's agreement or disagreement with the method, if any, provided in the Construction Change Directive for determining the proposed adjustment in the Contract Sum or Contract Time.

§ 7.3.7 A Construction Change Directive signed by the Contractor indicates the Contractor's agreement therewith, including adjustment in Contract Sum and Contract Time or the method for determining them. Such agreement shall be effective immediately and shall be recorded as a Change Order.

§ 7.3.8 The amount of credit to be allowed by the Contractor to the Owner for a deletion or change that results in a net decrease in the Contract Sum shall be actual net cost as confirmed by the Architect. When both additions and credits covering related Work or substitutions are involved in a change, the allowance for overhead and profit shall be figured on the basis of net increase, if any, with respect to that change.

§ 7.3.9 Pending final determination of the total cost of a Construction Change Directive to the Owner, the Contractor may request payment for Work completed under the Construction Change Directive in Applications for Payment. The Architect will make an interim determination for purposes of monthly certification for payment for those costs and certify for payment the amount that the Architect determines, in the Architect's professional judgment, to be reasonably justified. The Architect's interim determination of cost shall adjust the Contract Sum on the same basis as a Change Order, subject to the right of either party to disagree and assert a Claim in accordance with Article 15.

§ 7.3.10 When the Owner and Contractor agree with a determination made by the Architect concerning the adjustments in the Contract Sum and Contract Time, or otherwise reach agreement upon the adjustments, such agreement shall be effective immediately and the Architect will prepare a Change Order. Change Orders may be issued for all or any part of a Construction Change Directive.

§ 7.4 Minor Changes in the Work

The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. The Architect's order for minor changes shall be in writing. If the Contractor believes that the proposed minor change in the Work will affect the Contract Sum or Contract Time, the Contractor shall notify the Architect and shall not proceed to implement the change in the Work. If the Contractor performs the Work set forth in the Architect's order for a minor change without prior notice to the Architect that such change will affect the Contract Sum or Contract Time, the Contractor waives any adjustment to the Contract Sum or extension of the Contract Time.

ARTICLE 8 TIME

§ 8.1 Definitions

§ 8.1.1 Unless otherwise provided, Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work.

§ 8.1.2 The date of commencement of the Work is the date established in the Agreement.

§ 8.1.3 The date of Substantial Completion is the date certified by the Architect in accordance with Section 9.8.

§ 8.1.4 The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

§ 8.2 Progress and Completion

§ 8.2.1 Time limits stated in the Contract Documents are of the essence of the Contract. By executing the Agreement, the Contractor confirms that the Contract Time is a reasonable period for performing the Work.

§ 8.2.2 The Contractor shall not knowingly, except by agreement or instruction of the Owner in writing, commence the Work prior to the effective date of insurance required to be furnished by the Contractor and Owner.

§ 8.2.3 The Contractor shall proceed expeditiously with adequate forces and shall achieve Substantial Completion within the Contract Time.

§ 8.3 Delays and Extensions of Time

§ 8.3.1 If the Contractor is delayed at any time in the commencement or progress of the Work by (1) an act or neglect of the Owner or Architect, of an employee of either, or of a Separate Contractor; (2) by changes ordered in the Work; (3) by labor disputes, fire, unusual delay in deliveries, unavoidable casualties, adverse weather conditions documented in accordance with Section 15.1.6.2, or other causes beyond the Contractor's control; (4) by delay authorized by the Owner pending mediation and binding dispute resolution; or (5) by other causes that the Contractor asserts, and the Architect determines, justify delay, then the Contract Time shall be extended for such reasonable time as the Architect may determine.

§ 8.3.1.1 Contractor shall provide Owner prompt notice of any delays under Section 8.3.1. Such notice shall include detailed descriptions of the reasons for such delay and documentation supporting the basis for the delay.

§ 8.3.2 Claims relating to time shall be made in accordance with applicable provisions of Article 15.

§ 8.3.3 This Section 8.3 does not preclude recovery of damages for delay by either party under other provisions of the Contract Documents.

ARTICLE 9 PAYMENTS AND COMPLETION

§ 9.1 Contract Sum

§ 9.1.1 The Contract Sum is stated in the Agreement and, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents.

§ 9.1.2 If unit prices are stated in the Contract Documents or subsequently agreed upon, and if quantities originally contemplated are materially changed so that application of such unit prices to the actual quantities causes substantial inequity to the Owner or Contractor, the applicable unit prices shall be equitably adjusted.

§ 9.2 Schedule of Values

Where the Contract is based on a stipulated sum or Guaranteed Maximum Price, the Contractor shall submit a schedule of values to the Architect before the first Application for Payment, allocating the entire Contract Sum to the various portions of the Work. The schedule of values shall be prepared in the form, and supported by the data to substantiate its accuracy, required by the Architect. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment. Any changes to the schedule of values shall be submitted to the Architect and supported by such data to substantiate its accuracy as the Architect may require, and unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's subsequent Applications for Payment.

§ 9.3 Applications for Payment

§ 9.3.1 At least ten days before the date established for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment prepared in accordance with the schedule of values, if required under Section 9.2, for completed portions of the Work. The application shall be notarized, if required, and supported by all data substantiating the Contractor's right to payment that the Owner or Architect require, such as copies of requisitions, and releases and waivers of liens from Subcontractors and suppliers, and shall reflect retainage if provided for in the Contract Documents.

§ 9.3.1.1 As provided in Section 7.3.9, such applications may include requests for payment on account of changes in the Work that have been properly authorized by Construction Change Directives, or by interim determinations of the Architect, but not yet included in Change Orders.

§ 9.3.1.2 Applications for Payment shall not include requests for payment for portions of the Work for which the Contractor does not intend to pay a Subcontractor or supplier, unless such Work has been performed by others whom the Contractor intends to pay.

§ 9.3.2 Unless otherwise provided in the Contract Documents, payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location agreed upon in writing. Payment for materials and equipment stored on or off the site shall be conditioned upon compliance by the Contractor with procedures satisfactory to the Owner to establish the Owner's title to such materials and equipment or otherwise protect the Owner's interest, and shall include the costs of applicable insurance, storage, and transportation to the site, for such materials and equipment stored off the site.

§ 9.3.3 The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information, and belief, be free and clear of liens, claims, security interests, or encumbrances, in favor of the Contractor, Subcontractors, suppliers, or other persons or entities that provided labor, materials, and equipment relating to the Work.

§ 9.4 Certificates for Payment

§ 9.4.1 The Architect will, within seven days after receipt of the Contractor's Application for Payment, either (1) issue to the Owner a Certificate for Payment in the full amount of the Application for Payment, with a copy to the Contractor; or (2) issue to the Owner a Certificate for Payment for such amount as the Architect determines is properly

due, and notify the Contractor and Owner of the Architect's reasons for withholding certification in part as provided in Section 9.5.1; or (3) withhold certification of the entire Application for Payment, and notify the Contractor and Owner of the Architect's reason for withholding certification in whole as provided in Section 9.5.1.

§ 9.4.2 The issuance of a Certificate for Payment will constitute a representation by the Architect to the Owner, based on the Architect's evaluation of the Work and the data in the Application for Payment, that, to the best of the Architect's knowledge, information, and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, to results of subsequent tests and inspections, to correction of minor deviations from the Contract Documents prior to completion, and to specific qualifications expressed by the Architect. However, the issuance of a Certificate for Payment will not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work; (2) reviewed construction means, methods, techniques, sequences, or procedures; (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment; or (4) made examination to ascertain how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 9.5 Decisions to Withhold Certification

§ 9.5.1 The Architect may withhold a Certificate for Payment in whole or in part, to the extent reasonably necessary to protect the Owner, if in the Architect's opinion the representations to the Owner required by Section 9.4.2 cannot be made. If the Architect is unable to certify payment in the amount of the Application, the Architect will notify the Contractor and Owner as provided in Section 9.4.1. If the Contractor and Architect cannot agree on a revised amount, the Architect will promptly issue a Certificate for Payment for the amount for which the Architect is able to make such representations to the Owner. The Architect may also withhold a Certificate for Payment or, because of subsequently discovered evidence, may nullify the whole or a part of a Certificate for Payment previously issued, to such extent as may be necessary in the Architect's opinion to protect the Owner from loss for which the Contractor is responsible, including loss resulting from acts and omissions described in Section 3.3.2, because of

- .1 defective Work not remedied;
- .2 third party claims filed or reasonable evidence indicating probable filing of such claims, unless security acceptable to the Owner is provided by the Contractor;
- .3 failure of the Contractor to make payments properly to Subcontractors or suppliers for labor, materials or equipment;
- .4 reasonable evidence that the Work cannot be completed for the unpaid balance of the Contract Sum;
- .5 damage to the Owner or a Separate Contractor;
- .6 reasonable evidence that the Work will not be completed within the Contract Time, and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay; or
- .7 repeated failure to carry out the Work in accordance with the Contract Documents.

§ 9.5.2 When either party disputes the Architect's decision regarding a Certificate for Payment under Section 9.5.1, in whole or in part, that party may submit a Claim in accordance with Article 15.

§ 9.5.3 When the reasons for withholding certification are removed, certification will be made for amounts previously withheld.

§ 9.5.4 If the Architect withholds certification for payment under Section 9.5.1.3, the Owner may, at its sole option, issue joint checks to the Contractor and to any Subcontractor or supplier to whom the Contractor failed to make payment for Work properly performed or material or equipment suitably delivered. If the Owner makes payments by joint check, the Owner shall notify the Architect and the Contractor shall reflect such payment on its next Application for Payment.

§ 9.6 Progress Payments

§ 9.6.1 After the Architect has issued a Certificate for Payment, the Owner shall make payment in the manner and within the time provided in the Contract Documents, and shall so notify the Architect.

§ 9.6.2 The Contractor shall pay each Subcontractor, no later than seven days after receipt of payment from the Owner, the amount to which the Subcontractor is entitled, reflecting percentages actually retained from payments to the

Contractor on account of the Subcontractor's portion of the Work. The Contractor shall, by appropriate agreement with each Subcontractor, require each Subcontractor to make payments to Sub-subcontractors in a similar manner.

§ 9.6.3 The Architect will, on request, furnish to a Subcontractor, if practicable, information regarding percentages of completion or amounts applied for by the Contractor and action taken thereon by the Architect and Owner on account of portions of the Work done by such Subcontractor.

§ 9.6.4 The Owner has the right to request written evidence from the Contractor that the Contractor has properly paid Subcontractors and suppliers amounts paid by the Owner to the Contractor for subcontracted Work. If the Contractor fails to furnish such evidence within seven days, the Owner shall have the right to contact Subcontractors and suppliers to ascertain whether they have been properly paid. Neither the Owner nor Architect shall have an obligation to pay, or to see to the payment of money to, a Subcontractor or supplier, except as may otherwise be required by law.

§ 9.6.5 The Contractor's payments to suppliers shall be treated in a manner similar to that provided in Sections 9.6.2, 9.6.3 and 9.6.4.

§ 9.6.6 A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the Contract Documents.

§ 9.6.7 Unless the Contractor provides the Owner with a payment bond in the full penal sum of the Contract Sum, payments received by the Contractor for Work properly performed by Subcontractors or provided by suppliers shall be held by the Contractor for those Subcontractors or suppliers who performed Work or furnished materials, or both, under contract with the Contractor for which payment was made by the Owner. Nothing contained herein shall require money to be placed in a separate account and not commingled with money of the Contractor, create any fiduciary liability or tort liability on the part of the Contractor for breach of trust, or entitle any person or entity to an award of punitive damages against the Contractor for breach of the requirements of this provision.

§ 9.6.8 Provided the Owner has fulfilled its payment obligations under the Contract Documents, the Contractor shall defend and indemnify the Owner from all loss, liability, damage or expense, including reasonable attorney's fees and litigation expenses, arising out of any lien claim or other claim for payment by any Subcontractor or supplier of any tier. Upon receipt of notice of a lien claim or other claim for payment, the Owner shall notify the Contractor. If approved by the applicable court, when required, the Contractor may substitute a surety bond for the property against which the lien or other claim for payment has been asserted.

§ 9.7 Failure of Payment

If the Architect does not issue a Certificate for Payment, through no fault of the Contractor, within seven days after receipt of the Contractor's Application for Payment, or if the Owner does not pay the Contractor within seven days after the date established in the Contract Documents, the amount certified by the Architect or awarded by binding dispute resolution, then the Contractor may, upon seven additional days' notice to the Owner and Architect, stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shutdown, delay and start-up, plus interest as provided for in the Contract Documents.

§ 9.8 Substantial Completion

§ 9.8.1 Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use.

§ 9.8.2 When the Contractor considers that the Work, or a portion thereof which the Owner agrees to accept separately, is substantially complete, the Contractor shall prepare and submit to the Architect a comprehensive list of items to be completed or corrected prior to final payment. Failure to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

§ 9.8.3 Upon receipt of the Contractor's list, the Architect will make an inspection to determine whether the Work or designated portion thereof is substantially complete. If the Architect's inspection discloses any item, whether or not included on the Contractor's list, which is not sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work or designated portion thereof for its intended use, the Contractor shall,

before issuance of the Certificate of Substantial Completion, complete or correct such item upon notification by the Architect. In such case, the Contractor shall then submit a request for another inspection by the Architect to determine Substantial Completion.

§ 9.8.4 When the Work or designated portion thereof is substantially complete, the Architect will prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion; establish responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance; and fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion.

§ 9.8.5 The Certificate of Substantial Completion shall be submitted to the Owner and Contractor for their written acceptance of responsibilities assigned to them in the Certificate. Upon such acceptance, and consent of surety if any, the Owner shall make payment of retainage applying to the Work or designated portion thereof. Such payment shall be adjusted for Work that is incomplete or not in accordance with the requirements of the Contract Documents.

§ 9.9 Partial Occupancy or Use

§ 9.9.1 The Owner may occupy or use any completed or partially completed portion of the Work at any stage when such portion is designated by separate agreement with the Contractor, provided such occupancy or use is consented to by the insurer and authorized by public authorities having jurisdiction over the Project. Such partial occupancy or use may commence whether or not the portion is substantially complete, provided the Owner and Contractor have accepted in writing the responsibilities assigned to each of them for payments, retainage, if any, security, maintenance, heat, utilities, damage to the Work and insurance, and have agreed in writing concerning the period for correction of the Work and commencement of warranties required by the Contract Documents. When the Contractor considers a portion substantially complete, the Contractor shall prepare and submit a list to the Architect as provided under Section 9.8.2. Consent of the Contractor to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Work shall be determined by written agreement between the Owner and Contractor or, if no agreement is reached, by decision of the Architect.

§ 9.9.2 Immediately prior to such partial occupancy or use, the Owner, Contractor, and Architect shall jointly inspect the area to be occupied or portion of the Work to be used in order to determine and record the condition of the Work.

§ 9.9.3 Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Work shall not constitute acceptance of Work not complying with the requirements of the Contract Documents.

§ 9.10 Final Completion and Final Payment

§ 9.10.1 Upon receipt of the Contractor's notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Architect will promptly make such inspection. When the Architect finds the Work acceptable under the Contract Documents and the Contract fully performed, the Architect will promptly issue a final Certificate for Payment stating that to the best of the Architect's knowledge, information and belief, and on the basis of the Architect's on-site visits and inspections, the Work has been completed in accordance with the Contract Documents and that the entire balance found to be due the Contractor and noted in the final Certificate is due and payable. The Architect's final Certificate for Payment will constitute a further representation that conditions listed in Section 9.10.2 as precedent to the Contractor's being entitled to final payment have been fulfilled.

§ 9.10.2 Neither final payment nor any remaining retained percentage shall become due until the Contractor submits to the Architect (1) an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or the Owner's property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied, (2) a certificate evidencing that insurance required by the Contract Documents to remain in force after final payment is currently in effect, (3) a written statement that the Contractor knows of no reason that the insurance will not be renewable to cover the period required by the Contract Documents, (4) consent of surety, if any, to final payment, (5) documentation of any special warranties, such as manufacturers' warranties or specific Subcontractor warranties, and (6) if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts and releases and waivers of liens, claims, security interests, or encumbrances arising out of the Contract, to the extent and in such form as may be designated by the Owner. If a Subcontractor refuses to furnish a release or waiver required by the Owner, the Contractor may furnish a bond satisfactory to the Owner to indemnify the Owner against such lien, claim, security interest, or encumbrance. If a lien,

claim, security interest, or encumbrance remains unsatisfied after payments are made, the Contractor shall refund to the Owner all money that the Owner may be compelled to pay in discharging the lien, claim, security interest, or encumbrance, including all costs and reasonable attorneys' fees.

§ 9.10.3 If, after Substantial Completion of the Work, final completion thereof is materially delayed through no fault of the Contractor or by issuance of Change Orders affecting final completion, and the Architect so confirms, the Owner shall, upon application by the Contractor and certification by the Architect, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed, corrected, and accepted. If the remaining balance for Work not fully completed or corrected is less than retainage stipulated in the Contract Documents, and if bonds have been furnished, the written consent of the surety to payment of the balance due for that portion of the Work fully completed and accepted shall be submitted by the Contractor to the Architect prior to certification of such payment. Such payment shall be made under terms and conditions governing final payment, except that it shall not constitute a waiver of Claims.

§ 9.10.4 The making of final payment shall constitute a waiver of Claims by the Owner except those arising from

- .1 liens, Claims, security interests, or encumbrances arising out of the Contract and unsettled;
- .2 failure of the Work to comply with the requirements of the Contract Documents;
- .3 terms of special warranties required by the Contract Documents; or
- .4 audits performed by the Owner, if permitted by the Contract Documents, after final payment.

§ 9.10.5 Acceptance of final payment by the Contractor, a Subcontractor, or a supplier, shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of final Application for Payment.

ARTICLE 10 PROTECTION OF PERSONS AND PROPERTY

§ 10.1 Safety Precautions and Programs

The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the performance of the Contract.

§ 10.2 Safety of Persons and Property

§ 10.2.1 The Contractor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury, or loss to

- .1 employees on the Work and other persons who may be affected thereby;
- .2 the Work and materials and equipment to be incorporated therein, whether in storage on or off the site, under care, custody, or control of the Contractor, a Subcontractor, or a Sub-subcontractor; and
- .3 other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures, and utilities not designated for removal, relocation, or replacement in the course of construction.

§ 10.2.2 The Contractor shall comply with, and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities, bearing on safety of persons or property or their protection from damage, injury, or loss.

§ 10.2.3 The Contractor shall implement, erect, and maintain, as required by existing conditions and performance of the Contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards; promulgating safety regulations; and notifying the owners and users of adjacent sites and utilities of the safeguards.

§ 10.2.4 When use or storage of explosives or other hazardous materials or equipment, or unusual methods are necessary for execution of the Work, the Contractor shall exercise utmost care and carry on such activities under supervision of properly qualified personnel.

§ 10.2.5 The Contractor shall promptly remedy damage and loss (other than damage or loss insured under property insurance required by the Contract Documents) to property referred to in Sections 10.2.1.2 and 10.2.1.3 caused in whole or in part by the Contractor, a Subcontractor, a Sub-subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable and for which the Contractor is responsible under Sections 10.2.1.2 and 10.2.1.3. The Contractor may make a Claim for the cost to remedy the damage or loss to the

extent such damage or loss is attributable to acts or omissions of the Owner or Architect or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to the Contractor's obligations under Section 3.18.

§ 10.2.6 The Contractor shall designate a responsible member of the Contractor's organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's superintendent unless otherwise designated by the Contractor in writing to the Owner and Architect.

§ 10.2.7 The Contractor shall not permit any part of the construction or site to be loaded so as to cause damage or create an unsafe condition.

§ 10.2.8 Injury or Damage to Person or Property

If either party suffers injury or damage to person or property because of an act or omission of the other party, or of others for whose acts such party is legally responsible, notice of the injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding 21 days after discovery. The notice shall provide sufficient detail to enable the other party to investigate the matter.

§ 10.3 Hazardous Materials and Substances

§ 10.3.1 The Contractor is responsible for compliance with any requirements included in the Contract Documents regarding hazardous materials or substances. If the Contractor encounters a hazardous material or substance not addressed in the Contract Documents and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the site by the Contractor, the Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and notify the Owner and Architect of the condition.

§ 10.3.2 Upon receipt of the Contractor's notice, the Owner shall obtain the services of a licensed laboratory to verify the presence or absence of the material or substance reported by the Contractor and, in the event such material or substance is found to be present, to cause it to be rendered harmless. Unless otherwise required by the Contract Documents, the Owner shall furnish in writing to the Contractor and Architect the names and qualifications of persons or entities who are to perform tests verifying the presence or absence of the material or substance or who are to perform the task of removal or safe containment of the material or substance. The Contractor and the Architect will promptly reply to the Owner in writing stating whether or not either has reasonable objection to the persons or entities proposed by the Owner. If either the Contractor or Architect has an objection to a person or entity proposed by the Owner, the Owner shall propose another to whom the Contractor and the Architect have no reasonable objection. When the material or substance has been rendered harmless, Work in the affected area shall resume upon written agreement of the Owner and Contractor. By Change Order, the Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable additional costs of shutdown, delay, and start-up.

§ 10.3.3 Reserved

§ 10.3.4 The Owner shall not be responsible under this Section 10.3 for hazardous materials or substances the Contractor brings to the site unless such materials or substances are required by the Contract Documents. The Owner shall be responsible for hazardous materials or substances required by the Contract Documents, except to the extent of the Contractor's fault or negligence in the use and handling of such materials or substances.

§ 10.3.5 The Contractor shall reimburse the Owner for the cost and expense the Owner incurs (1) for remediation of hazardous materials or substances the Contractor brings to the site and negligently handles, or (2) where the Contractor fails to perform its obligations under Section 10.3.1, except to the extent that the cost and expense are due to the Owner's fault or negligence.

§ 10.3.6 If, without negligence on the part of the Contractor, the Contractor is held liable by a government agency for the cost of remediation of a hazardous material or substance solely by reason of performing Work as required by the Contract Documents, the Owner shall reimburse the Contractor for all cost and expense thereby incurred.

§ 10.4 Emergencies

In an emergency affecting safety of persons or property, the Contractor shall act, at the Contractor's discretion, to prevent threatened damage, injury, or loss. Additional compensation or extension of time claimed by the Contractor on account of an emergency shall be determined as provided in Article 15 and Article 7. The Contractor shall promptly provide the Owner and Architect notice of the emergency. Such notice shall describe the nature and scope of the emergency. Within ten (10) days of such emergency, the Contractor shall provide Owner and Architect with a written estimate of the effect of the emergency on the cost and timing of the Work.

ARTICLE 11 INSURANCE AND BONDS

§ 11.1 Contractor's Insurance and Bonds

§ 11.1.1 The Contractor shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in the Agreement or elsewhere in the Contract Documents. The Contractor shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Owner, Architect, and Architect's consultants shall be named as additional insureds under the Contractor's commercial general liability policy or as otherwise described in the Contract Documents.

§ 11.1.2 The Contractor shall provide surety bonds of the types, for such penal sums, and subject to such terms and conditions as required by the Contract Documents. The Contractor shall purchase and maintain the required bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 11.1.3 Upon the request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under the Contract, the Contractor shall promptly furnish a copy of the bonds or shall authorize a copy to be furnished.

§ 11.1.4 **Notice of Cancellation or Expiration of Contractor's Required Insurance.** Within three (3) business days of the date the Contractor becomes aware of an impending or actual cancellation or expiration of any insurance required by the Contract Documents, the Contractor shall provide notice to the Owner of such impending or actual cancellation or expiration. Upon receipt of notice from the Contractor, the Owner shall, unless the lapse in coverage arises from an act or omission of the Owner, have the right to stop the Work until the lapse in coverage has been cured by the procurement of replacement coverage by the Contractor. The furnishing of notice by the Contractor shall not relieve the Contractor of any contractual obligation to provide any required coverage.

§ 11.2 Owner's Insurance

§ 11.2.1 The Owner shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in the Agreement or elsewhere in the Contract Documents. The Owner shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located.

§ 11.2.2 **Failure to Purchase Required Property Insurance.** If the Owner fails to purchase and maintain the required property insurance, with all of the coverages and in the amounts described in the Agreement or elsewhere in the Contract Documents, the Owner shall inform the Contractor in writing prior to commencement of the Work. Upon receipt of notice from the Owner, the Contractor may delay commencement of the Work and may obtain insurance that will protect the interests of the Contractor, Subcontractors, and Sub-Subcontractors in the Work. When the failure to provide coverage has been cured or resolved, the Contract Sum and Contract Time shall be equitably adjusted. In the event the Owner fails to procure coverage, the Owner waives all rights against the Contractor, Subcontractors, and Sub-subcontractors to the extent the loss to the Owner would have been covered by the insurance to have been procured by the Owner. The cost of the insurance shall be charged to the Owner by a Change Order. If the Owner does not provide written notice, and the Contractor is damaged by the failure or neglect of the Owner to purchase or maintain the required insurance, the Owner shall reimburse the Contractor for all reasonable costs and damages attributable thereto.

§ 11.2.3 **Notice of Cancellation or Expiration of Owner's Required Property Insurance.** Within three (3) business days of the date the Owner becomes aware of an impending or actual cancellation or expiration of any property insurance required by the Contract Documents, the Owner shall provide notice to the Contractor of such impending or actual cancellation or expiration. Unless the lapse in coverage arises from an act or omission of the Contractor: (1) the Contractor, upon receipt of notice from the Owner, shall have the right to stop the Work until the lapse in coverage has

been cured by the procurement of replacement coverage by either the Owner or the Contractor; (2) the Contract Time and Contract Sum shall be equitably adjusted; and (3) the Owner waives all rights against the Contractor, Subcontractors, and Sub-subcontractors to the extent any loss to the Owner would have been covered by the insurance had it not expired or been cancelled. If the Contractor purchases replacement coverage, the cost of the insurance shall be charged to the Owner by an appropriate Change Order. The furnishing of notice by the Owner shall not relieve the Owner of any contractual obligation to provide required insurance.

§ 11.3 Waivers of Subrogation

§ 11.3.1 The Owner and Contractor waive all rights against (1) each other and any of their subcontractors, sub-subcontractors, agents, and employees, each of the other; (2) the Architect and Architect's consultants; and (3) Separate Contractors, if any, and any of their subcontractors, sub-subcontractors, agents, and employees, for damages caused by fire, or other causes of loss, to the extent those losses are covered by property insurance required by the Agreement or other property insurance applicable to the Project, except such rights as they have to proceeds of such insurance. The Owner or Contractor, as appropriate, shall require similar written waivers in favor of the individuals and entities identified above from the Architect, Architect's consultants, Separate Contractors, subcontractors, and sub-subcontractors. The policies of insurance purchased and maintained by each person or entity agreeing to waive claims pursuant to this section 11.3.1 shall not prohibit this waiver of subrogation. This waiver of subrogation shall be effective as to a person or entity (1) even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, (2) even though that person or entity did not pay the insurance premium directly or indirectly, or (3) whether or not the person or entity had an insurable interest in the damaged property.

§ 11.3.2 If during the Project construction period the Owner insures properties, real or personal or both, at or adjacent to the site by property insurance under policies separate from those insuring the Project, or if after final payment property insurance is to be provided on the completed Project through a policy or policies other than those insuring the Project during the construction period, to the extent permissible by such policies, the Owner waives all rights in accordance with the terms of Section 11.3.1 for damages caused by fire or other causes of loss covered by this separate property insurance.

§ 11.4 Loss of Use, Business Interruption, and Delay in Completion Insurance

The Owner, at the Owner's option, may purchase and maintain insurance that will protect the Owner against loss of use of the Owner's property, or the inability to conduct normal operations, due to fire or other causes of loss. The Owner waives all rights of action against the Contractor and Architect for loss of use of the Owner's property, due to fire or other hazards however caused.

§ 11.5 Adjustment and Settlement of Insured Loss

§ 11.5.1 A loss insured under the property insurance required by the Agreement shall be adjusted by the Owner as fiduciary and made payable to the Owner as fiduciary for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause and of Section 11.5.2. The Owner shall pay the Architect and Contractor their just shares of insurance proceeds received by the Owner, and by appropriate agreements the Architect and Contractor shall make payments to their consultants and Subcontractors in similar manner.

§ 11.5.2 Prior to settlement of an insured loss, the Owner shall notify the Contractor of the terms of the proposed settlement as well as the proposed allocation of the insurance proceeds. The Contractor shall have 14 days from receipt of notice to object to the proposed settlement or allocation of the proceeds. If the Contractor does not object, the Owner shall settle the loss and the Contractor shall be bound by the settlement and allocation. Upon receipt, the Owner shall deposit the insurance proceeds in a separate account and make the appropriate distributions. Thereafter, if no other agreement is made or the Owner does not terminate the Contract for convenience, the Owner and Contractor shall execute a Change Order for reconstruction of the damaged or destroyed Work in the amount allocated for that purpose. If the Contractor timely objects to either the terms of the proposed settlement or the allocation of the proceeds, the Owner may proceed to settle the insured loss, and any dispute between the Owner and Contractor arising out of the settlement or allocation of the proceeds shall be resolved pursuant to Article 15. Pending resolution of any dispute, the Owner may issue a Construction Change Directive for the reconstruction of the damaged or destroyed Work.

ARTICLE 12 UNCOVERING AND CORRECTION OF WORK

§ 12.1 Uncovering of Work

§ 12.1.1 If a portion of the Work is covered contrary to the Architect's request or to requirements specifically expressed in the Contract Documents, it must, if requested in writing by the Architect, be uncovered for the Architect's examination and be replaced at the Contractor's expense without change in the Contract Time.

§ 12.1.2 If a portion of the Work has been covered that the Architect has not specifically requested to examine prior to its being covered, the Architect may request to see such Work and it shall be uncovered by the Contractor. If such Work is in accordance with the Contract Documents, the Contractor shall be entitled to an equitable adjustment to the Contract Sum and Contract Time as may be appropriate. If such Work is not in accordance with the Contract Documents, the costs of uncovering the Work, and the cost of correction, shall be at the Contractor's expense.

§ 12.2 Correction of Work

§ 12.2.1 Before Substantial Completion

The Contractor shall promptly correct Work rejected by the Architect or failing to conform to the requirements of the Contract Documents, discovered before Substantial Completion and whether or not fabricated, installed or completed. Costs of correcting such rejected Work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for the Architect's services and expenses made necessary thereby, shall be at the Contractor's expense.

§ 12.2.2 After Substantial Completion

§ 12.2.2.1 In addition to the Contractor's obligations under Section 3.5, if, within one year after the date of Substantial Completion of the Work or designated portion thereof or after the date for commencement of warranties established under Section 9.9.1, or by terms of any applicable special warranty required by the Contract Documents, any of the Work is found to be not in accordance with the requirements of the Contract Documents, the Contractor shall correct it promptly after receipt of notice from the Owner to do so, unless the Owner has previously given the Contractor a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition. During the one-year period for correction of Work, if the Owner fails to notify the Contractor and give the Contractor an opportunity to make the correction, the Owner waives the rights to require correction by the Contractor and to make a claim for breach of warranty. If the Contractor fails to correct nonconforming Work within a reasonable time during that period after receipt of notice from the Owner or Architect, the Owner may correct it in accordance with Section 2.5.

§ 12.2.2.2 The one-year period for correction of Work shall be extended with respect to portions of Work first performed after Substantial Completion by the period of time between Substantial Completion and the actual completion of that portion of the Work.

§ 12.2.2.3 The one-year period for correction of Work shall not be extended by corrective Work performed by the Contractor pursuant to this Section 12.2.

§ 12.2.3 The Contractor shall remove from the site portions of the Work that are not in accordance with the requirements of the Contract Documents and are neither corrected by the Contractor nor accepted by the Owner.

§ 12.2.4 The Contractor shall bear the cost of correcting destroyed or damaged construction of the Owner or Separate Contractors, whether completed or partially completed, caused by the Contractor's correction or removal of Work that is not in accordance with the requirements of the Contract Documents.

§ 12.2.5 Nothing contained in this Section 12.2 shall be construed to establish a period of limitation with respect to other obligations the Contractor has under the Contract Documents. Establishment of the one-year period for correction of Work as described in Section 12.2.2 relates only to the specific obligation of the Contractor to correct the Work, and has no relationship to the time within which the obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to the Contractor's obligations other than specifically to correct the Work.

§ 12.3 Acceptance of Nonconforming Work

If the Owner prefers to accept Work that is not in accordance with the requirements of the Contract Documents, the Owner may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable. Such adjustment shall be effected whether or not final payment has been made.

ARTICLE 13 MISCELLANEOUS PROVISIONS

§ 13.1 Governing Law

The Contract shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 15.4.

§ 13.2 Successors and Assigns

§ 13.2.1 The Owner and Contractor respectively bind themselves, their partners, successors, assigns, and legal representatives to covenants, agreements, and obligations contained in the Contract Documents. Except as provided in Section 13.2.2, neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 13.2.2 The Owner may, without consent of the Contractor, assign the Contract to a lender providing construction financing for the Project, if the lender assumes the Owner's rights and obligations under the Contract Documents. The Contractor shall execute all consents reasonably required to facilitate the assignment.

§ 13.3 Rights and Remedies

§ 13.3.1 Duties and obligations imposed by the Contract Documents and rights and remedies available thereunder shall be in addition to and not a limitation of duties, obligations, rights, and remedies otherwise imposed or available by law.

§ 13.3.2 No action or failure to act by the Owner, Architect, or Contractor shall constitute a waiver of a right or duty afforded them under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed upon in writing.

§ 13.4 Tests and Inspections

§ 13.4.1 Tests, inspections, and approvals of portions of the Work shall be made as required by the Contract Documents and by applicable laws, statutes, ordinances, codes, rules, and regulations or lawful orders of public authorities. Unless otherwise provided, the Contractor shall make arrangements for such tests, inspections, and approvals with an independent testing laboratory or entity acceptable to the Owner, or with the appropriate public authority, and shall bear all related costs of tests, inspections, and approvals. The Contractor shall give the Architect timely notice of when and where tests and inspections are to be made so that the Architect may be present for such procedures. The Owner shall bear costs of tests, inspections, or approvals that do not become requirements until after bids are received or negotiations concluded. The Owner shall directly arrange and pay for tests, inspections, or approvals where building codes or applicable laws or regulations so require.

§ 13.4.2 If the Architect, Owner, or public authorities having jurisdiction determine that portions of the Work require additional testing, inspection, or approval not included under Section 13.4.1, the Architect will, upon written authorization from the Owner, instruct the Contractor to make arrangements for such additional testing, inspection, or approval, by an entity acceptable to the Owner, and the Contractor shall give timely notice to the Architect of when and where tests and inspections are to be made so that the Architect may be present for such procedures. Such costs, except as provided in Section 13.4.3, shall be at the Owner's expense.

§ 13.4.3 If procedures for testing, inspection, or approval under Sections 13.4.1 and 13.4.2 reveal failure of the portions of the Work to comply with requirements established by the Contract Documents, all costs made necessary by such failure, including those of repeated procedures and compensation for the Architect's services and expenses, shall be at the Contractor's expense.

§ 13.4.4 Required certificates of testing, inspection, or approval shall, unless otherwise required by the Contract Documents, be secured by the Contractor and promptly delivered to the Architect.

§ 13.4.5 If the Architect is to observe tests, inspections, or approvals required by the Contract Documents, the Architect will do so promptly and, where practicable, at the normal place of testing.

§ 13.4.6 Tests or inspections conducted pursuant to the Contract Documents shall be made promptly to avoid unreasonable delay in the Work.

(Paragraphs deleted)

§ 13.5 Reserved

ARTICLE 14 TERMINATION OR SUSPENSION OF THE CONTRACT

§ 14.1 Termination by the Contractor

§ 14.1.1 The Contractor may terminate the Contract if the Work is stopped for a period of 30 consecutive days through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons or entities performing portions of the Work, for any of the following reasons:

- .1 Issuance of an order of a court or other public authority having jurisdiction that requires all Work to be stopped;
- .2 An act of government, such as a declaration of national emergency, that requires all Work to be stopped;
- .3 Because the Architect has not issued a Certificate for Payment and has not notified the Contractor of the reason for withholding certification as provided in Section 9.4.1, or because the Owner has not made payment on a Certificate for Payment within the time stated in the Contract Documents; or
- .4 The Owner has failed to furnish to the Contractor reasonable evidence as required by Section 2.2.

§ 14.1.2 The Contractor may terminate the Contract if, through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons or entities performing portions of the Work, repeated suspensions, delays, or interruptions of the entire Work by the Owner as described in Section 14.3, constitute in the aggregate more than 100 percent of the total number of days scheduled for completion, or 120 days in any 365-day period, whichever is less.

§ 14.1.3 If one of the reasons described in Section 14.1.1 or 14.1.2 exists, the Contractor may, upon seven days' notice to the Owner and Architect, terminate the Contract and recover from the Owner payment for Work executed, as well as reasonable overhead and profit on Work not executed, and costs incurred by reason of such termination.

§ 14.1.4 If the Work is stopped for a period of 60 consecutive days through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, or their agents or employees or any other persons or entities performing portions of the Work because the Owner has repeatedly failed to fulfill the Owner's obligations under the Contract Documents with respect to matters important to the progress of the Work, the Contractor may, upon seven additional days' notice to the Owner and the Architect, terminate the Contract and recover from the Owner as provided in Section 14.1.3.

§ 14.2 Termination by the Owner for Cause

§ 14.2.1 The Owner may terminate the Contract if the Contractor

- .1 repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
- .2 fails to make payment to Subcontractors or suppliers in accordance with the respective agreements between the Contractor and the Subcontractors or suppliers;
- .3 repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or
- .4 otherwise is guilty of substantial breach of a provision of the Contract Documents.

§ 14.2.2 When any of the reasons described in Section 14.2.1 exist, and upon certification by the Architect that sufficient cause exists to justify such action, the Owner may, without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, seven days' notice, terminate employment of the Contractor and may, subject to any prior rights of the surety:

- .1 Exclude the Contractor from the site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
- .2 Accept assignment of subcontracts pursuant to Section 5.4; and

- .3 Finish the Work by whatever reasonable method the Owner may deem expedient. Upon written request of the Contractor, the Owner shall furnish to the Contractor a detailed accounting of the costs incurred by the Owner in finishing the Work.

§ 14.2.3 When the Owner terminates the Contract for one of the reasons stated in Section 14.2.1, the Contractor shall not be entitled to receive further payment until the Work is finished.

§ 14.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Architect's services and expenses made necessary thereby, and other damages incurred by the Owner and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or Owner, as the case may be, shall be certified by the Initial Decision Maker, upon application, and this obligation for payment shall survive termination of the Contract.

§ 14.3 Suspension by the Owner for Convenience

§ 14.3.1 The Owner may, without cause, order the Contractor in writing to suspend, delay or interrupt the Work, in whole or in part for such period of time as the Owner may determine.

§ 14.3.2 The Contract Sum and Contract Time shall be adjusted for increases in the cost and time caused by suspension, delay, or interruption under Section 14.3.1. Adjustment of the Contract Sum shall include profit. No adjustment shall be made to the extent

- .1 that performance is, was, or would have been, so suspended, delayed, or interrupted, by another cause for which the Contractor is responsible; or
- .2 that an equitable adjustment is made or denied under another provision of the Contract.

§ 14.4 Termination by the Owner for Convenience

§ 14.4.1 The Owner may, at any time, terminate the Contract for the Owner's convenience and without cause.

§ 14.4.2 Upon receipt of notice from the Owner of such termination for the Owner's convenience, the Contractor shall

- .1 cease operations as directed by the Owner in the notice;
- .2 take actions necessary, or that the Owner may direct, for the protection and preservation of the Work; and
- .3 except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.

§ 14.4.3 In case of such termination for the Owner's convenience, provided that no damages are due to the Owner for Contractor's failure to perform in accordance with the Agreement, and except as otherwise provided in the Agreement, the Owner shall pay Contractor for Work properly performed and executed prior to the date of termination. The Owner shall have no further liability to Contractor for such termination.

ARTICLE 15 CLAIMS AND DISPUTES

§ 15.1 Claims

§ 15.1.1 Definition

A Claim is a demand or assertion by one of the parties seeking, as a matter of right, payment of money, a change in the Contract Time, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and Contractor arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the party making the Claim. This Section 15.1.1 does not require the Owner to file a Claim in order to impose liquidated damages in accordance with the Contract Documents.

§ 15.1.2 Time Limits on Claims

The Owner and Contractor shall commence all Claims and causes of action against the other and arising out of or related to the Contract, whether in contract, tort, breach of warranty or otherwise, in accordance with the requirements of the binding dispute resolution method selected in the Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Contractor waive all Claims and causes of action not commenced in accordance with this Section 15.1.2.

§ 15.1.3 Notice of Claims

§ 15.1.3.1 Claims by either the Owner or Contractor, where the condition giving rise to the Claim is first discovered prior to expiration of the period for correction of the Work set forth in Section 12.2.2, shall be initiated by notice to the other party and to the Initial Decision Maker with a copy sent to the Architect, if the Architect is not serving as the Initial Decision Maker. Claims by either party under this Section 15.1.3.1 shall be initiated within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later.

§ 15.1.3.2 Claims by either the Owner or Contractor, where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Work set forth in Section 12.2.2, shall be initiated by notice to the other party. In such event, no decision by the Initial Decision Maker is required.

§ 15.1.4 Continuing Contract Performance

§ 15.1.4.1 Pending final resolution of a Claim, except as otherwise agreed in writing or as provided in Section 9.7 and Article 14, the Contractor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Contract Documents.

§ 15.1.4.2 The Contract Sum and Contract Time shall be adjusted in accordance with the Initial Decision Maker's decision, subject to the right of either party to proceed in accordance with this Article 15. The Architect will issue Certificates for Payment in accordance with the decision of the Initial Decision Maker.

§ 15.1.5 Claims for Additional Cost

If the Contractor wishes to make a Claim for an increase in the Contract Sum, notice as provided in Section 15.1.3 shall be given before proceeding to execute the portion of the Work that is the subject of the Claim. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Section 10.4.

§ 15.1.6 Claims for Additional Time

§ 15.1.6.1 If the Contractor wishes to make a Claim for an increase in the Contract Time, notice as provided in Section 15.1.3 shall be given. The Contractor's Claim shall include an estimate of cost and of probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary.

§ 15.1.6.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated, and had an adverse effect on the scheduled construction.

§ 15.1.7 Waiver of Claims for Consequential Damages

The Contractor and Owner waive Claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes

- .1 damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and
- .2 damages incurred by the Contractor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit, except anticipated profit arising directly from the Work.

This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with Article 14. Nothing contained in this Section 15.1.7 shall be deemed to preclude assessment of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

§ 15.2 Initial Decision

§ 15.2.1 Claims, excluding those where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Work set forth in Section 12.2.2 or arising under Sections 10.3, 10.4, and 11.5, shall be referred to the Initial Decision Maker for initial decision. The Architect will serve as the Initial Decision Maker, unless otherwise indicated in the Agreement. Except for those Claims excluded by this Section 15.2.1, an initial decision shall be required as a condition precedent to mediation of any Claim. If an initial decision has not been rendered within 30 days after the Claim has been referred to the Initial Decision Maker, the party asserting the Claim may demand mediation and binding dispute resolution without a decision having been rendered. Unless the Initial Decision Maker

and all affected parties agree, the Initial Decision Maker will not decide disputes between the Contractor and persons or entities other than the Owner.

§ 15.2.2 The Initial Decision Maker will review Claims and within ten days of the receipt of a Claim take one or more of the following actions: (1) request additional supporting data from the claimant or a response with supporting data from the other party, (2) reject the Claim in whole or in part, (3) approve the Claim, (4) suggest a compromise, or (5) advise the parties that the Initial Decision Maker is unable to resolve the Claim if the Initial Decision Maker lacks sufficient information to evaluate the merits of the Claim or if the Initial Decision Maker concludes that, in the Initial Decision Maker's sole discretion, it would be inappropriate for the Initial Decision Maker to resolve the Claim.

§ 15.2.3 In evaluating Claims, the Initial Decision Maker may, but shall not be obligated to, consult with or seek information from either party or from persons with special knowledge or expertise who may assist the Initial Decision Maker in rendering a decision. The Initial Decision Maker may request the Owner to authorize retention of such persons at the Owner's expense.

§ 15.2.4 If the Initial Decision Maker requests a party to provide a response to a Claim or to furnish additional supporting data, such party shall respond, within ten days after receipt of the request, and shall either (1) provide a response on the requested supporting data, (2) advise the Initial Decision Maker when the response or supporting data will be furnished, or (3) advise the Initial Decision Maker that no supporting data will be furnished. Upon receipt of the response or supporting data, if any, the Initial Decision Maker will either reject or approve the Claim in whole or in part.

§ 15.2.5 The Initial Decision Maker will render an initial decision approving or rejecting the Claim, or indicating that the Initial Decision Maker is unable to resolve the Claim. This initial decision shall (1) be in writing; (2) state the reasons therefor; and (3) notify the parties and the Architect, if the Architect is not serving as the Initial Decision Maker, of any change in the Contract Sum or Contract Time or both. The initial decision shall be final and binding on the parties but subject to mediation and, if the parties fail to resolve their dispute through mediation, to binding dispute resolution.

§ 15.2.6 Either party may file for mediation of an initial decision at any time, subject to the terms of Section 15.2.6.1.

§ 15.2.6.1 Either party may, within 30 days from the date of receipt of an initial decision, demand in writing that the other party file for mediation. If such a demand is made and the party receiving the demand fails to file for mediation within 30 days after receipt thereof, then both parties waive their rights to mediate or pursue binding dispute resolution proceedings with respect to the initial decision.

§ 15.2.7 In the event of a Claim against the Contractor, the Owner may, but is not obligated to, notify the surety, if any, of the nature and amount of the Claim. If the Claim relates to a possibility of a Contractor's default, the Owner may, but is not obligated to, notify the surety and request the surety's assistance in resolving the controversy.

§ 15.2.8 If a Claim relates to or is the subject of a mechanic's lien, the party asserting such Claim may proceed in accordance with applicable law to comply with the lien notice or filing deadlines.

§ 15.3 Mediation

§ 15.3.1 Claims, disputes, or other matters in controversy arising out of or related to the Contract, except those waived as provided for in Sections 9.10.4, 9.10.5, and 15.1.7, shall be subject to mediation as a condition precedent to binding dispute resolution.

§ 15.3.2 The parties shall endeavor to resolve their Claims by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of binding dispute resolution proceedings but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order.

§ 15.3.3 Reserved

§ 15.3.4 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 15.4 Reserved

(Paragraphs deleted)

§ 15.4.4 Reserved

(Paragraphs deleted)



**CITY OF ALPHARETTA REQUEST FOR
QUALIFICATIONS FIRE STATION 81 CLEAN
ROOM AND INTERIOR RENOVATIONS
RFQ #25-1003**

Ajax

AJAX BUILDING COMPANY, LLC
Part of the STO Building Group Family of Companies

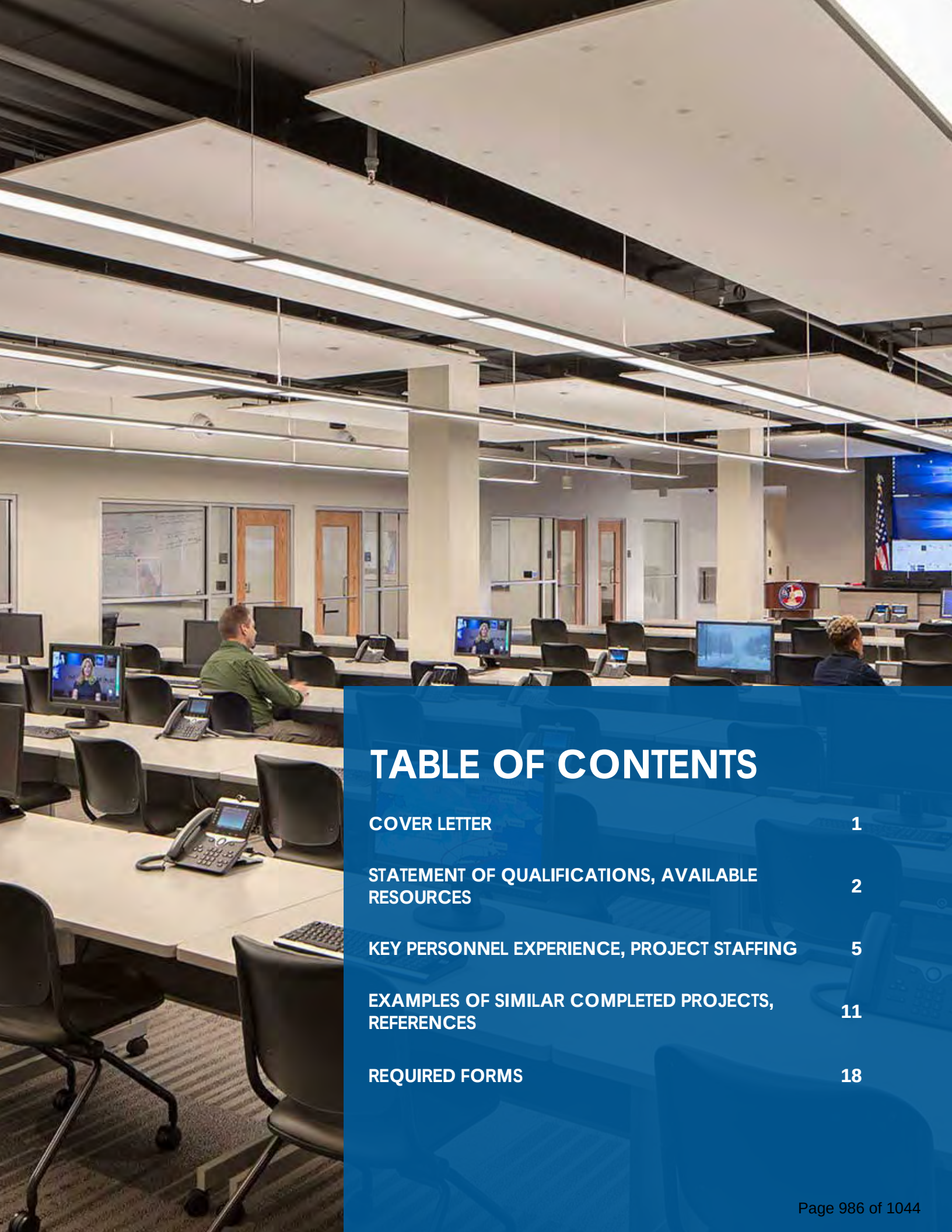


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1

AL - 54552
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GA - GCCQA 007750
NC - 83194
SC - G122422
TN - 74075



October 10, 2024

City of Alpharetta
2 Park Plaza
Alpharetta, GA 30009

RE: Request for Qualifications: Fire Station 81 Clean Room and Interior Renovation

Members of the Selection Committee:

Ajax Building Company is pleased to provide our qualifications to the City of Alpharetta Fire Station 81 Clean Room and Interior Renovations project. We are excited for this project, as it is an opportunity to use our unique depth of experience in public safety and commercial interiors construction. Ajax's extensive public safety background, strong project team with recent and relevant experience and proven track record of meeting time and budget requirements, makes us the ideal partner for this important project.

Ajax has successfully completed 1,000+ construction management projects, for more than 140 public entities during our 66 years in business including over \$1 billion in Public Safety Projects. This includes an extensive list of fire stations, police facilities, public works facilities and public safety complexes. We are a third-generation, employee-owned company that brings the services and values of a local community-based business, but with a resume that has earned us the ranking of a top Construction Manager and Public Entity Contractor by Engineering News Record (ENR) Southeast.

The members of the Ajax team bring recent, extensive, and relevant public safety experience to your project. The Project Manager Don Makamson and Superintendent Dee Anthony bring a mix of Public Safety and Commercial Interiors projects to the table that is a perfect match for this clean room and station renovation. Don, a resident of Alpharetta for over 30 years has recently completed 2 relevant projects, The Cherokee County Detention Facility and Georgia Tech Public Safety Building. Don also has working on Labs and interior renovations from his work at Augusta University. Dee Anthony is one of Ajax's best superintendents tackling large Twenty Million Dollar Renovations to small five hundred thousand dollar projects Dee is a Swiss army knife that has spent a majority of his career working on critical projects across the southeast.

Our experience with your selected delivery method, CM at Risk, cannot be understated. You will see that each representative project in our proposal was delivered via this delivery. We are able to make a commitment to meeting budget and schedule requirements by working in an environment of trust, through an "open-book" process, and teamwork with City, Fire and design team members. At Ajax we take pride in our preconstruction services and are an active part of the process. We will be an active team member during the design phase and will provide constructability reviews, cost estimates, value engineering ideas and utilize our experience with related projects to provide "lessons learned" along the way.

In closing, the expertise of our Project Team, our knowledge and experience working on Fire Stations, and the depth of our resources make Ajax an ideal partner for Fire Station 81's Clean Room and Interior Renovations project. You have my commitment that Ajax will provide all the resources necessary to ensure that your project is completed efficiently, safely and with a high level of quality while being responsible for the tax dollars of the City. If you should have any questions, please contact me directly 678-257-1550 or at Michael.Wilson@ajaxbuilding.com.

Sincerely,

Ajax Building Company, LLC

Michael Wilson
Regional Director

STATEMENT OF QUALIFICATIONS, AVAILABLE RESOURCES

STATEMENT OF QUALIFICATION

Ajax is exceptionally qualified for The Fire Station 81 Clean Room and Interior Renovations project based on our extensive experience in similar environments. Our team has successfully managed and delivered complex laboratory construction projects, where precision and adherence to strict safety protocols are critical. We are well-versed in working within occupied facilities, ensuring minimal disruption to ongoing operations while maintaining project timelines and safety standards. Furthermore, we bring specialized experience in fire station renovations, having previously navigated the unique challenges these facilities present, from maintaining emergency readiness to working with essential services. Our track record in both new builds and renovations demonstrates our ability to adapt and innovate in spaces requiring significant upgrades, ensuring high-quality results that meet our clients' needs. Our team is local and experienced and ready to deliver this project to you on time in and within budget.



As a company, we endeavor to build long-term relationships with our clients, and as a result, over half of our projects are with repeat clients. We have strategically focused our resources on public sector entities, and consistently perform 90% of our volume is with public sector clients. Our company values and long-term stability pair well with the vision of our public sector clients, and we are looking forward to the opportunity to build an ongoing relationship with the City of Alpharetta. The preconstruction services we provide are a key differentiator that separates us from our competition. While the technologies we provide are important, our ability to communicate effectively will be critical to the success of this project or any project. As your Construction Manager at Risk, our true value is in our ability to work with all entities involved in the project to ensure that all of the City of Alpharetta's goals are met.

AJAX STAFF	EMPLOYEES
Accounting	6
Estimators	14
Management/ Administration	68
Project Engineers	14
Project Managers	69
Sales/Marketing	11
Superintendents	69
Various	27
TOTAL	278
LEED Accredited Professionals	26



PUBLIC SAFETY EXPERIENCE

Ajax has successfully completed more than 1,000 construction management projects, for more than 140 public entities during our 66 years in business. With over **\$1 Billion in Public Safety** experience, Ajax has become the leader in CMAR services with Fire Stations, Police Stations, Forensic and Training spaces, EOCs (Emergency Operations Centers), 911 Call Centers, Data Centers and Hurricane Hardened Buildings. Ajax has completed 8 Fire Station projects throughout our years of operation.

The specialty experience Ajax brings with our public safety projects will be key to delivering this project on time and within budget. We manage construction projects of all sizes and budgets, helping public safety clients update, enhance, and expand their facilities in both small and large ways. Ajax's qualities, capabilities, and understanding of the City of Alpharetta's Fire Station 81 Clean Room and Interior Renovations project are based on our vast experience with constructing facilities in environments similar to the City. Factors that we have experience with that may be relevant to your project include:

- Structure Hardening
- Redundancy
- Security
- Electrical Power
- Electrical Distribution & Lighting
- Data Center
- Technology & Communications
- Communications
- Sustainability

90%
CMAR
PROJECTS

\$1.4B+
IN PUBLIC SAFETY
PROJECTS

1,000+
CMAR PROJECTS

88
PUBLIC SAFETY
PROJECTS

10+
FIRE STATION
PROJECTS

278
EMPLOYEES



UNDERSTANDING FIRE STATIONS

Our team brings an in-depth understanding and experience with hardened construction including critical water intrusion construction requirements. Additionally, the critical infrastructure and technological redundancies required in these facilities are unique and the current and previous experience that Ajax brings to the table is imperative for the successful coordination of these elements. Our experiences have taught us that not only do these facilities need to provide uninterrupted service during catastrophic events, but they also need to be flexible to adapt to future needs.



EXPERTISE FROM ACROSS THE GLOBE

4



COMPANY SNAPSHOT

We have been building amazing spaces for our clients for over 51 years, and it never gets old. We love tackling the challenges that each project brings, solving the puzzles that each presents and building relationships with new colleagues and old friends with every new project we undertake.

We are a global leader in construction management and general contracting services with offices located in the US, Canada, UK and Ireland. Founded in 1971, we have grown to over 4,000 employees and nearly \$11 billion in annual construction volume. The Structure Tone organization, now known as STO Building Group, comprises nine companies who operate independently: Structure Tone, Structure Tone Southwest, Structure Tone International, Pavarini North East Construction Co., Pavarini McGovern, LF Driscoll Company, Govan Brown Associates, Ajax Building Company, Abbot Construction, BCCI Construction Company, and RC Andersen.



3,500 annual projects



\$2.5 Billion in
Bonding Capacity



\$11 Billion in Annual
Construction Volume



Top 5 Construction Company
by ENR



50 Offices Across U.S.,
Canada, UK, & Ireland



Leader in Estimating, BIM,
Wellness, & Sustainability

BUILDING FOR LASTING VALUE

We create lasting value by offering exceptional quality and forward-thinking solutions at reasonable costs. We strive to create something valuable for the future in addition to the needs of the present. This innovative approach has helped propel Ajax into one of the fastest growing construction companies in the nation. We are named one of the Top Green Contractors in the Southeast and have close to 40 projects that have earned sustainable certifications such as LEED, Green Globes, and the Georgia Peach. As a construction industry leader, we hold true to our commitment to safety for every single one of our employees, subcontractors, owners and the public with our Safety 360 Initiative. Safety; everybody, everywhere, every day.

When a project is complete, we judge our success by the quality of the product delivered, timely completion, honest communication, adherence to budget, and most importantly – our client's satisfaction. We have created numerous repeat partners with this focus.

SUPPLY CHAIN

STO Building Group compiles and analyzes real-time, experience-based construction cost and industry activity data from our broad base of operations. Our global reach gives us insight into the various markets we service – nationally, regionally, and locally. With over 3,500 projects implemented annually in multiple market sectors and locations, STOBG maintains a broad base of project data, including key indicators of changing construction market conditions that inform our clients. As a part of STOBG, Ajax is part of and has access to a nation-wide council that has a real-time pulse on the market and supply chain issues, allowing us to maximize your project dollars.

INTERIORS

In the last year (2023), STO Building Group did \$4 Billion in interiors work, making up about 28% of our total revenue in the past year. Therefore, we are very familiar with the intricacies of an interior project.



KEY PERSONNEL EXPERIENCE, PROJECT STAFFING

5



MICHAEL WILSON PRINCIPAL-IN-CHARGE

PROFILE

As Ajax's Regional Director, Michael oversees all Ajax operations in Georgia and South Carolina. He serves as the Principal-in-Charge for our projects in the area and is responsible for ensuring all of Ajax's resources are available to assist each of our project teams in the region. Michael's expertise in construction methods and insight of labor and material trends will help the team properly manage the subcontractor and procurement processes. In addition to his managerial role, Michael will be second set of eyes overseeing the quality of construction, while ensuring the project is progressing within budget and on time.

EXPERIENCE

University of Georgia Holmes-Hunter Academic Building Renovation	\$22,000,000	40,000 SF
Morgan Stanley E-Trade	\$2,818,089	250,000 SF
City of Allen Fire Station No. 5	\$3,062,000	10,600 SF
City of Grand Prairie Fire Station	\$5,600,000	12,000 SF
Pinellas County Fire & EMS Training Facility	\$2,564,150	15,000 SF
City of St. Petersburg Police Training Facility	\$5,404,978	18,356 SF
Dade City New City Hall and Police Station	\$5,931,842	22,957 SF
Spartanburg County Detention Center Expansion	\$16,300,412	29,000 SF
South Carolina Department of Juvenile Justice BRRC Safety and Security Upgrades	\$19,000,000	N/A
Pinellas County Jail	\$4,586,548	N/A



EDUCATION

B.S. BUILDING CONSTRUCTION
UNIVERSITY OF FLORIDA

YEARS OF EXPERIENCE

29

CERTIFICATIONS

OSHA 30
LEED AP BD+C





DAVID MARTIN

PROJECT EXECUTIVE

6

PROFILE

David will be responsible for complete project management from pre-bid through punchlist completion. He will develop cost and scheduling initiatives and monitor the success of those initiatives as well as daily monitoring of the project. David is also responsible for all on-site activities, including: cost control analysis, scheduling, materials procurement, subcontractor pre-qualification and management, structure analysis and quality assurance. David will kick off the project by conducting coordination meetings with the owner, design team, Ajax and any stakeholders with this project.

EXPERIENCE

Morgan County Public Safety Complex	\$15,192,090	90,000 SF
Hall County Fire Station #5	\$1,805,305	Various SF
City of Atlanta Atlanta Public Safety Annex	\$19,707,607	185,000 SF
Fayette County Annex Renovation	\$3,680,843	N/A
Albany State University Nursing/Health Simulation Lab	\$7,943,552	17,455 SF
Atlanta Public Schools Northwest Transit Center	\$20,644,216	16,000 SF
City of Dallas Dallas Police Department	\$698,349	4,414 SF

EDUCATION

B.S. CIVIL ENGINEERING
M.S. CONSTRUCTION MGMT
GA INSTITUTE OF TECHNOLOGY

YEARS OF EXPERIENCE

30

CERTIFICATIONS

ASSOCIATED GENERAL
CONTRACTORS OF GA
GA ROOFING CONTRACTORS
ASSOCIATION
LEED AP BD+C

PROFESSIONAL AFFILIATIONS

ASSOCIATED GENERAL
CONTRACTORS OF GA
GA ROOFING CONTRACTORS
ASSOCIATION





DON MAKAMSON

SR. PROJECT MANAGER

7

PROFILE

As the Senior Project Manager, Don is responsible for complete project management from pre-bid through punch-list completion. He will develop cost and scheduling initiatives and monitor the success of those initiatives as well as daily monitoring of the project. Don is also responsible for all on-site activities, including: cost control analysis, scheduling, materials procurement, subcontractor pre-qualification and management, local participation programs, structure analysis, and quality assurance. Don is an industry veteran with nearly 40 years of experience working in the industry and has overseen more than \$335 million in additions, renovations, and new construction.

EXPERIENCE



EDUCATION

B.S. BUILDING CONSTRUCTION
UNIVERSITY OF SOUTHERN
MISSISSIPPI

YEARS OF EXPERIENCE

38

CERTIFICATIONS



LEED AP
OSHA 30
GSWCC LEVEL 1A CERTIFICATION
FIRST AID/CPR

Georgia Institute of Technology Campus Safety Facility	\$11,833,520	31,042 SF
Cherokee County Adult Detention Center Expansion	\$39,018,614	110,252 SF
Spartanburg County Detention Center Expansion	\$16,300,412	29,000 SF
Atlanta Public Schools Northwest Transit Center	\$20,644,216	16,000 SF
Augusta University Central Energy Plant Upgrades	\$3,400,000	20,000 SF
Atlanta Public Schools Morris Brandon Elementary Addition	\$2,100,000	25,000 SF
Atlanta Public Schools Inman Middle School Additions & Renovations	\$15,000,000	137,000 SF





DARBY MULLEN

GENERAL SUPERINTENDENT

8

PROFILE

Darby oversees the day-to-day operations of the on-site construction activities for projects throughout Georgia. Understanding the construction methods, systems and approaches that are being utilized throughout the state ensures each of Darby's projects are operating in the most cost effective and efficient manner. Because Darby is on-site for a variety of projects, he is constantly bringing lessons learned from projects, owners and past projects to each of his project teams.



EXPERIENCE

University of Georgia Holmes-Hunter Academic Building Renovation	\$22,000,000	40,000 SF
Atlanta Public Schools Northwest Transit Center	\$20,644,216	16,000 SF
Spartanburg County Detention Center Expansion	\$16,300,412	29,000 SF
South Carolina Department of Juvenile Justice BRRC Safety and Security Upgrades	\$19,000,000	N/A
Glynn County Juvenile Justice Center	\$10,300,000 SF	17,000 SF
Augusta University Central Energy Plant Upgrades	\$3,400,000	20,000 SF
Georgia Institute of Technology Historical Renovation of Civil Engineering Building	\$9,509,324	58,000 SF
Lancaster Detention Center	\$73,659,553	118,923 SF

EDUCATION

UNIVERSITY OF TEXAS-TYLER

YEARS OF EXPERIENCE

27

CERTIFICATIONS

OSHA 30
LEED GA

AFFILIATIONS

UNIVERSITY OF TEXAS-TYLER,
CONSTRUCTION ADVISORY
BOARD MEMBER



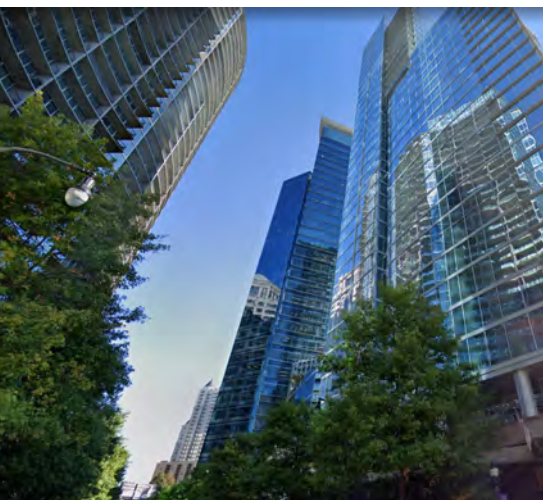


DEE ANTHONY

SUPERINTENDENT

PROFILE

On site 100% of the time, Dee's primary function will be to coordinate and supervise all onsite subcontractor activities. Dee will be involved in key elements of the preconstruction process to assist with the development of the detailed project schedule, scope clarifications for the bid packages, and the constructability reviews for each phase of design. During construction, he will oversee the total construction effort to ensure that the project is constructed in accordance with programmed design, budget and schedule, while reviewing the construction plan and schedule daily to coordinate the subsequent jobsite activities.



EXPERIENCE

EDUCATION

A.S. PROGRAMMING & NETWORK
COUNTERMEASURES
ART INSTITUTE OF ATLANTA

YEARS OF EXPERIENCE

15

CERTIFICATIONS

OSHA 30
FIRST AID/CPR
SWPP & E&S CERTIFIED NATIONAL

University of Georgia Holmes-Hunter Academic Building Renovation	\$22,000,000	40,000 SF
Edelman Atlanta	\$3,899,874	17,464 SF
City of Greenville Greenville Water	\$2,500,000	45,000 SF
Southern Crescent Technical College	\$1,400,000	25,000 SF
Microsoft Data Centers	\$1,750,000,000	637 Acres 14 BLDGS
Raymond James Birmingham/Athens/Gainesville	\$2,086,754	29,813 SF
Sunny Veterans Hospital Additions	\$7,500,000	N/A





JEFF STEPHENSON

CHIEF ESTIMATOR

PROFILE

Jeff will be responsible for all estimates throughout the project, including the schematic, design development, and working drawing estimates. In addition, Jeff will play a key role for the project, by providing estimates on systems and materials options, so informed budgetary decisions can be made quickly regarding which alternative is best for the project. Jeff will also be responsible for developing the Guaranteed Maximum Price (GMP).

EDUCATION

CARPENTERS
APPRENTICESHIP
PROGRAM THROUGH
LOCAL UNION 627

YEARS OF EXPERIENCE

43

CERTIFICATIONS

GENERAL CONTRACTOR

EXPERIENCE

Georgia Institute of Technology Campus Safety Facility	\$11,833,520	58,000 SF
Georgia State Financing & Investment Commission Department of Public Safety Service Building and Headquarter Upgrades/GEMA HS Expansion Renovation	\$17,861,137	97,500 SF
Sarasota County Fire Station 21 Renovations & Additions	\$3,272,357	9,150 SF
University of Georgia Holmes-Hunter Academic Building	\$22,000,000	40,000 SF
Clay County Fire Station #20	\$11,648,151	18,847 SF
Morgan Stanley E-Trade	\$2,818,089	25,000 SF

TED PARKER

DIRECTOR OF COMMUNITY OUTREACH & VENDOR DIVERSITY



YEARS OF EXPERIENCE

41

CERTIFICATIONS

MWSBE CITIZEN ADVISORY
COMMITTEE
TALLAHASSEE-LEON
COUNTY
SBE ADVISORY COUNCIL

Ajax is extremely proud of our proactive local and W/MBE programs. During the past twenty two (22) years, we have awarded in excess of \$700 million in small, HUB & W/MBE contracts.

5 STEPS FROM OUR W/MBE ACTION PROGRAM INCLUDE:

- Coordinating with area public sector minority officers to identify qualified small and minority firms.
- Soliciting minority contractors through area newspapers, letters of interest, and direct phone contact.
- Evaluating the scope of work for the project and tailor the bid packaging to maximize minority participation.
- Providing pre-bid workshops to clarify any questions minority contractors may have concerning the project.
- Offering creative support for financing, security, estimating, purchasing and management issues.

MARC REEVES

DIRECTOR OF RISK MANAGEMENT



YEARS OF EXPERIENCE

36

CERTIFICATIONS

OSHA CERTIFIED
OUTREACH INSTRUCTOR
AMERICAN RED CROSS
CERTIFIED FIRST
AID | CPR | AED
INSTRUCTOR

At Ajax we are committed to providing the safest possible worksite for our employees, employees of subcontractors, owners and the general public.

PROJECT HAZARD ANALYSIS: Prior to work beginning the safety director reviews the contract documents with the project team to identify potentially hazardous task, conditions, materials, or special training required to perform the task.

PRE-TASK PLANNING: This is a specific task analysis by the superintendent and foreman. They discuss, with the crew, the hazards anticipated with the task, equipment needed to perform their job safely, and personal protective equipment.

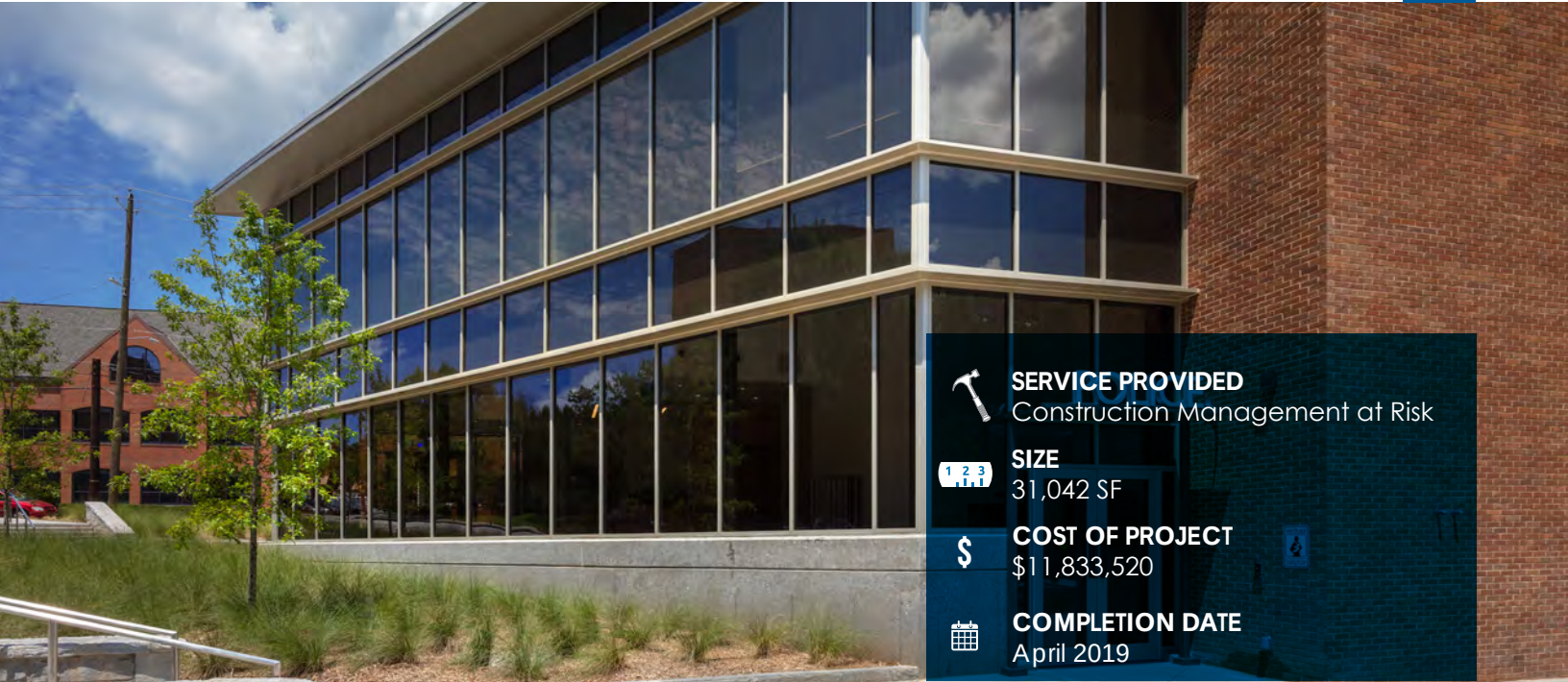
SAFETY ORIENTATION AND TRAINING: All new employees are required to go through our safety orientation program prior to starting work and all employees are given more specific training for complex or technical jobs.

DRUG AND ALCOHOL ABUSE PROGRAM: Our drug and alcohol abuse program includes pre-employment screening, random testing, and post accident testing.

REGIONAL SAFETY COMMITTEES: We have safety committees in each region of Ajax that work to improve local workplace safety.

EXAMPLES OF SIMILAR COMPLETED PROJECTS, REFERENCES

11



SERVICE PROVIDED

Construction Management at Risk



SIZE

31,042 SF



COST OF PROJECT

\$11,833,520



COMPLETION DATE

April 2019

GEORGIA INSTITUTE OF TECHNOLOGY CAMPUS SAFETY FACILITY

Atlanta, GA

This new 31,042 square foot facility allowed the campus to replace obsolete police facilities, consolidate the units into one location, and modernize the police functions. The building houses all units and departments of the Georgia Tech Police Department, along with all of their storage needs. The project required a significant amount of secure outdoor structured parking for patrol vehicles, utility trailers, and specialty vehicles. While many of the program elements were typical to an office building, such as offices and conference rooms, there were several unique elements specific to the function of a Police Department. Some of these elements included an Emergency Operations Center, K9 facilities, locker rooms, a Forensic Lab, and a sallyport in the basement level for secure movement of persons in custody.

This project pursued a Georgia Peach Green Building Certification and won the ABC Eagle Award of Excellence.



PROPOSED TEAM:

Bill Byrne, Principal-in-Charge

Appie Wells, Project Executive

Don Makamson, Sr. Project Manager



Jody Wallick, General Superintendent

Bruce Stephens, Superintendent

Jeff Stephenson, Chief Estimator



**Ted Parker, Director of Community Outreach
& Vendor Diversity**



Marc Reeves, Director of Risk Management



**SERVICE PROVIDED**

Design Build

**SIZE**

GDPS - 33,000 SF

GEMA - 19,500 SF Addition | 45,000 SF Renovation

**COST OF PROJECT**

GDPS - \$8,026,055

GEMA - \$9,835,082

**COMPLETION DATE**

GDPS - August 2018

GEMA - October 2018

GEORGIA STATE FINANCING & INVESTMENT COMMISSION DEPARTMENT OF PUBLIC SAFETY SERVICE BUILDING & HEADQUARTERS UPGRADES + GEMA/HS EXPANSION RENOVATION



Atlanta, GA

GDPS Service Building & Headquarters Upgrades:

This new facility is a two story structural steel frame building constructed adjacent to the existing GDPS building. The new facility includes space for offices, open workstations, an employee lounge area, billeting space, a machine shop, a garage area for outfitting trooper's vehicles, secure storage for weapons and ammunition, a computer workshop, a 3,500 pound freight elevator, as well as general storage and support spaces. The scope of work associated with the GDPS Service Building included the design and construction of a new 33,000 SF facility and approximately 42,000 SF of paved area around the new building.

GEMA/HS Expansion Renovation:

To meet the agency's program needs and consolidate the agency under one roof, GEMSHA renovated and expanded its current facility. Expansion for the existing building required the demolition of an adjacent facility. Prior to renovation commencing, swing space to house staff needed to be created. GEMSHA staff was temporarily relocated into said swing space while the renovation and expansion of Building #2 was completed.

The scope of work of the project included the demolition of Building #1, the design and construction of a new wing as well as upgrades and renovations to Building #2. The space in Building #2 was comprised of two floors of approximately

22,500 square feet each, for a total of 45,000 square feet; which were renovated in order to accommodate GEMA's operational needs.

The State Operations Center (SOC) located in the lower level of the building needed to stay operational during the renovation. In addition to expanding the current SOC (which involves significant telecom/data, computers and communication equipment), the project included office space, meeting/planning rooms, multipurpose rooms with movable partitions, training rooms, a warming kitchen, men and women's restrooms with shower stalls, billeting space (temporary lodging), an elevator addition, an emergency generator, and new mechanical systems.

PROPOSED TEAM:

Bill Byrne, Principal-in-Charge

Derek Gamble, Project Executive

Ken Craft, Project Manager

Jody Wallick, General Superintendent

Randy Banard, Superintendent

Jeff Stephenson, Chief Estimator



**Ted Parker, Director of Community Outreach
& Vendor Diversity**



Marc Reeves, Director of Risk Management



**SERVICE PROVIDED**

Construction Management at Risk

**SIZE**

9,150 SF

**COST OF PROJECT**

\$3,272,357

**COMPLETION DATE**

September 2022

SARASOTA COUNTY FIRE STATION 21 RENOVATIONS & ADDITIONS

Venice, FL

The renovation and additions to Fire Station 21 in Sarasota County included renovations/additions such as a new roof, generator, gym and interior remodeling for the existing structure.

Components of the renovations and additions included, but were not limited to, a new roof, generator, gym addition and interior remodeling for the existing structure. The apparatus bay received a new code-compliant roof. The crew quarters received a 'floating roof' (i.e. a roof over the existing roof). A larger replacement generator capable of sustaining the entire station was also installed. A new exercise room of approximately 300 SF was added, and the previous workout space was converted to an Officer's Bunk and office space. 22,500 square feet each, for a total of 45,000 square feet; which were renovated in order to accommodate GEMA's operational needs.

The State Operations Center (SOC) located in the lower level of the building needed to stay operational during the renovation. In addition to expanding the current SOC (which involves significant telecom/data, computers and communication equipment), the project included office space, meeting/planning rooms, multipurpose rooms with movable partitions, training rooms, a warming kitchen, men and women's restrooms with shower stalls, billeting space (temporary lodging), an elevator addition, an emergency generator, and new mechanical systems.

**PROPOSED TEAM:****Jay Smith, Principal-in-Charge****Jeremy Cox, Project Executive****Julien Duytsche, Project Engineer****Rick Guerra, General Superintendent****James Oliphant, Superintendent****Jeff Stephenson, Chief Estimator** ✓**Ted Parker, Director of Community Outreach & Vendor Diversity** ✓**Marc Reeves, Director of Risk Management** ✓

**SERVICE PROVIDED**

Construction Management at Risk

**SIZE**

40,000 SF

**COST OF PROJECT**

\$22,000,000

**COMPLETION DATE**

August 2024

UNIVERSITY OF GEORGIA HOLMES-HUNTER ACADEMIC BUILDING RENOVATION

Athens, GA

This project is the comprehensive renovation of the historic 50,929 GSF Holmes-Hunter Academic Building. The Holmes-Hunter Academic Building forms the front door of the University of Georgia's historic North Campus. Immediately adjacent to iconic Arch, the structure is the largest historic building on North Campus and houses important student and administrative functions such as the Registrar's Office, Student Financial Aid and Institutional Diversity. The building also houses academic units such as the Center for International Trade and Security and the African Studies Institute. In addition to its prominent location on North Campus, almost every student will interact with the building at some point during their time at UGA.

In 2001, the building was named in honor of Hamilton Holmes and Charlayne Hunter, the first African American students to enroll in classes at UGA in 1961. The naming recognizes and pays tribute to Mr. Holmes and Ms. Hunter-Gault's bravery, legacy and impact at the University of Georgia. The Holmes-Hunter Academic Building is composed of two structures (1831 & 1860) that have been joined to form the current building and renovated and added on to multiple times over the years (1903, 1960's, 1970's). Over time, the courtyard was gradually infilled to bridge the two buildings. The project will restore the original courtyard, integrate all new MEP systems, install an elevator and additional stairwells to bring the building into code and ADA compliance, and to completely renovate the interior.

**PROPOSED TEAM:**

Michael Wilson, Principal-in-Charge



David Martin, Project Executive



Derek Gamble, Sr. Project Manager

Darby Mullen, General Superintendent



Brock Edwards, Superintendent

Dee Anthony, Asst. Superintendent



Jeff Stephenson, Chief Estimator



**Ted Parker, Director of Community Outreach
& Vendor Diversity**



Marc Reeves, Director of Risk Management



**SERVICE PROVIDED**

Construction Management at Risk

**SIZE**

110,252 SF

**COST OF PROJECT**

\$39,018,614

**COMPLETION DATE**

October 2021

CHEROKEE COUNTY ADULT DETENTION CENTER

Canton, GA

Cherokee County is one of the fastest growing counties not only in Georgia, but in the nation. The current 225,000 SF Cherokee County Adult Detention Center facilities were completed in 2002, but an expansion was required to keep up with the County's growing needs. This project provided an additional 110,252 SF as well as renovations.

The expansion became a 583-bed housing tower consisting of precast concrete modular cells with structural precast walls and floors, load bearing CMU, and elevated cast-in-place concrete with 21 dayrooms specially designed for indirect supervision from elevated control towers and 3 exercise yards.

This included a security electronic system that was tied into the Master Control room in the existing building. This system manages every door, camera, etc in the new building. Also, the access roadway around the new and existing facilities was extended. Renovations also took place in the kitchen, staff dining area, laundry, visitation area, lobby and the master control.

In the existing kitchen and staff dining area, the equipment was cleaned and new equipment was added, essentially doubling what existed previously.

Epoxy flooring was installed throughout the kitchen, new finishes including paint and an acoustical ceiling, new electrical outlets to service the added food service equipment, new lighting, new HVAC system including

a secondary exhaust hood complete with ANSUL fire suppression, and new flooring, paint, ceiling and light fixtures in the Staff Dining Area.

There was a complete replacement of the previous security system and upgraded the video visitation system by replacing analog cameras with HD digital cameras. Along with said upgrade of their system, Ajax remodeled and completed an addition at the existing visitation area. This addition added bathrooms and a front desk area to the space, enclosed an existing elevator shaft and some existing windows and added an additional exit walkway. Improvements of the entire space included flooring, paint, ceilings, light fixtures, etc.

PROPOSED TEAM:

Bill Byrne, Principal-in-Charge

Appie Wells, Project Executive

Don Makamson, Sr. Project Manager



Brittany Willis, Project Engineer

Jody Wallick, General Superintendent

Randy Barnard, Superintendent

Eli Velis, Asst. Superintendent

Jeff Stephenson, Chief Estimator



Ted Parker, Director of Community Outreach & Vendor Diversity



Marc Reeves, Director of Risk Management



**SERVICE PROVIDED**

Construction Management at Risk

**SIZE**

25,000 SF

**COST OF PROJECT**

\$2,818,089

**COMPLETION DATE**

April 2023

MORGAN STANLEY E-TRADE

Alpharetta, GA

This project was an occupied renovation of 250,000 square feet across five different floors to integrate E-Trade's current telecommunications systems, building automation and monitoring systems, and electrical infrastructure with Morgan Stanley's security and building monitoring systems and procedures. The telecommunications scope included installing new wireless access points and communications cable, along with a redundant fiber backbone. The Electrical scope included installing back-up power systems and infrastructure for the new telecommunications equipment. The Building Monitoring and Automation scope included installing flow meters and leak detectors for plumbing, Indoor Air Quality Monitoring, heat detection systems, power meters, and independent fire systems monitoring. This project also incorporated a new pre-action fire protection system for the main distribution frame room.

**PROPOSED TEAM:**

Michael Wilson, Principal-in-Charge



David Martin, Project Executive



Nick Enns, Project Manager

David Lee, General Superintendent

Jeff Stephenson, Chief Estimator



**Ted Parker, Director of Community Outreach
& Vendor Diversity**



Marc Reeves, Director of Risk Management



REFERENCES

17

Todd Peeler
Construction Project Manager II
Augusta University
706.721.8007
MIPEELER@augusta.edu



Gwynne Darden
Associate VP, Office of
University Architects for Facilities
Planning
University of Georgia
706.542.3605
gmdarden@uga.edu



Dale Jordan
Procurement Director
Cherokee County Board of County
Commissioners
678.493.6034
dalejordan007@gmail.com





Ajax

AJAX BUILDING COMPANY, LLC

Part of the STO Building Group Family of Companies



AFFIDAVIT VERIFYING CONTRACTOR PARTICIPATION IN FEDERAL WORK AUTHORIZATION PROGRAM (E-Verify)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A. § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- c) The Contractor will notify the City of Alpharetta in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;
- e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);
- f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10-91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and
- g) The Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the City of Alpharetta within five business days of receipt.

242179

Federal Work Authorization User Identification Number

Ajax Building Company, LLC

Name of Contractor

02/22/2010

Date of Authorization

Fire Station 81 Clean Room and Interior Renovations

Name of Project

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed date **10/11/2024** in **Midway** (city), **FL** (state).

Signature of Authorized Officer or Agent

J.B. Smith, II, President

Printed Name and Title of Authorized Officer or Agent

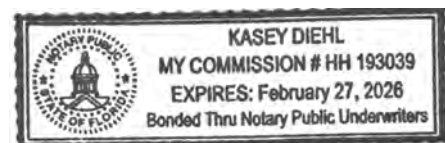
SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE **11** DAY OF **October**, 20**24.00**.

NOTARY PUBLIC

My Commission Expires: **02/27/2026**

(Notary Stamp)



of 1



BIDDER'S DISCLOSURES AND CERTIFICATIONS

PROCUREMENT NUMBER & TITLE: 25-1003, Fire Station 81 Clean Room and Interior Renovations

DISCLOSURE FORM AND CERTIFICATION OF NON-COLLUSION

Bidder must disclose any possible conflict of interest and/or any relationship that exists between any principal or employee of your corporation/firm/team/organization and with any City elected official and/or employee. Relationship may be financial, personal, or family or may be in the form of campaign contributions to elected officials. State whether Relationship DOES or DOES NOT exist. Failure to disclose or to submit this completed form may result in response being declared non-responsive and will not be considered further.

Check applicable box. Use additional forms if needed:	No known relationship exists ☒	Yes, Relationship does exist ☐	If this box checked, include the name and position of the City Official to whom a campaign contribution was made or official/employee relationship. Use a separate form for each official to whom a contribution has been made within the past two (2) years or for additional official/employee relationships.
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City Elected Official and/or Employee Name and position

Contribution Amount/Value (if any)

Contribution Date and Description

List other Relationship if not contribution

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS

The Contractor certifies to the best of its knowledge and belief that neither it nor any of its principals:

1. are presently debarred, suspended, proposed for debarment, or declared ineligible from submitting bids or proposals by any federal, state or local entity, department or agency;
2. have within a three-year period preceding this bid/offer, been convicted or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performance of a public (Federal, state or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, tax evasion, or receiving stolen property;
3. are presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph 2 of this certification;
4. have within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal, state or local public agency.

By signing this form, I certify that:

- As an officer of this firm, or per the attached letter of authorization, I am duly authorized to certify the information provided herein is accurate and true; and my firm shall comply with all State and Federal Equal Opportunity and Non-Discrimination requirements and conditions of employment.
- That the firm's response is made without prior understanding, agreement, or connection with any corporation, firm, team, organization, or person submitting a response for the same materials, supplies, equipment, opportunity, or services and is in all respects fair and without collusion or fraud. My firm understands and agrees that bid/proposal collusion is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards;
- Employees of this company or employees of any company supplying material or subcontracting to do work on this Contract will not engage in business ventures with employees of the CITY or Consulting Engineers nor shall they provide gifts, gratuities, favors, entertainment, loans or other items of value to employees of this Department, and
- That the provisions of the Official Code of Georgia Annotated, Sections 45-10-20 et seq. have not been violated and will not be violated in any respect. O.C.G.A. 45-10-20 through 45-10-28 provide that it is unlawful for a City elected official or employee to transact business with the City by which that person is employed for himself, on behalf of a business in which the employee or his/her spouse or dependents has a substantial interest, or on behalf of anyone as agent, broker, dealer, or representative.

Ajax Building Company, LLC

Company Name

Signature of Authorized Officer or Agent

10/10/2024

Date

J.B. Smith, II, President

Printed Name & Title of Authorized Officer or Agent

1080 Commerce Boulevard, Midway, FL 32343

Company Address

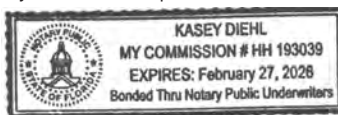
Subscribed and sworn before me on this the

10 day of October, 2024

Notary Public

02/27/2026

My Commission Expires





**PT. 2 CITY OF ALPHARETTA REQUEST FOR
QUALIFICATIONS FIRE STATION 81 CLEAN
ROOM AND INTERIOR RENOVATIONS
RFQ #25-1003**

Ajax

AJAX BUILDING COMPANY, LLC
Part of the STO Building Group Family of Companies

COVER LETTER

1



Atlanta Office
1360 Bluegrass Lakes Pkwy,
Suite 200
Alpharetta, GA 30004
770.952.7422



AL - 54552
FL - CGC#1520391
GA - GCCO 007750
GA - GCCQA 007750
NC - 83194
SC - G122422
TN - 74075

December 5, 2024

City of Alpharetta
2 Park Plaza
Alpharetta, GA 30009

RE: Pt. 2 Request for Qualifications: Fire Station 81 Clean Room and Interior Renovation

Members of the Selection Committee,

Ajax Building Company is pleased to have been selected to present on the major renovations to Fire Station 81 in Alpharetta. We look forward to elaborating further on our approach and expertise our team will bring to this project, as well as address any questions the selection committee may have during the interview process.

Ajax stands ready to work closely with the City of Alpharetta and Jericho Design in developing the project design and subsequent approach. Ajax will serve as a trusted partner ensuring schedule, budget, and programmatic goals of the project are achieved. Ajax's experience from 71 Public Safety Clients and more than \$2.5 Billion of projects will ensure the City's goals for this project are met.

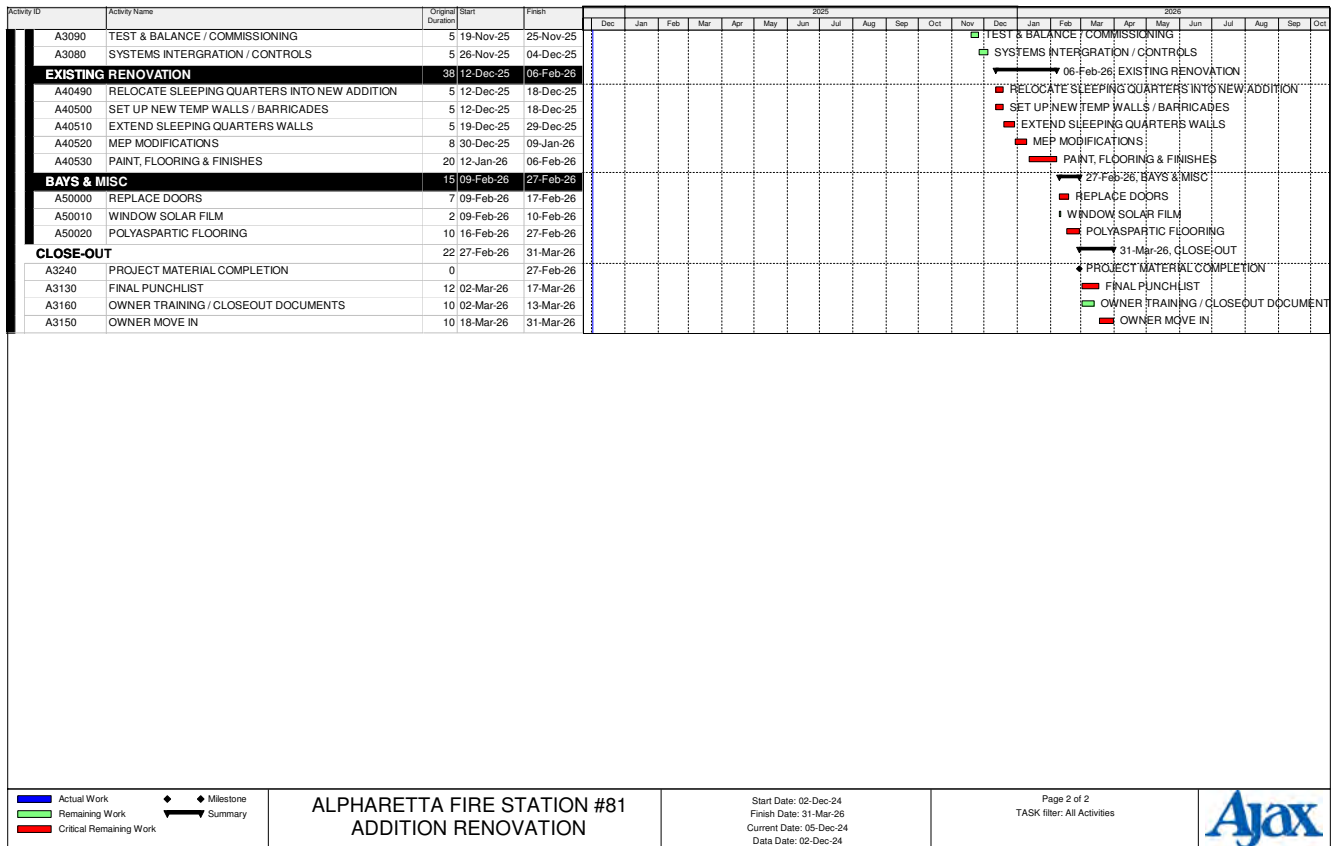
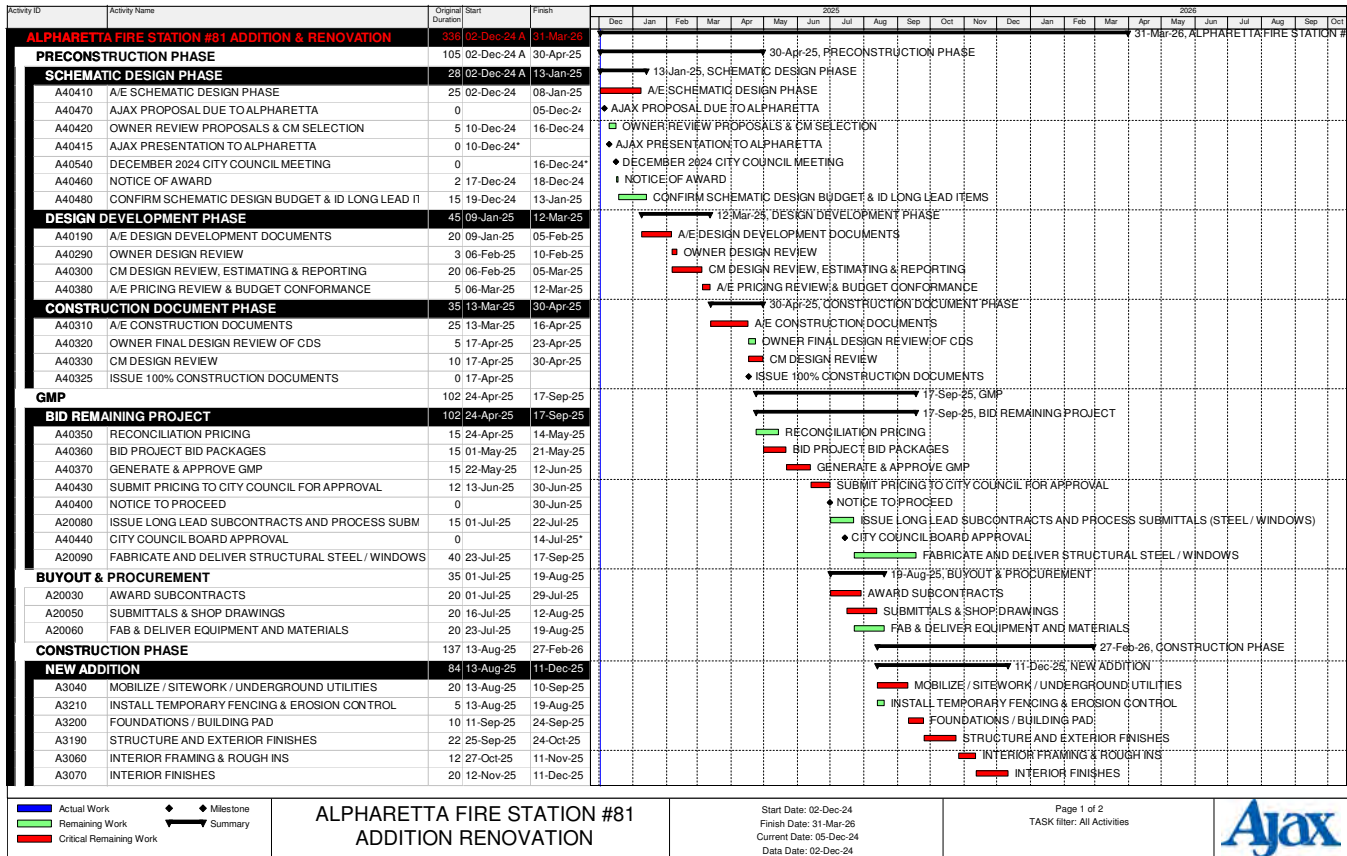
A CMAR's true value is in its ability to work with multiple users involved in a project to ensure that all your objectives are met. Its imperative, especially with any public Safety Facility that is active, to ensure the service it provides to the community is not impaired in any way. Throughout construction we will work diligently with your staff to develop and update site management plans and schedules that provide a safe environment while minimizing the impact to the daily functions of the Station.

Our project team is excited for the opportunity to work with the City of Alpharetta, where many of us call home. We stand ready to team with you to make this project a success. I believe our staff and our overall expertise, makes Ajax a strong choice as your construction partner. We appreciate the opportunity to interview with you and look forward to our teams working together on this project.

Sincerely,
Ajax Building Company, LLC

A handwritten signature in blue ink, appearing to read "Michael Wilson".

Michael Wilson



3. APPROACH

I. DESCRIBE YOUR PROPOSED APPROACH TO MEET THE NEEDS AND DEAL WITH THE COMPLEXITIES OF SUCH A PROJECT. SHOW WHY THIS APPROACH IS THE BEST SOLUTION TO THE PROBLEM AND HOW IT HAS WORKED ON SIMILAR PROJECTS IN THE PAST.

Phasing work allows for the flexibility to occupy a site that is under construction. It allows all parties involved to be brought up to speed and allows for a more detailed plan. Understanding your first responders shift change times and common sleeping schedule will better help us plan work timing to prevent disruptions. Having to be ready at a moments notice makes this point all the more important. You can never have too much communication when lives are at risk.

II. DISCUSS YOUR FIRM’S ROLE AS A TEAM MEMBER OF A COORDINATED PROJECT DELIVERY TEAM, WHICH INCLUDES THE CITY, CITY’S REPRESENTATIVE, ARCHITECT, SPECIALTY CONSULTANTS, AND PROGRAM/PROJECT MANAGER.

IDENTIFYING THE STAKEHOLDERS, DECISION MAKING AND REVIEW PROCESS

Ajax's innate culture promotes a collaborative and inclusive design and delivery process. We begin by identifying a list of decision makers and stakeholders as it relates to the project and design process. This informs the entire team of the decision-making structure and allows a collaborative approach for this project, which is of particular significance when working with multiple user groups in a design/build fashion. The team will work with City of Alpharetta staff to identify the key personnel, their appropriate level of involvement considering each expertise and to how most efficiently utilize their input.

HUB OF THE WHEEL

Ajax will be the “hub of the wheel” coordinating all efforts for the construction of the City of Alpharetta Fire Station 81 Clean Room and Interior Renovations, including the Business Outreach Plan.



III. PROVIDE INFORMATION REGARDING THE SERVICES REQUIRED TO ENSURE THE PROJECT GOALS ARE ACCOMPLISHED, AND THE MATERIALS AND METHODS THAT WILL BE EMPLOYED

PROCORE

Ajax utilizes Procore Project Management software to help manage each of our construction projects. Procore is considered among the most innovative cloud programs creating a truly collaborative environment. All information is maintained in one place with real time accessibility by every project team member. This ensures all information accessed is always accurate, consistent and up to date. Information maintained within Procore includes:

- Daily Logs
- Drawings
- Photos
- Punch Lists
- Specifications
- Schedules
- Project Workflow
- Bids
- Meetings
- RFIs
- Submittals
- Transmittals
- Inspections



COMMUNICATION APPROACH

As your Construction Manager at Risk, Ajax will serve as your single-point of contact. Our primary approach to resolving issues is to be proactive. If a situation arises, we immediately research the details to discover all the facts. Once there is a good understanding of the conflict, Ajax will bring the issue to the rest of the Team alongside multiple resolutions.

TEAM INTEGRATION MEETINGS/POLICY AND PROCEDURES MANUAL

At the start of the project, Ajax will conduct a team integration / partnering workshop. This workshop enables the team to establish lines of communication and develop the policy and procedures that the team will utilize throughout the project to process information and resolve issues. These workshops help develop a strong internal defense system against mistakes, conflicts, and errors. They also serve to unite Ajax, the Owner, and the A/E toward the ultimate success of the project as responsibilities and timelines are set for each Team member. The culmination of this workshop will be the project Team's administrative guide: the Policy & Procedure manual.

The workshops serve many purposes, such as:

- » To Foster a Partnership between All Members of the Project Team
- » To Define the Project Objectives, Goals and Mission Statement
- » Establish the Roles and Responsibilities of Each Team Member
- » Develop the Project Master Schedule with Team Input that will be used as a road map to achieve the Project Objectives.

REGULARLY SCHEDULED MEETINGS

Ajax believes that continual dialog between the team members through regularly scheduled team meetings provides the appropriate forum to address issues as they arise. Using an open issues list, our meeting minutes track items of discussion, establish a responsible party who will serve to work toward resolution, and maintain the dialogue in format record until each item is resolved. These meetings keep the Team focused on resolving issues and allow the meeting to focus on formulating solutions.

SUBCONTRACTOR COORDINATION MEETINGS

Once construction begins, Ajax conducts subcontractor coordination meetings at least once a week with all the subcontractors currently working onsite and who will be working onsite in the coming weeks. In this meeting, Ajax reviews with the subcontractors the project schedule, safety, and quality issues. The coming months' work activities are coordinated amongst this group with the record minutes relayed to each attendee and their representing office so that each trade is well aware of where they need to be and what work is expected of them. This is also a forum to address any issues or conflicts that exist.

ONE ON ONE SUBCONTRACTOR MEETINGS

Sometimes meetings and issues are so complex that a one-on-one meeting with the sub is more appropriate and leads to better results. In those cases, Ajax meets with the subcontractor and works with them to arrive at a swift resolution. In most cases, these are contract enforcement issues that require the involvement and subsequent commitments from the subcontractor's upper management. In any event, when an issue is of such a magnitude that it requires individual attention, those meetings are held immediately.

COMPREHENSIVE MANAGEMENT PROCESS

Through effective management and communication skills, Ajax continues to enjoy excellent working relationships on a repeat basis with our clients,

IV. DISCUSS YOUR APPROACH TO PROJECT CONTROL, INCLUDING SCOPE, SCHEDULE, BUDGET AND COST CONTROL, AND CONSTRUCTION QUALITY CONTROL.

6

APPROACH & METHODOLOGY

As your Construction Manager at-Risk, Ajax will serve as your single-point of contact. Performance, accountability, and all jobsite performances fall under our watch. With 90% of our work being delivered via the construction management (CM) process, we have refined and improved our processes assuring the best in service. Our approach is based on working as a team with the owner, design team, consultants and stakeholders, while communicating throughout the entire process. The following topics outline some of ways Ajax approaches each of our projects:

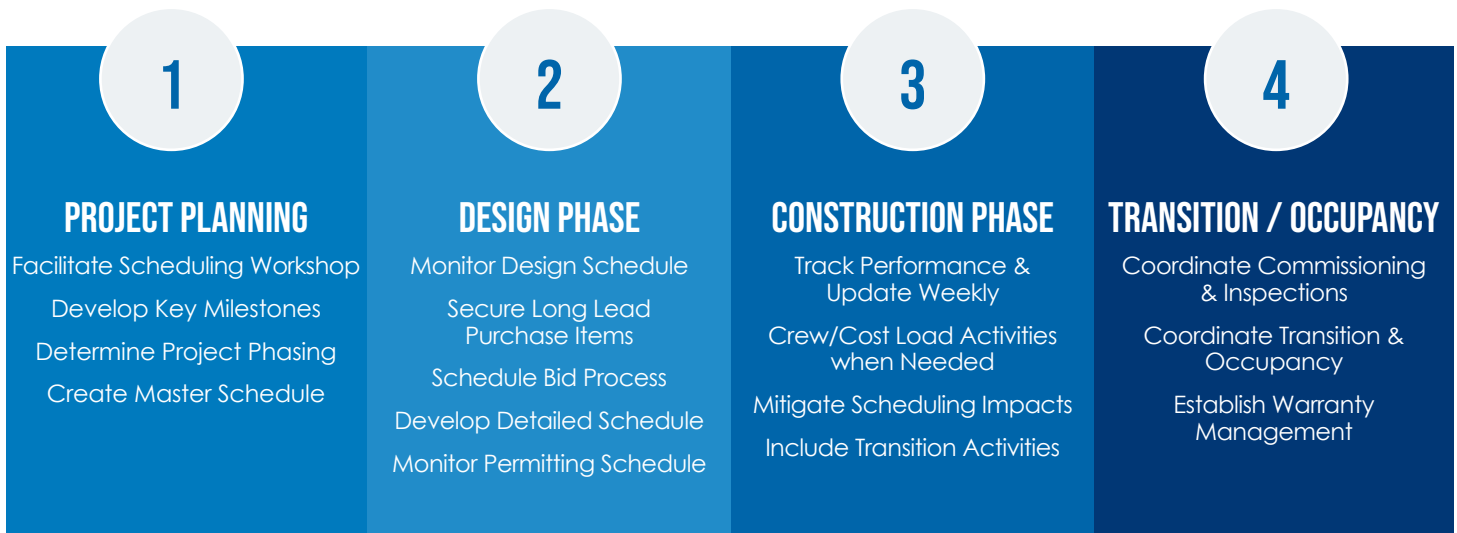
- Team Kick-Off Meeting
- Scheduling
- Cost Control
- Value Engineering
- Reporting Systems
- Quality Control
- Safety Management
- Project Close Out & Warranty

TEAM KICK-OFF MEETING

At the beginning of a project, our team will conduct a partnering / team integration workshop to organize the entire project team (owner, stakeholders, design team and consultants) to foster a partnership between all members.

SCHEDULING

We understand the importance of delivering projects on time for our owners. We have a proven track record of completing projects within our owners' time and budget constraints. This stems from our teamwork approach of incorporating input directly from the owner, stakeholders and the design team, as well as subcontractors and vendors. With the entire project team developing the schedule, each member becomes personally vested and accountable for achieving each milestone. The actual Construction Manager at Risk program we implement is comprised of these four phases:

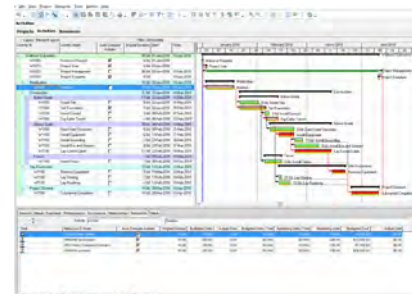


SCHEDULING SOFTWARE

Ajax uses proven industry standard scheduling software (Primavera P6 – Oracle) to establish schedules for your project which have the capability to:

- Cost Load
- Forecast Expenditures
- Estimate Manpower Requirements

Our program is fast, easy to update, and provides a full menu scheduling and cost reports, including both critical path logic diagrams and bar chart formats. Ajax's scheduling capabilities permit a complete analysis of cost distribution throughout the design and construction phases of any project.



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7

COST CONTROL

As your Construction Manager at Risk, our team will work closely from the onset with the City of Alpharetta and design team to ensure the design and budget are complimentary to one another. This process is involved and requires the perseverance of every team member throughout the design phase. It will ensure that when the final GMP is delivered, it is within the established budget and that there are absolutely no surprises.

Ajax's success in delivering projects at or below budget begins early in the Design Phase and continues throughout the Construction Phase.

DESIGN PHASE COST CONTROL

Whether your goal is to cut dollars from the budget or to maximize your project dollars, our team will provide accurate estimates from our Estimating Department throughout the design phase, as well as cost/benefit analyses on materials and systems, allowing you to make informed financial decisions.



JEFF STEPHENSON
CHIEF ESTIMATOR

As the Estimator on hundreds of CM projects, Jeff is a valuable asset to the preconstruction phase. His approach of working hand-in-hand with design teams and owners from day one, ensures all budget, schedule and quality goals are met. Jeff's reputation for providing accurate estimate and options allows owners to make informed budgetary decisions.

ESTIMATING

Our program is a progressive approach where early phases build upon one another until, a guaranteed maximum price (GMP) is established. Our pre-construction approach includes:

CONCEPTUAL ESTIMATE: Prepared early in the Design Phase, this estimate is based on concept, confirming that it can be constructed within the budget. It includes traditional project costs as applicable to a project, such as site preparation, foundation, structural work, exterior and interior finishes, and roofing work. This is sometimes referred to as an Economic Cost Model or "Target Value" approach and provides a benchmark for the team.

SYSTEMS COST ANALYSIS: Ajax will provide total cost comparison (materials, labor, maintenance, etc.) for each system being considered. For example:

- Chilled Water HVAC vs. Variable Refrigerant Flow (VRF)
- Block & Brick Multi-Wythe Wall System vs. Block & Stucco

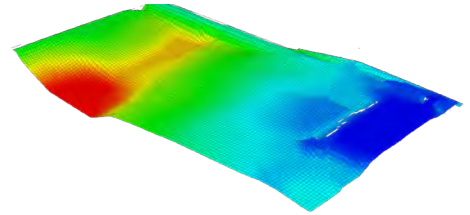
By working in conjunction with the City of Alpharetta and their design teams, as a group we will be able to properly analyze all options to develop definitive conclusions.

LIFE CYCLE COST ANALYSIS: Ajax will determine how each system or the facility as a whole will perform after 15 to 20 years. All aspects of the operational cost and maintenance of the facility is taken into consideration to select the best systems and equipment for the life of the facility. This information will allow you to make informed cost / life cycle / maintenance / quality decisions that meet your project goals.



DETAILED ESTIMATE: As the project progresses and construction documents become available, we perform a complete Detailed Estimate for the entire project. It provides a higher level of detail and accuracy because materials and methods have been selected. It includes a detailed quantity takeoff from the documents and information now available. Specific material pricing from local vendors may be included, and issues such as crew sizes and total crew-days-required are also taken into account.

EARTHWORKS: Earthworks is a three dimensional computer program to assist with site cost analysis. It illustrates the contours of the existing site, comparing it to the new elevations needed for the project. The new elevations are calculated to determine the volume of dirt needed to be cut or filled to create the desired elevation and slopes for the project site. A variety of elevation and slope options can be quickly analyzed to determine the most efficient and cost effective grading plan.

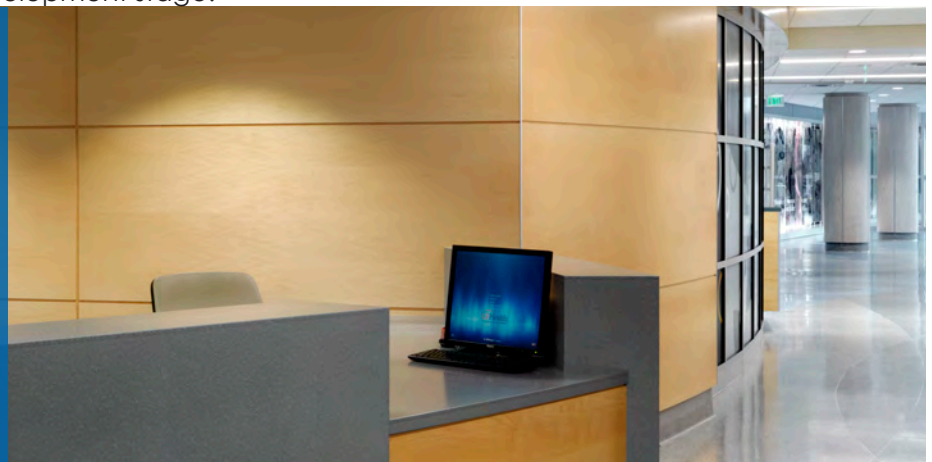


GUARANTEED MAXIMUM PRICE (GMP)

Through our estimating, value engineering and competitive bid processes, Ajax will establish a GMP that incorporates all of your goals and objectives. We are able to submit a GMP during any stage of the Design Phase in this case likely the design development stage.

Ajax's GMP will include:

- Design Coordination
- Permitting
- Testing
- All Management Costs
- Sitework
- General Conditions
- General Requirements
- Subcontractor Costs
- Equipment, Labor & Materials
- Construction
- Post-Construction Work



VALUE ENGINEERING

As part of our estimating process, Ajax will develop a list of Value Engineering/Cost Reduction Options for consideration. We will provide an itemized list of alternate materials, equipment and systems along with their associated savings. These items will be reviewed by the team and those that are approved will be incorporated into the design.

Our team is encouraged to "brainstorm" and we may initially come up with a Value Engineering list exceeding 50 or more items. We then evaluate the list with the project team to determine which ideas have the most merit for further development. Criteria used to select these ideas include:

- Reasonableness & Practicality
- Durability/Functionality of Option
- Quality Impact vs. Value Offered
- Cost Savings to the Project
- Potential Design & Time Impact

Indus County School Board
Jorge High School
NWE: 41220014
Jax Project #000007

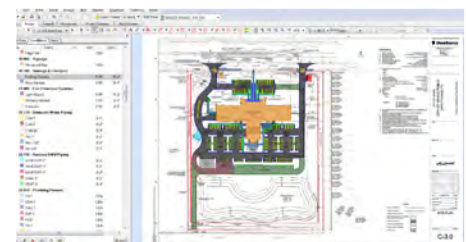
CURRENT ESTIMATE STATUS	
SCHEMATIC ESTIMATE BASE QUOTE	\$1,751,000
AD-1: Materials	\$1,000,000
AD-2: Labor	\$250,000
AD-3: Equipment	\$100,000
AD-4: Subcontractor Fees	\$150,000
AD-5: Professional Fees (10% of AD-1 to AD-4)	\$151,000
TOTAL CURRENT ESTIMATE	\$1,651,000

Proposed Cost Reduction	
Item	Comments
1-001	Replace existing 1/2" thick glass with 1/4" thick glass
1-002	Replace existing 1/2" thick glass with 1/4" thick glass
1-003	Replace existing 1/2" thick glass with 1/4" thick glass
1-004	Replace existing 1/2" thick glass with 1/4" thick glass
1-005	Replace existing 1/2" thick glass with 1/4" thick glass
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1-100	Replace existing 1/2" thick glass with 1/4" thick glass

Savings from the Value Engineering exercises usually range from 2% - 7% and in some cases can be as much as 15%.

ON-SCREEN TAKE-OFF

"On-Screen Take-off" is the latest cutting-edge technology for accurately developing cost estimates and quantities from the Architect's drawings. In addition, this process of estimating projects is extremely efficient and accurate. This will ensure the project progresses as quickly as possible, while ensuring the budget is being met.



CONSTRUCTION PHASE COST CONTROL

During construction, cost control is accomplished through proper bid management, detailed cost reporting and payment procedures, management of contingency funds, and thorough review of potential subcontractor changes and owner change requests.

- **BID MANAGEMENT:** During this phase Prequalification packets are sent to subcontractors. We pre-qualify a minimum of three subcontractors for each trade. After pre-qualifying subcontractors and generating interest in the project, we assemble detailed bid documents. Subcontractors must know exactly what is expected of them in order to produce high quality work. Ajax prequalifies our subcontractors based

SUB-CONTRACTOR BID STRATEGY

IDENTIFY SUBCONTRACTORS

Encourage local firms to participate

PREQUALIFY SUBCONTRACTORS

Ensure qualified and capable vendors bid the project

CONDUCT PREBID CONFERENCES

Ensure each bidder is fully aware of all project requirements prior to bid

PROVIDE DETAILED BID PACKAGES

Informed bidders ensure more accurate bids

ACCEPT SEALED BIDS

Protect City of Alpharetta from potential conflicts (min. of 3 bidders)

CONDUCT SCOPE REVIEW MEETING

Confirm bids are comprehensive and complete

RECOMMENDATION AWARD

Submit Recommended Subcontractors to City of Alpharetta

AJAX IS CONSTANTLY IDENTIFYING NEW SUB TRADES TO ADD TO OUR NETWORK OF TRADE CONTRACTORS



- **BIDDING & PRE-AWARD PHASE:** Once sealed bids are received, Ajax will open bids in the presence of your facilities staff. After bids are evaluated, we will call the apparent low bidder for a pre-award meeting. The purpose of this meeting is to ensure the low bidders' proposals are accurate and that no scope was omitted while confirming all information previously distributed at the Pre-Bid Meeting is understood prior to going to contract.

When the documents are complete, we will competitively bid the project to prequalified subcontractors and vendors to ensure competition and ensure the lowest possible price. We will open and review the bids in the presence of the Owner and make recommendations of awards after thoroughly scoping and reviewing each package.

REPORTING SYSTEMS

COST MANAGEMENT SOFTWARE

Ajax uses CMiC Construction Management software, which is an innovative construction enterprise software system designed to manage complex construction projects. CMiC provides tighter controls and accountability which allow us to deliver projects on-time and on-budget. CMiC's project management capabilities include:

- Financial Statements
- Accounting Books & Records

- Project Analysis
- Service & Maintenance
- Labor & Equipment
- Analytics
- Document Imaging
- Project Workflow

This software is located not only at our offices, but at our jobsites as well. This allows Project Managers and Administrators to communicate with our home accounting office and provides up-to-the-minute, detailed job cost information including costs, billing and payroll. Owners can also be provided with a detailed cost report upon request.

PROCORE

Please see Section 3, III.

CONSTRUCTION QUALITY CONTROL

PRECONSTRUCTION PHASE

- **DESIGN REVIEW:** Quality begins with a thorough review of the plans and specifications for completeness, accuracy & constructability. After a systematic review of the plans and specifications, we recommend modifications to the Architect that might be made to the drawings and/or specification to assist in clarifying the design intent.
- **REDI-CHECK SYSTEM:** Ajax utilizes the Redi-Check system to review the contract documents for any discrepancies, resolving conflicts and ensuring quality prior to bidding and construction. Clear and concise documents ensure competitive and responsive bids.
- **PRE-QUALIFICATION OF TRADE CONTRACTORS:** To ensure that only reputable trade contractors bid on your project, Ajax pre-qualifies trade contractors for construction experience on similar projects, proven record of quality and schedule adherence, financial stability and bonding ability, and safety record and insurance.
- **BID DOCUMENTS:** After pre-qualifying subcontractors and generating interest in the project, we assemble detailed bid documents. Subcontractors must know exactly what is expected of them in order to produce high quality work.



CONSTRUCTION PHASE

Ajax will implement a detailed project specific quality control program with each trade contractor on the project, thereby guaranteeing high levels of craftsmanship. This process includes:

- **SHOP DRAWINGS & SUBMITTAL REVIEW:** The project team reviews submittals for conformance with the contract documents, accuracy and completeness.
- **CHECK MATERIAL CONFORMANCE UPON RECEIPT:** The Ajax team will inspect all materials arriving at the job site and immediately reject and return any material that does not conform to established quality standards.
- **MOCK-UP OF REPETITIVE OR DIFFICULT WORK:** Mock-ups of repetitive or difficult work are required to be constructed by all participation subcontractors before construction begins. This will establish an initial quality benchmark so all subcontractors know what standard of quality must be obtained.
- **MONITOR WORK DAILY:** As Superintendent, Dee Anthony, walks the site daily, he refers to a detailed checklist that covers the specific items of quality and assures that the work being produced meets those standards.
- **PROMPTLY REJECT NON-CONFORMING WORK:** Any work that is found to be non-conforming will be promptly rejected. Our subcontract requires that corrective action be taken within 24 hours of notification of rejection.
- **PHASE AND AREA PUNCHLISTS:** Punchlists will be performed at the completion of each major phase of the project. This process minimizes the final punchlist at the end of the project.
- **COORDINATION & TOOLBOX MEETINGS:** Superintendent, Dee Anthony, will hold weekly meetings with all of the subcontractors to discuss schedule, quality & safety.

V. AS PREVIOUSLY STATED, OUR INTENTION IS FOR ALL THE WORK TO BE ACCOMPLISHED WHILE KEEPING THE FIRE STATION IN SERVICE. HOW MIGHT YOU PROPOSE TO COMPLETE THE WORK WHILE ACCOMMODATING FIRE PERSONNEL, THEIR LIVING QUARTERS, AND THEIR NEED TO GET THE FIRE APPARATUS IN AND OUT OF THE STATION FOR EMERGENCY RESPONSES.

Please see sections 1&2 for the site plan on reference to completion of work while accommodating fire personnel, their living quarters, and their need to get the fire apparatus in and out of the station for emergency responses.

VI. DISCUSS YOUR FIRM'S APPROACH TO ACHIEVING LEADING EDGE PERFORMANCE AND LATEST INDUSTRY TRENDS.

As part of the largest privately held group of Construction companies in the US, Ajax continues to search for ways to improve and streamline our construction process. Whether it be through systems like Procore for project management or through QR codes on major equipment that lead users to maintenance and instructional manuals we continue to strive to better serve our clients everyday. Below are some examples of things that may be useful on your project.

QR CODES

QR codes have gained significant visibility in the last year. The checkerboard square image is fast being recognized and utilized in increasing numbers. Any smartphone or device with a QR application installed can scan the code, and the information is translated instantly. The varied uses of the QR Code are continually growing. Ajax has adopted QR codes for use on our project sites. By placing QR Codes in areas with devices or equipment that require instruction manuals or maintenance manuals, this information is available instantaneously to those who need it.

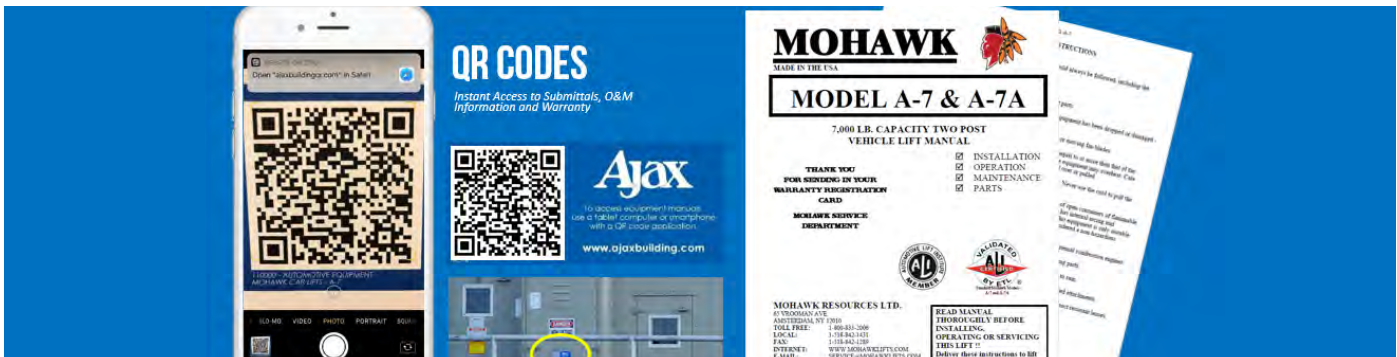
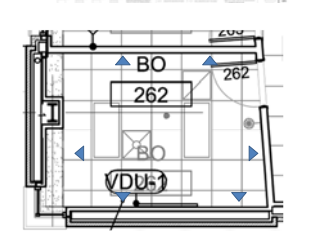


PHOTO ELECTRONIC AS-BUILTS

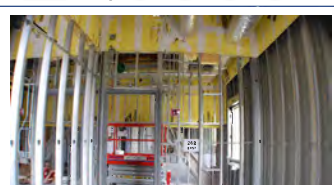
Ajax will provide photo electronic as-builts as a part of normal construction management services. These are photographs we provide in blueprint format, allowing our owners to know exactly what is behind each wall and above each ceiling. This is critical to know if any future renovations or repairs need to be made. Photographs take the guesswork out of trying to determine where electrical, plumbing or HVAC components may be located. Ajax will provide a USB of all project photos.



FACILITIES STAFF WILL BE ABLE TO PULL UP A DIGITAL BLUE PRINT OF THE PROJECT.



AFTER CLICKING ON A SPECIFIC ROOM (THE RED CIRCLE ON THE BLUEPRINT, FOR EXAMPLE), THE ROOM WILL APPEAR WITH BLUE TRIANGLES INDICATING WHERE PHOTOGRAPHIC IMAGES WERE TAKEN.



AFTER CLICKING ON ONE OF THE BLUE TRIANGLES, THE APPROPRIATE IMAGE WILL APPEAR, SHOWING A PHOTOGRAPH OF EXACTLY WHAT IS IN THE WALL/CEILING.



Ajax

AJAX BUILDING COMPANY, LLC

Part of the STO Building Group Family of Companies

**BID BOND**

(Five Percent (5%) of Bid for Preconstruction Services)

Bid Bond # Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned

Ajax Building Company, LLC, as CONTRACTOR, andTravelers Casualty and Surety Company of America, as SURETY, a corporation duly organized under the laws of the State of CT, are hereby held and firmly bound unto

CITY OF ALPHARETTA, GEORGIA

2 PARK PLAZA

ALPHARETTA, GA 30009 as CITY and hereafter called OBLIGEE, in the penal sum of

Five Percent of Amount Bid _____ Dollars (\$ _____), or **5%** Percent (_____%) of the bid amount for preconstruction services, whichever is less, for the payment of which sum well and truly to be made, the said CONTRACTOR and the said SURETY, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors, and assigns.

Signed this 10th day of December, 2024.

The condition of the above obligation is such that whereas the CONTRACTOR has submitted to the OBLIGEE a certain bid attached hereto and hereby made a part hereof to enter into a contract in writing for the construction of

Construction Manager at Risk (CMAR): Fire Station 81 Clean Room and Interior Renovations.

Located at 2970 Webb Bridge Road, within the City of Alpharetta.

NOW, THEREFORE, if the OBLIGEE shall accept the bid of the CONTRACTOR and the CONTRACTOR shall enter into a Contract with the OBLIGEE in accordance with the terms of such bid and give such bonds or bond as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the CONTRACTOR to enter such Contract and give such bond or bonds, if the CONTRACTOR shall pay to the OBLIGEE the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the OBLIGEE may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

BID BOND

Page 2 of 2

The **SURETY**, for value received, hereby stipulates and agrees that the obligations of said **SURETY** and its bond shall be in no way impaired or affected by any extension of the time within which the **OBLIGEE** may accept such bids and said **SURETY** does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the **CONTRACTOR** and the **SURETY** corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

Ajax Building Company, LLC**CONTRACTOR**

By: _____

Travelers Casualty and Surety Company of America**SURETY**

By: _____

Laurie Pflug, Attorney-in-fact
Georgia Representative

(SEAL)

**Surety Contact Information:**Address: 500 N. Akard St., Suite 4300, Dallas, TX 75201Phone: 612 702-4259Fax: N/AEmail: laurie.pflug@wtwco.com

Surety companies executing bonds must appear on the Treasury Department's most current list (Circular 570, as amended) and be authorized to conduct business in the State of Georgia.



**Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company**

POWER OF ATTORNEY

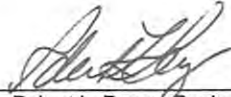
KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **LAURIE PFLUG** of **BLOOMINGTON**, **Minnesota**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April**, **2021**.



State of Connecticut

City of Hartford ss.

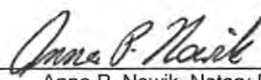
By: 
Robert L. Raney, Senior Vice President

On this the **21st** day of **April**, **2021**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June**, **2026**




Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

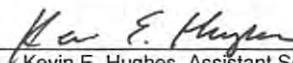
FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **10th** day of **December**, **2024**




Kevin E. Hughes, Assistant Secretary

**To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.**

City of Alpharetta
Construction Manager at Risk (CMAR):
Fire Station 81 Clean Room and Interior Renovations
RFP 25-1003

Cost Proposal and Fee Structure

AJAX BUILDING COMPANY, LLC

1 Fee Proposal: Preconstruction Services Compensation

Contractor shall be paid a lump sum Fee for performing the Services outlined in the Agreement for Preconstruction Services. The Fee shall be payable by Owner in accordance with the following schedule (this preconstruction fee will be included in the final GMP with GC and Fee amounts):

1-A.	30% Documents (Schematic Design)	\$ 2,500.00
1-B.	60% Documents (Design Development)	\$ 2,500.00
1-C.	90% Documents (Guarantee Maximum Price (GMP) Documents)	\$ 2,500.00
1-D.	Conformance Documents - Aligns with CMAR GMP Proposal	\$ 3,500.00
1-E.	Total Preconstruction Fee	\$ 11,000.00

2 Fee Proposal: Construction Management Fee

Construction Management fee during the Construction Phase shall be stated below as a percentage of the "Cost of Work" as defined in AIA Document A133-2019 (unless otherwise specified herein by Offeror). This fee should be based on the hard costs anticipated as part of the budget, as identified in Section 2 Scope of Work in RFP Scope of Work & Proposal Submission document .

2-A.	Construction Management Fee	13.25%
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By completing and submitting this rate sheet in response to the City of Alpharetta's RFP 25-1003, Construction Manager at Risk (CMAR): Fire Station 81 Clean Room and Interior Renovations, responding contractor certifies that:

A. Contractor has carefully read and understands City's RFP Documents and Requirements;

B. Contractor is familiar with local conditions under which Work is to be performed;

C. Contractor has correlated Contractor's personal observations with City's service requirements as noted in RFP Documents; and	
D. Contractor understands that Proposal may not be withdrawn within sixty (60) days after proposal due date, and Contractor guarantees that the City has the right to waive informalities and irregularities in Proposal review process.	
AJAX BUILDING COMPANY, LLC	:Company Name
1360 Bluegrass Lakes Parkway, Suite 200, Alpharetta, GA 30004	:Address
Appie Wells, Vice President of Operations	:Name, Title Authorized Signer
(706) 508-6021	:Contact Info - Phone Number
appie.wells@ajaxbuilding.com	:Contact Info - Email Address



STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Morgan Rodgers

Meeting Date: June 16, 2025

AGENDA ITEM:

Contract Approval: Kristen Orr DBA Orr Contracting, LLC Contract Renewal

Consideration of approval of the renewal of the contract with Kristen Orr DBA Orr Contracting LLC, provider of Volunteer and Education Coordination Services for the Community Agriculture & Sustainability Services Division of Recreation, Parks & Cultural Services and with authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve the renewal of a contract to Kristen Orr DBA Orr Contracting LLC, provider of Volunteer and Education Coordination Services for the Community Agriculture & Sustainability Services Division of Recreation, Parks & Cultural Services and authorize the Mayor to execute all necessary documents.

BUDGET & PROCUREMENT:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: YES

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
Community Agriculture and Sustainability/Professional Services 10061910 521200	\$63,000.00

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
N/A	\$0.00

ITEM DESCRIPTION:

Background:

Kristen Orr DBA Orr Contracting LLC has been the City of Alpharetta's provider of Volunteer and Education Coordination Services for the Community Agriculture & Sustainability Division of Recreation, Parks & Cultural Services since 2022. Orr Contracting LLC facilitates and/or leads agriculture and sustainability-based classes, workshops, youth camps and programming, and coordinates all volunteer activities for the City of Alpharetta's Community Agriculture Program, as well as assists with volunteer coordination in other Alpharetta parks.

Recommendation Explanation:

To continue to provide exceptional quality education and volunteer opportunities to Alpharetta residents. Staff is recommending the renewal of the contract attached hereto as the City of Alpharetta's Recreation, Parks & Cultural Services Volunteer and Education Coordination Services for Fiscal Year 2026.

ALTERNATIVES:

There are two alternatives to this recommendation:

1. Not renewing the Volunteer and Education Coordination Services agreement would result in additional staffing and city funds needed to provide Division-Run education and volunteer coordination programming for FY26.

2. Not renewing the Volunteer and Education Coordination Services agreement would result in the cancellation of all education and volunteer programming for FY26.

ATTACHMENTS:

1. Kristen Orr Contract FY26

**CITY OF ALPHARETTA RECREATION, PARKS & CULTURAL SERVICES VOLUNTEER &
EDUCATION COORDINATION SERVICES**

FY 2026

This Contract for volunteer and education coordination services is made and entered into and is effective this _____ day of _____, 20____, by and between, Kristen Orr dba Orr Contracting LLC a domestic limited liability company ("Contractor") located at 1940 Orr Road, Cumming, GA 30041 and the City of Alpharetta, Georgia, a municipal corporation of the State of Georgia, located at 2 Park Plaza, Alpharetta, Georgia 30009 by and through the City of Alpharetta Recreation, Park and Cultural Services Department ("City"). The City and the Contractor are sometimes referred to in this agreement collectively as the "Parties".

TERMS OF CONTRACT

The City desires to engage Contractor to perform, and Contractor agrees to render to the City, those certain contractor services for City of Alpharetta recreational programs identified below and further described in the attached Exhibit "A" to this Contract (referred to herein as "Contractor Services").

Is there such an Attachment to this Contract? Yes ☒ No ☐

Contractor Service(s):

FY 2026 Volunteer and Education Coordination Services

Service Date(s):

July 1, 2025 – June 30, 2026

Service Location(s) and Address(es):

Old Rucker Farm (900 Rucker Road, Alpharetta, GA); Preston Ridge Community Center (3655 Preston Ridge Road, Suite 100, Alpharetta, GA 30005); Rock Mill Park (3100 Kimball Bridge Rd, Alpharetta, GA 30022), or other location TBD.

In consideration of the foregoing and the mutual promises and terms and conditions contained herein, and for other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the parties here to agree as follows:

1. Contractor is an independent contractor and not an employee, agent, joint venture, or partner of the City. Contractor shall have no authority to contract for or bind City in any manner. Contractor shall have and maintain the responsibility for and control of the rendition of the Contractor services, the discipline of its employees, and other matters incident to the performance of the contractor services (services, duties and responsibilities as described and contemplated herein). Notwithstanding any other provision(s) of this Contract to the contrary, neither Contractor, nor any of its employees, agents, or sub-contractors, shall be considered an "employee" of the

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City during the performance of this Contract (the term "employee" shall have the same meaning as provided in IRS Publication No. 15 (2014) (Circular E).

2. If the estimated annual payment from the City to the Contractor is \$5,001 or more, Contractor is required to be a legal entity (i.e., a corporation, limited liability company, limited partnership, or other lawfully recognized business entity or a nonprofit corporation) formed under the laws of this state or another jurisdiction and currently authorized to transact business in the State of Georgia (a "legal entity")

Contractor hereby represents and warrants that Contractor is a/an (Check Applicable Box):

☐ Individual/Sole Proprietor ☐ Corporation ☒ Limited Liability Company
☐ Limited Partnership ☐ Nonprofit Corporation ☐ Other (insert):

In performance of the contractor services, Contractor hereby identifies the following individual as the volunteer and education coordination services for the program(s):

Kristen Orr

3. For performance of the contractor services provided hereunder, City agrees to pay Contractor a negotiated rate for services rendered. The rate shall be \$63,000.00 per (check one of the following):

☐ Class ☐ Week ☐ Hour ☐ Month ☐ Session ☐ Season ☒ Year

☐ Other (please specify):

Distribution of the \$63,000.00 payment will occur monthly in the following twelve (12) installments:

- Twelve (12) payments of \$5,250.00.

4. Contractor's fee will be calculated by the City each month following completion of services; disbursements to contractor by the first of the month post-service.

5. Supplies and materials needed for Contractor to execute services (class/workshop supplies, tools, etc.) will be mutually agreed upon by the City and Contractor and will be purchased by the City.

6. Contractor must have valid CPR/AED/First Aid certification on file with City coordinator or supervisor. Minimum qualifications and/or required certifications for Contractors, as determined by the City, are as follows:

N/A

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7. Contractor and all sub-contractors are required to complete and submit a Criminal History Request Consent Form to the City, successfully complete the City's criminal background check, and be approved by the City prior to service. Background checks are typically conducted on an annual basis (usually prior to the start of the fall/winter session). Subsequent background checks may be required at the determination of the City.

8. The Contractor is responsible for Contractor and sub-contractors' completion of Exhibit "B" Liability Waiver and Release Form, and submission of completed forms to City coordinator or supervisor.

9. Contractor, and its employees, agents, and sub-contractors (including paid or volunteer/unpaid sub-contractors) shall comply with the following:

a. Compliance with All Laws. The Contractor shall, in the performance of contractor services hereunder, fully comply with all applicable federal, state, and City laws, rules, ordinances, and regulations, including, but not limited to, the Civil Rights Act of 1964, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. Any subletting or subcontracting by the Contractor subjects sub-contractors to the same provision.

b. Equal Employment Opportunity; Non-Discrimination. The Contractor agrees that the hiring of persons to perform the contract will be made on the basis of merit and qualifications and there will be no discrimination based upon race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin by the persons performing the contract. In performing the services required under this Contract, the Contractor shall not discriminate against any person on the basis of race, color, religion, sex, national origin or ancestry, age or disability and shall further ensure that Contractor's agents and/or sub-contractors comply with same. Contractor, its agents and sub-contractors shall affirmatively comply with all applicable provisions of federal, state and local equal employment laws and shall 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.

c. Drug-Free Workplace. Contractor shall maintain a Drug Free Workplace pursuant to the federal Drug Free Workplace Act, as amended from time to time, and shall further ensure that its agents and sub-contractors maintain a Drug Free Workplace pursuant to other applicable state laws and regulations. By execution of this Agreement, Contractor certifies that:

(i) a drug-free workplace will be provided for the Contractor's employees during the performance of this Agreement; and

**CITY OF ALPHARETTA RECREATION, PARKS & CULTURAL SERVICES VOLUNTEER &
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(ii) each sub-contractor hired by Contractor shall be required to ensure that the sub-contractor's employees are provided a drug-free workplace; and

(iii) Contractor, including its employees, agents, and sub-contractors, will not engage in any unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of this Agreement.

d. Best Interests of City. Neither Contractor nor any of its officers, employees, agents, or sub-contractors shall have or hold any employment or contractual relationship that is antagonistic or incompatible with Contractor's loyal and conscientious exercise of judgment related to its performance under this Contract.

e. 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 shall not apply to legal campaign contributions, provided that such contributions have been disclosed in Contractor's response to the City's RFB. Neither Contractor nor any of its directors, officers, employees, agents, or representatives shall obtain any kickbacks or benefits for itself, themselves, or other clients as a result of any City purchases or transactions. Contractor shall not collude with other City contract providers regarding City business or matters. Contractor shall not enter into any business relationships with other City contract providers regarding City business or matters, without the approval of the City Manager, which approval may be withheld at the City Manager's sole discretion. Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Contract, and that it has not paid or agreed to pay any person, company, Contractor, individual or firm, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Contract. Provided however, this provision does not encompass Contractor's ability to have hired or engaged consultants to assist in preparation of the proposal and delivery of the services hereunder. For the breach or violation of this provision, the City shall have the right to terminate the Contract without liability at its discretion, to deduct from the contract price, or otherwise recover the full amount of such fee, commission, percentage, gift, or consideration.

f. Confidentiality. The Contractor's employees, agents and sub-contractors 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 OF ALPHARETTA RECREATION, PARKS & CULTURAL SERVICES VOLUNTEER &
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City. 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. Any data supplied to or created by the Contractor shall be considered the property of the City. The 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. Contractor shall provide adequate supervision and training to its agents, employees, and sub-contractors to ensure compliance with the terms of the Contract. The private or confidential data shall remain the property of the City at all times. Some services performed for the City may require the Contractor 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. The Contractor shall immediately report to the City any unauthorized disclosure of confidential information. 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. The Contractor's confidentiality obligation under the Contract shall survive termination of the Contract. 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; and

(ii) Policies of confidentiality shall address, as appropriate, information conveyed in verbal, written, and electronic formats; and

(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.

10. Contractor will incur all additional sub-contractor costs (not to include instructors outlined under Exhibit "A" of this agreement) and is responsible for working out payment agreements with its sub-contractors. Contractor assumes all financial responsibility for the program in accordance with local, state, and federal laws. The City is not financially responsible to pay additional sub-contractors. Personnel policies, tax responsibilities, social security and health insurance, employee benefits, and other similar administrative procedures applicable to services rendered under this Contract shall be the obligation of Contractor and not the City.

11. Contractor is responsible for set up and removal of all supplies (i.e., tables, chairs, etc.). Contractor is expected to allow ample time for set up and clean up and arrive at the location prepared to provide volunteer and education coordination services. Contractor is expected to assist in maintenance of the facility related to volunteer and education coordination services (e.g.,

**CITY OF ALPHARETTA RECREATION, PARKS & CULTURAL SERVICES VOLUNTEER &
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wipe tables, counters, sinks, and windows; sweep floors if mess; etc.). General routine maintenance of facility is performed by the City.

12. Contractor is responsible for the proper disposal of all trash that it may leave, or which may be left by program participants.

13. Contractor may store items at the City facility; however, the City is not responsible for items lost, stolen, or damaged while being stored on City property.

14. Contractor is responsible for any damages to City property caused by Contractor and/or participants due to negligent supervision or inadequate instructor/student ratios.

15. The following are agreed-upon contract terms not listed elsewhere in this contract (if applicable):

16. Contractor, including its subcontractors, are required by law to report any suspicion of child abuse to the proper authorities. Failure to do so may result in criminal charges. Contractor, including its subcontractors, must complete training as provided by the City. Contractor must verify in writing that all of its employees, agents or subcontractors providing services hereunder have been informed of the law and understand their role as the law pertains to it. Contractor acknowledges and agrees that it understands and shall conform with the requirements of O.C.G.A. § 19-7-5, which provides that persons who work with children are required by law to report suspected child abuse. The mandatory reporting requirements of O.C.G.A. § 19-7-5 apply to "child service organization personnel," which the law defines as follows:

"Child service organization personnel" means persons employed by or volunteering at a business or an organization, whether public, private, for profit, not for profit, or voluntary, that provides care, treatment, education, training, supervision, coaching, counseling, recreational programs, or shelter to children."

17. Contractor and is required to adhere to the City's Three Person Rule for programs with minor participants, a copy of which has been provided to Contractor.

18. Contractor is required to adhere to the City's Participant Conduct and Discipline Policy and Procedures, a copy of which has been provided to Contractor.

19. Contractor shall not leave any class unsupervised without first notifying City staff and ensuring appropriate supervision is present. Contractor is expected to remain at the facility until all minor students have safely left the facility. Minor students are not allowed to wait outside any City facility without prior written consent from parents.

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20. Contractor is responsible to immediately notify City staff of any accident or incident that occurs during a program. City staff will complete accident/incident form with assistance and/or input from Contractor as deemed appropriate.

21. Contractor, its officers, employees, agents, and subcontractors, including any and all instructors, shall have no authority over or involvement in the finances of the program booster club (if applicable). Program booster clubs may exist and function only with the written approval of the City.

22. This Contract may be immediately terminated by the City without prior notice if the Contractor fails to satisfactorily meet any of the terms of the contract or if the Contractor engages in activities and/or conduct unbecoming to the City.

23. This Contract may be terminated by either party without cause provided that sixty (60) days written notice is given. The City has the option to renew this Contract if both parties agree to the terms of such renewal, or if both parties can negotiate new terms that are acceptable to both parties.

24. 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 shall not enter into a contract for the physical performance of services 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; and

Sub-contractors shall not enter into any contract with the Contractor for the physical performance of services within the State of Georgia unless such sub-contractor registers and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees; and

Sub-sub-contractors shall not enter into any contract with a sub-contractor or sub sub-contractor for the physical performance of services within the State of Georgia unless such sub-

**CITY OF ALPHARETTA RECREATION, PARKS & CULTURAL SERVICES VOLUNTEER &
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sub-contractor 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?JS=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, Sub-contractor, and Sub-sub-contractor Evidence of Compliance:

(i) Contractor providing the physical performance of services under this contract shall 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 sub-contractor in connection with the covered contract, the Contractor shall secure from such sub-contractor attestation of the sub-contractor's compliance with O.C.G.A. § 13-10-91 by the sub-contractor's execution of the sub-contractor affidavit, the form of which is attached hereto as Exhibit "C," and will maintain a record of such attestation for inspection by the City at any time. Such sub-contractor affidavit shall become a part of the Contractor/sub-contractor agreement. Further, it shall 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 sub-contractor that employs or contracts with any sub-sub-contractor, the sub-contractor will secure from such sub-sub-contractor attestation of the sub-sub-contractor's compliance with O.C.G.A. § 13-10-91 by the sub-sub-contractor's execution of the sub-sub-contractor affidavit and maintain records of such attestation for inspection by the City at any time. Such sub-sub-contractor affidavit shall become a part of the sub-contractor/sub-sub-contractor agreement. Any sub-contractor receiving an affidavit from a sub-sub-contractor shall forward notice to the Contractor of the receipt, within five (5) business days of receipt of such affidavit. Further, it shall be the duty of any sub-sub-contractor to forward notice of receipt of any affidavit from a sub-sub-contractor to the sub-contractor or sub-sub-contractor with whom such receiving sub-sub-contractor has privity of contract. Any sub-contractor receiving notice of receipt of an affidavit from any sub-sub-contractor that has contracted with a sub-sub-contractor shall 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 sub-contractor or sub-sub-contractor, 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

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the sub-contractor's or sub-sub-contractor's portion of work utilized to perform part of the Contract with the City), such party shall instead provide a copy of his or her state issued driver's license or state issued identification card.

c. Contractor shall comply with any and 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, shall be open for public inspection in this State at reasonable times during normal business hours.

WAIVER OF LIABILITY AND INDEMNIFICATION.

Contractor hereby assumes all responsibility for, and risks and hazards of or related to, its involvement in the services that it is scheduled to conduct for the City of Alpharetta. In consideration of the City of Alpharetta providing permission to use City facilities and resources to conduct Contractor's services, Contractor, and all officers, employees, agents, and sub-contractors of Contractor who may perform work for Contractor under the terms of this contract, do hereby agree to indemnify and hold harmless the City of Alpharetta, including all of its officials, officers, employees, agents, sponsors, organizers, supervisors, volunteers, and participants, of any and all claims, demands, liabilities, losses, expenses (including expenses of litigation and attorney's fees), and causes of action of whatever kind and nature ("Claims"), including, but not limited to, Claims for injury to person or property, arising out of or related to Contractor's performance of the services and activities provided hereunder; provided, however, that this indemnification obligation shall not apply to any Claims arising from the sole negligence of the City. Nothing in this Section or this Contract shall be deemed to constitute a waiver of the City's sovereign immunity, create rights in any third party, or create any third-party beneficiaries.

Contractor hereby gives the City of Alpharetta permission to take photographs of Contractor or photographs in which Contractor may be involved with others without compensation to Contractor. These photographs may be used by the City for promotional and information purposed in print, on the City website and in other media.

Contractor shall be required to have any and all individuals performing contractor services on its behalf to execute the Liability Waiver and Release Form attached hereto as Exhibit "B" prior to their performance of any contractor services pursuant to this Contract.

CONTRACT DATES: July 1, 2025 – June 30, 2026

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IN WITNESS WHEREOF, the parties hereto have caused their respective agents to execute this instrument on their behalf, at the times set forth below.

KRISTEN ORR DBA ORR CONTRACTING, LLC

CITY OF ALPHARETTA, GEORGIA

By: _____

By: _____

Kristen Orr

Jim Gilvin, Mayor

Date: _____

Date: _____

APPROVED AS TO SUBSTANCE

By: _____

Chris Lagerbloom, City Administrator

APPROVED AS TO FORM

By: _____

Jennifer McCall, City Attorney

(remainder of page intentionally left blank)

(contractor information to follow)

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CONTRACTOR INFORMATION:

(NOTE: Must Match Filed Name with Georgia Secretary of State if Business and NOT Sole Proprietor.)

Legal Business or Contractor Name: Kristen Orr DBA Orr Contracting, LLC

Contractor Address: 1940 Orr Road, Cumming, GA 30041

SS # or Employee ID#: 247-99-1704

Contact Information:

Primary Phone: 770-861-9469

Secondary Phone: N/A

Email: kktorr2@gmail.com

(remainder of page intentionally left blank)

(attachments and exhibits to follow)

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EXHIBIT A

CONTRACTOR SERVICE: VOLUNTEER AND EDUCATION COORDINATION SERVICES

Under the terms set forth herein, the Contractor agrees to provide the following services and abide by the following terms:

GENERAL VOLUNTEER & EDUCATION PROGRAM COORDINATION

Contractor agrees to provide the following program coordination services:

1. Facilitate or lead agriculture-based classes, workshops, youth camps and programming and coordinate all volunteer activities for the City of Alpharetta's Community Agriculture Program.
2. Coordinate, schedule, staff and/or facilitate a minimum of six (6) education classes per month (min of 60 minutes per class), incorporating agricultural and nutrition education related to city's program; coordinate with the North Fulton Young Farmer Advisor to host classes at Old Rucker Farm; oversee and coordinate hands-on experiences (planting, tending, harvesting and eating) for class participants; including all necessary materials; coordinate, schedule, staff and facilitate field trips and tours at Old Rucker Farm; assist with coordination of youth summer camp at Old Rucker Farm; and coordinate, staff, and facilitate a minimum of four (4) Scout Days each year, for Boy and Girl Scout and 4H groups.
3. Manage the Grow-A-Row Program, including member recruitment, orientation, assigning rows, collecting waivers, etc.; update the annual program guide, train the program volunteers, and assist with their success throughout the year; track the totals on volunteer hours, and food donated; communicate weekly with the Grow-A-Row volunteers via private social media and text, sending out reminders to plant, weed, tend, etc.
4. Coordinate and facilitate (two) 2- (three) 3 volunteer days per week, (twelve) 12 months of the year, during set times of the day, for volunteers to self-sign up on Pointe, or other online scheduling tool. The days and times may change with the season to accommodate temperatures and sunlight; coordinate, schedule, collect waivers, and facilitate volunteer work projects for groups of (ten) 10+ people; collaborate with the Community Agriculture team to determine volunteer projects and tasks available each week; seek out and connect with outlets and organizations to promote the volunteer opportunities online, expanding the volunteer base of the Community Agriculture program; keep the Community Agriculture team informed of volunteer schedules on a weekly basis, including the Grow-A-Row program volunteers and general volunteers; coordinate with the Community Agriculture team on the overall operational needs, availability of seeds, tools, and other necessary materials needed to carry out volunteer projects.

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5. Lead educational and service-oriented programming for student clubs from local schools in agriculture-related action projects through after-school or weekend programming; coordinate educational and volunteer projects for, and participate in, the large events coordinated by the Community Agriculture team (i.e., Earth Day event, Fall Harvest event, MLK Day of Service, Farm Work Days, etc.).

6. Track, monitor, document and report on all activities and extent of student, teacher and volunteer participation (attendance numbers and hours) in quarterly and annual reports, delivered to the Community Agriculture team.

PROGRAM MARKETING

Contractor is responsible to assist the City in preparing publicity for the program through the following services.

1. Any and all printed materials prepared (through City generated templates) by the Contractor intended for distribution to program participants or the general public must be approved by the City prior to distribution. This includes but is not limited to flyers, brochures, banners, and advertisements for programs, even if paid for solely by the Contractor. Contractor is prohibited from promoting programs not affiliated with the City while on City property. Contractor may not use City logo without written permission from City.

2. Creation of content or copying images and other information about classes and volunteer opportunities, to be used for marketing purposes; Contribute to the Old Rucker Farm communication channels with a minimum of one (1) educational or volunteer related social media post per week, photos from classes and workshops, and content in the monthly e-newsletter, annual reports, and other as needed.

PROGRAM STAFFING & INSTRUCTOR CONDUCT

Contractor is responsible for staffing adequate and qualified instructors for the safe implementation of educational classes, for any class the Contractor will not be facilitating themselves. The City will pay up to \$400.00 per month in instructor fees.

Contractor acknowledges:

1. Any instructor, assistant instructor, or substitute instructor performing instructor services under this Contract, whether an employee, agent, or sub-contractor of Contractor (hereinafter referred to as an "Instructor") must be at least 16 years of age. Any Instructor under the age of 18 must be supervised by Contractor or an authorized representative of Contractor who is over the age of 18.

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2. Responsibility for the supervision, direction, and control of any and all instructors and sub-contractors, including handling complaints pertaining to instructors and sub-contractors.
3. Prior to instruction, each and all instructors must maintain a fully executed instructor agreement or instructor license issued by the City coinciding with the term in which the program commences that identifies the instructor's service and outlines the city's legal and procedural responsibilities, qualifications, and requirements for which instructors must abide.

CLASS CANCELLATION

1. Contractor must immediately notify the City in the event of a cancellation of a class due to illness, accident, etc. Contractor is responsible for notifying participants of class cancellation when Contractor cancels the class for any reason. Contractor must have a substitute instructor in the event the Contractor cannot fulfill instruction duties. Contractor is responsible for securing and paying any substitute instructors in the event of absence of the scheduled Instructor.
2. When Fulton County Schools close or release students early due to a severe weather event or threat of a severe weather event, Alpharetta Recreation, Parks, and Cultural Services ("ARPCS") staff, in conjunction with City of Alpharetta Department of Public Safety officials, will evaluate the forecasted impact of the weather event in the Alpharetta area to determine whether or not to cancel recreation programs. Programs will be canceled if it is in the best interest of program participants, instructors, volunteers, and staff to do so. Program cancellations will be posted on the City of Alpharetta website www.alpharetta.ga.us and ARPCS' apps and social media accounts. Whenever possible, program participants will be notified of program cancellations by the City or the Contractor. Program participants may also contact the facility where the program will be held to check on the status of the program. Makeup class dates/times (if applicable) for weather-related program cancellations will be announced at the next scheduled class meeting.
3. Canceled classes shall be rescheduled by the Contractor at no additional cost to participants, subject to facility availability as determined by the City. Contractor shall notify participants of rescheduled class dates/times at the next scheduled class meeting, via phone, or via email, whichever is most convenient.
4. If a class cannot be rescheduled, and Contractor has already received payment for the class, the Contractor shall be responsible to refund any and all participants a pro-rated portion of the program fee. Contractor is not responsible for make-ups or to refund participants in the event of a severe weather event or City-wide shut down.

ATTENDANCE

1. The minimum number of enrolled (registered and paid for) participants required for the program (per class) is two (2) participants. The maximum number of participants allowed for the

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program (per class) is dependent on the class location and topic. The instructor to youth/student ratio shall be maintained at minimum of (two) 2 to (twenty) 20 for all classes of the program.

2. Subject to Paragraph 1 under this section, Contractor will decide whether or not to conduct the program if less than the minimum number of participants enrolls for the program. The City will provide the program roster information to Contractor, or can be viewed by Contractor on Active Net, prior to each class/workshop/volunteer event. A decision to cancel or conduct the program with less enrolled participants than the minimum number established above must be made at such time by the Contractor and communicated to City coordinator or supervisor.

3. Contractor is expected to maintain attendance records and immediately report student absences to the City. Contractor shall provide class attendance records to the City upon request. Contractor is responsible to assist City staff in contacting "no-shows" to determine status of participation in any given program.

As noted in the City of Alpharetta Recreation and Parks Department Volunteer and Education Coordination Services Contract, the Contractor shall be required to have any and all individuals performing contractor services on its behalf to execute the Waiver of Liability and Indemnification Form (Exhibit "B") prior to their performance of any contractor services pursuant to this Contract.

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EXHIBIT B

WAIVER OF LIABILITY AND INDEMNIFICATION.

Contractor hereby assumes all responsibility for, and risks and hazards of or related to, its involvement in the activities that it is scheduled to conduct for the City of Alpharetta. In consideration of the City of Alpharetta providing permission to use City facilities and resources to conduct Contractor's program(s), Contractor, and all officers, employees, agents, and subcontractors of Contractor who may perform work for Contractor under the terms of this contract, do hereby agree to indemnify and hold harmless the City of Alpharetta, including all of its officials, officers, employees, agents, sponsors, organizers, supervisors, volunteers, and participants, of any and all claims, demands, liabilities, losses, expenses (including expenses of litigation and attorney's fees), and causes of action of whatever kind and nature ("Claims"), including, but not limited to, Claims for injury to person or property, arising out of or related to Contractor's performance of the services and activities provided hereunder; provided, however, that this indemnification obligation shall not apply to any Claims arising from the sole negligence of the City. Nothing in this Section or this Contract shall be deemed to constitute a waiver of the City's sovereign immunity, create rights in any third party, or create any third-party beneficiaries. Contractor hereby gives the City of Alpharetta permission to take photographs of Contractor or photographs in which Contractor may be involved with others without compensation to Contractor. These photographs may be used by the City for promotional and information purposed in print, on the City website and in other media. Contractor hereby acknowledges that it has been made aware of Georgia's Child Abuse Reporting Law (O.C.G.A. § 19-7-5), that it will complete training as provided by the City, and that it will adhere to the requirements of the law. Contractor understands that it is its responsibility to inform its sub-contractors of the law and their role as it pertains to them and will verify same in writing to City officials.

CONTRACTOR SIGNATURE:

By: _____ Date: _____

Kristen Orr

Company Name (If Differs from Contractor):	Program:
<u>Orr Contracting LLC</u>	<u>Reference Exhibit "A"</u>

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EXHIBIT C – E-Verify Affidavit

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of the City of Alpharetta (GA) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with sub-contractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b).

Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization (E-Verify) User Identification Number

Date of Authorization

Name of Contractor

Name of Project

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, ____, 202__ in _____ (city), _____ (state).
Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE ____ DAY OF _____, 202__.

NOTARY PUBLIC My Commission Expires:_____

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FY 2026



GEORGIA
CORPORATIONS DIVISION

GEORGIA SECRETARY OF STATE
BRAD RAFFENSPERGER

HOME

BUSINESS SEARCH

BUSINESS INFORMATION

Business Name: **Orr Contracting LLC**

Business Type: **Domestic Limited Liability Company**

NAICS Code: **Public Administration**

Principal Office Address: **9105 Lexington Farms Drive, Alpharetta, GA, 30004, USA**

State of Formation: **Georgia**

Control Number: **22210104**

Business Status: **Active/Compliance**

NAICS Sub Code: **Administration of Education Programs**

Date of Formation / Registration Date: **10/3/2022**

Last Annual Registration Year: **2023**

REGISTERED AGENT INFORMATION

Registered Agent Name: **Kristen Thigpen Orr**

Physical Address: **9105 Lexington Farms Drive, Alpharetta, GA, 30004, USA**

County: **Fulton**

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