



City Council Meeting & Public
Hearing
JUNE 18, 2018

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

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE TO THE FLAG

IV. PUBLIC HEARING

A. Public Hearing On The Fiscal Year 2019 Budget

B. CU-18-02 It's My Party Rentals/South Main Street

Consideration of a request for conditional use to allow a 'Rental Services Establishment without outside storage' within an existing gas station and retail center zoned C-1 (Neighborhood Commercial). The property is located at 1670 Alpharetta Highway, Suites B – D and is legally described as being located in Land Lot 645, 1st District, 2nd Section, Fulton County, Georgia.

V. OLD BUSINESS

A. Ordinance: Fiscal Year 2019 Budget (2nd Reading).

B. V-18-04 11450 Maxwell Road/Setback Variance

NOTE: This item was tabled by City Council on Monday, June 4, 2018. It must be removed from the table for consideration.

Consideration of a variance request to reduce a side building setback for an accessory building on a property in the LI (Light Industrial) zoning district. The property is located at 11450 Maxwell Road and is legally described as being located in Land Lot 691, 1st District, 2nd Section, Fulton County, Georgia.

VI. NEW BUSINESS

A. Data Backup and Disaster Recovery

B. Security Information and Event Management System

C. Consideration of Public Safety Towing Contract (RFQ 18-1001)

D. Consideration of Gibson Property Purchase Agreement Terms

VII. PUBLIC COMMENT

VIII. REPORTS

A. Board of Ethics Appointments (Binder)

IX. ADJOURNMENT



City Council Meeting & Public Hearing STAFF REPORT

Submitting Department: Finance

Submitted By:

Meeting Date: June 18, 2018

I. AGENDA ITEM TITLE: PUBLIC HEARING ON THE FISCAL YEAR 2019 BUDGET

II. RECOMMENDATION:

The purpose of this hearing is to obtain public comment on the Recommended Fiscal Year 2019 Budget.

III. BUDGET IMPLICATIONS:

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>

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>

IV. REPORT IN BRIEF:

The FY 2019 Budget was distributed electronically to the City Council on April 30, 2018, and is available on the City's website through the financial transparency portal (OpenGov) and as a downloadable pdf document.

The Finance Department presented an overview of the operating and capital budget at the May 7th, May 21st, and June 4th City Council meetings.

Tonight is the second public hearing and the second reading of the FY 2019 Budget with the schedule as follows:

Budget:

June 11, 2018 (Public Hearing and 1st reading of Budget Ordinance)

June 18, 2018 (Public Hearing and 2nd reading of Budget Ordinance)

Millage (tentative):

July 16, 2018 (11:30am; Public Hearing)

July 16, 2018 (6:30pm; Public Hearing and 1st reading of Millage Ordinance)

July 23, 2018 (Public Hearing and 2nd reading of Millage Ordinance)

As provided at the 1st reading, the FY 2019 Recommended Budget includes an allocation of \$46,400 (combined with base budget funding of \$3,600 to provide total appropriations of \$50,000) for support of community arts organizations. This initiative was funded through the Reserve for Operating Initiatives, which brings available funding in said account to \$130,000 (original balance of \$176,400 less \$46,400 allocation discussed above = \$130,000). There have been no other changes to the budget.

V. ALTERNATIVES:

VI. ATTACHMENTS:

FY 2019 Recommended Budget (Excerpt)



2 PARK PLAZA
ALPHARETTA, GA 30009
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June 18, 2018

To the City Council and Citizens of Alpharetta:

We are pleased to present our Annual Operating and Capital Budget (line-item budget detail) for Fiscal Year 2019 (the "Budget") of the City of Alpharetta, Georgia. Our recommendations are based on direction provided at the City Council Retreat 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.

This budget is the culmination of years of financial stewardship by the City Council, City Administrator, city departments, and includes the following:

- ✓ Tax-burden reductions for our homeowners and business owners including:
 - Maintenance of the city's \$40,000 homestead exemption which saves our homeowners \$2.6 million annually. This savings equates to a 1.1 mill reduction for the average homeowner (see section entitled *Taxpayer Savings* for more information).
 - Maintenance of the city's millage rate at 5.750 mills (flat with FY 2018) including funding \$4.5 million from General Fund operations for recurring capital initiatives (e.g. milling and resurfacing of city streets; traffic equipment replacement; drainage maintenance; etc.).
- ✓ Focus on employee recruitment and retention through: (1) a reduction in group insurance premium costs to our employees via an increase in the HSA/HRA contribution made by the city to employees (increase in contribution varies between 25% to over 50%); (2) Addition of a new post-employment healthcare benefit to assist our employees in funding one of their primary cost drivers in retirement, healthcare. This benefit will require a minimum 15-year vesting (maximum benefit achieved at 25-

MAYOR
JIM GILVIN

MAYOR PRO TEM
DONALD F. MITCHELL

COUNCIL MEMBERS
JASON BINDER
BEN BURNETT
JOHN HIPES
DAN MERKEL
KAREN RICHARD

CITY ADMINISTRATOR
ROBERT J. REGUS

years¹) which will further assist in not only recruitment, but also retention of our most valuable assets, our employees.

- ✓ Forecasted funding totaling \$23 million for capital investment within our city (includes the \$4.5 million in recurring capital discussed above) and described in detail under the *Capital Initiatives* section of this report.
- ✓ Continuation of the same high service levels our citizenry, business owners, and stakeholders have to expect from our city.
- ✓ Expanded service levels within multiple departments are available for your review and described in detail under the *Operating Initiatives* section of this report.

BUDGET PROCESS AND OVERVIEW

The Fiscal Year 2019 Budget process was refined through an update of the city's financial condition which was presented during the City Council retreat (January 28-29, 2018). During this update, a financial plan was established which prioritized the use of available fund balance to most effectively position the city for financial success in the future. This information was also shared with the city's department directors during the budget review process.

As provided monthly to the City Council through the Financial Management Reports, the Finance Department has closely monitored our revenue and expenditure trends, indicating spending would continue to be closely managed for FY 2018 to ensure operations are funded at an acceptable level while also maximizing available funding for recurring capital initiatives (e.g. milling and resurfacing of city streets, stormwater maintenance, etc.). Accordingly, the Finance Department analyzed departmental spending needs and calculated target budgets for each department. City departments responded to the direction provided by the Finance Department and submitted base operating budgets (non-personnel) for each activity and program in line with current revenue estimates that cover the city's primary cost drivers (e.g. personnel compensation, healthcare, etc.).

The FY 2019 Budget is balanced for all funds and totals \$129 million with the breakdown by fund type as follows:

– General Fund:	\$ 72,588,199
– Special Revenue Funds:	12,729,700 (A)
– Debt Service Fund:	5,473,513
– Capital Project Funds:	21,480,065 (A)
– Solid Waste Fund:	4,017,954
– Risk Management Fund:	1,450,500
– Medical Insurance Fund:	8,670,457
– OPEB Trust Fund:	<u>2,155,000</u>
Total	\$128,565,388

(A) Amounts contained herein represent new appropriations for FY 2019. Unexpended FY 2018 appropriations for Council approved projects are re-appropriated annually pursuant to city policy.

¹ Credited years-of-service for current employees will count towards vesting (subject to a maximum of 15-years).

Several of the major points of the FY 2019 Budget are as follows:

- Property Taxes: The FY 2019 Budget is based on maintenance of the city's millage rate at 5.750 mills.

The property tax revenue estimates are net of the city's \$40,000 homestead exemption which saves our homeowners \$2.6 million annually (e.g. equates to a 1.1 mill reduction for the average homeowner). The city's homestead exemption is more than double the amounts offered from our companion cities and goes great lengths in keeping Alpharetta an affordable place to live and raise a family.

- Operating expenditures of the General Fund are up 4.9% over FY 2018. This figure includes the operating initiative funding for FY 2019². After adjusting for the operating initiative funding, **the base operational growth totals 3%**.
 - Management of personnel and compensation program to align with current market environment:
 - ✓ Staffing level at 445.5 full-time equivalents (up one position from FY 2018; reduction of a vacant Deputy Clerk II position within Municipal Court which is offset by the addition of two positions within Community Development including a Permit Technician and an Administrative Assistant II).
 - ✓ Continuation of a performance-based merit program of 3% on April 1, 2019, per authorized/funded position (estimated cost of \$250,000 citywide³) as well as the annualized financial impact of the Public Safety Department personnel reorganization that initiated in FY 2018 (estimated cost of \$50,000). The merit program is contingent upon a mid-year review of revenue trends to determine if sufficient funding is available. Research of national and local wage growth data indicates the 3% rate is a responsible average (i.e. not among the highest or the lowest).
 - ✓ Coverage of group insurance premiums including an increase in the HSA/HRA contribution made by the city to employees (increase in contribution varies between 25% to over 50%). However, premium growth is flat overall and less than the market growth for comparably sized entities due to city claims patterns that are trending less than the industry standard.
 - ✓ Addition of a new post-employment healthcare benefit to assist our employees in funding one of their primary cost drivers during retirement, healthcare. Forecasted costs for this benefit include a one-time transfer of available funding within the Medical Insurance Fund (\$1.5 million) and the inclusion of annual funding within departments approximating 2% of payroll (\$550,000 citywide). This benefit will require a minimum 15-year vesting

² Please refer to the Operating Initiatives section of this document for detailed descriptions).

³ This represents the financial impact in FY 2019 (i.e. April-June 2019).

(maximum benefit achieved at 25-years⁴) which will further assist in not only recruitment, but also retention of our most valuable assets, our employees.

- Targeted growth (6% or \$835,977) in departmental maintenance and operations budgets (General Fund) including expanded service levels (Operating Initiatives⁵).
- The departmental operating capital/lease budget primarily represents funding for the city's capital lease obligations (fire trucks, public works and community development software, etc.) coupled with minor maintenance capital needs. The capital lease for the Finance Department accounting software was fully paid during FY 2018 which is the primary cause of the decrease in funding requests for FY 2019.
- The Other Uses category includes the following: contingency (approximately 1% of the operating budget); Risk Management claims funding (this allocation represents funding for insurance premiums; funding for claims and administration/brokerage fees has been allocated to departments through the personnel services category); funding of debt service on the Gwinnett Technical College contribution (Alpharetta campus); and continuation of funding for the Friends of the Library (\$10,000).

Please refer to the *Budget Narrative* tab for a detailed narrative of the FY 2019 Budget, including a multi-year personnel listing by department.

BUDGET HEARINGS

As set forth under Georgia law and the City Code, citizen input is solicited during the process of adopting the budget through publicly advertised meetings as follows:

- April 30, 2018: Distributed the FY 2019 Mayor's Recommended Budget
- May 7, 2018: Council Meeting
FY 2019 Budget Work Session (operating and capital)
- May 21, 2018: Council Meeting
FY 2019 Budget Work Session (capital)
- June 4, 2018: Council Meeting
FY 2019 Budget Work Session (operating and capital)
- June 11, 2018: Public Hearing and Council Meeting
1st reading of Budget Ordinance
E-911 Resolution
- June 18, 2018: Public Hearing and Council Meeting
2nd reading of Budget Ordinance

As of submission of this budget, the City has not received a 2018 Tax Digest from the Tax Commissioner of Fulton County. However, the County has committed to its cities to provide tax digest valuations in early June. Public Hearings for the Millage Rate Levy are tentatively scheduled for July 16th and July 23rd.

⁴ Credited years-of-service for current employees will count towards vesting (subject to a maximum of 15-years.

⁵ Please refer to the Operating Initiatives section of this document for detailed descriptions).

BUDGET ISSUES AND PRIORITIES

The FY 2019 Budget formalizes numerous key financial factors which have been themes for several years within the government:

- Bond ratings;
- Sustainability of existing services;
- Cost of government;
- Taxpayer savings;
- Debt service payments;
- Expansion of departmental service levels;
- Maintaining an effective capital improvement program;
- Proper use of fund balance; and
- Funding recurring capital from operating budget.

Bond Ratings

The city's AAA bond rating was reaffirmed by *Moody's* and *Standard & Poor's* ("S&P") during July 2016 in conjunction with the sale of \$51 million (par) of City of Alpharetta General Obligation Bonds, Series 2016, for 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 active and passive park systems.

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, moderate debt burden, and manageable capital needs. The FY 2019 Budget is mindful of these factors and the importance of maintaining the highest rating, not only for our citizens but also our bondholders. Alpharetta is one of only 221 (*Moody's*)/336 (*S&P*) cities in the United States to earn an AAA bond rating.

S&P raised the city's Financial Management Assessment score from "good" to "strong" based on the city's formalized long-term financial projections (operations and capital) during 2016. *Moody's* reaffirmed the city's AAA bond rating in March 2018 and noted: "*Alpharetta's credit position is superior, and its Aaa rating far surpasses the median rating of Aa3 for cities nationwide. Notable credit factors include a very strong wealth and income profile, an extensive tax base, a robust financial position and affordable debt and pension liabilities*".

Sustainability of Existing Services

The City Council, City Administration, and City Departments have displayed impressive financial stewardship over the years through an established philosophy of budgetary evaluation. This philosophy entails reviewing the needs of the city relative to a standard that services and associated costs should not be appropriated unless they are justified as strategic goals of the organization that serve to accomplish our guiding principles.

This philosophy is the foundation of our budget process as evidenced by the Finance Department's direction to departments that base operating budgets should be submitted in line with the city's revenue trends. City departments responded to the direction provided by the Finance Department and submitted base operating budgets (non-personnel) for each activity and program in-line with current revenue estimates that cover the city's primary cost drivers (e.g. personnel compensation and healthcare).

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 2019 Budget is based on maintenance of the city's millage rate at 5.750 mills. As of the date of this letter, the City has not received a 2019 Tax Digest from the Tax Commissioner of Fulton County. However, the County has committed to its cities to provide tax digest valuations in early June.

FY 2020 taxroll valuations will be impacted by the floating homestead legislation (House Bill 712), assuming passage by the voters in November 2018, as it will rollback valuations on homesteaded properties (legislation includes a lengthy formula, but most

properties will roll back to a 2016 base year valuation). However, HB 712 provides an inflationary adjustment factor that should help stabilize property tax revenue for the FY 2020 budget

The table above provides a historical snapshot of millage rate levies.

The portion of the millage rate funding debt service (Debt Service Fund) is estimated to decrease from 1.03 mills in FY 2018 to 0.98 mills in FY 2019. Estimated growth in the property tax digest, coupled with available cash in the Debt Service Fund, allows for a reduction in the millage rate dedicated for debt service. The FY 2019 Budget proposes to program the debt service millage reduction into the General Fund.

Fiscal Year	Operating Millage Levy	Debt Service Millage Levy	Total Millage Levy	% Increase (Decrease)
2019 est.	4.770	0.980	5.750	0.0%
2018	4.720	1.030	5.750	0.0%
2017	4.620	1.130	5.750	0.0%
2016	5.000	0.750	5.750	0.0%
2015	4.950	0.800	5.750	0.0%
2014	4.870	0.880	5.750	0.0%
2013	4.820	0.930	5.750	0.0%
2012	4.215	1.535	5.750	0.0%
2011	4.215	1.535	5.750	0.0%
2010	4.215	1.535	5.750	0.0%
2009	4.215	1.535	5.750	-8.0%
2008	4.508	1.740	6.248	-5.3%
2007	4.150	2.450	6.600	-5.7%
2006	4.550	2.450	7.000	0.0%
2005	4.700	2.300	7.000	0.0%
2004	4.750	2.250	7.000	-3.2%
2003	4.900	2.330	7.230	-3.3%
2002	5.060	2.420	7.480	-5.1%
2001	4.930	2.950	7.880	0.0%
2000	5.170	2.710	7.880	

The portion of the millage rate funding operations and recurring capital investment (General Fund) is estimated to increase from 4.72 mills in FY 2018 to 4.77 mills in FY 2019. Property tax revenue estimates for FY 2019 total \$22.7 million (excluding motor vehicle taxes). Of this amount, \$4.5 million is included for a recurring capital program (e.g. milling and resurfacing of city streets; traffic equipment replacement; drainage maintenance; etc.). The capital funding will be transferred to the Capital Projects Fund and Stormwater Capital Fund to properly account for the capital improvement activities.

Taxpayer Savings

The FY 2019 millage rate, coupled with the city's substantial Homestead Exemption, goes great lengths in keeping Alpharetta an affordable place to live and also strategically positions us relative to neighboring areas. The city's homestead exemption totals \$40,000 and saves our homeowners over \$2.6 million annually (e.g. equates to a 1.1 mill reduction for the average homeowner). The city's homestead exemption is more than double the amounts offered from our companion cities.

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. 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 a new 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 2019 are budgeted at \$6.7 million with the following forecast: 2020 - 2041⁶: \$7.2 million (annual average). These figures include city and Development Authority obligations and span multiple Funds.

⁶ Represents the final maturity of the Series 2016 Alpharetta Parks and Transportation Bonds issued in FY 2017.

Expansion of Departmental Service Levels (Operating Initiatives)

Operating initiative funding totals \$900,000 and is allocated as follows:

Funds Available for Operating Initiatives:		Total (net)
General Fund		\$ 773,000
E911 Fund		\$ 127,000
		\$ 900,000

Recommended Initiatives:	Operations Impact		
	Expenditures (net)	Revenue	Total (net)
Community Development	\$ 93,000	\$ -	\$ 93,000
Public Safety	\$ 74,946	\$ -	\$ 74,946
Public Works	\$ 200,000	\$ -	\$ 200,000
Recreation, Parks & Cultural Services	\$ 475,054	\$ 200,000	\$ 275,054
E911	\$ 127,000	\$ -	\$ 127,000
	\$ 970,000	\$ 200,000	\$ 770,000

Non-Allocated			\$ 130,000
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Operating Initiative funding for FY 2019 has been programmed into the General Fund and E-911 Fund budgets. Remaining funding totals \$130,000 and will be reserved for future initiatives.

Operating Initiatives not recommended for funding total \$1,311,000 and have an associated capital requirement totaling \$412,000. Please refer to the *Operating Initiatives* section for a detailed listing of operating initiatives including descriptions.

Maintaining an Effective Capital Improvement Program (Capital Initiatives)

The FY 2019 Capital Plan includes funding of \$23 million for capital initiatives. As part of the capital planning process, departments submitted capital/one-time initiative funding requests totaling \$23 million. Recommended capital projects total \$15 million, with an additional \$8.2 million set aside for future capital initiatives, and is described in detail under the *Capital Initiatives* section of this report.

**FY 2019 Capital Improvement Program
Source and Use**

	General Fund	Impact Fee Fund	E-911 Fund	Hotel/Motel Fund	T-SPLST Fund	Subtotal (3)	Other Sources (4)	Total
Sources:								
Available Fund Balance	\$ 6,100,065	\$ 565,000	\$ 73,500	\$ -	\$ -	\$ 6,738,565	\$ -	\$ 6,738,565
(1) Recurring Capital Program	2,625,000	-	-	-	-	2,625,000	-	2,625,000
(1) Recurring Stormwater Capital Program	1,875,000	-	-	-	-	1,875,000	-	1,875,000
Pay-as-you-go Capital Investment	-	45,000	-	451,412	8,160,000	8,656,412	-	8,656,412
(5) Available Fund Balance (Capital Fund)	2,750,000	-	-	-	-	2,750,000	-	2,750,000
(2) Other Sources	-	-	-	-	-	-	575,000	575,000
	\$13,350,065	\$ 610,000	\$ 73,500	\$ 451,412	\$ 8,160,000	\$ 22,644,977	\$ 575,000	\$ 23,219,977
Uses:								
(2) Capital/Grant-Matching	\$ 10,220,315	\$ 232,300	\$ 73,500	\$ 301,412	\$ 3,616,996	\$ 14,444,523	\$ 575,000	\$ 15,019,523
	\$10,220,315	\$ 232,300	\$ 73,500	\$ 301,412	\$ 3,616,996	\$ 14,444,523	\$ 575,000	\$ 15,019,523
Non-Allocated:								
Future Capital/Grant Initiatives	\$ 3,129,750	\$ 377,700	\$ -	\$ 150,000	\$ 4,543,004	\$ 8,200,454	\$ -	\$ 8,200,454

- (1) Represents funding programmed within the General fund budget to cover recurring capital needs (e.g. milling & resurfacing of city roadways, fleet replacement, etc.).
- (2) All Capital Initiative funding will be transferred and accounted for within the Capital Projects Fund, Stormwater Capital Fund, Impact Fee Fund, E-911 Fund, T-SPLST Capital Fund, Hotel/Motel Fund, and Operating Grant Fund.
- (3) Represents capital appropriations included in the base FY 2019 Budget.
- (4) Represents capital appropriations that will be appropriated upon (1) receipt of the funds or (2) receipt of executed grant agreements or comparable documentation in accordance with the FY 2019 Budget Ordinance. Source includes LMIG Grant.
- (5) Represents the FY 2018 Non-Allocated balance within the Capital Project Fund.

Proper Use of Fund Balance

General Fund - Based on audited financial statements for the year ended June 30, 2017, the city's fund balance totaled \$28.5 million. Of this amount, approximately \$8.9 million was appropriated in the FY 2018 Budget for capital/one-time initiatives and \$13.5 million has been designated as an emergency account based on a conservative policy of 21% of total appropriations (i.e. roughly 2½ months of operating expenditures). It has been the city's policy to utilize the remaining fund balance above the emergency requirement for one-time capital expenditures. Available capital/one-time initiative funding resulting from FY 2017 operations totals \$6.1 million.

Funding Recurring Capital from Operating Budget

FY 2019 includes appropriations totaling \$4.5 million within the General Fund for recurring capital initiatives (e.g. milling and resurfacing of city streets; traffic equipment replacement; drainage maintenance; etc.). By programming the capital program 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.

In closing, this budget is committed to continuing our focus on providing effective and efficient savings to our citizens and stakeholders.

Respectfully Submitted,

Jim Gilvin
Mayor

Robert J. Regus
City Administrator

Thomas G. Harris
Finance Director

OPERATING INITIATIVE **REQUESTS**

City of Alpharetta FY 2019 Budget Operating Initiative Requests

Executive Summary

Funds Available for Operating Initiatives:		Total (net)
General Fund		\$ 773,000
E911 Fund		\$ 127,000
		\$ 900,000

Recommended Initiatives:	Operations Impact		
	Expenditures (net)	Revenue	Total (net)
Community Development	\$ 93,000	\$ -	\$ 93,000
Public Safety	\$ 74,946	\$ -	\$ 74,946
Public Works	\$ 200,000	\$ -	\$ 200,000
Recreation, Parks & Cultural Services	\$ 475,054	\$ 200,000	\$ 275,054
E911	\$ 127,000	\$ -	\$ 127,000
	\$ 970,000	\$ 200,000	\$ 770,000
Non-Allocated			\$ 130,000

Operating Initiative funding for FY 2019 has been programmed into the General Fund and E-911 Fund budgets. Remaining funding totals \$130,000 and will be reserved for future initiatives. Operating Initiatives not recommended for funding total \$1,311,000 and have an associated capital requirement totaling \$412,000.

RECOMMENDED OPERATING INITIATIVES

General Fund

Community Development

Permit Technician position (1.0 FTE) Net Budget Impact: \$46,500

- net cost of upgrading from the current temporary part-time position -

This request is for one (1) Permit Technician position with Community Development. Funding for a temporary part-time position was approved as part of the FY 2017 Mid-Year Budget and due to departmental workloads, staff is now requesting a permanent full-time position be added.

With the continued growth of commercial and residential building, the front office of the Building Safety Division is struggling to keep pace with the demands of the public and the level of service that is customary. The division averages over 300 walk in customers monthly in addition to being responsible for the data entry of over 110 building permits and 329 trade permits as well as the scanning of thousands of documents in order to maintain electronic documents and continue to move from paper

files and filing cabinets. In addition, due to the implementation of the CityWorks software system, staff has found that the process systematically takes a lot more time. It is no longer feasible for one part-time staff member to undertake and is at present time overwhelming.

This new position is to ensure the Building Safety Division can maintain the level of service to the citizens of Alpharetta that has provided over the years. At present, the part time position is assisting, but the respective Building Official and other staff members undertake much of these tasks during the rest of the time. Hiring this position full time will allow these employees to perform their core operational functions without distractions, improve productivity, perform daily tasks in an efficient, quick manner and maintain exemplary customer service.

Operational costs total \$75,000 (salary/benefits) with no additional operation budget impact as all the necessary equipment was acquired for the current temporary position. However, the current temporary position funding totals \$28,500 leaving a net budget impact of \$46,500 associated with approval of the Permit Technician position.

Administrative Assistant II position (1.0 FTE) Net Budget Impact: \$46,500

- net cost of upgrading from the current temporary part-time position -

This request is for one (1) Administrative Assistant II position with Community Development. Funding for a temporary part-time position was approved as part of the FY 2017 Mid-Year Budget and due to departmental workloads, staff is now requesting a permanent full-time position be added.

With the continued development, the front office of the Planning and Zoning Division is struggling to keep pace with the demands of the public and the level of service that is customary. With the implementation of the CityWorks software system, the front desk is responsible for all data entry upon submittals of zoning certifications, administrative variances, land disturbance permits for both residential and commercial, public hearing applications, design review board submittals, and final plats. This position assists the Zoning Administrator with time consuming file research needed to complete zoning certifications. Since tree permits are now issued solely online, the front desk staff is the main point of contact to assist those customers. These changes have increased the daily task workload significantly and is no longer feasible for one part-time staff member to undertake.

This new position is to ensure the Planning and Zoning Division maintains the level of service to the citizens of Alpharetta that has provided over the years. At present, the part-time position is assisting, but the respective managers and their staff undertake much of these tasks during the rest of the time. Hiring this position full time will allow these employees to perform their core operational functions without distractions, improve productivity and maintain exemplary customer service.

Operational costs total \$75,000 (salary/benefits) with no additional operation budget impact as all the necessary equipment was acquired for the current temporary position. However, the current temporary position funding totals \$28,500 leaving a net budget impact of \$46,500 associated with approval of the Administrative Assistant II position.

Public Safety

Taser Replacement Capital Lease (transfer to General Fund) \$48,946

This request is to transfer the annual capital lease payment for the Taser refresh from the DEA Fund to the General Fund. In September 2015, the City Council approved the replacement of 150 Taser electronic weapons through a capital lease program funded within the DEA Fund. However, since approval in 2015, revenue collection within the DEA Fund has slowed drastically with annual ongoing expenditures (three Police Officer positions and the Taser lease discussed above) being funded partially through reserves (\$375,000 balance as of January 2018), which is unsustainable. This request is for the General Fund to assume the Taser lease obligation with the goal of ensuring the health of the Fund to meet its annual obligation of funding the three Police Officers.

Tactical Patrol Officer Program \$12,000

This request is for approval and funding of the Tactical Patrol Officer Program. This program will focus on training in tactics and forced building entry and equipping the patrol officers to handle the first phase of rapidly developing and fluid tactical related incidents with the goal to keep officers and citizens safe during critical incidents. Operating costs total \$12,000 and include breaching equipment and ballistic shields (two sets of each).

Special Events Team Armor \$14,000

This is a request is for the purchase of 10 Tactical Helmets and 10 Tactical Vests with Steel plates for the Fire Departments Special Events Team (SET). This Team consist of 30 members who provide EMS standby at large events throughout the city. Usually the Team will staff large events with 10 members to provide Emergency services to the citizens and visitors of our city. Due to the increased safety issues that we are seeing worldwide with large events and how they are becoming targets for attacks. This purchase will allow the Department to better protect our SET members and increase safe response capabilities to care for our citizens in an active event.

Public Works

Street Lights (electric service/relamping/replacement) \$200,000

Street lights along public roads are currently being paid for (electric service, relamping, and replacement) by the city as well as subdivisions (some subdivisions have a HOA and some do not). Over the last couple of years the Department of Public Works has been working with the Power companies to obtain data concerning which communities pay for which street lights within the city. Currently, three (3) electric companies maintain lights within the city: Cobb EMC; Sawnee Electric; and Georgia Power. Upon receiving all of their audited data, it has been determined the city pays for the majority of the street lights on public streets within the city. Approximately \$200,000 is paid for by others. The Department of Public Works is requesting dollars to go towards the city's electric bill to pay for all of the street lights within the city. Paying for all of the street lights on public streets will provide uniformity and clarity to the citizens. When new subdivisions are built that contain public streets, the city will also be absorbing this unknown future cost.

Cultural Arts Center Operations Revenues: \$100,000; Expenditures: \$254,954

Cultural Arts Services **Revenues: \$25,000; Expenditures: \$110,100**

Any future impact will be based on the opportunities for local, regional or national partnerships. This also includes but not limited to sites, venues, and concepts for artistic expression and historic preservation. Operational funding totals \$110,100 including general operating expenses as detailed above. Forecasted revenue generation in year one totals \$25,000 leaving a net budget impact of \$85,100.

This request is to provide additional funding to support operations at the expanded pool facility (2 pools, larger pool deck, concession stand operations, etc.). Operational funding totals \$110,000 and includes additional seasonal salaries (lifeguard management, guards, coaches, concession stand staff and cashiers), professional services (Aquatic Examiner Service - determined to be a necessity for two years consecutively to maintain consistency in pool deck operations and training/evaluating staff), and general supplies (pool chemical increase due to the second pool). Forecasted revenue generation in year one totals \$75,000 leaving a net budget impact of \$35,000.

E-911 Fund

Public Safety

Emergency Services Network (NexGen 911) Net Budget Impact: \$111,000

This project replaces the current 911 twisted pair – copper line 911 system infrastructure with a Fiber IP infrastructure that leverages VOIP technology and provides increased location services/routing capabilities while also providing the 911 Center a redundant capability that it currently does not have.

The PSAP Abandonment Device (PAD) is included in the service. This device will allow 911 calls to be re-routed to a pre-provisioned alternative destination and alternate routing plans are defined as part of the implementation process.

- 911 Calls to the PSAP through the ESInet on average reach the PSAP within 1 to 2 Seconds vs. the legacy 911 network where call set up and tear down can take 7 to 9 seconds.
- Text is delivered over the same AVPN (AT&T Virtual Private Network) service as voice, with the same prioritization as your 9-1-1 calls.
- Texts are monitored just like your voice traffic.
- Can apply alternative routing and over-flow rules to your texts.
- Redundant and diverse connections. Call paths are virtual. No more waiting for engineering, provisioning, and installation of 911 Trunks.
- Nationally geographically distributed and redundant network to provide automatic disaster recovery which helps ensure that PSAPs and their emergency responders can remain connected even during disasters.
- Helps protect the network from cyberattacks and other crippling menaces.

Costs for the NexGen services total \$242,500 annually with an additional one-time setup charge of \$7,000. However, the existing 911 twisted pair infrastructure costs \$138,500 annually leaving the net impact of this initiative at \$111,000 annually.

911 CALEA Accreditation Program \$16,000

This request is for funding and approval for the Public Safety Department to pursue the CALEA Public Safety Communications Accreditation Program for the 911 Center (CALEA – The Commission on Accreditation for Law Enforcement). This provides a communications center, or the communications unit of a public safety agency, with a process to systemically review and internally assess its operations and procedures and to voluntarily demonstrate its commitment to excellence. CALEA Accreditation can limit a communications center's liability and risk exposure because it demonstrates that internationally recognized standards for public safety communications have been met, as verified by a team of independent outside CALEA-trained assessors. Operational costs total \$16,000 (\$12,000 of which represent one-time startup costs). Annual costs for FY 2020 forward will range between \$3,000 and \$4,000. Funding is being requested through the E-911 Fund.

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Community Development

Code Enforcement Officer position (1.0 FTE) \$73,000 (operations); \$25,000 (capital)

This request is for one (1) Code Enforcement Officer position within Community Development. As the city's population increases, the need for an additional Code Enforcement Officer has also increased. The additional position would not only assist the Code Enforcement Division, but also the Development Services and Zoning Division. The new position will be responsible for all aspects of the Tree Removal permitting process, including inspections, and investigations. This position will be reviewing, alongside the Arborist, necessary replanting requirements and correlating inspections. This new position will also ensure: landscape compliance on new sites before Certificates of Occupancy's are issued and/or Code required 18-month inspections on commercial sites are conducted; and landscape compliance inspections are conducted on ongoing commercial projects to help ensure the initial landscaping is maintained per the Code. This new position will be the point position for the Zoning Division with the requirements of the "public notice" signage. They will install, alter and monitor all the required signs. The position will also work with businesses throughout the city for any code enforcement compliance issues including, but not limited to, investigating businesses for operating without a license and non-payment of renewals.

This new position is to help ensure the level of service for residents is above and beyond their expectations. This position will reduce the turnaround time for Tree Removal Permits and will allow current employees to better focus on residential quality of life issues in Code Enforcement. Approval of this position will allow the current employees to perform their core operational functions, improve productivity, perform daily tasks in an efficient manner and maintain exemplary customer service.

Operational costs total \$73,000 and includes \$70,000 for salary/benefits and \$3,000 for general operations (e.g. cell phone, iPad, desktop PC, uniforms, etc.). Capital costs total \$25,000 and include the acquisition of one (1) F-150 pickup truck. The capital request is a component of the FY 2019 Capital Budget Request.

Human Resources

Employee Development/Training Coordinator position (1.0 FTE) \$86,000

This request is for the addition of one (1) full-time-equivalent (FTE) position to the Human Resources Department to coordinate employee training, development, assessment, and performance management. This position would also assist with employee recruitment/retention as well as with disciplinary matters.

Due to increased regulatory and process mandates, Human Resources is experiencing increased time demands related to compliance issues that are resulting in an inability to support training and talent development. This has had a direct impact on the quality of employee performance; especially as it relates to leadership and management, written communications, and customer service. Further, increasing needs relative to employee recruitment as we experience higher turnover resulting from an aging workforce and increased competition from other employers is resulting in increasing delays in the hiring process as the workload continues to stretch and exceed current bandwidth of the Human Resources Department.

Operational costs total \$86,000 and includes \$83,000 for salary/benefits and \$3,000 for general operations (e.g. cell phone, iPad, desktop PC, etc.).

Employment Law Advisory/Consulting Services \$15,000

The field of employment law is highly specified and fast-changing. From time-to-time the city has need for employment law services beyond the primary practice areas provided by the City Attorney; especially with respect to issues related to the Americans With Disabilities Act (ADA), certain disciplinary actions, and advisement on changing and emerging mandates and legal precedent. Under this initiative, the city would establish an on-call relationship with a law firm specializing in employment law matters. The goal is to minimize the City's risk related to civil actions or federal/state penalties. The cost estimate is based upon our size as an employer, business sector, and the recent history of employment issues for which on-call legal services may have been useful. Future budget requests would be based upon the prior year's actual usage.

Information Technology

CityWorks IT Administrator position (1.0 FTE) \$118,000

This request is for one (1) CityWorks IT Administrator position within the Information Technology Department. As the Public Works, Community Development, and Recreation and Parks Departments continue to refine their operations around CityWorks, it has become apparent that a dedicated position is needed to properly support the system. A brief timeline and synopsis of needs and solutions can be found below:

CityWorks Implementation History:

- 2013 - Hiring of Azteca and Timmons Group for design, configuration and implementation with the focus on Public Works, Community Development, and Recreation and Parks.
- Four Years of existing staff supporting the implementation and use: both from IT and the other Departments.
- Implementation was highly customized to include data capture beyond the normal CityWorks standards. Particular efforts were made in the Community Development aspect (PLL) to help replicate or replace the previous implementation of Permits Plus.
- AMS and PLL was implemented simultaneously and the city was one of the very first sites for PLL use.

Core Issues with Existing System:

- Periodic Maintenance Releases – unique configurations are non-standard with the general release updates causing bugs and system anomalies.
- Frequency of expected updates from Azteca:
 - 2 to 3 Releases per year is a minimum level of implementation;
 - 3 to 6 Add-Ons/additional features and capabilities that are developed for CityWorks.
- Integrations – after performing upgrade, integrations with other systems (MUNIS/Firehouse/See-Click-Fix/ePlan) can cause failures/break and have to be re-developed with Timmons.

- Staff time from IT and other Departments is insufficient to properly address the above issues.

Solution for Addressing CityWorks Needs:

- CityWorks Account Manager recommends a full-time staff position to properly support the system.
 - Maintenance and release implementations/integrations;
 - Fully customize and streamline capabilities and features of CityWorks.
 - Redevelop integrations of APIs.
- Other implementation sites for CityWorks have on-site fulltime staff (ex: City of Augusta with 2 full time staff).

Recommendations for 2019 Budget to Address the CityWorks Support Needs:

- CityWorks dedicated full-time position based in the Information Technology Department to address the above identified needs:
 - Full-time dedicated focus on City of Alpharetta implementation and needs.
 - Institutional Knowledge.
 - Availability as needed for implementations – weekends, nights, etc.
 - Manage User Groups, Departmental Testing, Productivity Increase, Test Environment Developed.
- The alternative that is not recommended by staff includes the Contractor Option with Timmons Group (Quotes indicate \$200,000/Year Plus)

Operational costs for the new position total \$118,000 and includes \$115,000 for salary/benefits and \$3,000 for general operations (e.g. computer, cell phone, associated cellular service, operational budget allocation, etc.).

Patch Management Software

\$15,000

Patch Management is the process of repairing system vulnerabilities which are discovered after the infrastructure components have been released on the market. Due to the fact that the components which make up network infrastructure and information systems are not perfect when they are released on the market makes patch distribution all that much more important. Patch management is preventative and the number of vulnerabilities discovered over an extended period of time can seriously compromise the integrity and security of information. Cost estimate includes funding for the base software and licensing.

GIS Features

\$30,000

This request is for funding to update several features within GIS that are getting out of date. The features include: correcting building footprints; adding Recreation and Parks assets and Public Works assets, etc. These features are used by the GIS system, Public Safety and all departments using the CityWorks Work Order Management System. Cost estimate includes funding for the base software and licensing.

Public Safety

Police Officer positions (5.0 FTE) \$450,000 (operations); \$300,000 (capital)

This request is for the addition of five (5) Police Officers who will form a Bike unit consisting of one (1) Lieutenant and four (4) Police Officers equipped with Ford F150 4x4 pickups and special purpose bicycles which will allow them to efficiently and effectively patrol the City of Alpharetta as well as participate in community and special events.

With the city strongly advocating a live, work, and play environment that connects downtown to Avalon, the Alpha Loop, and other large scale projects it is imperative that the Public Safety Department meet these demands head on. Officers on bikes will be the most effective deterrent to criminal activity as well as having the extremely favorable response that is generated from officers on bikes out and about in the community. With the addition of a larger bike unit, the Public Safety Department will be making a proactive approach to this growth for police services. Whether it is on the Greenway, the Alpha Loop, City Center, Avalon or with our educational functions - these additional Bike Officers will allow us to have more face to face contact with our community which further supports the Department's mission of enhancing the quality of life for all who live, work, or play within the City of Alpharetta.

Operational costs total \$450,000 and includes \$390,000 for salary/benefits and \$60,000 for general operations (e.g. uniforms, ballistic vests, duty gear, weapons, portable radios, body cameras, etc.). Capital costs total \$300,000 for the acquisition of five (5) F-150 4x4s (including upfitting to public safety standards), specialty bicycles, vehicle cameras, etc. The capital request is a component of the FY 2019 Capital Budget Request.

Assistant Fire Marshal positions (2.0 FTE) \$189,000 (operations); \$87,000 (capital)

This request is for the addition of two (2) Assistant Fire Marshal positions to the Public Safety Department to assist the Fire Marshal's office in maintaining its existing level of service to the community. This is in addition to the new Assistant Fire Marshall position approved in the FY 2018 budget.

With the growth of commercial and multifamily residential construction, the Fire Marshal's office is struggling to keep pace with the demands of fire plan reviews and the annual business inspections. In 2017, the fire inspectors completed 100% of plan reviews in a 10-day turnaround period to stay consistent with Alpharetta's customer service expectation. However, this has caused the ISO requirement and State Fire Marshal recommendation of annual inspection compliance of 100% to drop to below 75%. The request for two (2) fire inspectors will help ensure that the fire marshal office is completing 100% annual inspections and meeting the 10-day turnaround for plan reviews. The fire inspectors also complete same day inspections for all construction site inspection to make sure there is no delay of progress for the constructions of Alpharetta.

Operational costs total \$189,000 and includes \$155,000 for salary/benefits and \$34,000 for general operations (e.g. cell phone, iPad, associated cellular service, uniforms, desktop PCs, desks, radios, etc.). Capital costs total \$87,000 and include the acquisition of two (2) pickup trucks with associated upfitting costs.

Firefighter/Paramedic positions (3.0 FTE)

\$250,000

This request is for the addition of three (3) Firefighter/Paramedics to place in service a rapid response unit to handle all the non-emergency service/medical calls for service in Station 81's territory. From January 2017 through January 2018, Squad 81 was manned by paying personnel overtime. The Unit responded to a little over 10% (700+ calls) of the fire department's total call volume. This Unit reduced the costs associated with having a fire apparatus respond to non-emergency service calls. Currently there are over one thousand assisted living beds in station 81's territory. Squad 81 was considered a rapid response unit that operated in a smaller vehicle which took less gas and maintenance to operate. It was easier to maneuver through Avalon and City Center allowing access to tight places quicker. The plan in the near future will be to do the same at station 83 once the Lakeview Pkwy Project is completed.

Operational costs total \$250,000 and includes \$228,000 for salary/benefits and \$22,000 for general operations (e.g. uniforms, duty gear, portable radios, etc.). There are no additional capital costs contemplated at this time as the crew will be utilizing equipment previously manned through overtime hours. Accordingly, there may be a decrease in overtime associated with this initiative but it is undeterminable at this time.

Public Works

Traffic Control Center IT consultant(s)

\$75,000

This request is for professional services to manage IT issues related to the Traffic Control Center (TCC). It is the city's Information Technology Department recommendation that consultants/vendors be found that can support and maintain the various systems in the TCC. This support will need to provide services related to the dedicated transportation server systems, A/V display, and camera systems for the transportation network, and the interconnectivity of these devices on the transportation network. Without technology support, Public Works does not have the knowledge or ability to trouble shoot why traffic control cameras are not functioning and diagnosis equipment for all of the traffic controllers are not operating properly.

Recreation and Parks

Part-time Security

\$10,000

This request is for the provision, on a limited basis, of part-time/seasonal unarmed security (Security Ambassadors) at park facilities and recreation events. The Security Ambassadors will enforce park rental permits and User Agreements at ballfields, gyms and pavilions. A portion of these funds will be used to add 40 hours of uniformed police security for City Teen Basketball League play.



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CAPITAL INITIATIVE **REQUESTS**

City of Alpharetta FY 2019 Budget Capital Initiative Requests (Narrative)

Executive Summary

General Fund	
Recurring Capital Program	\$ 4,500,000
Available Fund Balance	6,100,065
Capital Project Fund (Fund Balance)	2,750,000
T-SPLOST Fund	8,160,000
Hotel/Motel Fund (facility money) ¹	451,412
Impact Fee Fund ²	610,000
E-911 Fund ³	73,500
LMIG Grant ⁴	575,000
Total Sources:	\$23,219,977
Recommended Capital Initiatives*:	
T-SPLOST Initiatives	\$ 3,616,996
Recurring Capital Initiatives	7,341,700
Recurring Stormwater/Drainage Initiatives	1,875,000
General Capital Initiatives	2,185,827
Total Uses:	\$15,019,523
Reserve for Future Capital/One-Time Investment:	\$ 3,129,750
T-SPLOST Reserve for Eligible Projects:	\$ 4,543,004
Hotel/Motel Fund (facility money):	\$ 150,000
Impact Fees (Transportation):	\$ 377,700

* Capital initiatives not recommended for funding total \$8,039,200.

- ¹ Funding from the Hotel/Motel tax (available Facility Tax portion above the \$1.5 million debt service reserve established for the Convention Center Bonds) allocated towards the following projects: Equestrian Center Foundation Match (design/buildout of amenities; \$250,000); partial funding for Park System Wayfinding Signage (\$51,412 of total request of \$126,412); and \$150,000 in non-allocated reserve that is available for future investment.
- ² Funding pursuant to impact fee eligibility ratios for: parks projects (design and construction of new park spaces); public safety projects (Furniture for the Public Safety Headquarters Expansion); and transportation (park plaza signalization upgrade).
- ³ Funding for replacement of the E911 Audio Recorder System (\$23,500) and allocable portion of the roof replacement over the E-911 Center (\$50,000).
- ⁴ Includes potential LMIG grant funding for milling and resurfacing initiatives (\$575,000) Grants/ contributions would be appropriated upon execution of binding agreements and/or receipt of the funds.

Priority 1: Imperative/ Urgent
Priority 2: Essential/ Needed
Priority 3: Important

T-SPLOST Initiatives

Public Works

McGinnis Ferry Road Capacity Improvements

\$2,400,000

Priority 1: This regional capacity enhancement project includes widening of McGinnis Ferry Road from 2-lanes to 4-lanes between Union Hill Road and Sargent Road. The project is jointly funded by GDOT, Forsyth County, Alpharetta and Johns Creek. McGinnis Ferry Road is a major east/ west corridor connecting I-85 with GA 400.

Funding sources to include local (TSPLOST), state and/or Federal Funds. Total project costs are estimated at \$36 million; Alpharetta's allocable costs are currently estimated at \$4 million. Existing funding includes: Series 2016 Parks and Transportation Bond (\$1.5 million); and \$100,000 within the Capital Project Fund. The remaining \$2.4 million is being requested herein through TSPLOST funds.

Morris Road Operational Improvements (Construction)

\$500,000

Priority 1: This operational project along Morris Road will provide the appropriate auxiliary lanes to accommodate the heavy traffic flow from both Old Milton Parkway and Webb Bridge Road. Project will also provide pedestrian and bicycle accommodations.

Original project estimates totaled \$2.7 million and were funded as part of the 2017 mid-year budget (design) and 2018 capital budget (construction). However, revised cost estimates total \$3.2 million requiring an additional \$500,000 in appropriations to maintain the scope. The additional funding is to cover cost overruns in the design and right-of-way acquisition phases. Both phases had been estimated at \$100,000 each. Design costs (including project management) have totaled \$276,714 and right-of-way is now estimated at \$489,000 based on the preparation of a data book. The construction estimate for the project is currently at \$2,400,000, below the original estimate of \$2,500,000.

Bethany Rd at Mid-Broadwell Rd Intersection Imp.

\$716,996

Priority 1: Intersection operational improvements potentially incorporating roundabouts at the intersection of Bethany Road and Mid Broadwell Road. The City has received numerous complaints regarding left turns onto Mid Broadwell Road from motorists traveling south on Bethany Road and from residents of the Pindell Glen Subdivision trying to leave their subdivision. Residents have complained about the speed of vehicles on Mid Broadwell road and have requested a reduction of the speed limit or the installation of a traffic signal or four-way stop. As these options do not meet warrants, a roundabout is proposed to reduce speeds in the area and assist in left-turn movements. Given the proximity of this intersection with the intersection of Bethany Road and Mayfield Road, both projects will be pursued together to ensure proper functionality.

Design was funded as part of the FY 2017 capital budget (TSPLOST). Right-of-way was fully funded and construction partially funded as part of the FY 2018 capital budget (TSPLOST). The requested funds represent the remainder of the construction cost.

Recurring Capital Initiatives

Community Development

Recurring Fleet Replacement (F-150s; Qty: 2)

\$50,000

Priority 1: FY 2019 request is for the replacement of one 2004 Ford F-150 and one 2007 Ford F-150 (Unit CD2111 has 53,787 miles, and Unit CD4299 has 86,330 miles) for the Building Safety and Code Enforcement divisions. These vehicles are expected to last in excess of 10 years and/or 130,000 miles. These vehicles warrant replacement based on age.

Public Works

Recurring Traffic Signal System Maintenance

\$100,000

Priority 1: This request is for the continual maintenance and repair of vehicle detectors (sensors that tell the traffic signal a car is waiting) and traffic signal communications throughout the city. Vehicle detectors are required to be repaired and/or replaced in order to maintain traffic signal responsiveness. Traffic signal communications enable the intersections to work together and smooth traffic flow. The annual funding request also allows for the replacement of loops removed during the milling and resurfacing projects.

Recurring Milling and Resurfacing

\$2,500,000

Priority 1: This request is for the on-going maintenance of milling and resurfacing 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. It is anticipated that this project will be augmented through an LMIG grant (additional \$575,000 that will be appropriated upon grant submission/approval).

The city maintains a road rating database similar to that of the Georgia Department of Transportation. In using this approach, each road receives a rating from 1 to 100, with lower scores representing a greater need for maintenance. **Funding to be provided through the following sources: Recurring Capital (\$1,925,000); LMIG Grant (\$575,000).**

Recurring Park Facilities Pavement Preservation

\$250,000

Priority 1: This request is for the on-going maintenance of pavement within the city's park facilities. Preservation of the roads, drives, and parking lots increases their life expectancy. Without preservation, these pavements will deteriorate and be more costly to repair.

For FY 2019, preservation of the back parking lot and associated drives for the Wills Park Equestrian Center. The work will involve the application of a high density mineral bond and the milling and resurfacing of select problem areas. This funding will be reserved pending completion of the Master Plan for Wills Park and the Equestrian Center.

Recurring Traffic Control Equipment

\$100,000

Priority 1: This request is for equipment necessary for maintaining 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 necessary to maintain the Traffic Control Center. Temporary traffic control equipment includes devices used to detour or delineate traffic flow, examples include: cones, delineators and barricades.

Recurring Traffic Responsive System Maintenance **\$50,000**

Priority 3: This request provides funds to maintain upgraded signal equipment and fiber communication hardware purchased and installed by the Georgia Department of Transportation (GDOT; see below for explanation).

Stage 1: GDOT upgraded 123 out of 126 traffic signals with a new software (called MaxTime), at no cost to the City, which was completed in January 2018. Equipment cost borne by GDOT was approximately \$145,000. Only 3 fire station signals are left which will be upgraded in the current year.

Stage 2: New timing plans will be developed and implemented at 114 signals on major corridors at approximately \$550,000 cost to GDOT and no cost to the City. In order to perform this part, each intersection will be visited by contractors (Kimley-Horn and/or Arcadis) to collect updated counts, evaluate existing infrastructure, develop and test new timing plans, and also provide recommendations for safety improvements.

Stage 3: Developing thresholds, installation, and testing of Traffic Responsive (TR) timing plans at 114 signals on major corridors with an estimated cost of \$100,000 to GDOT and at no cost to the City.

Recurring Traffic Striping and Signage **\$180,000**

Priority 1: This request is for purchase of equipment and material needed for the repair/replacement of traffic striping and signage throughout the City. Repair/replacement of striping consists of the refresh of existing striping due to normal wear 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 the city's signage (performed in-house).

Recurring Traffic Calming/Intersection Safety Improvements **\$35,000**

Priority 1: This request is for the identification, design, and implementation of safety improvements in neighborhoods and at high crash rate intersections. Additionally, funds will enable staff to implement necessary traffic calming measures within the city. Projects will consist of roadway striping, signage, channelization, and minor widening to mitigate existing safety deficiencies. Program will enhance public health and safety for users of the city's transportation system.

Recurring Bridge Maintenance **\$175,000**

Priority 1: 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. Tasks include: the removal of corrosion and repainting of bridge supports; remediation of erosion issues; installation/extension of concrete encasements around piles; cleaning and sealing deck joints; and replacement of failed wing walls. Failure to address these items can lead to further deterioration of bridge conditions. FY 2019: Work items to be based on 2017 GDOT Inspections once report is received.

Recurring Traffic Signal Pole Painting and Maintenance **\$25,000**

Priority 2: 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.

Recurring Tree Planting and Landscape Improvements **\$100,000**

Priority 1: This request is for tree pruning, tree removal, tree planting, and landscape improvements within city right-of-ways. The city's aging tree canopy within right-of-way areas requires pruning and removal to address issues such as pedestrian and vehicular safety, conflicts with street lights, signal head clearance, and intersection sightline clearance. The FY 2019 request also includes funding for tree planting and other landscape improvements. Proposed areas of improvement include sections of Westside Parkway and Mansell Road. The projects will include the planting of trees, shrubs and groundcovers. Planting of trees along Rucker Road will come from the City's Tree Bank Fund.

Recurring Sidewalk Maintenance and Repair **\$200,000**

Priority 1: This request is for the continual maintenance and repair of the city's sidewalk inventory. Over the last 10 years, the city has expended in excess of \$5,000,000 on sidewalk projects. During that same period of time, the city's sidewalk inventory has also been increased through larger roadway and streetscape projects, through private development, and through annexation. The Public Works Department has prepared a prioritized list of sidewalks needing repair. Currently this list identifies over 3,500 panels of sidewalk totaling in excess of 17,000 linear feet in need of repair. For FY 2019, work will include the repair of the sidewalk along heavily traveled areas around the City which are too large for in-house Public Works Crews to accomplish. One such area is along Old Milton Parkway between Wills Road and Roswell Street.

Recurring Fleet Replacement (F-150 Truck) **\$36,000**

Priority 1: This request is for the recurring replacement of trucks within the Public Works fleet. These replacements are based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 10 years and/or 130,000 miles. This request is for the replacement of one 1998 F-150 4x4 (Unit #77 with 88,403 miles) within the Public Works fleet. This vehicle warrants replacement based on age.

Recurring Fleet Replacement (Admin Vehicle) **\$32,500**

Priority 1: This request is for the recurring replacement of administrative vehicles within the Public Works fleet. These replacements are based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 10 years and/or 130,000 miles. This request is for the replacement of a 2002 Crown Victoria (Unit #296 with 67,762 miles) within the Public Works fleet. This vehicle warrants replacement based on age.

Recurring Fleet Replacement (F-250 Crew Cab Service Truck) **\$61,000**

Priority 2: This request is for the recurring 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 130,000 miles. This request is for the replacement of a 2006 F250 Crew Cab 4x4 with Service Bed (unit #501 with 118,231 miles) within the Public Works fleet. This vehicle warrants replacement based

on age and repair history. The vehicle has been out of service recently due to multiple issues including fuel system, turbo, etc.

Recurring Fleet Replacement (F-750 Box Dump Truck) \$115,000

Priority 1: This request is for the replacement of one 1994 F-800 Crew Cab Sand/Salt Spreader (Unit #104). This truck has 20,874 miles and is in need of replacement due to rust and corrosion on the chassis and suspension. The salt used with this vehicle has caused severe damage to the undercarriage which cannot be repaired. Staff recommends replacing this vehicle with a box dump truck that has a removable spreader insert. Currently the 1994 F-800 has a permanently mounted spreader unit.

Recurring Facility Renovations (Fire Stations) \$125,000

Priority 1: This Request is for the renovation of bathrooms, kitchens, and bunk rooms. In addition, the facilities are in need of replacing flooring, lighting, appliances, adding large ceiling fans, improving the bay doors, etc., at each of the six Fire Stations within the city. Several Fire Stations are greater than 20 years old with minimal improvements throughout the years. These facilities are in use 24-hours a day and 365 days a year; they receive more use than an average home and need to be on a fixed cycle of replacing appliances to minimize disruption to the individuals utilizing the facilities. FY 2019 funding is targeted at renovating the kitchen and bathroom at Fire Station 84.

Recurring Facility Renovations (CID Offices) \$70,000

Priority 1: This request is for renovations to the CID area which is located on the second floor of the detention facility. Work will include upgraded lighting, new carpet/vct flooring, and painting of the interior of the area. This area is showing wear and tear as the interior buildout is over 20 years old.

Recurring Facility Renovations (PW Headquarters) \$40,000

Priority 1: This request is for renovations at the Public Works Facility. This work will include bathroom renovations, painting in various locations, new carpet/vct as needed, exterior metal repairs, and wall repairs in the bay area. The restrooms are used heavily and are in need of remodeling. The carpet/vct shows wear and tear and walls need repainting. Funding for these improvements will be requested over a period of several years. FY 2019 funding will go toward renovating the bathrooms in the building, replacing flooring in the facility, and replacing insulation and lighting in the bay.

Recurring Gym Restoration \$35,000

Priority 2: This request is for repair and maintenance of interior ceilings, walls, beams, and duct work in various gym facilities. This work will include painting of duct work, metal beams, and walls in the gym areas. It will also include repairs to ceiling insulations and painting of the ceilings as well. FY 2019 funding is for repair and maintenance of gym(s) at the Community Center.

Recurring City Center Maintenance \$50,000

Priority 1: This request is for on-going interior maintenance like painting walls and trim. In addition, repairs to the custom stained moldings throughout the main floor require hiring professionals. Funds in this account shall also go towards replacing cabinetry and countertops throughout the building (phased approach) that are not holding up to the day to day use at City Hall. FY 2019 funding will be to start a program painting all of the walls and trim work. The trim will be more frequent than the walls. In addition, due to the wear and tear of the cabinets and countertops, we will allocate dollars every year to

phase in replacement of the cabinets and upgrade the countertops to a solid surface material.

Information Technology

Recurring Technology Replacement (all city departments) \$300,000

Priority 1: This request is to provide for the annual replacement 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 455 computers in operation (265 desktops; 190 laptops). The main component of the FY 2019 request includes funding for the replacement of approximately 125 PCs, 57 cellular phones, 83 iPhones, 42 iPads, and wireless access points throughout city facilities (although actual replacement will be driven by equipment condition).

The current city standards for technology replacement (based on funding availability) are as follows: servers (5-6 years); SANS – Storage (5-6 years); desktop PCs (4 years); laptop PCs (3 years); iPad tablets (2 years); iPhones (2 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); Network UPS (closets) (4 years); Wireless Access Points [WAPs] (5 years); network routers/switched/firewalls (5 years); telephony gateways (5-6 years). Larger replacement initiatives are not included in this appropriation (e.g. CISCO network devices).

Recurring Data Center Server Replacement \$210,000

Priority 2: This request is for server replacement equipment for the Data Center located at Public Works Headquarters. The equipment to be replaced provides server support for all City systems for the Data Center located at PW. This will provide greater reliability, reduced annual costs, and greater efficiency and capability for the use of system applications for the city. The existing servers have reached end-of-life.

Public Safety

Recurring Fleet Replacement (Qty: 25) \$1,008,000

Priority 1: This request is for the forecasted annual replacement of police and fire sedans, light trucks and motorcycles. The replacement need is driven by the mileage and mechanical condition of the vehicles. Emergency response vehicles are expected to last in excess of 110,000 miles; administrative vehicles are generally run somewhat longer.

This forecasted need is based on mileage, age, and condition of vehicles. Replacement goal is to smooth the fleet replacement to 20-25 vehicles annually based on a 110,000 mileage threshold.

Replacement vehicles to be purchased in FY 2019 include: 15 SUVs for Patrol; 2 SUVs for the K9 unit; 2 F150s for the Community Services unit; 1 motorcycle; and 5 SUVs for the Admin team.

Replacement Traffic Preemption System

\$150,000

Priority 2: The request is to fund the replacement of the Opticom System which is the equipment that links emergency vehicles (in Alpharetta's case, fire trucks) with traffic signal control boxes. This system allows approaching Fire apparatus to change the traffic signals allowing them to move traffic that is in front of them, or approaching intersections, safely away from the direction the vehicle is traveling. The current system is line-of-sight based with a transmitter in fire trucks hitting a receiver on traffic signal mast arms which triggers a green light for the approaching fire truck. This system is beyond end-of-life and no longer effective.

The proposed replacement is a GPS-based system with several advantages: (a) The GPS link can be programmed for distances well beyond line of sight, allowing a green light to drain traffic well ahead of the approaching emergency vehicle. This speeds response times and improves traffic safety for all motorists. (b) The Signal changes are guided by turn signals on the fire truck so that fewer traffic lights are affected unnecessarily. (c) Again, because the new system is not line-of-sight the receiving antennae can be moved from mast arms to control boxes, reducing damage and lowering maintenance costs. (d) The system is programmable for distances and features, allowing better customization for Alpharetta. This system is for outfitting twelve (12) Fire apparatus and fifty (50) intersections which have been identified for this project.

FY 2019 funding request totals \$150,000 and includes the following: (a) \$60,000 to install equipment on apparatus (12 trucks * \$5,000 per truck); and (b) \$90,000 to purchase and install the Applied Information Traffic Preemption equipment at 29 intersections. Includes 5-year warranty, training, installation, connectivity, software, and service agreement. The 21 remaining intersections will be requested as part of the FY 2020 capital budget (est. cost of \$70,000).

Recurring Public Safety Equipment (replacement)

\$144,700

Priority 1: This request is for scheduled replacement of equipment that is essential for the safety of firefighters and police officers which has expired, failed inspection, is uneconomical to repair or otherwise must be taken out of service.

The FY 2019 request includes: furniture and bedding at fire stations (\$9,000); Ice Maker at 2 fire stations (\$4,000); Fire tools and equipment (\$6,000); new firefighter turn-out gear that meets NFPA 10 year service life (\$100,000); replacement of 3 ballistic SWAT shields (\$7,500); door jamb spreader for entry by the SWAT team (\$2,000); replace worn interior items and exterior of the Fire Safety Education house (\$9,500); Update the exterior of the Crisis Negotiations bus (\$6,700).

Recurring PS Facility Roof Restoration/Replacement (General Fund; E-911 Fund)

\$140,000

Priority 1: Roof replacement of PS Headquarters (Final Phase; \$100,000) and roof restoration of the Evidence Building (\$40,000).

- Public Safety HQ-Phase 3 (6,200 sq. ft. Roof Restoration 30YR Garland Warranty): This is the last phase of roof restoration following Phase 1 & 2 and is the same scope. This option gives the City a 30-year leak free warranty. Funding is split between E-911 (\$50,000) and general Fund Balance (\$50,000).
- Public Safety-Evidence Building Roof Restoration (5,800 sq. ft. Roof Restoration 10YR Garland Warranty): The evidence building is the only roof at this location with

a non-ballasted, smooth EPDM (rubber) surface at the Public Safety facilities. Coupled with the fact that it is not leaking, it is a great candidate for roof restoration, which will provide a 10-year warranty at a much lower cost than a roof replacement, and may have a service life up to 15 years.

Funding is allocated between general Fund Balance (\$90,000) and E-911 Fund (\$50,000).

Replacement PS Headquarters Furniture \$105,000

Priority 1: This request is for funding to (1) replace old and worn-out furniture in existing offices and (2) purchase new furniture for the Public Safety Headquarters expansion (office spaces and lobby). This includes: desks, tables, chairs, shelving, etc. for the conference room \$15,000 (\$10,000 for table and chairs, \$5,000 for wall cabinets and credenza); \$18,000 for Traffic Unit (10 workstations for the officers, 2 desks for Lieutenants, and new chairs); \$4,500 for Police Captains (two new workstations); \$18,000 for Police Lieutenants (10 desks and file cabinets); \$25,000 for desks, chairs and workstations for records and new lobby area; \$21,000 for the Public Affairs Office (desks, chairs, conference table, whiteboard, televisions); and \$3,500 for Professional Standards/IA workstation, chairs, file cabinet and shelving. **Funding is provided through Impact Fees (\$40,000 based on allowable impact fee funding allocations) and Fund Balance (\$65,000).**

Replacement 911 Audio Recorder System \$23,500 (E911 Fund)

Priority 1: This request is to remove and replace the current 911 telephone recorder system with new hardware. Currently, the 911 recorder is in excess of 5-years old and is nearing end of life. The current configuration has failed on multiple occasions resulting in the inability to reproduce 911 emergency calls and meet Open Records requests. FY 2019 impact includes extended warranty service for years 2 - 5. Year one is provided in the base price. Also included is remote motoring for critical failure and system integrity. Operational cost include routine maintenance, software upgrades, virus protection, and remote monitoring.

Recreation, Parks & Cultural Services

Recurring Athletic Scoreboards (maintenance/replacement) \$20,000

Priority 2: The city owns and maintains thirty-one athletic and equestrian scoreboards. Staff has developed a plan for systematic replacement of scoreboards. The replacement cost is estimated at \$20,000 for a wireless scoreboard (includes shipping, installation, and stamped engineering drawings). Maintenance/refurbishment of scoreboards is estimated at an additional \$1,000 to \$2,000 annually. FY 2019 request is for the replacement of the (4) Baseball Scoreboards at Webb Bridge Park. Scoreboard replacement may vary from what's included herein if it is in the Director's opinion that a higher priority replacement is needed (e.g. due to mechanical malfunction) or if additional funds are available.

Recurring Park Equipment Replacement \$36,000

Priority 2: This request is for the replacement of three John Deer Gators (model years: 1999, 2005, and 2006) and one 2007 Bobcat Utility Vehicle. The 1999 John Deere Gator and the Bobcat Utility Vehicle assists staff with the maintenance of the Greenway. The 2005 and 2006 John Deer Gators are for the maintenance of North Park.

Recurring Synthetic Turf Field Replacement (North Park) \$450,000

Priority 1: This request is for the replacement of North Park synthetic turf field 1 which was installed in 2005. Synthetic turf fields have an average life of 10-years. This field does not incur the same usage rate as the Webb Bridge soccer field which is why it has had a longer life expectancy.

Recurring Park Repairs/Improvements \$100,000

Priority 1: This request would cover types of ground maintenance repairs such as asphalt trail repairs, concrete repair and parking lot striping, etc. at parks and along the greenway. FY 2019 funding would be utilized for repairs to the walking trail at Wills Park, boardwalk replacement for the Greenway (approximately 25 sections), concrete repair along numerous walkways, etc.

Recurring Fleet Replacement (F150 Truck) \$28,000

Priority 1: Replacement criteria is as follows: 1) when the department director determines it is no longer cost effective to retain the vehicle; 2) when either mileage or age reaches or exceeds 10-years of service or 130,000 miles; and 3) motorized equipment damaged in accidents shall be inspected by the Safety/Risk Administrator to determine feasibility of repairs as compared to replacement cost. This request is for the replacement of a 2003 Ford F250 (Unit RP-3288 with 82,770 miles) with a Ford F150 4x4 vehicle. Replacement is warranted based on age.

Recurring Playground Equipment (repair/replacement) \$100,000

Priority 1: This request is for the replacement of playground equipment at the Wacky World Playground (built in 1997). Wacky World is a 20 year old pressure treated wood structure. Although the 6-inch round posts are structurally sound, most of the wood platforms, bridges, hand rails, as well as some of the play equipment are showing signs of wear and weather degradation. Staff is constantly making repairs. Playgrounds-by-Leathers conducted an inspection last fall and provided their findings and recommendations on the repairs and forms the basis for this cost estimate. Leathers was the playground company that supplied the playground and equipment and was onsite when the playground was built.

Recurring Parks Facility Roof Repair/Replacement/Wall Restoration \$137,000

Priority 1: This request is for the roof repair/rehab/replacement at multiple Parks and Recreation facilities.

Wall restoration at Wills Park Recreation Center gym (\$46,000), roof repairs/maintenance/painting at the Equestrian Center (\$73,000), and replacement of the shingled roof at the Baseball Concession/Restroom building at Webb Bridge Park (\$18,000).

Wills Park Recreation Center Gym Wall Restoration (12,500 sq.ft.; 10-yr warranty)

The interior wall of the recreation center gym is covered with efflorescence. This is from previous water intrusion which has stained the walls and is unsightly. Scope includes: applying primer on north wall; removing and replacing joint sealants; repairing all wall cracks; and applying two (2) coats of an elastomeric acrylic product (Tuff Coat).

Wills Park Equestrian Center Covered Arena Roof Repair (68,000 sq.ft.)

This roof is made from trapezoid standing seam metal panels. The field of the roof is in good shape, but like all thru fastened metal roofs, the overlap seams, fasteners, and ridge need attention. The skylights have broken down and although there are no holes, the fiberglass that was used to make the skylights has broken down and is turning black. Scope includes: pressure washing entire roof area; removing all old fasteners (thousands); installing new fasteners and sealant; treating and repairing all rust areas and applying primer and top coats; cleaning and sealing the skylights to stop further degradation. This funding will be reserved pending completion of the Master Plan for Wills Park and the Equestrian Center.

Webb Bridge Park Baseball Restroom/Concessions Roof Replacement (2,000 sq.ft.; 30-yr warranty)

This shingled roof has reached its end of life and needs replacement. Scope includes full tear-off of existing shingles; replacement of wood as necessary; and installation of architectural-grade shingles.

Recurring Tennis Courts Resurfacing

\$60,000

Priority 1: This request is for the repair/resurface/recoat of tennis courts with a fabric crack repair system. FY 2019 funding is for resurfacing 7 tennis courts at North Park (last resurfaced in FY 2012). Due to cracking on the courts, this repair will be more in-depth than a general resurfacing as the courts will need to be milled to allow for repair of the cracks before finishing with a resurfacing.

Recurring Stormwater/Drainage Initiatives

Public Works

Recurring Stormwater Pipes/Structure Repair/Maintenance

\$1,225,000

Priority 1: 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. The contractual pipe unclogging and structure repair will be throughout the city based on inspection results. The following project locations have been identified for pipe repair or replacement in FY 2019: Lantern Ridge; and Meadow Drive.

Recurring Stormwater Drainage Maintenance

\$150,000

Priority 1: This request is for the continual maintenance and small drainage maintenance work within the city including: (1) small repairs such as grouting, paved inverts, and replacing tops; (2) annual maintenance of the city's stormceptor units, oil/water separators, and city-owned detention ponds (as required by the Georgia Environmental Protection Division); and (3) Water Quality lab testing (as required by the Georgia Environmental Protection Division).

Recurring Stormwater Inspections

\$100,000

Priority 1: The National Pollutant Discharge Elimination System (NPDES) Stormwater Permit requires Alpharetta to complete a number of 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 toward planning, maintenance, and enforcement activities.

Recurring Stormwater Design/Studies

\$100,000

Priority 1: This request funds 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, 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. FY 2019 funding will be used to complete the design of a stream restoration project that will help to protect the integrity of our greenway trail. The specific project selected will be chosen from those identified as the highest priority in the ongoing FY 2018 Big Creek Erosion Study. Such work may consist of removing debris from specific locations, reestablishing a vegetated bank via landscape or gabion walls, and/or removing sediment at specific locations.

Recreation, Parks & Cultural Services

Wills Park Stream Restoration #1

\$300,000

Priority 1: There are three reaches of stream in Wills Park that would benefit from stream restoration and/or buffer enhancement; reaches A, B, and C. In stream restoration it is generally best practice to work from upstream to downstream. This project was identified in the Foe Killer Creek Watershed Improvement Plan as project #13a and is named Reach A. Reach A is highly incised due to storm runoff. The channel should be raised and reconnected with the floodplain to reduce erosion. Approximately 800 linear feet of stream restoration is planned.

General Capital Initiatives

City Administration

Economic Development Toolbox

\$125,000

Priority 1: The City of Alpharetta provides local incentives through its economic development toolbox and facilitated by our team of experienced economic development professionals. New or growing businesses that demonstrate a serious economic impact through job creation and capital investment qualify for these programs. The programs funded in this request include the Alpharetta360 Video Marketing Fund which has been influential in marketing the city as a business destination and has been directly responsible for the location of new businesses to the city. To date we have had more than 10,000 unique views on our A360 website and have added in a marketing boosting strategy that has significantly increased our viewership. A new tool-kit item will be created with this funding called the Start-Up Relocation Grant which is aimed at attracting out-of-state technology start-ups to relocate and grow in the city. We will target 5 mid-stage FinTech and MedTech/HealthIT based tech start-up companies for the pilot program of this tool-kit item. Relocated start-up companies will be placed in the Alpharetta Innovation Center to help fuel our innovative community and attract more venture capital investment.

Alpharetta Technology Commission Operational Funding \$118,336

Priority 1: This request is to provide operational funding for the Alpharetta Technology Commission (ATC) including funding for the ATC Director pursuant to terms set forth in the MOU between the ATC and the Development Authority of Alpharetta. The Director performs the day-to-day tasks and responsibilities necessary for the delivery of operational management services. The MOU terminates in February 2019 which represents 8-months of activity in FY 2019 totaling \$83,336 (\$10,417 monthly). Additional funding totaling \$35,000 is allocated herein to cover estimated costs beyond February.

Community Development

Milton Avenue Concept Design

\$40,000

Priority 2: Funding for design services along Milton Avenue including new landscaping requirements, seating locations, crosswalk concept and sign locations, etc.

Design Services

\$80,000

Priority 2: 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.

Public Works

Pedestrian Safety Study

\$125,000

Priority 1: This request is for the identification, design, and collaboration of safety improvements along collector/arterial streets and the downtown area where high speeds are occurring and there is an increase of pedestrian traffic. The funds associated with this project are to assist the Department in hiring consultants to examine our downtown, as well as several intersections outside the downtown area, and develop options for improving pedestrian safety.

Park Plaza Signalization Upgrade

\$300,000

Priority 1: This request is for upgrading the traffic signal at the intersection of Park Plaza and Academy Street. The existing signal was constructed as part of the old Haynes Bridge Road Extension. With the realignment of Haynes Bridge Road and the development of City Center, the existing poles and signal heads are no longer appropriately oriented to serve this intersection. This project will replace the existing poles, mast arms, signal heads, and provide a new pedestrian crossing of Academy Street. **Funding is provided through Impact Fees (\$72,300 based on allowable impact fee funding allocations) and Fund Balance (\$227,700).**

Streetlighting Conversion/New Installations

\$50,000

Priority 1: This request is annual funding for (1) the conversion of Georgia Power's High Pressure Sodium Lights to LED and (2) adding additional lighting along public roads that do not have sufficient lighting (or no lighting at all). This initiative will be funded over many years and is a companion to the Operating Initiative pertaining to transferring all street lights located on public streets to be paid for by the City of Alpharetta. This

initiative will increase the safety of citizens who use our streets and sidewalks on a daily basis.

City Center (Phase 2) Utilities

\$26,079

Priority 1: This request is to allocate remaining funds for Alpharetta's obligations under the terms of agreement with MMS Alpharetta LLC for Phase 2 of City Center (private development position). Unfunded obligation includes:

- Assist in funding costs associated with moving AT&T utilities in right-of-way. City costs total \$224,716 which is to be funded over 4 annual payments that started in FY 2018. The FY 2019 payment of \$56,179 is being reduced by available funds in the City Center Utility account of \$30,100 leaving an unfunded balance of \$26,079 (FY 2019 Request). The final two payments will be requested as part of the FY 2020 and 2021 capital budgets.

Public Safety HQ Parking Lot Expansion (Design)

\$20,000

Priority 1: Due to the increased number of individuals accessing the Public Safety Headquarters, additional parking needs are desired. Requested funds will go towards obtaining topographic and utility surveys to design the expanded parking lot. Public Works will design the parking lot expansion utilizing in-house staff. Construction cost will be determined once the design is complete.

Design Services

\$115,000

Priority 1: 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.

Information Technology

Application and Desktop Virtualization (Phase 2)

\$150,000

Priority 2: This request is for the deployment of desktop services and associated technology for the City for local, remote, and mobile platforms. This will provide greater reliability, and greater efficiency and capability for the use of system applications for the City and provide core functionality. This equipment is scheduled to be replaced every 5-6 years (normal maintenance life) in order to provide for both reliable and efficient service. The Application and Desktop Virtualization initiative will provide greater reliability, possible reduced annual costs, and enhanced system applications security. Through the virtualization of the desktop, each user's profile and desktop are stored centrally in the data center to be available for use from any pc or remote system given the appropriate security measures. This technology is rapidly becoming the standard deployment for organizations as they move more applications and capability to the "Cloud" and seek to provide more reliable and efficient service. The initial test system has been deployed a several City Departments with key personnel for evaluation.

This request will also lead to the deployment of virtual application technology. The ability to manage city software applications from a central platform rather than deploying the system to every desktop will save significant amounts of time needed to "touch" each desktop and/or deploy the systems individually over the network. This way, each user

accesses the software they need using the latest updates and tested systems. This will provide greater reliability, reduced annual costs for desktop support, and greater security with respect to the city's software applications. This initiative should lead to decreased costs in annual desktop system replacements (reduces need for certain computer components such as a hard drives and a fully configured PC). Phase II (FY 2019) will finalize the Public Safety rollout that began in FY 2017.

Phase III (FYs 2020-2021) will expand the virtual deployment across various Departments (based on need and ability to reduce hardware costs) to include desktops as well as the Mirage and Horizon benefits listed above. Desktops will emulate the experience end users have with traditional Windows OS and applications on their existing systems. Overtime, this will defray costs for refreshing PC systems with less expensive form factors (e.g. thin clients, terminals, mobile devices, etc.). This will also have an effect of reducing the need for multiple devices per user (tablets, desktops, laptops, and smartphones).

Public Safety

PS Jail Camera System (replacement/expansion)

\$75,000

Priority 1: This request for replacement/expansion of the Jail's camera system. Specifically, this project replaces the existing sixteen (16) coax cameras with IP cameras while also expanding the system to include an additional nine (9) IP cameras (25 total cameras). The current camera system in-use was purchased off the shelf and uses low resolution cameras and an outdated recording system and is past its useful life cycle. This system improvement will increase and improve jail employee and inmate safety through enhanced camera resolution, by adding additional camera coverage, and reducing instances of camera system downtime. This system will tie in with the current Avigilon system in use by the city and will reduce the time needed to comply with open records requests and/or investigations with its improved data copying capability. Funding includes miscellaneous hardware and licensing to support the cameras.

PS Turn-out Gear Washers (Qty: 4)

\$25,000

Priority 1: This request is for one "turn-out gear" washer for fire stations 82, 84, 85 and 86. Currently the fire department has only two washers – stations 81 and 83. These are heavy duty washing machines designed to handle the load of washing firefighter "turn-out gear". The load capacity is only one set of turn out gear per load. This is currently very time consuming when 10-12 firefighters must wash their gear. With the increased exposure of cancer causing agents and off-gassing carcinogens it has created the need to better protect personnel of the fire department that wear their turn out gear during firefighting. The additional washers will be able to launder more turnout gear and at a faster rate. Funding includes costs for installation.

Recreation, Parks & Cultural Services

Design Services

\$20,000

Priority 2: 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 Recreation Master Plans, construction plans for recreation amenities including pavilions, gazebos, 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 services our customers are accustomed to.

Design and Construction of new Park Spaces **\$400,000**

Priority 1: This request is for the design and construction of new park spaces. **Funding is provided through Impact Fees (\$120,000 based on allowable impact fee funding allocations) and Fund Balance (\$280,000).**

Equestrian Center Foundation Match (design/buildout of amenities) \$250,000 (Hotel/Motel Fund)

Priority 1: This funding will serve as a match towards Equestrian Center Foundation fundraising, up to the \$250,000 appropriation requested herein, to be used for the design and renovation/buildout of the Equestrian Center.

The FY 2018 budget includes funding for a Master Plan update to Wills Park and the Equestrian Center which will guide the design phase of this request. Residual match funding after design will be used towards the buildout of the Equestrian Center in accordance with the Master Plan and corresponding design elements. **Funding is provided through Hotel/Motel Taxes (facility portion).**

Park System Wayfinding Signage **\$126,412**

Priority 1: This project is the beginning of the implementation of the park system wayfinding and signage plan that is being developed in FY 2017. The purpose of the signage plan is to bring uniformity to the numerous signs in our entire park system. The plan will define a specific sign style that will become our “brand” and help park patrons easily identify Alpharetta parks. The plan will also recommend locations for signs to help visitors locate various amenities in the parks, such as fields, playgrounds, tennis courts, restrooms, etc. Signs within parks will be evaluated and prioritized for replacement. Staff will systematically replace signs using the new guidelines outlined in the plan. Entrance upgrades were listed for all parks in the Master Plan and part of the upgrade includes signage. **Funding is provided through Fund Balance (\$75,000) and Hotel/Motel Taxes (facility portion; \$51,412).**

Alpharetta Public Arts Initiative **\$85,000**

Priority 1: Arts Alpharetta is a nonprofit organization dedicated to bringing quality arts to Alpharetta. At the request of staff, Arts Alpharetta formed a steering committee to look at introducing outdoor public art to the exciting new Thompson Street Greenway trail. Arts Alpharetta feels that by lining the trail with unique, high quality temporary installations, residents and visitors like will be enticed to use and explore the trail. The working title for this project is Phase Two – *Outdoor Art Gallery* loan project. Phase One is the *Instruments of Inspiration* permanent installations currently approved by the City Council in December 2016.

Briefly, the works would be on loan from the artists for a 9-month period tentatively March through November 2019. This would become an annual event where new and returning artists would be selected each year. The artists would receive a loan-fee, half paid at installation and half at the end of the loan period. Several communities around Alpharetta have a similar program but what is unique about this initiative is that the Thompson Street Greenway allows us to select and prep the sites while the trail is being built. Further the steering committee feels that we do not merely want to replicate what others communities have done but rather we strive to elevate the project to the highest possible quality art and experience.

This initiative provides funding for the loan of an estimated 12 art installations including installation, marketing, events, juror stipends, with funding (if available) for the purchase of art pieces for permanent display in Alpharetta.

The Stories Project

\$25,000

Priority 2: This project entails video recording the stories and oral history of our citizens and their memories of the Alpharetta Experience. This project will continue into the future and involve the recordings of a number of citizens each year as seniors are willing to express their emotions, memories and recollections of the Alpharetta they have known. As time progresses, the videos will be compiled so they can be used as an online story of our past and its respected citizens who have helped to shape our city. This documentation will also be used within the History Center as an oral history of Alpharetta's development over time. We are hoping to record 50 citizens within the next year.

General Government

Matching Funds for City Grants

\$30,000

Priority 2: This request is to provide available funding to serve as matching funds for grant opportunities as they arise throughout the year. Operating grants, such as the Bulletproof Vest Partnership Program, typically require matching funds in order to carry out the required grant activities. This funding will allow the City of Alpharetta to pursue a multitude of grant opportunities.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

City Administration

Downtown Beautification Grant

\$50,000

Priority 2: This request is for seed funding for the Downtown Beautification grant program which is used to incentivize downtown building renovations and improvements (including façade improvements). This small city investment has resulted in numerous private renovation projects in downtown over the past 15 years.

Citywide Economic Development Analysis and Strategic Plan

\$75,000

Priority 1: The last Economic Development Strategy and strategic plan was done in 2011-2012. The relevant life of such a study is 3-5 years and continually needs updating as the economy and environment is constantly changing. Given the amount of development we have had in the last 5 years, a new outside evaluation of the health of the Alpharetta economy, strategic vision and priority of development, and evaluation of current initiatives and business inventory is needed. The scope of the entire economic engine in Alpharetta is too large to be internally evaluated and is best evaluated periodically by an outside agency. The request is to hire an outside economic development consulting agency to perform an economic outlook, economic evaluation of business and industry health within Alpharetta and recommendations for strategic planning initiatives to forward the mission and objectives of the economic development department for the next 3-5 years.

Community Development

Downtown Parking and Wayfinding Signage

\$150,000 (Hotel/Motel Fund)

Priority 1: This project is intended to develop and implement a comprehensive parking sign package for Downtown Alpharetta. Major components include monument signage at city parking lots, wayfinding signage directing the traveling public to city lots, and time restriction parking signage. Decorative sign poles and bases will be identified. In addition, a signature logo will be proposed in order to coordinate the entire downtown parking infrastructure. The proposed design guidelines will be presented to the downtown business association and approved by the Design Review Board. Deliverables from this project will include the following:

- Downtown Parking Sign design Guidelines;
- Installation of monument signage at the two City Surface lots (Old Roswell lot, Roswell/Marietta lot);
- Wayfinding signage throughout Downtown (Main Street, Academy Street, Roswell Street, Milton Avenue); and
- Time restricted signage for Milton Avenue (2 hour limit/15 min limit).

Funding is provided through Hotel/Motel Taxes (facility portion).

Parking Management – Meters/Old Roswell Lot Gate Arm \$115,000 (expense); \$18,200 (revenue)

Priority 1: This projects consists of installing approximately 70 parking meters along Main Street and Milton Avenue. Maintenance fees assumed wireless meter management and wireless sensor management. User fees (revenues) are based on very nominal usage: assuming \$0.50 per hour during weekdays (8am-5pm) and each meter averaging 2 hours use per day (\$1.00*260 days *70), Actual revenues have a much higher potential.

Project also includes installing a gate arm and ticket machine at the Old Roswell Lot. Implementation and funding would be based on revenues from the meter program. Old Roswell Lot will be time restricted to 3 hours, for no costs, or \$1.00 per hour if more than 3 hours. Gate arm and ticket facility will decrease manpower effort required to enforce parking time limits and provide an opportunity for parking for those willing to pay a daily fee.

2019 Operating Initiative – New Fleet for Code Enf. Officer position (Qty: 1) \$25,000

Priority 2: This initiative constitutes the capital component (new fleet and associated upfitting costs) of the new Code Enforcement Officer position requested in FY 2019 (Operating Initiative). Capital costs total \$25,000 and include the acquisition of one (1) F-150 pickup truck. Please refer to the Operating Initiatives section of this document for a detailed write-up of position duties and justification.

Public Works

Major Intersection Improvements

\$300,000

Priority 2: This request would allow the City to quickly address major intersection improvement projects, such as adding turn lanes at major intersections. Projects will be selected based on their effect on traffic flow and safety.

The requested design funds is for the design of a left-turn lane from Kimball Bridge Road to Park Brooke Drive. The City has received a number of requests over recent years to provide this improvement. The requested construction funding for FY 2019 is for the construction of dual left turn lanes from south-bound Haynes Bridge Road to east-bound North Point Drive.

Davis Dr Extension to Westside Parkway

\$500,000

Priority 1: This project would construct the extension of Davis Drive from its current cul-de-sac at The Cooler and Pappadeaux to Westside Parkway at Sanctuary Parkway. The constructed road segment would be a two lane road with bicycle lanes and 6' sidewalks. Also included in the project scope is modifying the existing four lane configuration of Davis Drive to a two lane configuration with a center turn lane and bicycle lanes. The new roadway section would be approximately 1,400 linear feet in length. Design for this project was funded in FY 2014. Transportation impact fees can offset a portion of these costs. City and the North Fulton Community Improvement District are working together to fund completion of the project.

Connector Road (NP Pkwy to Edison Dr.; Design)

\$150,000

Priority 2: This project would create a new two-lane roadway with sidewalks connecting North Point Parkway and Edison Drive. Proposed roadway would utilize the existing curb cut for the AT&T property on the east side of North Point Parkway at Dryden Road. Proposed roadway would be approximately 900 linear feet in length. FY 2019 funding request is for design. ROW and construction costs are estimated at \$930,000 and would be part of future funding requests.

Pedestrian/Safety Improvements at Marietta Street and SR9

\$175,000

Priority 1: This request is for the construction of pedestrian enhancements and safety improvements at the intersection of SR 9 and Marietta Street. A proposed pedestrian enhancement at this intersection will assist pedestrians in crossing SR 9 by removing conflicting side-street straight and left-turn movements.

Hembree Road Turn Lanes (Design; ROW) \$150,000

Priority 1: This request is for the design and construction of various turn lanes along Hembree Road from Maxwell Road to Old Roswell Road. The project length would be approximately 2,000 linear feet. During the morning peak hours, Hembree Road is congested with vehicles attempting to make left turns into various properties. These vehicles are creating congestion through the intersection of Maxwell Rd. and Hembree Rd. as well as creating undue delays at the intersection of Westside Parkway and Hembree Rd. Installing turn lanes at various intersections will alleviate congestion along this corridor. Construction costs are estimated at \$600,000 and would be part of a future funding request.

Marjean Way Extension (Design) \$500,000

Priority 2: This request is for the design of the extension of Marjean Way from its current terminus at Orchid Lane north to Milton Avenue. The roadway extension will include brick sidewalks on both sides of the road to match the roadway section approved as part of the Windsong Townhomes development. Also included in the project scope will be the design of a regional stormwater facility designed to accommodate any future redevelopment of the adjacent upstream properties (currently occupied by the Masonic Lodge and Krogh Cabinetry) and the city-owned property at 90/92 Milton Avenue. The stormwater facility will be designed in such a manner to provide an attractive amenity to the area. In addition, the design shall include amenities associated with the future park. Construction costs are estimated at \$3 million and would be part of future funding requests.

Wills Road Widening (Design; Milton Ave. to Old Milton Parkway) \$200,000

Priority 1: The City has received complaints of traffic backups that occur at the intersection of Mid Broadwell Road and Wills Road. The downtown area of Milton Avenue near Roswell Street/Canton Street is becoming more congested. Providing connectivity to the multi-lane of Old Milton Parkway from Wills Road may serve as a reliever route for traffic not wishing to go through downtown. An additional southbound lane on Wills Road from Mid Broadwell will provide a free flow right off of Mid Broadwaell Road and allow connection to Old Milton Pkwy thus giving drivers an option around downtown. ROW and Construction costs are estimated at \$650,000 and would be part of a future funding request.

Waters Road Traffic Calming (Design) \$350,000

Priority 1: 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. Design funds are being requested for FY 2019. It is anticipated that right-of-way will be needed from property owners and will be acquired after completion of the design documents in FY 2020. ROW and Construction costs are estimated at \$2.4 million and would be part of a future funding request.

Douglas Road Traffic Calming Improvements (Option 1) \$500,000

Priority 1: This request is for the design and implementation of safety improvements along Douglas Road. Citizens of Waters Road have expressed concerns of individuals driving at excessive speeds. The topography of Douglas Road does not make it any easier to slow drivers. Requests have been submitted for roundabouts, sidewalks on

both sides of the street, chicanes, and improved landscape areas. This funding request is to remove the right turn lanes along the corridor. Removal of the right turn lanes and replacing the areas with landscaping will provide drivers a tunnel affect and force drivers to slow their speed and become more aware of their surroundings. Another option would be roundabouts which are included in a separate capital request.

Douglas Road Traffic Calming Improvements (Option 2; Design) \$150,000

Priority 1: 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 intersections volume as well as a traffic calming. Traffic calming measures for the Newport Bay Passage intersection would include a lane diet and sight distance improvements. Design funds are being requested for FY 2019. It is anticipated that right-of-way will be needed from property owners and will be acquired after completion of the design documents in FY 2020. ROW and Construction costs are estimated at \$1.7 million and would be part of a future funding request. Another option includes smaller scale traffic calming measures including removal of right-turn lanes and are included in a separate capital request.

Flashing Yellow Signals \$60,000

Priority 1: This request is to upgrade 36 signalized intersections within the city to the flashing yellow arrow standard. This signal change introduces a flashing yellow arrow during the permissive left turn phase of the signal operation. The Federal Highway Administration had demonstrated that this new application has helped reduce left turn crashes, causes less driver confusion on the decision to turn, and provides additional traffic management flexibility. Implementing the new federal standard for permissive phasing also provides consistency with neighboring jurisdictions. Currently SR 120 has 2 flashing yellow intersections and GDOT has plans to continue upgrades to the rest of the corridor.

The city's upgrade will be done over a 4-year period starting with the arterial streets, then moving to collector and local streets. The following is a list of intersections to be done in FY 2019: North Point Parkway at Rockmill Road; North Point Pkwy at Kimball Bridge Road; Haynes Bridge Road at Westside Pkwy; Haynes Bridge Road at Lakeview/Northwinds Pkwy; Haynes Bridge Road at Ga Lane; North Point Parkway at Mansell Crossing South; North Point Parkway at Mansell Crossing Middle; North Point Parkway at Mansell Crossing North; North Point Parkway at Ga Lane; and North Point Parkway at North Point Drive. Estimated cost for the project is \$240,000 and would be allocated over the four-year period beginning in FY 2019.

Citywide Sign Inventory \$120,000

Priority 3: This request is for a citywide sign inventory. The City does not currently have an inventory of our right-of-way signage which hinders our ability to adequately maintain these assets. With this inventory the management, location, and condition of signage will be tracked. This inventory will provide data collection, post processing, and a geodatabase that will integrate with the city's asset management system (CityWorks) and the city's GIS. Each year, Public Works performs over 250 work orders associated with street signage and the work orders are reactionary based on complaints. The inventory system will enable Public Works to identify when signage was installed and

develop a pro-active replacement program for when signage exceeds its useful life (e.g. degradation of reflectivity).

Waters Road Sidewalk Improvements

\$750,000

Priority 1: This funding request is for the installation of sidewalks on both sides of the street to improve pedestrian connectivity. Pedestrians would only need to cross Waters Road at signalized intersections: Kimball Bridge Road; and Jones Bridge Road. Citizens of Waters Road have expressed concerns of individuals driving at excessive speeds. The topography of Waters Road does not make it any easier to slow drivers. Requests have been submitted for roundabouts, sidewalks on both sides of the street, chicanes, and improved landscape areas.

AlphaLoop (City Trail)

\$1,000,000

Priority 1: This request is to provide construction funding for the AlphaLoop City Trail. AlphaLoop is envisioned as a multi-use trail and park system intended to connect City Center, Avalon, and the Northwinds Area together via paved pedestrian pathways.

Phase A runs from Old Milton Parkway to Westside Parkway and Phase B runs from Westside Parkway to Kimball Bridge Road. Phase C covers the intersections and crossings (e.g. Old Milton Parkway, Westside Parkway, Northwinds Parkway, Kimball Bridge Road, etc.). Phases A & B are further broken down into two tiers: Tier 1 covers the trail and Tier 2 covers pocket parks/plazas.

Construction estimates for Phase A (tiers 1 and 2) total \$4.5 million. The FY 2018 budget includes available funding of \$1.5 million. This request is for an additional \$1 million bringing total funding for construction to \$2.5 million. These funds will be utilized to leverage private investment as proof of a solid financial commitment has been made by the city. Unfunded construction obligations for Phase A will be part of future funding requests.

Construction estimates for Phase B (tiers 1 and 2) and Phase C total \$5 million and would be part of a future funding request.

Douglas Rd Drainage and Erosion Control Improvements

\$200,000

Priority 1: This request is for the reconstruction of approximately 915 linear feet of existing sidewalk along the west side of Douglas Road between Newport Bay Passage and the bridge over Caney Creek. Along this stretch of Douglas Road there is no curb and gutter between the road and the existing sidewalk. When it rains, runoff from the road runs across and along the sidewalk making it unusable for pedestrians. This is also causing erosion problems in the area. This project will reconstruct the sidewalk, install curb and gutter, install storm drainage structures and pipes, and address the erosion issues.

City Center Parking Deck Lighting

\$50,000

Priority 1: This request is for installation of additional lighting in the City Center parking deck. When the Private development tied onto the city's parking deck, a significant amount of ambient lighting was lost. Though the lights are on all the time, several areas of the deck remain dark causing patrons to feel unsafe.

Public Safety Headquarters Façade (Design) \$200,000

Priority 1: The current Public Safety Headquarters building was originally designed on the basis of facing Kimball Bridge Road. However, upon the completion of Westside Parkway and the addition of AVALON, the front of the building is in the open more and is in need of aesthetic treatments. The funding of this CIP request will go towards designing a retrofit to the existing facade and developing a cost estimate for complementation for a subsequent CIP request.

Restroom Renovations (Wacky World/Wills Park) \$150,000

Priority 2: This request is for the interior remodeling of the existing restroom facility adjacent to the Wacky World Playground. The building is showing its age and needs upgrades to enhance the use of the building as well as the overall appearance for the citizens. The project will entail removing everything within the current facility and replacing all of the current items with brand new items of similar materials in the restroom facilities at Brooke Street Park and the City Hall Parking Deck.

Concession Building Renovation (North Park fields 1-4; Design) \$150,000

Priority 1: This request is for design of a new restroom/concession building at North Park Fields 1-4. The building is showing its age and needs replacement instead of an upgrade to enhance the use of the building as well as the overall appearance for the citizens. Construction costs are estimated at \$1.5 million and would be part of a future capital funding request.

Downtown Enhancements \$35,000

Priority 1: This request is for the design, installation, and repair of streetscape/aesthetic enhancements on city property throughout the downtown area. Improvements consist of new trash receptacles, kiosks, benches, arbors, and landscape enhancements to city owned property.

Public Safety

Community Center Generator (new) \$200,000

Priority 2: The Alpharetta Community Center is targeted to serve as an emergency shelter. However, the American Red Cross and Salvation Army require emergency shelters that serve the public to have emergency generators servicing the facility. The Community Center does not currently have generators. This projects includes the purchase and installation of a new 400kw Natural Gas Generator.

Fire Station Camera System \$38,000

Priority 2: This request is to install seven (7) IP cameras at Fire Stations for parking lot security. This was a City Council initiated request in 2017 after several Fire Stations were the scene of multiple entering autos, causing the loss of personal and department property as well as damage to our Firefighter's personal vehicles. There are currently no security cameras at any of the Fire Stations to deter criminals or provide any useful information in the event a crime or significant incident arises. This initiative provides for a local recording server and licensing to support camera recording and interfaces. The proposal is to install two (2) "IP" cameras at Fire Station 81, and one (1) "IP" camera each at Fire Stations 82 through 86. The installation includes the needed local storage and interfaces needed to connect to the city's existing security camera infrastructure.

SWAT Medic Take-Home Vehicles (Qty: 4)

\$160,000

Priority 3: This request is for the purchase of four (4) emergency vehicles to be issued to SWAT medics to enhance their deployment speed and safely secure their equipment. SWAT medics are Advanced Emergency Medical Technicians (AEMT) and GA POST Law Enforcement certified firefighters who are integral members of SWAT. A properly outfitted vehicle would provide the SWAT medics with secure storage for the highly sensitive weapons and equipment they are entrusted with.

This request would provide each SWAT medic with an unmarked Ford Explorer SUV (Admin Package; \$29,000); emergency lights and equipment (\$5,000); SWAT Trunk Vault (\$2,500); Rifle\Shotgun rack (\$500); and radio (\$3,000) for a cost per vehicle of \$40,000. There are currently four assigned SWAT medics making the initial cost \$160,000. The anticipated future costs would include the addition of two (2) vehicles and equipment (year 2 and 3) to be issued to new medics bringing a total of six SWAT medics (two per fire shift). There is normal maintenance costs associated with vehicles. Current policy regarding assigned City vehicles would be followed.

2019 Operating Initiative–Fleet/Equip. for Police Officer positions (Qty:5) \$300,000

Priority 1: This initiative constitutes the capital component (new fleet/associated upfitting costs and equipment) of the five (5) new Police Officer positions requested in FY 2019 (Operating Initiative). The five (5) new Police Officer positions would form a Bike unit consisting of one (1) Lieutenant and four (4) Police Officers equipped with Ford F150 4x4 pickups and special purpose bicycles which will allow them to efficiently and effectively patrol the City of Alpharetta as well as participate in community and special events. Capital costs total \$300,000 for the acquisition of five (5) F-150 4x4s (including upfitting to public safety standards), specialty bicycles, vehicle cameras, etc. Please refer to the Operating Initiatives section of this document for a detailed write-up of position duties and justification.

2019 Operating Initiative–Fleet for Asst. Fire Marshall position (Qty:2) \$87,000

Priority 1: This initiative constitutes the capital component (new fleet/associated upfitting costs) of the two (2) new Assistant Fire Marshall positions requested in FY 2019 (Operating Initiative). The two (2) Assistant Fire Marshal positions will assist the Fire Marshal's office in maintaining its existing level of service to the community. This is in addition to the new Assistant Fire Marshall position approved in the FY 2018 budget. Capital costs total \$87,000 and include the acquisition of two (2) pickup trucks with associated upfitting costs. Please refer to the Operating Initiatives section of this document for a detailed write-up of position duties and justification.

3D Laser Scanner

\$90,700

Priority 1: This request is for a 3D laser scanner and software with equipment which will replace the out of service and outdated Total Station equipment previously used during crash investigations by the Traffic Unit. The laser scanner captures a 3D representation of any scene, exactly how it was at the time. It can create 2D and 3D scene diagrams and animations, perform crash and crime scene analysis, and creates courtroom presentations. This system can also be used for crime scene investigations, arson investigations, training, pre-planning, and a wide array of other uses by several units within Public Safety. This requests includes: 3D Laser Scanner (\$47,000); Set up (\$8,300); 3D software (\$13,900); Equipment (\$8,500; notebook, stands, tripods, battery); and 3-year maintenance and warranty on equipment and software (\$13,000).

Patrol Rifle System

\$130,000

Priority 2: This request is for the purchase of 65 rifle platforms at \$2,000 each and will allow the Department to issue the same type of rifle platform (make and model rifle, optics, light system and sling) to Officers. Currently, due to the limited number of Department owned rifles and the number of Officers, the Department allows Officers to the option of carrying an approved rifle that is personally owned or carrying one of the limited number of rifles the Department owns. The Department has issued 36 rifles to Uniformed Patrol Officers and has 4 unassigned and available to Uniform Patrol. Currently, 22 Officers carry their own Department approved personal rifles due to their preference in optics, light systems and sling systems which are not supplied by the Department. With the new standardized rifle platform the carry of personal rifles will no longer be needed and the current policy of authorizing the practice will be modified. The estimated number of rifles takes into consideration the 36 issued to Officers, the 22 personal rifles currently being carried and the 4 currently unassigned but available and 3 spares - for a total of 65 new standardized rifle platforms. All rifles will be from the same manufacturer with the same optics, light and sling systems.

Recreation, Parks & Cultural Services

Heritage Park (preliminary design/planning, Heritage Site declaration) \$250,000

Priority 1: This request is to provide funds for the design and study of the area referred to as "Heritage Park" located at the corner of Old Milton Parkway and Georgia 400. Funds would be utilized to obtain a historical site designation, Geo-technical data, and necessary permits. This site is considered to be the oldest settlement in the City of Alpharetta. There is a City Council condition that requires the donation of land to occur no later than the issuance of a land disturbance permit on the office property. The property is presently under review for a land disturbance permit (April 2018).

Thompson Street Trail Sculpture

\$44,000

Priority 1: This request is for the purchase of a sculpture at the entrance to the Thompson Street Trail. Costs are estimated at \$44,000 and include artists' fees, juror fees, and installation. This request is being presented from Arts Alpharetta. Thompson Street Park will become one of the favorite stops along the Inner Alpha Loop. The need for an iconic piece of artwork cannot be understated. Arts Alpharetta will use the same process that it has used for *Instruments of Inspiration* and for *Miscellany* to select the artwork.

Midwick Wall Mural

\$82,500

Priority 1: This request is for a mural at Midwick Wall. Costs are estimated at \$82,500 and include artists' fees, design fees, juror fees, wall preparation, and installation. This wall is along the inner Alpha Loop between City Hall and Avalon. This piece of artwork will help soften a large retaining wall that faces Academy Park. The spot for the mural and the conditions surrounding its selection has been vetted by the City of Alpharetta in cooperation with Academy Park and the developer.

Downtown Holiday Decorations (expansion)

\$88,000

Priority 1: This request is for additional Holiday Decorating Displays for the Downtown which includes the following: "RGB" Tree-of-Lights, with preprogrammed effects, approx. 58'-60'; (12) 30" manzanita snow balls; (12) 24" manzanita snow balls; (6) 7.5 3D deer (matches existing stars); one cluster of three slim-topiary style Christmas trees (sizes = 12'/10'/8') enhanced with manzanita type branches (nestled together to accent small park near promenade). This will be an addition to the current displays we highlighted in 2017. Capital costs total \$88,000 for purchase of the holiday décor

described above. Operational costs are estimated \$15,000 annually for the installation, takedown, and storage and is included in the Recreation, Parks & Cultural Services Department operating budget. The performance of these decorations will be measured by the number of attendees, number of sponsors, number of volunteers recruited, and the number of community organizations involved in the Christmas Tree Lighting.

Wills Park Drainage Improvements (main parking lot) \$350,000

Priority 1: This project is located in the forested area between the main parking lot for Wills Park Pool and the stream that runs east to west through the park. Currently the area receives runoff from the parking lot, the baseball fields, and a large portion of this side of the park. High volume and velocity storm flows have carved a large gully through the wooded area impacting mature trees, threatening the walking path, and creating a dangerous hazard condition for Frisbee golfers. The FY 2017 Capital Budget included funding for the design of a solution to repair the inflow pipes and stabilize the channel. The corrugated metal inflow pipes have deteriorated and the headwalls structures have fallen off the pipes. This project will add two junction boxes and replace approximately 150 linear feet of the most downstream pipe. The gully will be re-shaped using a regenerative stormwater conveyance system including rock step pools and stone weirs to cascade the water gently downslope into the stream. This will reduce erosion and stabilize the area near the walking path and the Frisbee golf course. Additionally, a new pedestrian safe bridge will be added for the Frisbee golf course allowing players to safely reach the pin. Some large sweetgums will be removed for safety during construction. This project addresses measure 1 in the watershed improvement plan. FY 2017 Capital Budget included funding for design. FY 2019 request is for construction of the underlying improvements.

Big Creek Stream Bank Restoration \$50,000

Priority 1: This project will work in conjunction with a Stormwater Study of Big Creek erosion funded in FY 2018. The Study will create a template design for minor maintenance that can be used for small repairs. It will further identify areas of unique concern that require individual design, state permitting, and extensive restoration construction. Routine maintenance is expected in FYs 2019-2022 and individual designs and construction projects are anticipated in FYs 2022-2028.

New Fleet – Parks Department Managers (Qty: 2)

\$64,000

Priority 1: The Recreation, Parks & Cultural Services Department has undergone a significant change in Department Leadership and the physical location of Department Managers. With the addition of two divisions, the need to accommodate the Management Team with the appropriate transportation will be vital to their success.

Ford Explorer - Staff is requesting a Ford Explorer (addition to the fleet) for Managers of Recreation Services, Cultural Affairs and Community Services Divisions; the managers will work out of City Hall so they will have easy access to share this vehicle.

Ford F150 4x4 Supercab – Staff is requesting a Ford F150 4X4 Supercab Truck (addition to the fleet) that truck will be assigned to the Park Services Manager. The plan is to provide every staff person deemed Essential Personnel in Park Services a 4X4 truck. The Park Services Manager's current truck will be assigned to staff to meet the essential needs of the daily operations that is highlighted in the following justifications:

- a) The Recreation, Parks & Cultural Services Dept. has undergone tremendous growth over the past five years. In FY 2016, the department was given the oversight, and additional support, for the Special Events Division. Even though monies and resources were added for staff and program implementation, no additional funds were added for Park Services support, equipment or fleet.
- b) Another significant addition to the Department is the opening of the new Art Center which coincides with the launch of the new Cultural Affairs division. This facility will require janitorial support of the current Facility Technician Team. The intention is utilize current staff to accommodate the needs of the four Recreation Centers and Art Facility. This additional truck will be used by the technicians to meet this additional responsibility.
- c) (c) Two new parks were added in FY 2018 (Brookside Property and Avalon Fitness Park), totaling approximately 35 acres that are currently being maintained by Parks Staff. FY 2019 will add a minimum of two more properties, Thompson Street Linear Park and Encore Park, which will require more vehicles to properly meet the current maintenance standard.

BUDGET NARRATIVE

City of Alpharetta

FY 2019 Budget Narrative

Budget Rollup: All Funds

The FY 2019 Budget is balanced for all funds and totals \$129 million with the breakdown by fund type as follows:

• General Fund:	\$ 72,588,199
• Special Revenue Funds:	12,729,700 (1)
• Debt Service Fund:	5,473,513
• Capital Project Funds:	21,480,065 (1)
• Solid Waste Fund:	4,017,954
• Risk Management Fund:	1,450,500
• Medical Insurance Fund:	8,670,457
• OPEB Trust Fund:	<u>2,155,000</u>
Total	\$128,565,388

(1) Amounts contained herein represent new appropriations for FY 2019. Unexpended FY 2018 appropriations for Council approved projects are re-appropriated annually pursuant to city policy.

General Fund

Revenues: FY 2019 General Fund operating revenues are forecasted to grow by 3%, or \$2 million, compared to Amended FY 2018. The following table compares major revenue categories within the General Fund:

	FY 2018 AMENDED BUDGET	FY 2019 RECOMMENDED BUDGET	\$ Variance	% Variance
Revenues:				
Property Taxes:				
Current Year	\$ 21,160,000	\$ 22,680,000	\$ 1,520,000	7.2%
Motor Vehicle	180,000	115,000	(65,000)	-36.1%
Motor Vehicle Title Tax Fee	775,000	900,000	125,000	16.1%
Prior Year/Delinquent	239,000	237,000	(2,000)	-0.8%
Local Option Sales Tax	15,200,000	15,650,000	450,000	3.0%
Other Taxes:				
Franchise Fees	6,640,000	6,200,000	(440,000)	-6.6%
Insurance Premium Tax	3,693,320	3,900,000	206,680	5.6%
Alcohol Beverage Excise Tax	2,100,000	2,200,000	100,000	4.8%
Other Taxes	2,339,500	2,429,500	90,000	3.8%
Licenses & Permits	2,722,050	2,704,250	(17,800)	-0.7%
Intergovernmental	435,000	460,000	25,000	5.7%
Charges for Services	3,492,408	3,709,150	216,742	6.2%
Fines & Forfeitures	2,209,250	1,987,500	(221,750)	-10.0%
Interest	75,000	150,000	75,000	100.0%
Other Revenues	292,258	296,984	4,726	1.6%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	2,718,750	2,868,750	150,000	5.5%
Total Operating Revenues	\$ 64,271,536	\$ 66,488,134	\$ 2,216,598	3.4%
Fund Balance Carryforward	8,860,286	6,100,065		
Total Revenues	\$ 73,131,822	\$ 72,588,199		

The following section provides brief narratives on major variances within the revenue categories detailed in the table above.

- Property Taxes: The FY 2019 Budget is based on maintenance of the city's millage rate at 5.750 mills. Property tax digest growth (existing values) is estimated at 6% equating to \$4.8 billion plus a forecast of new construction valuation of \$56 million (based on building permit data). The FY 2019 taxroll will be based on market valuations and the County has committed to its cities to provide tax digest valuations in early June. FY 2020 taxroll valuations will be impacted by the floating homestead legislation (House Bill 712), assuming passage by the voters in November 2018, as it will rollback valuations on homesteaded properties (legislation includes a lengthy formula, but most properties will roll back to a 2016 base year valuation).

However, HB 712 provides an inflationary adjustment factor that should help stabilize property tax revenue for the FY 2020 budget.

- The portion of the millage rate funding debt service (Debt Service Fund) is estimated to decrease from 1.03 mills in FY 2018 to 0.98 mills in FY 2019. Estimated growth in the property tax digest, coupled with available cash in the Debt Service Fund, allows for a reduction in the millage rate dedicated for debt service. The FY 2019 Budget proposes to program the debt service millage reduction into the General Fund.
- The portion of the millage rate funding operations and recurring capital investment (General Fund) is estimated to increase from 4.72 mills in FY 2018 to 4.77 mills in FY 2019. Property tax revenue estimates for FY 2019 total \$22.7 million (excluding motor vehicle taxes). Of this amount, \$4.5 million is included for a recurring capital program (e.g. milling and resurfacing of city streets; traffic equipment replacement; drainage maintenance; etc.). The capital funding will be transferred to the Capital Projects Fund and Stormwater Capital Fund to properly account for the capital improvement activities.

The property tax revenue estimates are net of the city's \$40,000 homestead exemption which saves our homeowners \$2.6 million annually (e.g. equates to a 1.1 mill reduction for the average homeowner). The city's homestead exemption is more than double the amounts offered from our companion cities and goes great lengths in keeping Alpharetta an affordable place to live and raise a family.

- Motor vehicle taxes are 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. The city is forecasting motor vehicle revenues to be fully phased-out over the period ending in FY 2022. HB 386 created a Motor Vehicle Title Fee that is intended to partially offset the reduction in motor vehicle taxes. An increase of 16% is forecasted for FY 2019 for motor vehicle title fees from a budget-to-budget standpoint. However, actual collections are estimated at \$850,000 in FY 2018 which equates to a revised growth rate of 6%. The main driver for the variances is a revision in the title fee revenue sharing formula (State/Counties/Cities) that increased the local share during 2017 from 41% to 46%.
- Local Option Sales Taxes ("LOST"): Growth of 3% is forecasted for FY 2019 and is based on year-to-date growth in FY 2018. Market indicators highlight continued growth in the economy but that has not translated into increased spending on taxable goods/services over the last several years.
- Franchise Fees: Reduction of -7% is forecasted for FY 2019 from a budget-to-budget standpoint. Franchise Fee revenue is sensitive to fluctuations in usage (e.g. cool summer significantly lessens the need for air conditioning and associated energy usage). As such, budgetary practice is to be

- conservative with forecasting these collections so as to insulate the operating budget from the associated short-term collection fluctuations inherent in this revenue source. Collections from GA Power, the largest contributor of this revenue source (62% of total franchise fees), totaled \$3.9 million in FY 2018 and represents a -\$230,169 decrease over the prior year (\$4.1 million was collected in FY 2017) due primarily to relatively milder seasons (e.g. cooler summer and warmer winter) and continued investment in green technology (e.g. LED lighting) that reduced energy usage needs.
- Insurance Premium Taxes: Growth of 6% is forecasted for FY 2019 from a budget-to-budget standpoint. However, actual collections during FY 2018 totaled \$3.8 million which equates to a revised growth rate of 2%.
 - Alcohol Beverage Excise Taxes: Growth of 5% is forecasted for FY 2019 from a budget-to-budget standpoint. However, actual collections are estimated at \$2.2 million for FY 2018 which is flat compared to the FY 2019 forecast.
 - The Other Taxes category includes collections for Intangibles Taxes (-12% reduction to \$550,000), Real Estate Transfer Taxes (-22% reduction to \$300,000), Business and Occupational Taxes (12% growth to \$1.2 million), Financial Institution Taxes (42% growth to \$425,000), etc.
 - Licenses & Permits: A slight reduction of -1% is forecasted for FY 2019 based on current collection patterns and permit activity. Actual collections are estimated at \$3.3 million in FY 2018 which is greater than the FY 2019 budget. License and Permit revenue is cyclical and sensitive to fluctuations in the market (e.g. construction market, employment market, etc.). As such, budgetary practice is to be conservative with forecasting these collections so as to insulate the operating budget from the associated short-term collection fluctuations inherent in this revenue source. The largest revenue source is Building Permit Fees (\$1.6 million forecast for FY 2019; \$2.2 million conservatively estimated for FY 2018).
 - Charges for Services: Increase of 6% is forecasted for FY 2019 due primarily to the 2019 Operating Initiatives¹ including the new Cultural Arts Center and Expanded Pool operations (\$200,000 in revenue growth).
 - Fines and Forfeitures: Reduction of -10% is forecasted for FY 2019 from a budget-to-budget standpoint. However, actual collections are estimated at \$1.8 million in FY 2018 which equates to a revised growth rate of 10%. The primary driver of this variance is a significant reduction in court fine revenue (actual collections are down -25% fiscal year-to-date through February 2018) which is driven through a reduction in the corresponding citations. As the Public Safety Department is able to fill vacancies, traffic patrol activities will return to their normal scope; the FY 2019 Budget reflects an increased level of enforcement activity.

¹ Please refer to the Operating Initiatives section of this document for detailed descriptions.

Expenditures: The following table compares departmental appropriations within the General Fund (please refer to the departmental summaries included herein for detailed budgetary analysis).

	FY 2018 AMENDED BUDGET	FY 2019 RECOMMENDED BUDGET	\$ Variance	% Variance
Expenditures (by Department):				
Mayor and Council	\$ 364,488	\$ 364,389	\$ (99)	0.0%
City Administration	2,266,016	2,174,084	(91,932)	-4.1%
Legal Services	665,000	690,000	25,000	3.8%
Community Development	2,857,116	3,162,560	305,444	10.7%
Public Works	8,377,022	8,821,264	444,242	5.3%
Finance	3,347,009	3,366,136	19,127	0.6%
Public Safety	27,260,508	28,419,771	1,159,263	4.3%
Human Resources	415,782	430,846	15,064	3.6%
Municipal Court	1,126,546	1,096,466	(30,080)	-2.7%
Recreation, Parks & Cultural Services	9,101,275	9,934,305	833,030	9.2%
Information Technology	1,681,857	1,742,223	60,366	3.6%
Non-Departmental:				
Contingency	650,000	670,000	20,000	3.1%
Insurance Premiums (Risk Fund)	665,000	689,500	24,500	3.7%
Gwinnett Tech Contribution (Debt Svc)	286,840	286,590	(250)	-0.1%
Reserve for Operating Initiatives	-	130,000	130,000	100.0%
Donations/Contributions	45,000	10,000	(35,000)	-77.8%
Total Operating Expenditures	\$ 59,109,459	\$ 61,988,134	\$ 2,878,675	4.9%
Interfund Transfer:				
Capital Project Fund	12,747,363	8,895,065		
Operating Grant Fund	20,000	30,000		
Stormwater Capital Fund	1,255,000	1,675,000		
Total Expenditures	\$ 73,131,822	\$ 72,588,199		

The following table compares expenditure category appropriations within the General Fund.

	FY 2018 AMENDED BUDGET	FY 2019 RECOMMENDED BUDGET	\$ Variance	% Variance
Expenditures (by Category):				
Personnel Services:				
Salaries	\$ 26,968,197	\$ 28,026,322	\$ 1,058,125	3.9%
Group Insurance	8,002,164	8,039,454	37,290	0.5%
Pension (Defined Benefit)	2,500,954	2,599,935	98,981	4.0%
Pension (401A)	1,688,463	1,808,371	119,908	7.1%
Post Employment Healthcare Benefit	-	515,000	515,000	100.0%
Miscellaneous Benefits	2,844,228	3,001,047	156,819	5.5%
<i>subtotal</i>	\$ 42,004,006	\$ 43,990,129	\$ 1,986,123	4.7%
Maintenance and Operations:				
Professional Services	\$ 2,758,796	\$ 2,870,122	\$ 111,326	4.0%
Repair/Maintenance	1,549,408	1,675,050	125,642	8.1%
Maintenance Contracts	2,174,992	2,365,305	190,313	8.8%
Professional Services (IT)	1,450,777	1,437,923	(12,854)	-0.9%
General Supplies	1,014,810	1,135,160	120,350	11.9%
Utilities	2,604,475	2,835,179	230,704	8.9%
Fuel	449,524	441,650	(7,874)	-1.8%
Legal Services	665,000	690,000	25,000	3.8%
Miscellaneous	1,937,663	1,991,033	53,370	2.8%
<i>subtotal</i>	\$ 14,605,445	\$ 15,441,422	\$ 835,977	5.7%
Capital/Lease:				
Fire Truck/Cardiac Monitor/Taser Leases	\$ 578,669	\$ 628,550	\$ 49,881	8.6%
Tyler ERP Lease	110,904	-	(110,904)	-100.0%
Work Order Software Lease	76,622	76,943	321	0.4%
Miscellaneous	86,973	65,000	(21,973)	-25.3%
<i>subtotal</i>	\$ 853,168	\$ 770,493	\$ (82,675)	-9.7%
Other Uses:				
Contingency	\$ 650,000	\$ 670,000	\$ 20,000	3.1%
Insurance Premiums (Risk Fund)	665,000	689,500	24,500	3.7%
Gwinnett Tech Contribution (Debt Svc)	286,840	286,590	(250)	-0.1%
Reserve for Operating Initiatives	-	130,000	130,000	-
Donations/Contributions	45,000	10,000	(35,000)	-77.8%
<i>subtotal</i>	\$ 1,646,840	\$ 1,786,090	\$ 139,250	8.5%
Total Operating Expenditures	\$ 59,109,459	\$ 61,988,134	\$ 2,878,675	4.9%
Interfund Transfer:				
Capital Project Fund	12,747,363	8,895,065		
Operating Grant Fund	20,000	30,000		
Stormwater Capital Fund	1,255,000	1,675,000		
Total Expenditures	\$ 73,131,822	\$ 72,588,199		

Meeting the Internal Needs of Operating Departments

Several of the major points of the FY 2019 Budget are as follows:

- Operating expenditures of the General Fund are up 4.9% over FY 2018. This figure includes the operating initiative funding for FY 2019². After adjusting for the operating initiative funding, **the base operational growth totals 3%.**
- Management of personnel and compensation program to align with current market environment:
 - Staffing level at 445.5 full-time equivalents (up one position from FY 2018; reduction of a vacant Deputy Clerk II position within Municipal Court which is offset by the addition of two positions within Community Development including a Permit Technician and an Administrative Assistant II).
 - Continuation of a performance-based merit program of 3% on April 1, 2019, per authorized/funded position (estimated cost of \$250,000 citywide³) as well as the annualized financial impact of the Public Safety Department personnel reorganization that initiated in FY 2018 (estimated cost of \$50,000). This merit program is contingent upon a mid-year review of revenue trends to determine if sufficient funding is available. Research of national and local wage growth data indicates the 3% rate is a responsible average (i.e. not among the highest or the lowest).
 - Coverage of group insurance premiums including an increase in the HSA/HRA contribution made by the city to employees (increase in contribution varies between 25% to over 50%). However, premium growth is flat overall and less than the market growth for comparably sized entities due to city claims patterns that are trending less than the industry standard.
 - Addition of a new post-employment healthcare benefit to assist our employees in funding one of their primary cost drivers during retirement, healthcare. Forecasted costs for this benefit include a one-time transfer of available funding within the Medical Insurance Fund (\$1.5 million) and the inclusion of annual funding within departments approximating 2% of payroll (\$550,000 citywide). This benefit will require a minimum 15-year vesting (maximum benefit achieved at 25-years⁴) which will further assist in not only recruitment, but also retention of our most valuable assets, our employees.

² Please refer to the Operating Initiatives section of this document for detailed descriptions.

³ This represents the financial impact in FY 2019 (i.e. April-June 2019).

⁴ Credited years-of-service for current employees will count towards vesting (subject to a maximum of 15-years).

The following table provides a comparison of personnel counts by fiscal year.

	Actual FY 2015	Actual FY 2016	Actual FY 2017	Actual FY 2018	Actual FY 2019	Variance
Detail by Department:						
General Fund						
Mayor & City Council	7.0	7.0	7.0	7.0	7.0	-
City Administration	14.0	11.0	10.0	10.0	10.0	-
Community Development	22.0	23.0	26.0	26.0	28.0	2.0
Public Works	55.0	55.0	52.0	52.0	52.0	-
Finance	21.5	21.5	21.5	21.5	21.5	-
Public Safety	217.5	218.5	219.0	221.0	221.0	-
Human Resources	2.0	2.0	2.0	2.0	2.0	-
Municipal Court	9.0	9.0	9.0	9.0	8.0	(1.0)
Recreation and Parks	48.0	51.0	51.0	51.0	51.0	-
Information Technology	11.0	11.0	11.0	11.0	11.0	-
subtotal	407.0	409.0	408.5	410.5	411.5	1.0
E-911 Fund (Special Revenue Fund)						
Public Safety	25.0	25.0	29.0	29.0	29.0	-
Information Technology	1.0	1.0	1.0	1.0	1.0	-
subtotal	26.0	26.0	30.0	30.0	30.0	-
DEA Fund (Special Revenue Fund)						
Public Safety	3.0	3.0	3.0	3.0	3.0	-
Solid Waste Fund (Enterprise Fund)						
Finance	1.0	1.0	1.0	1.0	1.0	-
Full-Time-Equivalent (FTE) Positions	437.0	439.0	442.5	444.5	445.5	1.0

- Targeted growth (6% or \$835,977) in departmental maintenance and operations budgets (General Fund) that is primarily attributable to approved Operating Initiatives and include the following:
 - Increase in professional services of \$111,326 due primarily to the elimination of municipal election related funding (FY 2018 was an election year) which is fully offset through arts program instructor fees anticipated for the new Cultural Arts Center (offset through fee collections from customers) and support for Community Arts Organizations within the newly formed Cultural Arts Division of the Recreation, Parks, and Cultural Services Department.
 - Increase in maintenance contract costs of \$190,313 due primarily to the following:
 - Public Works - increase in maintenance contract costs due primarily to cost growth under the ROW landscape maintenance contract, Fulton County Animal Control contract, HVAC and pest control contracts for the Recreation, Parks & Cultural Services Department, janitorial contract costs for City Center, etc.
 - Public Safety - increase in maintenance contract costs due primarily to additional janitorial costs for the expanded Public Safety Headquarters

coupled with software licensing fees associated with the TimeKeeping software procured during FY 2018.

- Municipal Court - increase in maintenance contract costs due primarily to the Court Management Software initiative approved in FY 2018. Specifically: year 1 (FY 2018) included funds for fingerprint scanner equipment which does not continue into FY 2019; and year 2 (FY 2019) includes software licensing fees for the eCourts court management software (year 1 costs were covered by the Judicial Council's Administrative Office). Additional increases are associated with Janitorial Services which are now needed as a result of the Recreation, Parks, and Cultural Services Department reorganization that resulted in them vacating the Crabapple Government Center and reallocating their staff that used to provide onsite janitorial services. The City will use its private janitorial service provider moving forward to clean the Courts facility.
- Recreation, Parks & Cultural Services - increase in maintenance contract costs due primarily to an increase in copier consumables (toner, etc.), expansion of the Zagster Bike Share program (City Center and Thompson Street locations) approved in FY 2018, and increases in janitorial maintenance costs. The Recreation, Parks & Cultural Services departmental reorganization resulted in the reallocation of active cleaning/maintenance personnel from the Crabapple Government Center. The City will use its private janitorial service provider moving forward to clean the remaining portions of the Crabapple facility used for parks activities (North Fulton Senior Services area and the Recreation Classroom area).
- Increase in repair and maintenance costs of \$125,642 due primarily to the following:
 - Public Works - Increase in facility repair and maintenance costs due to anticipated facility maintenance needs in FY 2019 including HVAC, flooring, painting, etc.).
 - Recreation, Parks & Cultural Services - Increase in grounds repair and maintenance costs based on park beautification efforts including increased focus on landscape maintenance (clearing out underbrush, tree pruning, tree removal, etc.).
- Increase in general supplies costs of \$120,350 due primarily to the following:
 - City Administration - Increase in general supplies costs based on historical and year-to-date expenditure trends including increased funding for meetings (materials, refreshments, etc.), promotional materials, and new funding to cover Alcohol Applicant signage (to be repaid through the Alcohol Beverage Permit Fee), etc.

- Public Safety - Increase in general supplies costs based primarily on an increase in estimated spending on ammunition.
- Recreation, Parks & Cultural Services - Increase in general supplies costs due primarily to the new Cultural Arts Center and expanded Wills Park Pool operations as well as multiple other factors including an increase in program activity and associated supplies (e.g. uniforms), increased activity at the Equestrian Center and a corresponding increase in shavings needs, and general growth in supply needs.
 - Increase in utilities funding of \$230,704 due primarily to operating initiative funding for street lighting along public roads⁵.
- The departmental operating capital/lease budget primarily represents funding for the city's capital lease obligations (fire trucks, public works and community development software, etc.) coupled with minor maintenance capital needs and the transfer of the Taser Lease obligation from the DEA Fund in FY 2019⁶. The capital lease for the Finance Department (Tyler ERP) accounting software was fully paid during FY 2018.
- The Other Uses category includes the following: contingency (approximately 1% of the operating budget); Risk Management claims funding (this allocation represents funding for insurance premiums; funding for claims and administration/brokerage fees has been allocated to departments through the personnel services category); funding of debt service on the Gwinnett Technical College contribution (Alpharetta campus); and continuation of funding for the Friends of the Library (\$10,000).

The departmental base budgets are discussed below and detailed further under the respective departmental tab of this document.

Mayor and City Council

The Fiscal Year 2019 Budget for Mayor and City Council totals \$364,389 and is flat with the FY 2018 budget. The Personnel Services category increased 1%, or \$3,753, due primarily to costs associated with the implementation of a post-employment healthcare benefit (new for FY 2019).

The Maintenance and Operations category decreased -7%, or -\$3,852, due primarily to a reduction in anticipated needs for general professional/consulting services (e.g. minor studies, etc.). The annual discretionary expense appropriation will remain at \$5,000 for Council Members and \$9,000 for the Mayor.

⁵ Please refer to the Operating Initiatives section of this document for detailed descriptions.

⁶ Please refer to the Operating Initiatives section of this document for detailed descriptions.

Base level personnel totals 7.0 full-time-equivalents (“FTE”) and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	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	-

City Administration

The FY 2019 Budget for City Administration totals \$2,174,084 and represents a decrease of -4%, or -\$91,932, compared to FY 2018. The Personnel Services category increased 3%, or \$47,712, due primarily to wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019). Base level personnel total 10 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
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	-
Economic Development Director	1.0	1.0	1.0	1.0	1.0	-
Economic Development Manager	1.0	1.0	1.0	1.0	1.0	-
Executive Office Coordinator	1.0	1.0	1.0	1.0	1.0	-
Grants Administrator	1.0	1.0	-	-	-	-
Internal Auditor	1.0	1.0	1.0	1.0	1.0	-
Records Manager	1.0	1.0	1.0	1.0	1.0	-
Special Events Coordinator (1FT;2PT)*	2.0	-	-	-	-	-
Special Events Manager*	1.0	-	-	-	-	-
Web Administrator	1.0	1.0	1.0	1.0	1.0	-
	14.0	11.0	10.0	10.0	10.0	-

* The Special Events Division was transferred to the Recreation and Parks Department in FY 2016.

The Maintenance and Operations category decreased -18%, or -\$139,644, due primarily to the following activity:

- Increase in general supplies costs of \$19,150 based on historical and year-to-date expenditure trends including increased funding for meetings (materials, refreshments, etc.), promotional materials, and new funding to cover Alcohol Applicant signage (to be repaid through the Alcohol Beverage Permit Fee), etc.
- Decrease in professional services costs of -\$125,255 due primarily to the elimination of municipal election related funding (FY 2018 was an election year). The election set for November 2018 is a countywide general election and will not result in additional costs for Alpharetta.
- Decrease in facility improvement costs of -\$17,973 due to one-time funding in FY 2018 for equipment within the History Room (City Hall).

- Decrease in travel/training of -\$12,450 due to a reduced expectation of travel/training needs for the next fiscal year.

Community Development Department

The FY 2019 Budget for Community Development totals \$3,162,560 and represents an increase of 11%, or \$305,444 compared to FY 2018.

The Personnel Services category increased 12%, or \$298,839, due primarily to: wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends); increases in group insurance premiums; annualized impact of staff turnover (and varying insurance plan signups); implementation of a post-employment healthcare benefit (new for FY 2019); and the net cost of upgrading two part-time temporary seasonal positions to full-time permanent status (2019 Operating Initiatives-Permit Technician; Administrative Assistant II). Please refer to the Operating Initiatives section of this report for detailed information on the initiatives

Base level personnel total 28.0 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Administrative Assistant II*	1.0	1.0	1.0	1.0	1.0	-
Arborist	1.0	1.0	1.0	1.0	1.0	-
Boards Assistant	1.0	1.0	1.0	-	-	-
Building Inspector	4.0	5.0	5.0	4.0	4.0	-
Building Inspector Manager*	-	-	-	-	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	-
Code Enforcement Officer	4.0	3.0	3.0	3.0	3.0	-
Director of Community Development	1.0	1.0	1.0	1.0	1.0	-
Deputy Director of Community Development	1.0	-	-	-	-	-
Development Services Engineer (Stormwater)	1.0	1.0	1.0	1.0	1.0	-
GIS Specialist/Planner	1.0	1.0	1.0	1.0	1.0	-
Inspectors	-	-	3.0	3.0	3.0	-
Office Manager*	-	-	-	-	1.0	1.0
Planning and Zoning Coordinator	-	-	-	1.0	1.0	-
Permit Technician	1.0	1.0	1.0	1.0	2.0	1.0
Project Administrator	-	-	1.0	1.0	1.0	-
Senior Building Inspector*	-	-	-	1.0	-	(1.0)
Senior Engineer (Transportation)	1.0	1.0	1.0	1.0	1.0	-
Senior Planner	-	1.0	1.0	1.0	1.0	-
Specialized Assistant - Permits Plus	1.0	1.0	-	-	-	-
Zoning Administrator	1.0	1.0	1.0	1.0	1.0	-
Zoning Enforcement Officer	-	1.0	-	-	-	-
	22.0	23.0	26.0	26.0	28.0	2.0

* Position reclassifications occurred during FY 2018.

The Maintenance and Operations category increased 2%, or \$6,605, due primarily to the following activity:

- Increase in maintenance contract costs of \$5,000 due primarily to licensing fees associated with the Traffic Optimization software implemented in 2018.

- Increase in travel/training costs of \$2,000 due primarily to a continued focus on training and certification.
- Increase in printing and binding costs of \$1,500 due primarily to increased printing activity (e.g. Fire Prevention educational materials).
- Increase in advertising costs of \$1,500 resulting from growth in development activity and associated notice requirements.
- Decrease in professional services (IT) of -\$4,295 due primarily to a streamlining of software services and software/hardware maintenance services citywide as well as reduced costs for Microsoft licensing.

Public Works Department

The FY 2019 Budget for Public Works totals \$8,821,264 and represents an increase of 5%, or \$444,242, compared to FY 2018. The Personnel Services category increased 3%, or \$158,575, due primarily to wage increases associated with the 3.0% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019). Base level personnel total 52.0 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Administrative Assistant II	2.0	2.0	1.0	1.0	1.0	-
Administrative Office Coordinator*	-	-	1.0	1.0	-	(1.0)
Assistant Construction Manager	-	-	-	1.0	1.0	-
Civil Engineer	1.0	2.0	2.0	2.0	2.0	-
Construction Manager	1.0	1.0	1.0	1.0	1.0	-
Deputy Director of Public Works	1.0	1.0	1.0	1.0	1.0	-
Director of Public Works	1.0	1.0	1.0	1.0	1.0	-
Engineering Technician	7.0	4.0	4.0	6.0	6.0	-
Environmental Program Coordinator	1.0	1.0	1.0	1.0	1.0	-
Fleet Coordinator	1.0	1.0	1.0	1.0	1.0	-
Inspector**	3.0	3.0	-	-	-	-
Project Administrator	1.0	1.0	1.0	1.0	1.0	-
Public Works Crew Leader	7.0	7.0	8.0	8.0	8.0	-
Public Works Supervisor	3.0	3.0	3.0	4.0	4.0	-
Public Works Technician I	11.0	11.0	11.0	6.0	6.0	-
Public Works Technician II	9.0	8.0	7.0	10.0	10.0	-
Senior Engineer	3.0	2.0	2.0	2.0	2.0	-
Senior Engineering Technician	1.0	1.0	1.0	-	-	-
Senior Inspector	1.0	1.0	1.0	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
Traffic Operations Manager	-	1.0	1.0	1.0	1.0	-
Traffic Signal Engineer	-	1.0	1.0	1.0	1.0	-
Urban Forestry Program Manager	-	1.0	1.0	1.0	1.0	-
Utility Locator	-	1.0	1.0	-	-	-
	55.0	55.0	52.0	52.0	52.0	-

* Position reclassifications occurred during FY 2018.

The Maintenance and Operations category increased 8%, or \$285,346, due primarily to the following activity:

- Increase in electric utilities funding of \$200,000 due to operating initiative funding for street lighting along public roads. Please refer to the Operating Initiative section of this document for detailed information
- Increase in maintenance contract costs of \$76,174 due primarily to cost growth under the ROW landscape maintenance contract, Fulton County Animal Control contract, HVAC and pest control contracts for the Recreation and Parks Department, janitorial contract costs for City Center, etc.
- Increase in facility repair and maintenance costs of \$26,800 due to anticipated facility maintenance needs in FY 2019 including HVAC, flooring, painting, etc.).

The Capital/Lease category includes funding for the CityWorks work-order management software lease.

Finance Department

The FY 2019 Budget for Finance totals \$3,366,136 and represents an increase of 1%, or \$19,127, compared to FY 2018. The Personnel Services category increased 5%, or \$108,241, due primarily to wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019). Base level personnel total 21.5 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Accountant (3FT; 1PT)	3.5	3.5	3.5	3.5	3.5	-
Accounting & Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Accounts Payable Technician	1.0	1.0	1.0	1.0	1.0	-
Billing/Collections Rep.	-	1.0	1.0	1.0	1.0	-
Benefits Manager	1.0	1.0	1.0	1.0	1.0	-
Benefits Coordinator	1.0	1.0	1.0	1.0	1.0	-
Billing Coordinator	1.0	1.0	1.0	1.0	1.0	-
Budget & Procurement Manager	1.0	1.0	1.0	1.0	1.0	-
Cash Management Officer	1.0	-	-	-	-	-
Cash Management Coordinator	-	1.0	1.0	1.0	1.0	-
Chief Accountant	1.0	1.0	1.0	1.0	1.0	-
Customer Account Coordinator	1.0	-	-	-	-	-
Customer Account Representative	1.0	1.0	1.0	1.0	1.0	-
Director of Finance	1.0	1.0	1.0	1.0	1.0	-
Office Manager	1.0	1.0	1.0	1.0	1.0	-
Payroll Coordinator	1.0	1.0	1.0	1.0	1.0	-
Safety/Risk Administrator	1.0	1.0	1.0	1.0	1.0	-
Senior Budget & Procurement Analyst	3.0	3.0	3.0	3.0	3.0	-
Treasury Services Manager	1.0	1.0	1.0	1.0	1.0	-
	21.5	21.5	21.5	21.5	21.5	-

The Maintenance and Operations category increased 3%, or \$21,790, due primarily to the following activity:

- Increase in professional fees of \$10,325 due primarily to increases in actuarial, asset management, and external auditing fees.

- Increase in maintenance contracts of \$9,250 due to licensing fees associated with the Socrata CIP dashboard software solution implemented during FY 2017 and Whitebirch financial management solution implemented in FY 2018.
- Increase in professional services (IT) of \$6,315 due to multiple factors including growth in adobe product fees, Tyler Munis disaster recovery service fees, etc.

The Capital/Lease category does not include funding in FY 2019 as the capital lease for the Tyler ERP software was fully-paid in FY 2018.

Public Safety Department

The FY 2019 Budget for Public Safety totals \$28,419,771 and represents an increase of 4%, or \$1,159,263, compared to FY 2018.

The Personnel Services category increased 5%, or \$1,067,853, due primarily to wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends), increases in overtime expense, implementation of a post-employment healthcare benefit (new for FY 2019), as well as the annualized financial impact of the Public Safety Department personnel reorganization that initiated in FY 2018 (estimated cost of \$50,000).

Base level personnel total 221 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Sworn Police Officers						
Director of Public Safety	1.0	1.0	1.0	1.0	1.0	-
Captain*	6.0	7.0	7.0	6.0	4.0	(2.0)
Lieutenant	16.0	16.0	15.0	15.0	15.0	-
Division Chief*	1.0	-	-	-	1.0	1.0
Field Training Officer*	10.0	10.0	10.0	10.0	9.0	(1.0)
Officer*	69.0	69.0	70.0	71.0	67.0	(4.0)
Sergeants*	-	-	-	-	6.0	6.0
Police Operations Major	-	-	-	1.0	1.0	-
Police Support Operations Major*	-	-	-	-	1.0	1.0
Public Information Officer*	1.0	1.0	1.0	1.0	-	(1.0)
Public Safety Budget/Finance Administrator	1.0	1.0	1.0	1.0	1.0	-
	105.0	105.0	105.0	106.0	106.0	-
Certified Firefighters						
Deputy Director of Public Safety	1.0	1.0	1.0	1.0	1.0	-
Battalion Chief*	3.0	3.0	3.0	2.0	3.0	1.0
Division Chief*	1.0	1.0	1.0	1.0	-	(1.0)
Captain*	24.0	23.0	23.0	23.0	22.0	(1.0)
Chief Public Affairs Officer*	-	-	-	-	1.0	1.0
Accreditation/Emer. Mgmt. Coord. (Captain)	1.0	1.0	1.0	1.0	1.0	-
Training/Emergency Medical Svcs Coord.	1.0	1.0	1.0	1.0	1.0	-
Fire Apparatus Engineer*	22.0	22.0	22.0	22.0	24.0	2.0
Firefighter/Paramedic	20.0	20.0	20.0	20.0	20.0	-
Firefighter II*	19.0	21.0	21.0	21.0	19.0	(2.0)
Fire Logistics Officer	1.0	1.0	1.0	1.0	1.0	-
Fire Marshal (Battalion Chief)	1.0	1.0	1.0	1.0	1.0	-
Fire Operations Chief	-	-	-	1.0	1.0	-
Deputy Fire Marshal	1.0	1.0	1.0	1.0	1.0	-
Assistant Fire Marshal (3FT; 1PT)	2.5	2.5	2.5	3.5	3.5	-
	97.5	98.5	98.5	99.5	99.5	-

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Civilian Positions						
Administrative Assistant II	2.0	2.0	2.0	2.0	2.0	-
Criminal Intelligence Analyst	1.0	1.0	1.0	1.0	1.0	-
Data Entry Clerk (1PT)	0.5	0.5	-	-	-	-
Evidence Technician	1.0	-	-	-	-	-
Evidence Custodian	-	1.0	1.0	1.0	1.0	-
Fingerprint Technician	0.5	0.5	1.0	1.0	1.0	-
Parking Enforcement Officer (2PT 2018; 1FT 2019)	-	1.0	1.0	1.0	1.0	-
Public Safety Volunteer Manager	1.0	-	-	-	-	-
Records Clerk	4.0	4.0	4.5	4.5	4.5	-
Records Supervisor	1.0	1.0	1.0	1.0	1.0	-
School Crossing Guard (8PT)	4.0	4.0	4.0	4.0	4.0	-
	15.0	15.0	15.5	15.5	15.5	-
	217.5	218.5	219.0	221.0	221.0	-

* Position reclassifications occurred during FY 2018.

Additional personnel changes will occur through attrition in accordance with the departmental reorganization approved during FY 2018.

The Maintenance and Operations category increased 1%, or \$41,529, due primarily to the following activity:

- Increase in utility costs of \$26,100 based primarily on additional utility costs for the expanded Public Safety Headquarters.
- Increase in maintenance contract costs of \$25,262 based primarily on additional janitorial costs for the expanded Public Safety Headquarters coupled with software licensing fees associated with the TimeKeeping software installed during FY 2018.
- Increase in general supplies costs of \$20,424 based primarily on an increase in estimated spending on ammunition.
- Decrease in professional services (IT) of -\$28,121 due primarily to a streamlining of software services and software/hardware maintenance services citywide as well as reduced costs for Microsoft licensing.
- Decrease in professional service costs of -\$20,200 based on historical and year-to-date expenditure trends for GBI fingerprint checks.
- Decrease in employee uniform costs of -\$14,700 based on staff forecast of uniform needs for FY 2019.

The Capital/Lease category includes funding for fire truck leases and heart monitors and is flat compared to FY 2018.

Human Resources

The FY 2019 Budget for Human Resources totals \$430,846 and represents an increase of 4%, or \$15,064, compared to FY 2018.

The Personnel Services category increased 4%, or \$9,607, due primarily to wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019).

Base level personnel total 2.0 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Human Resources Manager	1.0	1.0	1.0	1.0	1.0	-
	2.0	2.0	2.0	2.0	2.0	-

Assistant City Administrator (acting HR Director) is funded within the City Administration budget.

The Maintenance and Operations category increased 3.4%, or \$5,457, due primarily to an increase in professional services costs of \$6,000 based on year-to-date and historical expenditure trends for pre-employment evaluations, psychological evaluations, employment physicals, etc.

Municipal Court

The FY 2019 Budget for Municipal Court totals \$1,096,466 and represents a decrease of -3%, or -\$30,080, compared to FY 2018.

The Personnel Services category decreased -6%, or -\$46,863, due primarily to: wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends); implementation of a post-employment healthcare benefit (new for FY 2019); all of which is fully offset through the elimination of the vacant Deputy Clerk II position (-1.0 FTE).

Base level personnel total 8.0 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Court Clerk/Director of Court Services	1.0	1.0	1.0	1.0	1.0	-
Deputy Clerk I	1.0	1.0	1.0	1.0	1.0	-
Deputy Clerk II	5.0	5.0	5.0	5.0	4.0	(1.0)
Deputy Clerk III	1.0	1.0	1.0	1.0	1.0	-
Judge	1.0	1.0	1.0	1.0	1.0	-
	9.0	9.0	9.0	9.0	8.0	(1.0)

The Maintenance and Operations category increased 4%, or \$16,783, due primarily to the following activity:

- Increase in maintenance contract costs of \$16,900 and corresponding decrease in small equipment costs of -\$20,000 due primarily to the Court Management Software initiative approved in FY 2018. Specifically: year 1 (FY 2018) included funds for fingerprint scanner equipment which does not continue into FY 2019; and year 2 (FY 2019) includes software licensing fees for the eCourts court management software (year 1 costs were covered by the

Judicial Council's Administrative Office). Additional increases totaling \$17,400 are associated with Janitorial Services which are now needed as a result of the Recreation, Parks, and Cultural Services Department reorganization that resulted in them vacating the Crabapple Government Center and reallocating their staff that used to provide onsite janitorial services. The City will use its private janitorial service provider moving forward to clean the Courts facility.

- Increase in professional services costs of \$5,000 based on historical and year-to-date expenditure trends for bank fees, court appointed attorney fees, translator fees, etc.

Recreation, Parks & Cultural Services Department

The FY 2019 Budget for Recreation and Parks totals \$9,934,305 and represents an increase of 9%, or \$833,030, compared to FY 2018. The Personnel Services category increased 6%, or \$285,006, due primarily to: wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends); anticipated growth in seasonal salaries to remain competitive in the employment market; implementation of a post-employment healthcare benefit (new for FY 2019); and seasonal staff requirements of the new Cultural Arts Center and expanded Wills Park Pool (2019 Operating Initiative). Authorized personnel total 51.0 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Administrative Assistant I*	2.0	2.0	2.0	5.0	4.0	(1.0)
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Arts Coordinator	1.0	1.0	1.0	-	-	-
Community Services Manager*	-	-	-	-	1.0	1.0
Cultural Arts Supervisor	-	-	-	1.0	1.0	-
Cultural Services Manager*	-	-	-	-	1.0	1.0
Customer Service Representative	3.0	3.0	3.0	-	-	-
Deputy Director of Recreation/Parks*	1.0	1.0	1.0	1.0	-	(1.0)
Director of Recreation/Parks	1.0	1.0	1.0	1.0	1.0	-
Equestrian Center Manager*	1.0	1.0	1.0	1.0	-	(1.0)
Facility Technician	4.0	4.0	4.0	4.0	4.0	-
Marketing/Accreditation Coordinator	1.0	1.0	1.0	1.0	1.0	-
Office Manager	1.0	1.0	1.0	1.0	1.0	-
Park Services Manager	1.0	1.0	1.0	1.0	1.0	-
Parks Maintenance Technician	8.0	-	-	-	-	-
Parks Maintenance Technician I*	5.0	13.0	13.0	13.0	12.0	(1.0)
Parks Maintenance Technician II	5.0	5.0	5.0	5.0	5.0	-
Parks Supervisor II*	4.0	4.0	4.0	4.0	3.0	(1.0)
Program Coordinator	-	-	-	-	-	-
Projects Manager*	-	-	-	-	1.0	1.0
Recreation Coordinator*	5.0	5.0	5.0	5.0	6.0	1.0
Recreation Services Manager*	-	-	-	-	1.0	1.0
Recreation Supervisor II*	4.0	4.0	4.0	4.0	3.0	(1.0)
Special Events Coordinator (2FT;2PT)*	-	2.0	2.0	2.0	3.0	1.0
Special Events Manager*	-	1.0	1.0	1.0	-	(1.0)
Wills Park Manager*	-	-	-	-	1.0	1.0
	48.0	51.0	51.0	51.0	51.0	-

* Position reclassifications occurred during FY 2018.

The Maintenance and Operations category increased 13%, or \$552,024, due primarily to the following activity:

- Increase in grounds repair and maintenance costs of \$99,942 based on park beautification efforts including increased focus on landscape maintenance (clearing out underbrush, tree pruning, tree removal, etc.).
- Increase in professional services costs of \$243,456 due primarily to instructor fees for the new Cultural Arts Center and support for cultural arts organizations in Alpharetta (2019 Operating Initiative funding)⁷.
- Increase in general supplies costs of \$84,626 due to multiple factors including supply costs for the new Cultural Arts Center and expanded Wills Park Pool, an increase in other parks program activity and associated supplies (e.g. uniforms), increased activity at the Equestrian Center and a corresponding increase in shavings needs, and general growth in supply needs.
- Increase in maintenance contract costs of \$39,935 due primarily to an increase in copier consumables (toner, etc.), expansion of the Zagster Bike Share program (City Center and Thompson Street locations) approved in FY 2018, and increases in janitorial maintenance costs. The Recreation, Parks & Cultural Services departmental reorganization resulted in the reallocation of active cleaning/maintenance personnel from the Crabapple Government Center. The City will use its private janitorial service provider moving forward to clean the remaining portions of the Crabapple facility used for parks activities (North Fulton Senior Services area and the Recreation Classroom area).

The Capital/Other category includes funding for general repair/replacement capital and equipment needs at the Equestrian Center, Wills Park Recreation Center, Webb Bridge Park, North Park, Rock Mill Park, etc.

⁷ Please refer to the Operating Initiatives section of this document for detailed descriptions.

Information Technology Department

The FY 2019 Budget for Information Technology totals \$1,742,223 and represents an increase of 4%, or \$60,366, compared to FY 2018.

The Personnel Services category increased 4%, or \$53,400, due primarily to wage increases associated with the 3.0% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019). Authorized personnel total 11.0 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Director	1.0	1.0	1.0	1.0	1.0	-
Database Administrator	1.0	1.0	-	-	-	-
GIS Manager	1.0	1.0	1.0	1.0	1.0	-
IT Manager	1.0	3.0	4.0	4.0	4.0	-
IT Systems Administrator	1.0	-	-	-	-	-
Network Administrator	-	2.0	2.0	2.0	2.0	-
Network Analyst I	1.0	1.0	1.0	-	-	-
Network Analyst II	1.0	-	-	1.0	1.0	-
Network Manager	1.0	-	-	-	-	-
Systems Analyst II	2.0	2.0	2.0	2.0	2.0	-
Systems Manager	1.0	-	-	-	-	-
	11.0	11.0	11.0	11.0	11.0	-

The Maintenance & Operations category increased 5%, or \$6,966, due primarily to the following activity:

- Increase in professional services (IT) costs of \$14,966 based primarily on the IT Department assuming management control of the audio/visual equipment in City Council Chambers and implementing hardware and software maintenance contracts to ensure the services (e.g. streaming) meets industry standards for uptime and functionality.
- Decrease in professional services costs of -\$5,000 based on historical expenditure trends and forecasted needs for contractual labor in FY 2019.

Emergency-911 Fund

The FY 2019 Budget for the E-911 Fund totals \$4,152,193 and represents a decrease of -24%, or -\$1,295,613, compared to FY 2018. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) and capital initiatives (E911 Expansion, VOIP upgrade, etc.) budgeted in FY 2018⁸. After adjusting for the non-allocated reserve, the true operational budget growth is flat with FY 2018.

The Personnel Services category increased 3%, or \$76,754, due primarily to wage increases associated with the 3% performance based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends), increases in

⁸ 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 2019 will occur subsequent to adoption of the budget.

overtime expense, and implementation of a post-employment healthcare benefit (new for FY 2019). Authorized personnel total 30.0 FTEs.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Communications Officer	14.0	13.0	17.0	17.0	17.0	-
Communications Shift Supervisor	5.0	5.0	5.0	4.0	4.0	-
Communications Quality Assurance Officer*	-	-	-	-	1.0	1.0
Division Chief	1.0	1.0	1.0	1.0	1.0	-
Section Chief - Communications Training*	1.0	1.0	1.0	1.0	1.0	-
Sr. Communications Officer*	4.0	5.0	5.0	5.0	4.0	(1.0)
911 Operations Manager	-	-	-	1.0	1.0	-
IT Systems Administrator	1.0	-	-	-	-	-
Network Analyst II	-	1.0	1.0	1.0	1.0	-
	26.0	26.0	30.0	30.0	30.0	-

* Position reclassifications occurred during FY 2018.

The Maintenance and Operations category decreased -5%, or -\$76,160, due primarily to the following activity:

- Decrease in maintenance contract costs of -\$105,516 due primarily to non-recurring Radio System appropriations in FY 2018.
- Increase in communications of \$26,000 to cover costs for implementation of the NexGen 911 Emergency Services Network (2019 Operating Initiative⁹) which was partially offset through reduced cost estimates for E-911 Cost Recovery charges.

The Capital and Other categories include \$83,882 to cover lease payments associated with the financing of replacement mobile radios and \$73,500 in capital initiatives¹⁰ (\$23,500 for a replacement 911 Audio Recorder System and the allocable costs for roof replacement at Public Safety Headquarters (\$50,000).

Impact Fee Fund

The FY 2019 Budget totals \$610,000.

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 Fees (non-allocated reserve balances from prior year collections) are being allocated to specific system improvements as follows:

- System Improvements¹¹
 - Parks (Design and construction of new park spaces: \$120,000)
 - Roads (Park Plaza Signalization: \$72,300; Non-Allocated: \$377,700)
 - Public Safety (Headquarters Expansion Furniture: \$40,000)

⁹ Please refer to the Operating Initiatives section of this document for detailed descriptions.

¹⁰ Please refer to the Capital Initiatives tab of this document for detailed descriptions of the initiatives.

¹¹ Please refer to the Capital Initiatives tab of this document for detailed descriptions of the initiatives.

Drug Enforcement Agency Fund

This fund accounts for revenues received from the enforcement of drug laws and the confiscation of property from drug offender 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 FY 2019 Budget for the DEA Fund totals \$287,507 and represents a decrease of -83%, or -\$1,403,926, compared to FY 2018. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) budgeted in FY 2018¹².

The Personnel Services category increased 19%, or \$46,748, due primarily to wage increases associated with the 3% performance-based merit program schedules for April 1, 2019 (contingent upon a mid-year review of revenue trends), increases in group insurance premiums coupled with the effect of staff turnover (i.e. varying incumbent insurance coverage elections - e.g. family vs. single, etc.), and implementation of a post-employment healthcare benefit (new for FY 2019). Included in this Fund is funding for the three police officer positions that were displaced with the creation of the Special Investigations Unit approved in FY 2014.

Authorized personnel total 3 FTEs.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Officer	3.0	3.0	3.0	3.0	3.0	-
	3.0	3.0	3.0	3.0	3.0	-

Capital/Lease expenses decreased due to the reallocation of the Taser lease funding to the General Fund for FY 2019 (Operating Request¹³).

Hotel/Motel Fund

The FY 2019 Budget totals \$7,650,000.

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 revenue is distributed as follows: City of Alpharetta (37.5%); Alpharetta Convention & Visitor's Bureau (43.75%); and Tourism Product Development (18.75%). The Tourism Product Development portion of the revenue is dedicated to funding debt service on the Conference Center bonds with residual monies recommended to fund allowable capital initiatives (\$250,000 for the Equestrian Center Foundation Match; \$51,412

¹² 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. A portion of this Non-Allocated Reserve was used to fund the Public Safety Headquarters Expansion project, SWAT equipment, Body Camera initiative, etc. The carry-forward for FY 2019 will occur subsequent to adoption of the budget.

¹³ Please refer to the Operating Initiatives section tab of this document for detailed descriptions of the initiatives.

for Park System Wayfinding Signage; \$150,000 in non-allocated and available for future investment)¹⁴.

The FY 2019 budget includes funding within the Hotel/Motel Fund to cover debt service on the bonds issued to fund construction of the Convention Center. The debt service is fully funded through the hotel/motel tax.

Hotel/Motel Tax collections are forecasted to grow to \$7.7 million (FY 2018 collections are estimated at \$7.4 million) due primarily to an increase in business spending on travel and training.

Debt Service Fund

The FY 2019 Budget totals \$5,473,513 and includes funding for: the payment of principal and interest on general long-term debt (\$5,468,513) and associated administrative fees (\$5,000).

Solid Waste Fund

The FY 2019 Budget for the Solid Waste Fund totals \$4,017,954 and represents a decrease of -1%, or -\$32,298, compared to FY 2018. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) budgeted in FY 2018¹⁵. After adjusting for the non-allocated reserve, the operational budget is close to 9% representing the annualized impact of the glass recycling route approved in FY 2018 in addition to inflationary increases in the private waste hauler contract.

The Personnel Services category increased 3%, or \$2,170, due primarily to wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019).

Authorized personnel total 1.0 FTE and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	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 10%, or \$350,778, due primarily to the annualized impact of the glass recycling route approved in FY 2018 in addition to inflationary increases in the private waste hauler contract.

¹⁴ This funding is in addition to the \$1.5 million of surplus hotel/motel taxes earmarked for a debt service reserve on the Conference Center bonds. This reserve is fully funded through the Conference Center portion of the tax.

¹⁵ 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 2019 will occur subsequent to adoption of the budget.

Risk Management Fund

The Risk Management Fund is responsible for funding all insurance premiums, workers compensation claims, etc.

The FY 2019 Budget for the Risk Management Fund totals \$1,450,500 and represents a decrease of -10%, or -\$166,835, compared to FY 2018. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) budgeted in FY 2018¹⁶. After adjusting for the non-allocated reserve, the true operational budget growth totals 8%. This growth is driven through insurance premium increases/coverage changes (e.g. vehicle insurance, workers compensation excess liability insurance, etc.) and growth in estimated claims expenses (based on actuarial analysis).

Medical Insurance Fund

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 is able to reduce premium taxes while maintaining coverage benefits. The MPP is still a fully insured medical plan.

The FY 2019 Budget totals \$8.7 million and represents premiums (employer and employee) and the associated expenditures (administration, claims, and reserves) in addition to a transfer of available fund balance to the OPEB Trust Fund for implementation of a post-employment healthcare benefit (new for FY 2019). 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.

¹⁶ 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 2019 will occur subsequent to adoption of the budget.

OPEB Trust Fund

The OPEB Trust Fund, until FY 2019, solely represented activity associated the other post-employment benefit plan (OPEB). Eligible retirees are offered the same health and prescription drug coverage as active employees. Each fiscal year, the city determines the Plan benefits and premium rate for participants (active and retirees). However, unlike active employees, retirees pay 100% of the blended premium afforded to the city. Therefore, as the retiree makes the full premium payment, the city's only exposure is the accounting treatment of this implicit rate subsidy caused by the difference in the blended rate offered to the retiree and his/her actual age adjusted premium. Coverage expires at age 65. OPEB related funding for FY 2019 totals \$105,000 and is essentially flat with prior-year activity.

Starting with Fiscal Year 2019, this Fund is also reflecting implementation of a post-employment healthcare benefit (new for FY 2019). Funding for this benefit includes a one-time transfer of available funds from the Medical Insurance Fund (\$1.5 million) and ongoing funding from City operations (roughly 2% of payroll or \$550,000).

FUND SUMMARIES



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CITYWIDE FUND SUMMARIES

FY 2019 Budget
(2nd Reading)
City of Alpharetta
FY 2019 Budget

EXCERPT

Citywide Statement of Revenues and Expenditures (by Department)

	General Fund	Special Revenue Funds					Debt Service Fund	Capital Project Funds			Enterprise Fund	Internal Service Funds		Fiduciary Fund	TOTAL
		E-911 Fund	Impact Fee Fund	DEA Fund	Hotel/Motel Fund	Operating Grant Fund		Capital Projects Fund	Stormwater Capital Fund	T-SPLOST Capital Fund	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Trust Fund	
REVENUES:															
Property Taxes	\$ 23,932,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,134,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,066,000
Local Option Sales Taxes/IT-SPLOST	15,650,000	-	-	-	-	-	-	-	-	8,160,000	-	-	-	-	23,810,000
Other Taxes	14,729,500	-	-	-	7,650,000	-	-	-	-	-	-	-	-	-	22,379,500
Licenses and Permits	2,704,250	-	-	-	-	-	-	-	-	-	-	-	-	-	2,704,250
Intergovernmental Revenue	460,000	950,000	-	-	-	-	-	-	-	-	-	-	-	-	1,410,000
Charges for Services	3,709,150	3,105,000	45,000	-	-	-	-	-	-	-	4,009,300	1,446,500	7,170,457	-	19,485,407
Fines and Forfeitures	1,987,500	-	-	-	-	-	-	-	-	-	-	-	-	-	1,987,500
Interest Earnings	150,000	11,693	-	-	-	-	10,000	-	-	-	8,654	4,000	-	-	184,347
Other/Miscellaneous	296,984	-	-	-	-	-	-	-	-	-	-	-	-	655,000	951,984
<i>subtotal</i>	\$ 63,619,384	\$ 4,066,693	\$ 45,000	\$ -	\$ 7,650,000	\$ -	\$ 5,144,000	\$ -	\$ -	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 7,170,457	\$ 655,000	\$ 101,978,988
Other Financing Sources															
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 8,695,065	\$ 1,875,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,600,065
Interfund Transfer from Hotel/Motel Fund	2,868,750	-	-	-	-	-	-	-	-	-	-	-	-	-	2,868,750
Interfund Transfer from Medical Ins. Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	1,500,000	1,500,000
Budgeted Fund Balance	6,100,065	85,500	565,000	287,507	-	-	329,513	2,750,000	-	-	-	-	1,500,000	-	11,617,585
<i>subtotal</i>	\$ 8,968,815	\$ 85,500	\$ 565,000	\$ 287,507	\$ -	\$ 30,000	\$ 329,513	\$ 11,445,065	\$ 1,875,000	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 26,586,400
Total Revenues	\$ 72,588,199	\$ 4,152,193	\$ 610,000	\$ 287,507	\$ 7,650,000	\$ 30,000	\$ 5,473,513	\$ 11,445,065	\$ 1,875,000	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 8,670,457	\$ 2,155,000	\$ 128,565,388
EXPENDITURES:															
Mayor and City Council	\$ 364,389	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 364,389
City Administration	2,174,084	-	-	-	-	-	-	243,336	-	-	-	-	-	-	2,417,420
Legal Services	690,000	-	-	-	-	-	-	-	-	-	-	-	-	-	690,000
Community Development	3,162,560	-	-	-	-	-	-	170,000	-	-	-	-	-	-	3,332,560
Public Works	8,821,264	-	72,300	-	-	-	-	4,268,279	1,575,000	3,616,996	-	-	-	-	18,353,839
Finance	3,366,136	-	-	-	-	-	-	-	-	-	4,017,954	761,000	-	2,155,000	10,300,090
Public Safety	28,419,771	4,152,193	40,000	287,507	-	-	-	1,557,700	-	-	-	-	-	-	34,457,171
Human Resources	430,846	-	-	-	-	-	-	-	-	-	-	-	-	-	430,846
Municipal Court	1,096,466	-	-	-	-	-	-	-	-	-	-	-	-	-	1,096,466
Recreation, Parks & Cultural Services	9,934,305	-	120,000	-	301,412	-	-	1,416,000	300,000	-	-	-	-	-	12,071,717
Information Technology	1,742,223	-	-	-	-	-	-	660,000	-	-	-	-	-	-	2,402,223
Non-Departmental	-	-	-	-	3,000	-	5,000	-	-	-	-	-	-	-	8,000
Insurance Premiums (Risk Fund)	689,500	-	-	-	-	-	-	-	-	-	-	689,500	-	-	1,379,000
Medical Claims/Premiums	-	-	-	-	-	-	-	-	-	-	-	-	7,125,344	-	7,125,344
Contingency	670,000	-	-	-	-	-	-	-	-	-	-	-	-	-	670,000
Non-Allocated (Reserve)	130,000	-	377,700	-	150,000	30,000	-	3,129,750	-	4,543,004	-	-	45,113	-	8,405,567
Alpharetta Convention and Visitors Bureau	-	-	-	-	3,346,875	-	-	-	-	-	-	-	-	-	3,346,875
Debt Service (Principal and Interest)	286,590	-	-	-	979,963	-	5,468,513	-	-	-	-	-	-	-	6,735,066
Donations/Contributions	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
<i>subtotal</i>	\$ 61,988,134	\$ 4,152,193	\$ 610,000	\$ 287,507	\$ 4,781,250	\$ 30,000	\$ 5,473,513	\$ 11,445,065	\$ 1,875,000	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 7,170,457	\$ 2,155,000	\$ 113,596,573
Other Financing Uses															
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 2,868,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,868,750
Interfund Transfer to OPEB Trust Fund	-	-	-	-	-	-	-	-	-	-	-	-	1,500,000	-	1,500,000
Interfund Transfer to Grant/Capital Funds	10,600,065	-	-	-	-	-	-	-	-	-	-	-	-	-	10,600,065
<i>subtotal</i>	\$ 10,600,065	\$ -	\$ -	\$ -	\$ 2,868,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ 14,968,815
Total Expenditures	\$ 72,588,199	\$ 4,152,193	\$ 610,000	\$ 287,507	\$ 7,650,000	\$ 30,000	\$ 5,473,513	\$ 11,445,065	\$ 1,875,000	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 8,670,457	\$ 2,155,000	\$ 128,565,388

City of Alpharetta
FY 2019 Budget
Citywide Statement of Revenues and Expenditures (by Category)

	General Fund	Special Revenue Funds					Debt Service Fund	Capital Project Funds			Enterprise Fund	Internal Service Funds		Fiduciary Fund	TOTAL
		E-911 Fund	Impact Fee Fund	DEA Fund	Hotel/Motel Fund	Operating Grant Fund		Capital Projects Fund	Stormwater Capital Fund	T-SPLOST Capital Fund	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Trust Fund	
REVENUES:															
Property Taxes	\$ 23,932,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,134,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,066,000
Local Option Sales Taxes/T-SPLOST	15,650,000	-	-	-	-	-	-	-	-	8,160,000	-	-	-	-	23,810,000
Other Taxes	14,729,500	-	-	-	7,650,000	-	-	-	-	-	-	-	-	-	22,379,500
Licenses and Permits	2,704,250	-	-	-	-	-	-	-	-	-	-	-	-	-	2,704,250
Intergovernmental Revenue	460,000	950,000	-	-	-	-	-	-	-	-	-	-	-	-	1,410,000
Charges for Services	3,709,150	3,105,000	45,000	-	-	-	-	-	-	-	4,009,300	1,446,500	7,170,457	-	19,485,407
Fines and Forfeitures	1,987,500	-	-	-	-	-	-	-	-	-	-	-	-	-	1,987,500
Interest Earnings	150,000	11,693	-	-	-	-	10,000	-	-	-	8,654	4,000	-	-	184,347
Other/Miscellaneous	296,984	-	-	-	-	-	-	-	-	-	-	-	-	655,000	951,984
subtotal	\$ 63,619,384	\$ 4,066,693	\$ 45,000	\$ -	\$ 7,650,000	\$ -	\$ 5,144,000	\$ -	\$ -	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 7,170,457	\$ 655,000	\$ 101,978,988
Other Financing Sources															
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 8,695,065	\$ 1,875,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,600,065
Interfund Transfer from Hotel/Motel Fund	2,868,750	-	-	-	-	-	-	-	-	-	-	-	-	-	2,868,750
Interfund Transfer from Medical Ins. Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	1,500,000	1,500,000
Budgeted Fund Balance	6,100,065	85,500	565,000	287,507	-	-	329,513	2,750,000	-	-	-	-	1,500,000	-	11,617,585
subtotal	\$ 8,968,815	\$ 85,500	\$ 565,000	\$ 287,507	\$ -	\$ 30,000	\$ 329,513	\$ 11,445,065	\$ 1,875,000	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 26,586,400
Total Revenues	\$ 72,588,199	\$ 4,152,193	\$ 610,000	\$ 287,507	\$ 7,650,000	\$ 30,000	\$ 5,473,513	\$ 11,445,065	\$ 1,875,000	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 8,670,457	\$ 2,155,000	\$ 128,565,388
EXPENDITURES:															
Personnel Services	\$ 43,990,129	\$ 2,577,801	\$ -	\$ 287,507	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 76,909	\$ -	\$ -	\$ -	\$ 46,932,346
Maintenance and Operations	15,441,422	1,417,010	-	-	3,000	-	5,000	-	-	-	3,941,045	761,000	-	-	21,568,477
Capital/Capital Lease	770,493	157,382	232,300	-	301,412	-	-	8,315,315	1,875,000	3,616,996	-	-	-	-	15,268,898
Other															
Insurance Premiums (Risk Fund)	689,500	-	-	-	-	-	-	-	-	-	-	689,500	-	-	1,379,000
Medical Claims/Premiums/Benefits	-	-	-	-	-	-	-	-	-	-	-	-	7,125,344	2,155,000	9,280,344
Contingency	670,000	-	-	-	-	-	-	-	-	-	-	-	-	-	670,000
Non-Allocated (Reserve)	130,000	-	377,700	-	150,000	30,000	-	3,129,750	-	4,543,004	-	-	45,113	-	8,405,567
Alpharetta Convention and Visitors Bureau	-	-	-	-	3,346,875	-	-	-	-	-	-	-	-	-	3,346,875
Debt Service (Principal and Interest)	286,590	-	-	-	979,963	-	5,468,513	-	-	-	-	-	-	-	6,735,066
Donations/Contributions	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
subtotal	\$ 61,988,134	\$ 4,152,193	\$ 610,000	\$ 287,507	\$ 4,781,250	\$ 30,000	\$ 5,473,513	\$ 11,445,065	\$ 1,875,000	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 7,170,457	\$ 2,155,000	\$ 113,596,573
Other Financing Uses															
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 2,868,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,868,750
Interfund Transfer to OPEB Trust Fund	-	-	-	-	-	-	-	-	-	-	-	-	1,500,000	-	1,500,000
Interfund Transfer to Grant/Capital Funds	10,600,065	-	-	-	-	-	-	-	-	-	-	-	-	-	10,600,065
subtotal	\$ 10,600,065	\$ -	\$ -	\$ -	\$ 2,868,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ 14,968,815
Total Expenditures	\$ 72,588,199	\$ 4,152,193	\$ 610,000	\$ 287,507	\$ 7,650,000	\$ 30,000	\$ 5,473,513	\$ 11,445,065	\$ 1,875,000	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 8,670,457	\$ 2,155,000	\$ 128,565,388



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GENERAL FUND SUMMARY

City of Alpharetta General Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 AMENDED BUDGET	FY 2019 RECOMMENDED BUDGET	\$ Variance	% Variance
Revenues:				
Property Taxes:				
Current Year	\$ 21,160,000	\$ 22,680,000	\$ 1,520,000	7.2%
Motor Vehicle	180,000	115,000	(65,000)	-36.1%
Motor Vehicle Title Tax Fee	775,000	900,000	125,000	16.1%
Prior Year/Delinquent	239,000	237,000	(2,000)	-0.8%
Local Option Sales Tax	15,200,000	15,650,000	450,000	3.0%
Other Taxes:				
Franchise Fees	6,640,000	6,200,000	(440,000)	-6.6%
Insurance Premium Tax	3,693,320	3,900,000	206,680	5.6%
Alcohol Beverage Excise Tax	2,100,000	2,200,000	100,000	4.8%
Other Taxes	2,339,500	2,429,500	90,000	3.8%
Licenses & Permits	2,722,050	2,704,250	(17,800)	-0.7%
Intergovernmental	435,000	460,000	25,000	5.7%
Charges for Services	3,492,408	3,709,150	216,742	6.2%
Fines & Forfeitures	2,209,250	1,987,500	(221,750)	-10.0%
Interest	75,000	150,000	75,000	100.0%
Other Revenues	292,258	296,984	4,726	1.6%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	2,718,750	2,868,750	150,000	5.5%
Total Operating Revenues	\$ 64,271,536	\$ 66,488,134	\$ 2,216,598	3.4%
Fund Balance Carryforward	8,860,286	6,100,065		
Total Revenues	\$ 73,131,822	\$ 72,588,199		
Expenditures (by Category):				
Personnel Services:				
Salaries	\$ 26,968,197	\$ 28,026,322	\$ 1,058,125	3.9%
Group Insurance	8,002,164	8,039,454	37,290	0.5%
Pension (Defined Benefit)	2,500,954	2,599,935	98,981	4.0%
Pension (401A)	1,688,463	1,808,371	119,908	7.1%
Post Employment Healthcare Benefit	-	515,000	515,000	100.0%
Miscellaneous Benefits	2,844,228	3,001,047	156,819	5.5%
<i>subtotal</i>	\$ 42,004,006	\$ 43,990,129	\$ 1,986,123	4.7%
Maintenance and Operations:				
Professional Services	\$ 2,758,796	\$ 2,870,122	\$ 111,326	4.0%
Repair/Maintenance	1,549,408	1,675,050	125,642	8.1%
Maintenance Contracts	2,174,992	2,365,305	190,313	8.8%
Professional Services (IT)	1,450,777	1,437,923	(12,854)	-0.9%
General Supplies	1,014,810	1,135,160	120,350	11.9%
Utilities	2,604,475	2,835,179	230,704	8.9%
Fuel	449,524	441,650	(7,874)	-1.8%
Legal Services	665,000	690,000	25,000	3.8%
Miscellaneous	1,937,663	1,991,033	53,370	2.8%
<i>subtotal</i>	\$ 14,605,445	\$ 15,441,422	\$ 835,977	5.7%
Capital/Lease:				
FireTruck/Cardiac Monitor/Taser Leases	\$ 578,669	\$ 628,550	\$ 49,881	8.6%
Tyler ERP Lease	110,904	-	(110,904)	-100.0%
Work Order Software Lease	76,622	76,943	321	0.4%
Miscellaneous	86,973	65,000	(21,973)	-25.3%
<i>subtotal</i>	\$ 853,168	\$ 770,493	\$ (82,675)	-9.7%
Other Uses:				
Contingency	\$ 650,000	\$ 670,000	\$ 20,000	3.1%
Insurance Premiums (Risk Fund)	665,000	689,500	24,500	3.7%
Gwinnett Tech Contribution (Debt Svc)	286,840	286,590	(250)	-0.1%
Donations/Contributions	45,000	10,000	(35,000)	-77.8%
Operating Initiatives Reserves	-	130,000	130,000	100.0%
<i>subtotal</i>	\$ 1,646,840	\$ 1,786,090	\$ 139,250	8.5%
Total Operating Expenditures	\$ 59,109,459	\$ 61,988,134	\$ 2,878,675	4.9%
Interfund Transfer:				
Capital Project/Grant Funds	14,022,363	10,600,065		
Total Expenditures	\$ 73,131,822	\$ 72,588,199		
Personnel (full-time-equivalent)	410.5	411.5		

City of Alpharetta

General Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Amended Budget	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 20,951,279	\$ 20,873,496	\$ 23,586,068	\$ 27,290,370	\$ 28,460,351	\$ 19,600,065
Revenues:						
Property Taxes	\$ 19,892,754	\$ 20,765,849	\$ 22,321,490	\$ 21,696,627	\$ 22,354,000	\$ 23,932,000
Local Option Sales Taxes	13,575,938	14,757,780	14,953,985	14,943,853	15,200,000	15,650,000
Other Taxes	12,706,783	13,875,057	14,615,779	14,609,885	14,772,820	14,729,500
Licenses and Permits	2,400,059	2,912,433	3,814,821	4,222,432	2,722,050	2,704,250
Intergovernmental	376,000	386,458	495,916	422,607	435,000	460,000
Charges for Services	2,857,898	3,264,768	3,767,927	3,714,804	3,492,408	3,709,150
Fines and Forfeitures	2,360,816	2,767,465	2,208,782	2,244,699	2,209,250	1,987,500
Interest	51,065	40,334	119,786	136,336	75,000	150,000
Other Revenue	166,200	204,218	181,625	238,610	192,258	177,671
	\$ 54,387,513	\$ 58,974,363	\$ 62,480,110	\$ 62,229,854	\$ 61,452,786	\$ 63,500,071
Expenditures:						
Mayor and City Council	\$ 282,367	\$ 308,237	\$ 321,095	\$ 319,279	\$ 364,488	\$ 364,389
City Administration	2,651,745	2,722,528	1,893,792	1,980,803	2,266,016	2,174,084
Legal Services	504,045	608,630	726,165	650,104	665,000	690,000
Community Development	2,257,827	2,340,068	2,345,022	2,631,318	2,857,116	3,162,560
Public Works	6,891,550	7,084,379	7,364,018	7,335,950	8,377,022	8,821,264
Finance	2,894,001	2,953,855	3,087,059	3,105,132	3,347,009	3,366,136
Public Safety	23,051,613	24,212,086	24,672,611	25,001,343	27,260,508	28,419,771
Human Resources	351,050	376,580	393,603	368,722	415,782	430,846
Municipal Court	954,463	969,417	955,841	953,791	1,126,546	1,096,466
Recreation, Parks & Cultural Services	6,238,989	6,669,756	8,124,273	8,353,856	9,101,275	9,934,305
Information Technology	1,389,411	1,467,121	1,520,628	1,546,560	1,681,857	1,742,223
Non-Departmental:						
Contingency	221,353	224,249	84,663	114,541	650,000	670,000
Insurance Premiums (Risk Fund)	690,800	545,000	607,000	640,000	665,000	689,500
Gwinnett Tech Contribution (Debt Svc)	153,465	288,640	290,340	286,940	286,840	286,590
Reserve for Operating Initiatives	-	-	-	-	-	130,000
Donations/Contributions	45,000	45,000	45,000	45,000	45,000	10,000
	\$ 48,577,680	\$ 50,815,544	\$ 52,431,110	\$ 53,333,338	\$ 59,109,459	\$ 61,988,134
Other Financing Sources (Uses):						
Proceeds from the sale of Capital Assets	\$ 549,213	\$ 162,797	\$ 168,544	\$ 155,043	\$ 100,000	\$ 119,313
Interfund Transfer:						
Hotel/Motel Fund	1,656,674	1,858,068	2,429,994	2,661,700	2,718,750	2,868,750
Operating Grant Fund	-	-	-	(20,000)	(20,000)	(30,000)
Capital Project Fund	(8,093,503)	(7,467,112)	(8,943,236)	(8,854,857)	(12,747,363)	(8,895,065)
Stormwater Capital Fund	-	-	-	(1,675,000)	(1,255,000)	(1,675,000)
Bond IV Fund	-	-	-	6,579	-	-
	\$ (5,887,616)	\$ (5,446,248)	\$ (6,344,698)	\$ (7,726,535)	\$ (11,203,613)	\$ (7,612,002)
Ending Fund Balance: (1)	\$ 20,873,496	\$ 23,586,068	\$ 27,290,370	\$ 28,460,351	\$ 19,600,065	\$ 13,500,000
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ (77,783)</i>	<i>\$ 2,712,572</i>	<i>\$ 3,704,302</i>	<i>\$ 1,169,981</i>	<i>\$ (8,860,286)</i>	<i>\$ (6,100,065)</i>
<i>Personnel (full-time-equivalent)</i>	<i>407.0</i>	<i>407.0</i>	<i>409.0</i>	<i>408.5</i>	<i>410.5</i>	<i>411.5</i>

Notes:

- (1) Pursuant to the City's financial management policies, fund balance in excess of the City's current 21% Fund Balance Reserve can be used for one-time capital initiatives. Additionally, the budgetary presentation for fiscal years 2018 and 2019 assumes all appropriations will be spent; historically, a portion of the appropriations will go unspent which will augment the fund balance (i.e. the actual reduction in fund balance will be lower than what is presented above).



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SPECIAL REVENUE FUND SUMMARIES

City of Alpharetta

E-911 Fund

Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Charges for Services:				
E-911 Service Fees (land lines)	\$ 1,425,000	\$ 1,545,000	\$ 120,000	8.4%
E-911 Service Fees (cell phones)	1,460,000	1,420,000	(40,000)	-2.7%
E-911 Service Fees (prepaid cell cards)	115,000	140,000	25,000	21.7%
Intergovernmental:				
City of Milton	940,000	950,000	10,000	1.1%
Interest	5,478	11,693	6,215	113.5%
Other Financing Sources: (2)				
Mobile Radio Lease Financing	504,025	-	(504,025)	-100.0%
Budgeted Fund Balance ("FB")	998,303	85,500	(912,803)	-91.4%
Total Revenues (All Sources): (1)	\$ 5,447,806	\$ 4,152,193	\$ (1,295,613)	-23.8%
Personnel Services:				
Salaries	\$ 1,630,236	\$ 1,678,963	\$ 48,727	3.0%
Benefits	870,811	898,838	28,027	3.2%
Maintenance and Operations:				
Communications	428,000	454,000	26,000	6.1%
Maintenance Contracts	606,561	501,045	(105,516)	-17.4%
Professional Services (IT)	248,939	240,902	(8,037)	-3.2%
Utilities	41,948	48,091	6,143	14.6%
Miscellaneous	167,722	172,972	5,250	3.1%
Capital:				
Capital (3)	1,275,560	73,500	(1,202,060)	-94.2%
North Fulton Radio System (COA)	-	-	-	#DIV/0!
Capital Lease Payments	76,777	83,882	7,105	
Other Uses: (2),(3)				
Non-Allocated/Reserve	101,252	-	(101,252)	-100.0%
Transfer to Capital Project Fund	-	-	-	0.0%
Total Expenditures (All Uses): (1)	\$ 5,447,806	\$ 4,152,193	\$ (1,295,613)	-23.8%

Personnel (full-time-equivalent)	30.0	30.0
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Notes:

(1) Includes non-operating revenue and expenditures such as Carryforward Fund Balance and Non-Allocated/Reserves. The true operational budget variance after adjusting for non-operating items approximates 2%.

(2) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a 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 2019 will occur subsequent to adoption of the budget.

(3) FY 2018 includes funding for capital initiatives (E-911 allocable portion of the PS Headquarters Expansion project; costs related to the Alarm Interface Module; capital costs for the upgrade of mobile radios which were funded through a capital lease) and operating initiatives (annual support/maintenance costs related to the Alarm Interface Module). FY 2019 includes funding for the Emergency Services Network (NexGen911) upgrade (net cost of \$111,000), 911 CALEA Accreditation Program (\$16,000), replacement 911 Audio Recorder System (\$23,500), and the allocable costs for roof replacement at Public Safety Headquarters (\$50,000). Please refer to the Capital Initiative Requests and Operating Initiative Requests section of this document for detailed information.

City of Alpharetta

E-911 Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Amended Budget	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 3,971,699	\$ 2,150,699	\$ 2,122,858	\$ 1,827,069	\$ 930,018
Revenues:					
Charges for Services	\$ 3,235,946	\$ 3,020,347	\$ 2,649,733	\$ 3,000,000	\$ 3,105,000
Interest	3,803	5,777	5,508	5,478	11,693
City of Milton Agreement	898,734	921,918	936,865	940,000	950,000
Other	6,912	-	-	504,025	-
	<u>\$ 4,145,396</u>	<u>\$ 3,948,042</u>	<u>\$ 3,592,106</u>	<u>\$ 4,449,503</u>	<u>\$ 4,066,693</u>
Expenditures:					
Public Safety	\$ 5,966,396	\$ 3,975,883	\$ 3,887,895	\$ 5,346,554	\$ 4,152,193
	<u>\$ 5,966,396</u>	<u>\$ 3,975,883</u>	<u>\$ 3,887,895</u>	<u>\$ 5,346,554</u>	<u>\$ 4,152,193</u>
Adjustments/Reconciliation:	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1)	<u>\$ 2,150,699</u>	<u>\$ 2,122,858</u>	<u>\$ 1,827,069</u>	<u>\$ 930,018</u>	<u>\$ 844,518</u>
<i>Changes in Fund Balance (actual/est.) (2)(3)</i>	<i>\$ (1,821,000)</i>	<i>\$ (27,841)</i>	<i>\$ (295,789)</i>	<i>\$ (897,051)</i>	<i>\$ (85,500)</i>
<i>Personnel (full-time-equivalent)</i>	<i>26.0</i>	<i>26.0</i>	<i>30.0</i>	<i>30.0</i>	<i>30.0</i>

Notes:

In order to accurately measure anticipated fund balance usage, this schedule omits the Carryforward Fund Balance and Non-Allocated/Reserve accounts.

FY 2015 fund balance usage was for the city's share of the North Fulton Radio System initiative. This initiative is 100% funded by the City of Alpharetta and is being tracked in a separate project (PEM01) to ensure transparency. FYs 2016-2017 fund balance usage is for multiple one-time capital initiatives including mobile radio replacements, 911 Facility Expansion, replacement of the 911 Phone System with a state-of-the-art VOIP system, emergency communications equipment, and continued funding for the North Fulton Regional Radio System Authority.

FY 2018 includes funding from fund balance for capital initiatives (E-911 allocable portion of the PS Headquarters Expansion project; costs related to the Alarm Interface Module; capital costs for the upgrade of mobile radios which were funded through a capital lease) and operating initiatives (annual support/maintenance costs related to the Alarm Interface Module). FY 2019 includes funding for the Emergency Services Network (NexGen911) upgrade (net cost of \$111,000), 911 CALEA Accreditation Program (\$16,000), replacement 911 Audio Recorder System (\$23,500), and the allocable costs for roof replacement at Public Safety Headquarters (\$50,000). Please refer to the Capital Initiative Requests and Operating Initiative Requests section of this document for detailed information.

City of Alpharetta Impact Fee Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Charges for Services:				
Impact Fees (streets/highways)	\$ -	\$ -	\$ -	-
Impact Fees (recreation/parks)	550,000	45,000	(505,000)	-91.8%
Impact Fees (public safety)	-	-	-	-
Interest	-	-	-	-
Other Financing Sources:				
Budgeted Fund Balance	4,095,456	565,000	(3,530,456)	-86.2%
Total Revenues (All Sources):	\$ 4,645,456	\$ 610,000	\$ (4,035,456)	-86.9%
Non-Departmental/Other Uses:				
Impact Fee Administration	-	-	-	-
Capital	4,430,179	232,300	-	-94.8%
(1) Non-Allocated/Reserve	215,277	377,700	162,423	75.4%
Total Expenditures (All Uses):	\$ 4,645,456	\$ 610,000	\$ 162,423	-86.9%

Notes:

(1) Impact Fee monies are being reserved for future system improvements.

City of Alpharetta Impact Fee Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimated Actual	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 1,119,410	\$ 1,582,560	\$ 2,927,264	\$ 4,095,456	\$ 605,451
Revenues:					
Charges for Services	\$ 529,004	\$ 1,425,667	\$ 1,449,478	\$ 925,642	\$ 45,000
Interest	2,204	10,779	17,834	14,532	-
	\$ 531,208	\$ 1,436,446	\$ 1,467,312	\$ 940,174	\$ 45,000
Expenditures:					
Non-Departmental	\$ 68,058	\$ 17,055	\$ -	\$ -	\$ -
Capital	-	74,688	299,120	4,430,179	232,300
	\$ 68,058	\$ 91,743	\$ 299,120	\$ 4,430,179	\$ 232,300
Other Financing Sources (Uses):					
Interfund Transfer:					
Debt Service Fund	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1)	\$ 1,582,560	\$ 2,927,264	\$ 4,095,456	\$ 605,451	\$ 418,151
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ 463,150</i>	<i>\$ 1,344,704</i>	<i>\$ 1,168,192</i>	<i>\$ (3,490,005)</i>	<i>\$ (187,300)</i>

Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits the Carryforward Fund Balance and Non-Allocated/Reserve accounts.
- (2) Impact Fee monies for FY's 2015-2017 are being reserved for future system improvements. FY's 2018-2019 includes the appropriation of impact fee monies toward eligible projects.

City of Alpharetta Drug Enforcement Agency Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Fines and Forfeitures	\$ -	\$ -	\$ -	0.00%
Interest	-	-	-	0.00%
SWAT Equipment (Milton/Roswell Contribution)	240,360	-	(240,360)	100.00%
Other Financing Sources:				
Budgeted Fund Balance	1,451,073	287,507	(1,163,566)	-80.19%
Total Revenues (All Sources):	\$ 1,691,433	\$ 287,507	\$ (1,403,926)	-83.00%
Personnel Services	\$ 240,759	\$ 287,507	\$ 46,748	19.42%
Maintenance and Operations	-	-	-	0.00%
Capital (2)	1,159,556	-	(1,159,556)	-100.00%
Other Uses:				
Non-Allocated/Reserve (1)	291,118	-	(291,118)	-100.00%
Total Expenditures (All Uses):	\$ 1,691,433	\$ 287,507	\$ (1,403,926)	-83.00%

Notes:

(1) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a 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 2019 will occur subsequent to adoption of the budget.

(2) FY 2018 capital initiative funding includes multiple initiatives such as the Body Camera Program, additional funding for the PS Headquarters Expansion, SWAT Equipment, etc. FY 2019 funding is solely for the Taser lease payment.

City of Alpharetta

Drug Enforcement Agency Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimated Actual	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 2,096,210	\$ 1,974,755	\$ 1,742,860	\$ 1,450,948	\$ 391,980
Revenues:					
Fines and Forfeitures	\$ 769,983	\$ 244,352	\$ 220,016	\$ 100,987	\$ -
Interest	1,276	1,435	1,216	-	-
Miscellaneous	-	-	-	240,360	-
	<u>\$ 771,259</u>	<u>\$ 245,786</u>	<u>\$ 221,232</u>	<u>\$ 341,347</u>	<u>\$ -</u>
Expenditures:					
Public Safety	\$ 892,714	\$ 477,682	\$ 513,144	\$ 1,400,315	\$ 287,507
	<u>\$ 892,714</u>	<u>\$ 477,682</u>	<u>\$ 513,144</u>	<u>\$ 1,400,315</u>	<u>\$ 287,507</u>
Ending Fund Balance: (1),(2)	<u>\$ 1,974,755</u>	<u>\$ 1,742,860</u>	<u>\$ 1,450,948</u>	<u>\$ 391,980</u>	<u>\$ 104,473</u>
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ (121,455)</i>	<i>\$ (231,895)</i>	<i>\$ (291,912)</i>	<i>\$ (1,058,968)</i>	<i>\$ (287,507)</i>

Notes:

(1) In order to accurately measure anticipated fund balance usage, this schedule omits the Carryforward Fund Balance and Non-Allocated,

(2) FY 2019 fund balance is being used to fund personnel and the capital lease for Tasers.

City of Alpharetta Hotel/Motel Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Other Taxes:				
Hotel/Motel Taxes	\$ 7,250,000	\$ 7,650,000	\$ 400,000	5.5%
Interest:	-	-	-	0.0%
Other:				
Budgeted Fund Balance	1,505,262	-	(1,505,262)	0.0%
Total Revenues (All Sources):	\$ 8,755,262	\$ 7,650,000	\$ (1,105,262)	-12.6%
Other Uses:				
Alpharetta Convention & Visitor's Bureau	\$ 3,171,875	\$ 3,346,875	\$ 175,000	5.5%
City of Alpharetta	2,718,750	2,868,750	150,000	5.5%
Facility Portion of the Hotel/Motel Tax:				
Professional Svcs (Bond Admin Fee)	-	3,000	3,000	0.0%
Series 2016 Bonds (Principal/Interest)	779,963	979,963	200,000	0.0%
Alpharetta Arts Center	550,000	-	(550,000)	0.0%
(1) Equestrian Center Foundation Match	-	250,000	250,000	200.0%
(1) Park System Wayfinding Signage	-	51,412	51,412	300.0%
Non-Allocated (Reserve)	34,674	150,000	115,326	0.0%
Debt Service Reserve	1,500,000	-	(1,500,000)	-100.0%
Total Expenditures (All Uses):	\$ 8,755,262	\$ 7,650,000	\$ (1,105,262)	-12.6%

Notes:

The City of Alpharetta levies a Hotel/Motel occupancy tax of 8% on total rental charges. The resulting revenue is distributed as follows: Alpharetta Convention & Visitor's Bureau (43.75%); City of Alpharetta (37.50%); and Tourism Product Development (18.75%; e.g. Conference Center). The tax was changed from 6% to 8% effective October 1, 2015 to fund construction of a Conference Center.

(1) Please refer to the Capital Initiatives section of this document for detailed descriptions.

City of Alpharetta

Hotel/Motel Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimated Actual	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ -	\$ -	\$ 950,566	\$ 1,505,262	\$ 2,109,799
Revenues:					
Other Taxes	\$ 4,645,169	\$ 6,391,842	\$ 7,097,865	\$ 7,400,000	\$ 7,650,000
Interest	-	-	-	-	-
	<u>\$ 4,645,169</u>	<u>\$ 6,391,842</u>	<u>\$ 7,097,865</u>	<u>\$ 7,400,000</u>	<u>\$ 7,650,000</u>
Expenditures:					
Alpharetta Business Community	\$ 774,350	\$ 220,403	\$ 0	\$ -	\$ -
Alpharetta Convention & Visitor's Bureau	2,012,752	2,790,878	3,105,316	3,237,500	3,346,875
City of Alpharetta	1,858,068	2,429,994	2,661,700	2,775,000	2,868,750
Facility Portion of the Hotel/Motel Tax:					
Professional Svcs (Bond Admin)	-	-	525	3,000	3,000
Facility Debt Service	-	-	775,629	779,963	979,963
Equestrian Center Foundation Match	-	-	-	-	250,000
Park System Wayfinding Signage	-	-	-	-	51,412
	<u>\$ 4,645,169</u>	<u>\$ 5,441,275</u>	<u>\$ 6,543,171</u>	<u>\$ 6,795,463</u>	<u>\$ 7,500,000</u>
Ending Fund Balance:	<u>\$ -</u>	<u>\$ 950,566</u>	<u>\$ 1,505,262</u>	<u>\$ 2,109,799</u>	<u>\$ 2,259,799</u>
<i>Changes in Fund Balance (actual/est.)</i>	\$ -	\$ 950,566	\$ 554,695	\$ 604,537	\$ 150,000

Notes:

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).

Fund Balance totaling \$1.5 million will be retained as a Debt Service Reserve.

Please refer to the Capital Initiatives section of this document for detailed descriptions on the recommended projects.

City of Alpharetta Operating Grant Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Intergovernmental Revenues:				
Grants	58,947	-	(58,947)	-100.00%
Interest	-	-	-	-
Other/Miscellaenous:				
Contributions/Donations	-	-	-	-100.00%
Other Financing Sources:				
General Fund Transfer	20,000	30,000	10,000	100.00%
Budgeted Fund Balance	48,544	-	(48,544)	-100.00%
Total Revenues (All Sources):	\$ 127,491	\$ 30,000	\$ (97,491)	-76.47%
Maintenance and Operations:	49,554	-	(49,554)	-100.00%
Capital:	57,960	-	(57,960)	-100.00%
Non-Allocated:	19,977	30,000	10,023	50.17%
Total Expenditures (All Uses):	\$ 127,491	\$ 30,000	\$ (97,491)	-76.47%

City of Alpharetta

Operating Grant Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Amended Budget	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 57,907	\$ 50,160	\$ 49,594	\$ 48,544	\$ 19,977
Revenues:					
Intergovernmental (Grants)	\$ 47,737	\$ 18,872	\$ 65,690	\$ 58,947	\$ -
Interest	105	240	266	-	-
Other/Miscellaneous	-	-	-	-	-
	<u>\$ 47,842</u>	<u>\$ 19,112</u>	<u>\$ 65,956</u>	<u>\$ 58,947</u>	<u>\$ -</u>
Expenditures:					
Non-Departmental	\$ -	\$ -	\$ -	\$ -	\$ -
Public Safety	55,297	14,311	72,006	62,035	-
Recreation, Parks & Cultural Services	292	5,367	15,000	45,479	-
	<u>\$ 55,589</u>	<u>\$ 19,678</u>	<u>\$ 87,006</u>	<u>\$ 107,514</u>	<u>\$ -</u>
Other Financing Sources (Uses):					
Interfund Transfer:					
General Fund	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 30,000
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 30,000</u>
Ending Fund Balance:	<u>\$ 50,160</u>	<u>\$ 49,594</u>	<u>\$ 48,544</u>	<u>\$ 19,977</u>	<u>\$ 49,977</u>
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ (7,747)</i>	<i>\$ (566)</i>	<i>\$ (1,050)</i>	<i>\$ (28,567)</i>	<i>\$ 30,000</i>



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DEBT SERVICE FUND SUMMARY

City of Alpharetta Debt Service Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018	FY 2019	\$	%
	Amended Budget	Recommended Budget	Variance	Variance
Property Taxes:				
Property Taxes	\$ 5,106,000	\$ 5,090,000	\$ (16,000)	-0.3%
Delinquent	20,000	20,000	-	0.0%
Motor Vehicle Taxes	38,000	24,000	(14,000)	-36.8%
Interest	12,000	10,000	(2,000)	-16.7%
Other Financing Sources:				
Transfer-In from Impact Fee Fund	-	-	-	0.0%
Budgeted Fund Balance (1)	1,250,406	329,513	(920,893)	-73.6%
Total Revenues (All Sources)	\$ 6,426,406	\$ 5,473,513	\$ (952,893)	-14.8%
Maintenance & Operations:				
Professional Services	\$ 5,000	\$ 5,000	\$ -	0.0%
Debt Service (Principal and Interest):				
City of Alpharetta				
GO Bonds, Series 2012	1,483,900	1,478,950	(4,950)	-0.3%
GO Bonds, Series 2014 (refunding)	1,935,477	1,933,622	(1,855)	-0.1%
GO Bonds, Series 2016	1,930,788	1,930,788	-	0.0%
Development Authority of Alpharetta				
Revenue Refunding Bonds, Series 2009	124,493	125,153	660	0.5%
Other Uses:				
Debt Service Reserve (2)	946,748	-	(946,748)	-100.0%
Total Expenditures (All Uses)	\$ 6,426,406	\$ 5,473,513	\$ (952,893)	-14.8%

Notes:

(1) FYs 2018-2019 utilize available fund balance to offset a portion of the debt service requirements.

(2) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a 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 2019 will occur subsequent to adoption of the budget.

City of Alpharetta

Debt Service Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Amended Budget	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 913,165	\$ 845,508	\$ 814,050	\$ 1,250,403	\$ 946,745
Revenues:					
Property Taxes (incl. Motor Vehicle)	\$ 3,508,728	\$ 3,519,961	\$ 5,565,545	\$ 5,164,000	\$ 5,134,000
Interest	4,513	8,578	10,979	12,000	10,000
Other	-	-	-	-	-
Refunding Bond Proceeds	-	-	-	-	-
	<u>\$ 3,513,241</u>	<u>\$ 3,528,539</u>	<u>\$ 5,576,524</u>	<u>\$ 5,176,000</u>	<u>\$ 5,144,000</u>
Expenditures:					
Professional Services	\$ -	\$ -	\$ 2,350	\$ 5,000	\$ 5,000
Non-Departmental:					
Debt Service	3,580,898	3,559,998	5,137,821	5,474,658	5,468,513
Debt Service Reserve	-	-	-	-	-
Refunding Bonds (Pmt to Escrow)	-	-	-	-	-
Refunding Bonds (Issue Costs)	-	-	-	-	-
	<u>\$ 3,580,898</u>	<u>\$ 3,559,998</u>	<u>\$ 5,140,171</u>	<u>\$ 5,479,658</u>	<u>\$ 5,473,513</u>
Other Financing Sources (Uses):					
Interfund Transfer:					
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
(1) Capital Project Fund	-	-	-	-	-
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Ending Fund Balance: (1)	<u>\$ 845,508</u>	<u>\$ 814,050</u>	<u>\$ 1,250,403</u>	<u>\$ 946,745</u>	<u>\$ 617,232</u>
<i>Changes in Fund Balance (actual/est.)</i>	<u>\$ (67,657)</u>	<u>\$ (31,459)</u>	<u>\$ 436,353</u>	<u>\$ (303,658)</u>	<u>\$ (329,513)</u>

Notes:

(1) FYs 2015-2019 utilize available fund balance to offset a portion of the debt service requirements.



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CAPITAL PROJECT FUND SUMMARIES

City of Alpharetta Capital Project Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Adopted Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Other Financing Sources:				
General Fund Transfer	\$ 12,747,363	\$ 8,695,065	\$ (4,052,298)	-31.79%
Intergovernmental Revenue (Dev. Authority)	45,312	-	(45,312)	-100.00%
Budgeted Fund Balance	410,000	2,750,000	2,340,000	0.00%
Total Revenues (All Sources):	\$ 13,202,675	\$ 11,445,065	\$ (1,757,610)	-13.31%
Capital: (1)				
City Administration	\$ 470,000	\$ 243,336	\$ (226,664)	-48.23%
Community Development	125,000	170,000	45,000	36.00%
Public Works	4,749,892	4,268,279	(481,613)	-10.14%
Public Safety	2,452,173	1,557,700	(894,473)	-36.48%
Recreation, Parks & Cultural Services	2,151,000	1,416,000	(735,000)	-34.17%
Information Technology	505,000	660,000	155,000	30.69%
Other Uses:				
Non-Allocated (Future Capital/One-time Initiatives)	2,749,610	3,129,750	380,140	13.83%
Total Expenditures (All Uses):	\$ 13,202,675	\$ 11,445,065	\$ (1,757,610)	-13.31%

Notes:

(1) Please refer to the *Capital Initiatives* section of this document for detailed descriptions of the FY 2019 capital initiatives.

City of Alpharetta Stormwater Capital Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Adopted Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Other Financing Sources:				
General Fund Transfer	\$ 1,255,000	\$ 1,875,000	\$ 620,000	49.40%
Budgeted Fund Balance	-	-	-	0.00%
Total Revenues (All Sources):	\$ 1,255,000	\$ 1,875,000	\$ 620,000	49.40%
Capital: (1)				
Public Works	\$ 1,255,000	\$ 1,575,000	\$ 320,000	25.50%
Recreation, Parks & Cultural Services	-	300,000	300,000	0.00%
Other Uses:				
Non-Allocated (Future Capital/One-time Initiatives)	-	-	-	-
Total Expenditures (All Uses):	\$ 1,255,000	\$ 1,875,000	\$ 620,000	49.40%

Notes:

(1) Please refer to the Capital Requests tab for detailed descriptions of the FY 2019 capital initiatives.

City of Alpharetta T-SPLOST Capital Fund Statement of Budgetary Comparisons (FY 2017-2018)

	FY 2017 Amended Budget	FY 2018 Recommended Budget	\$ Variance	% Variance
Taxes:				
T-SPLOST	\$ 13,000,000	\$ 8,160,000	\$ (4,840,000)	-37.23%
Other Financing Sources:				
Budgeted Fund Balance	1,650,901	-	(1,650,901)	0.00%
Total Revenues (All Sources):	\$ 14,650,901	\$ 8,160,000	\$ (6,490,901)	-44.30%
Capital: (1)				
Public Works	\$ 13,650,901	\$ 3,616,996	\$ (10,033,905)	-73.50%
Other Uses:				
Non-Allocated (Future Capital/One-time Initiatives)	1,000,000	4,543,004	3,543,004	354.30%
Total Expenditures (All Uses):	\$ 14,650,901	\$ 8,160,000	\$ (6,490,901)	-44.30%

Notes:

(1) Please refer to the Capital Requests tab for detailed descriptions of the FY 2019 capital initiatives.

ENTERPRISE FUND SUMMARY

City of Alpharetta Solid Waste Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Licenses and Permits:				
Solid Waste Permits (Penalties/Interest)	\$ -	\$ -	\$ -	0.00%
Charges for Services:				
Solid Waste Collection Fees	3,553,000	3,953,000	400,000	11.26%
Solid Waste Tag Fees	1,000	1,000	-	0.00%
Solid Waste Commercial Hauler Fees	25,000	25,000	-	0.00%
Solid Waste Fees (Penalties/Interest)	30,000	30,000	-	0.00%
Bad Check Fees	300	300	-	0.00%
Interest	7,706	8,654	948	12.30%
Other:				
Miscellaneous Revenue	-	-	-	0.00%
Other Financing Sources:				
Budgeted Fund Balance	433,246	-	(433,246)	-100.00%
Total Revenues (All Sources): (1)	\$ 4,050,252	\$ 4,017,954	\$ (32,298)	-0.80%
Personnel Services:				
Salaries	\$ 38,542	\$ 39,552	\$ 1,010	2.62%
Benefits	36,197	37,357	1,160	3.20%
Maintenance & Operations:				
Professional Fees	3,536,360	3,885,400	349,040	9.87%
Miscellaneous	53,907	55,645	1,738	3.22%
Capital/Other Uses:				
Non-Allocated/Reserve (2)	385,246	-	(385,246)	-100.00%
Total Expenditures (All Uses): (1)	\$ 4,050,252	\$ 4,017,954	\$ (32,298)	-0.80%
<i>Personnel (full-time-equivalent)</i>	<i>1.0</i>	<i>1.0</i>		

Notes:

(1) Includes non-operating revenue and expenditures such as Carryforward Fund Balance and Non-Allocated/Reserves. Operational budget growth is 22% after adjusting for non-operating items and is primarily driven by the new glass recycling service approved subsequent to the FY 2018 budget adoption.

(2) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a 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 2019 will occur subsequent to adoption of the budget.

City of Alpharetta Solid Waste Fund Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Amended Budget	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 1,013,492	\$ 967,765	\$ 1,123,990	\$ 1,133,211	\$ 1,085,211
Revenues:					
Licenses and Permits	\$ 763	\$ 743	\$ 71	\$ -	\$ -
Charges for Services	3,214,475	3,224,290	3,275,064	3,609,300	4,009,300
Interest	3,131	8,598	8,994	7,706	8,654
Miscellaneous Revenue	-	-	-	-	-
	<u>\$ 3,218,369</u>	<u>\$ 3,233,631</u>	<u>\$ 3,284,129</u>	<u>\$ 3,617,006</u>	<u>\$ 4,017,954</u>
Expenditures:					
Solid Waste Operations	\$ 3,264,095	\$ 3,077,407	\$ 3,274,907	\$ 3,665,006	\$ 4,017,954
	<u>\$ 3,264,095</u>	<u>\$ 3,077,407</u>	<u>\$ 3,274,907</u>	<u>\$ 3,665,006</u>	<u>\$ 4,017,954</u>
Other Financing Sources (Uses):					
Interfund Transfer:					
General Fund (subsidy/other)	\$ -	\$ -	\$ -	\$ -	\$ -
				<u>\$ -</u>	<u>\$ -</u>
Ending Fund Balance: (1)	<u>\$ 967,765</u>	<u>\$ 1,123,990</u>	<u>\$ 1,133,211</u>	<u>\$ 1,085,211</u>	<u>\$ 1,085,211</u>
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ (45,727)</i>	<i>\$ 156,224</i>	<i>\$ 9,222</i>	<i>\$ (48,000)</i>	<i>\$ -</i>
<i>Personnel (full-time-equivalent)</i>	<i>1.0</i>	<i>1.0</i>	<i>1.0</i>	<i>1.0</i>	<i>1.0</i>

Notes:

(1) In order to accurately measure anticipated fund balance usage, this schedule omits the Carryforward Fund Balance and Non-Allocated/Reserve accounts.

The minor reduction in fund balance in FY 2015 is based on the acquisition and implementation of new billing software for sanitation (e.g. Munis billing software) and general operations.



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INTERNAL SERVICE FUND SUMMARIES

City of Alpharetta

Risk Management Fund

Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Charges for Services				
Risk Fund	\$ 1,335,000	\$ 1,446,500	\$ 111,500	8.4%
Interest Earnings	3,000	4,000	1,000	100.0%
Other:				
Budgeted Fund Balance	279,335	-	(279,335)	-100.0%
Total Revenues (All Sources):	\$ 1,617,335	\$ 1,450,500	\$ (166,835)	-10.3%
Maintenance & Operations: (1)				
Professional Services	\$ 125,000	\$ 132,000	\$ 7,000	5.6%
Vehicle Insurance	150,000	170,000	20,000	13.3%
Property and Equipment Insurance	90,000	100,000	10,000	11.1%
General Liability Insurance	60,000	60,000	-	0.0%
Law Enforcement Liability Insurance	100,000	94,000	(6,000)	-6.0%
Public Entity Liability Insurance	60,000	60,000	-	0.0%
Workers Comp. Excess Liability Insurance	105,000	107,000	2,000	1.9%
Criminal Liability Insurance	5,000	4,500	(500)	-10.0%
Cyber Liability Insurance	8,000	7,000	(1,000)	100.0%
Umbrella Liability Insurance	60,000	56,000	(4,000)	-6.7%
Medical Services (PS Custody)	30,000	35,000	5,000	16.7%
Claims and Judgments	550,000	625,000	75,000	13.6%
Other Uses: (2),(3)				
Reserve	274,335	-	(274,335)	-100.0%
Total Expenditures (All Uses):	\$ 1,617,335	\$ 1,450,500	\$ (166,835)	-10.3%

Notes:

(1) Variances are based on current year-to-date premium expenditures and actuarial loss projections for risk claims (workers compensation, general liability, auto liability, etc.).

(2) Includes non-operating revenue and expenditures such as Budgeted Fund Balance and Reserve. The true operational budget variance after adjusting for non-operating accounts approximates 8%.

(3) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a 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 2019 will occur subsequent to adoption of the budget.

City of Alpharetta Risk Management Fund

Statement of Revenues, Expenditures, and changes in Fund Balance ⁽¹⁾

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Amended Budget	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 334,109	\$ 367,911	\$ 589,042	\$ 279,336	\$ 274,336
Revenues:					
Charges for Services	\$ 1,115,000	\$ 1,262,000	\$ 1,310,000	\$ 1,335,000	\$ 1,446,500
Interest Earnings	1,724	3,984	4,754	3,000	4,000
Other:					
Insurance Proceeds	89,298	25,537	98,274	-	-
	<u>\$ 1,206,021</u>	<u>\$ 1,291,522</u>	<u>\$ 1,413,028</u>	<u>\$ 1,338,000</u>	<u>\$ 1,450,500</u>
Expenditures:					
Maintenance & Operations:					
Professional Services	\$ 122,141	\$ 93,457	\$ 121,077	\$ 125,000	\$ 132,000
Vehicle Insurance	128,809	135,169	143,111	150,000	170,000
Property and Equipment Insurance	62,856	84,628	83,823	90,000	100,000
General Liability Insurance	52,315	54,387	56,244	60,000	60,000
Law Enforcement Liability Insurance	91,350	93,429	94,931	100,000	94,000
Public Entity Liability Insurance	48,825	49,295	57,900	60,000	60,000
Workers Comp. Excess Liability Insurance	79,485	87,050	100,239	105,000	107,000
Criminal Liability Insurance	4,075	4,075	4,275	5,000	4,500
Cyber Liability Insurance	-	6,584	6,806	8,000	7,000
Umbrella Liability Insurance	52,115	53,602	56,725	60,000	56,000
Medical Services (PS Custody)	19,210	6,608	12,408	30,000	35,000
Claims and Judgments	511,038	402,107	985,195	550,000	625,000
	<u>\$ 1,172,219</u>	<u>\$ 1,070,391</u>	<u>\$ 1,722,734</u>	<u>\$ 1,343,000</u>	<u>\$ 1,450,500</u>
Ending Fund Balance: (1)	<u>\$ 367,911</u>	<u>\$ 589,042</u>	<u>\$ 279,336</u>	<u>\$ 274,336</u>	<u>\$ 274,336</u>
Changes in Fund Balance (actual/est.) (2)	\$ 33,802	\$ 221,131	\$ (309,706)	\$ (5,000)	\$ -

Notes:

(1) In order to accurately measure anticipated fund balance usage, this schedule omits the Carryforward Fund Balance and Non-Allocated/Reserve accounts.

(2) Available Fund Balance was used in FY 2014 to supplement the reserve for claims and judgments.

City of Alpharetta

Medical Insurance Fund

Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Charges for Services:				
Medical Insurance Premiums				
Employer Contribution	\$ 6,289,453	\$ 6,455,648	\$ 166,195	2.6%
Employee Contribution	702,209	714,809	12,600	1.8%
Interest	-	-	-	0.0%
Other Financing Sources:				
Budgeted Fund Balance	1,022,567	1,500,000	477,433	100.0%
Total Revenues (All Sources):	\$ 8,014,229	\$ 8,670,457	\$ 656,228	8.2%
Maintenance and Operations				
Medical Premiums	\$ 1,501,694	\$ 1,637,589	\$ 135,895	9.0%
Other				
Medical Claims	5,408,414	5,487,755	79,341	1.5%
Reserve	1,104,121	45,113	(1,059,008)	-95.9%
Transfers-Out:				
OPEB Trust Fund	-	1,500,000	1,500,000	100.0%
Total Expenditures (All Uses):	\$ 8,014,229	\$ 8,670,457	\$ 656,228	8.2%

Notes:

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 is able to reduce premium taxes while maintaining coverage benefits. The MPP is still a fully insured medical plan.

The FY 2019 Budget totals \$8.7 million and represents premiums (employer and employee) and the associated expenditures (administration, claims, and reserves) in addition to a transfer of available fund balance to the OPEB Trust Fund for implementation of a post-employment healthcare benefit (new for FY 2019). 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.

City of Alpharetta

Medical Insurance Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimated Actual	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ -	\$ -	\$ (76,062)	\$ 964,180	\$ 1,569,644
Revenues:					
Charges for Services	\$ -	\$ 6,558,912	\$ 6,742,079	\$ 6,991,662	\$ 7,170,457
Interest	-	116	126	-	-
	\$ -	\$ 6,559,028	\$ 6,742,205	\$ 6,991,662	\$ 7,170,457
Expenditures:					
Medical Premiums	\$ -	\$ 1,341,840	\$ 1,347,126	\$ 1,508,781	\$ 1,637,589
Medical Claims	-	5,293,250	4,354,837	4,877,417	5,487,755
	\$ -	\$ 6,635,089	\$ 5,701,963	\$ 6,386,199	\$ 7,125,344
Other Financing Sources (Uses):					
Interfund Transfer:					
OPEB Trust Fund	\$ -	\$ -	\$ -	\$ -	\$ (1,500,000)
	\$ -	\$ -	\$ -	\$ -	\$ (1,500,000)
Ending Fund Balance:	\$ -	\$ (76,062)	\$ 964,180	\$ 1,569,644	\$ 114,757
<i>Changes in Fund Balance (actual/est.)</i>	\$ -	\$ (76,062)	\$ 1,040,242	\$ 605,463	\$ (1,454,887)

Notes:

Available fund balance is being used in FY 2019 to fund implementation of a post-employment healthcare benefit (new for FY 2019).



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FIDUCIARY FUND SUMMARY

City of Alpharetta OPEB Trust Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Charges for Services:				
OPEB Trust Funding				
Employer Contribution	\$ -	\$ 85,000	\$ 85,000	-
Employee Contribution	-	20,000	20,000	-
Post Employment Healthcare Benefit				
Employer Contribution	-	550,000	550,000	-
Interest	-	-	-	-
Transfer-In				
Medical Insurance Fund	-	1,500,000	1,500,000	-
Total Revenues (All Sources):	\$ -	\$ 2,155,000	\$ 2,155,000	-
Maintenance and Operations				
OPEB Benefits	\$ -	\$ 105,000	\$ 105,000	-
Post Employment Healthcare Benefit	-	2,050,000	2,050,000	-
Reserve	-	-	-	0.0%
Total Expenditures (All Uses):	\$ -	\$ 2,155,000	\$ 2,155,000	-

Notes:

Fiscal Year's 2015-2018 represent activity associated the OPEB plan. Eligible retirees are offered the same health and prescription drug coverage as active employees. Each fiscal year, the City determines the Plan benefits and premium rate for participants (active and retirees). However, unlike active employees, retirees pay 100% of the blended premium afforded to the City. Therefore, as the retiree makes the full premium payment, the City's only exposure is the accounting treatment of this implicit rate subsidy caused by the difference in the blended rate offered to the retiree and his/her actual age adjusted premium. Coverage expires at age 65.

Starting with Fiscal Year 2019, this Fund is also reflecting implementation of a post-employment healthcare benefit (new for FY 2019). Funding for this benefit includes a one-time transfer of available funds from the Medical Insurance Fund and ongoing funding from City operations (roughly 2% of payroll).

FY 2019).

City of Alpharetta OPEB Trust Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Amended Budget	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 944,314	\$ 995,158	\$ 1,057,004	\$ 1,130,253	\$ 1,130,253
Revenues:					
OPEB Trust Funding	\$ 112,642	\$ 105,416	\$ 114,283	\$ -	\$ 105,000
Post Employment Healthcare Benefit	-	-	-	-	550,000
Interest	1,507	2,846	6,460	-	-
	<u>\$ 114,149</u>	<u>\$ 108,261</u>	<u>\$ 120,743</u>	<u>\$ -</u>	<u>\$ 655,000</u>
Expenditures:					
OPEB Benefits	\$ 63,306	\$ 46,415	\$ 47,494	\$ -	\$ 105,000
Post Employment Healthcare Benefits	-	-	-	-	2,050,000
	<u>\$ 63,306</u>	<u>\$ 46,415</u>	<u>\$ 47,494</u>	<u>\$ -</u>	<u>\$ 2,155,000</u>
Other Financing Sources (Uses):					
Interfund Transfer:					
Medical Insurance Fund	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,500,000</u>
Ending Fund Balance:	<u>\$ 995,158</u>	<u>\$ 1,057,004</u>	<u>\$ 1,130,253</u>	<u>\$ 1,130,253</u>	<u>\$ 1,130,253</u>
<i>Changes in Fund Balance (actual/est.)</i>	<u>\$ 50,844</u>	<u>\$ 61,846</u>	<u>\$ 73,249</u>	<u>\$ -</u>	<u>\$ -</u>

Notes:

This Fund did not have an Annual Budget appropriation until FY 2019 with implementation of a post-employment healthcare benefit (new for FY 2019).



CITY COUNCIL MEETING STAFF REPORT

SUBMITTING DEPARTMENT: COMMUNITY DEVELOPMENT
SUBMITTED BY: KATHI COOK
DRAFTED BY: MICHAEL WOODMAN

I. AGENDA ITEM TITLE: CU-18-02 IT'S MY PARTY RENTALS/SOUTH MAIN STREET

CITY COUNCIL: JUNE 4, 2018

This item was heard at the May 10, 2018 Planning Commission meeting. Staff recommended approval of the item subject to 11 conditions. No one spoke in favor of or in opposition to the request. After discussion, the Planning Commission recommended to approve the item subject to staff's recommended conditions with a few changes requested by the applicant. Vote (4-0)

II. RECOMMENDATION:

Approve CU-18-02 It's My Party Rentals/South Main Street, subject to the following conditions:

1. 'Rental Services Establishment with no outside storage' shall be added as a conditional use at 1670 South Main Street, Suites B – D, and limited to no more than 4,240 square feet.
2. Conditional use approval shall be limited to It's My Party Rentals; no additional 'Rental Services Establishment with no outside storage' businesses or subleasing shall be permitted within the approved space.
3. Hours of office operation shall be limited to Monday – Friday 9:00 AM – 5:00 PM and Saturday 9:00 AM – Noon. Applicant shall be permitted to pick-up/return equipment to the business outside those hours.
4. The business shall not have outside storage or outdoor displays, including storage of vehicles associated with the applicant's business.
5. Business shall secure a business license within 10 business days from the approval of the conditional use.
6. Horse trailers shall not be kept on the property.
7. Property owner shall install the required parking lot landscaping and landscape strips along South Main Street and Wills Road, where applicable, as approved by Staff. Landscaping shall be installed within 30 days from the approval of the conditional use.
8. Parking and loading spaces of sufficient size shall be provided for delivery trucks associated with the applicant's business. Parking and loading spaces for delivery trucks shall be screened from the public right-of-way, as approved by Staff. There shall be no more than 2 delivery trucks kept on the property overnight.
9. Storefront glass shall be clear. Business inventory/equipment shall not be visible through storefront windows, as seen from the public right-of-way.
10. Window signage, for the entire building, shall not exceed 10% of the total window area. There shall be no lighting window trim and no neon signs.
11. Outside storage shall not be visible from the public right-of-way, including Wills Park.

III. REPORT IN BRIEF:

The applicant, It's My Party Rentals, is requesting a conditional use to allow a 'Rental Services Establishment with no outside storage' in a 4,240 square foot suite within an existing retail strip center associated with a gas station. The proposed use requires approval of a conditional use permit in the C-1 (Neighborhood Commercial) district. The subject property is located at 1670 South Main Street, Suites B – D, at the northeast corner of South Main Street and Wills Road.

DISCUSSION

The submitted request, if approved, will allow the applicant to operate a 'Rental Services Establishment with no outside storage' in a 4,240 square foot suite within an existing retail strip center connected to a gas station. The applicant's business includes equipment rental services for special events and weddings. The subject property is located at 1670 South Main Street, Suites B – D, at the northeast corner of South Main Street and Wills Road.

The property is located within the Downtown Overlay and is developed with an Exxon gas station, convenience store and retail strip center. The zoning of the property is C-1 (Neighborhood Commercial), which allows 'Rental Services Establishment with no outside storage' with conditional use approval. Surrounding properties are zoned C-1 to the east and west, SU (Special Use) to the north and C-2 (General Commercial) to the south. Wills Park is located to the north, Village Park Assisted Living Facility was approved on the property to the west, Atlanta Saddlery is located to the east and Xavier & Sons Auto Body and Paint is located to the south.

The property was developed in 1980 with a commercial building and gas pump canopy structure. The 7,600 square foot commercial building is the Exxon Food Mart (convenience store), which is connected to four (4) retail center suites. Suites B – D were previously occupied by a boxing and fitness studio. Other businesses occupying the building, include the Exxon Food Mart, It's My Party Rentals and a rug store. There are 34 parking spaces associated with the property, which exceeds the parking requirement in the Downtown Overlay.

Unified Development Code (UDC) Section 1.4.2 defines 'Rental Services Establishment' and 'Outdoor Storage' as follows:

"Rental Services Establishment. Any business establishment which rents or leases items of personal property such as tools, appliances and equipment to the general public."

"Outdoor Storage. The keeping, in an unroofed area of any goods, material, merchandise or vehicles in the same place for more than 24 hours."

It's My Party Rentals has been in business for approximately ten (10) years, with a previous location at 11940 Alpharetta Highway, Suite 150 in Alpharetta. The applicant's business is equipment rental for special events and weddings, including tents, tables and chairs, inflatables, generators and miscellaneous decor. According to the applicant, two (2) delivery vehicles will be used for the business during the day and parked on the property overnight. Hours of operation are Monday – Friday 9:00 AM – 5:00 PM and Saturday 9:00 AM – Noon.

GDOT has a roadway project along South Main Street, which will include a 10' multi-use sidewalk adjacent to the applicant's property. The GDOT project will not require additional right-of-way from the subject property, only temporary construction easements to facilitate the re-construction of the driveways. The existing strip of land between the sidewalk and parking lot along South Main Street will remain, which provides planting area to accommodate landscape screening material.

CONDITIONAL USE REVIEW CRITERIA

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

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

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

Response: The subject property has two (2) road frontage, with access from Highway 9 (South Main Street) and Wills Road. The proposed use should not have significant impacts on vehicular and pedestrian access.

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

Response: Loading and parking spaces of sufficient size to serve the businesses delivery trucks are not provided on the property and the property was not developed with the required landscape strips and parking lot screening. If approved, conditions are recommended requiring appropriately-sized loading and parking spaces, as well as installation of required landscaping.

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

Response: Properties in the South Main Street Corridor generally lack aesthetic attractiveness and property maintenance. Given the property's location at the southern entrance into the City and the Downtown Overlay, conditions are recommended requiring screening and aesthetic improvements.

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

Response: Not applicable.

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

Response: The subject property is located within the Downtown Overlay in an area designated Mixed Use. The Mixed Use designation calls for DT-MU (Downtown Mixed-Use) zoning along the South Main Street Corridor, of which the requested use is permitted by right. The conditional use should not have significant impacts on development in the area. If approved, conditions are recommended limiting expansion of the business and requiring appropriately-sized loading and parking spaces and installation of required landscaping.

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

Response: The subject property is located within the Downtown Overlay in an area designated Mixed Use. The Mixed Use designation calls for DT-MU (Downtown Mixed-Use) zoning along the South Main Street Corridor, of which the requested use is permitted by right. The conditional use should not have significant impacts on development in the area. If approved, conditions are recommended limiting expansion of the business and requiring appropriately-sized loading and parking spaces and installation of required landscaping.

CONCURRENCES

City Staff has reviewed the applicant's proposal and finds that it can generally support the request for conditional use. The request is not in conflict with the established standards. However, it is recommended that conditions be established as part of this application that regulate and limit any expansion of the business.

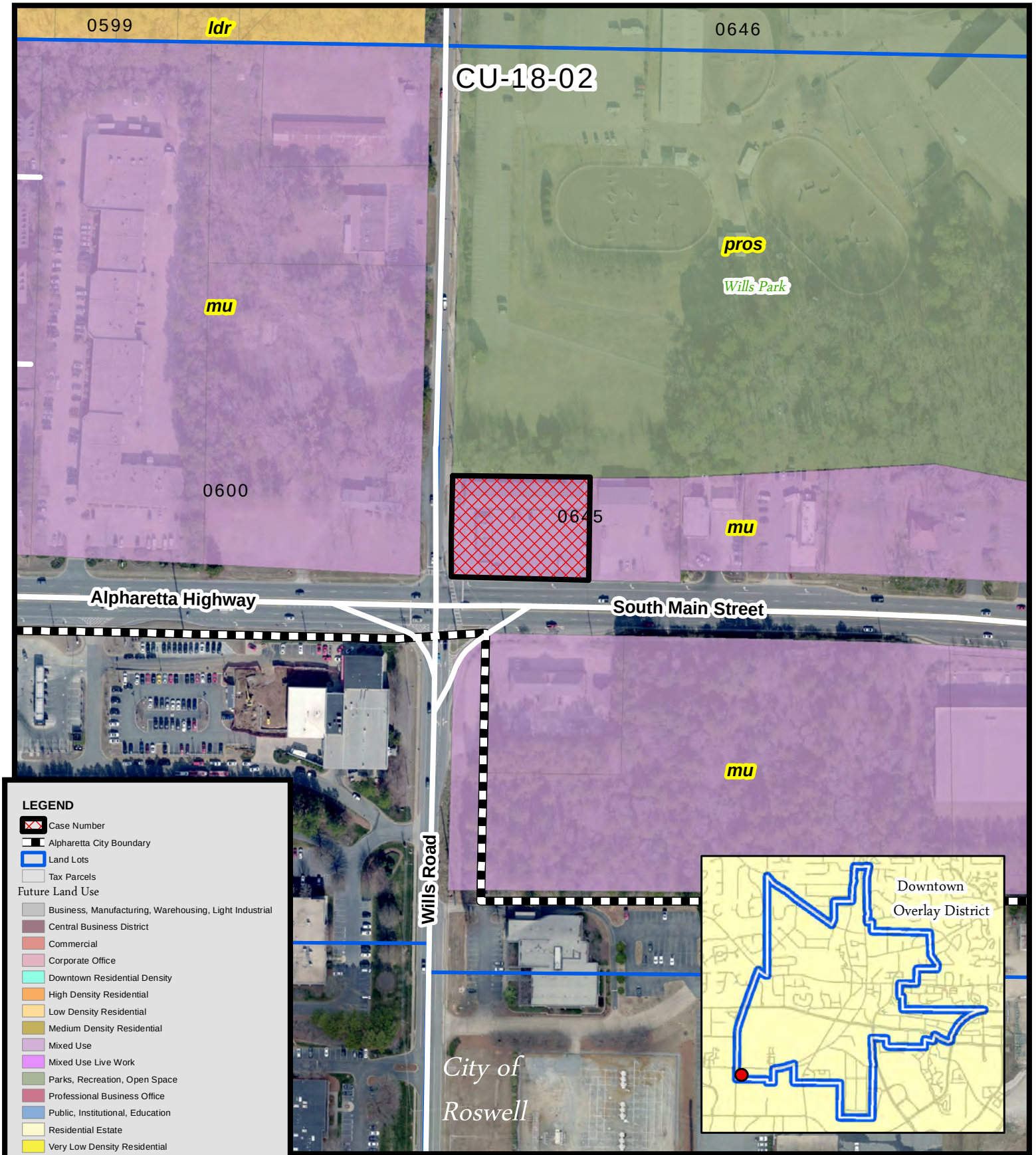
The subject property is located in the Downtown Overlay and is designated Mixed Use on the City's Comprehensive Land Use Plan. The applicant's proposed use is a permitted use in the DT-MU (Downtown Mixed-Use) zoning district, which is listed as an appropriate zoning district in the South Main Street Corridor Mixed Use designation. Development along the South Main Street Corridor is typically auto-oriented, free-standing businesses with separate parking lots and curb cuts, which is contrary to the walkable, mixed-use pattern that is desired for the area. In addition, properties in the South Main Street Corridor generally lack aesthetic attractiveness and property maintenance, which usually results in underperforming properties. Given the property's location at the southern entrance into the City and the Downtown Overlay, conditions are recommended requiring screening and aesthetic improvements.

CITIZEN PARTICIPATION PLAN

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

IV. ATTACHMENTS:

- Site Plan



Future Land Use
 Its My Party Rentals
 1670 Alpharetta Highway

CU-18-02
 D/LL: 1/2/645
 PC Date: 5/10/18
 CC Date: 6/04/18

Location Map Provided by:
 Community Development - GIS



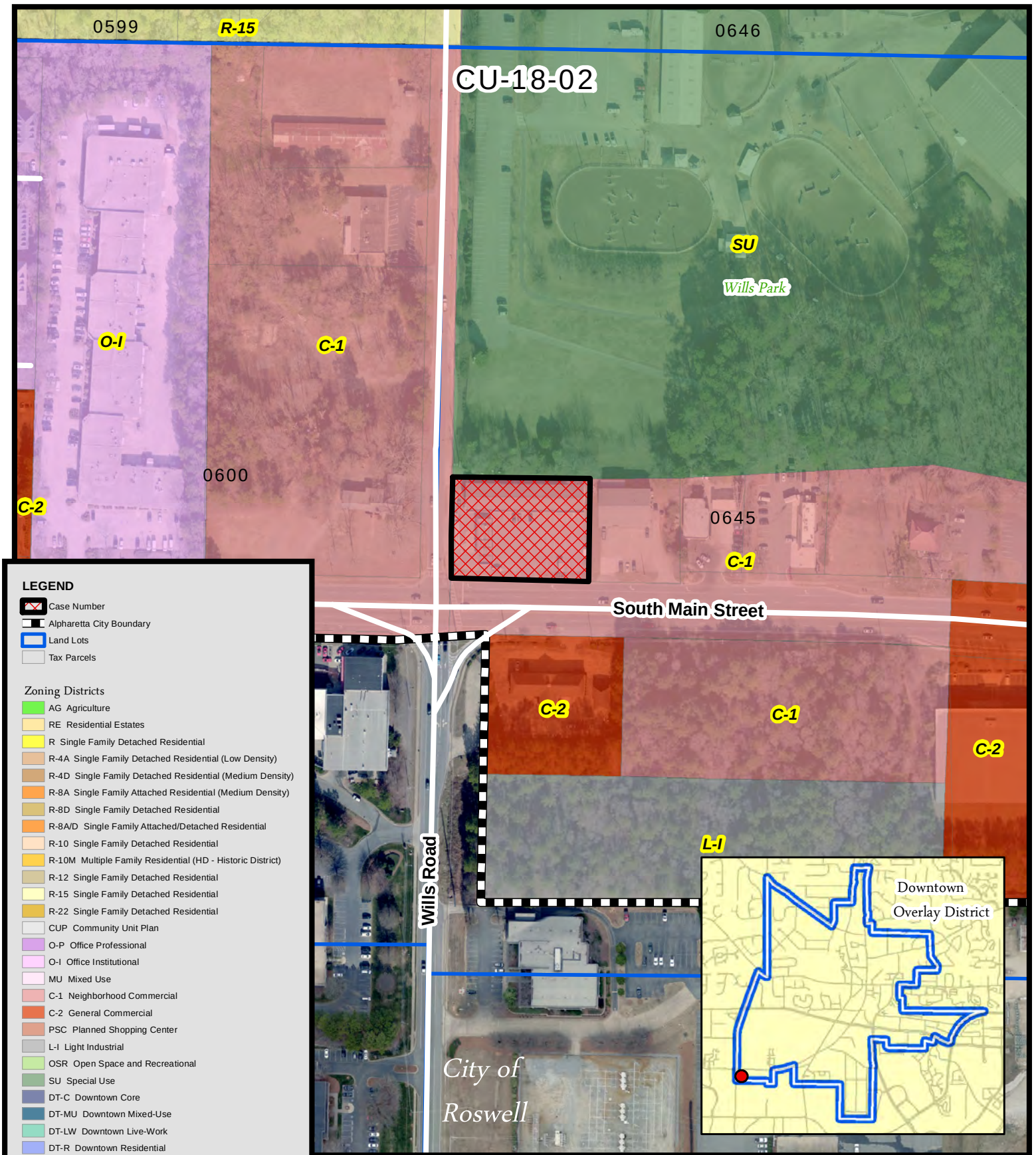


Aerial Map
 Its My Party Rentals
 1670 Alpharetta Highway

CU-18-02
 D/LL: 1/2/645
 PC Date: 5/10/18
 CC Date: 6/04/18

Location Map Provided by:
 Community Development - GIS





Zoning Map
Its My Party Rentals
1670 Alpharetta Highway

CU-18-02
 D/LL: 1/2/645
 PC Date: 5/10/18
 CC Date: 6/04/18

Location Map Provided by:
 Community Development - GIS



0599

0646

CU-18-02

Wills Park

0600

0645

Alpharetta Highway

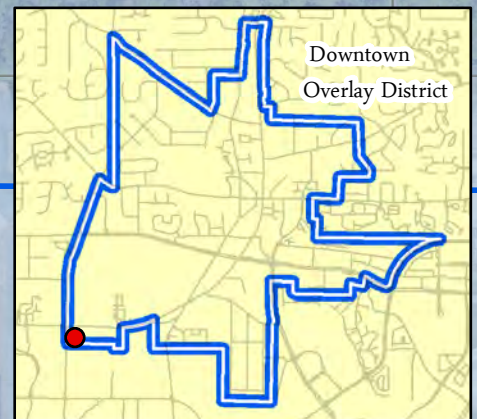
South Main Street

Wills Road

0601

LEGEND

-  Case Number
-  Land Lots
-  Tax Parcels



Location Map
Its My Party Rentals
1670 Alpharetta Highway

CU-18-02
D/LL: 1/2/645
PC Date: 5/10/18
CC Date: 6/04/18

Location Map Provided by:
Community Development - GIS



Tony Worley

It's My Party Rentals

1670-B South Main St

Alpharetta, GA 30009

Citizen Participation B Report:

Attached is a copy of the property owners within 500 feet of the above address. Each of these property owners were notified by the attached letter of the purpose of the zoning variance, my contact information for additional information, and the date, time, and location of the Planning Commission meeting, and the City Council meeting. I have not been contacted by anyone for additional information.

Two customers have seen the sign on the property and asked about the zoning. Those were Ron Wallace, 678/624-1090 and Cheryl Sims, 404/518-9198. Neither of these are property owners within 500' of the property. Both of these customers are also personal friends. Ron Wallace said he had heard that we were having some type of problem with our new location and asked what was going on. I explained the process we were going through and that, for the most part, was the end of the conversation. Cheryl Sims saw the sign on the road when she came into our store. She asked about it. I explained to her about the process we are going through and that was the end of the discussion relating to the zoning. Both of these people asked from a personal standpoint. Neither gave me the impression that they were concerned about the zoning. It was more of a personal inquiry.

Tony Worley

ALPHA BC L L C
Or Current Property Owner
3520 PIEDMONT RD NE STE 410
ATLANTA GA 30305

DAMAGHI KAMBIZ TR
Or Current Property Owner
80 CUTTERMILL RD STE 500
GREAT NECK NY 11021

KOKIL ENTERPRISE LLC
Or Current Property Owner
653 CITATION TRL
ALPHARETTA GA 30004

O CALLAGHAN JAS P III & JUDITH
Or Current Property Owner
1395 BEREAD RD
COMMERCE GA 30530

WILLS ROAD LLC
Or Current Property Owner
5481 MORTON RD
ALPHARETTA GA 30022

AUTO-BRITE INC
Or Current Property Owner
1710 ALPHARETTA HWY
ALPHARETTA GA 30009

EHW INVESTMENTS LLC
Or Current Property Owner
P O BOX 3507
JACKSON MS 39207

MORLEY HOLDINGS COFFEE PLANTATION LLC
Or Current Property Owner
14765 GLENN CREEK WAY
ALPHARETTA GA 30004

SHAH D N
Or Current Property Owner
1670 HWY 9 SOUTH
ALPHARETTA GA 30009

CHRISTIAN CHURCH THE ROCK INC
Or Current Property Owner
3050 FRANCIS RD
ALPHARETTA GA 30004

GEORGIA POWER COMPANY TAX DEPT BIN 10120
Or Current Property Owner
241 RALPH MCGILL BLVD NE
ATLANTA GA 30308-3374

NORTHMEADOW INVESTORS LLC
Or Current Property Owner
P.O. BOX 56607
ATLANTA GA 30343

WAFFLE HOUSE INC
Or Current Property Owner
P O BOX 6450
NORCROSS GA 30091

March 20, 2017

It's My Party Rentals

1670-B South Main St

Alpharetta, GA 30009

info@itsmypartyrentals.com

Dear Property Owner,

It's My Party Rentals has filed an application for a variance to the current C-1 zoning to allow a party equipment rental business to operate at the above referenced address. There are no other changes to the current zoning.

The planning Commission meeting is scheduled for May 10, 2018 at 6:30 at Alpharetta City Hall. The City Council meeting is scheduled for June 4 at 6:30 at Alpharetta City Hall. If you have questions or would like additional information, please contact Tony Worley at 770/403-7641 or at the above referenced address and email.

Sincerely,

Tony Worley

It's My Party Rentals

CITY OF ALPHARETTA

8.22.18

ITS MY PARTY RENTALS

CU-18-02
FOR OFFICE USE ONLY

PUBLIC HEARING APPLICATION

Case #: _____

☐ Fee Paid Initial: _____

COMMUNITY DEVELOPMENT DEPARTMENT

2 PARK PLAZA

ALPHARETTA, GA 30009

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

Contact Information:

Contact Name: Tony Worly Telephone: 770-403-7641

Address: 1670-B South Main Street Suite: B&C

City: Alpharetta State: GA Zip: 30009 Fax: _____

Mobile Tel: 404-229-1426 Email: tony@itsmypartyrentals.com

Subject Property Information:

Address: 1670- B SOUTH MAIN STREET Current Zoning: C-1

District: 10 Section: _____ Land Lot: _____ Parcel ID: 12 - 2460-0645-023-7

Proposed Zoning: _____ Current Use: empty vacant

This Application For (Check All That Apply):

- | | |
|---|---|
| ☒ Conditional Use | ☐ Master Plan Amendment |
| ☐ Rezoning | ☐ Master Plan Review |
| ☐ Variance | ☐ Public Hearing |
| ☐ Comprehensive Plan Amendment | ☐ Other (Specify): _____ |

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

pilot office with rental services

Applicant's Request (Please itemize the proposal):

to allow office use and rental services on a very limited basis for members of the community

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

to provide rental services for alpharetta citizens and business community.

please understand this facility is used with no outside storage,

no visibility from street,

not renting big tents, as Party rentals does have big warehouse on Mcfarland alpharetta, for big events

subject property be used for pilot offices, administration, and small rental services for birthdays,

very minimal traffic impact,

no impact on school

will have one vehicle for moving - which won't be parked there all the time , it will be on road

will have 3 to 4 employees cars , which will be parked , as building has sufficient parking space,

will do as per city's advice on that as well.

2.22.18

PROPERTY OWNER AUTHORIZATION FOR MY PARTY RENTALS

CU-18-02

Property Owner Information:

Contact Name: Shah Divyesh N

Telephone: 404-667-3825

Address: 653 citation trl

Suite:

City Milton

State: GA

Zip: 30004

Authorization:

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

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

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

Identify Authorized Applicant:

Name of Authorized Applicant: Tony Worly

Telephone: 404-229-1426

Address: 1670- C South Main Street

Suite: unit B&C

City Alpharetta

State: GA

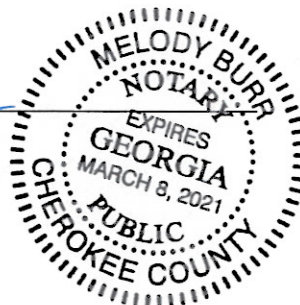
Zip: 30009

So Sworn and Attested:Owner Signature: 

Date: 2-16-18

Notary:Notary Signature: 

Date: 2/16/18



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

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

Name of Applicant or Opponent: Tony Worly

Subject Public Hearing Case: conditional use

Campaign Contribution Information:

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

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

Name of Official: n/a

Position: _____

Description of Contribution: n/a

Value: _____

Description of Contribution: _____

Value: _____

Description of Contribution: _____

Value: _____

Description of Contribution: _____

Value: _____

Description of Contribution: _____

Value: _____

Campaign Contribution Information:

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

Signature: Tony Worly

Date: 2/20/18

How will this proposal be compatible with surrounding properties?

works well with surrounding areas

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

will have minimal effect

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

not really, several retail outlets have tried unsuccessfully

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

very minimal, less than 5 cars per day on an average.

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

None

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

Is used by several corporate business for events and citizens of alpharetta

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

not at this time

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

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

Public Hearing or Project Name: It's my party rental - office and rental services

Contact Name: Tony Worly

Telephone: 404-229-1426

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

Atlanta Saddlery

Waffle House

Xavier & sons body and paint

Auto brite car wash

Exxon gas station (property owner)

Art of Persia (tenant on same building)

Ferrari Maseriti

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

☐

Letter

☒

Personal Visits

☐

Telephone

☐

Group Meeting

☐

Email

☐

Other (Please Specify) _____

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

we will personally visit all above, and let them know about our moving in to this location from our previous location
11940 alpharetta hwy , suite 150 alpharetta GA (been their for 6 years), and going forward moving to 1670 - B
south main (alpharetta hwy) alpharetta GA



CU-18-02
ITS MY PARTY RENTALS

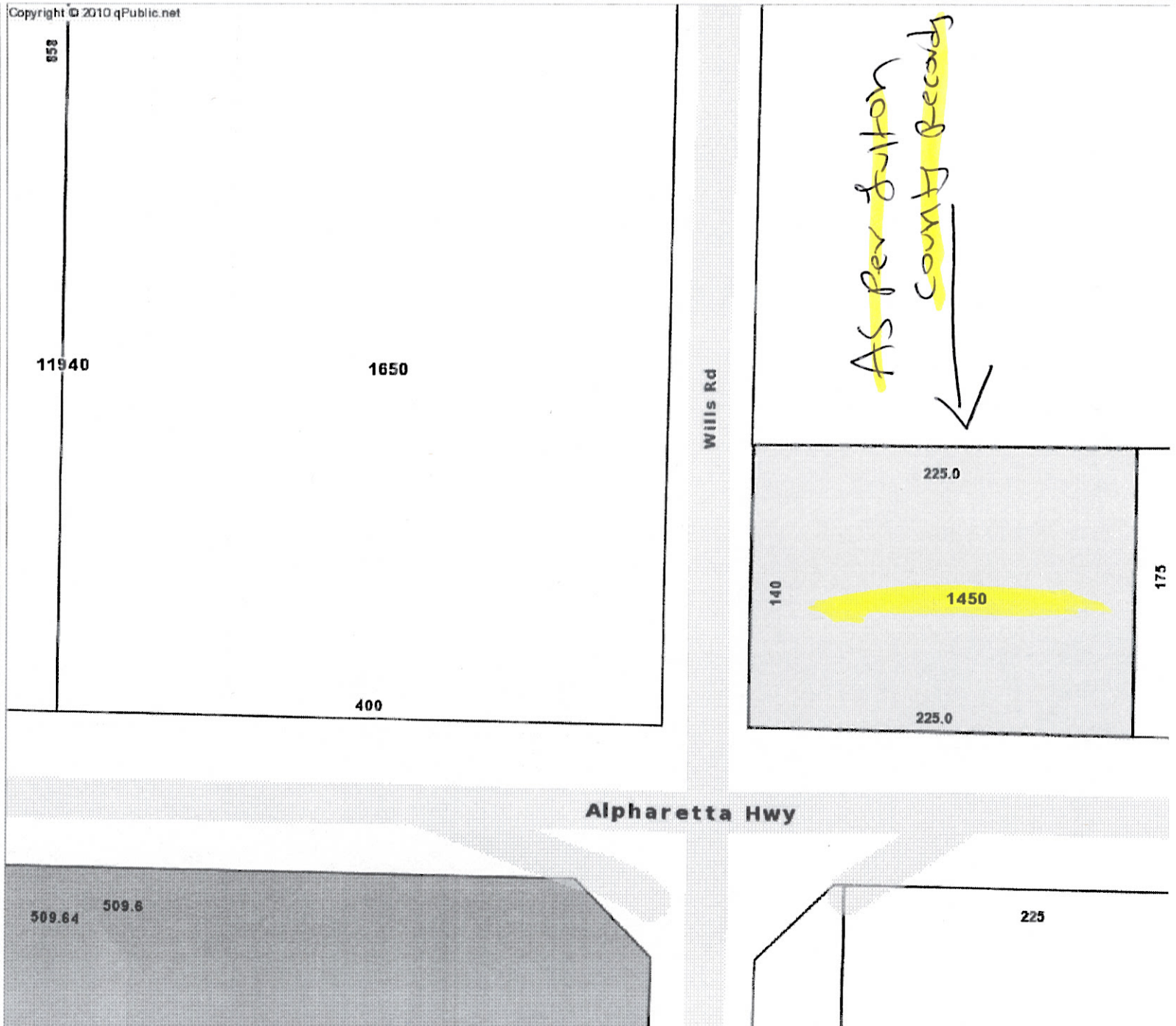
2.22.18

Controls

- Available Layers
- ☒ Parcels
 - ☒ Dimensions
 - ☐ Parcel Numbers
 - ☒ Address #
 - ☒ Yearly Sales
 - ☒ Roads
 - ☐ Flood Map
 - ☒ Lakes & Rivers
 - ☐ Aerial Photos

[Show Scale](#)

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DETAILED TAX SUMMARY

Incorporated Fulton County

TAX YEAR: 2017 ▼

Owner Name

SHAH D N

Parcel Identification

12 -2460-0645-023-7

Account Number

0668061

Property Location

450 STATE HIGHWAY

Tax District

10 - ALPHARETTA

Fair Market Value

994,700

Assessed Value

397,880

Temporary Assessment

Not Found

City Exemption:

County Exemption:

Levies	Assessment	Exemptions	Net Assessment	X	Net Rate	State Credit	TAX
Fulton Cycle							
FULTON BONDS	397,880	0	397,880	X	.000250	\$0.00	\$99.47
FULTON OPER	397,880	0	397,880	X	.010380	\$0.00	\$4,129.99
FULTON SCHOOL GEN	397,880	0	397,880	X	.018546	\$0.00	\$7,379.08
INTEREST							\$0.00
PENALTIES/FEES							\$0.00
Last Payment: 11/30/2017			Total Amount Billed				\$11,608.54
			Less Amount Paid				\$11,608.54
			Total Due				\$0.00
Incorporated Fulton County Cycle							
INTEREST							\$0.00
PENALTIES/FEES							\$0.00
Last Payment: Not Found			Total Amount Billed				\$0.00
			Less Amount Paid				\$0.00
			Total Due				\$0.00

Property owners with current legal matters, such as bankruptcy or foreclosure, must contact the Tax Commissioner's office at (404) 613-6100 for the official balance due on their parcel(s).

[Return to Tax Bill](#) | [Return to Search Results](#)

CU-18-02
ITS MY PARTY RENTALS
2.22.18



**Real Estate**[View Bill](#)

As of

2/15/2018

Bill Year

2017

Bill

1705315

Owner

SHAH D N

Parcel ID

12 -2460-0645-023-7

[View payments/adjustments](#)

Installment	Pay By	Amount	Payments/Credits	Balance	Interest	Due
1	1/15/2018	\$2,287.81	\$2,287.81	\$0.00	\$0.00	\$0.00
TOTAL		\$2,287.81	\$2,287.81	\$0.00	\$0.00	\$0.00

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To: ^{2.22.18}
Kathy Cook / Michael Woodman
Community Development
City of Alpharetta

Re: Conditional Use / Business License - Application

From: Tony Worly
IT'S my Party Rentals

Date: Feb 15th, 2018

Please allow this letter for conditional use on subject property located on 1670 – B South Main Street Alpharetta GA.

We been in city of Alpharetta for almost 11 years, and last 6 years we were located at 11940 Alpharetta hwy, suite 150 Alpharetta GA. Our lease end there and we just move up the street on subject property, which requires **conditional use**. We do hold great reputation from Alpharetta citizens we serve along with business community as well.

The subject property will be used for Pilot office along with rental services for surrounding Alpharetta citizens, and business community. The hours of operation will be from 9 AM to 5 PM Mon to Friday, and 9 am to 12 PM on Saturday. No visible impact from street view, as no outside storage.

There will be minimal effect on traffic, and absolutely no impact on school. Basically, we are just relocating our operations, which we were doing on previous location 11940 Alpharetta hwy. We will have 3 to 4 employees at subject location. We kindly request you to look in to this process, and a smooth transition of my business to operate and get city license. Please see attached all documents for public hearing.

We will follow all city's guidelines and your code enforcement can contact me any time, if needed, my direct number is 404-229-1426.

Best Regards,

Sincerely



Tony Worly



City Council Meeting & Public Hearing STAFF REPORT

Submitting Department: Finance

Submitted By:

Meeting Date: June 18, 2018

I. AGENDA ITEM TITLE: ORDINANCE: FISCAL YEAR 2019 BUDGET (2ND READING).

II. RECOMMENDATION:

The purpose of this meeting is to provide an update on the Recommended Fiscal Year 2019 Budget and adopt the Fiscal Year 2019 Budget Ordinance (2nd reading).

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

IV. REPORT IN BRIEF:

The FY 2019 Budget was distributed electronically to the City Council on April 30, 2018, and is available on the City's website through the financial transparency portal (OpenGov) and as a downloadable pdf document.

The Finance Department presented an overview of the operating and capital budget at the May 7th, May 21st, and June 4th City Council meetings.

Tonight is the second public hearing and the second reading of the FY 2019 Budget with the schedule as follows:

Budget:

June 11, 2018 (Public Hearing and 1st reading of Budget Ordinance)

June 18, 2018 (Public Hearing and 2nd reading of Budget Ordinance)

Millage (tentative):

July 16, 2018 (11:30am; Public Hearing)

July 16, 2018 (6:30pm; Public Hearing and 1st reading of Millage Ordinance)

July 23, 2018 (Public Hearing and 2nd reading of Millage Ordinance)

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.

As provided at the 1st reading, the FY 2019 Recommended Budget includes an allocation of \$46,400 (combined with base budget funding of \$3,600 to provide total appropriations of \$50,000) for support of community arts organizations. This initiative was funded through the Reserve for Operating Initiatives, which brings available funding in said account to \$130,000 (original balance of \$176,400 less \$46,400 allocation discussed above = \$130,000). There have been no other changes to the budget.

V. ALTERNATIVES:

VI. ATTACHMENTS:

Budget Ordinance (FY 2019 Budget), Exhibit A to Budget Ordinance, Exhibit B to Budget Ordinance, 2019
Operating Initiatives - Summary of Changes (June 11-18)



AN ORDINANCE OF 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, 2018, AND ENDING ON JUNE

30, 2019, 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 2018-2019 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 2018-2019 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 2018-2019 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 2017-2018 shall carry forward for the same purpose. If the project is complete, the unexpended appropriations shall be re-appropriated to a reserve account.

Fund 210:	Drug Enforcement Agency Fund	Fund 316:	Conference Center Bond Fund
Fund 215:	Emergency 911 Fund	Fund 317:	Series 2016 Capital Improvements Bond Fund
Fund 220:	Operating Grant Fund		
Fund 270:	Impact Fee Fund	Fund 335:	T-SPLOST Capital Fund
Fund 275:	Hotel/Motel Fund	Fund 340:	Capital Grant Fund
Fund 301:	Capital Project Fund	Fund 410:	Debt Service Fund
Fund 302:	Storm Water Capital Project Fund	Fund 540:	Solid Waste Fund
		Fund 600:	Risk Management Fund

BE IT FURTHER ORDAINED that for the following funds, fund balance as of fiscal year end 2017-2018, if applicable, shall be appropriated to a reserve account:

Fund 210:	Drug Enforcement Agency Fund	Fund 317:	Series 2016 Capital Improvements Bond Fund
Fund 215:	Emergency 911 Fund	Fund 335:	T-SPLOST Capital Fund
Fund 220:	Operating Grant Fund	Fund 340:	Capital Grant Fund
Fund 270:	Impact Fee Fund	Fund 410:	Debt Service Fund
Fund 275:	Hotel/Motel Fund	Fund 540:	Solid Waste Fund
Fund 301:	Capital Project Fund	Fund 600:	Risk Management Fund
Fund 302:	Storm Water Capital Project Fund	Fund 605:	Medical Insurance Fund
		Fund 790:	OPEB Trust Fund
Fund 316:	Conference Center Bond 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 – Conference Center Facility); 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, 2018.

ADOPTED AND APPROVED this ____ day of _____, 2018

CITY OF ALPHARETTA, GEORGIA

By: _____
Mayor

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

(SEAL)

Attest:

City Clerk

City of Alpharetta

FY 2019 Budget

Citywide Statement of Revenues and Expenditures (by Department)

	Special Revenue Funds							Capital Project Funds			Enterprise Fund	Internal Service Funds		Fiduciary Fund	
	General Fund	E-911 Fund	Impact Fee Fund	DEA Fund	Hotel/Motel Fund	Operating Grant Fund	Debt Service Fund	Capital Projects Fund	Stormwater Capital Fund	T-SPLOST Capital Fund	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Trust Fund	TOTAL
REVENUES:															
Property Taxes	\$ 23,932,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,134,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,066,000
Local Option Sales Taxes/IT-SPLOST	15,650,000	-	-	-	-	-	-	-	-	8,160,000	-	-	-	-	23,810,000
Other Taxes	14,729,500	-	-	-	7,650,000	-	-	-	-	-	-	-	-	-	22,379,500
Licenses and Permits	2,704,250	-	-	-	-	-	-	-	-	-	-	-	-	-	2,704,250
Intergovernmental Revenue	460,000	950,000	-	-	-	-	-	-	-	-	-	-	-	-	1,410,000
Charges for Services	3,709,150	3,105,000	45,000	-	-	-	-	-	-	-	4,009,300	1,446,500	7,170,457	-	19,485,407
Fines and Forfeitures	1,987,500	-	-	-	-	-	-	-	-	-	-	-	-	-	1,987,500
Interest Earnings	150,000	11,693	-	-	-	-	10,000	-	-	-	8,654	4,000	-	-	184,347
Other/Miscellaneous	296,984	-	-	-	-	-	-	-	-	-	-	-	-	655,000	951,984
<i>subtotal</i>	\$ 63,619,384	\$ 4,066,693	\$ 45,000	\$ -	\$ 7,650,000	\$ -	\$ 5,144,000	\$ -	\$ -	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 7,170,457	\$ 655,000	\$ 101,978,988
Other Financing Sources															
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 8,695,065	\$ 1,875,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,600,065
Interfund Transfer from Hotel/Motel Fund	2,868,750	-	-	-	-	-	-	-	-	-	-	-	-	-	2,868,750
Interfund Transfer from Medical Ins. Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	1,500,000	1,500,000
Budgeted Fund Balance	6,100,065	85,500	565,000	287,507	-	-	329,513	2,750,000	-	-	-	-	1,500,000	-	11,617,585
<i>subtotal</i>	\$ 8,968,815	\$ 85,500	\$ 565,000	\$ 287,507	\$ -	\$ 30,000	\$ 329,513	\$ 11,445,065	\$ 1,875,000	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 26,586,400
Total Revenues	\$ 72,588,199	\$ 4,152,193	\$ 610,000	\$ 287,507	\$ 7,650,000	\$ 30,000	\$ 5,473,513	\$ 11,445,065	\$ 1,875,000	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 8,670,457	\$ 2,155,000	\$ 128,565,388
EXPENDITURES:															
Mayor and City Council	\$ 364,389	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 364,389
City Administration	2,174,084	-	-	-	-	-	-	243,336	-	-	-	-	-	-	2,417,420
Legal Services	690,000	-	-	-	-	-	-	-	-	-	-	-	-	-	690,000
Community Development	3,162,560	-	-	-	-	-	-	170,000	-	-	-	-	-	-	3,332,560
Public Works	8,821,264	-	72,300	-	-	-	-	4,268,279	1,575,000	3,616,996	-	-	-	-	18,353,839
Finance	3,366,136	-	-	-	-	-	-	-	-	-	4,017,954	761,000	-	2,155,000	10,300,090
Public Safety	28,419,771	4,152,193	40,000	287,507	-	-	-	1,557,700	-	-	-	-	-	-	34,457,171
Human Resources	430,846	-	-	-	-	-	-	-	-	-	-	-	-	-	430,846
Municipal Court	1,096,466	-	-	-	-	-	-	-	-	-	-	-	-	-	1,096,466
Recreation, Parks & Cultural Services	9,934,305	-	120,000	-	301,412	-	-	1,416,000	300,000	-	-	-	-	-	12,071,717
Information Technology	1,742,223	-	-	-	-	-	-	660,000	-	-	-	-	-	-	2,402,223
Non-Departmental	-	-	-	-	3,000	-	5,000	-	-	-	-	-	-	-	8,000
Insurance Premiums (Risk Fund)	689,500	-	-	-	-	-	-	-	-	-	-	689,500	-	-	1,379,000
Medical Claims/Premiums	-	-	-	-	-	-	-	-	-	-	-	-	7,125,344	-	7,125,344
Contingency	670,000	-	-	-	-	-	-	-	-	-	-	-	-	-	670,000
Non-Allocated (Reserve)	130,000	-	377,700	-	150,000	30,000	-	3,129,750	-	4,543,004	-	-	45,113	-	8,405,567
Alpharetta Convention and Visitors Bureau	-	-	-	-	3,346,875	-	-	-	-	-	-	-	-	-	3,346,875
Debt Service (Principal and Interest)	286,590	-	-	-	979,963	-	5,468,513	-	-	-	-	-	-	-	6,735,066
Donations/Contributions	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
<i>subtotal</i>	\$ 61,988,134	\$ 4,152,193	\$ 610,000	\$ 287,507	\$ 4,781,250	\$ 30,000	\$ 5,473,513	\$ 11,445,065	\$ 1,875,000	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 7,170,457	\$ 2,155,000	\$ 113,596,573
Other Financing Uses															
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 2,868,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,868,750
Interfund Transfer to OPEB Trust Fund	-	-	-	-	-	-	-	-	-	-	-	-	1,500,000	-	1,500,000
Interfund Transfer to Grant/Capital Funds	10,600,065	-	-	-	-	-	-	-	-	-	-	-	-	-	10,600,065
<i>subtotal</i>	\$ 10,600,065	\$ -	\$ -	\$ -	\$ 2,868,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ 14,968,815
Total Expenditures	\$ 72,588,199	\$ 4,152,193	\$ 610,000	\$ 287,507	\$ 7,650,000	\$ 30,000	\$ 5,473,513	\$ 11,445,065	\$ 1,875,000	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 8,670,457	\$ 2,155,000	\$ 128,565,388

City of Alpharetta
FY 2019 Budget
Capital Plan Use (Project Detail)

	General/ Capital Project Fund (1)	Impact Fee Fund	E-911 Fund	Hotel/ Motel Fund	T-SPLOST Fund	Total	Other Sources	Total	Budget Book Page #
City Administration									
Economic Development Toolbox	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ -	\$ 125,000	
Alpharetta Technology Commission Operational Funding	118,336	-	-	-	-	118,336	-	118,336	
Subtotal	\$ 243,336	\$ -	\$ -	\$ -	\$ -	\$ 243,336	\$ -	\$ 243,336	
Community Development									
Recurring Fleet Replacement (F-150s; qty: 2)	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	
Milton Avenue Concept Design	40,000	-	-	-	-	40,000	-	40,000	
Design Services	80,000	-	-	-	-	80,000	-	80,000	
Subtotal	\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ 170,000	\$ -	\$ 170,000	
Information Technology									
Recurring Technology Replacement	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ 300,000	
Recurring Data Center Server Replacement	210,000	-	-	-	-	210,000	-	210,000	
Application/Desktop Virtualization (phase 2)	150,000	-	-	-	-	150,000	-	150,000	
Subtotal	\$ 660,000	\$ -	\$ -	\$ -	\$ -	\$ 660,000	\$ -	\$ 660,000	
Public Works									
McGinnis Ferry Road Capacity Improvements	\$ -	\$ -	\$ -	\$ -	\$ 2,400,000	\$ 2,400,000	\$ -	\$ 2,400,000	
Morris Road Operational Improvements	-	-	-	-	500,000	500,000	-	500,000	
Bethany Rd at Mid-Broadwell Rd Intersection Imp.	-	-	-	-	716,996	716,996	-	716,996	
Recurring Traffic Signal System Maintenance	100,000	-	-	-	-	100,000	-	100,000	
Recurring Milling & Resurfacing	1,925,000	-	-	-	-	1,925,000	575,000	2,500,000	
Recurring Park Facilities Pavement Preservation	250,000	-	-	-	-	250,000	-	250,000	
Recurring Traffic Control Equipment Replacement	100,000	-	-	-	-	100,000	-	100,000	
Recurring Traffic Responsive System Maintenance	50,000	-	-	-	-	50,000	-	50,000	
Recurring Traffic Striping and Signage Replacement	180,000	-	-	-	-	180,000	-	180,000	
Recurring Traffic Calming/Intersection Safety Imp.	35,000	-	-	-	-	35,000	-	35,000	
Recurring Bridge Maintenance	175,000	-	-	-	-	175,000	-	175,000	
Recurring Traffic Signal Pole Painting/Maintenance	25,000	-	-	-	-	25,000	-	25,000	
Recurring Tree Planting and Landscaping Improvements	100,000	-	-	-	-	100,000	-	100,000	
Recurring Sidewalk Maintenance and Repair	200,000	-	-	-	-	200,000	-	200,000	
Recurring Fleet Replacement (F-150; qty: 1)	36,000	-	-	-	-	36,000	-	36,000	
Recurring Fleet Replacement (Admin. vehicle; qty: 1)	32,500	-	-	-	-	32,500	-	32,500	
Recurring Fleet Replacement (F-250 Crew Cab; qty: 1)	61,000	-	-	-	-	61,000	-	61,000	
Recurring Fleet Replacement (Box Dump Truck; qty: 1)	115,000	-	-	-	-	115,000	-	115,000	

City of Alpharetta
FY 2019 Budget
Capital Plan Use (Project Detail)

	General/ Capital Project Fund (1)	Impact Fee Fund	E-911 Fund	Hotel/ Motel Fund	T-SPLOST Fund	Total	Other Sources	Total	Budget Book Page #
Recurring Facility Renovations (Fire Stations)	125,000	-	-	-	-	125,000	-	125,000	
Recurring Facility Renovations (PS - CID Office)	70,000	-	-	-	-	70,000	-	70,000	
Recurring Facility Renovations (PW Headquarters)	40,000	-	-	-	-	40,000	-	40,000	
Recurring Facility Renovations (Parks - Gyms)	35,000	-	-	-	-	35,000	-	35,000	
Recurring Facility Renovations (City Hall)	50,000	-	-	-	-	50,000	-	50,000	
Recurring Stormwater Pipes/Structure Repair/Maint.	1,225,000	-	-	-	-	1,225,000	-	1,225,000	
Recurring Stormwater Drainage Maintenance	150,000	-	-	-	-	150,000	-	150,000	
Recurring Stormwater Inspections	100,000	-	-	-	-	100,000	-	100,000	
Recurring Stormwater Design/Studies	100,000	-	-	-	-	100,000	-	100,000	
Pedestrian Safety Study	125,000	-	-	-	-	125,000	-	125,000	
Park Plaza Signalization Upgrade	227,700	72,300	-	-	-	300,000	-	300,000	
Streetlighting Conversion/New Installations	50,000	-	-	-	-	50,000	-	50,000	
City Center Development (Phase 2; Utilities)	26,079	-	-	-	-	26,079	-	26,079	
PS Headquarters Parking Lot Expansion (design)	20,000	-	-	-	-	20,000	-	20,000	
Design Services	115,000	-	-	-	-	115,000	-	115,000	
Subtotal	\$ 5,843,279	\$ 72,300	\$ -	\$ -	\$ 3,616,996	\$ 9,532,575	\$ 575,000	\$ 10,107,575	
Public Safety									
Recurring Fleet Replacement (qty: 25)	\$ 1,008,000	\$ -	\$ -	\$ -	\$ -	\$ 1,008,000	\$ -	\$ 1,008,000	
Replacement Traffic Preemption System	150,000	-	-	-	-	150,000	-	150,000	
Recurring Public Safety Equipment Replacement	144,700	-	-	-	-	144,700	-	144,700	
Recurring Roof Restoration/Replacement	90,000	-	50,000	-	-	140,000	-	140,000	
Replacement PS Headquarters Furniture	65,000	40,000	-	-	-	105,000	-	105,000	
Replacement 911 Audio Recorder System	-	-	23,500	-	-	23,500	-	23,500	
Jail Camera System (replacement/expansion)	75,000	-	-	-	-	75,000	-	75,000	
Turn-out Gear Washers (qty: 4)	25,000	-	-	-	-	25,000	-	25,000	
Subtotal	\$ 1,557,700	\$ 40,000	\$ 73,500	\$ -	\$ -	\$ 1,671,200	\$ -	\$ 1,671,200	
Recreation, Parks & Cultural Services									
Recurring Scoreboard Replacements (qty: 4)	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ 20,000	
Recurring Park Equipment Replacement	36,000	-	-	-	-	36,000	-	36,000	
Recurring Synthetic Turf Field Replacement	450,000	-	-	-	-	450,000	-	450,000	
Recurring Park Repairs/Improvements	100,000	-	-	-	-	100,000	-	100,000	
Recurring Fleet Replacement (F-150; qty: 1)	28,000	-	-	-	-	28,000	-	28,000	
Recurring Playground Equipment Replacement	100,000	-	-	-	-	100,000	-	100,000	

City of Alpharetta
FY 2019 Budget
Capital Plan Use (Project Detail)

	General/ Capital Project Fund (1)	Impact Fee Fund	E-911 Fund	Hotel/ Motel Fund	T-SPLOST Fund	Total	Other Sources	Total	Budget Book Page #
Recurring Roof/Wall Restoration/Replacement	137,000	-	-	-	-	137,000	-	137,000	
Recurring Tennis Courts Resurfacing	60,000	-	-	-	-	60,000	-	60,000	
Wills Park Stream Restoration	300,000	-	-	-	-	300,000	-	300,000	
Design Services	20,000	-	-	-	-	20,000	-	20,000	
Design and Construction of New Park Spaces	280,000	120,000	-	-	-	400,000	-	400,000	
Equestrian Center Foundation Match (design/buildout)	-	-	-	250,000	-	250,000	-	250,000	
Park System Wayfinding Signage	75,000	-	-	51,412	-	126,412	-	126,412	
Alpharetta Public Arts Initiative	85,000	-	-	-	-	85,000	-	85,000	
The Stories Project	25,000	-	-	-	-	25,000	-	25,000	
Subtotal	\$ 1,716,000	\$ 120,000	\$ -	\$ 301,412	\$ -	\$ 2,137,412	\$ -	\$ 2,137,412	
General Government									
Matching Funds for City Grants	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000	
Subtotal	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000	
TOTAL	\$ 10,220,315	\$ 232,300	\$ 73,500	\$ 301,412	\$ 3,616,996	\$ 14,444,523	\$ 575,000	\$ 15,019,523	
NON-ALLOCATED (future capital/one-time initiatives):	\$ 3,129,750	\$ 377,700	\$ -	\$ 150,000	\$ 4,543,004	\$ 8,200,454		\$ 8,200,454	
Budgeted as part of FY 2019 Budget							Budgeted once received		

(1) Capital Initiative funding will be transferred and accounted for within the Capital Projects Fund, Stormwater Capital Fund, and/or Grant Funds.

Alpharetta

GEORGIA ♦ USA



Budget

Fiscal Year 2019

(July 1, 2018 through June 30, 2019)

City of Alpharetta, GA

Finance Department
2 Park Plaza
Alpharetta, GA 30009
Thomas G. Harris, Finance Director

Phone: (678) 297-6094
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Annual Operating & Capital Budget (Line-item Budget Detail)



for Fiscal Year 2019
(July 1, 2018 through June 30, 2019)

Operating and Capital Budget

Fiscal Year 2019

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June 18, 2018

To the City Council and Citizens of Alpharetta:

We are pleased to present our Annual Operating and Capital Budget (line-item budget detail) for Fiscal Year 2019 (the "Budget") of the City of Alpharetta, Georgia. Our recommendations are based on direction provided at the City Council Retreat 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.

This budget is the culmination of years of financial stewardship by the City Council, City Administrator, city departments, and includes the following:

- ✓ Tax-burden reductions for our homeowners and business owners including:
 - Maintenance of the city's \$40,000 homestead exemption which saves our homeowners \$2.6 million annually. This savings equates to a 1.1 mill reduction for the average homeowner (see section entitled *Taxpayer Savings* for more information).
 - Maintenance of the city's millage rate at 5.750 mills (flat with FY 2018) including funding \$4.5 million from General Fund operations for recurring capital initiatives (e.g. milling and resurfacing of city streets; traffic equipment replacement; drainage maintenance; etc.).
- ✓ Focus on employee recruitment and retention through: (1) a reduction in group insurance premium costs to our employees via an increase in the HSA/HRA contribution made by the city to employees (increase in contribution varies between 25% to over 50%); (2) Addition of a new post-employment healthcare benefit to assist our employees in funding one of their primary cost drivers in retirement, healthcare. This benefit will require a minimum 15-year vesting (maximum benefit achieved at 25-

MAYOR
JIM GILVIN

MAYOR PRO TEM
DONALD F. MITCHELL

COUNCIL MEMBERS
JASON BINDER
BEN BURNETT
JOHN HIPES
DAN MERKEL
KAREN RICHARD

CITY ADMINISTRATOR
ROBERT J. REGUS

years¹) which will further assist in not only recruitment, but also retention of our most valuable assets, our employees.

- ✓ Forecasted funding totaling \$23 million for capital investment within our city (includes the \$4.5 million in recurring capital discussed above) and described in detail under the *Capital Initiatives* section of this report.
- ✓ Continuation of the same high service levels our citizenry, business owners, and stakeholders have to expect from our city.
- ✓ Expanded service levels within multiple departments are available for your review and described in detail under the *Operating Initiatives* section of this report.

BUDGET PROCESS AND OVERVIEW

The Fiscal Year 2019 Budget process was refined through an update of the city's financial condition which was presented during the City Council retreat (January 28-29, 2018). During this update, a financial plan was established which prioritized the use of available fund balance to most effectively position the city for financial success in the future. This information was also shared with the city's department directors during the budget review process.

As provided monthly to the City Council through the Financial Management Reports, the Finance Department has closely monitored our revenue and expenditure trends, indicating spending would continue to be closely managed for FY 2018 to ensure operations are funded at an acceptable level while also maximizing available funding for recurring capital initiatives (e.g. milling and resurfacing of city streets, stormwater maintenance, etc.). Accordingly, the Finance Department analyzed departmental spending needs and calculated target budgets for each department. City departments responded to the direction provided by the Finance Department and submitted base operating budgets (non-personnel) for each activity and program in line with current revenue estimates that cover the city's primary cost drivers (e.g. personnel compensation, healthcare, etc.).

The FY 2019 Budget is balanced for all funds and totals \$129 million with the breakdown by fund type as follows:

– General Fund:	\$ 72,588,199
– Special Revenue Funds:	12,729,700 (A)
– Debt Service Fund:	5,473,513
– Capital Project Funds:	21,480,065 (A)
– Solid Waste Fund:	4,017,954
– Risk Management Fund:	1,450,500
– Medical Insurance Fund:	8,670,457
– OPEB Trust Fund:	2,155,000
Total	<u>\$128,565,388</u>

(A) Amounts contained herein represent new appropriations for FY 2019. Unexpended FY 2018 appropriations for Council approved projects are re-appropriated annually pursuant to city policy.

¹ Credited years-of-service for current employees will count towards vesting (subject to a maximum of 15-years).

Several of the major points of the FY 2019 Budget are as follows:

- Property Taxes: The FY 2019 Budget is based on maintenance of the city's millage rate at 5.750 mills.

The property tax revenue estimates are net of the city's \$40,000 homestead exemption which saves our homeowners \$2.6 million annually (e.g. equates to a 1.1 mill reduction for the average homeowner). The city's homestead exemption is more than double the amounts offered from our companion cities and goes great lengths in keeping Alpharetta an affordable place to live and raise a family.

- Operating expenditures of the General Fund are up 4.9% over FY 2018. This figure includes the operating initiative funding for FY 2019². After adjusting for the operating initiative funding, **the base operational growth totals 3%**.
 - Management of personnel and compensation program to align with current market environment:
 - ✓ Staffing level at 445.5 full-time equivalents (up one position from FY 2018; reduction of a vacant Deputy Clerk II position within Municipal Court which is offset by the addition of two positions within Community Development including a Permit Technician and an Administrative Assistant II).
 - ✓ Continuation of a performance-based merit program of 3% on April 1, 2019, per authorized/funded position (estimated cost of \$250,000 citywide³) as well as the annualized financial impact of the Public Safety Department personnel reorganization that initiated in FY 2018 (estimated cost of \$50,000). The merit program is contingent upon a mid-year review of revenue trends to determine if sufficient funding is available. Research of national and local wage growth data indicates the 3% rate is a responsible average (i.e. not among the highest or the lowest).
 - ✓ Coverage of group insurance premiums including an increase in the HSA/HRA contribution made by the city to employees (increase in contribution varies between 25% to over 50%). However, premium growth is flat overall and less than the market growth for comparably sized entities due to city claims patterns that are trending less than the industry standard.
 - ✓ Addition of a new post-employment healthcare benefit to assist our employees in funding one of their primary cost drivers during retirement, healthcare. Forecasted costs for this benefit include a one-time transfer of available funding within the Medical Insurance Fund (\$1.5 million) and the inclusion of annual funding within departments approximating 2% of payroll (\$550,000 citywide). This benefit will require a minimum 15-year vesting

² Please refer to the Operating Initiatives section of this document for detailed descriptions).

³ This represents the financial impact in FY 2019 (i.e. April-June 2019).

(maximum benefit achieved at 25-years⁴) which will further assist in not only recruitment, but also retention of our most valuable assets, our employees.

- Targeted growth (6% or \$835,977) in departmental maintenance and operations budgets (General Fund) including expanded service levels (Operating Initiatives⁵).
- The departmental operating capital/lease budget primarily represents funding for the city's capital lease obligations (fire trucks, public works and community development software, etc.) coupled with minor maintenance capital needs. The capital lease for the Finance Department accounting software was fully paid during FY 2018 which is the primary cause of the decrease in funding requests for FY 2019.
- The Other Uses category includes the following: contingency (approximately 1% of the operating budget); Risk Management claims funding (this allocation represents funding for insurance premiums; funding for claims and administration/brokerage fees has been allocated to departments through the personnel services category); funding of debt service on the Gwinnett Technical College contribution (Alpharetta campus); and continuation of funding for the Friends of the Library (\$10,000).

Please refer to the *Budget Narrative* tab for a detailed narrative of the FY 2019 Budget, including a multi-year personnel listing by department.

BUDGET HEARINGS

As set forth under Georgia law and the City Code, citizen input is solicited during the process of adopting the budget through publicly advertised meetings as follows:

- April 30, 2018: Distributed the FY 2019 Mayor's Recommended Budget
- May 7, 2018: Council Meeting
FY 2019 Budget Work Session (operating and capital)
- May 21, 2018: Council Meeting
FY 2019 Budget Work Session (capital)
- June 4, 2018: Council Meeting
FY 2019 Budget Work Session (operating and capital)
- June 11, 2018: Public Hearing and Council Meeting
1st reading of Budget Ordinance
E-911 Resolution
- June 18, 2018: Public Hearing and Council Meeting
2nd reading of Budget Ordinance

As of submission of this budget, the City has not received a 2018 Tax Digest from the Tax Commissioner of Fulton County. However, the County has committed to its cities to provide tax digest valuations in early June. Public Hearings for the Millage Rate Levy are tentatively scheduled for July 16th and July 23rd.

⁴ Credited years-of-service for current employees will count towards vesting (subject to a maximum of 15-years.

⁵ Please refer to the Operating Initiatives section of this document for detailed descriptions).

BUDGET ISSUES AND PRIORITIES

The FY 2019 Budget formalizes numerous key financial factors which have been themes for several years within the government:

- Bond ratings;
- Sustainability of existing services;
- Cost of government;
- Taxpayer savings;
- Debt service payments;
- Expansion of departmental service levels;
- Maintaining an effective capital improvement program;
- Proper use of fund balance; and
- Funding recurring capital from operating budget.

Bond Ratings

The city's AAA bond rating was reaffirmed by *Moody's* and *Standard & Poor's* ("S&P") during July 2016 in conjunction with the sale of \$51 million (par) of City of Alpharetta General Obligation Bonds, Series 2016, for 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 active and passive park systems.

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, moderate debt burden, and manageable capital needs. The FY 2019 Budget is mindful of these factors and the importance of maintaining the highest rating, not only for our citizens but also our bondholders. Alpharetta is one of only 221 (*Moody's*)/336 (*S&P*) cities in the United States to earn an AAA bond rating.

S&P raised the city's Financial Management Assessment score from "good" to "strong" based on the city's formalized long-term financial projections (operations and capital) during 2016. *Moody's* reaffirmed the city's AAA bond rating in March 2018 and noted: "*Alpharetta's credit position is superior, and its Aaa rating far surpasses the median rating of Aa3 for cities nationwide. Notable credit factors include a very strong wealth and income profile, an extensive tax base, a robust financial position and affordable debt and pension liabilities*".

Sustainability of Existing Services

The City Council, City Administration, and City Departments have displayed impressive financial stewardship over the years through an established philosophy of budgetary evaluation. This philosophy entails reviewing the needs of the city relative to a standard that services and associated costs should not be appropriated unless they are justified as strategic goals of the organization that serve to accomplish our guiding principles.

This philosophy is the foundation of our budget process as evidenced by the Finance Department's direction to departments that base operating budgets should be submitted in line with the city's revenue trends. City departments responded to the direction provided by the Finance Department and submitted base operating budgets (non-personnel) for each activity and program in-line with current revenue estimates that cover the city's primary cost drivers (e.g. personnel compensation and healthcare).

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 2019 Budget is based on maintenance of the city's millage rate at 5.750 mills. As of the date of this letter, the City has not received a 2019 Tax Digest from the Tax Commissioner of Fulton County. However, the County has committed to its cities to provide tax digest valuations in early June.

FY 2020 taxroll valuations will be impacted by the floating homestead legislation (House Bill 712), assuming passage by the voters in November 2018, as it will rollback valuations on homesteaded properties (legislation includes a lengthy formula, but most properties will roll back to a 2016 base year valuation). However, HB 712 provides an inflationary adjustment factor that should help stabilize property tax revenue for the FY 2020 budget

Fiscal Year	Operating Millage Levy	Debt Service Millage Levy	Total Millage Levy	% Increase (Decrease)
2019 est.	4.770	0.980	5.750	0.0%
2018	4.720	1.030	5.750	0.0%
2017	4.620	1.130	5.750	0.0%
2016	5.000	0.750	5.750	0.0%
2015	4.950	0.800	5.750	0.0%
2014	4.870	0.880	5.750	0.0%
2013	4.820	0.930	5.750	0.0%
2012	4.215	1.535	5.750	0.0%
2011	4.215	1.535	5.750	0.0%
2010	4.215	1.535	5.750	0.0%
2009	4.215	1.535	5.750	-8.0%
2008	4.508	1.740	6.248	-5.3%
2007	4.150	2.450	6.600	-5.7%
2006	4.550	2.450	7.000	0.0%
2005	4.700	2.300	7.000	0.0%
2004	4.750	2.250	7.000	-3.2%
2003	4.900	2.330	7.230	-3.3%
2002	5.060	2.420	7.480	-5.1%
2001	4.930	2.950	7.880	0.0%
2000	5.170	2.710	7.880	

The table above provides a historical snapshot of millage rate levies.

The portion of the millage rate funding debt service (Debt Service Fund) is estimated to decrease from 1.03 mills in FY 2018 to 0.98 mills in FY 2019. Estimated growth in the property tax digest, coupled with available cash in the Debt Service Fund, allows for a reduction in the millage rate dedicated for debt service. The FY 2019 Budget proposes to program the debt service millage reduction into the General Fund.

The portion of the millage rate funding operations and recurring capital investment (General Fund) is estimated to increase from 4.72 mills in FY 2018 to 4.77 mills in FY 2019. Property tax revenue estimates for FY 2019 total \$22.7 million (excluding motor vehicle taxes). Of this amount, \$4.5 million is included for a recurring capital program (e.g. milling and resurfacing of city streets; traffic equipment replacement; drainage maintenance; etc.). The capital funding will be transferred to the Capital Projects Fund and Stormwater Capital Fund to properly account for the capital improvement activities.

Taxpayer Savings

The FY 2019 millage rate, coupled with the city's substantial Homestead Exemption, goes great lengths in keeping Alpharetta an affordable place to live and also strategically positions us relative to neighboring areas. The city's homestead exemption totals \$40,000 and saves our homeowners over \$2.6 million annually (e.g. equates to a 1.1 mill reduction for the average homeowner). The city's homestead exemption is more than double the amounts offered from our companion cities.

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. 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 a new 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 2019 are budgeted at \$6.7 million with the following forecast: 2020 - 2041⁶: \$7.2 million (annual average). These figures include city and Development Authority obligations and span multiple Funds.

⁶ Represents the final maturity of the Series 2016 Alpharetta Parks and Transportation Bonds issued in FY 2017.

Expansion of Departmental Service Levels (Operating Initiatives)

Operating initiative funding totals \$900,000 and is allocated as follows:

Funds Available for Operating Initiatives:		Total (net)
General Fund		\$ 773,000
E911 Fund		\$ 127,000
		\$ 900,000

Recommended Initiatives:	Operations Impact		
	Expenditures (net)	Revenue	Total (net)
Community Development	\$ 93,000	\$ -	\$ 93,000
Public Safety	\$ 74,946	\$ -	\$ 74,946
Public Works	\$ 200,000	\$ -	\$ 200,000
Recreation, Parks & Cultural Services	\$ 475,054	\$ 200,000	\$ 275,054
E911	\$ 127,000	\$ -	\$ 127,000
	\$ 970,000	\$ 200,000	\$ 770,000

Non-Allocated			\$ 130,000
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Operating Initiative funding for FY 2019 has been programmed into the General Fund and E-911 Fund budgets. Remaining funding totals \$130,000 and will be reserved for future initiatives.

Operating Initiatives not recommended for funding total \$1,311,000 and have an associated capital requirement totaling \$412,000. Please refer to the *Operating Initiatives* section for a detailed listing of operating initiatives including descriptions.

Maintaining an Effective Capital Improvement Program (Capital Initiatives)

The FY 2019 Capital Plan includes funding of \$23 million for capital initiatives. As part of the capital planning process, departments submitted capital/one-time initiative funding requests totaling \$23 million. Recommended capital projects total \$15 million, with an additional \$8.2 million set aside for future capital initiatives, and is described in detail under the *Capital Initiatives* section of this report.

FY 2019 Capital Improvement Program Source and Use

	General Fund	Impact Fee Fund	E-911 Fund	Hotel/Motel Fund	T-SPLST Fund	Subtotal (3)	Other Sources (4)	Total
Sources:								
Available Fund Balance	\$ 6,100,065	\$ 565,000	\$ 73,500	\$ -	\$ -	\$ 6,738,565	\$ -	\$ 6,738,565
(1) Recurring Capital Program	2,625,000	-	-	-	-	2,625,000	-	2,625,000
(1) Recurring Stormwater Capital Program	1,875,000	-	-	-	-	1,875,000	-	1,875,000
Pay-as-you-go Capital Investment	-	45,000	-	451,412	8,160,000	8,656,412	-	8,656,412
(5) Available Fund Balance (Capital Fund)	2,750,000	-	-	-	-	2,750,000	-	2,750,000
(2) Other Sources	-	-	-	-	-	-	575,000	575,000
	\$13,350,065	\$ 610,000	\$ 73,500	\$ 451,412	\$ 8,160,000	\$ 22,644,977	\$ 575,000	\$ 23,219,977
Uses:								
(2) Capital/Grant-Matching	\$ 10,220,315	\$ 232,300	\$ 73,500	\$ 301,412	\$ 3,616,996	\$ 14,444,523	\$ 575,000	\$ 15,019,523
	\$10,220,315	\$ 232,300	\$ 73,500	\$ 301,412	\$ 3,616,996	\$ 14,444,523	\$ 575,000	\$ 15,019,523
Non-Allocated:								
Future Capital/Grant Initiatives	\$ 3,129,750	\$ 377,700	\$ -	\$ 150,000	\$ 4,543,004	\$ 8,200,454	\$ -	\$ 8,200,454

- (1) Represents funding programmed within the General fund budget to cover recurring capital needs (e.g. milling & resurfacing of city roadways, fleet replacement, etc.).
- (2) All Capital Initiative funding will be transferred and accounted for within the Capital Projects Fund, Stormwater Capital Fund, Impact Fee Fund, E-911 Fund, T-SPLST Capital Fund, Hotel/Motel Fund, and Operating Grant Fund.
- (3) Represents capital appropriations included in the base FY 2019 Budget.
- (4) Represents capital appropriations that will be appropriated upon (1) receipt of the funds or (2) receipt of executed grant agreements or comparable documentation in accordance with the FY 2019 Budget Ordinance. Source includes LMIG Grant.
- (5) Represents the FY 2018 Non-Allocated balance within the Capital Project Fund.

Proper Use of Fund Balance

General Fund - Based on audited financial statements for the year ended June 30, 2017, the city's fund balance totaled \$28.5 million. Of this amount, approximately \$8.9 million was appropriated in the FY 2018 Budget for capital/one-time initiatives and \$13.5 million has been designated as an emergency account based on a conservative policy of 21% of total appropriations (i.e. roughly 2½ months of operating expenditures). It has been the city's policy to utilize the remaining fund balance above the emergency requirement for one-time capital expenditures. Available capital/one-time initiative funding resulting from FY 2017 operations totals \$6.1 million.

Funding Recurring Capital from Operating Budget

FY 2019 includes appropriations totaling \$4.5 million within the General Fund for recurring capital initiatives (e.g. milling and resurfacing of city streets; traffic equipment replacement; drainage maintenance; etc.). By programming the capital program 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.

In closing, this budget is committed to continuing our focus on providing effective and efficient savings to our citizens and stakeholders.

Respectfully Submitted,

Jim Gilvin
Mayor

Robert J. Regus
City Administrator

Thomas G. Harris
Finance Director

OPERATING INITIATIVE **REQUESTS**

City of Alpharetta FY 2019 Budget Operating Initiative Requests

Executive Summary

Funds Available for Operating Initiatives:		Total (net)
General Fund		\$ 773,000
E911 Fund		\$ 127,000
		\$ 900,000

Recommended Initiatives:	Operations Impact		
	Expenditures (net)	Revenue	Total (net)
Community Development	\$ 93,000	\$ -	\$ 93,000
Public Safety	\$ 74,946	\$ -	\$ 74,946
Public Works	\$ 200,000	\$ -	\$ 200,000
Recreation, Parks & Cultural Services	\$ 475,054	\$ 200,000	\$ 275,054
E911	\$ 127,000	\$ -	\$ 127,000
	\$ 970,000	\$ 200,000	\$ 770,000

Non-Allocated	\$ 130,000
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Operating Initiative funding for FY 2019 has been programmed into the General Fund and E-911 Fund budgets. Remaining funding totals \$130,000 and will be reserved for future initiatives. Operating Initiatives not recommended for funding total \$1,311,000 and have an associated capital requirement totaling \$412,000.

RECOMMENDED OPERATING INITIATIVES

General Fund

Community Development

Permit Technician position (1.0 FTE) Net Budget Impact: \$46,500

- net cost of upgrading from the current temporary part-time position -

This request is for one (1) Permit Technician position with Community Development. Funding for a temporary part-time position was approved as part of the FY 2017 Mid-Year Budget and due to departmental workloads, staff is now requesting a permanent full-time position be added.

With the continued growth of commercial and residential building, the front office of the Building Safety Division is struggling to keep pace with the demands of the public and the level of service that is customary. The division averages over 300 walk in customers monthly in addition to being responsible for the data entry of over 110 building permits and 329 trade permits as well as the scanning of thousands of documents in order to maintain electronic documents and continue to move from paper

files and filing cabinets. In addition, due to the implementation of the CityWorks software system, staff has found that the process systematically takes a lot more time. It is no longer feasible for one part-time staff member to undertake and is at present time overwhelming.

This new position is to ensure the Building Safety Division can maintain the level of service to the citizens of Alpharetta that has provided over the years. At present, the part time position is assisting, but the respective Building Official and other staff members undertake much of these tasks during the rest of the time. Hiring this position full time will allow these employees to perform their core operational functions without distractions, improve productivity, perform daily tasks in an efficient, quick manner and maintain exemplary customer service.

Operational costs total \$75,000 (salary/benefits) with no additional operation budget impact as all the necessary equipment was acquired for the current temporary position. However, the current temporary position funding totals \$28,500 leaving a net budget impact of \$46,500 associated with approval of the Permit Technician position.

Administrative Assistant II position (1.0 FTE) Net Budget Impact: \$46,500

- net cost of upgrading from the current temporary part-time position -

This request is for one (1) Administrative Assistant II position with Community Development. Funding for a temporary part-time position was approved as part of the FY 2017 Mid-Year Budget and due to departmental workloads, staff is now requesting a permanent full-time position be added.

With the continued development, the front office of the Planning and Zoning Division is struggling to keep pace with the demands of the public and the level of service that is customary. With the implementation of the CityWorks software system, the front desk is responsible for all data entry upon submittals of zoning certifications, administrative variances, land disturbance permits for both residential and commercial, public hearing applications, design review board submittals, and final plats. This position assists the Zoning Administrator with time consuming file research needed to complete zoning certifications. Since tree permits are now issued solely online, the front desk staff is the main point of contact to assist those customers. These changes have increased the daily task workload significantly and is no longer feasible for one part-time staff member to undertake.

This new position is to ensure the Planning and Zoning Division maintains the level of service to the citizens of Alpharetta that has provided over the years. At present, the part-time position is assisting, but the respective managers and their staff undertake much of these tasks during the rest of the time. Hiring this position full time will allow these employees to perform their core operational functions without distractions, improve productivity and maintain exemplary customer service.

Operational costs total \$75,000 (salary/benefits) with no additional operation budget impact as all the necessary equipment was acquired for the current temporary position. However, the current temporary position funding totals \$28,500 leaving a net budget impact of \$46,500 associated with approval of the Administrative Assistant II position.

Public Safety

Taser Replacement Capital Lease (transfer to General Fund) \$48,946

This request is to transfer the annual capital lease payment for the Taser refresh from the DEA Fund to the General Fund. In September 2015, the City Council approved the replacement of 150 Taser electronic weapons through a capital lease program funded within the DEA Fund. However, since approval in 2015, revenue collection within the DEA Fund has slowed drastically with annual ongoing expenditures (three Police Officer positions and the Taser lease discussed above) being funded partially through reserves (\$375,000 balance as of January 2018), which is unsustainable. This request is for the General Fund to assume the Taser lease obligation with the goal of ensuring the health of the Fund to meet its annual obligation of funding the three Police Officers.

Tactical Patrol Officer Program \$12,000

This request is for approval and funding of the Tactical Patrol Officer Program. This program will focus on training in tactics and forced building entry and equipping the patrol officers to handle the first phase of rapidly developing and fluid tactical related incidents with the goal to keep officers and citizens safe during critical incidents. Operating costs total \$12,000 and include breaching equipment and ballistic shields (two sets of each).

Special Events Team Armor \$14,000

This is a request is for the purchase of 10 Tactical Helmets and 10 Tactical Vests with Steel plates for the Fire Departments Special Events Team (SET). This Team consist of 30 members who provide EMS standby at large events throughout the city. Usually the Team will staff large events with 10 members to provide Emergency services to the citizens and visitors of our city. Due to the increased safety issues that we are seeing worldwide with large events and how they are becoming targets for attacks. This purchase will allow the Department to better protect our SET members and increase safe response capabilities to care for our citizens in an active event.

Public Works

Street Lights (electric service/relamping/replacement) \$200,000

Street lights along public roads are currently being paid for (electric service, relamping, and replacement) by the city as well as subdivisions (some subdivisions have a HOA and some do not). Over the last couple of years the Department of Public Works has been working with the Power companies to obtain data concerning which communities pay for which street lights within the city. Currently, three (3) electric companies maintain lights within the city: Cobb EMC; Sawnee Electric; and Georgia Power. Upon receiving all of their audited data, it has been determined the city pays for the majority of the street lights on public streets within the city. Approximately \$200,000 is paid for by others. The Department of Public Works is requesting dollars to go towards the city's electric bill to pay for all of the street lights within the city. Paying for all of the street lights on public streets will provide uniformity and clarity to the citizens. When new subdivisions are built that contain public streets, the city will also be absorbing this unknown future cost.

E-911 Fund

Public Safety

Emergency Services Network (NexGen 911) Net Budget Impact: \$111,000

This project replaces the current 911 twisted pair – copper line 911 system infrastructure with a Fiber IP infrastructure that leverages VOIP technology and provides increased location services/routing capabilities while also providing the 911 Center a redundant capability that it currently does not have.

The PSAP Abandonment Device (PAD) is included in the service. This device will allow 911 calls to be re-routed to a pre-provisioned alternative destination and alternate routing plans are defined as part of the implementation process.

- 911 Calls to the PSAP through the ESInet on average reach the PSAP within 1 to 2 Seconds vs. the legacy 911 network where call set up and tear down can take 7 to 9 seconds.
- Text is delivered over the same AVPN (AT&T Virtual Private Network) service as voice, with the same prioritization as your 9-1-1 calls.
- Texts are monitored just like your voice traffic.
- Can apply alternative routing and over-flow rules to your texts.
- Redundant and diverse connections. Call paths are virtual. No more waiting for engineering, provisioning, and installation of 911 Trunks.
- Nationally geographically distributed and redundant network to provide automatic disaster recovery which helps ensure that PSAPs and their emergency responders can remain connected even during disasters.
- Helps protect the network from cyberattacks and other crippling menaces.

Costs for the NexGen services total \$242,500 annually with an additional one-time setup charge of \$7,000. However, the existing 911 twisted pair infrastructure costs \$138,500 annually leaving the net impact of this initiative at \$111,000 annually.

911 CALEA Accreditation Program \$16,000

This request is for funding and approval for the Public Safety Department to pursue the CALEA Public Safety Communications Accreditation Program for the 911 Center (CALEA – The Commission on Accreditation for Law Enforcement). This provides a communications center, or the communications unit of a public safety agency, with a process to systemically review and internally assess its operations and procedures and to voluntarily demonstrate its commitment to excellence. CALEA Accreditation can limit a communications center's liability and risk exposure because it demonstrates that internationally recognized standards for public safety communications have been met, as verified by a team of independent outside CALEA-trained assessors. Operational costs total \$16,000 (\$12,000 of which represent one-time startup costs). Annual costs for FY 2020 forward will range between \$3,000 and \$4,000. Funding is being requested through the E-911 Fund.

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Community Development

Code Enforcement Officer position (1.0 FTE) \$73,000 (operations); \$25,000 (capital)

This request is for one (1) Code Enforcement Officer position within Community Development. As the city's population increases, the need for an additional Code Enforcement Officer has also increased. The additional position would not only assist the Code Enforcement Division, but also the Development Services and Zoning Division. The new position will be responsible for all aspects of the Tree Removal permitting process, including inspections, and investigations. This position will be reviewing, alongside the Arborist, necessary replanting requirements and correlating inspections. This new position will also ensure: landscape compliance on new sites before Certificates of Occupancy's are issued and/or Code required 18-month inspections on commercial sites are conducted; and landscape compliance inspections are conducted on ongoing commercial projects to help ensure the initial landscaping is maintained per the Code. This new position will be the point position for the Zoning Division with the requirements of the "public notice" signage. They will install, alter and monitor all the required signs. The position will also work with businesses throughout the city for any code enforcement compliance issues including, but not limited to, investigating businesses for operating without a license and non-payment of renewals.

This new position is to help ensure the level of service for residents is above and beyond their expectations. This position will reduce the turnaround time for Tree Removal Permits and will allow current employees to better focus on residential quality of life issues in Code Enforcement. Approval of this position will allow the current employees to perform their core operational functions, improve productivity, perform daily tasks in an efficient manner and maintain exemplary customer service.

Operational costs total \$73,000 and includes \$70,000 for salary/benefits and \$3,000 for general operations (e.g. cell phone, iPad, desktop PC, uniforms, etc.). Capital costs total \$25,000 and include the acquisition of one (1) F-150 pickup truck. The capital request is a component of the FY 2019 Capital Budget Request.

Human Resources

Employee Development/Training Coordinator position (1.0 FTE) \$86,000

This request is for the addition of one (1) full-time-equivalent (FTE) position to the Human Resources Department to coordinate employee training, development, assessment, and performance management. This position would also assist with employee recruitment/retention as well as with disciplinary matters.

Due to increased regulatory and process mandates, Human Resources is experiencing increased time demands related to compliance issues that are resulting in an inability to support training and talent development. This has had a direct impact on the quality of employee performance; especially as it relates to leadership and management, written communications, and customer service. Further, increasing needs relative to employee recruitment as we experience higher turnover resulting from an aging workforce and increased competition from other employers is resulting in increasing delays in the hiring process as the workload continues to stretch and exceed current bandwidth of the Human Resources Department.

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Operational costs total \$86,000 and includes \$83,000 for salary/benefits and \$3,000 for general operations (e.g. cell phone, iPad, desktop PC, etc.).

Employment Law Advisory/Consulting Services **\$15,000**

The field of employment law is highly specified and fast-changing. From time-to-time the city has need for employment law services beyond the primary practice areas provided by the City Attorney; especially with respect to issues related to the Americans With Disabilities Act (ADA), certain disciplinary actions, and advisement on changing and emerging mandates and legal precedent. Under this initiative, the city would establish an on-call relationship with a law firm specializing in employment law matters. The goal is to minimize the City's risk related to civil actions or federal/state penalties. The cost estimate is based upon our size as an employer, business sector, and the recent history of employment issues for which on-call legal services may have been useful. Future budget requests would be based upon the prior year's actual usage.

Information Technology

CityWorks IT Administrator position (1.0 FTE) **\$118,000**

This request is for one (1) CityWorks IT Administrator position within the Information Technology Department. As the Public Works, Community Development, and Recreation and Parks Departments continue to refine their operations around CityWorks, it has become apparent that a dedicated position is needed to properly support the system. A brief timeline and synopsis of needs and solutions can be found below:

CityWorks Implementation History:

- 2013 - Hiring of Azteca and Timmons Group for design, configuration and implementation with the focus on Public Works, Community Development, and Recreation and Parks.
- Four Years of existing staff supporting the implementation and use: both from IT and the other Departments.
- Implementation was highly customized to include data capture beyond the normal CityWorks standards. Particular efforts were made in the Community Development aspect (PLL) to help replicate or replace the previous implementation of Permits Plus.
- AMS and PLL was implemented simultaneously and the city was one of the very first sites for PLL use.

Core Issues with Existing System:

- Periodic Maintenance Releases – unique configurations are non-standard with the general release updates causing bugs and system anomalies.
- Frequency of expected updates from Azteca:
 - 2 to 3 Releases per year is a minimum level of implementation;
 - 3 to 6 Add-Ons/additional features and capabilities that are developed for CityWorks.
- Integrations – after performing upgrade, integrations with other systems (MUNIS/Firehouse/See-Click-Fix/ePlan) can cause failures/break and have to be re-developed with Timmons.

- Staff time from IT and other Departments is insufficient to properly address the above issues.

Solution for Addressing CityWorks Needs:

- CityWorks Account Manager recommends a full-time staff position to properly support the system.
 - Maintenance and release implementations/integrations;
 - Fully customize and streamline capabilities and features of CityWorks.
 - Redevelop integrations of APIs.
- Other implementation sites for CityWorks have on-site fulltime staff (ex: City of Augusta with 2 full time staff).

Recommendations for 2019 Budget to Address the CityWorks Support Needs:

- CityWorks dedicated full-time position based in the Information Technology Department to address the above identified needs:
 - Full-time dedicated focus on City of Alpharetta implementation and needs.
 - Institutional Knowledge.
 - Availability as needed for implementations – weekends, nights, etc.
 - Manage User Groups, Departmental Testing, Productivity Increase, Test Environment Developed.
- The alternative that is not recommended by staff includes the Contractor Option with Timmons Group (Quotes indicate \$200,000/Year Plus)

Operational costs for the new position total \$118,000 and includes \$115,000 for salary/benefits and \$3,000 for general operations (e.g. computer, cell phone, associated cellular service, operational budget allocation, etc.).

Patch Management Software

\$15,000

Patch Management is the process of repairing system vulnerabilities which are discovered after the infrastructure components have been released on the market. Due to the fact that the components which make up network infrastructure and information systems are not perfect when they are released on the market makes patch distribution all that much more important. Patch management is preventative and the number of vulnerabilities discovered over an extended period of time can seriously compromise the integrity and security of information. Cost estimate includes funding for the base software and licensing.

GIS Features

\$30,000

This request is for funding to update several features within GIS that are getting out of date. The features include: correcting building footprints; adding Recreation and Parks assets and Public Works assets, etc. These features are used by the GIS system, Public Safety and all departments using the CityWorks Work Order Management System. Cost estimate includes funding for the base software and licensing.

Public Safety

Police Officer positions (5.0 FTE) \$450,000 (operations); \$300,000 (capital)

This request is for the addition of five (5) Police Officers who will form a Bike unit consisting of one (1) Lieutenant and four (4) Police Officers equipped with Ford F150 4x4 pickups and special purpose bicycles which will allow them to efficiently and effectively patrol the City of Alpharetta as well as participate in community and special events.

With the city strongly advocating a live, work, and play environment that connects downtown to Avalon, the Alpha Loop, and other large scale projects it is imperative that the Public Safety Department meet these demands head on. Officers on bikes will be the most effective deterrent to criminal activity as well as having the extremely favorable response that is generated from officers on bikes out and about in the community. With the addition of a larger bike unit, the Public Safety Department will be making a proactive approach to this growth for police services. Whether it is on the Greenway, the Alpha Loop, City Center, Avalon or with our educational functions - these additional Bike Officers will allow us to have more face to face contact with our community which further supports the Department's mission of enhancing the quality of life for all who live, work, or play within the City of Alpharetta.

Operational costs total \$450,000 and includes \$390,000 for salary/benefits and \$60,000 for general operations (e.g. uniforms, ballistic vests, duty gear, weapons, portable radios, body cameras, etc.). Capital costs total \$300,000 for the acquisition of five (5) F-150 4x4s (including upfitting to public safety standards), specialty bicycles, vehicle cameras, etc. The capital request is a component of the FY 2019 Capital Budget Request.

Assistant Fire Marshal positions (2.0 FTE) \$189,000 (operations); \$87,000 (capital)

This request is for the addition of two (2) Assistant Fire Marshal positions to the Public Safety Department to assist the Fire Marshal's office in maintaining its existing level of service to the community. This is in addition to the new Assistant Fire Marshall position approved in the FY 2018 budget.

With the growth of commercial and multifamily residential construction, the Fire Marshal's office is struggling to keep pace with the demands of fire plan reviews and the annual business inspections. In 2017, the fire inspectors completed 100% of plan reviews in a 10-day turnaround period to stay consistent with Alpharetta's customer service expectation. However, this has caused the ISO requirement and State Fire Marshal recommendation of annual inspection compliance of 100% to drop to below 75%. The request for two (2) fire inspectors will help ensure that the fire marshal office is completing 100% annual inspections and meeting the 10-day turnaround for plan reviews. The fire inspectors also complete same day inspections for all construction site inspection to make sure there is no delay of progress for the constructions of Alpharetta.

Operational costs total \$189,000 and includes \$155,000 for salary/benefits and \$34,000 for general operations (e.g. cell phone, iPad, associated cellular service, uniforms, desktop PCs, desks, radios, etc.). Capital costs total \$87,000 and include the acquisition of two (2) pickup trucks with associated upfitting costs.

Firefighter/Paramedic positions (3.0 FTE)

\$250,000

This request is for the addition of three (3) Firefighter/Paramedics to place in service a rapid response unit to handle all the non-emergency service/medical calls for service in Station 81's territory. From January 2017 through January 2018, Squad 81 was manned by paying personnel overtime. The Unit responded to a little over 10% (700+ calls) of the fire department's total call volume. This Unit reduced the costs associated with having a fire apparatus respond to non-emergency service calls. Currently there are over one thousand assisted living beds in station 81's territory. Squad 81 was considered a rapid response unit that operated in a smaller vehicle which took less gas and maintenance to operate. It was easier to maneuver through Avalon and City Center allowing access to tight places quicker. The plan in the near future will be to do the same at station 83 once the Lakeview Pkwy Project is completed.

Operational costs total \$250,000 and includes \$228,000 for salary/benefits and \$22,000 for general operations (e.g. uniforms, duty gear, portable radios, etc.). There are no additional capital costs contemplated at this time as the crew will be utilizing equipment previously manned through overtime hours. Accordingly, there may be a decrease in overtime associated with this initiative but it is undeterminable at this time.

Public Works

Traffic Control Center IT consultant(s)

\$75,000

This request is for professional services to manage IT issues related to the Traffic Control Center (TCC). It is the city's Information Technology Department recommendation that consultants/vendors be found that can support and maintain the various systems in the TCC. This support will need to provide services related to the dedicated transportation server systems, A/V display, and camera systems for the transportation network, and the interconnectivity of these devices on the transportation network. Without technology support, Public Works does not have the knowledge or ability to trouble shoot why traffic control cameras are not functioning and diagnosis equipment for all of the traffic controllers are not operating properly.

Recreation and Parks

Part-time Security

\$10,000

This request is for the provision, on a limited basis, of part-time/seasonal unarmed security (Security Ambassadors) at park facilities and recreation events. The Security Ambassadors will enforce park rental permits and User Agreements at ballfields, gyms and pavilions. A portion of these funds will be used to add 40 hours of uniformed police security for City Teen Basketball League play.



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CAPITAL INITIATIVE **REQUESTS**

City of Alpharetta FY 2019 Budget Capital Initiative Requests (Narrative)

Executive Summary

General Fund

Recurring Capital Program	\$ 4,500,000
Available Fund Balance	6,100,065
Capital Project Fund (Fund Balance)	2,750,000
T-SPLOST Fund	8,160,000
Hotel/Motel Fund (facility money) ¹	451,412
Impact Fee Fund ²	610,000
E-911 Fund ³	73,500
LMIG Grant ⁴	575,000
Total Sources:	\$23,219,977

Recommended Capital Initiatives*:

T-SPLOST Initiatives	\$ 3,616,996
Recurring Capital Initiatives	7,341,700
Recurring Stormwater/Drainage Initiatives	1,875,000
General Capital Initiatives	2,185,827
Total Uses:	\$15,019,523

Reserve for Future Capital/One-Time Investment:	\$ 3,129,750
T-SPLOST Reserve for Eligible Projects:	\$ 4,543,004
Hotel/Motel Fund (facility money):	\$ 150,000
Impact Fees (Transportation):	\$ 377,700

* Capital initiatives not recommended for funding total \$8,039,200.

¹ Funding from the Hotel/Motel tax (available Facility Tax portion above the \$1.5 million debt service reserve established for the Convention Center Bonds) allocated towards the following projects: Equestrian Center Foundation Match (design/buildout of amenities; \$250,000); partial funding for Park System Wayfinding Signage (\$51,412 of total request of \$126,412); and \$150,000 in non-allocated reserve that is available for future investment.

² Funding pursuant to impact fee eligibility ratios for: parks projects (design and construction of new park spaces); public safety projects (Furniture for the Public Safety Headquarters Expansion); and transportation (park plaza signalization upgrade).

³ Funding for replacement of the E911 Audio Recorder System (\$23,500) and allocable portion of the roof replacement over the E-911 Center (\$50,000).

⁴ Includes potential LMIG grant funding for milling and resurfacing initiatives (\$575,000) Grants/ contributions would be appropriated upon execution of binding agreements and/or receipt of the funds.

Priority 1: Imperative/ Urgent
Priority 2: Essential/ Needed
Priority 3: Important

T-SPLOST Initiatives

Public Works

McGinnis Ferry Road Capacity Improvements

\$2,400,000

Priority 1: This regional capacity enhancement project includes widening of McGinnis Ferry Road from 2-lanes to 4-lanes between Union Hill Road and Sargent Road. The project is jointly funded by GDOT, Forsyth County, Alpharetta and Johns Creek. McGinnis Ferry Road is a major east/ west corridor connecting I-85 with GA 400.

Funding sources to include local (TSPLOST), state and/or Federal Funds. Total project costs are estimated at \$36 million; Alpharetta's allocable costs are currently estimated at \$4 million. Existing funding includes: Series 2016 Parks and Transportation Bond (\$1.5 million); and \$100,000 within the Capital Project Fund. The remaining \$2.4 million is being requested herein through TSPLOST funds.

Morris Road Operational Improvements (Construction)

\$500,000

Priority 1: This operational project along Morris Road will provide the appropriate auxiliary lanes to accommodate the heavy traffic flow from both Old Milton Parkway and Webb Bridge Road. Project will also provide pedestrian and bicycle accommodations.

Original project estimates totaled \$2.7 million and were funded as part of the 2017 mid-year budget (design) and 2018 capital budget (construction). However, revised cost estimates total \$3.2 million requiring an additional \$500,000 in appropriations to maintain the scope. The additional funding is to cover cost overruns in the design and right-of-way acquisition phases. Both phases had been estimated at \$100,000 each. Design costs (including project management) have totaled \$276,714 and right-of-way is now estimated at \$489,000 based on the preparation of a data book. The construction estimate for the project is currently at \$2,400,000, below the original estimate of \$2,500,000.

Bethany Rd at Mid-Broadwell Rd Intersection Imp.

\$716,996

Priority 1: Intersection operational improvements potentially incorporating roundabouts at the intersection of Bethany Road and Mid Broadwell Road. The City has received numerous complaints regarding left turns onto Mid Broadwell Road from motorists traveling south on Bethany Road and from residents of the Pindell Glen Subdivision trying to leave their subdivision. Residents have complained about the speed of vehicles on Mid Broadwell road and have requested a reduction of the speed limit or the installation of a traffic signal or four-way stop. As these options do not meet warrants, a roundabout is proposed to reduce speeds in the area and assist in left-turn movements. Given the proximity of this intersection with the intersection of Bethany Road and Mayfield Road, both projects will be pursued together to ensure proper functionality.

Design was funded as part of the FY 2017 capital budget (TSPLOST). Right-of-way was fully funded and construction partially funded as part of the FY 2018 capital budget (TSPLOST). The requested funds represent the remainder of the construction cost.

Recurring Capital Initiatives

Community Development

Recurring Fleet Replacement (F-150s; Qty: 2)

\$50,000

Priority 1: FY 2019 request is for the replacement of one 2004 Ford F-150 and one 2007 Ford F-150 (Unit CD2111 has 53,787 miles, and Unit CD4299 has 86,330 miles) for the Building Safety and Code Enforcement divisions. These vehicles are expected to last in excess of 10 years and/or 130,000 miles. These vehicles warrant replacement based on age.

Public Works

Recurring Traffic Signal System Maintenance

\$100,000

Priority 1: This request is for the continual maintenance and repair of vehicle detectors (sensors that tell the traffic signal a car is waiting) and traffic signal communications throughout the city. Vehicle detectors are required to be repaired and/or replaced in order to maintain traffic signal responsiveness. Traffic signal communications enable the intersections to work together and smooth traffic flow. The annual funding request also allows for the replacement of loops removed during the milling and resurfacing projects.

Recurring Milling and Resurfacing

\$2,500,000

Priority 1: This request is for the on-going maintenance of milling and resurfacing 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. It is anticipated that this project will be augmented through an LMIG grant (additional \$575,000 that will be appropriated upon grant submission/approval).

The city maintains a road rating database similar to that of the Georgia Department of Transportation. In using this approach, each road receives a rating from 1 to 100, with lower scores representing a greater need for maintenance. **Funding to be provided through the following sources: Recurring Capital (\$1,925,000); LMIG Grant (\$575,000).**

Recurring Park Facilities Pavement Preservation

\$250,000

Priority 1: This request is for the on-going maintenance of pavement within the city's park facilities. Preservation of the roads, drives, and parking lots increases their life expectancy. Without preservation, these pavements will deteriorate and be more costly to repair.

For FY 2019, preservation of the back parking lot and associated drives for the Wills Park Equestrian Center. The work will involve the application of a high density mineral bond and the milling and resurfacing of select problem areas. This funding will be reserved pending completion of the Master Plan for Wills Park and the Equestrian Center.

Recurring Traffic Control Equipment

\$100,000

Priority 1: This request is for equipment necessary for maintaining 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 necessary to maintain the Traffic Control Center. Temporary traffic control equipment includes devices used to detour or delineate traffic flow, examples include: cones, delineators and barricades.

Recurring Traffic Responsive System Maintenance **\$50,000**

Priority 3: This request provides funds to maintain upgraded signal equipment and fiber communication hardware purchased and installed by the Georgia Department of Transportation (GDOT; see below for explanation).

Stage 1: GDOT upgraded 123 out of 126 traffic signals with a new software (called MaxTime), at no cost to the City, which was completed in January 2018. Equipment cost borne by GDOT was approximately \$145,000. Only 3 fire station signals are left which will be upgraded in the current year.

Stage 2: New timing plans will be developed and implemented at 114 signals on major corridors at approximately \$550,000 cost to GDOT and no cost to the City. In order to perform this part, each intersection will be visited by contractors (Kimley-Horn and/or Arcadis) to collect updated counts, evaluate existing infrastructure, develop and test new timing plans, and also provide recommendations for safety improvements.

Stage 3: Developing thresholds, installation, and testing of Traffic Responsive (TR) timing plans at 114 signals on major corridors with an estimated cost of \$100,000 to GDOT and at no cost to the City.

Recurring Traffic Striping and Signage **\$180,000**

Priority 1: This request is for purchase of equipment and material needed for the repair/replacement of traffic striping and signage throughout the City. Repair/replacement of striping consists of the refresh of existing striping due to normal wear 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 the city's signage (performed in-house).

Recurring Traffic Calming/Intersection Safety Improvements **\$35,000**

Priority 1: This request is for the identification, design, and implementation of safety improvements in neighborhoods and at high crash rate intersections. Additionally, funds will enable staff to implement necessary traffic calming measures within the city. Projects will consist of roadway striping, signage, channelization, and minor widening to mitigate existing safety deficiencies. Program will enhance public health and safety for users of the city's transportation system.

Recurring Bridge Maintenance **\$175,000**

Priority 1: 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. Tasks include: the removal of corrosion and repainting of bridge supports; remediation of erosion issues; installation/extension of concrete encasements around piles; cleaning and sealing deck joints; and replacement of failed wing walls. Failure to address these items can lead to further deterioration of bridge conditions. FY 2019: Work items to be based on 2017 GDOT Inspections once report is received.

Recurring Traffic Signal Pole Painting and Maintenance **\$25,000**

Priority 2: 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.

Recurring Tree Planting and Landscape Improvements **\$100,000**

Priority 1: This request is for tree pruning, tree removal, tree planting, and landscape improvements within city right-of-ways. The city's aging tree canopy within right-of-way areas requires pruning and removal to address issues such as pedestrian and vehicular safety, conflicts with street lights, signal head clearance, and intersection sightline clearance. The FY 2019 request also includes funding for tree planting and other landscape improvements. Proposed areas of improvement include sections of Westside Parkway and Mansell Road. The projects will include the planting of trees, shrubs and groundcovers. Planting of trees along Rucker Road will come from the City's Tree Bank Fund.

Recurring Sidewalk Maintenance and Repair **\$200,000**

Priority 1: This request is for the continual maintenance and repair of the city's sidewalk inventory. Over the last 10 years, the city has expended in excess of \$5,000,000 on sidewalk projects. During that same period of time, the city's sidewalk inventory has also been increased through larger roadway and streetscape projects, through private development, and through annexation. The Public Works Department has prepared a prioritized list of sidewalks needing repair. Currently this list identifies over 3,500 panels of sidewalk totaling in excess of 17,000 linear feet in need of repair. For FY 2019, work will include the repair of the sidewalk along heavily traveled areas around the City which are too large for in-house Public Works Crews to accomplish. One such area is along Old Milton Parkway between Wills Road and Roswell Street.

Recurring Fleet Replacement (F-150 Truck) **\$36,000**

Priority 1: This request is for the recurring replacement of trucks within the Public Works fleet. These replacements are based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 10 years and/or 130,000 miles. This request is for the replacement of one 1998 F-150 4x4 (Unit #77 with 88,403 miles) within the Public Works fleet. This vehicle warrants replacement based on age.

Recurring Fleet Replacement (Admin Vehicle) **\$32,500**

Priority 1: This request is for the recurring replacement of administrative vehicles within the Public Works fleet. These replacements are based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 10 years and/or 130,000 miles. This request is for the replacement of a 2002 Crown Victoria (Unit #296 with 67,762 miles) within the Public Works fleet. This vehicle warrants replacement based on age.

Recurring Fleet Replacement (F-250 Crew Cab Service Truck) **\$61,000**

Priority 2: This request is for the recurring 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 130,000 miles. This request is for the replacement of a 2006 F250 Crew Cab 4x4 with Service Bed (unit #501 with 118,231 miles) within the Public Works fleet. This vehicle warrants replacement based

on age and repair history. The vehicle has been out of service recently due to multiple issues including fuel system, turbo, etc.

Recurring Fleet Replacement (F-750 Box Dump Truck) \$115,000

Priority 1: This request is for the replacement of one 1994 F-800 Crew Cab Sand/Salt Spreader (Unit #104). This truck has 20,874 miles and is in need of replacement due to rust and corrosion on the chassis and suspension. The salt used with this vehicle has caused severe damage to the undercarriage which cannot be repaired. Staff recommends replacing this vehicle with a box dump truck that has a removable spreader insert. Currently the 1994 F-800 has a permanently mounted spreader unit.

Recurring Facility Renovations (Fire Stations) \$125,000

Priority 1: This Request is for the renovation of bathrooms, kitchens, and bunk rooms. In addition, the facilities are in need of replacing flooring, lighting, appliances, adding large ceiling fans, improving the bay doors, etc., at each of the six Fire Stations within the city. Several Fire Stations are greater than 20 years old with minimal improvements throughout the years. These facilities are in use 24-hours a day and 365 days a year; they receive more use than an average home and need to be on a fixed cycle of replacing appliances to minimize disruption to the individuals utilizing the facilities. FY 2019 funding is targeted at renovating the kitchen and bathroom at Fire Station 84.

Recurring Facility Renovations (CID Offices) \$70,000

Priority 1: This request is for renovations to the CID area which is located on the second floor of the detention facility. Work will include upgraded lighting, new carpet/vct flooring, and painting of the interior of the area. This area is showing wear and tear as the interior buildout is over 20 years old.

Recurring Facility Renovations (PW Headquarters) \$40,000

Priority 1: This request is for renovations at the Public Works Facility. This work will include bathroom renovations, painting in various locations, new carpet/vct as needed, exterior metal repairs, and wall repairs in the bay area. The restrooms are used heavily and are in need of remodeling. The carpet/vct shows wear and tear and walls need repainting. Funding for these improvements will be requested over a period of several years. FY 2019 funding will go toward renovating the bathrooms in the building, replacing flooring in the facility, and replacing insulation and lighting in the bay.

Recurring Gym Restoration \$35,000

Priority 2: This request is for repair and maintenance of interior ceilings, walls, beams, and duct work in various gym facilities. This work will include painting of duct work, metal beams, and walls in the gym areas. It will also include repairs to ceiling insulations and painting of the ceilings as well. FY 2019 funding is for repair and maintenance of gym(s) at the Community Center.

Recurring City Center Maintenance \$50,000

Priority 1: This request is for on-going interior maintenance like painting walls and trim. In addition, repairs to the custom stained moldings throughout the main floor require hiring professionals. Funds in this account shall also go towards replacing cabinetry and countertops throughout the building (phased approach) that are not holding up to the day to day use at City Hall. FY 2019 funding will be to start a program painting all of the walls and trim work. The trim will be more frequent than the walls. In addition, due to the wear and tear of the cabinets and countertops, we will allocate dollars every year to

phase in replacement of the cabinets and upgrade the countertops to a solid surface material.

Information Technology

Recurring Technology Replacement (all city departments) \$300,000

Priority 1: This request is to provide for the annual replacement 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 455 computers in operation (265 desktops; 190 laptops). The main component of the FY 2019 request includes funding for the replacement of approximately 125 PCs, 57 cellular phones, 83 iPhones, 42 iPads, and wireless access points throughout city facilities (although actual replacement will be driven by equipment condition).

The current city standards for technology replacement (based on funding availability) are as follows: servers (5-6 years); SANS – Storage (5-6 years); desktop PCs (4 years); laptop PCs (3 years); iPad tablets (2 years); iPhones (2 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); Network UPS (closets) (4 years); Wireless Access Points [WAPs] (5 years); network routers/switched/firewalls (5 years); telephony gateways (5-6 years). Larger replacement initiatives are not included in this appropriation (e.g. CISCO network devices).

Recurring Data Center Server Replacement \$210,000

Priority 2: This request is for server replacement equipment for the Data Center located at Public Works Headquarters. The equipment to be replaced provides server support for all City systems for the Data Center located at PW. This will provide greater reliability, reduced annual costs, and greater efficiency and capability for the use of system applications for the city. The existing servers have reached end-of-life.

Public Safety

Recurring Fleet Replacement (Qty: 25) \$1,008,000

Priority 1: This request is for the forecasted annual replacement of police and fire sedans, light trucks and motorcycles. The replacement need is driven by the mileage and mechanical condition of the vehicles. Emergency response vehicles are expected to last in excess of 110,000 miles; administrative vehicles are generally run somewhat longer.

This forecasted need is based on mileage, age, and condition of vehicles. Replacement goal is to smooth the fleet replacement to 20-25 vehicles annually based on a 110,000 mileage threshold.

Replacement vehicles to be purchased in FY 2019 include: 15 SUVs for Patrol; 2 SUVs for the K9 unit; 2 F150s for the Community Services unit; 1 motorcycle; and 5 SUVs for the Admin team.

Replacement Traffic Preemption System

\$150,000

Priority 2: The request is to fund the replacement of the Opticom System which is the equipment that links emergency vehicles (in Alpharetta's case, fire trucks) with traffic signal control boxes. This system allows approaching Fire apparatus to change the traffic signals allowing them to move traffic that is in front of them, or approaching intersections, safely away from the direction the vehicle is traveling. The current system is line-of-sight based with a transmitter in fire trucks hitting a receiver on traffic signal mast arms which triggers a green light for the approaching fire truck. This system is beyond end-of-life and no longer effective.

The proposed replacement is a GPS-based system with several advantages: (a) The GPS link can be programmed for distances well beyond line of sight, allowing a green light to drain traffic well ahead of the approaching emergency vehicle. This speeds response times and improves traffic safety for all motorists. (b) The Signal changes are guided by turn signals on the fire truck so that fewer traffic lights are affected unnecessarily. (c) Again, because the new system is not line-of-sight the receiving antennae can be moved from mast arms to control boxes, reducing damage and lowering maintenance costs. (d) The system is programmable for distances and features, allowing better customization for Alpharetta. This system is for outfitting twelve (12) Fire apparatus and fifty (50) intersections which have been identified for this project.

FY 2019 funding request totals \$150,000 and includes the following: (a) \$60,000 to install equipment on apparatus (12 trucks * \$5,000 per truck); and (b) \$90,000 to purchase and install the Applied Information Traffic Preemption equipment at 29 intersections. Includes 5-year warranty, training, installation, connectivity, software, and service agreement. The 21 remaining intersections will be requested as part of the FY 2020 capital budget (est. cost of \$70,000).

Recurring Public Safety Equipment (replacement)

\$144,700

Priority 1: This request is for scheduled replacement of equipment that is essential for the safety of firefighters and police officers which has expired, failed inspection, is uneconomical to repair or otherwise must be taken out of service.

The FY 2019 request includes: furniture and bedding at fire stations (\$9,000); Ice Maker at 2 fire stations (\$4,000); Fire tools and equipment (\$6,000); new firefighter turn-out gear that meets NFPA 10 year service life (\$100,000); replacement of 3 ballistic SWAT shields (\$7,500); door jamb spreader for entry by the SWAT team (\$2,000); replace worn interior items and exterior of the Fire Safety Education house (\$9,500); Update the exterior of the Crisis Negotiations bus (\$6,700).

Recurring PS Facility Roof Restoration/Replacement (General Fund; E-911 Fund)

\$140,000

Priority 1: Roof replacement of PS Headquarters (Final Phase; \$100,000) and roof restoration of the Evidence Building (\$40,000).

- Public Safety HQ-Phase 3 (6,200 sq. ft. Roof Restoration 30YR Garland Warranty): This is the last phase of roof restoration following Phase 1 & 2 and is the same scope. This option gives the City a 30-year leak free warranty. Funding is split between E-911 (\$50,000) and general Fund Balance (\$50,000).
- Public Safety-Evidence Building Roof Restoration (5,800 sq. ft. Roof Restoration 10YR Garland Warranty): The evidence building is the only roof at this location with

a non-ballasted, smooth EPDM (rubber) surface at the Public Safety facilities. Coupled with the fact that it is not leaking, it is a great candidate for roof restoration, which will provide a 10-year warranty at a much lower cost than a roof replacement, and may have a service life up to 15 years.

Funding is allocated between general Fund Balance (\$90,000) and E-911 Fund (\$50,000).

Replacement PS Headquarters Furniture **\$105,000**

Priority 1: This request is for funding to (1) replace old and worn-out furniture in existing offices and (2) purchase new furniture for the Public Safety Headquarters expansion (office spaces and lobby). This includes: desks, tables, chairs, shelving, etc. for the conference room \$15,000 (\$10,000 for table and chairs, \$5,000 for wall cabinets and credenza); \$18,000 for Traffic Unit (10 workstations for the officers, 2 desks for Lieutenants, and new chairs); \$4,500 for Police Captains (two new workstations); \$18,000 for Police Lieutenants (10 desks and file cabinets); \$25,000 for desks, chairs and workstations for records and new lobby area; \$21,000 for the Public Affairs Office (desks, chairs, conference table, whiteboard, televisions); and \$3,500 for Professional Standards/IA workstation, chairs, file cabinet and shelving. **Funding is provided through Impact Fees (\$40,000 based on allowable impact fee funding allocations) and Fund Balance (\$65,000).**

Replacement 911 Audio Recorder System **\$23,500 (E911 Fund)**

Priority 1: This request is to remove and replace the current 911 telephone recorder system with new hardware. Currently, the 911 recorder is in excess of 5-years old and is nearing end of life. The current configuration has failed on multiple occasions resulting in the inability to reproduce 911 emergency calls and meet Open Records requests. FY 2019 impact includes extended warranty service for years 2 - 5. Year one is provided in the base price. Also included is remote motoring for critical failure and system integrity. Operational cost include routine maintenance, software upgrades, virus protection, and remote monitoring.

Recreation, Parks & Cultural Services

Recurring Athletic Scoreboards (maintenance/replacement) **\$20,000**

Priority 2: The city owns and maintains thirty-one athletic and equestrian scoreboards. Staff has developed a plan for systematic replacement of scoreboards. The replacement cost is estimated at \$20,000 for a wireless scoreboard (includes shipping, installation, and stamped engineering drawings). Maintenance/refurbishment of scoreboards is estimated at an additional \$1,000 to \$2,000 annually. FY 2019 request is for the replacement of the (4) Baseball Scoreboards at Webb Bridge Park. Scoreboard replacement may vary from what's included herein if it is in the Director's opinion that a higher priority replacement is needed (e.g. due to mechanical malfunction) or if additional funds are available.

Recurring Park Equipment Replacement **\$36,000**

Priority 2: This request is for the replacement of three John Deer Gators (model years: 1999, 2005, and 2006) and one 2007 Bobcat Utility Vehicle. The 1999 John Deere Gator and the Bobcat Utility Vehicle assists staff with the maintenance of the Greenway. The 2005 and 2006 John Deer Gators are for the maintenance of North Park.

Recurring Synthetic Turf Field Replacement (North Park) \$450,000

Priority 1: This request is for the replacement of North Park synthetic turf field 1 which was installed in 2005. Synthetic turf fields have an average life of 10-years. This field does not incur the same usage rate as the Webb Bridge soccer field which is why it has had a longer life expectancy.

Recurring Park Repairs/Improvements \$100,000

Priority 1: This request would cover types of ground maintenance repairs such as asphalt trail repairs, concrete repair and parking lot striping, etc. at parks and along the greenway. FY 2019 funding would be utilized for repairs to the walking trail at Wills Park, boardwalk replacement for the Greenway (approximately 25 sections), concrete repair along numerous walkways, etc.

Recurring Fleet Replacement (F150 Truck) \$28,000

Priority 1: Replacement criteria is as follows: 1) when the department director determines it is no longer cost effective to retain the vehicle; 2) when either mileage or age reaches or exceeds 10-years of service or 130,000 miles; and 3) motorized equipment damaged in accidents shall be inspected by the Safety/Risk Administrator to determine feasibility of repairs as compared to replacement cost. This request is for the replacement of a 2003 Ford F250 (Unit RP-3288 with 82,770 miles) with a Ford F150 4x4 vehicle. Replacement is warranted based on age.

Recurring Playground Equipment (repair/replacement) \$100,000

Priority 1: This request is for the replacement of playground equipment at the Wacky World Playground (built in 1997). Wacky World is a 20 year old pressure treated wood structure. Although the 6-inch round posts are structurally sound, most of the wood platforms, bridges, hand rails, as well as some of the play equipment are showing signs of wear and weather degradation. Staff is constantly making repairs. Playgrounds-by-Leathers conducted an inspection last fall and provided their findings and recommendations on the repairs and forms the basis for this cost estimate. Leathers was the playground company that supplied the playground and equipment and was onsite when the playground was built.

Recurring Parks Facility Roof Repair/Replacement/Wall Restoration \$137,000

Priority 1: This request is for the roof repair/rehab/replacement at multiple Parks and Recreation facilities.

Wall restoration at Wills Park Recreation Center gym (\$46,000), roof repairs/maintenance/painting at the Equestrian Center (\$73,000), and replacement of the shingled roof at the Baseball Concession/Restroom building at Webb Bridge Park (\$18,000).

Wills Park Recreation Center Gym Wall Restoration (12,500 sq.ft.; 10-yr warranty)

The interior wall of the recreation center gym is covered with efflorescence. This is from previous water intrusion which has stained the walls and is unsightly. Scope includes: applying primer on north wall; removing and replacing joint sealants; repairing all wall cracks; and applying two (2) coats of an elastomeric acrylic product (Tuff Coat).

Wills Park Equestrian Center Covered Arena Roof Repair (68,000 sq.ft.)

This roof is made from trapezoid standing seam metal panels. The field of the roof is in good shape, but like all thru fastened metal roofs, the overlap seams, fasteners, and ridge need attention. The skylights have broken down and although there are no holes, the fiberglass that was used to make the skylights has broken down and is turning black. Scope includes: pressure washing entire roof area; removing all old fasteners (thousands); installing new fasteners and sealant; treating and repairing all rust areas and applying primer and top coats; cleaning and sealing the skylights to stop further degradation. This funding will be reserved pending completion of the Master Plan for Wills Park and the Equestrian Center.

Webb Bridge Park Baseball Restroom/Concessions Roof Replacement (2,000 sq.ft.; 30-yr warranty)

This shingled roof has reached its end of life and needs replacement. Scope includes full tear-off of existing shingles; replacement of wood as necessary; and installation of architectural-grade shingles.

Recurring Tennis Courts Resurfacing

\$60,000

Priority 1: This request is for the repair/resurface/recoat of tennis courts with a fabric crack repair system. FY 2019 funding is for resurfacing 7 tennis courts at North Park (last resurfaced in FY 2012). Due to cracking on the courts, this repair will be more in-depth than a general resurfacing as the courts will need to be milled to allow for repair of the cracks before finishing with a resurfacing.

Recurring Stormwater/Drainage Initiatives

Public Works

Recurring Stormwater Pipes/Structure Repair/Maintenance

\$1,225,000

Priority 1: 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. The contractual pipe unclogging and structure repair will be throughout the city based on inspection results. The following project locations have been identified for pipe repair or replacement in FY 2019: Lantern Ridge; and Meadow Drive.

Recurring Stormwater Drainage Maintenance

\$150,000

Priority 1: This request is for the continual maintenance and small drainage maintenance work within the city including: (1) small repairs such as grouting, paved inverts, and replacing tops; (2) annual maintenance of the city's stormceptor units, oil/water separators, and city-owned detention ponds (as required by the Georgia Environmental Protection Division); and (3) Water Quality lab testing (as required by the Georgia Environmental Protection Division).

Recurring Stormwater Inspections

\$100,000

Priority 1: The National Pollutant Discharge Elimination System (NPDES) Stormwater Permit requires Alpharetta to complete a number of 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 toward planning, maintenance, and enforcement activities.

Recurring Stormwater Design/Studies

\$100,000

Priority 1: This request funds 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, 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. FY 2019 funding will be used to complete the design of a stream restoration project that will help to protect the integrity of our greenway trail. The specific project selected will be chosen from those identified as the highest priority in the ongoing FY 2018 Big Creek Erosion Study. Such work may consist of removing debris from specific locations, reestablishing a vegetated bank via landscape or gabion walls, and/or removing sediment at specific locations.

Recreation, Parks & Cultural Services

Wills Park Stream Restoration #1

\$300,000

Priority 1: There are three reaches of stream in Wills Park that would benefit from stream restoration and/or buffer enhancement; reaches A, B, and C. In stream restoration it is generally best practice to work from upstream to downstream. This project was identified in the Foe Killer Creek Watershed Improvement Plan as project #13a and is named Reach A. Reach A is highly incised due to storm runoff. The channel should be raised and reconnected with the floodplain to reduce erosion. Approximately 800 linear feet of stream restoration is planned.

General Capital Initiatives

City Administration

Economic Development Toolbox

\$125,000

Priority 1: The City of Alpharetta provides local incentives through its economic development toolbox and facilitated by our team of experienced economic development professionals. New or growing businesses that demonstrate a serious economic impact through job creation and capital investment qualify for these programs. The programs funded in this request include the Alpharetta360 Video Marketing Fund which has been influential in marketing the city as a business destination and has been directly responsible for the location of new businesses to the city. To date we have had more than 10,000 unique views on our A360 website and have added in a marketing boosting strategy that has significantly increased our viewership. A new tool-kit item will be created with this funding called the Start-Up Relocation Grant which is aimed at attracting out-of-state technology start-ups to relocate and grow in the city. We will target 5 mid-stage FinTech and MedTech/HealthIT based tech start-up companies for the pilot program of this tool-kit item. Relocated start-up companies will be placed in the Alpharetta Innovation Center to help fuel our innovative community and attract more venture capital investment.

Alpharetta Technology Commission Operational Funding \$118,336

Priority 1: This request is to provide operational funding for the Alpharetta Technology Commission (ATC) including funding for the ATC Director pursuant to terms set forth in the MOU between the ATC and the Development Authority of Alpharetta. The Director performs the day-to-day tasks and responsibilities necessary for the delivery of operational management services. The MOU terminates in February 2019 which represents 8-months of activity in FY 2019 totaling \$83,336 (\$10,417 monthly). Additional funding totaling \$35,000 is allocated herein to cover estimated costs beyond February.

Community Development

Milton Avenue Concept Design

\$40,000

Priority 2: Funding for design services along Milton Avenue including new landscaping requirements, seating locations, crosswalk concept and sign locations, etc.

Design Services

\$80,000

Priority 2: 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.

Public Works

Pedestrian Safety Study

\$125,000

Priority 1: This request is for the identification, design, and collaboration of safety improvements along collector/arterial streets and the downtown area where high speeds are occurring and there is an increase of pedestrian traffic. The funds associated with this project are to assist the Department in hiring consultants to examine our downtown, as well as several intersections outside the downtown area, and develop options for improving pedestrian safety.

Park Plaza Signalization Upgrade

\$300,000

Priority 1: This request is for upgrading the traffic signal at the intersection of Park Plaza and Academy Street. The existing signal was constructed as part of the old Haynes Bridge Road Extension. With the realignment of Haynes Bridge Road and the development of City Center, the existing poles and signal heads are no longer appropriately oriented to serve this intersection. This project will replace the existing poles, mast arms, signal heads, and provide a new pedestrian crossing of Academy Street. **Funding is provided through Impact Fees (\$72,300 based on allowable impact fee funding allocations) and Fund Balance (\$227,700).**

Streetlighting Conversion/New Installations

\$50,000

Priority 1: This request is annual funding for (1) the conversion of Georgia Power's High Pressure Sodium Lights to LED and (2) adding additional lighting along public roads that do not have sufficient lighting (or no lighting at all). This initiative will be funded over many years and is a companion to the Operating Initiative pertaining to transferring all street lights located on public streets to be paid for by the City of Alpharetta. This

initiative will increase the safety of citizens who use our streets and sidewalks on a daily basis.

City Center (Phase 2) Utilities

\$26,079

Priority 1: This request is to allocate remaining funds for Alpharetta's obligations under the terms of agreement with MMS Alpharetta LLC for Phase 2 of City Center (private development position). Unfunded obligation includes:

- Assist in funding costs associated with moving AT&T utilities in right-of-way. City costs total \$224,716 which is to be funded over 4 annual payments that started in FY 2018. The FY 2019 payment of \$56,179 is being reduced by available funds in the City Center Utility account of \$30,100 leaving an unfunded balance of \$26,079 (FY 2019 Request). The final two payments will be requested as part of the FY 2020 and 2021 capital budgets.

Public Safety HQ Parking Lot Expansion (Design)

\$20,000

Priority 1: Due to the increased number of individuals accessing the Public Safety Headquarters, additional parking needs are desired. Requested funds will go towards obtaining topographic and utility surveys to design the expanded parking lot. Public Works will design the parking lot expansion utilizing in-house staff. Construction cost will be determined once the design is complete.

Design Services

\$115,000

Priority 1: 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.

Information Technology

Application and Desktop Virtualization (Phase 2)

\$150,000

Priority 2: This request is for the deployment of desktop services and associated technology for the City for local, remote, and mobile platforms. This will provide greater reliability, and greater efficiency and capability for the use of system applications for the City and provide core functionality. This equipment is scheduled to be replaced every 5-6 years (normal maintenance life) in order to provide for both reliable and efficient service. The Application and Desktop Virtualization initiative will provide greater reliability, possible reduced annual costs, and enhanced system applications security. Through the virtualization of the desktop, each user's profile and desktop are stored centrally in the data center to be available for use from any pc or remote system given the appropriate security measures. This technology is rapidly becoming the standard deployment for organizations as they move more applications and capability to the "Cloud" and seek to provide more reliable and efficient service. The initial test system has been deployed a several City Departments with key personnel for evaluation.

This request will also lead to the deployment of virtual application technology. The ability to manage city software applications from a central platform rather than deploying the system to every desktop will save significant amounts of time needed to "touch" each desktop and/or deploy the systems individually over the network. This way, each user

accesses the software they need using the latest updates and tested systems. This will provide greater reliability, reduced annual costs for desktop support, and greater security with respect to the city's software applications. This initiative should lead to decreased costs in annual desktop system replacements (reduces need for certain computer components such as a hard drives and a fully configured PC). Phase II (FY 2019) will finalize the Public Safety rollout that began in FY 2017.

Phase III (FYs 2020-2021) will expand the virtual deployment across various Departments (based on need and ability to reduce hardware costs) to include desktops as well as the Mirage and Horizon benefits listed above. Desktops will emulate the experience end users have with traditional Windows OS and applications on their existing systems. Overtime, this will defray costs for refreshing PC systems with less expensive form factors (e.g. thin clients, terminals, mobile devices, etc.). This will also have an effect of reducing the need for multiple devices per user (tablets, desktops, laptops, and smartphones).

Public Safety

PS Jail Camera System (replacement/expansion)

\$75,000

Priority 1: This request for replacement/expansion of the Jail's camera system. Specifically, this project replaces the existing sixteen (16) coax cameras with IP cameras while also expanding the system to include an additional nine (9) IP cameras (25 total cameras). The current camera system in-use was purchased off the shelf and uses low resolution cameras and an outdated recording system and is past its useful life cycle. This system improvement will increase and improve jail employee and inmate safety through enhanced camera resolution, by adding additional camera coverage, and reducing instances of camera system downtime. This system will tie in with the current Avigilon system in use by the city and will reduce the time needed to comply with open records requests and/or investigations with its improved data copying capability. Funding includes miscellaneous hardware and licensing to support the cameras.

PS Turn-out Gear Washers (Qty: 4)

\$25,000

Priority 1: This request is for one "turn-out gear" washer for fire stations 82, 84, 85 and 86. Currently the fire department has only two washers – stations 81 and 83. These are heavy duty washing machines designed to handle the load of washing firefighter "turn-out gear". The load capacity is only one set of turn out gear per load. This is currently very time consuming when 10-12 firefighters must wash their gear. With the increased exposure of cancer causing agents and off-gassing carcinogens it has created the need to better protect personnel of the fire department that wear their turn out gear during firefighting. The additional washers will be able to launder more turnout gear and at a faster rate. Funding includes costs for installation.

Recreation, Parks & Cultural Services

Design Services

\$20,000

Priority 2: 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 Recreation Master Plans, construction plans for recreation amenities including pavilions, gazebos, 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 services our customers are accustomed to.

Design and Construction of new Park Spaces **\$400,000**

Priority 1: This request is for the design and construction of new park spaces. **Funding is provided through Impact Fees (\$120,000 based on allowable impact fee funding allocations) and Fund Balance (\$280,000).**

Equestrian Center Foundation Match (design/buildout of amenities) \$250,000 (Hotel/Motel Fund)

Priority 1: This funding will serve as a match towards Equestrian Center Foundation fundraising, up to the \$250,000 appropriation requested herein, to be used for the design and renovation/buildout of the Equestrian Center.

The FY 2018 budget includes funding for a Master Plan update to Wills Park and the Equestrian Center which will guide the design phase of this request. Residual match funding after design will be used towards the buildout of the Equestrian Center in accordance with the Master Plan and corresponding design elements. **Funding is provided through Hotel/Motel Taxes (facility portion).**

Park System Wayfinding Signage **\$126,412**

Priority 1: This project is the beginning of the implementation of the park system wayfinding and signage plan that is being developed in FY 2017. The purpose of the signage plan is to bring uniformity to the numerous signs in our entire park system. The plan will define a specific sign style that will become our “brand” and help park patrons easily identify Alpharetta parks. The plan will also recommend locations for signs to help visitors locate various amenities in the parks, such as fields, playgrounds, tennis courts, restrooms, etc. Signs within parks will be evaluated and prioritized for replacement. Staff will systematically replace signs using the new guidelines outlined in the plan. Entrance upgrades were listed for all parks in the Master Plan and part of the upgrade includes signage. **Funding is provided through Fund Balance (\$75,000) and Hotel/Motel Taxes (facility portion; \$51,412).**

Alpharetta Public Arts Initiative **\$85,000**

Priority 1: Arts Alpharetta is a nonprofit organization dedicated to bringing quality arts to Alpharetta. At the request of staff, Arts Alpharetta formed a steering committee to look at introducing outdoor public art to the exciting new Thompson Street Greenway trail. Arts Alpharetta feels that by lining the trail with unique, high quality temporary installations, residents and visitors like will be enticed to use and explore the trail. The working title for this project is Phase Two – *Outdoor Art Gallery* loan project. Phase One is the *Instruments of Inspiration* permanent installations currently approved by the City Council in December 2016.

Briefly, the works would be on loan from the artists for a 9-month period tentatively March through November 2019. This would become an annual event where new and returning artists would be selected each year. The artists would receive a loan-fee, half paid at installation and half at the end of the loan period. Several communities around Alpharetta have a similar program but what is unique about this initiative is that the Thompson Street Greenway allows us to select and prep the sites while the trail is being built. Further the steering committee feels that we do not merely want to replicate what others communities have done but rather we strive to elevate the project to the highest possible quality art and experience.

This initiative provides funding for the loan of an estimated 12 art installations including installation, marketing, events, juror stipends, with funding (if available) for the purchase of art pieces for permanent display in Alpharetta.

The Stories Project

\$25,000

Priority 2: This project entails video recording the stories and oral history of our citizens and their memories of the Alpharetta Experience. This project will continue into the future and involve the recordings of a number of citizens each year as seniors are willing to express their emotions, memories and recollections of the Alpharetta they have known. As time progresses, the videos will be compiled so they can be used as an online story of our past and its respected citizens who have helped to shape our city. This documentation will also be used within the History Center as an oral history of Alpharetta's development over time. We are hoping to record 50 citizens within the next year.

General Government

Matching Funds for City Grants

\$30,000

Priority 2: This request is to provide available funding to serve as matching funds for grant opportunities as they arise throughout the year. Operating grants, such as the Bulletproof Vest Partnership Program, typically require matching funds in order to carry out the required grant activities. This funding will allow the City of Alpharetta to pursue a multitude of grant opportunities.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

City Administration

Downtown Beautification Grant

\$50,000

Priority 2: This request is for seed funding for the Downtown Beautification grant program which is used to incentivize downtown building renovations and improvements (including façade improvements). This small city investment has resulted in numerous private renovation projects in downtown over the past 15 years.

Citywide Economic Development Analysis and Strategic Plan

\$75,000

Priority 1: The last Economic Development Strategy and strategic plan was done in 2011-2012. The relevant life of such a study is 3-5 years and continually needs updating as the economy and environment is constantly changing. Given the amount of development we have had in the last 5 years, a new outside evaluation of the health of the Alpharetta economy, strategic vision and priority of development, and evaluation of current initiatives and business inventory is needed. The scope of the entire economic engine in Alpharetta is too large to be internally evaluated and is best evaluated periodically by an outside agency. The request is to hire an outside economic development consulting agency to perform an economic outlook, economic evaluation of business and industry health within Alpharetta and recommendations for strategic planning initiatives to forward the mission and objectives of the economic development department for the next 3-5 years.

Community Development

Downtown Parking and Wayfinding Signage

\$150,000 (Hotel/Motel Fund)

Priority 1: This project is intended to develop and implement a comprehensive parking sign package for Downtown Alpharetta. Major components include monument signage at city parking lots, wayfinding signage directing the traveling public to city lots, and time restriction parking signage. Decorative sign poles and bases will be identified. In addition, a signature logo will be proposed in order to coordinate the entire downtown parking infrastructure. The proposed design guidelines will be presented to the downtown business association and approved by the Design Review Board. Deliverables from this project will include the following:

- Downtown Parking Sign design Guidelines;
- Installation of monument signage at the two City Surface lots (Old Roswell lot, Roswell/Marietta lot);
- Wayfinding signage throughout Downtown (Main Street, Academy Street, Roswell Street, Milton Avenue); and
- Time restricted signage for Milton Avenue (2 hour limit/15 min limit).

Funding is provided through Hotel/Motel Taxes (facility portion).

Parking Management – Meters/Old Roswell Lot Gate Arm \$115,000 (expense); \$18,200 (revenue)

Priority 1: This projects consists of installing approximately 70 parking meters along Main Street and Milton Avenue. Maintenance fees assumed wireless meter management and wireless sensor management. User fees (revenues) are based on very nominal usage: assuming \$0.50 per hour during weekdays (8am-5pm) and each meter averaging 2 hours use per day (\$1.00*260 days *70), Actual revenues have a much higher potential.

Project also includes installing a gate arm and ticket machine at the Old Roswell Lot. Implementation and funding would be based on revenues from the meter program. Old Roswell Lot will be time restricted to 3 hours, for no costs, or \$1.00 per hour if more than 3 hours. Gate arm and ticket facility will decrease manpower effort required to enforce parking time limits and provide an opportunity for parking for those willing to pay a daily fee.

2019 Operating Initiative – New Fleet for Code Enf. Officer position (Qty: 1) \$25,000

Priority 2: This initiative constitutes the capital component (new fleet and associated upfitting costs) of the new Code Enforcement Officer position requested in FY 2019 (Operating Initiative). Capital costs total \$25,000 and include the acquisition of one (1) F-150 pickup truck. Please refer to the Operating Initiatives section of this document for a detailed write-up of position duties and justification.

Public Works

Major Intersection Improvements

\$300,000

Priority 2: This request would allow the City to quickly address major intersection improvement projects, such as adding turn lanes at major intersections. Projects will be selected based on their effect on traffic flow and safety.

The requested design funds is for the design of a left-turn lane from Kimball Bridge Road to Park Brooke Drive. The City has received a number of requests over recent years to provide this improvement. The requested construction funding for FY 2019 is for the construction of dual left turn lanes from south-bound Haynes Bridge Road to east-bound North Point Drive.

Davis Dr Extension to Westside Parkway

\$500,000

Priority 1: This project would construct the extension of Davis Drive from its current cul-de-sac at The Cooler and Pappadeaux to Westside Parkway at Sanctuary Parkway. The constructed road segment would be a two lane road with bicycle lanes and 6' sidewalks. Also included in the project scope is modifying the existing four lane configuration of Davis Drive to a two lane configuration with a center turn lane and bicycle lanes. The new roadway section would be approximately 1,400 linear feet in length. Design for this project was funded in FY 2014. Transportation impact fees can offset a portion of these costs. City and the North Fulton Community Improvement District are working together to fund completion of the project.

Connector Road (NP Pkwy to Edison Dr.; Design)

\$150,000

Priority 2: This project would create a new two-lane roadway with sidewalks connecting North Point Parkway and Edison Drive. Proposed roadway would utilize the existing curb cut for the AT&T property on the east side of North Point Parkway at Dryden Road. Proposed roadway would be approximately 900 linear feet in length. FY 2019 funding request is for design. ROW and construction costs are estimated at \$930,000 and would be part of future funding requests.

Pedestrian/Safety Improvements at Marietta Street and SR9

\$175,000

Priority 1: This request is for the construction of pedestrian enhancements and safety improvements at the intersection of SR 9 and Marietta Street. A proposed pedestrian enhancement at this intersection will assist pedestrians in crossing SR 9 by removing conflicting side-street straight and left-turn movements.

Hembree Road Turn Lanes (Design; ROW) \$150,000

Priority 1: This request is for the design and construction of various turn lanes along Hembree Road from Maxwell Road to Old Roswell Road. The project length would be approximately 2,000 linear feet. During the morning peak hours, Hembree Road is congested with vehicles attempting to make left turns into various properties. These vehicles are creating congestion through the intersection of Maxwell Rd. and Hembree Rd. as well as creating undue delays at the intersection of Westside Parkway and Hembree Rd. Installing turn lanes at various intersections will alleviate congestion along this corridor. Construction costs are estimated at \$600,000 and would be part of a future funding request.

Marjean Way Extension (Design) \$500,000

Priority 2: This request is for the design of the extension of Marjean Way from its current terminus at Orchid Lane north to Milton Avenue. The roadway extension will include brick sidewalks on both sides of the road to match the roadway section approved as part of the Windsong Townhomes development. Also included in the project scope will be the design of a regional stormwater facility designed to accommodate any future redevelopment of the adjacent upstream properties (currently occupied by the Masonic Lodge and Krogh Cabinetry) and the city-owned property at 90/92 Milton Avenue. The stormwater facility will be designed in such a manner to provide an attractive amenity to the area. In addition, the design shall include amenities associated with the future park. Construction costs are estimated at \$3 million and would be part of future funding requests.

Wills Road Widening (Design; Milton Ave. to Old Milton Parkway) \$200,000

Priority 1: The City has received complaints of traffic backups that occur at the intersection of Mid Broadwell Road and Wills Road. The downtown area of Milton Avenue near Roswell Street/Canton Street is becoming more congested. Providing connectivity to the multi-lane of Old Milton Parkway from Wills Road may serve as a reliever route for traffic not wishing to go through downtown. An additional southbound lane on Wills Road from Mid Broadwell will provide a free flow right off of Mid Broadwaell Road and allow connection to Old Milton Pkwy thus giving drivers an option around downtown. ROW and Construction costs are estimated at \$650,000 and would be part of a future funding request.

Waters Road Traffic Calming (Design) \$350,000

Priority 1: 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. Design funds are being requested for FY 2019. It is anticipated that right-of-way will be needed from property owners and will be acquired after completion of the design documents in FY 2020. ROW and Construction costs are estimated at \$2.4 million and would be part of a future funding request.

Douglas Road Traffic Calming Improvements (Option 1) \$500,000

Priority 1: This request is for the design and implementation of safety improvements along Douglas Road. Citizens of Waters Road have expressed concerns of individuals driving at excessive speeds. The topography of Douglas Road does not make it any easier to slow drivers. Requests have been submitted for roundabouts, sidewalks on

both sides of the street, chicanes, and improved landscape areas. This funding request is to remove the right turn lanes along the corridor. Removal of the right turn lanes and replacing the areas with landscaping will provide drivers a tunnel affect and force drivers to slow their speed and become more aware of their surroundings. Another option would be roundabouts which are included in a separate capital request.

Douglas Road Traffic Calming Improvements (Option 2; Design) \$150,000

Priority 1: 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 intersections volume as well as a traffic calming. Traffic calming measures for the Newport Bay Passage intersection would include a lane diet and sight distance improvements. Design funds are being requested for FY 2019. It is anticipated that right-of-way will be needed from property owners and will be acquired after completion of the design documents in FY 2020. ROW and Construction costs are estimated at \$1.7 million and would be part of a future funding request. Another option includes smaller scale traffic calming measures including removal of right-turn lanes and are included in a separate capital request.

Flashing Yellow Signals \$60,000

Priority 1: This request is to upgrade 36 signalized intersections within the city to the flashing yellow arrow standard. This signal change introduces a flashing yellow arrow during the permissive left turn phase of the signal operation. The Federal Highway Administration had demonstrated that this new application has helped reduce left turn crashes, causes less driver confusion on the decision to turn, and provides additional traffic management flexibility. Implementing the new federal standard for permissive phasing also provides consistency with neighboring jurisdictions. Currently SR 120 has 2 flashing yellow intersections and GDOT has plans to continue upgrades to the rest of the corridor.

The city's upgrade will be done over a 4-year period starting with the arterial streets, then moving to collector and local streets. The following is a list of intersections to be done in FY 2019: North Point Parkway at Rockmill Road; North Point Pkwy at Kimball Bridge Road; Haynes Bridge Road at Westside Pkwy; Haynes Bridge Road at Lakeview/Northwinds Pkwy; Haynes Bridge Road at Ga Lane; North Point Parkway at Mansell Crossing South; North Point Parkway at Mansell Crossing Middle; North Point Parkway at Mansell Crossing North; North Point Parkway at Ga Lane; and North Point Parkway at North Point Drive. Estimated cost for the project is \$240,000 and would be allocated over the four-year period beginning in FY 2019.

Citywide Sign Inventory \$120,000

Priority 3: This request is for a citywide sign inventory. The City does not currently have an inventory of our right-of-way signage which hinders our ability to adequately maintain these assets. With this inventory the management, location, and condition of signage will be tracked. This inventory will provide data collection, post processing, and a geodatabase that will integrate with the city's asset management system (CityWorks) and the city's GIS. Each year, Public Works performs over 250 work orders associated with street signage and the work orders are reactionary based on complaints. The inventory system will enable Public Works to identify when signage was installed and

develop a pro-active replacement program for when signage exceeds its useful life (e.g. degradation of reflectivity).

Waters Road Sidewalk Improvements

\$750,000

Priority 1: This funding request is for the installation of sidewalks on both sides of the street to improve pedestrian connectivity. Pedestrians would only need to cross Waters Road at signalized intersections: Kimball Bridge Road; and Jones Bridge Road. Citizens of Waters Road have expressed concerns of individuals driving at excessive speeds. The topography of Waters Road does not make it any easier to slow drivers. Requests have been submitted for roundabouts, sidewalks on both sides of the street, chicanes, and improved landscape areas.

AlphaLoop (City Trail)

\$1,000,000

Priority 1: This request is to provide construction funding for the AlphaLoop City Trail. AlphaLoop is envisioned as a multi-use trail and park system intended to connect City Center, Avalon, and the Northwinds Area together via paved pedestrian pathways.

Phase A runs from Old Milton Parkway to Westside Parkway and Phase B runs from Westside Parkway to Kimball Bridge Road. Phase C covers the intersections and crossings (e.g. Old Milton Parkway, Westside Parkway, Northwinds Parkway, Kimball Bridge Road, etc.). Phases A & B are further broken down into two tiers: Tier 1 covers the trail and Tier 2 covers pocket parks/plazas.

Construction estimates for Phase A (tiers 1 and 2) total \$4.5 million. The FY 2018 budget includes available funding of \$1.5 million. This request is for an additional \$1 million bringing total funding for construction to \$2.5 million. These funds will be utilized to leverage private investment as proof of a solid financial commitment has been made by the city. Unfunded construction obligations for Phase A will be part of future funding requests.

Construction estimates for Phase B (tiers 1 and 2) and Phase C total \$5 million and would be part of a future funding request.

Douglas Rd Drainage and Erosion Control Improvements

\$200,000

Priority 1: This request is for the reconstruction of approximately 915 linear feet of existing sidewalk along the west side of Douglas Road between Newport Bay Passage and the bridge over Caney Creek. Along this stretch of Douglas Road there is no curb and gutter between the road and the existing sidewalk. When it rains, runoff from the road runs across and along the sidewalk making it unusable for pedestrians. This is also causing erosion problems in the area. This project will reconstruct the sidewalk, install curb and gutter, install storm drainage structures and pipes, and address the erosion issues.

City Center Parking Deck Lighting

\$50,000

Priority 1: This request is for installation of additional lighting in the City Center parking deck. When the Private development tied onto the city's parking deck, a significant amount of ambient lighting was lost. Though the lights are on all the time, several areas of the deck remain dark causing patrons to feel unsafe.

Public Safety Headquarters Façade (Design) \$200,000

Priority 1: The current Public Safety Headquarters building was originally designed on the basis of facing Kimball Bridge Road. However, upon the completion of Westside Parkway and the addition of AVALON, the front of the building is in the open more and is in need of aesthetic treatments. The funding of this CIP request will go towards designing a retrofit to the existing facade and developing a cost estimate for complementation for a subsequent CIP request.

Restroom Renovations (Wacky World/Wills Park) \$150,000

Priority 2: This request is for the interior remodeling of the existing restroom facility adjacent to the Wacky World Playground. The building is showing its age and needs upgrades to enhance the use of the building as well as the overall appearance for the citizens. The project will entail removing everything within the current facility and replacing all of the current items with brand new items of similar materials in the restroom facilities at Brooke Street Park and the City Hall Parking Deck.

Concession Building Renovation (North Park fields 1-4; Design) \$150,000

Priority 1: This request is for design of a new restroom/concession building at North Park Fields 1-4. The building is showing its age and needs replacement instead of an upgrade to enhance the use of the building as well as the overall appearance for the citizens. Construction costs are estimated at \$1.5 million and would be part of a future capital funding request.

Downtown Enhancements \$35,000

Priority 1: This request is for the design, installation, and repair of streetscape/aesthetic enhancements on city property throughout the downtown area. Improvements consist of new trash receptacles, kiosks, benches, arbors, and landscape enhancements to city owned property.

Public Safety

Community Center Generator (new) \$200,000

Priority 2: The Alpharetta Community Center is targeted to serve as an emergency shelter. However, the American Red Cross and Salvation Army require emergency shelters that serve the public to have emergency generators servicing the facility. The Community Center does not currently have generators. This projects includes the purchase and installation of a new 400kw Natural Gas Generator.

Fire Station Camera System \$38,000

Priority 2: This request is to install seven (7) IP cameras at Fire Stations for parking lot security. This was a City Council initiated request in 2017 after several Fire Stations were the scene of multiple entering autos, causing the loss of personal and department property as well as damage to our Firefighter's personal vehicles. There are currently no security cameras at any of the Fire Stations to deter criminals or provide any useful information in the event a crime or significant incident arises. This initiative provides for a local recording server and licensing to support camera recording and interfaces. The proposal is to install two (2) "IP" cameras at Fire Station 81, and one (1) "IP" camera each at Fire Stations 82 through 86. The installation includes the needed local storage and interfaces needed to connect to the city's existing security camera infrastructure.

SWAT Medic Take-Home Vehicles (Qty: 4)

\$160,000

Priority 3: This request is for the purchase of four (4) emergency vehicles to be issued to SWAT medics to enhance their deployment speed and safely secure their equipment. SWAT medics are Advanced Emergency Medical Technicians (AEMT) and GA POST Law Enforcement certified firefighters who are integral members of SWAT. A properly outfitted vehicle would provide the SWAT medics with secure storage for the highly sensitive weapons and equipment they are entrusted with.

This request would provide each SWAT medic with an unmarked Ford Explorer SUV (Admin Package; \$29,000); emergency lights and equipment (\$5,000); SWAT Trunk Vault (\$2,500); Rifle\Shotgun rack (\$500); and radio (\$3,000) for a cost per vehicle of \$40,000. There are currently four assigned SWAT medics making the initial cost \$160,000. The anticipated future costs would include the addition of two (2) vehicles and equipment (year 2 and 3) to be issued to new medics bringing a total of six SWAT medics (two per fire shift). There is normal maintenance costs associated with vehicles. Current policy regarding assigned City vehicles would be followed.

2019 Operating Initiative–Fleet/Equip. for Police Officer positions (Qty:5) \$300,000

Priority 1: This initiative constitutes the capital component (new fleet/associated upfitting costs and equipment) of the five (5) new Police Officer positions requested in FY 2019 (Operating Initiative). The five (5) new Police Officer positions would form a Bike unit consisting of one (1) Lieutenant and four (4) Police Officers equipped with Ford F150 4x4 pickups and special purpose bicycles which will allow them to efficiently and effectively patrol the City of Alpharetta as well as participate in community and special events. Capital costs total \$300,000 for the acquisition of five (5) F-150 4x4s (including upfitting to public safety standards), specialty bicycles, vehicle cameras, etc. Please refer to the Operating Initiatives section of this document for a detailed write-up of position duties and justification.

2019 Operating Initiative–Fleet for Asst. Fire Marshall position (Qty:2) \$87,000

Priority 1: This initiative constitutes the capital component (new fleet/associated upfitting costs) of the two (2) new Assistant Fire Marshall positions requested in FY 2019 (Operating Initiative). The two (2) Assistant Fire Marshal positions will assist the Fire Marshal's office in maintaining its existing level of service to the community. This is in addition to the new Assistant Fire Marshall position approved in the FY 2018 budget. Capital costs total \$87,000 and include the acquisition of two (2) pickup trucks with associated upfitting costs. Please refer to the Operating Initiatives section of this document for a detailed write-up of position duties and justification.

3D Laser Scanner

\$90,700

Priority 1: This request is for a 3D laser scanner and software with equipment which will replace the out of service and outdated Total Station equipment previously used during crash investigations by the Traffic Unit. The laser scanner captures a 3D representation of any scene, exactly how it was at the time. It can create 2D and 3D scene diagrams and animations, perform crash and crime scene analysis, and creates courtroom presentations. This system can also be used for crime scene investigations, arson investigations, training, pre-planning, and a wide array of other uses by several units within Public Safety. This requests includes: 3D Laser Scanner (\$47,000); Set up (\$8,300); 3D software (\$13,900); Equipment (\$8,500; notebook, stands, tripods, battery); and 3-year maintenance and warranty on equipment and software (\$13,000).

Patrol Rifle System

\$130,000

Priority 2: This request is for the purchase of 65 rifle platforms at \$2,000 each and will allow the Department to issue the same type of rifle platform (make and model rifle, optics, light system and sling) to Officers. Currently, due to the limited number of Department owned rifles and the number of Officers, the Department allows Officers to the option of carrying an approved rifle that is personally owned or carrying one of the limited number of rifles the Department owns. The Department has issued 36 rifles to Uniformed Patrol Officers and has 4 unassigned and available to Uniform Patrol. Currently, 22 Officers carry their own Department approved personal rifles due to their preference in optics, light systems and sling systems which are not supplied by the Department. With the new standardized rifle platform the carry of personal rifles will no longer be needed and the current policy of authorizing the practice will be modified. The estimated number of rifles takes into consideration the 36 issued to Officers, the 22 personal rifles currently being carried and the 4 currently unassigned but available and 3 spares - for a total of 65 new standardized rifle platforms. All rifles will be from the same manufacturer with the same optics, light and sling systems.

Recreation, Parks & Cultural Services

Heritage Park (preliminary design/planning, Heritage Site declaration) \$250,000

Priority 1: This request is to provide funds for the design and study of the area referred to as "Heritage Park" located at the corner of Old Milton Parkway and Georgia 400. Funds would be utilized to obtain a historical site designation, Geo-technical data, and necessary permits. This site is considered to be the oldest settlement in the City of Alpharetta. There is a City Council condition that requires the donation of land to occur no later than the issuance of a land disturbance permit on the office property. The property is presently under review for a land disturbance permit (April 2018).

Thompson Street Trail Sculpture

\$44,000

Priority 1: This request is for the purchase of a sculpture at the entrance to the Thompson Street Trail. Costs are estimated at \$44,000 and include artists' fees, juror fees, and installation. This request is being presented from Arts Alpharetta. Thompson Street Park will become one of the favorite stops along the Inner Alpha Loop. The need for an iconic piece of artwork cannot be understated. Arts Alpharetta will use the same process that it has used for *Instruments of Inspiration* and for *Miscellany* to select the artwork.

Midwick Wall Mural

\$82,500

Priority 1: This request is for a mural at Midwick Wall. Costs are estimated at \$82,500 and include artists' fees, design fees, juror fees, wall preparation, and installation. This wall is along the inner Alpha Loop between City Hall and Avalon. This piece of artwork will help soften a large retaining wall that faces Academy Park. The spot for the mural and the conditions surrounding its selection has been vetted by the City of Alpharetta in cooperation with Academy Park and the developer.

Downtown Holiday Decorations (expansion)

\$88,000

Priority 1: This request is for additional Holiday Decorating Displays for the Downtown which includes the following: "RGB" Tree-of-Lights, with preprogrammed effects, approx. 58'-60'; (12) 30" manzanita snow balls; (12) 24" manzanita snow balls; (6) 7.5 3D deer (matches existing stars); one cluster of three slim-topiary style Christmas trees (sizes = 12'/10'/8') enhanced with manzanita type branches (nestled together to accent small park near promenade). This will be an addition to the current displays we highlighted in 2017. Capital costs total \$88,000 for purchase of the holiday décor

described above. Operational costs are estimated \$15,000 annually for the installation, takedown, and storage and is included in the Recreation, Parks & Cultural Services Department operating budget. The performance of these decorations will be measured by the number of attendees, number of sponsors, number of volunteers recruited, and the number of community organizations involved in the Christmas Tree Lighting.

Wills Park Drainage Improvements (main parking lot) \$350,000

Priority 1: This project is located in the forested area between the main parking lot for Wills Park Pool and the stream that runs east to west through the park. Currently the area receives runoff from the parking lot, the baseball fields, and a large portion of this side of the park. High volume and velocity storm flows have carved a large gully through the wooded area impacting mature trees, threatening the walking path, and creating a dangerous hazard condition for Frisbee golfers. The FY 2017 Capital Budget included funding for the design of a solution to repair the inflow pipes and stabilize the channel. The corrugated metal inflow pipes have deteriorated and the headwalls structures have fallen off the pipes. This project will add two junction boxes and replace approximately 150 linear feet of the most downstream pipe. The gully will be re-shaped using a regenerative stormwater conveyance system including rock step pools and stone weirs to cascade the water gently downslope into the stream. This will reduce erosion and stabilize the area near the walking path and the Frisbee golf course. Additionally, a new pedestrian safe bridge will be added for the Frisbee golf course allowing players to safely reach the pin. Some large sweetgums will be removed for safety during construction. This project addresses measure 1 in the watershed improvement plan. FY 2017 Capital Budget included funding for design. FY 2019 request is for construction of the underlying improvements.

Big Creek Stream Bank Restoration \$50,000

Priority 1: This project will work in conjunction with a Stormwater Study of Big Creek erosion funded in FY 2018. The Study will create a template design for minor maintenance that can be used for small repairs. It will further identify areas of unique concern that require individual design, state permitting, and extensive restoration construction. Routine maintenance is expected in FYs 2019-2022 and individual designs and construction projects are anticipated in FYs 2022-2028.

New Fleet – Parks Department Managers (Qty: 2)

\$64,000

Priority 1: The Recreation, Parks & Cultural Services Department has undergone a significant change in Department Leadership and the physical location of Department Managers. With the addition of two divisions, the need to accommodate the Management Team with the appropriate transportation will be vital to their success.

Ford Explorer - Staff is requesting a Ford Explorer (addition to the fleet) for Managers of Recreation Services, Cultural Affairs and Community Services Divisions; the managers will work out of City Hall so they will have easy access to share this vehicle.

Ford F150 4x4 Supercab – Staff is requesting a Ford F150 4X4 Supercab Truck (addition to the fleet) that truck will be assigned to the Park Services Manager. The plan is to provide every staff person deemed Essential Personnel in Park Services a 4X4 truck. The Park Services Manager's current truck will be assigned to staff to meet the essential needs of the daily operations that is highlighted in the following justifications:

- a) The Recreation, Parks & Cultural Services Dept. has undergone tremendous growth over the past five years. In FY 2016, the department was given the oversight, and additional support, for the Special Events Division. Even though monies and resources were added for staff and program implementation, no additional funds were added for Park Services support, equipment or fleet.
- b) Another significant addition to the Department is the opening of the new Art Center which coincides with the launch of the new Cultural Affairs division. This facility will require janitorial support of the current Facility Technician Team. The intention is utilize current staff to accommodate the needs of the four Recreation Centers and Art Facility. This additional truck will be used by the technicians to meet this additional responsibility.
- c) (c) Two new parks were added in FY 2018 (Brookside Property and Avalon Fitness Park), totaling approximately 35 acres that are currently being maintained by Parks Staff. FY 2019 will add a minimum of two more properties, Thompson Street Linear Park and Encore Park, which will require more vehicles to properly meet the current maintenance standard.

BUDGET NARRATIVE

City of Alpharetta

FY 2019 Budget Narrative

Budget Rollup: All Funds

The FY 2019 Budget is balanced for all funds and totals \$129 million with the breakdown by fund type as follows:

• General Fund:	\$ 72,588,199
• Special Revenue Funds:	12,729,700 (1)
• Debt Service Fund:	5,473,513
• Capital Project Funds:	21,480,065 (1)
• Solid Waste Fund:	4,017,954
• Risk Management Fund:	1,450,500
• Medical Insurance Fund:	8,670,457
• OPEB Trust Fund:	<u>2,155,000</u>
Total	\$128,565,388

(1) Amounts contained herein represent new appropriations for FY 2019. Unexpended FY 2018 appropriations for Council approved projects are re-appropriated annually pursuant to city policy.

General Fund

Revenues: FY 2019 General Fund operating revenues are forecasted to grow by 3%, or \$2 million, compared to Amended FY 2018. The following table compares major revenue categories within the General Fund:

	FY 2018 AMENDED BUDGET	FY 2019 RECOMMENDED BUDGET	\$ Variance	% Variance
Revenues:				
Property Taxes:				
Current Year	\$ 21,160,000	\$ 22,680,000	\$ 1,520,000	7.2%
Motor Vehicle	180,000	115,000	(65,000)	-36.1%
Motor Vehicle Title Tax Fee	775,000	900,000	125,000	16.1%
Prior Year/Delinquent	239,000	237,000	(2,000)	-0.8%
Local Option Sales Tax	15,200,000	15,650,000	450,000	3.0%
Other Taxes:				
Franchise Fees	6,640,000	6,200,000	(440,000)	-6.6%
Insurance Premium Tax	3,693,320	3,900,000	206,680	5.6%
Alcohol Beverage Excise Tax	2,100,000	2,200,000	100,000	4.8%
Other Taxes	2,339,500	2,429,500	90,000	3.8%
Licenses & Permits	2,722,050	2,704,250	(17,800)	-0.7%
Intergovernmental	435,000	460,000	25,000	5.7%
Charges for Services	3,492,408	3,709,150	216,742	6.2%
Fines & Forfeitures	2,209,250	1,987,500	(221,750)	-10.0%
Interest	75,000	150,000	75,000	100.0%
Other Revenues	292,258	296,984	4,726	1.6%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	2,718,750	2,868,750	150,000	5.5%
Total Operating Revenues	\$ 64,271,536	\$ 66,488,134	\$ 2,216,598	3.4%
Fund Balance Carryforward	8,860,286	6,100,065		
Total Revenues	\$ 73,131,822	\$ 72,588,199		

The following section provides brief narratives on major variances within the revenue categories detailed in the table above.

- Property Taxes: The FY 2019 Budget is based on maintenance of the city's millage rate at 5.750 mills. Property tax digest growth (existing values) is estimated at 6% equating to \$4.8 billion plus a forecast of new construction valuation of \$56 million (based on building permit data). The FY 2019 taxroll will be based on market valuations and the County has committed to its cities to provide tax digest valuations in early June. FY 2020 taxroll valuations will be impacted by the floating homestead legislation (House Bill 712), assuming passage by the voters in November 2018, as it will rollback valuations on homesteaded properties (legislation includes a lengthy formula, but most properties will roll back to a 2016 base year valuation).

However, HB 712 provides an inflationary adjustment factor that should help stabilize property tax revenue for the FY 2020 budget.

- The portion of the millage rate funding debt service (Debt Service Fund) is estimated to decrease from 1.03 mills in FY 2018 to 0.98 mills in FY 2019. Estimated growth in the property tax digest, coupled with available cash in the Debt Service Fund, allows for a reduction in the millage rate dedicated for debt service. The FY 2019 Budget proposes to program the debt service millage reduction into the General Fund.
- The portion of the millage rate funding operations and recurring capital investment (General Fund) is estimated to increase from 4.72 mills in FY 2018 to 4.77 mills in FY 2019. Property tax revenue estimates for FY 2019 total \$22.7 million (excluding motor vehicle taxes). Of this amount, \$4.5 million is included for a recurring capital program (e.g. milling and resurfacing of city streets; traffic equipment replacement; drainage maintenance; etc.). The capital funding will be transferred to the Capital Projects Fund and Stormwater Capital Fund to properly account for the capital improvement activities.

The property tax revenue estimates are net of the city's \$40,000 homestead exemption which saves our homeowners \$2.6 million annually (e.g. equates to a 1.1 mill reduction for the average homeowner). The city's homestead exemption is more than double the amounts offered from our companion cities and goes great lengths in keeping Alpharetta an affordable place to live and raise a family.

- Motor vehicle taxes are 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. The city is forecasting motor vehicle revenues to be fully phased-out over the period ending in FY 2022. HB 386 created a Motor Vehicle Title Fee that is intended to partially offset the reduction in motor vehicle taxes. An increase of 16% is forecasted for FY 2019 for motor vehicle title fees from a budget-to-budget standpoint. However, actual collections are estimated at \$850,000 in FY 2018 which equates to a revised growth rate of 6%. The main driver for the variances is a revision in the title fee revenue sharing formula (State/Counties/Cities) that increased the local share during 2017 from 41% to 46%.
- Local Option Sales Taxes ("LOST"): Growth of 3% is forecasted for FY 2019 and is based on year-to-date growth in FY 2018. Market indicators highlight continued growth in the economy but that has not translated into increased spending on taxable goods/services over the last several years.
- Franchise Fees: Reduction of -7% is forecasted for FY 2019 from a budget-to-budget standpoint. Franchise Fee revenue is sensitive to fluctuations in usage (e.g. cool summer significantly lessens the need for air conditioning and associated energy usage). As such, budgetary practice is to be

conservative with forecasting these collections so as to insulate the operating budget from the associated short-term collection fluctuations inherent in this revenue source. Collections from GA Power, the largest contributor of this revenue source (62% of total franchise fees), totaled \$3.9 million in FY 2018 and represents a -\$230,169 decrease over the prior year (\$4.1 million was collected in FY 2017) due primarily to relatively milder seasons (e.g. cooler summer and warmer winter) and continued investment in green technology (e.g. LED lighting) that reduced energy usage needs.

- Insurance Premium Taxes: Growth of 6% is forecasted for FY 2019 from a budget-to-budget standpoint. However, actual collections during FY 2018 totaled \$3.8 million which equates to a revised growth rate of 2%.
- Alcohol Beverage Excise Taxes: Growth of 5% is forecasted for FY 2019 from a budget-to-budget standpoint. However, actual collections are estimated at \$2.2 million for FY 2018 which is flat compared to the FY 2019 forecast.
- The Other Taxes category includes collections for Intangibles Taxes (-12% reduction to \$550,000), Real Estate Transfer Taxes (-22% reduction to \$300,000), Business and Occupational Taxes (12% growth to \$1.2 million), Financial Institution Taxes (42% growth to \$425,000), etc.
- Licenses & Permits: A slight reduction of -1% is forecasted for FY 2019 based on current collection patterns and permit activity. Actual collections are estimated at \$3.3 million in FY 2018 which is greater than the FY 2019 budget. License and Permit revenue is cyclical and sensitive to fluctuations in the market (e.g. construction market, employment market, etc.). As such, budgetary practice is to be conservative with forecasting these collections so as to insulate the operating budget from the associated short-term collection fluctuations inherent in this revenue source. The largest revenue source is Building Permit Fees (\$1.6 million forecast for FY 2019; \$2.2 million conservatively estimated for FY 2018).
- Charges for Services: Increase of 6% is forecasted for FY 2019 due primarily to the 2019 Operating Initiatives¹ including the new Cultural Arts Center and Expanded Pool operations (\$200,000 in revenue growth).
- Fines and Forfeitures: Reduction of -10% is forecasted for FY 2019 from a budget-to-budget standpoint. However, actual collections are estimated at \$1.8 million in FY 2018 which equates to a revised growth rate of 10%. The primary driver of this variance is a significant reduction in court fine revenue (actual collections are down -25% fiscal year-to-date through February 2018) which is driven through a reduction in the corresponding citations. As the Public Safety Department is able to fill vacancies, traffic patrol activities will return to their normal scope; the FY 2019 Budget reflects an increased level of enforcement activity.

¹ Please refer to the Operating Initiatives section of this document for detailed descriptions.

Expenditures: The following table compares departmental appropriations within the General Fund (please refer to the departmental summaries included herein for detailed budgetary analysis).

	FY 2018 AMENDED BUDGET	FY 2019 RECOMMENDED BUDGET	\$ Variance	% Variance
Expenditures (by Department):				
Mayor and Council	\$ 364,488	\$ 364,389	\$ (99)	0.0%
City Administration	2,266,016	2,174,084	(91,932)	-4.1%
Legal Services	665,000	690,000	25,000	3.8%
Community Development	2,857,116	3,162,560	305,444	10.7%
Public Works	8,377,022	8,821,264	444,242	5.3%
Finance	3,347,009	3,366,136	19,127	0.6%
Public Safety	27,260,508	28,419,771	1,159,263	4.3%
Human Resources	415,782	430,846	15,064	3.6%
Municipal Court	1,126,546	1,096,466	(30,080)	-2.7%
Recreation, Parks & Cultural Services	9,101,275	9,934,305	833,030	9.2%
Information Technology	1,681,857	1,742,223	60,366	3.6%
Non-Departmental:				
Contingency	650,000	670,000	20,000	3.1%
Insurance Premiums (Risk Fund)	665,000	689,500	24,500	3.7%
Gwinnett Tech Contribution (Debt Svc)	286,840	286,590	(250)	-0.1%
Reserve for Operating Initiatives	-	130,000	130,000	100.0%
Donations/Contributions	45,000	10,000	(35,000)	-77.8%
Total Operating Expenditures	\$ 59,109,459	\$ 61,988,134	\$ 2,878,675	4.9%
Interfund Transfer:				
Capital Project Fund	12,747,363	8,895,065		
Operating Grant Fund	20,000	30,000		
Stormwater Capital Fund	1,255,000	1,675,000		
Total Expenditures	\$ 73,131,822	\$ 72,588,199		

The following table compares expenditure category appropriations within the General Fund.

	FY 2018 AMENDED BUDGET	FY 2019 RECOMMENDED BUDGET	\$ Variance	% Variance
Expenditures (by Category):				
Personnel Services:				
Salaries	\$ 26,968,197	\$ 28,026,322	\$ 1,058,125	3.9%
Group Insurance	8,002,164	8,039,454	37,290	0.5%
Pension (Defined Benefit)	2,500,954	2,599,935	98,981	4.0%
Pension (401A)	1,688,463	1,808,371	119,908	7.1%
Post Employment Healthcare Benefit	-	515,000	515,000	100.0%
Miscellaneous Benefits	2,844,228	3,001,047	156,819	5.5%
<i>subtotal</i>	\$ 42,004,006	\$ 43,990,129	\$ 1,986,123	4.7%
Maintenance and Operations:				
Professional Services	\$ 2,758,796	\$ 2,870,122	\$ 111,326	4.0%
Repair/Maintenance	1,549,408	1,675,050	125,642	8.1%
Maintenance Contracts	2,174,992	2,365,305	190,313	8.8%
Professional Services (IT)	1,450,777	1,437,923	(12,854)	-0.9%
General Supplies	1,014,810	1,135,160	120,350	11.9%
Utilities	2,604,475	2,835,179	230,704	8.9%
Fuel	449,524	441,650	(7,874)	-1.8%
Legal Services	665,000	690,000	25,000	3.8%
Miscellaneous	1,937,663	1,991,033	53,370	2.8%
<i>subtotal</i>	\$ 14,605,445	\$ 15,441,422	\$ 835,977	5.7%
Capital/Lease:				
Fire Truck/Cardiac Monitor/Taser Leases	\$ 578,669	\$ 628,550	\$ 49,881	8.6%
Tyler ERP Lease	110,904	-	(110,904)	-100.0%
Work Order Software Lease	76,622	76,943	321	0.4%
Miscellaneous	86,973	65,000	(21,973)	-25.3%
<i>subtotal</i>	\$ 853,168	\$ 770,493	\$ (82,675)	-9.7%
Other Uses:				
Contingency	\$ 650,000	\$ 670,000	\$ 20,000	3.1%
Insurance Premiums (Risk Fund)	665,000	689,500	24,500	3.7%
Gwinnett Tech Contribution (Debt Svc)	286,840	286,590	(250)	-0.1%
Reserve for Operating Initiatives	-	130,000	130,000	-
Donations/Contributions	45,000	10,000	(35,000)	-77.8%
<i>subtotal</i>	\$ 1,646,840	\$ 1,786,090	\$ 139,250	8.5%
Total Operating Expenditures	\$ 59,109,459	\$ 61,988,134	\$ 2,878,675	4.9%
Interfund Transfer:				
Capital Project Fund	12,747,363	8,895,065		
Operating Grant Fund	20,000	30,000		
Stormwater Capital Fund	1,255,000	1,675,000		
Total Expenditures	\$ 73,131,822	\$ 72,588,199		

Meeting the Internal Needs of Operating Departments

Several of the major points of the FY 2019 Budget are as follows:

- Operating expenditures of the General Fund are up 4.9% over FY 2018. This figure includes the operating initiative funding for FY 2019². After adjusting for the operating initiative funding, **the base operational growth totals 3%**.
- Management of personnel and compensation program to align with current market environment:
 - Staffing level at 445.5 full-time equivalents (up one position from FY 2018; reduction of a vacant Deputy Clerk II position within Municipal Court which is offset by the addition of two positions within Community Development including a Permit Technician and an Administrative Assistant II).
 - Continuation of a performance-based merit program of 3% on April 1, 2019, per authorized/funded position (estimated cost of \$250,000 citywide³) as well as the annualized financial impact of the Public Safety Department personnel reorganization that initiated in FY 2018 (estimated cost of \$50,000). This merit program is contingent upon a mid-year review of revenue trends to determine if sufficient funding is available. Research of national and local wage growth data indicates the 3% rate is a responsible average (i.e. not among the highest or the lowest).
 - Coverage of group insurance premiums including an increase in the HSA/HRA contribution made by the city to employees (increase in contribution varies between 25% to over 50%). However, premium growth is flat overall and less than the market growth for comparably sized entities due to city claims patterns that are trending less than the industry standard.
 - Addition of a new post-employment healthcare benefit to assist our employees in funding one of their primary cost drivers during retirement, healthcare. Forecasted costs for this benefit include a one-time transfer of available funding within the Medical Insurance Fund (\$1.5 million) and the inclusion of annual funding within departments approximating 2% of payroll (\$550,000 citywide). This benefit will require a minimum 15-year vesting (maximum benefit achieved at 25-years⁴) which will further assist in not only recruitment, but also retention of our most valuable assets, our employees.

² Please refer to the Operating Initiatives section of this document for detailed descriptions.

³ This represents the financial impact in FY 2019 (i.e. April-June 2019).

⁴ Credited years-of-service for current employees will count towards vesting (subject to a maximum of 15-years).

The following table provides a comparison of personnel counts by fiscal year.

	Actual FY 2015	Actual FY 2016	Actual FY 2017	Actual FY 2018	Actual FY 2019	Variance
Detail by Department:						
General Fund						
Mayor & City Council	7.0	7.0	7.0	7.0	7.0	-
City Administration	14.0	11.0	10.0	10.0	10.0	-
Community Development	22.0	23.0	26.0	26.0	28.0	2.0
Public Works	55.0	55.0	52.0	52.0	52.0	-
Finance	21.5	21.5	21.5	21.5	21.5	-
Public Safety	217.5	218.5	219.0	221.0	221.0	-
Human Resources	2.0	2.0	2.0	2.0	2.0	-
Municipal Court	9.0	9.0	9.0	9.0	8.0	(1.0)
Recreation and Parks	48.0	51.0	51.0	51.0	51.0	-
Information Technology	11.0	11.0	11.0	11.0	11.0	-
subtotal	407.0	409.0	408.5	410.5	411.5	1.0
E-911 Fund (Special Revenue Fund)						
Public Safety	25.0	25.0	29.0	29.0	29.0	-
Information Technology	1.0	1.0	1.0	1.0	1.0	-
subtotal	26.0	26.0	30.0	30.0	30.0	-
DEA Fund (Special Revenue Fund)						
Public Safety	3.0	3.0	3.0	3.0	3.0	-
Solid Waste Fund (Enterprise Fund)						
Finance	1.0	1.0	1.0	1.0	1.0	-
Full-Time-Equivalent (FTE) Positions	437.0	439.0	442.5	444.5	445.5	1.0

- Targeted growth (6% or \$835,977) in departmental maintenance and operations budgets (General Fund) that is primarily attributable to approved Operating Initiatives and include the following:
 - Increase in professional services of \$111,326 due primarily to the elimination of municipal election related funding (FY 2018 was an election year) which is fully offset through arts program instructor fees anticipated for the new Cultural Arts Center (offset through fee collections from customers) and support for Community Arts Organizations within the newly formed Cultural Arts Division of the Recreation, Parks, and Cultural Services Department.
 - Increase in maintenance contract costs of \$190,313 due primarily to the following:
 - Public Works - increase in maintenance contract costs due primarily to cost growth under the ROW landscape maintenance contract, Fulton County Animal Control contract, HVAC and pest control contracts for the Recreation, Parks & Cultural Services Department, janitorial contract costs for City Center, etc.
 - Public Safety - increase in maintenance contract costs due primarily to additional janitorial costs for the expanded Public Safety Headquarters

coupled with software licensing fees associated with the TimeKeeping software procured during FY 2018.

- Municipal Court - increase in maintenance contract costs due primarily to the Court Management Software initiative approved in FY 2018. Specifically: year 1 (FY 2018) included funds for fingerprint scanner equipment which does not continue into FY 2019; and year 2 (FY 2019) includes software licensing fees for the eCourts court management software (year 1 costs were covered by the Judicial Council's Administrative Office). Additional increases are associated with Janitorial Services which are now needed as a result of the Recreation, Parks, and Cultural Services Department reorganization that resulted in them vacating the Crabapple Government Center and reallocating their staff that used to provide onsite janitorial services. The City will use its private janitorial service provider moving forward to clean the Courts facility.
- Recreation, Parks & Cultural Services - increase in maintenance contract costs due primarily to an increase in copier consumables (toner, etc.), expansion of the Zagster Bike Share program (City Center and Thompson Street locations) approved in FY 2018, and increases in janitorial maintenance costs. The Recreation, Parks & Cultural Services departmental reorganization resulted in the reallocation of active cleaning/maintenance personnel from the Crabapple Government Center. The City will use its private janitorial service provider moving forward to clean the remaining portions of the Crabapple facility used for parks activities (North Fulton Senior Services area and the Recreation Classroom area).
- Increase in repair and maintenance costs of \$125,642 due primarily to the following:
 - Public Works - Increase in facility repair and maintenance costs due to anticipated facility maintenance needs in FY 2019 including HVAC, flooring, painting, etc.).
 - Recreation, Parks & Cultural Services - Increase in grounds repair and maintenance costs based on park beautification efforts including increased focus on landscape maintenance (clearing out underbrush, tree pruning, tree removal, etc.).
- Increase in general supplies costs of \$120,350 due primarily to the following:
 - City Administration - Increase in general supplies costs based on historical and year-to-date expenditure trends including increased funding for meetings (materials, refreshments, etc.), promotional materials, and new funding to cover Alcohol Applicant signage (to be repaid through the Alcohol Beverage Permit Fee), etc.

- Public Safety - Increase in general supplies costs based primarily on an increase in estimated spending on ammunition.
- Recreation, Parks & Cultural Services - Increase in general supplies costs due primarily to the new Cultural Arts Center and expanded Wills Park Pool operations as well as multiple other factors including an increase in program activity and associated supplies (e.g. uniforms), increased activity at the Equestrian Center and a corresponding increase in shavings needs, and general growth in supply needs.
 - Increase in utilities funding of \$230,704 due primarily to operating initiative funding for street lighting along public roads⁵.
- The departmental operating capital/lease budget primarily represents funding for the city's capital lease obligations (fire trucks, public works and community development software, etc.) coupled with minor maintenance capital needs and the transfer of the Taser Lease obligation from the DEA Fund in FY 2019⁶. The capital lease for the Finance Department (Tyler ERP) accounting software was fully paid during FY 2018.
- The Other Uses category includes the following: contingency (approximately 1% of the operating budget); Risk Management claims funding (this allocation represents funding for insurance premiums; funding for claims and administration/brokerage fees has been allocated to departments through the personnel services category); funding of debt service on the Gwinnett Technical College contribution (Alpharetta campus); and continuation of funding for the Friends of the Library (\$10,000).

The departmental base budgets are discussed below and detailed further under the respective departmental tab of this document.

Mayor and City Council

The Fiscal Year 2019 Budget for Mayor and City Council totals \$364,389 and is flat with the FY 2018 budget. The Personnel Services category increased 1%, or \$3,753, due primarily to costs associated with the implementation of a post-employment healthcare benefit (new for FY 2019).

The Maintenance and Operations category decreased -7%, or -\$3,852, due primarily to a reduction in anticipated needs for general professional/consulting services (e.g. minor studies, etc.). The annual discretionary expense appropriation will remain at \$5,000 for Council Members and \$9,000 for the Mayor.

⁵ Please refer to the Operating Initiatives section of this document for detailed descriptions.

⁶ Please refer to the Operating Initiatives section of this document for detailed descriptions.

Base level personnel totals 7.0 full-time-equivalents (“FTE”) and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	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	-

City Administration

The FY 2019 Budget for City Administration totals \$2,174,084 and represents a decrease of -4%, or -\$91,932, compared to FY 2018. The Personnel Services category increased 3%, or \$47,712, due primarily to wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019). Base level personnel total 10 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
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	-
Economic Development Director	1.0	1.0	1.0	1.0	1.0	-
Economic Development Manager	1.0	1.0	1.0	1.0	1.0	-
Executive Office Coordinator	1.0	1.0	1.0	1.0	1.0	-
Grants Administrator	1.0	1.0	-	-	-	-
Internal Auditor	1.0	1.0	1.0	1.0	1.0	-
Records Manager	1.0	1.0	1.0	1.0	1.0	-
Special Events Coordinator (1FT;2PT)*	2.0	-	-	-	-	-
Special Events Manager*	1.0	-	-	-	-	-
Web Administrator	1.0	1.0	1.0	1.0	1.0	-
	14.0	11.0	10.0	10.0	10.0	-

* The Special Events Division was transferred to the Recreation and Parks Department in FY 2016.

The Maintenance and Operations category decreased -18%, or -\$139,644, due primarily to the following activity:

- Increase in general supplies costs of \$19,150 based on historical and year-to-date expenditure trends including increased funding for meetings (materials, refreshments, etc.), promotional materials, and new funding to cover Alcohol Applicant signage (to be repaid through the Alcohol Beverage Permit Fee), etc.
- Decrease in professional services costs of -\$125,255 due primarily to the elimination of municipal election related funding (FY 2018 was an election year). The election set for November 2018 is a countywide general election and will not result in additional costs for Alpharetta.
- Decrease in facility improvement costs of -\$17,973 due to one-time funding in FY 2018 for equipment within the History Room (City Hall).

- Decrease in travel/training of -\$12,450 due to a reduced expectation of travel/training needs for the next fiscal year.

Community Development Department

The FY 2019 Budget for Community Development totals \$3,162,560 and represents an increase of 11%, or \$305,444 compared to FY 2018.

The Personnel Services category increased 12%, or \$298,839, due primarily to: wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends); increases in group insurance premiums; annualized impact of staff turnover (and varying insurance plan signups); implementation of a post-employment healthcare benefit (new for FY 2019); and the net cost of upgrading two part-time temporary seasonal positions to full-time permanent status (2019 Operating Initiatives-Permit Technician; Administrative Assistant II). Please refer to the Operating Initiatives section of this report for detailed information on the initiatives

Base level personnel total 28.0 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Administrative Assistant II*	1.0	1.0	1.0	1.0	1.0	-
Arborist	1.0	1.0	1.0	1.0	1.0	-
Boards Assistant	1.0	1.0	1.0	-	-	-
Building Inspector	4.0	5.0	5.0	4.0	4.0	-
Building Inspector Manager*	-	-	-	-	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	-
Code Enforcement Officer	4.0	3.0	3.0	3.0	3.0	-
Director of Community Development	1.0	1.0	1.0	1.0	1.0	-
Deputy Director of Community Development	1.0	-	-	-	-	-
Development Services Engineer (Stormwater)	1.0	1.0	1.0	1.0	1.0	-
GIS Specialist/Planner	1.0	1.0	1.0	1.0	1.0	-
Inspectors	-	-	3.0	3.0	3.0	-
Office Manager*	-	-	-	-	1.0	1.0
Planning and Zoning Coordinator	-	-	-	1.0	1.0	-
Permit Technician	1.0	1.0	1.0	1.0	2.0	1.0
Project Administrator	-	-	1.0	1.0	1.0	-
Senior Building Inspector*	-	-	-	1.0	-	(1.0)
Senior Engineer (Transportation)	1.0	1.0	1.0	1.0	1.0	-
Senior Planner	-	1.0	1.0	1.0	1.0	-
Specialized Assistant - Permits Plus	1.0	1.0	-	-	-	-
Zoning Administrator	1.0	1.0	1.0	1.0	1.0	-
Zoning Enforcement Officer	-	1.0	-	-	-	-
	22.0	23.0	26.0	26.0	28.0	2.0

* Position reclassifications occurred during FY 2018.

The Maintenance and Operations category increased 2%, or \$6,605, due primarily to the following activity:

- Increase in maintenance contract costs of \$5,000 due primarily to licensing fees associated with the Traffic Optimization software implemented in 2018.

- Increase in travel/training costs of \$2,000 due primarily to a continued focus on training and certification.
- Increase in printing and binding costs of \$1,500 due primarily to increased printing activity (e.g. Fire Prevention educational materials).
- Increase in advertising costs of \$1,500 resulting from growth in development activity and associated notice requirements.
- Decrease in professional services (IT) of -\$4,295 due primarily to a streamlining of software services and software/hardware maintenance services citywide as well as reduced costs for Microsoft licensing.

Public Works Department

The FY 2019 Budget for Public Works totals \$8,821,264 and represents an increase of 5%, or \$444,242, compared to FY 2018. The Personnel Services category increased 3%, or \$158,575, due primarily to wage increases associated with the 3.0% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019). Base level personnel total 52.0 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Administrative Assistant II	2.0	2.0	1.0	1.0	1.0	-
Administrative Office Coordinator*	-	-	1.0	1.0	-	(1.0)
Assistant Construction Manager	-	-	-	1.0	1.0	-
Civil Engineer	1.0	2.0	2.0	2.0	2.0	-
Construction Manager	1.0	1.0	1.0	1.0	1.0	-
Deputy Director of Public Works	1.0	1.0	1.0	1.0	1.0	-
Director of Public Works	1.0	1.0	1.0	1.0	1.0	-
Engineering Technician	7.0	4.0	4.0	6.0	6.0	-
Environmental Program Coordinator	1.0	1.0	1.0	1.0	1.0	-
Fleet Coordinator	1.0	1.0	1.0	1.0	1.0	-
Inspector**	3.0	3.0	-	-	-	-
Project Administrator	1.0	1.0	1.0	1.0	1.0	-
Public Works Crew Leader	7.0	7.0	8.0	8.0	8.0	-
Public Works Supervisor	3.0	3.0	3.0	4.0	4.0	-
Public Works Technician I	11.0	11.0	11.0	6.0	6.0	-
Public Works Technician II	9.0	8.0	7.0	10.0	10.0	-
Senior Engineer	3.0	2.0	2.0	2.0	2.0	-
Senior Engineering Technician	1.0	1.0	1.0	-	-	-
Senior Inspector	1.0	1.0	1.0	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
Traffic Operations Manager	-	1.0	1.0	1.0	1.0	-
Traffic Signal Engineer	-	1.0	1.0	1.0	1.0	-
Urban Forestry Program Manager	-	1.0	1.0	1.0	1.0	-
Utility Locator	-	1.0	1.0	-	-	-
	55.0	55.0	52.0	52.0	52.0	-

* Position reclassifications occurred during FY 2018.

The Maintenance and Operations category increased 8%, or \$285,346, due primarily to the following activity:

- Increase in electric utilities funding of \$200,000 due to operating initiative funding for street lighting along public roads. Please refer to the Operating Initiative section of this document for detailed information
- Increase in maintenance contract costs of \$76,174 due primarily to cost growth under the ROW landscape maintenance contract, Fulton County Animal Control contract, HVAC and pest control contracts for the Recreation and Parks Department, janitorial contract costs for City Center, etc.
- Increase in facility repair and maintenance costs of \$26,800 due to anticipated facility maintenance needs in FY 2019 including HVAC, flooring, painting, etc.).

The Capital/Lease category includes funding for the CityWorks work-order management software lease.

Finance Department

The FY 2019 Budget for Finance totals \$3,366,136 and represents an increase of 1%, or \$19,127, compared to FY 2018. The Personnel Services category increased 5%, or \$108,241, due primarily to wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019). Base level personnel total 21.5 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Accountant (3FT; 1PT)	3.5	3.5	3.5	3.5	3.5	-
Accounting & Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Accounts Payable Technician	1.0	1.0	1.0	1.0	1.0	-
Billing/Collections Rep.	-	1.0	1.0	1.0	1.0	-
Benefits Manager	1.0	1.0	1.0	1.0	1.0	-
Benefits Coordinator	1.0	1.0	1.0	1.0	1.0	-
Billing Coordinator	1.0	1.0	1.0	1.0	1.0	-
Budget & Procurement Manager	1.0	1.0	1.0	1.0	1.0	-
Cash Management Officer	1.0	-	-	-	-	-
Cash Management Coordinator	-	1.0	1.0	1.0	1.0	-
Chief Accountant	1.0	1.0	1.0	1.0	1.0	-
Customer Account Coordinator	1.0	-	-	-	-	-
Customer Account Representative	1.0	1.0	1.0	1.0	1.0	-
Director of Finance	1.0	1.0	1.0	1.0	1.0	-
Office Manager	1.0	1.0	1.0	1.0	1.0	-
Payroll Coordinator	1.0	1.0	1.0	1.0	1.0	-
Safety/Risk Administrator	1.0	1.0	1.0	1.0	1.0	-
Senior Budget & Procurement Analyst	3.0	3.0	3.0	3.0	3.0	-
Treasury Services Manager	1.0	1.0	1.0	1.0	1.0	-
	21.5	21.5	21.5	21.5	21.5	-

The Maintenance and Operations category increased 3%, or \$21,790, due primarily to the following activity:

- Increase in professional fees of \$10,325 due primarily to increases in actuarial, asset management, and external auditing fees.

- Increase in maintenance contracts of \$9,250 due to licensing fees associated with the Socrata CIP dashboard software solution implemented during FY 2017 and Whitebirch financial management solution implemented in FY 2018.
- Increase in professional services (IT) of \$6,315 due to multiple factors including growth in adobe product fees, Tyler Munis disaster recovery service fees, etc.

The Capital/Lease category does not include funding in FY 2019 as the capital lease for the Tyler ERP software was fully-paid in FY 2018.

Public Safety Department

The FY 2019 Budget for Public Safety totals \$28,419,771 and represents an increase of 4%, or \$1,159,263, compared to FY 2018.

The Personnel Services category increased 5%, or \$1,067,853, due primarily to wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends), increases in overtime expense, implementation of a post-employment healthcare benefit (new for FY 2019), as well as the annualized financial impact of the Public Safety Department personnel reorganization that initiated in FY 2018 (estimated cost of \$50,000).

Base level personnel total 221 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Sworn Police Officers						
Director of Public Safety	1.0	1.0	1.0	1.0	1.0	-
Captain*	6.0	7.0	7.0	6.0	4.0	(2.0)
Lieutenant	16.0	16.0	15.0	15.0	15.0	-
Division Chief*	1.0	-	-	-	1.0	1.0
Field Training Officer*	10.0	10.0	10.0	10.0	9.0	(1.0)
Officer*	69.0	69.0	70.0	71.0	67.0	(4.0)
Sergeants*	-	-	-	-	6.0	6.0
Police Operations Major	-	-	-	1.0	1.0	-
Police Support Operations Major*	-	-	-	-	1.0	1.0
Public Information Officer*	1.0	1.0	1.0	1.0	-	(1.0)
Public Safety Budget/Finance Administrator	1.0	1.0	1.0	1.0	1.0	-
	105.0	105.0	105.0	106.0	106.0	-
Certified Firefighters						
Deputy Director of Public Safety	1.0	1.0	1.0	1.0	1.0	-
Battalion Chief*	3.0	3.0	3.0	2.0	3.0	1.0
Division Chief*	1.0	1.0	1.0	1.0	-	(1.0)
Captain*	24.0	23.0	23.0	23.0	22.0	(1.0)
Chief Public Affairs Officer*	-	-	-	-	1.0	1.0
Accreditation/Emer. Mgmt. Coord. (Captain)	1.0	1.0	1.0	1.0	1.0	-
Training/Emergency Medical Svcs Coord.	1.0	1.0	1.0	1.0	1.0	-
Fire Apparatus Engineer*	22.0	22.0	22.0	22.0	24.0	2.0
Firefighter/Paramedic	20.0	20.0	20.0	20.0	20.0	-
Firefighter II*	19.0	21.0	21.0	21.0	19.0	(2.0)
Fire Logistics Officer	1.0	1.0	1.0	1.0	1.0	-
Fire Marshal (Battalion Chief)	1.0	1.0	1.0	1.0	1.0	-
Fire Operations Chief	-	-	-	1.0	1.0	-
Deputy Fire Marshal	1.0	1.0	1.0	1.0	1.0	-
Assistant Fire Marshal (3FT; 1PT)	2.5	2.5	2.5	3.5	3.5	-
	97.5	98.5	98.5	99.5	99.5	-

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Civilian Positions						
Administrative Assistant II	2.0	2.0	2.0	2.0	2.0	-
Criminal Intelligence Analyst	1.0	1.0	1.0	1.0	1.0	-
Data Entry Clerk (1PT)	0.5	0.5	-	-	-	-
Evidence Technician	1.0	-	-	-	-	-
Evidence Custodian	-	1.0	1.0	1.0	1.0	-
Fingerprint Technician	0.5	0.5	1.0	1.0	1.0	-
Parking Enforcement Officer (2PT 2018; 1FT 2019)	-	1.0	1.0	1.0	1.0	-
Public Safety Volunteer Manager	1.0	-	-	-	-	-
Records Clerk	4.0	4.0	4.5	4.5	4.5	-
Records Supervisor	1.0	1.0	1.0	1.0	1.0	-
School Crossing Guard (8PT)	4.0	4.0	4.0	4.0	4.0	-
	15.0	15.0	15.5	15.5	15.5	-
	217.5	218.5	219.0	221.0	221.0	-

* Position reclassifications occurred during FY 2018.

Additional personnel changes will occur through attrition in accordance with the departmental reorganization approved during FY 2018.

The Maintenance and Operations category increased 1%, or \$41,529, due primarily to the following activity:

- Increase in utility costs of \$26,100 based primarily on additional utility costs for the expanded Public Safety Headquarters.
- Increase in maintenance contract costs of \$25,262 based primarily on additional janitorial costs for the expanded Public Safety Headquarters coupled with software licensing fees associated with the TimeKeeping software installed during FY 2018.
- Increase in general supplies costs of \$20,424 based primarily on an increase in estimated spending on ammunition.
- Decrease in professional services (IT) of -\$28,121 due primarily to a streamlining of software services and software/hardware maintenance services citywide as well as reduced costs for Microsoft licensing.
- Decrease in professional service costs of -\$20,200 based on historical and year-to-date expenditure trends for GBI fingerprint checks.
- Decrease in employee uniform costs of -\$14,700 based on staff forecast of uniform needs for FY 2019.

The Capital/Lease category includes funding for fire truck leases and heart monitors and is flat compared to FY 2018.

Human Resources

The FY 2019 Budget for Human Resources totals \$430,846 and represents an increase of 4%, or \$15,064, compared to FY 2018.

The Personnel Services category increased 4%, or \$9,607, due primarily to wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019).

Base level personnel total 2.0 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Human Resources Manager	1.0	1.0	1.0	1.0	1.0	-
	2.0	2.0	2.0	2.0	2.0	-

Assistant City Administrator (acting HR Director) is funded within the City Administration budget.

The Maintenance and Operations category increased 3.4%, or \$5,457, due primarily to an increase in professional services costs of \$6,000 based on year-to-date and historical expenditure trends for pre-employment evaluations, psychological evaluations, employment physicals, etc.

Municipal Court

The FY 2019 Budget for Municipal Court totals \$1,096,466 and represents a decrease of -3%, or -\$30,080, compared to FY 2018.

The Personnel Services category decreased -6%, or -\$46,863, due primarily to: wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends); implementation of a post-employment healthcare benefit (new for FY 2019); all of which is fully offset through the elimination of the vacant Deputy Clerk II position (-1.0 FTE).

Base level personnel total 8.0 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Court Clerk/Director of Court Services	1.0	1.0	1.0	1.0	1.0	-
Deputy Clerk I	1.0	1.0	1.0	1.0	1.0	-
Deputy Clerk II	5.0	5.0	5.0	5.0	4.0	(1.0)
Deputy Clerk III	1.0	1.0	1.0	1.0	1.0	-
Judge	1.0	1.0	1.0	1.0	1.0	-
	9.0	9.0	9.0	9.0	8.0	(1.0)

The Maintenance and Operations category increased 4%, or \$16,783, due primarily to the following activity:

- Increase in maintenance contract costs of \$16,900 and corresponding decrease in small equipment costs of -\$20,000 due primarily to the Court Management Software initiative approved in FY 2018. Specifically: year 1 (FY 2018) included funds for fingerprint scanner equipment which does not continue into FY 2019; and year 2 (FY 2019) includes software licensing fees for the eCourts court management software (year 1 costs were covered by the

Judicial Council's Administrative Office). Additional increases totaling \$17,400 are associated with Janitorial Services which are now needed as a result of the Recreation, Parks, and Cultural Services Department reorganization that resulted in them vacating the Crabapple Government Center and reallocating their staff that used to provide onsite janitorial services. The City will use its private janitorial service provider moving forward to clean the Courts facility.

- Increase in professional services costs of \$5,000 based on historical and year-to-date expenditure trends for bank fees, court appointed attorney fees, translator fees, etc.

Recreation, Parks & Cultural Services Department

The FY 2019 Budget for Recreation and Parks totals \$9,934,305 and represents an increase of 9%, or \$833,030, compared to FY 2018. The Personnel Services category increased 6%, or \$285,006, due primarily to: wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends); anticipated growth in seasonal salaries to remain competitive in the employment market; implementation of a post-employment healthcare benefit (new for FY 2019); and seasonal staff requirements of the new Cultural Arts Center and expanded Wills Park Pool (2019 Operating Initiative). Authorized personnel total 51.0 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Administrative Assistant I*	2.0	2.0	2.0	5.0	4.0	(1.0)
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Arts Coordinator	1.0	1.0	1.0	-	-	-
Community Services Manager*	-	-	-	-	1.0	1.0
Cultural Arts Supervisor	-	-	-	1.0	1.0	-
Cultural Services Manager*	-	-	-	-	1.0	1.0
Customer Service Representative	3.0	3.0	3.0	-	-	-
Deputy Director of Recreation/Parks*	1.0	1.0	1.0	1.0	-	(1.0)
Director of Recreation/Parks	1.0	1.0	1.0	1.0	1.0	-
Equestrian Center Manager*	1.0	1.0	1.0	1.0	-	(1.0)
Facility Technician	4.0	4.0	4.0	4.0	4.0	-
Marketing/Accreditation Coordinator	1.0	1.0	1.0	1.0	1.0	-
Office Manager	1.0	1.0	1.0	1.0	1.0	-
Park Services Manager	1.0	1.0	1.0	1.0	1.0	-
Parks Maintenance Technician	8.0	-	-	-	-	-
Parks Maintenance Technician I*	5.0	13.0	13.0	13.0	12.0	(1.0)
Parks Maintenance Technician II	5.0	5.0	5.0	5.0	5.0	-
Parks Supervisor II*	4.0	4.0	4.0	4.0	3.0	(1.0)
Program Coordinator	-	-	-	-	-	-
Projects Manager*	-	-	-	-	1.0	1.0
Recreation Coordinator*	5.0	5.0	5.0	5.0	6.0	1.0
Recreation Services Manager*	-	-	-	-	1.0	1.0
Recreation Supervisor II*	4.0	4.0	4.0	4.0	3.0	(1.0)
Special Events Coordinator (2FT;2PT)*	-	2.0	2.0	2.0	3.0	1.0
Special Events Manager*	-	1.0	1.0	1.0	-	(1.0)
Wills Park Manager*	-	-	-	-	1.0	1.0
	48.0	51.0	51.0	51.0	51.0	-

* Position reclassifications occurred during FY 2018.

The Maintenance and Operations category increased 13%, or \$552,024, due primarily to the following activity:

- Increase in grounds repair and maintenance costs of \$99,942 based on park beautification efforts including increased focus on landscape maintenance (clearing out underbrush, tree pruning, tree removal, etc.).
- Increase in professional services costs of \$243,456 due primarily to instructor fees for the new Cultural Arts Center and support for cultural arts organizations in Alpharetta (2019 Operating Initiative funding)⁷.
- Increase in general supplies costs of \$84,626 due to multiple factors including supply costs for the new Cultural Arts Center and expanded Wills Park Pool, an increase in other parks program activity and associated supplies (e.g. uniforms), increased activity at the Equestrian Center and a corresponding increase in shavings needs, and general growth in supply needs.
- Increase in maintenance contract costs of \$39,935 due primarily to an increase in copier consumables (toner, etc.), expansion of the Zagster Bike Share program (City Center and Thompson Street locations) approved in FY 2018, and increases in janitorial maintenance costs. The Recreation, Parks & Cultural Services departmental reorganization resulted in the reallocation of active cleaning/maintenance personnel from the Crabapple Government Center. The City will use its private janitorial service provider moving forward to clean the remaining portions of the Crabapple facility used for parks activities (North Fulton Senior Services area and the Recreation Classroom area).

The Capital/Other category includes funding for general repair/replacement capital and equipment needs at the Equestrian Center, Wills Park Recreation Center, Webb Bridge Park, North Park, Rock Mill Park, etc.

⁷ Please refer to the Operating Initiatives section of this document for detailed descriptions.

Information Technology Department

The FY 2019 Budget for Information Technology totals \$1,742,223 and represents an increase of 4%, or \$60,366, compared to FY 2018.

The Personnel Services category increased 4%, or \$53,400, due primarily to wage increases associated with the 3.0% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019). Authorized personnel total 11.0 FTEs and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Director	1.0	1.0	1.0	1.0	1.0	-
Database Administrator	1.0	1.0	-	-	-	-
GIS Manager	1.0	1.0	1.0	1.0	1.0	-
IT Manager	1.0	3.0	4.0	4.0	4.0	-
IT Systems Administrator	1.0	-	-	-	-	-
Network Administrator	-	2.0	2.0	2.0	2.0	-
Network Analyst I	1.0	1.0	1.0	-	-	-
Network Analyst II	1.0	-	-	1.0	1.0	-
Network Manager	1.0	-	-	-	-	-
Systems Analyst II	2.0	2.0	2.0	2.0	2.0	-
Systems Manager	1.0	-	-	-	-	-
	11.0	11.0	11.0	11.0	11.0	-

The Maintenance & Operations category increased 5%, or \$6,966, due primarily to the following activity:

- Increase in professional services (IT) costs of \$14,966 based primarily on the IT Department assuming management control of the audio/visual equipment in City Council Chambers and implementing hardware and software maintenance contracts to ensure the services (e.g. streaming) meets industry standards for uptime and functionality.
- Decrease in professional services costs of -\$5,000 based on historical expenditure trends and forecasted needs for contractual labor in FY 2019.

Emergency-911 Fund

The FY 2019 Budget for the E-911 Fund totals \$4,152,193 and represents a decrease of -24%, or -\$1,295,613, compared to FY 2018. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) and capital initiatives (E911 Expansion, VOIP upgrade, etc.) budgeted in FY 2018⁸. After adjusting for the non-allocated reserve, the true operational budget growth is flat with FY 2018.

The Personnel Services category increased 3%, or \$76,754, due primarily to wage increases associated with the 3% performance based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends), increases in

⁸ 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 2019 will occur subsequent to adoption of the budget.

overtime expense, and implementation of a post-employment healthcare benefit (new for FY 2019). Authorized personnel total 30.0 FTEs.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Communications Officer	14.0	13.0	17.0	17.0	17.0	-
Communications Shift Supervisor	5.0	5.0	5.0	4.0	4.0	-
Communications Quality Assurance Officer*	-	-	-	-	1.0	1.0
Division Chief	1.0	1.0	1.0	1.0	1.0	-
Section Chief - Communications Training*	1.0	1.0	1.0	1.0	1.0	-
Sr. Communications Officer*	4.0	5.0	5.0	5.0	4.0	(1.0)
911 Operations Manager	-	-	-	1.0	1.0	-
IT Systems Administrator	1.0	-	-	-	-	-
Network Analyst II	-	1.0	1.0	1.0	1.0	-
	26.0	26.0	30.0	30.0	30.0	-

* Position reclassifications occurred during FY 2018.

The Maintenance and Operations category decreased -5%, or -\$76,160, due primarily to the following activity:

- Decrease in maintenance contract costs of -\$105,516 due primarily to non-recurring Radio System appropriations in FY 2018.
- Increase in communications of \$26,000 to cover costs for implementation of the NexGen 911 Emergency Services Network (2019 Operating Initiative⁹) which was partially offset through reduced cost estimates for E-911 Cost Recovery charges.

The Capital and Other categories include \$83,882 to cover lease payments associated with the financing of replacement mobile radios and \$73,500 in capital initiatives¹⁰ (\$23,500 for a replacement 911 Audio Recorder System and the allocable costs for roof replacement at Public Safety Headquarters (\$50,000).

Impact Fee Fund

The FY 2019 Budget totals \$610,000.

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 Fees (non-allocated reserve balances from prior year collections) are being allocated to specific system improvements as follows:

- System Improvements¹¹
 - Parks (Design and construction of new park spaces: \$120,000)
 - Roads (Park Plaza Signalization: \$72,300; Non-Allocated: \$377,700)
 - Public Safety (Headquarters Expansion Furniture: \$40,000)

⁹ Please refer to the Operating Initiatives section of this document for detailed descriptions.

¹⁰ Please refer to the Capital Initiatives tab of this document for detailed descriptions of the initiatives.

¹¹ Please refer to the Capital Initiatives tab of this document for detailed descriptions of the initiatives.

Drug Enforcement Agency Fund

This fund accounts for revenues received from the enforcement of drug laws and the confiscation of property from drug offender 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 FY 2019 Budget for the DEA Fund totals \$287,507 and represents a decrease of -83%, or -\$1,403,926, compared to FY 2018. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) budgeted in FY 2018¹².

The Personnel Services category increased 19%, or \$46,748, due primarily to wage increases associated with the 3% performance-based merit program schedules for April 1, 2019 (contingent upon a mid-year review of revenue trends), increases in group insurance premiums coupled with the effect of staff turnover (i.e. varying incumbent insurance coverage elections - e.g. family vs. single, etc.), and implementation of a post-employment healthcare benefit (new for FY 2019). Included in this Fund is funding for the three police officer positions that were displaced with the creation of the Special Investigations Unit approved in FY 2014.

Authorized personnel total 3 FTEs.

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Variance
Officer	3.0	3.0	3.0	3.0	3.0	-
	3.0	3.0	3.0	3.0	3.0	-

Capital/Lease expenses decreased due to the reallocation of the Taser lease funding to the General Fund for FY 2019 (Operating Request¹³).

Hotel/Motel Fund

The FY 2019 Budget totals \$7,650,000.

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 revenue is distributed as follows: City of Alpharetta (37.5%); Alpharetta Convention & Visitor's Bureau (43.75%); and Tourism Product Development (18.75%). The Tourism Product Development portion of the revenue is dedicated to funding debt service on the Conference Center bonds with residual monies recommended to fund allowable capital initiatives (\$250,000 for the Equestrian Center Foundation Match; \$51,412

¹² 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. A portion of this Non-Allocated Reserve was used to fund the Public Safety Headquarters Expansion project, SWAT equipment, Body Camera initiative, etc. The carry-forward for FY 2019 will occur subsequent to adoption of the budget.

¹³ Please refer to the Operating Initiatives section tab of this document for detailed descriptions of the initiatives.

for Park System Wayfinding Signage; \$150,000 in non-allocated and available for future investment)¹⁴.

The FY 2019 budget includes funding within the Hotel/Motel Fund to cover debt service on the bonds issued to fund construction of the Convention Center. The debt service is fully funded through the hotel/motel tax.

Hotel/Motel Tax collections are forecasted to grow to \$7.7 million (FY 2018 collections are estimated at \$7.4 million) due primarily to an increase in business spending on travel and training.

Debt Service Fund

The FY 2019 Budget totals \$5,473,513 and includes funding for: the payment of principal and interest on general long-term debt (\$5,468,513) and associated administrative fees (\$5,000).

Solid Waste Fund

The FY 2019 Budget for the Solid Waste Fund totals \$4,017,954 and represents a decrease of -1%, or -\$32,298, compared to FY 2018. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) budgeted in FY 2018¹⁵. After adjusting for the non-allocated reserve, the operational budget is close to 9% representing the annualized impact of the glass recycling route approved in FY 2018 in addition to inflationary increases in the private waste hauler contract.

The Personnel Services category increased 3%, or \$2,170, due primarily to wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019).

Authorized personnel total 1.0 FTE and represent the following:

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	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 10%, or \$350,778, due primarily to the annualized impact of the glass recycling route approved in FY 2018 in addition to inflationary increases in the private waste hauler contract.

¹⁴ This funding is in addition to the \$1.5 million of surplus hotel/motel taxes earmarked for a debt service reserve on the Conference Center bonds. This reserve is fully funded through the Conference Center portion of the tax.

¹⁵ 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 2019 will occur subsequent to adoption of the budget.

Risk Management Fund

The Risk Management Fund is responsible for funding all insurance premiums, workers compensation claims, etc.

The FY 2019 Budget for the Risk Management Fund totals \$1,450,500 and represents a decrease of -10%, or -\$166,835, compared to FY 2018. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) budgeted in FY 2018¹⁶. After adjusting for the non-allocated reserve, the true operational budget growth totals 8%. This growth is driven through insurance premium increases/coverage changes (e.g. vehicle insurance, workers compensation excess liability insurance, etc.) and growth in estimated claims expenses (based on actuarial analysis).

Medical Insurance Fund

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 is able to reduce premium taxes while maintaining coverage benefits. The MPP is still a fully insured medical plan.

The FY 2019 Budget totals \$8.7 million and represents premiums (employer and employee) and the associated expenditures (administration, claims, and reserves) in addition to a transfer of available fund balance to the OPEB Trust Fund for implementation of a post-employment healthcare benefit (new for FY 2019). 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.

¹⁶ 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 2019 will occur subsequent to adoption of the budget.

OPEB Trust Fund

The OPEB Trust Fund, until FY 2019, solely represented activity associated the other post-employment benefit plan (OPEB). Eligible retirees are offered the same health and prescription drug coverage as active employees. Each fiscal year, the city determines the Plan benefits and premium rate for participants (active and retirees). However, unlike active employees, retirees pay 100% of the blended premium afforded to the city. Therefore, as the retiree makes the full premium payment, the city's only exposure is the accounting treatment of this implicit rate subsidy caused by the difference in the blended rate offered to the retiree and his/her actual age adjusted premium. Coverage expires at age 65. OPEB related funding for FY 2019 totals \$105,000 and is essentially flat with prior-year activity.

Starting with Fiscal Year 2019, this Fund is also reflecting implementation of a post-employment healthcare benefit (new for FY 2019). Funding for this benefit includes a one-time transfer of available funds from the Medical Insurance Fund (\$1.5 million) and ongoing funding from City operations (roughly 2% of payroll or \$550,000).

FUND SUMMARIES



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CITYWIDE FUND SUMMARIES

FY 2019 Budget
(2nd Reading)
City of Alpharetta
FY 2019 Budget

Citywide Statement of Revenues and Expenditures (by Department)

	Special Revenue Funds							Capital Project Funds			Enterprise Fund	Internal Service Funds		Fiduciary Fund	
	General Fund	E-911 Fund	Impact Fee Fund	DEA Fund	Hotel/Motel Fund	Operating Grant Fund	Debt Service Fund	Capital Projects Fund	Stormwater Capital Fund	T-SPLOST Capital Fund	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Trust Fund	TOTAL
REVENUES:															
Property Taxes	\$ 23,932,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,134,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,066,000
Local Option Sales Taxes/IT-SPLOST	15,650,000	-	-	-	-	-	-	-	-	8,160,000	-	-	-	-	23,810,000
Other Taxes	14,729,500	-	-	-	7,650,000	-	-	-	-	-	-	-	-	-	22,379,500
Licenses and Permits	2,704,250	-	-	-	-	-	-	-	-	-	-	-	-	-	2,704,250
Intergovernmental Revenue	460,000	950,000	-	-	-	-	-	-	-	-	-	-	-	-	1,410,000
Charges for Services	3,709,150	3,105,000	45,000	-	-	-	-	-	-	-	4,009,300	1,446,500	7,170,457	-	19,485,407
Fines and Forfeitures	1,987,500	-	-	-	-	-	-	-	-	-	-	-	-	-	1,987,500
Interest Earnings	150,000	11,693	-	-	-	-	10,000	-	-	-	8,654	4,000	-	-	184,347
Other/Miscellaneous	296,984	-	-	-	-	-	-	-	-	-	-	-	-	655,000	951,984
<i>subtotal</i>	\$ 63,619,384	\$ 4,066,693	\$ 45,000	\$ -	\$ 7,650,000	\$ -	\$ 5,144,000	\$ -	\$ -	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 7,170,457	\$ 655,000	\$ 101,978,988
Other Financing Sources															
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 8,695,065	\$ 1,875,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,600,065
Interfund Transfer from Hotel/Motel Fund	2,868,750	-	-	-	-	-	-	-	-	-	-	-	-	-	2,868,750
Interfund Transfer from Medical Ins. Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	1,500,000	1,500,000
Budgeted Fund Balance	6,100,065	85,500	565,000	287,507	-	-	329,513	2,750,000	-	-	-	-	1,500,000	-	11,617,585
<i>subtotal</i>	\$ 8,968,815	\$ 85,500	\$ 565,000	\$ 287,507	\$ -	\$ 30,000	\$ 329,513	\$ 11,445,065	\$ 1,875,000	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 26,586,400
Total Revenues	\$ 72,588,199	\$ 4,152,193	\$ 610,000	\$ 287,507	\$ 7,650,000	\$ 30,000	\$ 5,473,513	\$ 11,445,065	\$ 1,875,000	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 8,670,457	\$ 2,155,000	\$ 128,565,388
EXPENDITURES:															
Mayor and City Council	\$ 364,389	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 364,389
City Administration	2,174,084	-	-	-	-	-	-	243,336	-	-	-	-	-	-	2,417,420
Legal Services	690,000	-	-	-	-	-	-	-	-	-	-	-	-	-	690,000
Community Development	3,162,560	-	-	-	-	-	-	170,000	-	-	-	-	-	-	3,332,560
Public Works	8,821,264	-	72,300	-	-	-	-	4,268,279	1,575,000	3,616,996	-	-	-	-	18,353,839
Finance	3,366,136	-	-	-	-	-	-	-	-	-	4,017,954	761,000	-	2,155,000	10,300,090
Public Safety	28,419,771	4,152,193	40,000	287,507	-	-	-	1,557,700	-	-	-	-	-	-	34,457,171
Human Resources	430,846	-	-	-	-	-	-	-	-	-	-	-	-	-	430,846
Municipal Court	1,096,466	-	-	-	-	-	-	-	-	-	-	-	-	-	1,096,466
Recreation, Parks & Cultural Services	9,934,305	-	120,000	-	301,412	-	-	1,416,000	300,000	-	-	-	-	-	12,071,717
Information Technology	1,742,223	-	-	-	-	-	-	660,000	-	-	-	-	-	-	2,402,223
Non-Departmental	-	-	-	-	3,000	-	5,000	-	-	-	-	-	-	-	8,000
Insurance Premiums (Risk Fund)	689,500	-	-	-	-	-	-	-	-	-	-	689,500	-	-	1,379,000
Medical Claims/Premiums	-	-	-	-	-	-	-	-	-	-	-	-	7,125,344	-	7,125,344
Contingency	670,000	-	-	-	-	-	-	-	-	-	-	-	-	-	670,000
Non-Allocated (Reserve)	130,000	-	377,700	-	150,000	30,000	-	3,129,750	-	4,543,004	-	-	45,113	-	8,405,567
Alpharetta Convention and Visitors Bureau	-	-	-	-	3,346,875	-	-	-	-	-	-	-	-	-	3,346,875
Debt Service (Principal and Interest)	286,590	-	-	-	979,963	-	5,468,513	-	-	-	-	-	-	-	6,735,066
Donations/Contributions	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
<i>subtotal</i>	\$ 61,988,134	\$ 4,152,193	\$ 610,000	\$ 287,507	\$ 4,781,250	\$ 30,000	\$ 5,473,513	\$ 11,445,065	\$ 1,875,000	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 7,170,457	\$ 2,155,000	\$ 113,596,573
Other Financing Uses															
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 2,868,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,868,750
Interfund Transfer to OPEB Trust Fund	-	-	-	-	-	-	-	-	-	-	-	-	1,500,000	-	1,500,000
Interfund Transfer to Grant/Capital Funds	10,600,065	-	-	-	-	-	-	-	-	-	-	-	-	-	10,600,065
<i>subtotal</i>	\$ 10,600,065	\$ -	\$ -	\$ -	\$ 2,868,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ 14,968,815
Total Expenditures	\$ 72,588,199	\$ 4,152,193	\$ 610,000	\$ 287,507	\$ 7,650,000	\$ 30,000	\$ 5,473,513	\$ 11,445,065	\$ 1,875,000	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 8,670,457	\$ 2,155,000	\$ 128,565,388

City of Alpharetta
FY 2019 Budget
Citywide Statement of Revenues and Expenditures (by Category)

	General Fund	Special Revenue Funds					Debt Service Fund	Capital Project Funds			Enterprise Fund	Internal Service Funds		Fiduciary Fund	TOTAL	
		E-911 Fund	Impact Fee Fund	DEA Fund	Hotel/Motel Fund	Operating Grant Fund		Capital Projects Fund	Stormwater Capital Fund	T-SPLOST Capital Fund		Risk Management Fund	Medical Insurance Fund			OPEB Trust Fund
REVENUES:																
Property Taxes	\$ 23,932,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,134,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,066,000
Local Option Sales Taxes/T-SPLOST	15,650,000	-	-	-	-	-	-	-	-	8,160,000	-	-	-	-	-	23,810,000
Other Taxes	14,729,500	-	-	-	7,650,000	-	-	-	-	-	-	-	-	-	-	22,379,500
Licenses and Permits	2,704,250	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,704,250
Intergovernmental Revenue	460,000	950,000	-	-	-	-	-	-	-	-	-	-	-	-	-	1,410,000
Charges for Services	3,709,150	3,105,000	45,000	-	-	-	-	-	-	-	4,009,300	1,446,500	7,170,457	-	-	19,485,407
Fines and Forfeitures	1,987,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,987,500
Interest Earnings	150,000	11,693	-	-	-	-	10,000	-	-	-	8,654	4,000	-	-	-	184,347
Other/Miscellaneous	296,984	-	-	-	-	-	-	-	-	-	-	-	-	-	655,000	951,984
subtotal	\$ 63,619,384	\$ 4,066,693	\$ 45,000	\$ -	\$ 7,650,000	\$ -	\$ 5,144,000	\$ -	\$ -	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 7,170,457	\$ 655,000	\$ -	\$ 101,978,988
Other Financing Sources																
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 8,695,065	\$ 1,875,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,600,065
Interfund Transfer from Hotel/Motel Fund	2,868,750	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,868,750
Interfund Transfer from Medical Ins. Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,500,000	1,500,000
Budgeted Fund Balance	6,100,065	85,500	565,000	287,507	-	-	329,513	2,750,000	-	-	-	-	1,500,000	-	-	11,617,585
subtotal	\$ 8,968,815	\$ 85,500	\$ 565,000	\$ 287,507	\$ -	\$ 30,000	\$ 329,513	\$ 11,445,065	\$ 1,875,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 26,586,400
Total Revenues	\$ 72,588,199	\$ 4,152,193	\$ 610,000	\$ 287,507	\$ 7,650,000	\$ 30,000	\$ 5,473,513	\$ 11,445,065	\$ 1,875,000	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 8,670,457	\$ 2,155,000	\$ -	\$ 128,565,388
EXPENDITURES:																
Personnel Services	\$ 43,990,129	\$ 2,577,801	\$ -	\$ 287,507	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 76,909	\$ -	\$ -	\$ -	\$ -	\$ 46,932,346
Maintenance and Operations	15,441,422	1,417,010	-	-	3,000	-	5,000	-	-	-	3,941,045	761,000	-	-	-	21,568,477
Capital/Capital Lease	770,493	157,382	232,300	-	301,412	-	-	8,315,315	1,875,000	3,616,996	-	-	-	-	-	15,268,898
Other																
Insurance Premiums (Risk Fund)	689,500	-	-	-	-	-	-	-	-	-	-	689,500	-	-	-	1,379,000
Medical Claims/Premiums/Benefits	-	-	-	-	-	-	-	-	-	-	-	-	7,125,344	2,155,000	-	9,280,344
Contingency	670,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	670,000
Non-Allocated (Reserve)	130,000	-	377,700	-	150,000	30,000	-	3,129,750	-	4,543,004	-	-	45,113	-	-	8,405,567
Alpharetta Convention and Visitors Bureau	-	-	-	-	3,346,875	-	-	-	-	-	-	-	-	-	-	3,346,875
Debt Service (Principal and Interest)	286,590	-	-	-	979,963	-	5,468,513	-	-	-	-	-	-	-	-	6,735,066
Donations/Contributions	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000
subtotal	\$ 61,988,134	\$ 4,152,193	\$ 610,000	\$ 287,507	\$ 4,781,250	\$ 30,000	\$ 5,473,513	\$ 11,445,065	\$ 1,875,000	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 7,170,457	\$ 2,155,000	\$ -	\$ 113,596,573
Other Financing Uses																
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 2,868,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,868,750
Interfund Transfer to OPEB Trust Fund	-	-	-	-	-	-	-	-	-	-	-	-	1,500,000	-	-	1,500,000
Interfund Transfer to Grant/Capital Funds	10,600,065	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,600,065
subtotal	\$ 10,600,065	\$ -	\$ -	\$ -	\$ 2,868,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ 14,968,815
Total Expenditures	\$ 72,588,199	\$ 4,152,193	\$ 610,000	\$ 287,507	\$ 7,650,000	\$ 30,000	\$ 5,473,513	\$ 11,445,065	\$ 1,875,000	\$ 8,160,000	\$ 4,017,954	\$ 1,450,500	\$ 8,670,457	\$ 2,155,000	\$ -	\$ 128,565,388



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GENERAL FUND SUMMARY

**City of Alpharetta
General Fund
Statement of Budgetary Comparisons (FY 2018-2019)**

	FY 2018 AMENDED BUDGET	FY 2019 RECOMMENDED BUDGET	\$ Variance	% Variance
Revenues:				
Property Taxes:				
Current Year	\$ 21,160,000	\$ 22,680,000	\$ 1,520,000	7.2%
Motor Vehicle	180,000	115,000	(65,000)	-36.1%
Motor Vehicle Title Tax Fee	775,000	900,000	125,000	16.1%
Prior Year/Delinquent	239,000	237,000	(2,000)	-0.8%
Local Option Sales Tax	15,200,000	15,650,000	450,000	3.0%
Other Taxes:				
Franchise Fees	6,640,000	6,200,000	(440,000)	-6.6%
Insurance Premium Tax	3,693,320	3,900,000	206,680	5.6%
Alcohol Beverage Excise Tax	2,100,000	2,200,000	100,000	4.8%
Other Taxes	2,339,500	2,429,500	90,000	3.8%
Licenses & Permits	2,722,050	2,704,250	(17,800)	-0.7%
Intergovernmental	435,000	460,000	25,000	5.7%
Charges for Services	3,492,408	3,709,150	216,742	6.2%
Fines & Forfeitures	2,209,250	1,987,500	(221,750)	-10.0%
Interest	75,000	150,000	75,000	100.0%
Other Revenues	292,258	296,984	4,726	1.6%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	2,718,750	2,868,750	150,000	5.5%
Total Operating Revenues	\$ 64,271,536	\$ 66,488,134	\$ 2,216,598	3.4%
Fund Balance Carryforward	8,860,286	6,100,065		
Total Revenues	\$ 73,131,822	\$ 72,588,199		
Expenditures (by Category):				
Personnel Services:				
Salaries	\$ 26,968,197	\$ 28,026,322	\$ 1,058,125	3.9%
Group Insurance	8,002,164	8,039,454	37,290	0.5%
Pension (Defined Benefit)	2,500,954	2,599,935	98,981	4.0%
Pension (401A)	1,688,463	1,808,371	119,908	7.1%
Post Employment Healthcare Benefit	-	515,000	515,000	100.0%
Miscellaneous Benefits	2,844,228	3,001,047	156,819	5.5%
<i>subtotal</i>	\$ 42,004,006	\$ 43,990,129	\$ 1,986,123	4.7%
Maintenance and Operations:				
Professional Services	\$ 2,758,796	\$ 2,870,122	\$ 111,326	4.0%
Repair/Maintenance	1,549,408	1,675,050	125,642	8.1%
Maintenance Contracts	2,174,992	2,365,305	190,313	8.8%
Professional Services (IT)	1,450,777	1,437,923	(12,854)	-0.9%
General Supplies	1,014,810	1,135,160	120,350	11.9%
Utilities	2,604,475	2,835,179	230,704	8.9%
Fuel	449,524	441,650	(7,874)	-1.8%
Legal Services	665,000	690,000	25,000	3.8%
Miscellaneous	1,937,663	1,991,033	53,370	2.8%
<i>subtotal</i>	\$ 14,605,445	\$ 15,441,422	\$ 835,977	5.7%
Capital/Lease:				
FireTruck/Cardiac Monitor/Taser Leases	\$ 578,669	\$ 628,550	\$ 49,881	8.6%
Tyler ERP Lease	110,904	-	(110,904)	-100.0%
Work Order Software Lease	76,622	76,943	321	0.4%
Miscellaneous	86,973	65,000	(21,973)	-25.3%
<i>subtotal</i>	\$ 853,168	\$ 770,493	\$ (82,675)	-9.7%
Other Uses:				
Contingency	\$ 650,000	\$ 670,000	\$ 20,000	3.1%
Insurance Premiums (Risk Fund)	665,000	689,500	24,500	3.7%
Gwinnett Tech Contribution (Debt Svc)	286,840	286,590	(250)	-0.1%
Donations/Contributions	45,000	10,000	(35,000)	-77.8%
Operating Initiatives Reserves	-	130,000	130,000	100.0%
<i>subtotal</i>	\$ 1,646,840	\$ 1,786,090	\$ 139,250	8.5%
Total Operating Expenditures	\$ 59,109,459	\$ 61,988,134	\$ 2,878,675	4.9%
Interfund Transfer:				
Capital Project/Grant Funds	14,022,363	10,600,065		
Total Expenditures	\$ 73,131,822	\$ 72,588,199		
Personnel (full-time-equivalent)	410.5	411.5		

City of Alpharetta

General Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Amended Budget	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 20,951,279	\$ 20,873,496	\$ 23,586,068	\$ 27,290,370	\$ 28,460,351	\$ 19,600,065
Revenues:						
Property Taxes	\$ 19,892,754	\$ 20,765,849	\$ 22,321,490	\$ 21,696,627	\$ 22,354,000	\$ 23,932,000
Local Option Sales Taxes	13,575,938	14,757,780	14,953,985	14,943,853	15,200,000	15,650,000
Other Taxes	12,706,783	13,875,057	14,615,779	14,609,885	14,772,820	14,729,500
Licenses and Permits	2,400,059	2,912,433	3,814,821	4,222,432	2,722,050	2,704,250
Intergovernmental	376,000	386,458	495,916	422,607	435,000	460,000
Charges for Services	2,857,898	3,264,768	3,767,927	3,714,804	3,492,408	3,709,150
Fines and Forfeitures	2,360,816	2,767,465	2,208,782	2,244,699	2,209,250	1,987,500
Interest	51,065	40,334	119,786	136,336	75,000	150,000
Other Revenue	166,200	204,218	181,625	238,610	192,258	177,671
	\$ 54,387,513	\$ 58,974,363	\$ 62,480,110	\$ 62,229,854	\$ 61,452,786	\$ 63,500,071
Expenditures:						
Mayor and City Council	\$ 282,367	\$ 308,237	\$ 321,095	\$ 319,279	\$ 364,488	\$ 364,389
City Administration	2,651,745	2,722,528	1,893,792	1,980,803	2,266,016	2,174,084
Legal Services	504,045	608,630	726,165	650,104	665,000	690,000
Community Development	2,257,827	2,340,068	2,345,022	2,631,318	2,857,116	3,162,560
Public Works	6,891,550	7,084,379	7,364,018	7,335,950	8,377,022	8,821,264
Finance	2,894,001	2,953,855	3,087,059	3,105,132	3,347,009	3,366,136
Public Safety	23,051,613	24,212,086	24,672,611	25,001,343	27,260,508	28,419,771
Human Resources	351,050	376,580	393,603	368,722	415,782	430,846
Municipal Court	954,463	969,417	955,841	953,791	1,126,546	1,096,466
Recreation, Parks & Cultural Services	6,238,989	6,669,756	8,124,273	8,353,856	9,101,275	9,934,305
Information Technology	1,389,411	1,467,121	1,520,628	1,546,560	1,681,857	1,742,223
Non-Departmental:						
Contingency	221,353	224,249	84,663	114,541	650,000	670,000
Insurance Premiums (Risk Fund)	690,800	545,000	607,000	640,000	665,000	689,500
Gwinnett Tech Contribution (Debt Svc)	153,465	288,640	290,340	286,940	286,840	286,590
Reserve for Operating Initiatives	-	-	-	-	-	130,000
Donations/Contributions	45,000	45,000	45,000	45,000	45,000	10,000
	\$ 48,577,680	\$ 50,815,544	\$ 52,431,110	\$ 53,333,338	\$ 59,109,459	\$ 61,988,134
Other Financing Sources (Uses):						
Proceeds from the sale of Capital Assets	\$ 549,213	\$ 162,797	\$ 168,544	\$ 155,043	\$ 100,000	\$ 119,313
Interfund Transfer:						
Hotel/Motel Fund	1,656,674	1,858,068	2,429,994	2,661,700	2,718,750	2,868,750
Operating Grant Fund	-	-	-	(20,000)	(20,000)	(30,000)
Capital Project Fund	(8,093,503)	(7,467,112)	(8,943,236)	(8,854,857)	(12,747,363)	(8,895,065)
Stormwater Capital Fund	-	-	-	(1,675,000)	(1,255,000)	(1,675,000)
Bond IV Fund	-	-	-	6,579	-	-
	\$ (5,887,616)	\$ (5,446,248)	\$ (6,344,698)	\$ (7,726,535)	\$ (11,203,613)	\$ (7,612,002)
Ending Fund Balance: (1)	\$ 20,873,496	\$ 23,586,068	\$ 27,290,370	\$ 28,460,351	\$ 19,600,065	\$ 13,500,000
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ (77,783)</i>	<i>\$ 2,712,572</i>	<i>\$ 3,704,302</i>	<i>\$ 1,169,981</i>	<i>\$ (8,860,286)</i>	<i>\$ (6,100,065)</i>
<i>Personnel (full-time-equivalent)</i>	<i>407.0</i>	<i>407.0</i>	<i>409.0</i>	<i>408.5</i>	<i>410.5</i>	<i>411.5</i>

Notes:

- (1) Pursuant to the City's financial management policies, fund balance in excess of the City's current 21% Fund Balance Reserve can be used for one-time capital initiatives. Additionally, the budgetary presentation for fiscal years 2018 and 2019 assumes all appropriations will be spent; historically, a portion of the appropriations will go unspent which will augment the fund balance (i.e. the actual reduction in fund balance will be lower than what is presented above).



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SPECIAL REVENUE FUND SUMMARIES

City of Alpharetta

E-911 Fund

Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Charges for Services:				
E-911 Service Fees (land lines)	\$ 1,425,000	\$ 1,545,000	\$ 120,000	8.4%
E-911 Service Fees (cell phones)	1,460,000	1,420,000	(40,000)	-2.7%
E-911 Service Fees (prepaid cell cards)	115,000	140,000	25,000	21.7%
Intergovernmental:				
City of Milton	940,000	950,000	10,000	1.1%
Interest	5,478	11,693	6,215	113.5%
Other Financing Sources: (2)				
Mobile Radio Lease Financing	504,025	-	(504,025)	-100.0%
Budgeted Fund Balance ("FB")	998,303	85,500	(912,803)	-91.4%
Total Revenues (All Sources): (1)	\$ 5,447,806	\$ 4,152,193	\$ (1,295,613)	-23.8%
Personnel Services:				
Salaries	\$ 1,630,236	\$ 1,678,963	\$ 48,727	3.0%
Benefits	870,811	898,838	28,027	3.2%
Maintenance and Operations:				
Communications	428,000	454,000	26,000	6.1%
Maintenance Contracts	606,561	501,045	(105,516)	-17.4%
Professional Services (IT)	248,939	240,902	(8,037)	-3.2%
Utilities	41,948	48,091	6,143	14.6%
Miscellaneous	167,722	172,972	5,250	3.1%
Capital:				
Capital (3)	1,275,560	73,500	(1,202,060)	-94.2%
North Fulton Radio System (COA)	-	-	-	#DIV/0!
Capital Lease Payments	76,777	83,882	7,105	
Other Uses: (2),(3)				
Non-Allocated/Reserve	101,252	-	(101,252)	-100.0%
Transfer to Capital Project Fund	-	-	-	0.0%
Total Expenditures (All Uses): (1)	\$ 5,447,806	\$ 4,152,193	\$ (1,295,613)	-23.8%

<i>Personnel (full-time-equivalent)</i>	<i>30.0</i>	<i>30.0</i>
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Notes:

(1) Includes non-operating revenue and expenditures such as Carryforward Fund Balance and Non-Allocated/Reserves. The true operational budget variance after adjusting for non-operating items approximates 2%.

(2) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a 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 2019 will occur subsequent to adoption of the budget.

(3) FY 2018 includes funding for capital initiatives (E-911 allocable portion of the PS Headquarters Expansion project; costs related to the Alarm Interface Module; capital costs for the upgrade of mobile radios which were funded through a capital lease) and operating initiatives (annual support/maintenance costs related to the Alarm Interface Module). FY 2019 includes funding for the Emergency Services Network (NexGen911) upgrade (net cost of \$111,000), 911 CALEA Accreditation Program (\$16,000), replacement 911 Audio Recorder System (\$23,500), and the allocable costs for roof replacement at Public Safety Headquarters (\$50,000). Please refer to the Capital Initiative Requests and Operating Initiative Requests section of this document for detailed information.

City of Alpharetta E-911 Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Amended Budget	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 3,971,699	\$ 2,150,699	\$ 2,122,858	\$ 1,827,069	\$ 930,018
Revenues:					
Charges for Services	\$ 3,235,946	\$ 3,020,347	\$ 2,649,733	\$ 3,000,000	\$ 3,105,000
Interest	3,803	5,777	5,508	5,478	11,693
City of Milton Agreement	898,734	921,918	936,865	940,000	950,000
Other	6,912	-	-	504,025	-
	<u>\$ 4,145,396</u>	<u>\$ 3,948,042</u>	<u>\$ 3,592,106</u>	<u>\$ 4,449,503</u>	<u>\$ 4,066,693</u>
Expenditures:					
Public Safety	\$ 5,966,396	\$ 3,975,883	\$ 3,887,895	\$ 5,346,554	\$ 4,152,193
	<u>\$ 5,966,396</u>	<u>\$ 3,975,883</u>	<u>\$ 3,887,895</u>	<u>\$ 5,346,554</u>	<u>\$ 4,152,193</u>
Adjustments/Reconciliation:	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1)	<u>\$ 2,150,699</u>	<u>\$ 2,122,858</u>	<u>\$ 1,827,069</u>	<u>\$ 930,018</u>	<u>\$ 844,518</u>
<i>Changes in Fund Balance (actual/est.) (2)(3)</i>	<i>\$ (1,821,000)</i>	<i>\$ (27,841)</i>	<i>\$ (295,789)</i>	<i>\$ (897,051)</i>	<i>\$ (85,500)</i>
<i>Personnel (full-time-equivalent)</i>	<i>26.0</i>	<i>26.0</i>	<i>30.0</i>	<i>30.0</i>	<i>30.0</i>

Notes:

In order to accurately measure anticipated fund balance usage, this schedule omits the Carryforward Fund Balance and Non-Allocated/Reserve accounts.

FY 2015 fund balance usage was for the city's share of the North Fulton Radio System initiative. This initiative is 100% funded by the City of Alpharetta and is being tracked in a separate project (PEM01) to ensure transparency. FYs 2016-2017 fund balance usage is for multiple one-time capital initiatives including mobile radio replacements, 911 Facility Expansion, replacement of the 911 Phone System with a state-of-the-art VOIP system, emergency communications equipment, and continued funding for the North Fulton Regional Radio System Authority.

FY 2018 includes funding from fund balance for capital initiatives (E-911 allocable portion of the PS Headquarters Expansion project; costs related to the Alarm Interface Module; capital costs for the upgrade of mobile radios which were funded through a capital lease) and operating initiatives (annual support/maintenance costs related to the Alarm Interface Module). FY 2019 includes funding for the Emergency Services Network (NexGen911) upgrade (net cost of \$111,000), 911 CALEA Accreditation Program (\$16,000), replacement 911 Audio Recorder System (\$23,500), and the allocable costs for roof replacement at Public Safety Headquarters (\$50,000). Please refer to the Capital Initiative Requests and Operating Initiative Requests section of this document for detailed information.

City of Alpharetta Impact Fee Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Charges for Services:				
Impact Fees (streets/highways)	\$ -	\$ -	\$ -	-
Impact Fees (recreation/parks)	550,000	45,000	(505,000)	-91.8%
Impact Fees (public safety)	-	-	-	-
Interest	-	-	-	-
Other Financing Sources:				
Budgeted Fund Balance	4,095,456	565,000	(3,530,456)	-86.2%
Total Revenues (All Sources):	\$ 4,645,456	\$ 610,000	\$ (4,035,456)	-86.9%
Non-Departmental/Other Uses:				
Impact Fee Administration	-	-	-	-
Capital	4,430,179	232,300		-94.8%
(1) Non-Allocated/Reserve	215,277	377,700	162,423	75.4%
Total Expenditures (All Uses):	\$ 4,645,456	\$ 610,000	\$ 162,423	-86.9%

Notes:

(1) Impact Fee monies are being reserved for future system improvements.

City of Alpharetta Impact Fee Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimated Actual	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 1,119,410	\$ 1,582,560	\$ 2,927,264	\$ 4,095,456	\$ 605,451
Revenues:					
Charges for Services	\$ 529,004	\$ 1,425,667	\$ 1,449,478	\$ 925,642	\$ 45,000
Interest	2,204	10,779	17,834	14,532	-
	\$ 531,208	\$ 1,436,446	\$ 1,467,312	\$ 940,174	\$ 45,000
Expenditures:					
Non-Departmental	\$ 68,058	\$ 17,055	\$ -	\$ -	\$ -
Capital	-	74,688	299,120	4,430,179	232,300
	\$ 68,058	\$ 91,743	\$ 299,120	\$ 4,430,179	\$ 232,300
Other Financing Sources (Uses):					
Interfund Transfer:					
Debt Service Fund	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1)	\$ 1,582,560	\$ 2,927,264	\$ 4,095,456	\$ 605,451	\$ 418,151
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ 463,150</i>	<i>\$ 1,344,704</i>	<i>\$ 1,168,192</i>	<i>\$ (3,490,005)</i>	<i>\$ (187,300)</i>

Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits the Carryforward Fund Balance and Non-Allocated/Reserve accounts.
- (2) Impact Fee monies for FY's 2015-2017 are being reserved for future system improvements. FY's 2018-2019 includes the appropriation of impact fee monies toward eligible projects.

City of Alpharetta Drug Enforcement Agency Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Fines and Forfeitures	\$ -	\$ -	\$ -	0.00%
Interest	-	-	-	0.00%
SWAT Equipment (Milton/Roswell Contribution)	240,360	-	(240,360)	100.00%
Other Financing Sources:				
Budgeted Fund Balance	1,451,073	287,507	(1,163,566)	-80.19%
Total Revenues (All Sources):	\$ 1,691,433	\$ 287,507	\$ (1,403,926)	-83.00%
Personnel Services	\$ 240,759	\$ 287,507	\$ 46,748	19.42%
Maintenance and Operations	-	-	-	0.00%
Capital (2)	1,159,556	-	(1,159,556)	-100.00%
Other Uses:				
Non-Allocated/Reserve (1)	291,118	-	(291,118)	-100.00%
Total Expenditures (All Uses):	\$ 1,691,433	\$ 287,507	\$ (1,403,926)	-83.00%

Notes:

(1) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a 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 2019 will occur subsequent to adoption of the budget.

(2) FY 2018 capital initiative funding includes multiple initiatives such as the Body Camera Program, additional funding for the PS Headquarters Expansion, SWAT Equipment, etc. FY 2019 funding is solely for the Taser lease payment.

City of Alpharetta

Drug Enforcement Agency Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimated Actual	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 2,096,210	\$ 1,974,755	\$ 1,742,860	\$ 1,450,948	\$ 391,980
Revenues:					
Fines and Forfeitures	\$ 769,983	\$ 244,352	\$ 220,016	\$ 100,987	\$ -
Interest	1,276	1,435	1,216	-	-
Miscellaneous	-	-	-	240,360	-
	<u>\$ 771,259</u>	<u>\$ 245,786</u>	<u>\$ 221,232</u>	<u>\$ 341,347</u>	<u>\$ -</u>
Expenditures:					
Public Safety	\$ 892,714	\$ 477,682	\$ 513,144	\$ 1,400,315	\$ 287,507
	<u>\$ 892,714</u>	<u>\$ 477,682</u>	<u>\$ 513,144</u>	<u>\$ 1,400,315</u>	<u>\$ 287,507</u>
Ending Fund Balance: (1),(2)	<u>\$ 1,974,755</u>	<u>\$ 1,742,860</u>	<u>\$ 1,450,948</u>	<u>\$ 391,980</u>	<u>\$ 104,473</u>
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ (121,455)</i>	<i>\$ (231,895)</i>	<i>\$ (291,912)</i>	<i>\$ (1,058,968)</i>	<i>\$ (287,507)</i>

Notes:

(1) In order to accurately measure anticipated fund balance usage, this schedule omits the Carryforward Fund Balance and Non-Allocated,

(2) FY 2019 fund balance is being used to fund personnel and the capital lease for Tasers.

City of Alpharetta Hotel/Motel Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Other Taxes:				
Hotel/Motel Taxes	\$ 7,250,000	\$ 7,650,000	\$ 400,000	5.5%
Interest:	-	-	-	0.0%
Other:				
Budgeted Fund Balance	1,505,262	-	(1,505,262)	0.0%
Total Revenues (All Sources):	\$ 8,755,262	\$ 7,650,000	\$ (1,105,262)	-12.6%
Other Uses:				
Alpharetta Convention & Visitor's Bureau	\$ 3,171,875	\$ 3,346,875	\$ 175,000	5.5%
City of Alpharetta	2,718,750	2,868,750	150,000	5.5%
Facility Portion of the Hotel/Motel Tax:				
Professional Svcs (Bond Admin Fee)	-	3,000	3,000	0.0%
Series 2016 Bonds (Principal/Interest)	779,963	979,963	200,000	0.0%
Alpharetta Arts Center	550,000	-	(550,000)	0.0%
(1) Equestrian Center Foundation Match	-	250,000	250,000	200.0%
(1) Park System Wayfinding Signage	-	51,412	51,412	300.0%
Non-Allocated (Reserve)	34,674	150,000	115,326	0.0%
Debt Service Reserve	1,500,000	-	(1,500,000)	-100.0%
Total Expenditures (All Uses):	\$ 8,755,262	\$ 7,650,000	\$ (1,105,262)	-12.6%

Notes:

The City of Alpharetta levies a Hotel/Motel occupancy tax of 8% on total rental charges. The resulting revenue is distributed as follows: Alpharetta Convention & Visitor's Bureau (43.75%); City of Alpharetta (37.50%); and Tourism Product Development (18.75%; e.g. Conference Center). The tax was changed from 6% to 8% effective October 1, 2015 to fund construction of a Conference Center.

(1) Please refer to the Capital Initiatives section of this document for detailed descriptions.

City of Alpharetta

Hotel/Motel Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimated Actual	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ -	\$ -	\$ 950,566	\$ 1,505,262	\$ 2,109,799
Revenues:					
Other Taxes	\$ 4,645,169	\$ 6,391,842	\$ 7,097,865	\$ 7,400,000	\$ 7,650,000
Interest	-	-	-	-	-
	<u>\$ 4,645,169</u>	<u>\$ 6,391,842</u>	<u>\$ 7,097,865</u>	<u>\$ 7,400,000</u>	<u>\$ 7,650,000</u>
Expenditures:					
Alpharetta Business Community	\$ 774,350	\$ 220,403	\$ 0	\$ -	\$ -
Alpharetta Convention & Visitor's Bureau	2,012,752	2,790,878	3,105,316	3,237,500	3,346,875
City of Alpharetta	1,858,068	2,429,994	2,661,700	2,775,000	2,868,750
Facility Portion of the Hotel/Motel Tax:					
Professional Svcs (Bond Admin)	-	-	525	3,000	3,000
Facility Debt Service	-	-	775,629	779,963	979,963
Equestrian Center Foundation Match	-	-	-	-	250,000
Park System Wayfinding Signage	-	-	-	-	51,412
	<u>\$ 4,645,169</u>	<u>\$ 5,441,275</u>	<u>\$ 6,543,171</u>	<u>\$ 6,795,463</u>	<u>\$ 7,500,000</u>
Ending Fund Balance:	<u>\$ -</u>	<u>\$ 950,566</u>	<u>\$ 1,505,262</u>	<u>\$ 2,109,799</u>	<u>\$ 2,259,799</u>
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ -</i>	<i>\$ 950,566</i>	<i>\$ 554,695</i>	<i>\$ 604,537</i>	<i>\$ 150,000</i>

Notes:

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).

Fund Balance totaling \$1.5 million will be retained as a Debt Service Reserve.

Please refer to the Capital Initiatives section of this document for detailed descriptions on the recommended projects.

City of Alpharetta Operating Grant Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Intergovernmental Revenues:				
Grants	58,947	-	(58,947)	-100.00%
Interest	-	-	-	-
Other/Miscellaenous:				
Contributions/Donations	-	-	-	-100.00%
Other Financing Sources:				
General Fund Transfer	20,000	30,000	10,000	100.00%
Budgeted Fund Balance	48,544	-	(48,544)	-100.00%
Total Revenues (All Sources):	\$ 127,491	\$ 30,000	\$ (97,491)	-76.47%
Maintenance and Operations:	49,554	-	(49,554)	-100.00%
Capital:	57,960	-	(57,960)	-100.00%
Non-Allocated:	19,977	30,000	10,023	50.17%
Total Expenditures (All Uses):	\$ 127,491	\$ 30,000	\$ (97,491)	-76.47%

City of Alpharetta Operating Grant Fund Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Amended Budget	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 57,907	\$ 50,160	\$ 49,594	\$ 48,544	\$ 19,977
Revenues:					
Intergovernmental (Grants)	\$ 47,737	\$ 18,872	\$ 65,690	\$ 58,947	\$ -
Interest	105	240	266	-	-
Other/Miscellaneous	-	-	-	-	-
	<u>\$ 47,842</u>	<u>\$ 19,112</u>	<u>\$ 65,956</u>	<u>\$ 58,947</u>	<u>\$ -</u>
Expenditures:					
Non-Departmental	\$ -	\$ -	\$ -	\$ -	\$ -
Public Safety	55,297	14,311	72,006	62,035	-
Recreation, Parks & Cultural Services	292	5,367	15,000	45,479	-
	<u>\$ 55,589</u>	<u>\$ 19,678</u>	<u>\$ 87,006</u>	<u>\$ 107,514</u>	<u>\$ -</u>
Other Financing Sources (Uses):					
Interfund Transfer:					
General Fund	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 30,000
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 30,000</u>
Ending Fund Balance:	<u>\$ 50,160</u>	<u>\$ 49,594</u>	<u>\$ 48,544</u>	<u>\$ 19,977</u>	<u>\$ 49,977</u>
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ (7,747)</i>	<i>\$ (566)</i>	<i>\$ (1,050)</i>	<i>\$ (28,567)</i>	<i>\$ 30,000</i>



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DEBT SERVICE FUND SUMMARY

City of Alpharetta Debt Service Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018	FY 2019	\$	%
	Amended Budget	Recommended Budget	Variance	Variance
Property Taxes:				
Property Taxes	\$ 5,106,000	\$ 5,090,000	\$ (16,000)	-0.3%
Delinquent	20,000	20,000	-	0.0%
Motor Vehicle Taxes	38,000	24,000	(14,000)	-36.8%
Interest	12,000	10,000	(2,000)	-16.7%
Other Financing Sources:				
Transfer-In from Impact Fee Fund	-	-	-	0.0%
Budgeted Fund Balance (1)	1,250,406	329,513	(920,893)	-73.6%
Total Revenues (All Sources)	\$ 6,426,406	\$ 5,473,513	\$ (952,893)	-14.8%
Maintenance & Operations:				
Professional Services	\$ 5,000	\$ 5,000	\$ -	0.0%
Debt Service (Principal and Interest):				
City of Alpharetta				
GO Bonds, Series 2012	1,483,900	1,478,950	(4,950)	-0.3%
GO Bonds, Series 2014 (refunding)	1,935,477	1,933,622	(1,855)	-0.1%
GO Bonds, Series 2016	1,930,788	1,930,788	-	0.0%
Development Authority of Alpharetta				
Revenue Refunding Bonds, Series 2009	124,493	125,153	660	0.5%
Other Uses:				
Debt Service Reserve (2)	946,748	-	(946,748)	-100.0%
Total Expenditures (All Uses)	\$ 6,426,406	\$ 5,473,513	\$ (952,893)	-14.8%

Notes:

(1) FYs 2018-2019 utilize available fund balance to offset a portion of the debt service requirements.

(2) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a 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 2019 will occur subsequent to adoption of the budget.

City of Alpharetta

Debt Service Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Amended Budget	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 913,165	\$ 845,508	\$ 814,050	\$ 1,250,403	\$ 946,745
Revenues:					
Property Taxes (incl. Motor Vehicle)	\$ 3,508,728	\$ 3,519,961	\$ 5,565,545	\$ 5,164,000	\$ 5,134,000
Interest	4,513	8,578	10,979	12,000	10,000
Other	-	-	-	-	-
Refunding Bond Proceeds	-	-	-	-	-
	<u>\$ 3,513,241</u>	<u>\$ 3,528,539</u>	<u>\$ 5,576,524</u>	<u>\$ 5,176,000</u>	<u>\$ 5,144,000</u>
Expenditures:					
Professional Services	\$ -	\$ -	\$ 2,350	\$ 5,000	\$ 5,000
Non-Departmental:					
Debt Service	3,580,898	3,559,998	5,137,821	5,474,658	5,468,513
Debt Service Reserve	-	-	-	-	-
Refunding Bonds (Pmt to Escrow)	-	-	-	-	-
Refunding Bonds (Issue Costs)	-	-	-	-	-
	<u>\$ 3,580,898</u>	<u>\$ 3,559,998</u>	<u>\$ 5,140,171</u>	<u>\$ 5,479,658</u>	<u>\$ 5,473,513</u>
Other Financing Sources (Uses):					
Interfund Transfer:					
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
(1) Capital Project Fund	-	-	-	-	-
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Ending Fund Balance: (1)	<u>\$ 845,508</u>	<u>\$ 814,050</u>	<u>\$ 1,250,403</u>	<u>\$ 946,745</u>	<u>\$ 617,232</u>
<i>Changes in Fund Balance (actual/est.)</i>	<u>\$ (67,657)</u>	<u>\$ (31,459)</u>	<u>\$ 436,353</u>	<u>\$ (303,658)</u>	<u>\$ (329,513)</u>

Notes:

(1) FYs 2015-2019 utilize available fund balance to offset a portion of the debt service requirements.



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CAPITAL PROJECT FUND SUMMARIES

City of Alpharetta Capital Project Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Adopted Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Other Financing Sources:				
General Fund Transfer	\$ 12,747,363	\$ 8,695,065	\$ (4,052,298)	-31.79%
Intergovernmental Revenue (Dev. Authority)	45,312	-	(45,312)	-100.00%
Budgeted Fund Balance	410,000	2,750,000	2,340,000	0.00%
Total Revenues (All Sources):	\$ 13,202,675	\$ 11,445,065	\$ (1,757,610)	-13.31%
Capital: (1)				
City Administration	\$ 470,000	\$ 243,336	\$ (226,664)	-48.23%
Community Development	125,000	170,000	45,000	36.00%
Public Works	4,749,892	4,268,279	(481,613)	-10.14%
Public Safety	2,452,173	1,557,700	(894,473)	-36.48%
Recreation, Parks & Cultural Services	2,151,000	1,416,000	(735,000)	-34.17%
Information Technology	505,000	660,000	155,000	30.69%
Other Uses:				
Non-Allocated (Future Capital/One-time Initiatives)	2,749,610	3,129,750	380,140	13.83%
Total Expenditures (All Uses):	\$ 13,202,675	\$ 11,445,065	\$ (1,757,610)	-13.31%

Notes:

(1) Please refer to the *Capital Initiatives* section of this document for detailed descriptions of the FY 2019 capital initiatives.

City of Alpharetta Stormwater Capital Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Adopted Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Other Financing Sources:				
General Fund Transfer	\$ 1,255,000	\$ 1,875,000	\$ 620,000	49.40%
Budgeted Fund Balance	-	-	-	0.00%
Total Revenues (All Sources):	\$ 1,255,000	\$ 1,875,000	\$ 620,000	49.40%
Capital: (1)				
Public Works	\$ 1,255,000	\$ 1,575,000	\$ 320,000	25.50%
Recreation, Parks & Cultural Services	-	300,000	300,000	0.00%
Other Uses:				
Non-Allocated (Future Capital/One-time Initiatives)	-	-	-	-
Total Expenditures (All Uses):	\$ 1,255,000	\$ 1,875,000	\$ 620,000	49.40%

Notes:

(1) Please refer to the Capital Requests tab for detailed descriptions of the FY 2019 capital initiatives.

City of Alpharetta T-SPLOST Capital Fund Statement of Budgetary Comparisons (FY 2017-2018)

	FY 2017 Amended Budget	FY 2018 Recommended Budget	\$ Variance	% Variance
Taxes:				
T-SPLOST	\$ 13,000,000	\$ 8,160,000	\$ (4,840,000)	-37.23%
Other Financing Sources:				
Budgeted Fund Balance	1,650,901	-	(1,650,901)	0.00%
Total Revenues (All Sources):	\$ 14,650,901	\$ 8,160,000	\$ (6,490,901)	-44.30%
Capital: (1)				
Public Works	\$ 13,650,901	\$ 3,616,996	\$ (10,033,905)	-73.50%
Other Uses:				
Non-Allocated (Future Capital/One-time Initiatives)	1,000,000	4,543,004	3,543,004	354.30%
Total Expenditures (All Uses):	\$ 14,650,901	\$ 8,160,000	\$ (6,490,901)	-44.30%

Notes:

(1) Please refer to the Capital Requests tab for detailed descriptions of the FY 2019 capital initiatives.

ENTERPRISE FUND SUMMARY

City of Alpharetta Solid Waste Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Licenses and Permits:				
Solid Waste Permits (Penalties/Interest)	\$ -	\$ -	\$ -	0.00%
Charges for Services:				
Solid Waste Collection Fees	3,553,000	3,953,000	400,000	11.26%
Solid Waste Tag Fees	1,000	1,000	-	0.00%
Solid Waste Commercial Hauler Fees	25,000	25,000	-	0.00%
Solid Waste Fees (Penalties/Interest)	30,000	30,000	-	0.00%
Bad Check Fees	300	300	-	0.00%
Interest	7,706	8,654	948	12.30%
Other:				
Miscellaneous Revenue	-	-	-	0.00%
Other Financing Sources:				
Budgeted Fund Balance	433,246	-	(433,246)	-100.00%
Total Revenues (All Sources): (1)	\$ 4,050,252	\$ 4,017,954	\$ (32,298)	-0.80%
Personnel Services:				
Salaries	\$ 38,542	\$ 39,552	\$ 1,010	2.62%
Benefits	36,197	37,357	1,160	3.20%
Maintenance & Operations:				
Professional Fees	3,536,360	3,885,400	349,040	9.87%
Miscellaneous	53,907	55,645	1,738	3.22%
Capital/Other Uses:				
Non-Allocated/Reserve (2)	385,246	-	(385,246)	-100.00%
Total Expenditures (All Uses): (1)	\$ 4,050,252	\$ 4,017,954	\$ (32,298)	-0.80%
<i>Personnel (full-time-equivalent)</i>	<i>1.0</i>	<i>1.0</i>		

Notes:

(1) Includes non-operating revenue and expenditures such as Carryforward Fund Balance and Non-Allocated/Reserves. Operational budget growth is 22% after adjusting for non-operating items and is primarily driven by the new glass recycling service approved subsequent to the FY 2018 budget adoption.

(2) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a 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 2019 will occur subsequent to adoption of the budget.

City of Alpharetta Solid Waste Fund Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Amended Budget	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 1,013,492	\$ 967,765	\$ 1,123,990	\$ 1,133,211	\$ 1,085,211
Revenues:					
Licenses and Permits	\$ 763	\$ 743	\$ 71	\$ -	\$ -
Charges for Services	3,214,475	3,224,290	3,275,064	3,609,300	4,009,300
Interest	3,131	8,598	8,994	7,706	8,654
Miscellaneous Revenue	-	-	-	-	-
	<u>\$ 3,218,369</u>	<u>\$ 3,233,631</u>	<u>\$ 3,284,129</u>	<u>\$ 3,617,006</u>	<u>\$ 4,017,954</u>
Expenditures:					
Solid Waste Operations	\$ 3,264,095	\$ 3,077,407	\$ 3,274,907	\$ 3,665,006	\$ 4,017,954
	<u>\$ 3,264,095</u>	<u>\$ 3,077,407</u>	<u>\$ 3,274,907</u>	<u>\$ 3,665,006</u>	<u>\$ 4,017,954</u>
Other Financing Sources (Uses):					
Interfund Transfer:					
General Fund (subsidy/other)	\$ -	\$ -	\$ -	\$ -	\$ -
				<u>\$ -</u>	<u>\$ -</u>
Ending Fund Balance: (1)	<u><u>\$ 967,765</u></u>	<u><u>\$ 1,123,990</u></u>	<u><u>\$ 1,133,211</u></u>	<u><u>\$ 1,085,211</u></u>	<u><u>\$ 1,085,211</u></u>
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ (45,727)</i>	<i>\$ 156,224</i>	<i>\$ 9,222</i>	<i>\$ (48,000)</i>	<i>\$ -</i>
<i>Personnel (full-time-equivalent)</i>	<i>1.0</i>	<i>1.0</i>	<i>1.0</i>	<i>1.0</i>	<i>1.0</i>

Notes:

(1) In order to accurately measure anticipated fund balance usage, this schedule omits the Carryforward Fund Balance and Non-Allocated/Reserve accounts.

The minor reduction in fund balance in FY 2015 is based on the acquisition and implementation of new billing software for sanitation (e.g. Munis billing software) and general operations.



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INTERNAL SERVICE FUND SUMMARIES

City of Alpharetta Risk Management Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Charges for Services				
Risk Fund	\$ 1,335,000	\$ 1,446,500	\$ 111,500	8.4%
Interest Earnings	3,000	4,000	1,000	100.0%
Other:				
Budgeted Fund Balance	279,335	-	(279,335)	-100.0%
Total Revenues (All Sources):	\$ 1,617,335	\$ 1,450,500	\$ (166,835)	-10.3%
Maintenance & Operations: (1)				
Professional Services	\$ 125,000	\$ 132,000	\$ 7,000	5.6%
Vehicle Insurance	150,000	170,000	20,000	13.3%
Property and Equipment Insurance	90,000	100,000	10,000	11.1%
General Liability Insurance	60,000	60,000	-	0.0%
Law Enforcement Liability Insurance	100,000	94,000	(6,000)	-6.0%
Public Entity Liability Insurance	60,000	60,000	-	0.0%
Workers Comp. Excess Liability Insurance	105,000	107,000	2,000	1.9%
Criminal Liability Insurance	5,000	4,500	(500)	-10.0%
Cyber Liability Insurance	8,000	7,000	(1,000)	100.0%
Umbrella Liability Insurance	60,000	56,000	(4,000)	-6.7%
Medical Services (PS Custody)	30,000	35,000	5,000	16.7%
Claims and Judgments	550,000	625,000	75,000	13.6%
Other Uses: (2),(3)				
Reserve	274,335	-	(274,335)	-100.0%
Total Expenditures (All Uses):	\$ 1,617,335	\$ 1,450,500	\$ (166,835)	-10.3%

Notes:

(1) Variances are based on current year-to-date premium expenditures and actuarial loss projections for risk claims (workers compensation, general liability, auto liability, etc.).

(2) Includes non-operating revenue and expenditures such as Budgeted Fund Balance and Reserve. The true operational budget variance after adjusting for non-operating accounts approximates 8%.

(3) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a 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 2019 will occur subsequent to adoption of the budget.

City of Alpharetta Risk Management Fund

Statement of Revenues, Expenditures, and changes in Fund Balance ⁽¹⁾

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Amended Budget	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 334,109	\$ 367,911	\$ 589,042	\$ 279,336	\$ 274,336
Revenues:					
Charges for Services	\$ 1,115,000	\$ 1,262,000	\$ 1,310,000	\$ 1,335,000	\$ 1,446,500
Interest Earnings	1,724	3,984	4,754	3,000	4,000
Other:					
Insurance Proceeds	89,298	25,537	98,274	-	-
	<u>\$ 1,206,021</u>	<u>\$ 1,291,522</u>	<u>\$ 1,413,028</u>	<u>\$ 1,338,000</u>	<u>\$ 1,450,500</u>
Expenditures:					
Maintenance & Operations:					
Professional Services	\$ 122,141	\$ 93,457	\$ 121,077	\$ 125,000	\$ 132,000
Vehicle Insurance	128,809	135,169	143,111	150,000	170,000
Property and Equipment Insurance	62,856	84,628	83,823	90,000	100,000
General Liability Insurance	52,315	54,387	56,244	60,000	60,000
Law Enforcement Liability Insurance	91,350	93,429	94,931	100,000	94,000
Public Entity Liability Insurance	48,825	49,295	57,900	60,000	60,000
Workers Comp. Excess Liability Insurance	79,485	87,050	100,239	105,000	107,000
Criminal Liability Insurance	4,075	4,075	4,275	5,000	4,500
Cyber Liability Insurance	-	6,584	6,806	8,000	7,000
Umbrella Liability Insurance	52,115	53,602	56,725	60,000	56,000
Medical Services (PS Custody)	19,210	6,608	12,408	30,000	35,000
Claims and Judgments	511,038	402,107	985,195	550,000	625,000
	<u>\$ 1,172,219</u>	<u>\$ 1,070,391</u>	<u>\$ 1,722,734</u>	<u>\$ 1,343,000</u>	<u>\$ 1,450,500</u>
Ending Fund Balance: (1)	<u>\$ 367,911</u>	<u>\$ 589,042</u>	<u>\$ 279,336</u>	<u>\$ 274,336</u>	<u>\$ 274,336</u>
Changes in Fund Balance (actual/est.) (2)	\$ 33,802	\$ 221,131	\$ (309,706)	\$ (5,000)	\$ -

Notes:

(1) In order to accurately measure anticipated fund balance usage, this schedule omits the Carryforward Fund Balance and Non-Allocated/Reserve accounts.

(2) Available Fund Balance was used in FY 2014 to supplement the reserve for claims and judgments.

City of Alpharetta

Medical Insurance Fund

Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Charges for Services:				
Medical Insurance Premiums				
Employer Contribution	\$ 6,289,453	\$ 6,455,648	\$ 166,195	2.6%
Employee Contribution	702,209	714,809	12,600	1.8%
Interest	-	-	-	0.0%
Other Financing Sources:				
Budgeted Fund Balance	1,022,567	1,500,000	477,433	100.0%
Total Revenues (All Sources):	\$ 8,014,229	\$ 8,670,457	\$ 656,228	8.2%
Maintenance and Operations				
Medical Premiums	\$ 1,501,694	\$ 1,637,589	\$ 135,895	9.0%
Other				
Medical Claims	5,408,414	5,487,755	79,341	1.5%
Reserve	1,104,121	45,113	(1,059,008)	-95.9%
Transfers-Out:				
OPEB Trust Fund	-	1,500,000	1,500,000	100.0%
Total Expenditures (All Uses):	\$ 8,014,229	\$ 8,670,457	\$ 656,228	8.2%

Notes:

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 is able to reduce premium taxes while maintaining coverage benefits. The MPP is still a fully insured medical plan.

The FY 2019 Budget totals \$8.7 million and represents premiums (employer and employee) and the associated expenditures (administration, claims, and reserves) in addition to a transfer of available fund balance to the OPEB Trust Fund for implementation of a post-employment healthcare benefit (new for FY 2019). 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.

City of Alpharetta Medical Insurance Fund Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimated Actual	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ -	\$ -	\$ (76,062)	\$ 964,180	\$ 1,569,644
Revenues:					
Charges for Services	\$ -	\$ 6,558,912	\$ 6,742,079	\$ 6,991,662	\$ 7,170,457
Interest	-	116	126	-	-
	\$ -	\$ 6,559,028	\$ 6,742,205	\$ 6,991,662	\$ 7,170,457
Expenditures:					
Medical Premiums	\$ -	\$ 1,341,840	\$ 1,347,126	\$ 1,508,781	\$ 1,637,589
Medical Claims	-	5,293,250	4,354,837	4,877,417	5,487,755
	\$ -	\$ 6,635,089	\$ 5,701,963	\$ 6,386,199	\$ 7,125,344
Other Financing Sources (Uses):					
Interfund Transfer:					
OPEB Trust Fund	\$ -	\$ -	\$ -	\$ -	\$ (1,500,000)
	\$ -	\$ -	\$ -	\$ -	\$ (1,500,000)
Ending Fund Balance:	\$ -	\$ (76,062)	\$ 964,180	\$ 1,569,644	\$ 114,757
<i>Changes in Fund Balance (actual/est.)</i>	\$ -	\$ (76,062)	\$ 1,040,242	\$ 605,463	\$ (1,454,887)

Notes:

Available fund balance is being used in FY 2019 to fund implementation of a post-employment healthcare benefit (new for FY 2019).



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FIDUCIARY FUND SUMMARY

City of Alpharetta OPEB Trust Fund Statement of Budgetary Comparisons (FY 2018-2019)

	FY 2018 Amended Budget	FY 2019 Recommended Budget	\$ Variance	% Variance
Charges for Services:				
OPEB Trust Funding				
Employer Contribution	\$ -	\$ 85,000	\$ 85,000	-
Employee Contribution	-	20,000	20,000	-
Post Employment Healthcare Benefit				
Employer Contribution	-	550,000	550,000	-
Interest	-	-	-	-
Transfer-In				
Medical Insurance Fund	-	1,500,000	1,500,000	-
Total Revenues (All Sources):	\$ -	\$ 2,155,000	\$ 2,155,000	-
Maintenance and Operations				
OPEB Benefits	\$ -	\$ 105,000	\$ 105,000	-
Post Employment Healthcare Benefit	-	2,050,000	2,050,000	-
Reserve	-	-	-	0.0%
Total Expenditures (All Uses):	\$ -	\$ 2,155,000	\$ 2,155,000	-

Notes:

Fiscal Year's 2015-2018 represent activity associated the OPEB plan. Eligible retirees are offered the same health and prescription drug coverage as active employees. Each fiscal year, the City determines the Plan benefits and premium rate for participants (active and retirees). However, unlike active employees, retirees pay 100% of the blended premium afforded to the City. Therefore, as the retiree makes the full premium payment, the City's only exposure is the accounting treatment of this implicit rate subsidy caused by the difference in the blended rate offered to the retiree and his/her actual age adjusted premium. Coverage expires at age 65.

Starting with Fiscal Year 2019, this Fund is also reflecting implementation of a post-employment healthcare benefit (new for FY 2019). Funding for this benefit includes a one-time transfer of available funds from the Medical Insurance Fund and ongoing funding from City operations (roughly 2% of payroll).

FY 2019).

City of Alpharetta OPEB Trust Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Amended Budget	FY 2019 Recommended Budget
Beginning Fund Balance:	\$ 944,314	\$ 995,158	\$ 1,057,004	\$ 1,130,253	\$ 1,130,253
Revenues:					
OPEB Trust Funding	\$ 112,642	\$ 105,416	\$ 114,283	\$ -	\$ 105,000
Post Employment Healthcare Benefit	-	-	-	-	550,000
Interest	1,507	2,846	6,460	-	-
	<u>\$ 114,149</u>	<u>\$ 108,261</u>	<u>\$ 120,743</u>	<u>\$ -</u>	<u>\$ 655,000</u>
Expenditures:					
OPEB Benefits	\$ 63,306	\$ 46,415	\$ 47,494	\$ -	\$ 105,000
Post Employment Healthcare Benefits	-	-	-	-	2,050,000
	<u>\$ 63,306</u>	<u>\$ 46,415</u>	<u>\$ 47,494</u>	<u>\$ -</u>	<u>\$ 2,155,000</u>
Other Financing Sources (Uses):					
Interfund Transfer:					
Medical Insurance Fund	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,500,000</u>
Ending Fund Balance:	<u>\$ 995,158</u>	<u>\$ 1,057,004</u>	<u>\$ 1,130,253</u>	<u>\$ 1,130,253</u>	<u>\$ 1,130,253</u>
<i>Changes in Fund Balance (actual/est.)</i>	<u>\$ 50,844</u>	<u>\$ 61,846</u>	<u>\$ 73,249</u>	<u>\$ -</u>	<u>\$ -</u>

Notes:

This Fund did not have an Annual Budget appropriation until FY 2019 with implementation of a post-employment healthcare benefit (new for FY 2019).



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Mayor and City Council

DONALD MITCHELL
MAYOR PRO TEM



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BEN BURNETT
CITY COUNCIL (POST 2)



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KAREN RICHARD
CITY COUNCIL (POST 3)

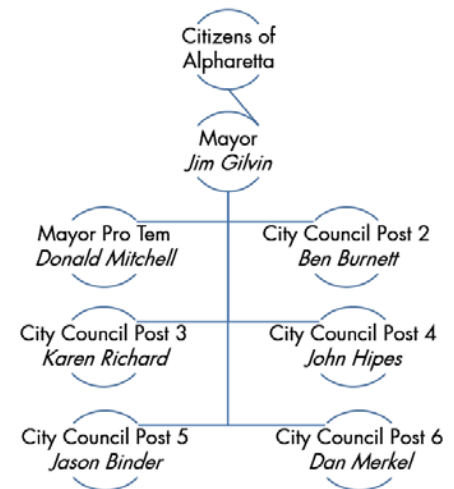


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DAN MERKEL
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Mayor and City Council

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; and*
- ✓ *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.

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 MAYOR AND CITY COUNCIL Five-year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
<i>% Change</i>		0.0%	0.0%	0.0%	0.0%
<i>average 5 year percent change</i>		0.0%			
Expenditures	\$ 308,237	\$ 321,095	\$ 319,279	\$ 364,488	\$ 364,389
<i>% Change</i>		4.2%	-0.6%	14.2%	0.0%
<i>average 5 year percent change</i>		4.4%			

DEPARTMENT BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
MAYOR AND CITY COUNCIL
BUDGET REQUEST BY ACCOUNT**

									<i>Amended FY 2018 to FY 2019</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019		% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue										
N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		-	\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		-	\$ -
Expenditures										
Personnel services:										
Salary	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ -	\$ 120,000	\$ 120,000		0.0%	\$ -
Benefits	159,466	165,160	171,026	190,252	-	190,252	194,005		2.0%	3,753
subtotal	\$ 279,466	\$ 285,160	\$ 291,026	\$ 310,252	\$ -	\$ 310,252	\$ 314,005		1.2%	\$ 3,753
Maintenance and Operations:										
(1) Professional Services	\$ -	\$ -	\$ -	\$ 9,000	\$ -	\$ 9,000	\$ 5,000		-44.4%	\$ (4,000)
Non-Recurring	-	-	-	-	-	-	-		-	-
IT Professional Services	1,639	1,813	1,980	2,236	-	2,236	2,384		6.6%	148
General Supplies	1,053	4,488	1,232	4,000	-	4,000	4,000		0.0%	-
Mayor	9,593	8,793	8,476	9,000	-	9,000	9,000		0.0%	-
City Council Post 1	2,835	4,460	4,835	5,000	-	5,000	5,000		0.0%	-
City Council Post 2	2,086	1,607	1,019	5,000	-	5,000	5,000		0.0%	-
City Council Post 3	4,992	5,000	1,809	5,000	-	5,000	5,000		0.0%	-
City Council Post 4	3,894	4,993	4,546	5,000	-	5,000	5,000		0.0%	-
City Council Post 5	2,205	1,925	659	5,000	-	5,000	5,000		0.0%	-
City Council Post 6	475	2,856	3,697	5,000	-	5,000	5,000		0.0%	-
subtotal	\$ 28,770	\$ 35,936	\$ 28,254	\$ 54,236	\$ -	\$ 54,236	\$ 50,384		-7.1%	\$ (3,852)
Capital:										
Machinery & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		-	\$ -
subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		-	\$ -
Total	\$ 308,237	\$ 321,095	\$ 319,279	\$ 364,488	\$ -	\$ 364,488	\$ 364,389		0.0%	\$ (99)
Full-time Equivalent Positions	7.0	7.0	7.0	7.0		7.0	7.0			

Notes

(1) Variance is based on year-to-date expenditure trends for general professional services.

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION		FY 2018 Amended Operating Budget	FY 2019 Operating Budget Request	Mayor & Council	Mayor	City Council Post 1	City Council Post 2	City Council Post 3	City Council Post 4	City Council Post 5	City Council Post 6
				1110	MCC00	MCC01	MCC02	MCC03	MCC04	MCC05	MCC06
521200	Professional Services	\$ 9,000	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
523900	IT Professional Services	2,236	2,384	2,384	-	-	-	-	-	-	-
532400	Non-Recurring	-	-	-	-	-	-	-	-	-	-
531100	General Supplies	4,000	4,000	4,000	-	-	-	-	-	-	-
532310	Mayor	9,000	9,000	-	9,000	-	-	-	-	-	-
532320	City Council Post 1	5,000	5,000	-	-	5,000	-	-	-	-	-
532330	City Council Post 2	5,000	5,000	-	-	-	5,000	-	-	-	-
532340	City Council Post 3	5,000	5,000	-	-	-	-	5,000	-	-	-
532350	City Council Post 4	5,000	5,000	-	-	-	-	-	5,000	-	-
532360	City Council Post 5	5,000	5,000	-	-	-	-	-	-	5,000	-
532370	City Council Post 6	5,000	5,000	-	-	-	-	-	-	-	5,000
TOTAL		\$ 54,236	\$ 50,384	\$ 12,494	\$ 9,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
MAYOR & COUNCIL	10011100	521200	Professional Services	General Professional Services	9,000	5,000
				subtotal	\$ 9,000	\$ 5,000
	10011100	532400	Non-Recurring			
				subtotal	\$ -	\$ -
	10011100	523900	IT Professional Services	Technical Support for CISCO Network	34	40
				Developer License for MDM	1	1
				Data Center's Uninterruptible Power System	14	25
				Citywide Microsoft Licensing	394	50
				Drone to GIS Conversion		7
				Non-Xerox Printer Repair	17	17
				GIS Mobile Field Mapping & Data Collection	118	117
				Filemaker Database Management for Various City Dep	13	13
				Data Center Fire Suppression System	3	3
				WAP Maintenance - Aerohive	4	14
				City Circuit Connection to Internet - Charter	8	8
				SharePoint Migration	34	
				Solarwinds Software Renewal	25	27
				Wiring Services	23	23
				Amazon Web Services	2	2
				Conversion of LIDAR Data to ArcGIS	4	4
				Technical Support for Vmware Environment	33	
				City Enterprise Data Management	46	46
				Data Circuits - ASE - AT&T	89	123
				Load Balancer - Citrix	3	3
				Project Event Capture - ESRI	7	7
				City Virus, Adware, Spyware & Threat Protection	124	121
				City Circuit Connection to Internet - Zayo	60	59
				City Circuit Connection to Internet - AT&T	43	43
				ManageEngine (Ad SelfService)	53	23
				iPad Wireless Service		384
				Mobile Data Management	343	343
				Line and Circuit Service	108	108
				GLS Monitoring and Support	170	135

				FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail		
			CISCO SMARTnet Telephony and Phone App Licenses	100	100
			Cisco phone infrastructure support	10	10
			Long Distance	18	-
			ERPM (RED Identity Mgmt)		5
			ManageEngine - Logging & Auditing		57
			Security Awareness Training (knowBe4)		21
			Microsoft User Based Training		21
			Texting Service Global Text Messages -7CBilled	1	
			External Monitoring Service - MXToolbox	1	
			Datacenter Security		14
			Consulting Services		55
			GPO Change Management - NetIQ	2	
			Firewall - Palo Alto - Veristor	52	58
			SQL Monitoring	11	11
			Maintenance Extensions	66	95
			Network Vulnerability Scanner	115	68
			Asset Management - LanSweeper	5	5
			ClientVPN - Palo Alto - Veristor	13	13
			Citywide Virtual Licensing	69	105
			subtotal	\$ 2,236	\$ 2,384
	10011100 531100	General Supplies		4,000	4,000
			subtotal	\$ 4,000	\$ 4,000
MAYOR MCC00	10011100 532370	MCC00 Mayor Expense	Other Expenses	8,616	8,616
			iPad Wireless Service	384	384
			subtotal	\$ 9,000	\$ 9,000
CITY COUNCIL POST 1	10011100 532310	MCC01 Post 1 Expense		5,000	5,000
			subtotal	\$ 5,000	\$ 5,000
CITY COUNCIL POST 2	10011100 532320	MCC09 Post 2 Expense		5,000	5,000
			subtotal	\$ 5,000	\$ 5,000
CITY COUNCIL POST 3	10011100 532330	MCC03 Post 3 Expense		5,000	5,000
			subtotal	\$ 5,000	\$ 5,000
CITY COUNCIL POST 4	10011100 532340	MCC04 Post 4 Expense		5,000	5,000
			subtotal	\$ 5,000	\$ 5,000

Division/Project Title Account Number Title Account Detail				FY 2018 Adopted Budget	FY 2019 Recommended Budget
CITY COUNCIL POST 5 10011100 532350 MCC07 Post 5 Expense				5,000	5,000
				<i>subtotal</i> \$ 5,000	\$ 5,000
CITY COUNCIL POST 6 10011100 532360 MCC08 Post 6 Expense				5,000	5,000
				<i>subtotal</i> \$ 5,000	\$ 5,000
				<u>\$ 54,236</u>	<u>\$ 50,384</u>

City Administration

BOB REGUS
CITY ADMINISTRATOR

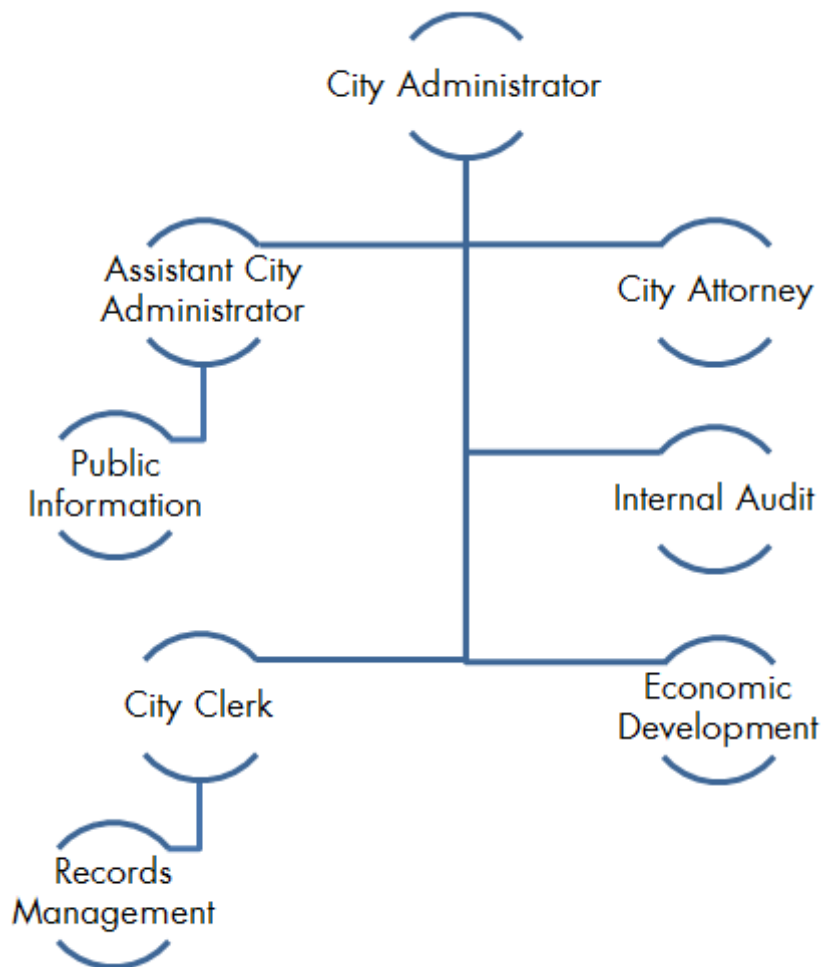


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JAMES DRINKARD
ASSISTANT CITY
ADMINISTRATOR



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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; and*
- ✓ *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.

City Administration

Administration, Internal Audit, City Attorney, City Clerk, Public Information, and Economic Development

Mission Statement

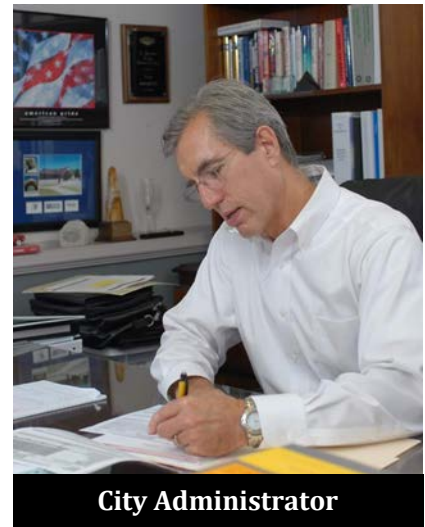
The mission of the City Administrator's Office is to carry out the policies and implement the goals established by the City Council in providing services to the citizens in the most effective and economical manner while promoting awareness and understanding of services, policies, information, programs, and priorities that results in an informed and participative community.

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 web site; and
- ✓ Oversee the Economic Development efforts for the City.

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;



- ✓ 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; and
- ✓ Continue efforts toward enhancing the compensation and benefits package to attract and retain the very best employees.

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 CITY ADMINISTRATION Five-Year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ 274,832	\$ 13,672	\$ 21,953	\$ 4,758	\$ 6,700
% Change		-95.0%	60.6%	-78.3%	40.8%
average 5-year percent change		-18.0%			
Expenditures	\$ 2,722,528	\$ 1,893,792	\$ 1,980,803	\$ 2,266,016	\$ 2,174,084
% Change		-30.4%	4.6%	14.4%	-4.1%
average 5-year percent change		-3.9%			

DEPARTMENT BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
CITY ADMINISTRATION
BUDGET REQUEST BY ACCOUNT**

Amended FY 2018 to FY 2019

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue										
	Charges for Services									
	Taste of Alpharetta	\$ 159,961	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
	Alpharetta Arts Streetfest	19,796	-	-	-	-	-	-	-	-
	Alpharetta Room	690	-	-	-	-	-	-	-	-
	Other Events	17,695	733	-	-	-	-	-	-	-
	Public Works Event Fees	8,195	-	-	-	-	-	-	-	-
	Fire Services Event Fees	5,434	-	-	-	-	-	-	-	-
	Police Services Event Fees	13,768	-	-	-	-	-	-	-	-
	Parks Services Event Fees	28,248	-	-	-	-	-	-	-	-
	Donation From Private Sources	2,079	-	-	-	-	-	-	-	-
	Rents/Royalties	-	-	3,410	-	-	-	-	-	-
	Misc. Revenue	10,237	87	7,696	-	-	-	-	-	-
	Donation from Private Sources	-	-	-	-	4,158	4,158	-	-100.0%	(4,158)
(5)	Alcohol Beverage Permit Fee	8,450	-	-	-	-	-	6,000	-	6,000
	Alcohol Beverage Admin Fee	-	11,900	10,150	-	-	-	-	-	-
	Penalty / Int. Alcoholic Bev	-	-	-	-	-	-	-	-	-
	Public Records Request	280	453	498	100	-	100	500	400.0%	400
	City Center Facility Rental	-	500	200	500	-	500	200	-60.0%	(300)
	Total	\$ 274,832	\$ 13,672	\$ 21,953	\$ 600	\$ 4,158	\$ 4,758	\$ 6,700	40.8%	\$ 1,942

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
CITY ADMINISTRATION
BUDGET REQUEST BY ACCOUNT**

								<i>Amended FY 2018 to FY 2019</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMENDMENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Expenditures									
(1) Personnel Services:									
Salary	\$ 1,269,572	\$ 978,234	\$ 976,858	\$ 1,022,233	\$ -	\$ 1,022,233	\$ 1,040,352	1.8%	\$ 18,119
Benefits	513,443	425,918	422,467	477,932	-	477,932	507,525	6.2%	29,593
subtotal	\$ 1,783,015	\$ 1,404,153	\$ 1,399,325	\$ 1,500,165	\$ -	\$ 1,500,165	\$ 1,547,877	3.2%	\$ 47,712
Maintenance and Operations:									
(2) Professional Services	\$ 376,566	\$ 93,263	\$ 154,563	\$ 240,900	\$ 49,755	\$ 290,655	\$ 165,400	-43.1%	\$ (125,255)
Equipment Repair/Maint.	-	110	-	300	-	300	300	0.0%	-
Equipment Rental	107,774	-	-	-	-	-	-	-	-
(3) Advertising	71,473	91,170	161,923	175,600	(5,535)	170,065	176,000	3.5%	5,935
Printing and Binding	28,680	2,535	2,940	2,250	-	2,250	2,800	24.4%	550
(4) Employee Travel	30,243	30,160	37,441	34,600	-	34,600	25,600	-26.0%	(9,000)
(4) Employee Training	32,647	22,701	33,828	28,250	-	28,250	24,800	-12.2%	(3,450)
Maintenance Contracts	76,169	83,589	47,896	102,007	4,158	106,165	106,307	0.1%	142
IT Professional Services	34,859	36,739	38,859	43,228	-	43,228	42,085	-2.6%	(1,143)
(5) General Supplies/Materials	152,386	124,791	84,830	60,765	-	60,765	79,915	31.5%	19,150
Miscellaneous Utilities	3,062	-	-	-	-	-	-	-	-
Water and Sewer Utilities	423	152	549	-	-	-	-	-	-
Natural Gas Utilities	490	-	-	-	-	-	-	-	-
Electricity Utilities	15,842	744	(222)	-	-	-	-	-	-
Food	-	-	-	-	-	-	-	-	-
(6) Small Equipment	600	3,560	11,928	2,500	9,100	11,600	3,000	-74.1%	(8,600)
(7) Facility Improvements	-	-	-	-	17,973	17,973	-	-100.0%	(17,973)
Non-Recurring Expenses	8,300	124	6,941	-	-	-	-	-	-
subtotal	\$ 939,513	\$ 489,639	\$ 581,478	\$ 690,400	\$ 75,451	\$ 765,851	\$ 626,207	-18.2%	\$ (139,644)

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
CITY ADMINISTRATION
BUDGET REQUEST BY ACCOUNT**

Amended FY 2018 to FY 2019

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital:									
Machinery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Total	\$ 2,722,528	\$ 1,893,792	\$ 1,980,803	\$ 2,190,565	\$ 75,451	\$ 2,266,016	\$ 2,174,084	-4.1%	\$ (91,932)
Full-time Equivalent Positions (1)	14.00	11.00	10.00	10.00		10.00	10.00		

Notes

- (1) Variance due primarily to wage increases associated with the 3.0% performance based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019).
- (2) Variance is due primarily to the elimination of municipal election related funding (FY 2018 was an election year).
- (3) Variance is due primarily to multiple sponsorship/advertising initiatives within the Economic Development Division (e.g. Metro Atlanta Chamber of Commerce).
- (4) Variance is based on a reduced expectation of travel and training needs.
- (5) Variance is based on historical and year-to-date expenditure trends including increased funding for meetings (materials, refreshments, etc.), promotional materials, etc. and new funding to cover Alcohol Applicant signage (to be repaid through the Alcohol Beverage Permit Fee).
- (6) Variance is due in part to one-time funding in FY 2018 for the purchase of audio/visual equipment for the City Council Chambers.
- (7) Variance is due in part to one-time funding in FY 2018 for equipment within the History Room (City Hall).

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Revenue Summary by Account

Division/Project	Account Number	Title	FY 2018 Amended Budget	FY 2019 Recommended Budget
City Admin	10013200 371000	Donation from Private Source	4,158	-
Economic Development	10013220 381000	Rents/Royalties	-	-
" "	10013220 389000	Misc. Revenue	-	-
City Clerk	10013300 321100	Alcohol Beverage Permit Fee	-	6,000
" "	10013300 321101	Alcohol Beverage Admin Fee	-	-
" "	10013300 324100	Penalty/Interest Alcoholic Bev	-	-
" "	10013300 341900	Public Records Request	100	500
" "	10013300 341901	City Center Facility Rental	500	200
Total			\$ 4,758	\$ 6,700

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019
Statement: Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

				Economic Development		City Clerk	
ACCOUNT DESCRIPTION	FY 2018 Amended Operating Budget	FY 2019 Operating Budget Request	City Administration	Economic Development	Community Marketing & Promotions	City Clerk	Elections
			1320	1322	AED02	1330	ACC00
521200 Professional Services	\$ 290,655	\$ 165,400	\$ 159,400	\$ -	\$ -	\$ 6,000	\$ -
522210 Equipment Repair/Maint.	300	300	300	-	-	-	-
522320 Equipment Rental	-	-	-	-	-	-	-
523300 Advertising	170,065	176,000	15,500	-	156,500	4,000	-
523400 Printing and Binding	2,250	2,800	-	-	2,800	-	-
523500 Employee Travel	34,600	25,600	3,000	15,000	-	2,500	-
523700 Employee Training	28,250	24,800	6,000	14,000	-	3,000	-
523860 Maintenance Contracts	106,165	106,307	39,300	43,500	-	23,507	-
523900 IT Professional Services	43,228	42,085	27,197	7,110	-	6,071	-
531100 General Supplies/Materials	60,765	79,915	20,565	11,000	35,000	13,000	-
531600 Small Equipment	11,600	3,000	3,000	-	-	-	-
532400 Non-Recurring	-	-	-	-	-	-	-
541300 Facility Improvements	17,973	-	-	-	-	-	-
TOTAL	\$ 765,851	\$ 626,207	\$ 274,262	\$ 90,610	\$ 194,300	\$ 58,078	\$ -

ACCOUNT DESCRIPTION		Internal Audit
		1360
521200	Professional Services	\$ -
522210	Equipment Repair/Maint.	-
522320	Equipment Rental	-
523300	Advertising	-
523400	Printing and Binding	-
523500	Employee Travel	5,100
523700	Employee Training	1,800
523860	Maintenance Contracts	-
523900	IT Professional Services	1,707
531100	General Supplies/Materials	350
531600	Small Equipment	-
532400	Non-Recurring	-
541300	Facility Improvements	-
TOTAL		\$ 8,957

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
CITY ADMINISTRATION	10013200	521200	Professional Services	Bank Fees	100	-
				Atlanta Regional Commission	1,500	1,500
				Georgia Municipal Association - Dues	16,500	16,700
				Georgia Municipal Association - Telecom	9,700	10,000
				Council Retreat Facility	2,000	-
				Video Production And Editing Services	1,100	1,200
				Website Function Improvements	10,000	10,000
				Marketing/Public Relations Services (Media Frenzy Global)	100,000	100,000
				Misc. Professional/Design Services	20,000	20,000
				subtotal	\$ 160,900	\$ 159,400
	10013200	522210	Equipment Repair & Maintenance	General Repair/Maintenance (e.g. printers)	300	300
				subtotal	\$ 300	\$ 300
	10013200	523300	Advertising	Bid and Recruitment Advertising	1,000	500
				Marketing / Promotional Materials / Placement Advertising	5,100	15,000
				Community Affinity Campaign/Promotion (2018 Initiative)	10,000	-
				subtotal	\$ 16,100	\$ 15,500
	10013200	522320	Equipment Rental	General Rentals (e.g. Tents & Chairs - Special Hearings)	-	-
				subtotal	\$ -	\$ -
	10013200	523400	Printing and Binding	General Printing (e.g. Business Cards, Service Awards, etc.)	250	-
				subtotal	\$ 250	\$ -
	10013200	523500	Employee Travel	Local Mileage & Travel	3,600	3,000
				subtotal	\$ 3,600	\$ 3,000
	10013200	523700	Employee Training	Association Membership Fees	3,000	3,000
				Training and Education	3,500	3,000
				subtotal	\$ 6,500	\$ 6,000
	10013200	523860	Maintenance Contracts	Coffee and Water Cooler Service	3,000	3,000
				GRM Records Management	500	500
				GRM Shredding	100	100
				Domain Name Registration - GSA Finance	150	150
				SQ Box Solutions	2,000	3,000
				Telerik (Sitefinity CMS Enterprise) Annual Maintenance	9,300	9,300
				Siteimprove Annual Contract	4,350	4,350
				Website Hosting (Cloud)	4,600	4,000
				Survey Creator Subscription	300	300
				Seamless Government Online Forms	9,500	10,000
				BIS Digital Recording System Maintenance	1,700	4,000
				Mailchimp Subscription (Email Newsletter Support)	-	600
				subtotal	\$ 35,500	\$ 39,300

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project				FY 2018 Adopted Budget	FY 2019 Recommended Budget
Title	Account Number	Title	Account Detail		
	10013200 523900	IT Professional Services			
			Texting Service - Global Text Message - 7CBilled - Pcard	2	-
			Solarwinds Software Renewal	101	109
			WAP Maintenance - Aerohive	16	57
			Amazon Web Services	7	7
			Developer License for MDM	3	3
			City Circuit Connection to Internet - AT&T	171	171
			ASE (AT&T)	357	493
			City Circuit Connection to Internet - Charter	30	31
			Load Balancer - Citrix	11	14
			Data Center's Uninterruptible Power System	55	100
			Citywide Microsoft Licensing	1,575	201
			Drone to GIS Conversion		27
			GIS Mobile Field Mapping & Data Collection	472	470
			Non-Xerox Printer Repair	66	68
			Filemaker Software Maintenance & Support	52	52
			Data Center Fire Suppression System	11	11
			Project Event Capture - Palo Alto - Veristor	27	27
			Network Vulnerability Scanner	458	274
			Asset Management - LanSweeper	18	18
			ERPM (RED Identity Mgmt)	-	18
			Manage Engine Logging and Auditing	-	228
			Security Awareness Training (KnowBe4)	-	82
			Microsoft User Based Training	-	82
			External Monitoring Service Email - MXToolbox	3	-
			SmartNet Technical Support for CISCO Network	137	160
			Conversion of LIDAR Data to ArcGIS	15	15
			NetIQ Essential	8	-
			Firewall - Palo Alto - Veristor	208	231
			Client VPN - Palo Alto - Veristor	52	53
			SQL Monitoring Tool	46	46
			SharePoint Migration	137	-
			Wiring Services	92	91
			Datacenter Security	-	55
			Consulting Services	-	219
			Technical Support for Vmware Environment	133	-
			City Enterprise Data Management	183	182
			Citywide Virtual Infrastructure	275	418

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project				FY 2018 Adopted Budget	FY 2019 Recommended Budget
Title	Account Number	Title	Account Detail		
			Maintenance Extension	266	379
			City Virus, Adware, Spyware & Threat Protection	495	483
			City Circuit Connection to Internet - Zayo	238	237
			ManageEngine Ad Self-service	211	91
			iPhone Service	1,872	1,872
			Cellular iPad Service	768	768
			Cellular MiFi Service	456	456
			Mobile Data Management	343	343
			Line and Circuit Service	2,371	2,371
			GLS Monitoring and Support	3,733	2,978
			CISCO SMARTnet Telephony and Phone App Licenses	2,196	2,196
			Cisco phone infrastructure support	220	220
			Long Distance	400	-
			Netmotion Mobility XE Software Renewal	290	290
			Digital Recorder Maintenance & Renewal	5,000	5,000
			Adobe Products	1,100	1,660
			Efax	540	540
			McDean - Building Access Control	2,000	1,800
			City Camera (Avigilon Control Center)	-	1,500
			subtotal	\$ 27,220	\$ 27,197
	10013200 531100	General Supplies & Materials	Catering Services - Various Meetings	200	200
			Council (facility, meals, etc.)	3,000	5,000
			Meals and Meetings	5,000	5,000
			General Supplies	8,500	8,500
			Postage Allocation	150	150
			Shipping - FedEx USPS	500	500
			Promotional Events	500	500
			Subscriptions - Atlanta Business Chronicle	150	150
			Subscriptions - Atlanta Journal Constitution	300	300
			Subscriptions - Fortune	65	65
			Subscriptions - Wall Street Journal	200	200
			subtotal	\$ 18,565	\$ 20,565
	10013200 531600	Small Equipment	Misc. Small Equipment	2,500	3,000
			subtotal	\$ 2,500	\$ 3,000
	10013200 532400	Non-Recurring Expenses		-	-
			subtotal	\$ -	\$ -
Administration Total				\$ 271,435	\$ 274,262

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project					FY 2018 Adopted Budget	FY 2019 Recommended Budget
Title	Account Number	Title	Account Detail			
ECONOMIC DEVELOPMENT	10013220 523500	Employee Travel			24,000	15,000
				subtotal	\$ 24,000	\$ 15,000
	10013220 523700	Employee Training	Association Membership Fees		4,000	4,000
			Training and Education		13,000	10,000
				subtotal	\$ 17,000	\$ 14,000
	10013220 523860	Maintenance Contracts	Co-Star Group		7,500	7,500
			GNFCC Chamber Economic Development		25,000	25,000
			GIS Integration to ED Website		11,000	11,000
				subtotal	\$ 43,500	\$ 43,500
	10013220 523900	IT Professional Services				
			Texting Service Global Text Messages - 7CBilled		1	-
			Solarwinds Software Renewal		50	55
			WAP Maintenance - Aerohive		8	28
			Amazon Web Services - Domain Name Service		4	4
			Developer License for MDM		1	1
			City Circuit Connection to Internet - AT&T		85	86
			Data Circuits - ASE - AT&T		178	246
			City Circuit Connection to Internet - Charter		15	15
			Load Balancer - Citrix		6	7
			Data Center's Uninterruptible Power System		27	50
			Citywide Microsoft Licensing		787	100
			Drone to GIS Conversion			14
			GIS Mobile Field Mapping & Data Collection		236	235
			Non-Xerox Printer Repair		33	34
			Filemaker Software Maintenance & Support		26	26
			Data Center Fire Suppression System		5	5
			Project Event Capture - Palo Alto - Veristor		14	14
			Network Vulnerability Scanner		229	137
			Asset Management - LanSweeper		9	9
			External Monitoring Service for Email - MXToolbox		2	-
			ERPM (RED Identity Mgmt)		-	43
			Manage Engine (Logging & Auditing)		-	114
			Security Awareness Training		-	41
			Microsoft User Based Training		-	41
			Technical Support for CISCO Network		69	80
			Conversion of LIDAR Data to ArcGIS		8	7
			GPO Change Management - NetIQ		4	-
			Firewall - Palo Alto - Veristor		104	115

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
				SQL Monitoring Tool	23	23
				Client VPN - Palo Alto - Veristor	26	26
				SharePoint Migration	69	-
				Wiring Services	46	46
				Datacenter Security	-	27
				Consulting Services	-	109
				Technical Support for Vmware Environment	67	-
				City Enterprise Data Management	92	91
				Citywide Virtual Infrastructure	137	209
				Maintenance Extension - DC Equipment Main Renewal	133	189
				City Virus, Adware, Spyware & Threat Protection	247	242
				City Circuit Connection to Internet - Zayo	119	119
				ManageEngine AdSelfService	105	46
				iPhone Service	1,248	1,248
				Cellular iPad Service	768	768
				Mobile Data Management	229	229
				Line and Circuit Service	216	216
				GLS Monitoring and Support	339	271
				CISCO SMARTnet Telephony and Phone App Licenses	200	200
				Cisco phone infrastructure support	20	20
				Long Distance	36	-
				Netmotion Mobility XE Software Renewal	174	174
				Adobe Products	1,100	1,100
				Webloci Software	250	250
				subtotal	\$ 7,545	\$ 7,110
	10013220	531100	General Supplies	Meals and Meetings	7,500	8,000
				General Supplies	2,000	3,000
				subtotal	\$ 9,500	\$ 11,000
Economic Development Total					\$ 101,545	\$ 90,610
DEVELOPMENT	10013220	521200	AED00	Professional Services	-	-
AUTHORITY				subtotal	\$ -	\$ -
EXPENSES AED00	10013220	523500	AED00	Employee Travel	-	-
				Authority Member Travel	-	-
				subtotal	\$ -	\$ -
	10013220	523700	AED00	Employee Training	-	-
				Authority Member Training	-	-
				subtotal	\$ -	\$ -
	10013220	531100	AED00	General Supplies	300	-
				Office Supplies		

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project		Account Number		Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
					Meals and Meetings	-	-
					<i>subtotal</i>	300	-
				Economic Development (Development Authority) Total		\$ 300	\$ -
COMMUNITY MARKETING & PROMOTIONS AED02	10013220	521200	AED02	Professional Services	Pro Sound Production	-	-
					<i>subtotal</i>	\$ -	\$ -
	10013220	523300	AED02	Advertising	Advertising / Marketing	45,000	31,000
					GAMEVID Expo Sponsorship	10,000	-
					Metro Atlanta Chamber of Commerce Sponsorship(s)	23,000	-
					Greater North Fulton Chamber of Commerce Sponsorship(s)	5,000	10,000
					Alpharetta Chamber of Commerce Sponsorship	10,000	10,000
					HI-REZ Studios Sponsorship (HRX Expo)	15,000	15,000
					TAG Bundled Sponsorships	25,000	30,000
					Money 20/20 Europe - London Techweek Sponsorship (MAC)	16,500	16,500
					SMART Cities World Congress (Mtro Chamber)	-	10,000
					Silicon Valley Start-Up Trade Mission - 2X @\$5000	-	10,000
					SXSW Metro Atlanta House (MAC)	-	5,000
					Mobile World Congress US Sponsorship (MAC)	-	5,000
					Money 20/20 US Sponsorship (MAC)	-	6,500
					Connexx Start-Up Challenge Trade Mission	-	7,500
					<i>subtotal</i>	\$ 149,500	\$ 156,500
	10013220	523400	AED02	Printing and Binding	Brochures	2,000	2,800
					<i>subtotal</i>	\$ 2,000	\$ 2,800
	10013220	531100	AED02	General Supplies	Promotional Materials, ATC Dinner, etc.	25,000	35,000
					<i>subtotal</i>	\$ 25,000	\$ 35,000
				Economic Development (Community Marketing/Promotions) Total		\$ 176,500	\$ 194,300
CITY CLERK	10013300	521200		Professional Services	Bank Related Fees	-	-
					Muni Code - including web hosting, policy updates, etc.	4,000	4,000
					Records Management	2,000	2,000
					<i>subtotal</i>	\$ 6,000	\$ 6,000
	10013300	523300		Advertising	Bid and Recruitment Advertising	500	500
					Newspaper advertisements (incl alcohol)	3,500	3,500
					<i>subtotal</i>	\$ 4,000	\$ 4,000
	10013300	523500		Employee Travel	Clerk Division Travel Expenses	2,500	2,500
					<i>subtotal</i>	\$ 2,500	\$ 2,500
	10013300	523700		Employee Training	Clerk Division Professional Development	2,500	2,500
					Association Membership Fees	500	500
					<i>subtotal</i>	\$ 3,000	\$ 3,000

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail			
	10013300 523860	Maintenance Contracts	Xerox Copier Lease (WC7545) & (CQ8900)		3,457	3,457
			Xerox Copier Maintenance Plan		7,000	7,000
			GRM - Records Management		1,000	1,000
			BIS Agenda Mgmt. Software Maintenance		6,200	6,200
			Pitney Bowes - Postage Machine		3,750	4,250
			JustFOIA (open records request)		1,600	1,600
			subtotal	\$ 23,007	\$	23,507
	10013300 523900	IT Professional Services				
			Texting Service Global Text Messages - 7CBilled		2	-
			Solarwinds Software Renewal		76	82
			WAP Maintenance - Aerohive		12	42
			Amazon Web Services - Domain Name Service		5	5
			Developer License for MDM		2	2
			City Circuit Connection to Internet - AT&T		128	129
			Data Circuits - ASE - AT&T		268	369
			City Circuit Connection to Internet - Charter		23	23
			Load Balancer - Citrix		8	10
			Data Center's Uninterruptible Power System		41	75
			Citywide Microsoft Licensing		1,181	151
			Drone to GIS Conversion		-	21
			GIS Mobile Field Mapping & Data Collection		354	352
			Non-Xerox Printer Repair		50	51
			Database Management for Various City Departments		39	39
			Data Center Fire Suppression System		8	8
			Project Event Capture - Palo Alto - Veristor		21	21
			Network Vulnerability Scanner		344	205
			Asset Management - LanSweeper		14	14
			ERPM (RED Identity Mgmt)		-	65
			Manage Engine (Logging & Auditing)		-	171
			Security Awareness Training (KnowBe4)		-	62
			Microsoft User Based Training		-	62
			External Monitoring Service for Email - MXToolbox		3	-
			Technical Support for CISCO Network		103	120
			Conversion of LIDAR Data to ArcGIS		11	11
			Datacenter Security		-	41
			GPO Change Management		6	-
			Firewall - Palo Alto - Veristor		156	173
			Client VPN - Palo Alto - Veristor		39	40

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project					FY 2018 Adopted Budget	FY 2019 Recommended Budget
Title	Account Number		Title	Account Detail		
				SQL Monitoring Tool	34	34
				SharePoint Migration	103	-
				Wiring Services	69	68
				Technical Support for Vmware Environment	100	-
				Consulting Services	-	164
				City Enterprise Data Management	137	137
				Citywide Virtual Infrastructure	206	314
				Maintenance Extension - DC Equipment Main Renewal	199	284
				City Virus, Adware, Spyware & Threat Protection	371	363
				City Circuit Connection to Internet - Zayo	179	178
				ManageEngine Ad Self-service	158	68
				iPhone Service	624	624
				Mobile Data Management	114	114
				Line and Circuit Service	323	323
				GLS Monitoring and Support	509	406
				CISCO SMARTnet Telephony and Phone App Licenses	299	299
				Cisco phone infrastructure support	30	30
				Long Distance	55	-
				Netmotion Remote Application & Data Access	116	116
				Adobe Products	-	205
				subtotal	\$ 6,520	\$ 6,071
	10013300	531100	General Supplies & Materials	Pitney Bowes Postage & Supplies	5,000	5,000
				Luncheons	500	500
				City Council Events	500	500
				General Office Supplies	1,000	1,000
				Alcohol Applicant Signs	-	6,000
				subtotal	\$ 7,000	\$ 13,000
	10013300	531600	Small Equipment		-	-
				subtotal	\$ -	\$ -
	10013300	532400	Non-Recurring Expenses		-	-
				subtotal	\$ -	\$ -
				City Clerk Total	\$ 52,027	\$ 58,078
ELECTIONS ACC00	10013301	521200	ACC00 Professional Services	Fulton County Elections	74,000	-
				subtotal	\$ 74,000	\$ -
	10013301	521200	ACC00 Advertising	Election Advertisements	6,000	-
				subtotal	\$ 6,000	\$ -
				City Clerk (Elections) Total	\$ 80,000	\$ -

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project				FY 2018 Adopted Budget		FY 2019 Recommended Budget
Title	Account Number	Title	Account Detail			
INTERNAL AUDIT	10013600 522210	Equipment Repair & Maintenance				
			<i>subtotal</i>	\$ -	\$ -	
	10013600 523500	Employee Travel	Internal Audit Travel Expenses	4,500		5,100
			<i>subtotal</i>	\$ 4,500	\$ 5,100	
	10013600 523700	Employee Training	Internal Audit Prof Development	1,750		1,800
			<i>subtotal</i>	\$ 1,750	\$ 1,800	
	10013600 523900	IT Professional Services				
			Texting Service Global Text Messages - 7CBilled	1		-
			Solarwinds Software Renewal	25		27
			WAP Maintenance - Aerohive	4		14
			Amazon Web Services - Domain Name Service	2		2
			Developer License for MDM	1		1
			City Circuit Connection to Internet - AT&T	43		43
			Data Circuits - ASE - AT&T	89		123
			City Circuit Connection to Internet - Charter	8		8
			Load Balancer - Citrix	3		3
			Data Center's Uninterruptible Power System	14		25
			Citywide Microsoft Licensing	394		50
			GIS Mobile Field Mapping & Data Collection	118		117
			Drone to GIS Conversion	-		7
			Non-Xerox Printer Repair	17		17
			Database Management for Various City Departments	13		13
			Data Center Fire Suppression System	3		3
			Project Event Capture - Palo Alto - Veristor	7		7
			Network Vulnerability Scanner	115		68
			Asset Management - LanSweeper	5		5
			External Monitoring Service for Email - MXToolbox	1		-
			ERPM (RED Identity Mgmt)	-		5
			Manage Engine (Logging & Auditing)	-		57
			Security Awareness Training (KnowBe4)	-		21
			Microsoft User Based Training	-		21
			Technical Support for CISCO Network	34		40
			Conversion of LIDAR Data to ArcGIS	4		4
			GPO Change Management	2		-
			Firewall - Palo Alto - Veristor	52		58
			Client VPN - Palo Alto - Veristor	13		13
			SQL Monitoring Tool	11		11
			SharePoint Migration	34		-

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

				FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail		
			Wiring Services	23	23
			Technical Support for Vmware Environment	33	-
			City Enterprise Data Management	46	46
			Datacenter Security	-	14
			Consulting Services	-	55
			Citywide Virtual Infrastructure	69	105
			Maintenance Extension - DC Equipment Main Renewal	66	95
			City Virus, Adware, Spyware & Threat Protection	124	121
			City Circuit Connection to Internet - Zayo	60	59
			ManageEngine Ad Self-service	53	23
			Line and Circuit Service	108	108
			GLS Monitoring and Support	170	135
			CISCO SMARTnet Telephony and Phone App Licenses	100	100
			Cisco phone infrastructure support	10	10
			Long Distance	18	-
			Visio Licenses	50	50
			subtotal	\$ 1,943	\$ 1,707
	10013600 531100	General Supplies & Materials	Office Supplies	200	150
			Printer Toner Cartridges	200	200
			subtotal	\$ 400	\$ 350
			Internal Audit Total	\$ 8,593	\$ 8,957
			City Administration Department Total	\$ 690,400	\$ 626,207

PERFORMANCE MEASUREMENTS

City Administration Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
City Administration Department annual turnover percentage	0.0%	11.0%	12.0%	0.0%	0.0%	12.0%
Number of website hits	616,693	622,799	485,734	311,949	430,000	430,000
Website Unique Visitors	407,045	452,000	315,621	232,780	454,000	454,000
Website Page Views	1,680,784	1,200,000	1,144,182	553,948	1,210,000	1,210,000
% of Website New Visits	64%	N/A	N/A	N/A	N/A	N/A
Facebook Followers	N/A	N/A	6,244	7,645	5,500	8,200
Twitter Followers	N/A	N/A	7,505	7,899	6,600	8,500
Personnel Assigned:	9.0 FTE	9.0 FTE	8.0 FTE	8.0 FTE	8.0 FTE	8.0 FTE
City Administrator	City Administrator	City Administrator	City Administrator	City Administrator	City Administrator	City Administrator
Asst City Admin	Asst City Admin	Asst City Admin	Asst City Admin	Asst City Admin	Asst City Admin	Asst City Admin
Executive Office Coord.	Executive Office Coord.	Executive Office Coord.	Executive Office Coord.	Executive Office Coord.	Executive Office Coord.	Executive Office Coord.
Grants Administrator	Grants Administrator	N/A	N/A	N/A	N/A	N/A
Web Administrator	Web Administrator	Web Administrator	Web Administrator	Web Administrator	Web Administrator	Web Administrator
City Clerk	City Clerk	City Clerk	City Clerk	City Clerk	City Clerk	City Clerk
Assistant City Clerk	Assistant City Clerk	Assistant City Clerk	Assistant City Clerk	Assistant City Clerk	Assistant City Clerk	Assistant City Clerk
Records Manager	Records Manager	Records Manager	Records Manager	Records Manager	Records Manager	Records Manager
Internal Auditor	Internal Auditor	Internal Auditor	Internal Auditor	Internal Auditor	Internal Auditor	Internal Auditor

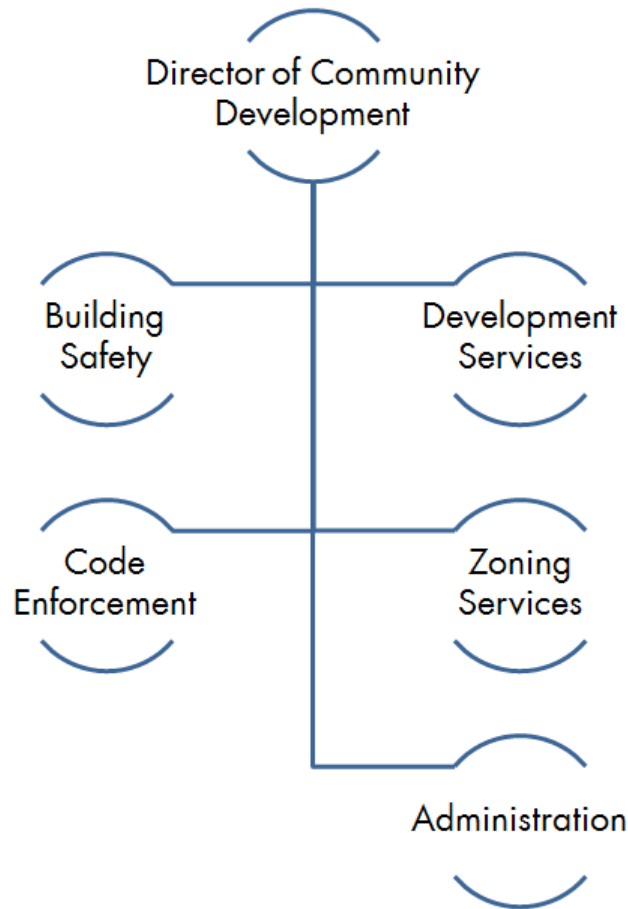
City Administration - Economic Development						
Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
# of Existing business contacts	400	425	516	425	475	550
# of New projects	5	9	12	9	7	7
# of Major business prospects recruited	2	1		1	2	1
Personnel Assigned:	2.0 FTE	2.0 FTE	2.0 FTE	2.0 FTE	2.0 FTE	2.0 FTE
Economic Dev Director	Economic Dev Director	Economic Dev Director	Economic Dev Director		Economic Dev Director	Economic Dev Director
Economic Dev Manager	Economic Dev Manager	Economic Dev Manager	Economic Dev Manager		Economic Dev Manager	Economic Dev Manager

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 of environment for our residents and businesses*
- ✓ *Fostering strong sense of community, preserving the character; and providing multimodel connectivity*
- ✓ *Providing a business climate that attracts the top echelon companies*
- ✓ *Encouraging an emphasis on Arts and Culture in our community*

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.

Community Development

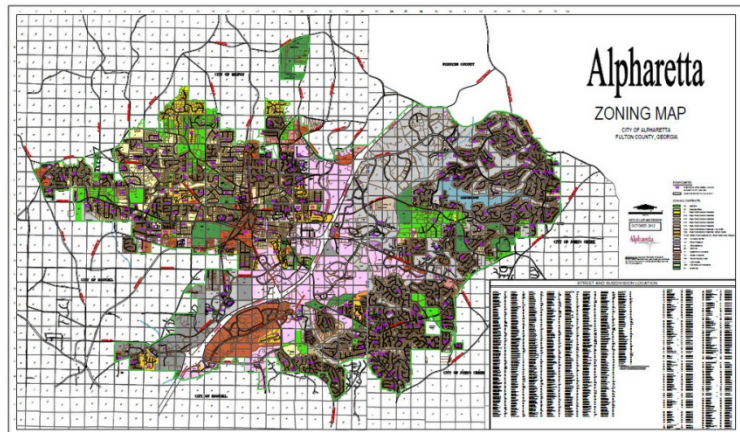
*Administration, Building Safety,
Development Services, Zoning, and Code
Enforcement*

Mission Statement

To protect and enhance the lives of Alpharetta citizens by guiding the city's growth and safeguarding the built environment.

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; and
- ✓ Collaborate with the Economic Development Division (City Administration) to fulfill the vision of the City of Alpharetta as the preeminent place to live, work, learn and play.



5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 COMMUNITY DEVELOPMENT Five-Year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ 4,169,380	\$ 5,370,370	\$ 5,817,299	\$ 3,880,800	\$ 4,003,500
<i>% Change</i>		28.8%	8.3%	-33.3%	3.2%
<i>average 5 year percent change</i>		1.8%			
Expenditures	\$ 2,340,068	\$ 2,345,022	\$ 2,631,318	\$ 2,857,116	\$ 3,162,560
<i>% Change</i>		0.2%	12.2%	8.6%	10.7%
<i>average 5 year percent change</i>		7.9%			

DEPARTMENT BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
COMMUNITY DEVELOPMENT
BUDGET REQUEST BY ACCOUNT**

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	<i>Amended FY 2018 to FY 2019</i>	
								% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue (1)									
<i>Taxes</i>									
Business and Occupational Taxes	\$ 1,058,279	\$ 1,112,259	\$ 1,136,506	\$ 1,025,000	\$ -	\$ 1,025,000	\$ 1,150,000	12.2%	\$ 125,000
Penalty/Int. on Business/Occupational Taxes	11,255	8,094	9,167	2,500	-	2,500	4,000	60.0%	1,500
<i>Licenses & Permits</i>									
Development Permit Fees	162,387	327,420	418,790	275,000	-	275,000	150,000	-45.5%	(125,000)
Sign Permit Fees	32,349	27,367	23,360	25,000	-	25,000	25,000	0.0%	-
Occupancy Permit Fees	155,641	207,481	273,780	175,000	-	175,000	185,000	5.7%	10,000
Building Permit Fees	1,891,794	2,542,159	2,750,273	1,550,000	-	1,550,000	1,600,000	3.2%	50,000
Tree Removal Permit	14,887	8,547	8,442	10,000	-	10,000	7,500	-25.0%	(2,500)
Soil Erosion Permit	21,148	52,345	74,001	20,000	-	20,000	30,000	50.0%	10,000
House Moving Permit	-	-	-	50	-	50	-	-100.0%	(50)
Penalty/Int. on other Permits	5,100	25,046	12,275	1,000	-	1,000	4,000	300.0%	3,000
<i>Charges for Services</i>									
Planning and Development Fees & Charges	160,036	171,205	135,072	145,000	-	145,000	120,000	-17.2%	(25,000)
Impact Fee Administration	15,870	43,018	44,658	-	-	-	25,000	-	25,000
Printing and Duplicating Services	155	2,502	1,667	250	-	250	1,000	300.0%	750
Plan Review	640,479	839,426	928,784	650,000	-	650,000	700,000	7.7%	50,000
<i>Fines & Forfeitures</i>									
Code Enforcement Board Fines	-	3,500	525	2,000	-	2,000	2,000	0.0%	-
Total	\$ 4,169,380	\$ 5,370,370	\$ 5,817,299	\$ 3,880,800	\$ -	\$ 3,880,800	\$ 4,003,500	3.2%	\$ 122,700
Expenditures									
(2) Personnel Services:									
Salaries	\$ 1,351,843	\$ 1,389,490	\$ 1,513,075	\$ 1,642,716	\$ -	\$ 1,642,716	\$ 1,769,528	7.7%	\$ 126,812
Benefits	627,439	680,819	792,632	877,208	-	877,208	1,049,235	19.6%	172,027
subtotal	\$ 1,979,282	\$ 2,070,309	\$ 2,305,707	\$ 2,519,924	\$ -	\$ 2,519,924	\$ 2,818,763	11.9%	\$ 298,839

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
COMMUNITY DEVELOPMENT
BUDGET REQUEST BY ACCOUNT**

									<i>Amended FY 2018 to FY 2019</i>	
	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND-MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	Maintenance and Operations:									
	Professional Services	\$ 36,737	\$ 40,158	\$ 55,715	\$ 64,500	\$ -	\$ 64,500	\$ 64,500	0.0%	\$ -
	Board Member Fees	11,575	10,600	11,525	13,000	-	13,000	13,000	0.0%	-
	Equipment Repair/Maint.	-	-	-	-	-	-	-	-	-
	Vehicle Repair/Maint.	6,468	3,082	5,316	6,000	-	6,000	6,000	0.0%	-
	Facility Repair/Maint.	-	-	-	-	-	-	-	-	-
	Land & Building Rental	65,935	-	-	-	-	-	-	-	-
	Equipment Rental	-	-	-	-	-	-	-	-	-
(3)	Advertising	16,498	19,418	18,383	21,000	-	21,000	22,500	7.1%	1,500
(5)	Printing and Binding	2,579	2,717	2,028	3,000	-	3,000	4,500	50.0%	1,500
(4)	Employee Travel	7,696	10,685	13,846	15,500	-	15,500	17,500	12.9%	2,000
(4)	Employee Training	10,627	8,728	11,267	15,500	-	15,500	15,500	0.0%	-
(8)	Maintenance Contracts	34,054	30,928	28,611	26,300	-	26,300	31,300	19.0%	5,000
(6)	IT Professional Services	101,470	99,429	99,373	115,142	-	115,142	110,847	-3.7%	(4,295)
	General Supplies	35,200	31,582	29,576	34,000	-	34,000	33,700	-0.9%	(300)
	Miscellaneous Utilities	2,611	84	-	-	-	-	-	-	-
	Natural Gas Utilities	-	-	-	-	-	-	-	-	-
	Electricity Utilities	13,069	-	-	-	-	-	-	-	-
	Fuel	9,773	7,989	13,048	14,500	-	14,500	14,500	0.0%	-
	Food	-	-	-	-	-	-	-	-	-
(7)	Small Equipment	2,817	2,266	5,321	2,000	-	2,000	3,500	75.0%	1,500
	IT Equipment Refresh	-	-	-	-	-	-	-	-	-
	Employee Uniforms	3,677	5,643	2,950	6,750	-	6,750	6,450	-4.4%	(300)
	Non-Recurring Expenses	-	1,403	28,653	-	-	-	-	-	-
	<i>subtotal</i>	<i>\$ 360,786</i>	<i>\$ 274,712</i>	<i>\$ 325,610</i>	<i>\$ 337,192</i>	<i>\$ -</i>	<i>\$ 337,192</i>	<i>\$ 343,797</i>	<i>2.0%</i>	<i>\$ 6,605</i>

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
COMMUNITY DEVELOPMENT
BUDGET REQUEST BY ACCOUNT**

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	<i>Amended FY 2018 to FY 2019</i>	
								% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital/Other:									
Machinery & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Workers Comp. Claims	-	-	-	-	-	-	-	-	-
subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Total	\$ 2,340,068	\$ 2,345,022	\$ 2,631,318	\$ 2,857,116	\$ -	\$ 2,857,116	\$ 3,162,560	10.7%	\$ 305,444
Full-time Equivalent Positions (2)	22.0	23.0	26.0	26.0		26.0	28.0		

Notes

- (1) Variance is based on year-to-date collection activity as well as a forecasted continuation of development/construction activity into FY 2019.
- (2) Variance due primarily to: wage increases associated with the 3.0% performance based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends); increases in group insurance premiums; annualized impact of staff turnover (and varying insurance plan signups); implementation of a post-employment healthcare benefit (new for FY 2019); and the net cost of upgrading two part-time temporary seasonal positions to full-time permanent status (2019 Operating Initiatives - Permit Technician; Administrative Assistant II). Please refer to the Operating Initiatives section of this report for detailed information on the initiatives.
- (3) Variance is due to increased advertising costs, resulting from growth in development activity and associated notice requirements.
- (4) Variance due primarily to a continued focus on training and certification.
- (5) Variance due primarily to increased printing activity (e.g. Fire Prevention educational materials).
- (6) Variance due primarily to a streamlining of software services and software/hardware maintenance services citywide as well as reduced costs for Microsoft licensing.
- (7) Variance is based on historical and year-to-date expenditure trends.
- (8) Variance due primarily to licensing costs associated with the Traffic Optimization software implemented in 2018.

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019
Statement: Revenue Summary by Account

Division/Project	Account Number	Title	FY 2018 Amended Budget	FY 2019 Recommended Budget
Planning and Zoning	10074100 341300	Planning and Development Fees & Charges	\$ 145,000	\$ 120,000
" "	10074100 341320	Impact Fee Administration	-	25,000
" "	10074100 341400	Printing and Duplicating Services	250	1,000
	10074100 351190	Code Enforcement Board Fines	2,000	2,000
Development Services	10074400 322992	Tree Removal Permit	10,000	7,500
" "	10074400 322994	Soil Erosion Permit	20,000	30,000
" "	10074400 324000	Penalty/Int. on other Permits	1,000	4,000
Inspections/Code Enf.	10074500 316100	Business and Occupational Taxes	1,025,000	1,150,000
" "	10074500 319400	Penalty/Int. on Business/Occupational Taxes	2,500	4,000
" "	10074500 322200	Development Permit Fees	275,000	150,000
" "	10074500 322220	House Moving Permit Fees	50	-
" "	10074500 322230	Sign Permit Fees	25,000	25,000
" "	10074500 322991	Occupancy Permit Fees	175,000	185,000
" "	10074500 323100	Building Permit Fees	1,550,000	1,600,000
" "	10074500 342201	Plan Review	650,000	700,000
Total			\$ 3,880,800	\$ 4,003,500

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION		FY 2018 Amended Operating Budget	FY 2019 Operating Budget Request	Administration	Building Safety	Development Services	Code Enforcement	Zoning
				7410	7430	7440	7450	7460
521200	Professional Services	\$ 64,500	\$ 64,500	\$ 64,500	\$ -	\$ -	\$ -	\$ -
521400	Board Member Fees	13,000	13,000	13,000	-	-	-	-
522210	Equipment Repair/Maint.	-	-	-	-	-	-	-
522220	Vehicle Repair/Maint.	6,000	6,000	-	-	-	6,000	-
522240	Grounds Repair/Maint.	-	-	-	-	-	-	-
522250	Facility Repair/Maint.	-	-	-	-	-	-	-
522310	Land & Building Rental	-	-	-	-	-	-	-
522320	Equipment Rental	-	-	-	-	-	-	-
523300	Advertising	21,000	22,500	5,000	-	-	17,500	-
523400	Printing and Binding	3,000	4,500	4,500	-	-	-	-
523500	Employee Travel	15,500	17,500	5,250	1,400	2,450	4,375	4,025
523700	Employee Training	15,500	15,500	2,325	2,325	3,875	3,875	3,100
523860	Maintenance Contracts	26,300	31,300	31,300	-	-	-	-
523900	IT Professional Services	115,142	110,847	110,847	-	-	-	-
531100	General Supplies	34,000	33,700	31,700	-	2,000	-	-
531270	Fuel	14,500	14,500	-	-	-	14,500	-
531600	Small Equipment	2,000	3,500	3,500	-	-	-	-
531610	IT Equipment Refresh	-	-	-	-	-	-	-
531700	Employee Uniforms	6,750	6,450	-	3,440	1,290	1,720	-
532400	Non-Recurring Expenses	-	-	-	-	-	-	-
542100	Machinery & Equipment	-	-	-	-	-	-	-
TOTAL		\$ 337,192	\$ 343,797	\$ 271,922	\$ 7,165	\$ 9,615	\$ 47,970	\$ 7,125

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

**FY 2019 Budget
(2nd Reading)**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
Administration	10074100 521200	Professional Services	BANK RELATED FEES	33,000	33,000
			MISC PROFESSIONAL FEES (E.G. ON-CALL RADIO FREQUENCY ENGINEERING SVCS, CONTRACTED ENG SVCS)	20,000	20,000
			MUNICODE - UNIFIED DEVELOPMENT CODE (MUNICIPAL CODE CORP)	10,000	10,000
			ONLINE PROCESSING FEES & CLERK RECORD ACCESS	500	500
			TEMPORARY STAFFING	1,000	1,000
			Subtotal	64,500	64,500
	10074100 521400	Board Member Fees	ALL BOARDS - ZONING, CODE, DESIGN, DEVELOPMENT	13,000	13,000
			Subtotal	13,000	13,000
	10074100 522210	Equipment Repair & Maintenance	EQUIPMENT R&M	-	-
			Subtotal	-	-
	10074100 523300	Advertising	LEGAL NOTICES, PROCUREMENT NOTICES, RECRUITMENT ADS	4,000	5,000
			Subtotal	4,000	5,000
	10074100 523400	Printing & Binding	GENERAL (PLANS, MAPS, OPEN RECORDS, etc.)	3,000	4,500
			Subtotal	3,000	4,500
	10074100 523500	Employee Travel	TRAVEL	2,500	5,250
			Subtotal	2,500	5,250
	10074100 523700	Employee Training	PROFESSIONAL DEVELOPMENT	2,500	2,325
			Subtotal	2,500	2,325
	10074100 523860	Maintenance Contracts	COFFEE SERVICE & WATER - CITY HALL BREAKROOM AND CD	4,500	4,000
			COPIER LEASE (WC 7845)	1,950	1,950
			COPIER MAINTENANCE PLAN (XEROX)	6,500	8,500
			OPEN RECORDS REQUEST TRACKING SUBSCRIPTION (JUSTFOIA)	1,600	1,600
			PLOTTER MAINTENANCE CONTRACT (HP PLOTTER - REPRO PRODUCTS)	1,250	1,250
			RECORD STORAGE & SHREDDING FEES	7,000	7,000
			TRAFFIC OPTIMIZATION SOFTWARE (SYNCHRO PLUS/SIMTRAFFIC LICENSES)	-	3,500
			SEE CLICK FIX - WORK ORDER SOFTWARE	3,500	3,500
			Subtotal	26,300	31,300
	10074100 523900	IT Professional Services	2D & 3D DESIGN SOFTWARE & SUBSCRIPTION RENEWALS (DLT SOLUTIONS)	2,100	2,200
			ADOBE SOFTWARE LICENSES	-	2,080
			ASSET MANAGEMENT (LANSWEEPER)	-	119
			CELL PHONE SERVICE (VERIZON)	720	720
			CELLULAR PHONE SERVICE - IPHONE (VERIZON)	14,352	14,352
			CELLULAR IPAD SERVICE	8,448	8,448
			CISCO NETWORK TECHNICAL SUPPORT (DISYS-SMARTNET)	893	1,038
			CITY INTERNET CIRCUIT CONNECTION (ZAYO BANDWIDTH)	1,549	1,542
			CITY INTERNET CIRCUIT CONNECTION - SUPPLEMENT & BACKUP (CHARTER COMM)	197	199
			CITY VIRUS, ADWARE, SPYWARE, & THREAT PROTECTION	-	3,143
			CITYWIDE ENTERPRISE DATA MANAGEMENT (VERISTOR-COMM VAULT)	1,191	1,186
			CITYWIDE MICROSOFT LICENSING (DELL)	10,235	1,305
			CITYWIDE MICROSOFT USER BASED TRAINING	-	534
			CITYWIDE WORK, ASSET, COMPLIANCE SOFTWARE (CITYWORKS)	28,800	28,800
			CITYWORKS CUSTOM SUPPORT	5,400	5,400
			CLIENTVPN (VERISTOR-PALO ALTOGLOBAL PROTECT)	339	344
			CONSULTING SERVICES FOR CISCO AND MICROSOFT	-	1,423
			DATA CENTER APC/MGE UPS SYSTEM MAINTENANCE (CRITICAL COMPONENTS - OEM ADV)	357	652
			DATA CENTER FIRE SUPPRESSION SYSTEM - INSPECTION	71	71
			DATA CIRCUITS	2,319	3,202
			DATABASE MANAGEMENT SOFTWARE MAINTENANCE/RENEWAL (FILEMAKER)	337	336

**FY 2019 Budget
(2nd Reading)**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

				FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail		
			DEVELOPER LICENSE FOR MDM	18	18
			DC EQUIPMENT MAINTENANCE RENEWAL	1,787	2,461
			DIRECTORY ANALYSIS (ZOH0)	1,370	593
			DOMAIN NAME SERVICE (AMAZON WEB SERVICES)	48	47
			DRONE MAPPING (ERSI-DRONE2MAP)	-	178
			EXTERNAL MONITORING SERVICE	23	-
			FIREWALL (PALO ALTO FIREWALL)	1,351	1,501
			GIS MOBILE FIELD MAPPING & DATA COLLECTION SOFTWARE MAINTENANCE/RENEWAL (ESRI)	3,068	3,054
			GPO CHANGE MANAGEMENT (NETIQ)	54	-
			LOAD BALANCER (CITRIX)	72	89
			LONG DISTANCE SERVICE (BIRCH COMM)	601	-
			LP360 LIDAR GIS SOFTWARE/SERVER MAINTENANCE	98	95
			MANAGE ENGINE LOGGING & AUDITING (KONARK)	-	1,482
			MISC IT PROFESSIONAL FEES	1,246	-
			MOBILE DATA MANAGEMENT (AIRWATCH)	3,146	3,146
			NETWORK VULNERABILITY SCANNER/SECURITY	2,978	1,779
			NON-XEROX PRINTER REPAIR	429	445
			CITY CIRCUIT CONNECTION TO INTERNET (REDUNDANCY) (AT&T V3426)	1,111	1,115
			ORION NPM, NTA,IPAM, UDT (ACL COMPUTERS - SOLARWINDS)	655	712
			PHYSICAL SECURITY FOR DATA CENTER	-	356
			PROJECT EVENT CAPTURE (GEOEVENT-ESRI)	179	178
			RED IDENTITY MANAGEMENT (ERPM)	-	119
			SECURITY AWARENESS TRAINING	-	534
			SERVER MAINTENANCE EXTENSION	2,136	-
			SHAREPOINT MIGRATION	893	-
			SQL MONITORING TOOL (QUEST)	298	296
			REMOTE APPLICATION & DATABASE SOFTWARE (RENEWAL)	232	232
			TECHNICAL SUPPORT FOR VMWARE ENVIRONMENT (VERISTOR-FIRST CALL & PRODUCTION SUPPORT)	2,652	-
			TELEPHONY COMMUNICATIONS SERVICE & SUPPORT (AT&T V1442)	12,778	11,645
			TEXTING SERVICE, GLOBAL TEXT MESSAGES (7CBILLED)	15	-
			VIRTUAL INFRASTRUCTURE/VMWARE VIRTUAL SERVERS AND LICENSES	-	2,717
			WAP MAINTENANCE (AEROHIVE)	-	368
			WIRING SERVICES (PREFERRED COMMUNICATIONS)	596	593
			Subtotal	115,142	110,847
10074100	531100	General Supplies & Materials	BOARD & COMMISSION REFRESHMENTS	2,000	2,000
			GENERAL OFFICE SUPPLIES	26,300	26,000
			POSTAGE, FED EX, UPS	2,500	2,500
			SUBSCRIPTIONS/PUBLICATIONS	1,200	1,200
			Subtotal	32,000	31,700
10074100	531600	Small Equipment	SMALL EQUIPMENT	2,000	3,500
			Subtotal	2,000	3,500
10074100	532400	Non-Recurring	COPIER LEASE BUYOUT	-	-
			Subtotal	-	-
Administration Total				\$ 264,942	\$ 271,922

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget:

FY 2019

Statement:

Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
Building Safety	10074300	523500	Employee Travel	BUILDING SAFETY TRAVEL	3,000	1,400
				<i>Subtotal</i>	3,000	1,400
	10074300	523700	Employee Training	BUILDING SAFETY PROFESSIONAL DEVELOPMENT	3,500	2,325
				<i>Subtotal</i>	3,500	2,325
	10074300	531700	Employee Uniforms	UNIFORMS BUILDING SAFETY	3,600	3,440
				<i>Subtotal</i>	3,600	3,440
<i>Building Safety Total</i>					\$ 10,100	\$ 7,165
Development Services	10074400	523500	Employee Travel	DEV SVCS TRAVEL	3,000	2,450
				<i>Subtotal</i>	3,000	2,450
	10074400	523700	Employee Training	DEV SVCS PROFESSIONAL DEVELOPMENT	3,000	3,875
				<i>Subtotal</i>	3,000	3,875
	10074400	531100	General Supplies & Materials	GENERAL SUPPLIES INCLUDING MATERIALS FOR ARBOR DAY EVENT	2,000	2,000
				<i>Subtotal</i>	2,000	2,000
	10074400	531700	Employee Uniforms	UNIFORMS DEVELOPMENT SERVICES	1,350	1,290
				<i>Subtotal</i>	1,350	1,290
<i>Development Services Total</i>					\$ 9,350	\$ 9,615
Code Enforcement	10074500	522220	Vehicle R & M	VEHICLE MAINTENANCE	6,000	6,000
				<i>Subtotal</i>	6,000	6,000
	10074500	523300	Advertising	LEGAL NOTICES/AJC, FULTON COUNTY DAILY, APPEN	17,000	17,500
				<i>Subtotal</i>	17,000	17,500
	10074500	523500	Employee Travel	CODE ENFORCEMENT TRAVEL	2,500	4,375
				<i>Subtotal</i>	2,500	4,375
	10074500	523700	Employee Training	CODE ENFORCEMENT PROFESSIONAL DEVELOPMENT	2,500	3,875
				<i>Subtotal</i>	2,500	3,875
	10074500	531270	Fuel	VEHICLE FUEL	14,500	14,500
				<i>Subtotal</i>	14,500	14,500
	10074500	531700	Employee Uniforms	UNIFORMS CODE ENFORCEMENT	1,800	1,720
				<i>Subtotal</i>	1,800	1,720
<i>Code Enforcement Total</i>					\$ 44,300	\$ 47,970
Zoning	10074600	523500	Employee Travel	ZONING TRAVEL	4,500	4,025
				<i>Subtotal</i>	4,500	4,025
	10074600	523700	Employee Training	ZONING PROFESSIONAL DEVELOPMENT	4,000	3,100
				<i>Subtotal</i>	4,000	3,100
	10074600	531700	Employee Uniforms	UNIFORMS ZONING	-	-
				<i>Subtotal</i>	-	-
<i>Zoning Total</i>					\$ 8,500	\$ 7,125
<i>Community Development Department Total</i>					\$ 337,192	\$ 343,797

PERFORMANCE MEASUREMENTS

Community Development - Administration						
Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
# of Special projects managed	13	16	15	15	16	13
Personnel Assigned:	4.0 FTE	4.0 FTE	4.0 FTE		4.0 FTE	4.0 FTE
	Director of Comm Development	Director of Comm Development	Director of Comm Development		Director of Comm Development	Director of Comm Development
	Admin Asst. II	Admin Asst. II	Admin Asst. II		Admin Asst. II	
						Office Manager
	Deputy Director of Comm Development	Senior Planner	Senior Planner		Senior Planner	Senior Planner
	Specialized Assistant (Permits Plus)	Specialized Assistant (Permits Plus)				
			Project Administrator		Project Administrator	Project Administrator

Community Development - Building Safety						
Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
# of New building permits issued	4,812	4,727	5,333	2,836	4,850	4,900
# of Building inspections completed	23,323	24,971	24,814	13,874	24,000	24,200
Personnel Assigned:	8.0 FTE	9.0 FTE	9.0 FTE	9.0 FTE	10.0 FTE	
Building Official	Building Official	Building Official	Building Official	Building Official	Building Official	Building Official
Permit Technician	Permit Technician	Permit Technician	Permit Technician	Permit Technician	Permit Technician	Permit Technician (2)
Building Plans Examiner (2)	Building Plans Examiner (2)	Building Plans Examiner (2)	Building Plans Examiner (2)	Building Plans Examiner (2)	Building Plans Examiner (2)	Building Plans Examiner (2)
				Senior Building Inspector	Senior Building Inspector	Senior Building Inspector
Building Inspector (4)	Building Inspector (5)	Building Inspector (5)	Building Inspector (5)	Building Inspector (4)	Building Inspector (4)	Building Inspector (4)

Community Development - Development Services						
Performance Measurements	Actual FY 2015	**Actual FY 2016	*Actual FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
Private development plans reviewed	121	163	162	85	140	140
Tree permits issued	974	644	978	448	800	800
Personnel Assigned:	3.0 FTE	3.0 FTE	6.0 FTE		6.0 FTE	6.0 FTE
Development Services Senior Engineer - Transportation	Development Services Senior Engineer - Transportation	Development Services Senior Engineer - Transportation	Development Services Senior Engineer - Transportation		Development Services Senior Engineer - Transportation	Development Services Senior Engineer - Transportation
Development Services Engineer - Stormwater	Development Services Engineer - Stormwater	Development Services Engineer - Stormwater	Development Services Engineer - Stormwater		Development Services Engineer - Stormwater	Development Services Engineer - Stormwater
			Inspectors (3)		Inspectors (3)	Inspectors (3)
Arborist	Arborist	Arborist	Arborist		Arborist	Arborist

* Department completed a reorganization of three Inspector positions from the Public Works Department in FY 2017 to improve service and availability to our permit customers.

** Possible data loss, due to moving from a manual process to a computer based process (CityWorks)

Community Development - Code Enforcement						
Performance Measurements	Actual FY 2015	**Actual FY 2016	Actual FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
# of Code enforcement inspections completed	3,322	1,599	539	346	500	500
Personnel Assigned:	3.0 FTE	3.0 FTE	4.0 FTE	4.0 FTE	4.0 FTE	4.0 FTE
			Code Enforcement Manager		Code Enforcement Manager	Code Enforcement Manager
	Code Enforcement Officer (3)	Code Enforcement Officer (3)	Code Enforcement Officer (3)		Code Enforcement Officer (3)	Code Enforcement Officer (3)

**Due to the new CityWorks software system, the Code Enforcement Officers are tracking violations that require action. These numbers do not reflect proactive daily patrols and interaction with citizens and businesses. The City of Alpharetta's Code Enforcement Officers are taking a more face to face, customer service approach with citizens and businesses, prior to taking any action that requires data entry. (CityWorks was implemented on October 5, 2015)

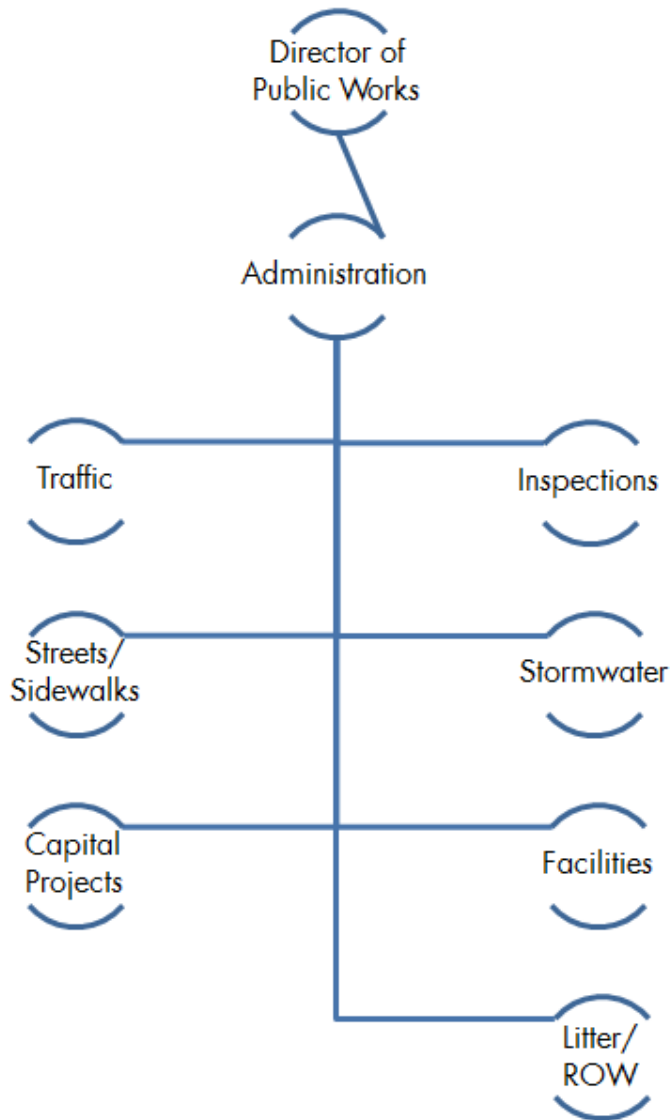
Community Development - Zoning						
Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
# of New public hearings filed	137	165	128	89	185	180
Total # of public hearings processed	130	177	123	72	187	180
# of parcels annexed	0	0	0	0	0	0
Personnel Assigned:	4.0 FTE	4.0 FTE	3.0 FTE	3.0 FTE	4.0 FTE	
Zoning Administrator	Zoning Administrator	Zoning Administrator	Zoning Administrator	Zoning Administrator	Zoning Administrator	Zoning Administrator
GIS Specialist/Planner	GIS Specialist/Planner	GIS Specialist/Planner	GIS Specialist/Planner	GIS Specialist/Planner	GIS Specialist/Planner	GIS Specialist/Planner
Boards Assistant	Boards Assistant	Boards Assistant	Boards Assistant			Administrative Assistant II
Code Enforcement Officer	Code Enforcement Officer	Code Enforcement Officer		Planning and Zoning Coordinator	Planning and Zoning Coordinator	Planning and Zoning Coordinator

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; and*
- ✓ *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.

Public Works

Administration, Engineering, 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 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; and
- ✓ Ensure timely completion of repairs on work projects so the disruption of service to the customer is minimal.



5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 PUBLIC WORKS Five-Year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ 89,926	\$ 54,055	\$ 79,883	\$ 80,000	\$ 82,500
<i>% Change</i>		-39.9%	47.8%	0.1%	3.1%
<i>average 5-year % change</i>		2.8%			
Expenditures	\$ 7,084,379	\$ 7,364,018	\$ 7,335,950	\$ 8,377,022	\$ 8,821,264
<i>% Change</i>		3.9%	-0.4%	14.2%	5.3%
<i>average 5-year % change</i>		5.8%			

DEPARTMENT BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
PUBLIC WORKS
BUDGET REQUEST BY ACCOUNT**

								Amended FY 2018 to FY 2019	
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenues									
Licenses & Permits:									
Tree Removal Permit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Permit Fees	2,500	-	-	-	-	-	-	-	-
Soil Erosion Permit	30,226	-	-	-	-	-	-	-	-
Charges for Services									
Printing Services	-	-	-	-	-	-	-	-	-
Donations from Private Sources:									
(1) NFCID (GA 400 Maint)	57,200	54,000	78,362	80,000	-	80,000	82,500	3.1%	2,500
Donations from Private Sources:	-	55	1,521	-	-	-	-	-	-
Total	\$ 89,926	\$ 54,055	\$ 79,883	\$ 80,000	\$ -	\$ 80,000	\$ 82,500	3.1%	\$ 2,500
Expenditures									
(2) Personnel Services									
Salary	\$ 2,656,832	\$ 2,826,562	\$ 2,788,185	\$ 3,009,265	\$ -	\$ 3,009,265	\$ 3,097,372	2.9%	\$ 88,107
Benefits	1,339,542	1,410,083	1,471,151	1,720,152	-	1,720,152	1,790,620	4.1%	70,468
subtotal	\$ 3,996,374	\$ 4,236,645	\$ 4,259,336	\$ 4,729,417	\$ -	\$ 4,729,417	\$ 4,887,992	3.4%	\$ 158,575

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
PUBLIC WORKS
BUDGET REQUEST BY ACCOUNT**

										Amended FY 2018 to FY 2019	
ACCOUNT DESCRIPTION		ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)	
Maintenance and Operations											
	Professional Services	\$ 37,773	\$ 39,928	\$ 29,091	\$ 41,000	\$ -	\$ 41,000	\$ 42,000	2.4%	\$ 1,000	
	Board Member Fees	3,300	3,025	3,625	4,200	-	4,200	4,200	0.0%	-	
	Equipment Repair/Maint.	31,075	28,550	28,093	35,000	-	35,000	35,000	0.0%	-	
	Vehicle Repair/Maint.	57,120	82,492	57,969	80,000	-	80,000	80,000	0.0%	-	
(3)	Facility Repair/Maint.	131,818	190,802	240,020	355,900	30,000	385,900	412,700	6.9%	26,800	
	Equipment Rental	879	1,555	958	1,500	-	1,500	1,500	0.0%	-	
	Advertising	3,521	1,859	2,601	3,000	-	3,000	3,000	0.0%	-	
	Printing and Binding	1,767	1,258	838	1,500	-	1,500	1,500	0.0%	-	
(4)	Employee Travel	6,927	6,687	13,342	8,000	-	8,000	12,000	50.0%	4,000	
(4)	Employee Training	20,539	7,246	9,379	13,000	-	13,000	12,000	-7.7%	(1,000)	
(5)	Maintenance Contracts	732,155	642,990	641,770	848,450	(30,000)	818,450	894,624	9.3%	76,174	
(6)	IT Professional Services	158,807	170,821	164,018	179,483	-	179,483	172,655	-3.8%	(6,828)	
	General Supplies	156,119	130,852	137,430	149,250	-	149,250	149,750	0.3%	500	
(7)	Miscellaneous Utilities	18,609	22,222	26,331	26,600	-	26,600	32,600	22.6%	6,000	
(7)	Water and Sewer Utilities	15,754	39,303	17,717	43,000	-	43,000	32,500	-24.4%	(10,500)	
(7)	Natural Gas Utilities	8,922	7,663	7,297	8,800	-	8,800	8,000	-9.1%	(800)	
(8)	Electricity Utilities	1,521,441	1,608,561	1,534,715	1,680,000	-	1,680,000	1,880,000	11.9%	200,000	
(7)	Fuel	64,754	47,591	43,072	65,000	-	65,000	55,000	-15.4%	(10,000)	
	Food	-	-	-	-	-	-	-	-	-	
	Small Equipment	21,749	9,868	19,646	12,000	-	12,000	12,000	0.0%	-	
	IT Equipment Refresh	-	-	-	-	-	-	-	-	-	
	Employee Uniforms	11,851	8,106	14,370	15,300	-	15,300	15,300	0.0%	-	
	Non-Recurring	7,432	-	1,445	-	-	-	-	-	-	
	subtotal	\$ 3,012,314	\$ 3,051,378	\$ 2,993,728	\$ 3,570,983	\$ -	\$ 3,570,983	\$ 3,856,329	8.0%	\$ 285,346	

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
PUBLIC WORKS
BUDGET REQUEST BY ACCOUNT**

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	<i>Amended FY 2018 to FY 2019</i>	
								% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital/Other:									
Machinery & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Workers Comp Claims.	-	-	-	-	-	-	-	-	-
Capital Lease (principal)	70,848	72,088	79,929	74,634	-	74,634	75,940	1.7%	1,306
Capital Lease (interest)	4,843	3,907	2,956	1,988	-	1,988	1,003	-49.5%	(985)
subtotal	\$ 75,691	\$ 75,996	\$ 82,885	\$ 76,622	\$ -	\$ 76,622	\$ 76,943	0.4%	\$ 321
Total	\$ 7,084,379	\$ 7,364,018	\$ 7,335,950	\$ 8,377,022	\$ -	\$ 8,377,022	\$ 8,821,264	5.3%	\$ 444,242
Full-time Equivalent Positions (2)	55.0	55.0	52.0	52.0		52.0	52.0		

Notes

- (1) The contract for GA400 landscape interchange maintenance was procured in FY 2017 and currently has a contract amount approximating \$165,000 annually. Pursuant to a revenue sharing agreement between the City and North Fulton Community Improvement District (CID), the CID funds 50% of these contract expenses.
- (2) Variance due primarily to wage increases associated with the 3.0% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019).
- (3) Variance based on anticipated facility maintenance needs in FY 2019 including HVAC, flooring, painting, etc.).
- (4) Variance is based on historical and year-to-date expenditure trends including a forecast of anticipated training and certification needs (e.g. professional licensing requirements, CityWorks training, etc.).
- (5) Variance is due primarily to cost growth under the ROW landscape maintenance contract, Fulton County Animal Control contract, HVAC and pest control contracts for the Recreation and Parks Department, janitorial contract costs for City Center, etc.
- (6) Variance due primarily to a streamlining of software services and software/hardware maintenance services citywide as well as reduced costs for Microsoft licensing.
- (7) Variance is based on historical and year-to-date expenditure trends.
- (8) Variance is based on the 2019 Operating Initiative for full funding of electric service for neighborhood street lighting along public roads. Please refer to the Operating Initiatives section of this document for detailed information on the initiatives.

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019
Statement: Revenue Summary by Account

Division/Project	Account Number		Title	FY 2018 Amended	FY 2019
				Budget	Recommended Budget
Public Works	10041050	371001	EPW00 NFCID Contribution (GA 400 Interchange Maint.)	80,000	82,500
" "	10041050	341400	Printing Services	-	-
" "	10041050	371000	Donation from Private Sources	-	-
Conservation	10041051	371000	Donation from Private Sources	-	-
Total				\$ 80,000	\$ 82,500

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2018 Amended Operating Budget	FY 2019 Operating Budget Request	Public Works Admin. 4101	Public Works 4105	City Facilities EPW00	Jail Facility EPW03	City Center EPW04
521200 Professional Services	\$ 41,000	\$ 42,000	\$ 41,000	\$ -	\$ -	\$ -	\$ -
521400 Board Member Fees	4,200	4,200	-	-	-	-	-
522210 Equipment Repair/Maint.	35,000	35,000	-	35,000	-	-	-
522220 Vehicle Repair/Maint.	80,000	80,000	-	80,000	-	-	-
522250 Facility Repair/Maint.	385,900	412,700	-	45,000	170,000	25,000	45,000
522320 Equipment Rental	1,500	1,500	-	1,500	-	-	-
523300 Advertising	3,000	3,000	3,000	-	-	-	-
523400 Printing and Binding	1,500	1,500	1,400	-	-	-	-
523500 Employee Travel	8,000	12,000	12,000	-	-	-	-
523700 Employee Training	13,000	12,000	12,000	-	-	-	-
523860 Maintenance Contracts	818,450	894,624	107,150	-	646,150	-	90,000
523900 IT Professional Services	179,483	172,655	172,655	-	-	-	-
531100 General Supplies	149,250	149,750	18,000	90,000	22,500	1,000	-
531200 Miscellaneous Utilities	26,600	32,600	32,600	-	-	-	-
531210 Water and Sewer Utilities	43,000	32,500	2,500	-	-	-	30,000
531220 Natural Gas Utilities	8,800	8,000	7,000	-	-	-	1,000
531230 Electricity Utilities	1,680,000	1,880,000	1,740,000	-	-	-	140,000
531270 Fuel	65,000	55,000	-	55,000	-	-	-
531600 Small Equipment	12,000	12,000	4,000	8,000	-	-	-
531610 IT Equipment Refresh	-	-	-	-	-	-	-
531700 Employee Uniforms	15,300	15,300	-	15,300	-	-	-
532400 Non-Recurring Expenses	-	-	-	-	-	-	-
542100 Machinery & Equipment	-	-	-	-	-	-	-
581200 Capital Lease Principal	74,634	75,940	75,940	-	-	-	-
582200 Capital Lease Interest	1,988	1,003	1,003	-	-	-	-
TOTAL	\$ 3,647,605	\$ 3,933,272	\$ 2,230,248	\$ 329,800	\$ 838,650	\$ 26,000	\$ 306,000

ACCOUNT DESCRIPTION	Recreation & Parks Facilities	Environmental Education Workshop	Environmental Outreach
	EPW07	EES05	EES06
Professional Services	\$ -	\$ -	\$ 1,000
Board Member Fees	-	-	4,200
Equipment Repair/Maint.	-	-	-
Vehicle Repair/Maint.	-	-	-
Facility Repair/Maint.	127,700	-	-
Equipment Rental	-	-	-
Advertising	-	-	-
Printing and Binding	-	-	100
Employee Travel	-	-	-
Employee Training	-	-	-
Maintenance Contracts	51,324	-	-
IT Professional Services	-	-	-
General Supplies	-	4,000	14,250
Miscellaneous Utilities	-	-	-
Water and Sewer Utilities	-	-	-
Natural Gas Utilities	-	-	-
Electricity Utilities	-	-	-
Fuel	-	-	-
Small Equipment	-	-	-
IT Equipment Refresh	-	-	-
Employee Uniforms	-	-	-
Non-Recurring Expenses	-	-	-
Machinery & Equipment	-	-	-
Capital Lease Principal	-	-	-
Capital Lease Interest	-	-	-
TOTAL	\$ 179,024	\$ 4,000	\$ 19,550

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

FY 2019 Budget
(2nd Reading)

City of Alpharetta
Budget:
Statement:

FY 2019
Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Org	Object	Project	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
Public Works Administration	10041010	521200	Professional Services	GEORGIA811 UTILITIES PROTECTION SERVICE		12,000	13,000
				PROFESSIONAL STUDIES/PLANS		28,000	28,000
				subtotal	\$	40,000	\$ 41,000
	10041010	522210	Equipment R & M	GENERAL R&M		-	-
				subtotal	\$	-	\$ -
	10041010	523300	Advertising	DEPARTMENT RECRUITMENT		1,500	1,500
				BID ADVERTISING		1,500	1,500
				subtotal	\$	3,000	\$ 3,000
	10041010	523400	Printing	GENERAL PRINTING (FORMS, BUSINESS CARDS, etc.)		1,400	1,400
				subtotal	\$	1,400	\$ 1,400
	10041010	523500	Employee Travel	ADMIN DIVISION TRAVEL		8,000	12,000
				subtotal	\$	8,000	\$ 12,000
	10041010	523700	Employee Training	PROFESSIONAL DEVELOPMENT		13,000	12,000
				subtotal	\$	13,000	\$ 12,000
	10041010	523860	Maintenance Contracts	PITNEY BOWES		1,750	1,750
				XEROX COPIER MAINTENANCE PLAN		2,600	2,600
				N. FULTON REGIONAL RADIO AGREEMENT		38,700	38,700
				GENERATORS		26,000	27,000
				DOCUMENT STORAGE (GRM)		2,400	2,500
				JANITORIAL CONTRACT		12,500	13,000
				COFFEE AND WATER COOLER CONTRACT		4,500	4,500
				TORNADO WARNING SIRENS		12,750	13,500
				SECLICKFIX		3,450	3,600
				subtotal	\$	104,650	\$ 107,150
	10041010	523900	IT Professional Services	2D & 3DDRAFTING & DESIGNING SOFTWARE		4,200	4,350
				AD SELF SERVICE		-	1,186
				ADOBE PRODUCTS		-	1,230
				ASSET MANAGEMENT		238	237
				CELL PHONE/iPhone/iPad SERVICE/MiFi		31,872	35,242
				CISCO NETWORK TECHNICAL SUPPORT		1,787	2,075
				CITY CIRCUIT CONNECTION TO INTERNET		2,223	2,229
				CITY ENTERPRISE DATA MANAGEMENT		2,383	2,372
				CITY INTERNET CIRCUIT CONNECTION		3,097	3,083
				CITY INTERNET CIRCUIT CONNECTION - SUPPLEMENT & B.		393	397
				CITY VIRUS, ADWARE, SPYWARE & THREAT PROTECTION		6,433	6,285
				CITYWIDE MICROSOFT LICENSING		20,471	2,609
				CITYWIDE VIRTUAL INFRASTRUCTURE		3,574	5,434

Division/Project Title	Org	Object	Project	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
					CITYWIDE WORK, ASSET, COMPLIANCE MANAGEMENT	28,800	28,800
					CITYWORKS CUSTOM SUPPORT	5,400	5,400
					CLIENT VPN	677	688
					CONSTRUCTION ESTIMATION SOFTWARE MAINTENANCE &	2,200	2,300
					CONSULTING SERVICES	-	2,846
					DATA CENTER FIRE SUPPRESSION SYSTEM - INSPECTION	143	142
					DATA CENTER UPS APC/MGE SYSTEM MAINT	715	1,304
					DATA CIRCUITS	4,639	6,404
					DATABASE MANAGEMENT SOFTWARE MAINTENANCE/RE	675	672
					DC EQUIPMENT MAINTENANCE RENEWAL	3,455	4,921
					DEVELOPER LICENSE FOR MDM	36	36
					DOMAIN NAME SERVICE	95	95
					DRONE TO GIS CONNECTION	-	356
					ERPM, RED IDENTITY MANAGEMENT	-	237
					EXTERNAL MONITORING SERVICE	45	-
					FIREWALL	2,702	3,002
					GIS MOBILE FIELD MAPPING & DATA COLLECTION SOFTW	6,135	6,107
					GPO CHANGE MANAGEMENT	107	-
					LOAD BALANCER	143	178
					LONG DISTANCE SERVICE	1,074	-
					LP360 LIDAR GIS SOFTWARE/SERVER MAINTENANCE	196	190
					MANAGE ENGINE PASSWORD MANAGER-DIRECTORY ANAI	2,740	2,965
					MICROSOFT USER BASED TRAINING	-	1,067
					MOBILE DATA MANAGEMENT	2,688	-
					NETWORK VULNERABILITY SCANNER/SECURITY	5,956	3,558
					NON-XEROX PRINTER REPAIR	859	889
					ORION NPM, NTA, IPAM, UDT,NCM	1,310	1,423
					PHYSICAL SECURITY		712
					PROJECT EVENT CAPTURE	357	356
					PUBLIC WORKS SIGN SHOP UPGRADE AND SUPPORT	600	600
					REMOTE APPLICATION & DATABASE SOFTWARE (RENEW/	871	871
					SECURITY AWARENESS TRAINING	-	1,067
					SHAREPOINT MIGRATION	1,787	-
					SQL MONITORING TOOL	596	593
					TECHNICAL SUPPORT FOR VMWARE ENVIRONMENT	1,730	-
					TELEPHONY COMMUNICATIONS SERVICE & SUPPORT	22,846	20,821
					TEXTING SERVICE GLOBAL TEXT MESSAGES	30	-
					SIMTRAFFIC	-	3,605
					VEHICLE SIMULATION SOFTWARE MAINTENANCE & SUPP	1,800	1,800
					WAP MAINTENANCE	214	735
					WIRING SERVICES	1,191	1,186

Division/Project Title	Org	Object	Project	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
						<i>subtotal</i>	
	10041010	531100		General Supplies	SUPPLIES	\$ 179,483	\$ 172,655
						14,000	18,000
						<i>subtotal</i>	
	10041010	531200		Miscellaneous Utilities	GARBAGE SERVICE	11,500	11,500
					DUMPSTER HAULING	9,000	15,000
					COMCAST	600	600
					CITY OF ROSWELL GARBAGE/STORMWATER	5,500	5,500
						<i>subtotal</i>	
						\$ 26,600	\$ 32,600
	10041010	531210		Water and Sewer Utilities	WATER SERVICE	3,000	2,500
						<i>subtotal</i>	
						\$ 3,000	\$ 2,500
	10041010	531220		Natural Gas Utilities	GAS SERVICE	7,000	7,000
						<i>subtotal</i>	
						\$ 7,000	\$ 7,000
	10041010	531230		Electricity Utilities	ELECTRIC SERVICE	1,540,000	1,540,000
					2019 OPERATING INITIATIVE (STREET LIGHTING)	-	200,000
						<i>subtotal</i>	
						\$ 1,540,000	\$ 1,740,000
	10041010	531600		Small Equipment	SMALL EQUIPMENT	4,000	4,000
						<i>subtotal</i>	
						\$ 4,000	\$ 4,000
	10041010	532400		Non-Recurring	COPIER LEASE BUYOUT	-	-
						<i>subtotal</i>	
						\$ -	\$ -
	10041010	581200		Capital Lease Principal	WORK MANAGEMENT SOFTWARE LEASE	74,634	75,940
						<i>subtotal</i>	
						\$ 74,634	\$ 75,940
	10041010	582200		Capital Lease Interest	WORK MANAGEMENT SOFTWARE LEASE	1,988	1,003
						<i>subtotal</i>	
						\$ 1,988	\$ 1,003
					<i>Administration Total</i>	2,020,755	2,230,248
	10041050	521200		Professional Services	CONSULTING	-	-
						<i>subtotal</i>	
						\$ -	\$ -
	10041050	522210		Equipment R & M	R&M EQUIPMENT	35,000	35,000
						<i>subtotal</i>	
						\$ 35,000	\$ 35,000
Public Works	10041050	522220		Vehicle R&M	R&M VEHICLE	80,000	80,000
						<i>subtotal</i>	
						\$ 80,000	\$ 80,000

Division/Project Title	Org	Object	Project	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
	10041050	522250		Facility R & M	FACILITY R&M (TREE REMOVAL)	40,000	45,000
					<i>subtotal</i>	\$ 40,000	\$ 45,000
	10041050	522320		Equipment Rental	RENTAL EQUIPMENT	1,500	1,500
					<i>subtotal</i>	\$ 1,500	\$ 1,500
	10041050	523500		Travel	TRAVEL	-	-
					<i>subtotal</i>	\$ -	\$ -
	10041050	523700		Employee Training	PROFESSIONAL DEVELOPMENT	-	-
					<i>subtotal</i>	\$ -	\$ -
	10041050	531100		General Supplies	SUPPLIES (TOOLS, CONSTRUCTION MATERIALS, etc.)	90,000	90,000
					<i>subtotal</i>	\$ 90,000	\$ 90,000
	10041050	531270		Fuel	FUEL - CITY VEHICLES	65,000	55,000
					<i>subtotal</i>	\$ 65,000	\$ 55,000
	10041050	531600		Small Equipment	SMALL EQUIPMENT	8,000	8,000
					<i>subtotal</i>	\$ 8,000	\$ 8,000
	10041050	531700		Uniforms	UNIFORMS AND SHOE ALLOWANCE	15,000	15,000
					PERSONAL PROTECTIVE EQUIPMENT FOR LAB	300	300
					<i>subtotal</i>	\$ 15,300	\$ 15,300
					Public Works Total	334,800	329,800
City Facilities	10041050	522210	EPW00	Equipment R & M	EQUIPMENT REPAIR	-	-
					<i>subtotal</i>	\$ -	\$ -
	10041050	522250	EPW00	Facility R & M	R&M CITY FACILITIES/ROW GENERAL	133,200	170,000
					<i>subtotal</i>	\$ 133,200	\$ 170,000
	10041050	523860	EPW00	Maintenance Contracts	FULTON COUNTY/ATLANTA HUMANE SOCIETY	50,000	57,500
					HVAC	40,000	40,000
					LANDSCAPE/ROW	330,000	350,000
					LANDSCAPE GA 400 INTERCHANGES	160,000	165,000
					PEST CONTROL	10,300	12,000
					STREET SWEEPING	21,650	21,650
					<i>subtotal</i>	\$ 611,950	\$ 646,150
	10041050	531100	EPW00	General Supplies	OFFICE & CITY FACILITY RELATED SUPPLIES	25,000	22,500
					<i>subtotal</i>	\$ 25,000	\$ 22,500
	10041050	531600	EPW00	Small Equipment	SMALL EQUIPMENT	-	-
					<i>subtotal</i>	\$ -	\$ -
					City Facilities	770,150	838,650
Jail Facility	10041050	522250	EPW03	Facility R & M	JAIL FACILITY MAINTENANCE	25,000	25,000
					<i>subtotal</i>	\$ 25,000	\$ 25,000
	10041050	531100	EPW03	General Supplies	JAIL FACILITY SUPPLIES	1,000	1,000
					<i>subtotal</i>	\$ 1,000	\$ 1,000
					Jail Facility	26,000	26,000
	10041050	522250	EPW04	Facility R & M	CITY CENTER MAINTENANCE	40,000	45,000
					<i>subtotal</i>	\$ 40,000	\$ 45,000

Division/Project Title	Org	Object	Project	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
City Center	10041050	523860	EPW04	Maintenance Contracts	GENERAL MAINTENANCE CONTRACTS	15,000	15,500
					ALARM EQUIPMENT/FIRE EXTINGUISHER INSPECTION	1,100	1,200
					ELEVATOR MAINTENANCE/INSPECTION	7,000	7,200
					HVAC CHILLER/COOLING TOWER MAINTENANCE/SERVICE	4,300	4,500
					JANITORIAL CONTRACT	55,000	57,000
					PARKING DECK/STREET SWEEPING	4,450	4,600
					subtotal	\$ 86,850	\$ 90,000
	10041050	531100	EPW04	General Supplies		2,500	-
					subtotal	\$ 2,500	\$ -
	10041050	531200	EPW04	Miscellaneous Utilities	CITY HALL/PARKING GARAGE (GARBAGE SERVICE)	-	-
					subtotal	\$ -	\$ -
	10041050	531210	EPW04	Water and Sewer Utilities	WATER SERVICE-CITY HALL, PARKING GARAGE, PARK	40,000	30,000
					subtotal	\$ 40,000	\$ 30,000
	10041050	531220	EPW04	Natural Gas Utilities	GAS SERVICE	1,800	1,000
					subtotal	\$ 1,800	\$ 1,000
	10041050	531230	EPW04	Electricity Utilities	ELECTRIC SERVICE-CITY HALL, PARKING GARAGE, PARK	140,000	140,000
					subtotal	\$ 140,000	\$ 140,000
City Center						311,150	306,000
Recreation and Parks Facilities	10041050	522210	EPW07	Equipment Repair & Maintenance		-	-
					subtotal	\$ -	\$ -
	10041050	522250	EPW07	Facility Repair & Maintenance	GENERAL FACILITY REPAIR/MAINTENANCE	110,000	127,700
					subtotal	\$ 110,000	\$ 127,700
	10041050	523860	EPW07	Maintenance Contracts	HVAC	45,000	47,000
					PEST CONTROL		4,324
					subtotal	\$ 45,000	\$ 51,324
	10041050	531100	EPW07	General Supplies		-	-
					subtotal	\$ -	\$ -
	10041050	531600	EPW07	Small Equipment		-	-
subtotal					\$ -	\$ -	
10041050	542100	EPW07	Machinery & Equipment		-	-	
				subtotal	\$ -	\$ -	
Recreation and Parks Facilities Total						\$ 155,000	\$ 179,024
Environmental Education Workshop	10041051	531100	EES05	General Supplies	OFFICE & CONSERVATION RELATED SUPPLIES	3,000	4,000
					subtotal	\$ 3,000	\$ 4,000
Environmental Education Workshop						3,000	4,000

Division/Project Title	Org	Object	Project	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
<i>Environmental Outreach</i>	10041051	521200	EES06	Professional Services	SCHOOL & RECYCLING PROGRAMS, CONSULTING	1,000	1,000
					<i>subtotal</i>	\$ 1,000	\$ 1,000
	10041051	521400	EES06	Board Member Fees	NATURAL RESOURCES COMMISSION	4,200	4,200
					<i>subtotal</i>	\$ 4,200	\$ 4,200
	10041051	523400	EES06	Printing	BUSINESS CARDS/INVITATIONS	100	100
					<i>subtotal</i>	\$ 100	\$ 100
	10041051	531100	EES06	General Supplies	NRC EVENTS	1,250	1,250
					LAB SUPPLIES	8,000	8,000
					OFFICE/ACTIVITY SUPPLIES	4,500	5,000
					<i>subtotal</i>	\$ 13,750	\$ 14,250
<i>Environmental Outreach</i>						19,050	19,550
						3,639,905	3,933,272

PERFORMANCE MEASUREMENTS

Public Works Conservation						
Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
# of Events coordinated	21	28	32	16	25	25
# of Students reached	292	1371	943	298	600	600
# of Volunteers	996	662	542	384	600	600
Personnel Assigned:	1.0 FTE	1.0 FTE	1.0 FTE		1.0 FTE	1.0 FTE
	Environmental Program Coord.	Environmental Program Coord.	Environmental Program Coord.		Environmental Program Coord.	Environmental Program Coord.

FY 2019 Budget
(2nd Reading)

Public Works Engineering						
Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
# of Water quality samples analyzed	415	434	381	212	300	300
# of Land disturbance inspections	9,467	COMMUNITY DEVELOPMENT				
* Capital contracts include traffic, stormwater, sidewalks, infrastructure, community development, and facilities projects.						
Personnel Assigned:	24.0 FTE	24.0 FTE	21.0 FTE***	22.0 FTE	22.0 FTE	
	Director of PW Deputy Director	Director of PW Deputy Director	Director of PW Deputy Director	Director of PW Deputy Director	Director of PW Deputy Director	Director of PW Deputy Director
	Project Administrator	Project Administrator	Project Administrator Administrative Office Coordinator	Project Administrator Administrative Office Coordinator	Project Administrator Administrative Office Coordinator	Project Administrator Administrative Office Coordinator
	Admin Asst. II (2) Fleet Coordinator	Admin Asst. II (2) Fleet Coordinator	Admin Asst. II Fleet Coordinator	Admin Asst. II Fleet Coordinator	Admin Asst. II Fleet Coordinator	Admin Asst. II Fleet Coordinator
	Civil Engineer Sr. Engineer (3)	Civil Engineer (2) Sr. Engineer (2)	Civil Engineer (2) Sr. Engineer (2)	Civil Engineer (2) Sr. Engineer (2)	Civil Engineer (2) Sr. Engineer (2)	Civil Engineer (2) Sr. Engineer (2)
	Construction Mgr.	Construction Mgr.	Construction Mgr.	Construction Mgr.	Construction Mgr.	Construction Mgr.
			Assistant Construction Mgr.	Assistant Construction Mgr.	Assistant Construction Mgr.	Assistant Construction Mgr.
	Inspector (3)/ Senior Inspector	Inspector (3)/ Senior Inspector	Senior Inspector	Senior Inspector	Senior Inspector	Senior Inspector
	Sr. Engineering Technician Engineering Technician (7)	Sr. Engineering Technician Engineering Technician (4)	Public Works Supervisor Engineering Technician (4)	Public Works Supervisor Engineering Technician (4)	Public Works Supervisor Engineering Technician (4)	Public Works Supervisor Engineering Technician (4)
		Traffic Operations Manager	Traffic Operations Manager	Traffic Operations Manager	Traffic Operations Manager	Traffic Operations Manager
		Traffic Signal Engineer	Traffic Signal Engineer	Traffic Signal Engineer	Traffic Signal Engineer	Traffic Signal Engineer
		Urban Forestry Program Manager	Urban Forestry Program Manager	Urban Forestry Program Manager	Urban Forestry Program Manager	Urban Forestry Program Manager
	Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst

***Three positions were reorganized into the Community Development Department in FY 2017 to improve service and availability to our permit customers (three Inspectors).

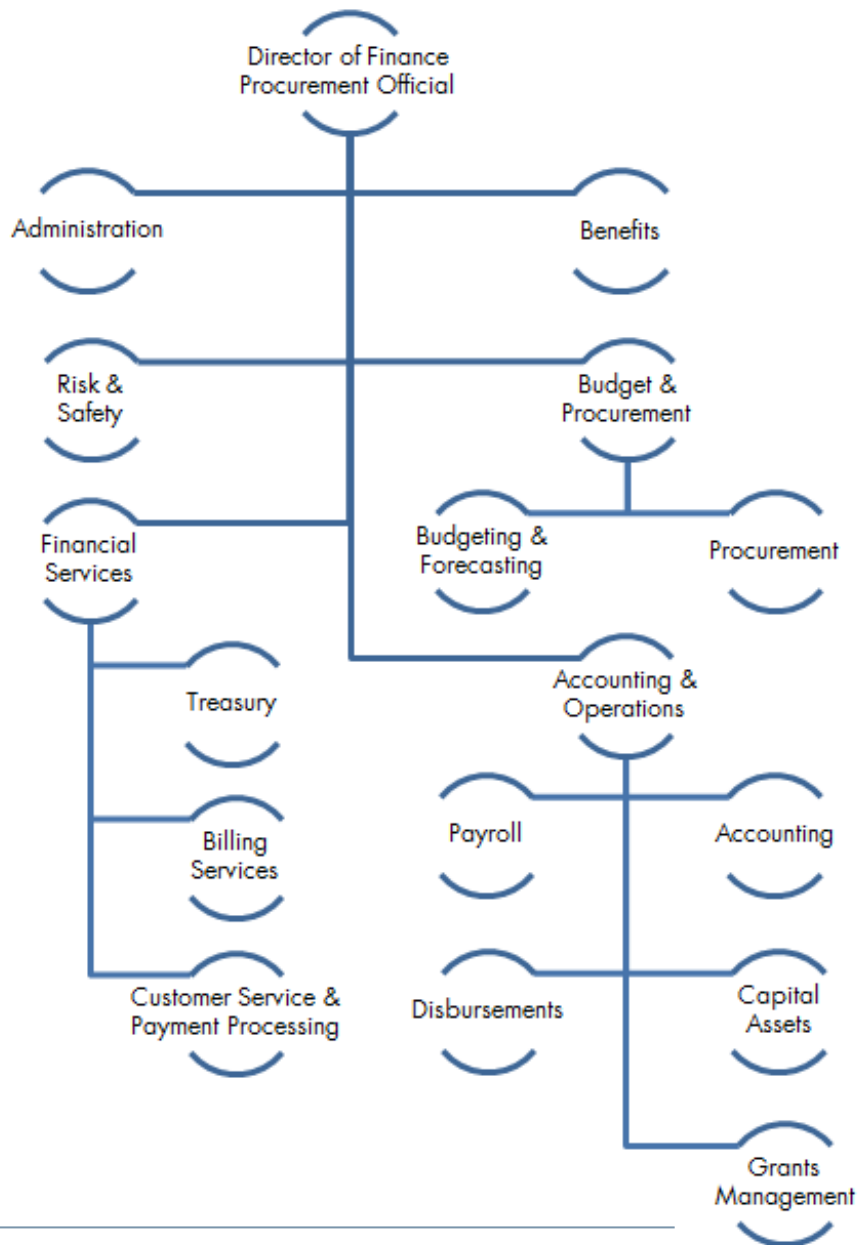
Public Works						
Public Works Operations						
Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
Average # of days to complete sidewalk work order	4.8	3.7	3.9	3.3	3.0	3.0
Average # of days to complete pothole work order	1.0	1.0	1.0	1.0	1.0	1.0
Average # of days to complete curb and gutter work order	2.7	2.5	2.3	2.0	3.0	3.0
Average # of days to complete ROW, mowing, limb work order	1.1	1.2	1.1	1.0	1.0	1.0
Average # of days to complete sink hole work order	2.6	33.3	1.0	4.8	3.0	3.0
Average # of days to complete sign replacement/upgrade work order	1.8	2.2	1.4	1.0	2.0	2.0
Average # of days to complete signal light maintenance work order	2.0	4.4	2.9	1.7	3.0	3.0
Average # of days to complete striping work order	2.3	1.4	15.2	1.1	3.0	3.0
Average # of days to complete catch basin work order	8.8	2.0	1.6	1.5	2.0	2.0
Average # of days to complete storm drain work order	9.2	5.7	2.7	1.4	3.0	3.0
Average # of days to complete facilities work order	1.3	1.2	2.1	2.5	2.0	2.0
Personnel Assigned:	30.0 FTE	30.0 FTE	30.0 FTE	29.0 FTE	29.0 FTE	
	PW Supervisor (3)	PW Supervisor (3)	PW Supervisor (3)	PW Supervisor (3)	PW Supervisor (3)	
	PW Crew Leader (7)	PW Crew Leader (7)	PW Crew Leader (8)	PW Crew Leader (8)	PW Crew Leader (8)	
	PW Tech II (9)	PW Tech II (8)	PW Tech II (7)	PW Tech II (10)	PW Tech II (10)	
	PW Tech I (11)	PW Tech I (11)	PW Tech I (11)	PW Tech I (6)	PW Tech I (6)	
		Utility Locator	Utility Locator	Engineering Tech (2)	Engineering Tech (2)	

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; and*
- ✓ *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.

Finance

Administration, Accounting, Budgeting, Employee Benefits and Compensation, Procurement, Grants Management, Risk Management, Treasury, Internal and External Service

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); and
- ✓ 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.



5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 FINANCE DEPARTMENT Five-Year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
<i>% Change</i>		0.0%	0.0%	0.0%	0.0%
<i>average-5 year percent change</i>		0.0%			
Expenditures	\$ 2,953,855	\$ 3,087,059	\$ 3,105,132	\$ 3,347,009	\$ 3,366,136
<i>% Change</i>		4.5%	0.6%	7.8%	0.6%
<i>average-5 year percent change</i>		3.4%			

DEPARTMENT BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
FINANCE DEPARTMENT
BUDGET REQUEST BY ACCOUNT**

									Amended FY 2018 to FY 2019	
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND-MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)	
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	
Expenditures										
(1) Personnel Services:										
Salary	\$ 1,428,421	\$ 1,502,002	\$ 1,503,783	\$ 1,571,963	\$ -	\$ 1,571,963	\$ 1,621,322	3.1%	\$ 49,359	
Benefits	692,408	737,494	763,586	854,338	-	854,338	913,220	6.9%	58,882	
subtotal	\$ 2,120,829	\$ 2,239,496	\$ 2,267,369	\$ 2,426,301	\$ -	\$ 2,426,301	\$ 2,534,542	4.5%	\$ 108,241	
Maintenance and Operations:										
(2) Professional Fees	\$ 233,728	\$ 271,838	\$ 275,190	\$ 278,205	\$ -	\$ 278,205	\$ 288,530	3.7%	\$ 10,325	
Equipment Repair/Maint.	-	-	-	-	-	-	-	-	-	
Vehicle Repair/Maint.	417	16	-	500	-	500	500	0.0%	-	
Advertising	5,252	3,117	3,053	6,000	-	6,000	6,000	0.0%	-	
(3) Printing and Binding	23,367	22,544	24,825	25,700	-	25,700	27,300	6.2%	1,600	
(3) Employee Travel	5,803	11,062	5,766	18,530	-	18,530	17,530	-5.4%	(1,000)	
(3) Employee Training	16,164	13,417	9,734	19,165	-	19,165	16,165	-15.7%	(3,000)	
(4) Maintenance Contracts	38,512	43,737	44,586	63,870	-	63,870	73,120	14.5%	9,250	
(6) IT Professional Services	158,594	150,874	152,360	163,884	-	163,884	170,199	3.9%	6,315	
General Supplies	44,616	44,310	39,517	49,300	-	49,300	47,600	-3.4%	(1,700)	
Miscellaneous Utilities	458	-	-	-	-	-	-	-	-	
Water and Sewer Utilities	101	-	-	-	-	-	-	-	-	
Natural Gas Utilities	2,032	-	-	-	-	-	-	-	-	
Electricity Utilities	3,237	-	-	-	-	-	-	-	-	
Fuel	44	23	-	150	-	150	150	0.0%	-	
Food	-	-	-	-	-	-	-	-	-	
Small Equipment	13,451	15,394	6,751	4,500	-	4,500	4,500	0.0%	-	
IT Equipment Refresh	1,310	-	-	-	-	-	-	-	-	
Non-Recurring Expenses	-	365	-	-	-	-	-	-	-	
Employee Wellness Program	167,461	160,727	155,073	180,000	-	180,000	180,000	0.0%	-	
subtotal	\$ 714,546	\$ 737,424	\$ 716,856	\$ 809,804	\$ -	\$ 809,804	\$ 831,594	2.7%	\$ 21,790	

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
FINANCE DEPARTMENT
BUDGET REQUEST BY ACCOUNT**

									<u>Amended FY 2018 to FY 2019</u>	
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMENDMENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019		% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital/Lease/Other:										
Machinery & Equipment	\$ 8,120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		-	\$ -
Interest on Property Tax Refund(s)	4,174	2,439	11,645	-	-	-	-		-	-
(5) Capital Lease (Principal)	101,920	104,346	106,830	109,373	-	109,373	-		-100.0%	(109,373)
Capital Lease (Interest)	4,266	3,354	2,432	1,531	-	1,531	-		-100.0%	(1,531)
subtotal	\$ 118,480	\$ 110,139	\$ 120,907	\$ 110,904	\$ -	\$ 110,904	\$ -		-100.0%	\$ (110,904)
Total	\$ 2,953,855	\$ 3,087,059	\$ 3,105,132	\$ 3,347,009	\$ -	\$ 3,347,009	\$ 3,366,136		0.6%	\$ 19,127

Full-time Equivalent Positions

Notes

- (1) Variance due primarily to wage increases associated with the 3.0% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019).
- (2) Variance due to increases in actuarial, asset management, and external auditing fees.
- (3) Variance based on historical and year-to-date expenditure trends.
- (4) Variance based on licensing fees associated with the Socrata CIP dashboard software solution implemented during FY 2017 and Whitebirch financial management solution implemented in FY 2018.
- (5) The capital lease for the Tyler ERP software was fully-paid in FY 2018.

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2018 Amended Operating Budget	FY 2019 Operating Budget Request	Finance Administration		Benefits and Wellness	
			Finance Admin.	Tyler ERP Lease	Benefits and Wellness	Wellness Program
			1510	FAD00	1511	FBW00
521200 Professional Fees	\$ 278,205	\$ 288,530	\$ 102,800	\$ -	\$ 65,400	\$ 14,250
522210 Equipment Repair/Maint.	-	-	-	-	-	-
522220 Vehicle Repair/Maint.	500	500	-	-	500	-
522250 Facility Repair/Maint.	-	-	-	-	-	-
522320 Equipment Rental	-	-	-	-	-	-
523300 Advertising	6,000	6,000	-	-	-	-
523400 Printing and Binding	25,700	27,300	500	-	1,000	-
523500 Employee Travel	18,530	17,530	2,000	-	2,030	-
523700 Employee Training	19,165	16,165	4,165	-	3,000	-
523860 Maintenance Contracts	63,870	73,120	73,120	-	-	-
523900 IT Professional Services	163,884	170,199	170,199	-	-	-
531100 General Supplies/Materials	49,300	47,600	25,500	-	1,800	2,500
531270 Fuel	150	150	-	-	150	-
531600 Small Equipment	4,500	4,500	4,500	-	-	-
531700 Employee Uniforms	-	-	-	-	-	-
532400 Non-Recurring Expenses	-	-	-	-	-	-
532440 Wellness	180,000	180,000	-	-	-	180,000
542100 Machinery and Equipment	-	-	-	-	-	-
581200 Capital Lease Principal	109,373	-	-	-	-	-
581220 Capital Lease Interest	1,531	-	-	-	-	-
582301 Interest on Property Tax Refund	-	-	-	-	-	-
TOTAL	\$ 920,708	\$ 831,594	\$ 382,784	\$ -	\$ 73,880	\$ 196,750

ACCOUNT DESCRIPTION	Accounting and Operations				Budget and Procurement		Financial Services
	Risk Management	Accounting and Operations	External Audit	CAFR Publication	Budget and Procurement	PAFR Publication	
	1555	1512	FA000	FA001	1513	FBP00	1514
Professional Fees	\$ 3,350	\$ 18,000	\$ 55,000	\$ 3,900	\$ 1,000	\$ 4,530	\$ 20,300
Equipment Repair/Maint.		-	-	-	-	-	-
Vehicle Repair/Maint.		-	-	-	-	-	-
Facility Repair/Maint.		-	-	-	-	-	-
Equipment Rental		-	-	-	-	-	-
Advertising		1,000	-	-	5,000	-	-
Printing and Binding		1,800	-	1,000	2,500	2,000	18,500
Employee Travel		5,500	-	-	5,000	-	3,000
Employee Training		4,000	-	-	3,500	-	1,500
Maintenance Contracts		-	-	-	-	-	-
IT Professional Services		-	-	-	-	-	-
General Supplies/Materials		-	-	-	300	-	17,500
Fuel		-	-	-	-	-	-
Small Equipment		-	-	-	-	-	-
Employee Uniforms		-	-	-	-	-	-
Non-Recurring Expenses		-	-	-	-	-	-
Wellness		-	-	-	-	-	-
Machinery and Equipment		-	-	-	-	-	-
Capital Lease Principal		-	-	-	-	-	-
Capital Lease Interest		-	-	-	-	-	-
Interest on Property Tax Refund	-	-	-	-	-	-	-
TOTAL	\$ 3,350	\$ 30,300	\$ 55,000	\$ 4,900	\$ 17,300	\$ 6,530	\$ 60,800

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
FINANCE ADMINISTRATION	10015100 521200	Professional Fees	Bank Related Fees, Vantage Card Services	80,000	80,000
			Department of Homeland Security (SAVE ID)	300	300
			Investment Administration Fees (DC Benefit Plan)	15,500	15,500
			Software development and consultations	7,000	7,000
			subtotal	\$ 102,800	\$ 102,800
	10015100 522210	Equipment Repair & Maintenance	General Repair/Maintenance (e.g. printers)	-	-
			subtotal	\$ -	\$ -
	10015100 523300	Advertising	Bid/Employee Recruitment Advertising	-	-
			subtotal	\$ -	\$ -
	10015100 523400	Printing and Binding	Envelopes/Forms/Stock	500	500
			subtotal	\$ 500	\$ 500
	10015100 523500	Employee Travel	Travel Expenses	2,000	2,000
			subtotal	\$ 2,000	\$ 2,000
	10015100 523700	Employee Training	Professional Development	3,000	3,000
			CPA Certification	85	85
			AGA Membership	30	30
			CGFM Membership	100	100
			GGFOA Membership	50	50
			GGFOA Conference	325	325
			GFOA Membership	200	200
			NIGP Membership	100	100
			AICPA Membership	275	275
			subtotal	\$ 4,165	\$ 4,165
	10015100 523860	Maintenance Contracts	Coffee Service/Water Cooler	3,500	3,500
			Periscope Holdings License - NIGP Commodity Codes	250	500
			Copier Maintenance (Non-Xerox)/ Folder Maintenance	1,000	1,000
			Xerox Copier Lease (CQ9303)	4,120	4,120
			Xerox Copier Maintenance Plan	7,500	7,500
			OpenGov Financial Transparency Software	8,500	8,500
			E-Bid Systems	9,500	9,500
			Records Storage	4,500	4,500
			DocuSign	5,000	5,000
			Socrata - CIP Dashboard	20,000	24,000
			Whiteburch Software Licenses	-	5,000
			subtotal	\$ 63,870	\$ 73,120

**FY 2019 Budget
(2nd Reading)**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
	10015100 523900	IT Professional Services			
			Texting Service Global Text Messages -7CBilled	12	-
			Solarwinds Software Renewal	542	588
			WAP Maintenance - Aerohive	89	304
			Amazon Web Services	39	39
			Developer License for MDM	15	15
			City Circuit Connection to Internet - AT&T	919	922
			AT&T ASE	1,918	2,648
			City Circuit Connection to Internet - Charter	163	164
			Load Balancer - Citrix	59	74
			Data Center's Uninterruptible Power System	296	539
			Citywide Microsoft Licensing	8,464	1,079
			Drone to GIS Conversion	-	147
			GIS Mobile Field Mapping & Data Collection	2,537	2,525
			Non-Xerox Printer Repair	355	368
			Filemaker Software Maintenance & Support	279	278
			Data Center Fire Suppression System	59	59
			Project Event Capture - ESRI	148	147
			Network Vulnerability Scanner	2,463	1,471
			Asset Management - LanSweeper	99	98
			ERPM Red Identity	-	466
			Manage Engine	-	1,226
			Security Awareness Training	-	441
			Microsoft User Based Training	-	441
			External Monitoring Service for Email - MXToolbox	19	-
			Technical Support for CISCO Network	739	858
			Conversion of LIDAR Data to ArcGIS	81	78
			GPO Change Management - NetIQ	44	-
			Firewall - Palo Alto - Veristor	1,117	1,241
			ClientVPN - Palo Alto - Veristor	280	284
			SQL Monitoring Tool	246	245
			SharePoint Migration	739	-
			Wiring Services	493	490
			Physical Security	-	294
			Consulting Services	-	1,177
			Technical Support for Vmware Environment	715	-
			City Enterprise Data Management	985	981
			Citywide Virtual Infrastructure - Veristor	1,478	2,247
			Maintenance Extension	1,428	2,035
			City Virus, Adware, Spyware & Threat Protection	2,660	2,599
			City Circuit Connection to Internet - Zayo	1,281	1,275
			ADSelfService	-	490
			Directory Analysis	1,133	-

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
			Cellular Phone Service	-	360
			iPhone Cell Service	4,368	3,744
			iPad Cellular Service	384	384
			Data Cards	456	456
			Mobile Data Management	572	515
			Line and Circuit Service	3,988	3,988
			GLS Monitoring and Support	6,277	5,008
			CISCO SMARTnet Telephony and Phone App Licenses	3,693	3,693
			Cisco phone infrastructure support	369	369
			Long Distance	674	-
			Netmotion <i>Mobility XE</i> Software Renewal	174	174
			Tyler Maintenance / Tyler Disaster Recovery	97,760	104,640
			Aquarius - Finance Document Mgmt	-	3,000
			Adobe Products	-	2,260
			Fleet Management Collective Data	7,725	7,725
			Visio Licenses	50	50
			AudioTel Software - Check Posting	3,000	3,000
			IBM AS400 iSeries Maintenance	2,500	2,500
			subtotal	\$ 163,884	\$ 170,199

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
	10015100 531100	General Supplies & Material	Wall Street Journal Subscriptions	450	450
			Lunch Meetings/Citywide Training	300	300
			AJC Newspaper	200	200
			Atlanta Business Chronicle	100	100
			Business Week	70	70
			Pitney Bowes - Mailing Supplies	300	300
			Postage Allocation	7,000	7,000
			General Office Supplies	15,580	15,580
			UPS & Fed Ex	1,500	1,500
			subtotal	\$ 25,500	\$ 25,500
	10015100 531600	Small Equipment	Misc. Small Equipment	4,500	4,500
			subtotal	\$ 4,500	\$ 4,500
	10015100 532400	Non-Recurring		-	-
			subtotal	\$ -	\$ -
			Administration Total	\$ 367,219	\$ 382,784
TYLER ERP LEASE	10015101 581200 FAD00	Capital Lease Principal	Tyler ERP Solution	109,373	-
			subtotal	\$ 109,373	\$ -
	10015101 582200 FAD00	Capital Lease Interest	Tyler ERP Solution	1,531	-
			subtotal	\$ 1,531	\$ -
			Administration (Tyler ERP Lease) Total	\$ 110,904	\$ -
BENEFITS AND WELLNESS	10015110 521200	Professional Fees	TALX -Unemployment Services	400	400
			Morris, Manning & Martin/Weeks Pension Advisory Fees	10,000	10,000
			Retirement Actuarial Services	10,000	12,000
			United States Treasury VCP Compliance Fee	5,000	2,500
			Cutwater Asset Mgmt	7,500	10,500
			Morgan Stanley Investment Advisor Fees	30,000	30,000
			subtotal	\$ 62,900	\$ 65,400
	10015110 522220	Vehicle Repair & Maintenance	Vehicle Maintenance - Standard	500	500
			subtotal	\$ 500	\$ 500
	10015110 523400	Printing and Binding	Envelopes/Forms/Stock/Raffle Tickets	1,000	1,000
			subtotal	\$ 1,000	\$ 1,000
	10015110 523500	Employee Travel	Travel Expenses	2,000	2,000
			Local Mileage	30	30
			subtotal	\$ 2,030	\$ 2,030

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
	10015110 523700	Employee Training	Professional Development	2,000	2,000
			Association Membership Fees	1,000	1,000
			subtotal	\$ 3,000	\$ 3,000
	10015110 531100	General Supplies & Material	Postage	200	200
			General Supplies	300	1,000
			Publications & Subscriptions	100	100
			Pension Board Meetings Food	500	500
			Retirement Gifts	2,500	-
			subtotal	\$ 3,600	\$ 1,800
	10015110 531270	Fuel	Finance Vehicle Fuel	150	150
			subtotal	\$ 150	\$ 150
			Benefits and Wellness Total	\$ 73,180	\$ 73,880
WELLNESS	10015110 521200 FBW00	Professional Fees	EAP Services	14,250	14,250
			subtotal	\$ 14,250	\$ 14,250
	10015110 531100 FBW00	General Supplies	Flu Shots	500	500
			Various Vendors - Lunch & Learn	1,000	1,000
			Wellness Screening	1,000	1,000
			subtotal	\$ 2,500	\$ 2,500
	10015110 532440 FBW00	Employee Wellness Program	Health Screening	5,000	5,000
			CHN Wellness Initiatives + (Spouses)	175,000	175,000
			subtotal	\$ 180,000	\$ 180,000
			Benefits and Wellness (Wellness Program) Total	\$ 196,750	\$ 196,750
RISK MANAGEMENT	10015550 521200	Professional Fees	Drug Tests/HEP Vaccines	1,000	1,000
			Fitness for Duty Exams	1,000	1,000
			North Fulton After Hours Drug Screens	600	600
			Safety, Signage, DFWP, DDC 6 Training	750	750
			subtotal	\$ 3,350	\$ 3,350
			Risk Management Total	\$ 3,350	\$ 3,350
ACCOUNTING AND OPERATIONS	10015120 521200	Professional Fees	Arbitrage Calculations	3,000	3,000
			Auction Fees	12,000	12,000
			Temporary Staff		3,000
			subtotal	\$ 15,000	\$ 18,000
	10015120 523300	Advertising	Advertising for Auction	1,000	1,000
			subtotal	\$ 1,000	\$ 1,000

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
	10015120 523400	Printing and Binding	Check Stock - Checks & Deposit Slips	800	1,000
			Data Flow - 1099 Forms & Envelopes	200	400
			Data Flow - W-2 Forms & Envelopes	200	400
			subtotal	\$ 1,200	\$ 1,800
	10015120 523500	Employee Travel	Accounting Travel Expenses	2,500	2,500
			Munis Conference	3,000	3,000
			subtotal	\$ 5,500	\$ 5,500
	10015120 523700	Employee Training	Training and Professional Development	6,000	4,000
			subtotal	\$ 6,000	\$ 4,000
	10015120 542100	Machinery and Equipment	Software Applications/Upgrades/Programming		
			subtotal	\$ -	\$ -
			Accounting and Operations Total	\$ 28,700	\$ 30,300
EXTERNAL AUDIT	10015120 521200 FA000	Professional Fees	Mauldin & Jenkins	50,000	55,000
			subtotal	\$ 50,000	\$ 55,000
			Accounting and Operations (External Audit) Total	\$ 50,000	\$ 55,000
CAFR PUBLICATION	10015120 521200 FA001	Professional Fees	Application Fee for GFOA	600	600
			Graphic Design for CAFR	3,300	3,300
			subtotal	\$ 3,900	\$ 3,900
	10015120 523400 FA001	Printing and Binding	Printing of Cover, Tabs & Document	1,000	1,000
			subtotal	\$ 1,000	\$ 1,000
	10015120 531100 FA001	General Supplies	Mailing of Documents	-	-
			subtotal	\$ -	\$ -
			Accounting and Operations (CAFR) Total	\$ 4,900	\$ 4,900
BUDGET AND PROCUREMENT	10015130 521200	Professional Fees	GFOA Distinguished Budget Award	425	550
			Excellence Award for Purchasing	450	450
			subtotal	\$ 875	\$ 1,000
	10015130 523300	Advertising	Advertising Annual Budget Adoption & Mileage Rate	4,000	4,000
			Mid-Year Budget Adoption Advertising	500	500
			Legal Advertisements	500	500
			subtotal	\$ 5,000	\$ 5,000
	10015130 523400	Printing and Binding	Annual Operating Budget & Capital Budget	1,500	2,500
			subtotal	\$ 1,500	\$ 2,500

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
	10015130 523500	Employee Travel	Budget Dept. Travel	2,000	1,000
			GFOA Budget Seminar Travel Expenses	1,500	1,500
			Munis Conference	2,500	2,500
			subtotal	\$ 6,000	\$ 5,000
	10015130 523700	Employee Training	Training and Professional Development	4,500	3,500
			subtotal	\$ 4,500	\$ 3,500
	10015130 531100	General Supplies	General Office Supplies	200	300
			subtotal	\$ 200	\$ 300
	10015130 531600	Small Equipment	Budget Fridge		
			subtotal	\$ -	\$ -
			Budget and Purchasing Total	\$ 18,075	\$ 17,300
PAFR PUBLICATION	10015130 521200 FBP00	Professional Fees	Application Fee for GFOA	225	225
			Digital Publication Services	105	105
			Graphic Design for PAFR	3,000	3,200
			Photography Services	1,500	1,000
			subtotal	\$ 4,830	\$ 4,530
	10015130 523400 FBP00	Printing and Binding	Printing of PAFR Copies	2,000	2,000
			subtotal	\$ 2,000	\$ 2,000
	10015130 531100 FBP00	General Supplies	Postage	-	-
			subtotal	\$ -	\$ -
			Budget and Purchasing (PAFR) Total	\$ 6,830	\$ 6,530
FINANCIAL SERVICES	10015140 521200	Professional Fees	FIFA's Fulton County	1,500	1,500
			Graphic Design of Tax Brochure	700	700
			Temporary Position Services	16,000	16,000
			Online Payment Service Fees - PayPal	750	750
			Post Office Box Rental	150	150
			Collection Fees - Penn Credit	1,200	1,200
			subtotal	\$ 20,300	\$ 20,300
	10015140 523300	Advertising		-	-
			subtotal	\$ -	\$ -
	10015140 523400	Printing and Binding	Data Media - Tax, False Alarms	15,500	15,500
			Printing of Tax Brochure	2,500	2,500
			Tyler Tech - Forms Business Licenses	500	500
			subtotal	\$ 18,500	\$ 18,500

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
	10015140 523500	Employee Travel	Travel Expenses	1,500	1,500
			Munis Conference	1,500	1,500
			subtotal	\$ 3,000	\$ 3,000
	10015140 523700	Employee Training	Training and Professional Development	1,500	1,500
			subtotal	\$ 1,500	\$ 1,500
	10015140 531100	General Supplies	Associations/Memberships/Subscriptions	250	250
			Educational Materials	250	250
			Data Media - Postage for Tax, False Alarm & Bus License	17,000	17,000
			subtotal	\$ 17,500	\$ 17,500
	10015140 531600	Small Equipment		-	-
			subtotal	\$ -	\$ -
Financial Services Total				\$ 60,800	\$ 60,800
Finance Department Total				\$ 920,708	\$ 831,594

PERFORMANCE MEASUREMENTS

Finance Admin Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	Target FY 2018	Target FY 2019
# of New GAAP/GASB financial requirements implemented	2	4	2	3	4
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)	\$80,767	\$213,747	\$567,874	\$500,000	\$250,000
Personnel Assigned:	Finance Admin 2.0 FTE	Finance Admin 2.0 FTE	Finance Admin 2.0 FTE	Finance Admin 2.0 FTE	Finance Admin 2.0 FTE
	Director of Finance Office Manager	Director of Finance Office Manager	Director of Finance Office Manager	Director of Finance Office Manager	Director of Finance Office Manager
	Risk Mgmt. 1.0 FTE	Risk Mgmt. 1.0 FTE	Risk Mgmt. 1.0 FTE	Risk Mgmt. 1.0 FTE	Risk Mgmt. 1.0 FTE
	Safety/Risk Administrator	Safety/Risk Administrator	Safety/Risk Administrator	Safety/Risk Administrator	Safety/Risk Administrator

FY 2019 Budget
(2nd Reading)

Accounting, Budget, Procurement Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	Target FY 2018	Target FY 2019
Audited CAFR to be published within 180 days of fiscal year end	12/15/2015	12/22/2016	11/1/2017	11/1/2017	11/1/2018
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%	91%	100%	100%	100%
% of Budgeted employees participating in direct deposit	97%	98%	98%	98%	98%
Average # of vendor responses to Bids/Requests for Proposals	4	5	6	6	6
	Accounting Services 7.5 FTE	Accounting Services 7.5 FTE	Accounting Services 7.5 FTE	Accounting Services 7.5 FTE	Accounting Services 7.5 FTE
	Accounting & Op. Mgr.	Accounting & Op. Mgr.	Accounting & Op. Mgr.	Accounting & Op. Mgr.	Accounting & Op. Mgr.
	Chief Accountant	Chief Accountant	Chief Accountant	Chief Accountant	Chief Accountant
	Accountant (3.5)	Accountant (3.5)	Accountant (3.5)	Accountant (3.5)	Accountant (3.5)
	Payroll Coordinator	Payroll Coordinator	Payroll Coordinator	Payroll Coordinator	Payroll Coordinator
	Accounts Payable Technician	Accounts Payable Technician	Accounts Payable Technician	Accounts Payable Technician	Accounts Payable Technician
	Budget/Procurement 4 FTE	Budget/Procurement 4 FTE	Budget/Procurement 4 FTE	Budget/Procurement 4 FTE	Budget/Procurement 4 FTE
	Budget & Procurement Mgr.	Budget & Procurement Mgr.	Budget & Procurement Mgr.	Budget & Procurement Mgr.	Budget & Procurement Mgr.
	Sr. Budget & Procurement Analyst (3)	Sr. Budget & Procurement Analyst (3)	Sr. Budget & Procurement Analyst (3)	Sr. Budget & Procurement Analyst (3)	Sr. Budget & Procurement Analyst (3)
	Total Personnel Assigned Internal Services:	11.5 FTE	11.5 FTE	11.5 FTE	11.5 FTE

* Legal Services is the only department that has gone over its appropriations. Legal services represents professional services expenses to a private legal firm.

Financial Services Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	Target FY 2018	Target FY 2019
% of bills generated on time	99%	99%	99%	99%	99%
% of bills collected on time	95%	95%	95%	95%	95%
# of Real estate tax bills generated	19,292	19,407	19,673	19,673	19,700
# of Personal property tax bills	2,829	2,989	2,989	2,989	3,025
# of Liens processed	124	116	150	150	150
# of Sanitation customers	15,042	15,345	15,135	15,135	15,200
% of Delinquent sanitation Accts	<10%	<10%	<10%	<10%	<10%
Personnel Assigned:	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE
Treasury Services Manager	Treasury Services Manager	Treasury Services Manager	Treasury Services Manager	Treasury Services Manager	Treasury Services Manager
Billing Coordinator	Billing Coordinator	Billing Coordinator	Billing Coordinator	Billing Coordinator	Billing Coordinator
Customer Account Coordinator	Customer Account Coordinator	Customer Account Coordinator	Customer Account Coordinator	Customer Account Coordinator	Customer Account Coordinator
Cash Management Officer	Cash Management Coordinator	Cash Management Coordinator	Cash Management Coordinator	Cash Management Coordinator	Cash Management Coordinator
	Billing/Collections Representative	Billing/Collections Representative	Billing/Collections Representative	Billing/Collections Representative	Billing/Collections Representative
Customer Account Representative	Customer Account Representative	Customer Account Representative	Customer Account Representative	Customer Account Representative	Customer Account Representative

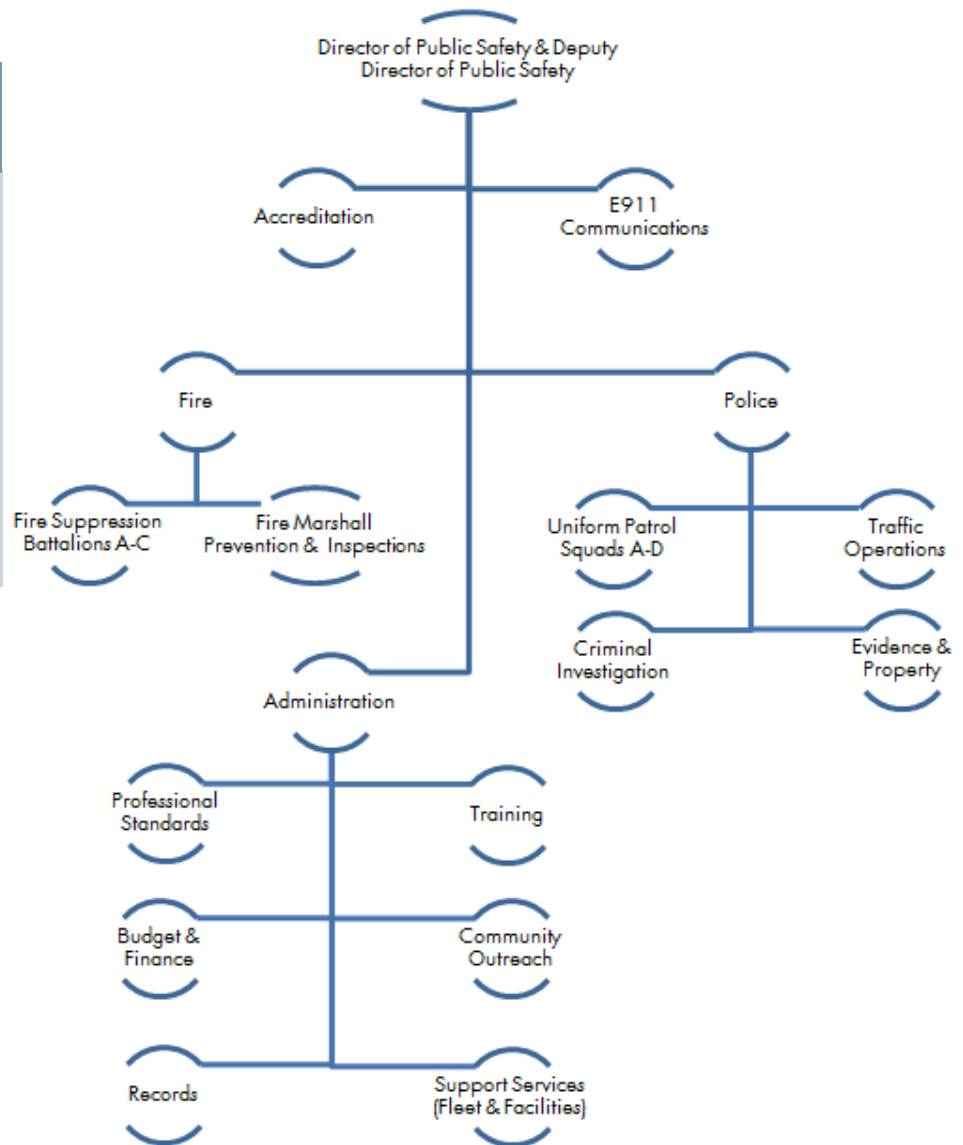
Benefits & Compensation Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	Target FY 2018	Target FY 2019
% of Employees enrolled in group insurance	90%	90%	90%	91%	91%
% of Employees enrolled in deferred compensation	78%	80%	80%	81%	82%
Personnel Assigned:	2.0 FTE	2.0 FTE	2.0 FTE	2.0 FTE	2.0 FTE
	Benefits Manager	Benefits Manager	Benefits Manager	Benefits Manager	Benefits Manager
	Benefits Coordinator	Benefits Coordinator	Benefits Coordinator	Benefits Coordinator	Benefits Coordinator

Public Safety

JOHN ROBISON
DIRECTOR



JRobison@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; and*
- ✓ *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.

Public Safety

*Administration, Police, Fire, and Emergency
911*

Mission Statement

Public Safety: Expand joint efforts between Police and Fire, particularly in the area of training, emergency management, and community outreach.

Police Services The Alpharetta Police Department is dedicated to working in partnership with our community to reduce crime, alleviate fear, and enhance the quality of life for all citizens.

Fire and Emergency Services Our mission is to provide fire and emergency services that enhances the quality of life of the Alpharetta community by engaging in partnerships that emphasizes an environment of service.

Goals and Objectives

Police Services

- ✓ Crime Prevention – Partner with the community through the Alpharetta Community of Excellence (ACE) program, Crime-Free Multifamily Housing, and Business Watch programs, building partnerships and mitigating problems through education and enforcement;
- ✓ Uniform Patrol - Increase visible presence in the community with an emphasis on residential neighborhoods and business areas;
- ✓ 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; and
- ✓ Traffic Safety - Identify and address traffic concerns through engineering, education, and enforcement. Build the effectiveness of specialty teams including DUI enforcement, bicycle and commercial vehicle inspection.



Fire Services

- ✓ Maintain a minimum on-duty staffing level of not less than 25 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 15 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; and
- ✓ Conduct a fire safety inspection and/or design a pre-fire plan for every non-residential occupancy annually.



5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 PUBLIC SAFETY DEPARTMENT Five-Year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ 3,845,797	\$ 3,387,302	\$ 3,462,364	\$ 3,404,500	\$ 3,220,250
<i>% Change</i>		-11.9%	2.2%	-1.7%	-5.4%
<i>average 5 year percent change</i>		-4.2%			
Expenditure	\$ 24,212,086	\$ 24,672,611	\$ 25,001,343	\$ 27,260,508	\$ 28,419,771
<i>% Change</i>		1.9%	1.3%	9.0%	4.3%
<i>average 5 year percent change</i>		4.1%			

DEPARTMENT BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
PUBLIC SAFETY DEPARTMENT
BUDGET REQUEST BY ACCOUNT**

								Amended FY 2018 to FY 2019	
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND-MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue (1)									
Licenses & Permits:									
Alcoholic Beverage Permits	\$ 566,159	\$ 582,812	\$ 618,767	\$ 650,000	-	\$ 650,000	\$ 670,000	3.1%	\$ 20,000
Other Permits	1,200	800	950	500	-	500	750	50.0%	250
Fire Permits	20,592	26,043	30,245	15,000	-	15,000	25,000	66.7%	10,000
Penalties/Interest (Permits)	-	2,900	1,400	500	-	500	1,000	100.0%	500
Intergovernmental:									
City of Milton (Public Safety)	60,000	60,000	60,000	60,000	-	60,000	60,000	0.0%	-
Charges for Services									
Public Safety Reports	26,376	26,268	29,543	25,000	-	25,000	25,000	0.0%	-
Public Safety Services	217,865	213,580	211,103	210,000	-	210,000	210,000	0.0%	-
Dangerous Driving Course	-	-	2,930	6,000	-	6,000	6,000	0.0%	-
False Alarm Fees	43,601	44,346	48,098	35,000	-	35,000	40,000	14.3%	5,000
False Alarm Registration	13,498	9,417	7,700	10,000	-	10,000	7,500	-25.0%	(2,500)
Penalties/Int. (False Alarms)	386	3,826	2,894	1,000	-	1,000	2,500	150.0%	1,500
Fire Building Plan Review	78,776	170,450	147,619	140,000	-	140,000	140,000	0.0%	-
Fire Inspection Fees	2,050	3,325	3,525	2,000	-	2,000	2,000	0.0%	-
Fines & Forfeitures:									
Municipal Court Fines	2,418,607	2,198,202	2,225,129	2,200,000	-	2,200,000	1,975,000	-10.2%	(225,000)
Red Light Camera Citations	348,858	7,080	-	-	-	-	-	-	-
School Bus Camera Citations	-	-	18,120	7,000	-	7,000	10,000	42.9%	3,000
Sale of Confiscated Assets	3,604	1,037	925	250	-	250	500	100.0%	250
Contributions from Private Sources:									
Donations/Private Sources	2,579	952	3,555	-	2,250	2,250	-	-100.0%	(2,250)
Other:									
Miscellaneous Revenue	-	1,780	1,696	-	-	-	-	-	-
Reimb. Extra Job (vehicle)	41,645	34,483	48,165	40,000	-	40,000	45,000	12.5%	5,000
Total	\$ 3,845,797	\$ 3,387,302	\$ 3,462,364	\$ 3,402,250	\$ 2,250	\$ 3,404,500	\$ 3,220,250	-5.4%	\$ (184,250)

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
PUBLIC SAFETY DEPARTMENT
BUDGET REQUEST BY ACCOUNT**

								<i>Amended FY 2018 to FY 2019</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMENDMENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Expenditures									
Personnel Services: (2)									
Salaries	\$ 13,761,512	\$ 14,177,726	\$ 14,046,360	\$ 14,911,949	\$ -	\$ 14,911,949	\$ 15,454,620	3.6%	\$ 542,671
Benefits	6,936,216	7,369,728	7,570,874	8,460,002	-	8,460,002	8,985,184	6.2%	525,182
subtotal	\$ 20,697,727	\$ 21,547,454	\$ 21,617,234	\$ 23,371,951	\$ -	\$ 23,371,951	\$ 24,439,804	4.6%	\$ 1,067,853
Maintenance and Operations:									
(3) Professional Services	\$ 267,775	\$ 251,627	\$ 219,430	\$ 279,032	\$ -	\$ 279,032	\$ 258,832	-7.2%	\$ (20,200)
Equipment Repair/Maint.	57,204	42,902	72,760	63,750	-	63,750	63,750	0.0%	-
Vehicle Repair/Maint.	460,059	386,953	385,013	420,000	-	420,000	420,000	0.0%	-
Grounds Repair/Maint.	-	-	-	-	-	-	-	-	-
Facility Repair/Maint.	24,896	38,280	37,958	40,000	-	40,000	40,000	0.0%	-
Equipment Rental	1,057	2,309	-	3,500	-	3,500	3,000	-14.3%	(500)
Advertising	-	322	2,224	650	-	650	400	-38.5%	(250)
Printing and Binding	1,103	3,982	4,417	4,750	-	4,750	4,750	0.0%	-
(4) Employee Travel	84,212	116,285	103,299	110,750	-	110,750	130,500	17.8%	19,750
(4) Employee Training	89,271	103,419	121,710	124,100	-	124,100	114,600	-7.7%	(9,500)
(5) Maintenance Contracts	579,345	244,950	293,924	452,070	-	452,070	477,332	5.6%	25,262
(7) IT Professional Services	493,165	537,412	551,245	621,736	17,000	638,736	610,615	-4.4%	(28,121)
(6) General Supplies	272,499	252,921	247,884	276,600	18,376	294,976	315,400	6.9%	20,424
(5) Miscellaneous Utilities	11,788	12,091	12,192	13,000	-	13,000	14,600	12.3%	1,600
(5) Water and Sewer Utilities	14,286	15,440	15,910	16,000	-	16,000	21,000	31.3%	5,000
(5) Natural Gas Utilities	22,789	18,316	17,586	21,500	-	21,500	23,000	7.0%	1,500
(5) Electricity Utilities	133,407	133,107	125,390	145,000	(3,000)	142,000	160,000	12.7%	18,000
Fuel	417,726	304,980	304,871	350,000	(17,626)	332,374	335,000	0.8%	2,626
(10) Small Equipment	70,074	81,372	109,370	96,000	8,500	104,500	132,138	26.4%	27,638
IT Equipment Refresh	-	-	-	-	-	-	-	-	-
(8) Employee Uniforms	206,083	188,875	193,291	241,200	-	241,200	226,500	-6.1%	(14,700)
(9) Non-Recurring Expenses	4,252	29,244	14,900	8,000	(1,000)	7,000	-	-100.0%	(7,000)
subtotal	\$ 3,210,992	\$ 2,764,789	\$ 2,833,373	\$ 3,287,638	\$ 22,250	\$ 3,309,888	\$ 3,351,417	1.3%	\$ 41,529

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
PUBLIC SAFETY DEPARTMENT
BUDGET REQUEST BY ACCOUNT**

								<i>Amended FY 2018 to FY 2019</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMENDMENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital/Lease:									
Machinery & Equipment	\$ 7,440	\$ -	\$ 27,765	\$ -	\$ -	\$ -	\$ -	-	\$ -
Workers Comp. Claims	-	4,620	-	-	-	-	-	-	-
(10) Capital Lease Principal	277,460	338,844	489,795	498,773	-	498,773	548,438	10.0%	49,665
(10) Capital Lease Interest	18,467	16,903	33,176	79,896	-	79,896	80,112	0.3%	216
<i>subtotal</i>	<i>\$ 303,366</i>	<i>\$ 360,367</i>	<i>\$ 550,736</i>	<i>\$ 578,669</i>	<i>\$ -</i>	<i>\$ 578,669</i>	<i>\$ 628,550</i>	<i>8.6%</i>	<i>\$ 49,881</i>
Total	\$ 24,212,086	\$ 24,672,611	\$ 25,001,343	\$ 27,238,258	\$ 22,250	\$ 27,260,508	\$ 28,419,771	4.3%	\$ 1,159,263
Full-time Equivalent Positions (9)	217.5	218.5	219.0	221.0		221.0	221.0		

Notes:

- (1) Variance is primarily due to a reduction in court fine revenue based on year-to-date citation and collection activity.
- (2) Variance due primarily to: wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends); increases in overtime expense; and implementation of a post-employment healthcare benefit (new for FY 2019).
- (3) Variance based on historical and year-to-date expenditure trends for GBI fingerprint checks.
- (4) Variance based on historical and year-to-date expenditure trends as well as a forecast of training and certification needs.
- (5) Variance based primarily on additional janitorial and utility costs for the expanded Public Safety Headquarters coupled with software licensing fees associated with the TimeKeeping software installed during FY 2018.
- (6) Variance based primarily on an increase in estimated spending on ammunition.
- (7) Variance due primarily to a streamlining of software services and software/hardware maintenance services citywide as well as reduced costs for Microsoft licensing.
- (8) Variance based on staff forecast of uniform needs for FY 2019.
- (9) FY 2018 included one-time funding for the replacement of one K-9.
- (10) Variance due in part to FY 2019 Operating Initiative funding for the Tactical Officer Program, Special Events Team Armor, and the Transfer of the Taser Lease from the DEA Fund. Please refer to the Operating Initiatives section of this report for detailed information on the initiatives.

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget:

FY 2019

Statement:

Revenue Summary by Account

Division/Project	Account Number	Title	FY 2018 Amended Budget	FY 2019 Recommended Budget
PS Administration	10031100 321100	Alcoholic Beverage Permits	\$ 650,000	\$ 670,000
" "	10031100 321900	Precious Metal Permit Fee	500	750
" "	10031100 324100	Penalties/Interest (Permits)	500	1,000
" "	10031100 337051	City of Milton (Public Safety)	60,000	60,000
" "	10031100 351360	Sale of Confiscated Assets	250	500
" "	10031100 371000	Donations/Private Sources	1,000	-
Police Logistics	10031200 342101	Public Safety Reports	25,000	25,000
" "	10031200 342102	Public Safety Services	210,000	210,000
" "	10031200 342130	False Alarm Fees	35,000	40,000
" "	10031200 342132	False Alarm Registration	10,000	7,500
" "	10031200 342133	Penalties/Int. (False Alarms)	1,000	2,500
" "	10031200 389001	Reimb. Extra Job (vehicle)	40,000	45,000
Police Traffic Control	10031240 351170	Municipal Court Fines	2,200,000	1,975,000
" "	10031240 351191	Red Light Camera Citations	-	-
" "	10031240 351193	School Bus Camera Citations	7,000	10,000
" "	10031240 342103 PAD05	Dangerous Driving Course	6,000	6,000
Fire Logistics	10031500 342102	Public Safety Services	-	-
" "	10031500 371000	Donations/Private Sources	1,000	-
Fire Prevention/Insp.	10031520 322993	Fire Permits	15,000	25,000
" "	10031520 342201	Fire Building Plan Review	140,000	140,000
" "	10031520 342202	Fire Inspection Fees	2,000	2,000
" "	10031520 371000	Donations/Private Sources	250	-
Total			\$ 3,404,500	\$ 3,220,250

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget:

FY 2019

Statement:

Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2018 Amended Operating Budget	FY 2019 Operating Budget Request	Public Safety Administration			
			Public Safety Admin.	Professional Standards	Public Safety Training	Community Services
			3110	PAD00	PAD01	PAD03
521200 Professional Services	\$ 279,032	\$ 258,832	\$ 170,950	\$ 9,500	\$ 2,000	\$ -
522210 Equipment Repair/Maint.	63,750	63,750	3,000	-	-	-
522220 Vehicle Repair/Maint.	420,000	420,000	-	-	-	-
522240 Grounds Repair/Maint.	-	-	-	-	-	-
522250 Facility Repair/Maint.	40,000	40,000	15,000	-	-	-
522320 Equipment Rental	3,500	3,000	-	-	-	-
523300 Advertising	650	400	400	-	-	-
523400 Printing and Binding	4,750	4,750	4,000	-	-	-
523500 Employee Travel	110,750	130,500	-	2,000	58,500	4,000
523700 Employee Training	124,100	114,600	-	1,500	62,000	2,500
523860 Maintenance Contracts	452,070	477,332	290,070	1,000	138,500	300
523900 IT Professional Services	638,736	610,615	610,615	-	-	-
531100 General Supplies/Materials	294,976	315,400	53,500	-	11,000	5,500
531200 Miscellaneous Utilities	13,000	14,600	7,500	-	-	-
531210 Water and Sewer Utilities	16,000	21,000	7,000	-	-	-
531220 Natural Gas Utilities	21,500	23,000	5,000	-	-	-
531230 Electricity Utilities	142,000	160,000	85,000	-	-	-
531270 Fuel	332,374	335,000	-	-	-	-
531600 Small Equipment	104,500	132,138	20,238	-	3,500	1,500
531610 IT Equipment Refresh	-	-	-	-	-	-
531700 Employee Uniforms	241,200	226,500	-	-	-	1,000
532400 Non-Recurring Expenses	7,000	-	-	-	-	-
542100 Machinery & Equipment	-	-	-	-	-	-
581200 Capital Lease Principal	498,773	548,438	548,438	-	-	-
582200 Capital Lease Interest	79,896	80,112	80,112	-	-	-
TOTAL	\$ 3,888,557	\$ 3,979,967	\$ 1,900,823	\$ 14,000	\$ 275,500	\$ 14,800

ACCOUNT DESCRIPTION			Public Affairs	Recruiting	Police Logistics	Police Criminal Investigations	
	Evidence	Armory				Police Criminal Investigations	Intelligence Unit/Special Investigations
	PAD04	PAD06	PAD07	PAD08	3120	3121	PCI00
Professional Services	\$ 800	\$ -			\$ -	\$ 25,432	\$ 5,200
Equipment Repair/Maint.	-	1,000			6,500	-	-
Vehicle Repair/Maint.	-	-			285,000	-	-
Grounds Repair/Maint.	-	-			-	-	-
Facility Repair/Maint.	-	-			-	-	-
Equipment Rental	-	-			-	1,000	2,000
Advertising	-	-			-	-	-
Printing and Binding	-	-			-	-	-
Employee Travel	-	-	4,000	2,000	-	9,000	9,000
Employee Training	-	-	2,500	1,500	-	6,000	6,000
Maintenance Contracts	-	-	1,062	1,500	-	-	18,400
IT Professional Services	-	-			-	-	-
General Supplies/Materials	7,500	92,300	2,750	6,350	4,000	5,000	2,500
Miscellaneous Utilities	-	-			-	-	-
Water and Sewer Utilities	-	-			-	-	-
Natural Gas Utilities	-	-			-	-	-
Electricity Utilities	-	-			-	-	-
Fuel	-	-			275,000	-	-
Small Equipment	-	-	3,000	1,000	7,900	6,000	9,000
IT Equipment Refresh	-	-			-	-	-
Employee Uniforms	-	-			105,000	-	-
Non-Recurring Expenses	-	-			-	-	-
Machinery & Equipment	-	-			-	-	-
Capital Lease Principal	-	-			-	-	-
Capital Lease Interest	-	-			-	-	-
TOTAL	\$ 8,300	\$ 93,300	\$ 13,312	\$ 12,350	\$ 683,400	\$ 52,432	\$ 52,100

ACCOUNT DESCRIPTION	Police SWAT	Police Uniform Patrol			Police Traffic Control		Police Jail	Fire Logistics
		Police Uniform Patrol	K-9 Program	Public Safety Reservists	Police Traffic Control	Dangerous Driving Course		
	3122	3123	PUP00	PUP01	3124	PAD05	3125	3150
Professional Services	\$ -	\$ -	\$ 7,000	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment Repair/Maint.	500	-	-	-	9,250	-	1,000	30,000
Vehicle Repair/Maint.	-	-	-	-	-	-	-	135,000
Grounds Repair/Maint.	-	-	-	-	-	-	-	-
Facility Repair/Maint.	-	-	-	-	-	-	-	-
Equipment Rental	-	-	-	-	-	-	-	-
Advertising	-	-	-	-	-	-	-	-
Printing and Binding	-	-	-	-	-	-	-	-
Employee Travel	5,000	9,000	4,000	-	7,000	-	-	-
Employee Training	3,600	7,000	3,000	-	5,000	-	-	-
Maintenance Contracts	-	8,100	200	-	1,100	-	13,000	-
IT Professional Services	-	-	-	-	-	-	-	-
General Supplies/Materials	4,000	1,000	10,000	1,500	3,000	2,500	4,000	1,500
Miscellaneous Utilities	-	-	-	-	-	-	1,100	-
Water and Sewer Utilities	-	-	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-	-	-
Electricity Utilities	-	-	-	-	-	-	-	-
Fuel	-	-	-	-	-	-	-	60,000
Small Equipment	2,000	17,000	-	-	3,000	3,500	1,000	3,000
IT Equipment Refresh	-	-	-	-	-	-	-	-
Employee Uniforms	2,500	-	-	15,000	1,000	-	-	95,000
Non-Recurring Expenses	-	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-	-
Capital Lease Principal	-	-	-	-	-	-	-	-
Capital Lease Interest	-	-	-	-	-	-	-	-
TOTAL	\$ 17,600	\$ 42,100	\$ 24,200	\$ 16,500	\$ 29,350	\$ 6,000	\$ 20,100	\$ 324,500

ACCOUNT DESCRIPTION	Fire Suppression					
	Fire Suppression	Fire Reservists/ Volunteers	Emergency Medical Services	Special Events Team	Incident Response	Fire Prevention & Inspection
	3151	PFS00	PFS01	PFS02	PFS03	3152
Professional Services	\$ -	\$ -	\$ 36,500	\$ -	\$ -	\$ 1,450
Equipment Repair/Maint.	10,000	-	-	500	2,000	-
Vehicle Repair/Maint.	-	-	-	-	-	-
Grounds Repair/Maint.	-	-	-	-	-	-
Facility Repair/Maint.	25,000	-	-	-	-	-
Equipment Rental	-	-	-	-	-	-
Advertising	-	-	-	-	-	-
Printing and Binding	-	-	-	-	-	750
Employee Travel	12,000	-	3,000	-	-	2,000
Employee Training	10,000	-	2,000	-	-	2,000
Maintenance Contracts	4,100	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-
General Supplies/Materials	12,000	8,000	55,000	500	4,000	18,000
Miscellaneous Utilities	6,000	-	-	-	-	-
Water and Sewer Utilities	14,000	-	-	-	-	-
Natural Gas Utilities	18,000	-	-	-	-	-
Electricity Utilities	75,000	-	-	-	-	-
Fuel	-	-	-	-	-	-
Small Equipment	16,500	-	4,000	16,000	9,000	5,000
IT Equipment Refresh	-	-	-	-	-	-
Employee Uniforms	-	6,500	-	500	-	-
Non-Recurring Expenses	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Capital Lease Principal	-	-	-	-	-	-
Capital Lease Interest	-	-	-	-	-	-
TOTAL	\$ 202,600	\$ 14,500	\$ 100,500	\$ 17,500	\$ 15,000	\$ 29,200

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
PUBLIC SAFETY ADMINISTRATION	10031100 521200	Professional Services	BANK FEES	1,750	1,750
			CALEA ANNUAL CONTINUATION CONTRACT - ACCREDITATION	4,100	4,100
			FIRE ACCREDITATION	100	100
			GA DEPT. OF LABOR (ELEVATOR INSPECTIONS)	2,700	2,700
			GBI/FINGERPRINTING CHECKS	160,000	150,000
			GCIC CONNECTION FEES	10,000	10,000
			IACP NET YEARLY FEES	1,500	1,500
			PHOTOGRAPHY	500	500
			STATE CERTIFICATION	300	300
			subtotal	180,950	170,950
	10031100 522210	Equipment Repair & Maintenance	EQUIPMENT R & M	1,300	1,300
			GYM EQUIPMENT	700	700
			KEY ACCESS SYSTEM	1,000	1,000
			subtotal	3,000	3,000
	10031100 522250	Facility Repair & Maintenance	GENERAL FACILITY REPAIR AND MAINTENANCE	15,000	15,000
			subtotal	15,000	15,000
	10031100 523300	Advertising	BID ADVERTISING	400	400
			RECRUITMENT ADVERTISING	250	-
			subtotal	650	400
	10031100 523400	Printing & Binding	CITATIONS, FORMS, DOCUMENTS	3,500	3,500
			MISC. PRINTING	500	500
			subtotal	4,000	4,000
	10031100 523500	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	16,500	-
			subtotal	16,500	-
	10031100 523700	Employee Training	PROFESSIONAL DEVELOPMENT	55,000	-
			subtotal	55,000	-
	10031100 523860	Maintenance Contracts	COFFEE SERVICE	13,000	13,000
			COPIER LEASES (COPIER REFRESH IN 18 - XEROX WC7845)	1,950	1,950
			COPIER MAINTENANCE PLAN FOR XEROX EQP	25,000	25,000
			CALEA ADD-ON SUBSCRIPTION	500	500
			CRIMEREPORTS PLUS SUBSCRIPTION	2,400	3,000
			ELEVATOR	2,500	2,500
			EMPLOYEE DOCUMENTATION/RECOGNITION SOFTWARE (GUARDIAN TRACKING)	5,000	5,000
			YEARLY FIELD TRAINING TRACKING SERVICE	1,800	1,800
			GENERATOR SERVICE	5,220	5,220
			FIRE ALARM MONITORING	500	500
			INNOVATIVE DATA SOLUTIONS	5,000	5,000
			JANITORIAL CONTRACT	35,500	55,000
			OPEN RECORDS REQUEST TRACKING SUBSCRIPTION (JUSTFOIA)	1,600	1,600
			DIGITAL STAKEOUT	7,500	7,500

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Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
			RECORD STORAGE & SHREDDING FEES	12,000	10,000
			BODY CAMERAS (2018 OPERATING INITIATIVES)	135,000	135,000
			TIME KEEPING SOFTWARE MAINTENANCE	-	17,500
			subtotal	254,470	290,070
10031100	523900	IT Professional Services	ADOBE SOFTWARE LICENSES	742	1,645
			CITY VIRUS, ADWARE, SPYWARE & THREAT PROTECTION	21,076	27,075
			CELLULAR PHONE SERVICE (VERIZON)	4,079	3,240
			CELLULAR IPAD SERVICE	6,328	4,608
			CELLULAR MIFI SERVICE (VERIZON)	68,104	60,192
			IPHONE SERVICE (VERIZON)	59,773	58,656
			MOBILE DATA MANAGEMENT (AIRWATCH)	9,628	9,095
			TELEPHONY (LINE AND CIRCUIT SERVICE) (AT&T V1442)	45,073	21,880
			DATA CIRCUITS (ASE) (AT&T)	-	27,585
			TELEPHONY (GLS MONITORING AND SUPPORT) (AT&T V1442)	34,224	27,475
			TELEPHONY (CISCO SMARTNET AND PHONE APP LICENSES)	11,477	20,259
			TELEPHONY (CISCO PHONE INFRASTRUCTURE SUPPORT)	2,087	2,026
			CISCO NETWORK TECHNICAL SUPPORT (PRESIDIO-SMARTNET)	20,022	8,940
			CITY ENTERPRISE DATA MANAGEMENT (VERISTOR-COMMVAULT)	15,806	10,217
			CITY INTERNET CIRCUIT CONNECTION (ZAYO BANDWIDTH)	13,699	13,282
			CITY INTERNET CIRCUIT CONNECTION - SUPPLEMENT & BACKUP (CHARTER COMM)	1,686	1,711
			CITYWIDE MICROSOFT LICENSING (DELL)	78,401	11,239
			DATA CENTER APC/MGE UPS SYSTEM MAINTENANCE (CRITICAL COMPONENTS -OEM)	2,898	5,619
			DATA CENTER FIRE SUPPRESSION SYSTEM - INSPECTION	580	614
			DATABASE MANAGEMENT SOFTWARE MAINTENANCE/RENEWAL (FILEMAKER)	2,898	2,894
			DEVELOPER LICENSE FOR MDM	158	154
			DIGITAL IN-CAR VIDEO SYSTEM MAINTENANCE & SUPPORT (L3 COMM)	18,025	12,000
			DIGITAL PALM SCANNER MAINTENANCE & SUPPORT (MORPHO TRUST)	1,236	1,200
			DOMAINE NAME SERVICE (AMAZON WEB SERVICES)	399	408
			DSL/INTERNET CONNECTIVITY (AT&T V673)	1,545	1,200
			EXTERNAL MONITORING SERVICE	190	-
			FIRE & EMS RECORDS MANAGEMENT SOFTWARE MAINTENANCE (ACS FIREHOUSE)	14,446	30,000
			FIREWALL (PALO ALTO FIREWALL)	18,441	12,931
			FLEET MANAGEMENT (COLLECTIVE DATA)	1,288	1,250
			GIS MOBILE FIELD MAPPING & DATA COLLECTION SOFTWARE	21,076	26,308
			GIS PARCEL BUILDING SOFTWARE	5,006	-
			GPO CHANGE MANAGEMENT (NETIQ)	527	-
			HP SWITCHES (EDGES SWITCHING)	1,581	-
			LAW ENF DOCUMENT ACCESSING VIA VIDEO CONFERENCING SOFTWARE MAIN &	3,399	3,400
			K9 VEHICLE TEMPERATURE ALERTS (AT&T)	890	864

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			LAW ENFORCEMENT TRAINING TRACKING SOFTWARE MAINTENANCE & SUPPORT	52	50
			LAW ENFORCEMENT VIDEO MONITORING, RECORDING, ARCHIVING, CASE MGMT	1,236	1,200
			LONG DISTANCE SERVICE (BIRCH COMM)	3,681	-
			LP360 LIDAR GIS SOFTWARE/SERVER MAINTENANCE	843	817
			DATA CENTER EQUIPMENT MAINTENANCE EXTENSION	20,575	21,200
			MANAGE ENGINE PASSWORD MANAGER PRO (NORTHWINDS VENTURES)	4,519	12,771
			NETWORK (LANGUARD)	2,635	-
			OFFICE 365 LICENSES	18,540	-
			OFFSITE ARCHIVE OF COA DATA (VERISTOR -2)	31,614	-
			CITY CIRCUIT CONNECTION TO INTERNET (REDUNDANCY) (AT&T)	8,957	9,604
			ORION NPM, NTA, IPAM,UDT (ACL COMPUTERS - SOLARWINDS)	5,796	6,131
			PRINTER REPAIR (NON-XEROX EQP)	3,688	3,831
			REMOTE APPLICATION & DATABASE SOFTWARE (RENEWAL)	9,749	8,884
			SHAREPOINT MIGRATION	6,323	-
			SQL MONITORING TOOL	2,635	2,554
			TELEPHONE WIRING SERVICES (PREFERRED COMM)	5,268	5,108
			TEXTING SERVICE, GLOBAL TEXT MESSAGES (7CBILLED)	127	-
			VISIO LICENSES (DELL)	5,150	15,800
			2 FACTOR AUTHENTICATION	2,060	-
			2018 INITIATIVES (POLICE OFFICER CELL SERVICES)	750	-
			2018 INITIATIVES (ASSISTANT FIRE MARSHALL POSITION CELL SERVICES)	750	-
			DRONE TO GIS CONVERSION	-	1,532
			MICROSOFT USER TRAINING	-	4,598
			PHYSICAL SECURITY (DATACENTER SECURITY)	-	3,065
			BODY CAMERA CIRCUIT TO INTERNET (AT&T)	-	14,000
			CRABAPPLE CID (METRO E CIRCUIT)	-	15,000
			CITY CAMERA (MC DEAN)	-	1,500
			LOAD BALANCER (NETSCALER)	-	766
			PROJECT EVENT CAPTURE (GEOEVENT - ESRI)	-	1,532
			SECURITY AWARENESS TRAINING	-	4,598
			SECURITY (NETWORK VULNERABILITY SCANNER)	-	15,325
			ASSET MGMT (LANSWEEPER)	-	1,022
			ERPM (RED IDENTITY MGMT)	-	4,853
			CLIENT VPN (VERISTOR PALO ALTO)	-	2,963
			CONSULTING SERVICES	-	12,260
			ADSELFERVICE (ZOH0)	-	5,108
			CITYWIDE VIRTUAL INFRASTRUCTURE (VERISTOR)	-	23,409
			WAP MAINTENANCE	-	3,167
			subtotal	621,736	610,615

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Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
	10031100	531100	General Supplies & Materials		
			OFFICE SUPPLIES	45,000	45,000
			CELL PHONES ACCESSORIES	1,500	1,500
			TONER CARTRIDGES	7,000	7,000
			subtotal	53,500	53,500
	10031100	531200	Miscellaneous Utilities		
			GARBAGE SERVICE	5,000	6,500
			CABLE/TV SERVICE/BACKUP INTERNET	900	1,000
			subtotal	5,900	7,500
	10031100	531210	Water & Sewer Utilities		
			WATER SERVICE	6,000	7,000
			subtotal	6,000	7,000
	10031100	531220	Natural Gas Utilities		
			GAS SERVICE	4,000	5,000
			subtotal	4,000	5,000
	10031100	531230	Electricity Utilities		
			ELECTRIC SERVICE	70,000	85,000
			subtotal	70,000	85,000
	10031100	531600	Small Equipment		
			SMALL EQUIPMENT	15,000	20,238
			2018 INITIATIVES (POLICE OFFICER EQUIPMENT)	2,650	-
			subtotal	17,650	20,238
	10031100	581200	Capital Lease Principal		
			FIRE TRUCK LEASE (2011 SERIES - 1 PUMPER)	50,006	51,214
			AIR/LIGHT TRUCK LEASE (2012 SERIES - 1 AIR/LIGHT TRUCK)	43,575	44,458
			FIRE TRUCK LEASE (2015 SERIES - 1 PUMPER)	43,801	44,865
			FIRE TRUCK LEASE (2016A - 2 PUMPERS)	92,530	94,228
			FIRE TRUCK LEASE (2016B - 2 PUMPERS)	107,898	106,879
			FIRE TRUCK LEASE (2016C - 1 AERIAL LADDER)	82,232	80,478
			CARDIAC MONITOR LEASE (2016 - 9 HEART MONITORS)	78,731	79,266
			TASER LEASE (XFER FROM DEA; 2019 OPERATING INITIATIVE)	-	47,050
			subtotal	498,773	548,438
	10031100	582200	Capital Lease Interest		
			FIRE TRUCK LEASE (2011 SERIES - 1 PUMPER)	2,945	2,275
			AIR/LIGHT TRUCK LEASE (2012 SERIES - 1 AIR/LIGHT TRUCK)	2,703	2,223
			FIRE TRUCK LEASE (2015 SERIES - 1 PUMPER)	9,276	8,211
			FIRE TRUCK LEASE (2016A - 2 PUMPERS)	16,453	14,755
			FIRE TRUCK LEASE (2016B - 2 PUMPERS)	20,680	21,699
			FIRE TRUCK LEASE (2016C - 1 AERIAL LADDER)	22,876	24,630
			CARDIAC MONITOR LEASE (2016 - 9 HEART MONITORS)	4,963	4,423
			TASER LEASE (XFER FROM DEA; 2019 OPERATING INITIATIVE)	-	1,896
			subtotal	79,896	80,112
Administration Total				1,887,025	1,900,823

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						FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number			Title	Account Detail		
PROFESSIONAL STANDARDS	10031100	521200	PAD00	Professional Services	BACKGROUND CHECKS	250	250
					OTHER INVESTIGATIVE FEES	250	250
					POLYGRAPH SERVICES	9,000	9,000
					TESTING/LAW ENFORCEMENT EDUCATION/EXAMS	4,000	-
					subtotal	13,500	9,500
	10031100	531100	PAD00	General Supplies & Materials	FOOD & GENERAL SUPPLIES FOR INTERVIEW PANELS	850	-
					subtotal	850	-
	10031100	531500	PAD04	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	-	2,000
					subtotal	-	2,000
	10031100	531700	PAD04	Employee Training	PROFESSIONAL DEVELOPMENT	-	1,500
					subtotal	-	1,500
	10031100	523860	PAD00	Maintenance Contracts	INDEED LICENSE	2,500	-
					HR SOFTWARE FOR PROF STANDARDS	1,000	1,000
					APPLICANT STACK LICENSE	1,500	-
					subtotal	5,000	1,000
	Professional Standards Total						19,350
PUBLIC SAFETY TRAINING	10031100	521200	PAD01	Professional Services	MISC. PROFESSIONAL FEES, PARAMEDIC/EMT LICENSING FEES	2,000	2,000
					subtotal	2,000	2,000
	10031100	523400	PAD01	Printing & Binding	MISC. PRINTING	-	-
					subtotal	-	-
	10031100	523500	PAD01	Employee Travel	DEPARTMENT TRAVEL/TRAINING	70,000	30,000
					ACCREDITATION/EMERGENCY MANAGEMENT	2,000	2,000
					COMMAND COLLEGE	8,000	4,500
					TRAINING	2,000	6,000
					EXECUTIVE	-	10,000
					ADMIN	2,000	4,000
					RECORDS	1,000	2,000
					subtotal	85,000	58,500
	10031100	523700	PAD01	Employee Training	DEPARTMENT TRAVEL/TRAINING	35,000	45,000
					ACCREDITATION/EMERGENCY MANAGEMENT	1,500	1,500
					COMMAND COLLEGE	10,000	5,500
					TRAINING	1,000	2,000
				EXECUTIVE	-	5,000	
				ADMIN	2,500	1,500	
				RECORDS	4,000	1,500	
				subtotal	54,000	62,000	

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Division/Project Title	Account Number		Title		Account Detail		
	10031100	523860	PAD01	Maintenance Contracts	GUN RANGES & OTHER TRAINING FACILITIES	13,500	13,500
					TRACK RENTAL (VEHICLE MANEUVER TRAINING)	5,000	5,000
					RAPSTC FEE	120,000	120,000
					subtotal	138,500	138,500
	10031100	531100	PAD01	General Supplies & Materials	TEXTBOOK, TARGETS AND GENERAL TRAINING SUPPLIES	11,000	11,000
					subtotal	11,000	11,000
	10031100	531600	PAD01	Small Equipment	SMALL EQUIPMENT	3,500	3,500
					subtotal	3,500	3,500
					Public Safety Training Total	294,000	275,500
COMMUNITY SERVICES	10031100	522210	PAD03	Equipment Repair & Maintenance	BICYCLES, VIDEO EQUIPMENT, ETC.	-	-
					subtotal	-	-
	10031100	523500	PAD03	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	-	4,000
					subtotal	-	4,000
	10031100	523700	PAD03	Employee Training	PROFESSIONAL DEVELOPMENT	-	2,500
					subtotal	-	2,500
	10031100	523860	PAD03	Maintenance Contracts	SURVEY MONKEY	300	300
					subtotal	300	300
	10031100	531100	PAD03	General Supplies & Materials	CITIZENS ACADEMY, NEIGHBORHOOD MEETINGS, NATIONAL NIGHT OUT EDUCATIONAL MATERIALS	2,500	2,500
					subtotal	3,000	3,000
	10031100	531600	PAD03	Small Equipment	BICYCLES, VIDEO EQUIPMENT, ETC.	1,500	1,500
					subtotal	1,500	1,500
	10031100	531700	PAD03	Uniforms	BIKE TEAM	1,000	1,000
					subtotal	1,000	1,000
					Community Services Total	8,300	14,800
EVIDENCE	10031100	521200	PAD04	Professional Services	DESTRUCTION SERVICES	800	800
					subtotal	800	800
	10031100	523400	PAD04	Printing & Binding	PROPERTY DISPOSAL FORMS	-	-
					subtotal	-	-
	10031100	523500	PAD04	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	-	-
					subtotal	-	-
	10031100	523700	PAD04	Employee Training	PROFESSIONAL DEVELOPMENT	-	-
					subtotal	-	-
	10031100	523860	PAD04	Maintenance Contracts	EVIDENCE TRACKER SOFTWARE	-	-
					subtotal	-	-
	10031100	531100	PAD04	General Supplies & Materials	EVIDENCE SUPPLIES	7,500	7,500
					subtotal	7,500	7,500
					Evidence Total	8,300	8,300

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Division/Project Title	Account Number		Title		Account Detail		
ARMORY	10031100	522210	PAD06	Equipment Repair & Maintenance	WEAPON REPAIR AND MAINTENANCE	1,000	1,000
						<i>subtotal</i>	1,000
	10031100	531100	PAD06	General Supplies & Materials	AMMUNITION, ALL TYPES	75,000	85,000
					CLEANING SUPPLIES - GUNS	500	500
					GUN SIGHTS, MAGAZINES, ETC.	2,000	6,800
					<i>subtotal</i>	77,500	92,300
<i>Armory Total</i>						78,500	93,300
PUBLIC AFFAIRS	10031100	522210	PAD07	Equipment Repair & Maintenance		-	-
						<i>subtotal</i>	-
	10031100	523500	PAD07	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES		4,000
						<i>subtotal</i>	-
	10031100	523700	PAD07	Employee Training	PROFESSIONAL DEVELOPMENT		2,500
						<i>subtotal</i>	-
	10031100	523860	PAD07	Maintenance Contracts	ADOBE CREATIVE CLOUD		1,062
						<i>subtotal</i>	-
	10031100	531100	PAD07	General Supplies & Materials			2,750
						<i>subtotal</i>	-
10031100	531600	PAD07	Small Equipment			3,000	
					<i>subtotal</i>	-	
<i>Public Affairs Total</i>						-	13,312
RECRUITING	10031100	522210	PAD08	Equipment Repair & Maintenance		-	-
						<i>subtotal</i>	-
	10031100	523500	PAD08	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES		2,000
						<i>subtotal</i>	-
	10031100	523700	PAD08	Employee Training	PROFESSIONAL DEVELOPMENT		1,500
						<i>subtotal</i>	-
	10031100	523860	PAD08	Maintenance Contracts	APPLICANT STACK LICENSE		1,500
						<i>subtotal</i>	-
	10031100	531100	PAD08	General Supplies & Materials	TESTING/LAW ENFORCEMENT EDUCATION/EXAMS		2,000
					RECRUITMENT ADVERTISING	-	2,000
				GENERAL SUPPLIES FOR INTERVIEW PANELS		850	
				SUPPLIES & MATERIALS		1,500	
					<i>subtotal</i>	-	
10031100	531600	PAD08	Small Equipment			1,000	
					<i>subtotal</i>	-	
<i>Recruiting Total</i>						-	12,350

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POLICE LOGISTICS	10031200 522210	Equipment Repair & Maintenance	GENERAL EQUIPMENT REPAIR	6,500	6,500
			<i>subtotal</i>	6,500	6,500
	10031200 522220	Vehicle Repair & Maintenance	R&M	285,000	285,000
			<i>subtotal</i>	285,000	285,000
	10031200 523500	Employee Travel	TRAVEL EXPENSES	250	-
			<i>subtotal</i>	250	-
	10031200 531100	General Supplies & Materials	GENERAL SUPPLIES, MAP BOOKS, EDUCATIONAL MATERIALS	4,000	4,000
			<i>subtotal</i>	4,000	4,000
	10031200 531270	Fuel	VEHICLE FUEL	290,000	275,000
			<i>subtotal</i>	290,000	275,000
	10031200 531600	Small Equipment	SMALL EQUIPMENT	5,000	7,900
			<i>subtotal</i>	5,000	7,900
	10031200 531700	Employee Uniforms	CLOTHING ALLOWANCE	20,000	20,000
			UNIFORMS & DUTY GEAR	80,000	85,000
			2018 INITIATIVES (POLICE OFFICER UNIFORMS)	4,600	-
			<i>subtotal</i>	104,600	105,000
<i>Police Logistics Total</i>				695,350	683,400
POLICE CRIMINAL INVESTIGATIONS	10031210 521200	Professional Services	ONLINE DATABASE SUBSCRIPTIONS & SERVICES (NOT PUBLICATIONS)	2,500	2,500
			INVESTIGATION EXPENSES	5,500	5,500
			THOMSON REUTERS WEST - CLEAR LAW ENFORCEMENT GATEWAY	9,000	9,000
			ESO GPS TRACKING	432	432
			LEADS ONLINE	8,000	8,000
			<i>subtotal</i>	25,432	25,432
	10031210 522210	Equipment Repair & Maintenance	EVIDENCE EQUIPMENT R&M	-	-
			<i>subtotal</i>	-	-
	10031210 522320	Equipment Rental	UNDERCOVER CAR RENTAL	1,000	1,000
			<i>subtotal</i>	1,000	1,000
	10031210 523500	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	2,000	9,000
			<i>subtotal</i>	2,000	9,000
	10031210 523700	Employee Training	PROFESSIONAL DEVELOPMENT	1,000	6,000
			<i>subtotal</i>	1,000	6,000
	10031210 531100	General Supplies & Materials	SUPPLIES	250	5,000
			<i>subtotal</i>	5,250	5,000
	10031210 531600	Small Equipment	SMALL EQUIPMENT (COMPUTER EQUIPMENT, PHONE EQUIPMENT, ETC)	6,000	6,000
			<i>subtotal</i>	6,000	6,000
<i>Police Criminal Investigations Total</i>				40,682	52,432

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INTELLIGENCE UNIT/SPECIAL INVESTIGATIONS	10031210	521200	PCI00	Professional Services	INVESTIGATION EXPENSES	4,000	4,000
					FORENSIC TOOLKIT SOFTWARE	1,200	1,200
					<i>subtotal</i>	5,200	5,200
	10031210	522320	PCI00	Equipment Rental	UNDERCOVER CAR RENTAL	2,000	2,000
					<i>subtotal</i>	2,000	2,000
	10031210	523500	PCI00	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	1,500	9,000
					<i>subtotal</i>	1,500	9,000
	10031210	523700	PCI00	Employee Training	PROFESSIONAL DEVELOPMENT		6,000
					<i>subtotal</i>	-	6,000
	10031210	523860	PCI00	Maintenance Contracts	DIGITAL STAKEOUT	6,000	6,000
					CALLYO	3,700	2,400
					CELLEBRITE	12,000	10,000
					<i>subtotal</i>	21,700	18,400
	10031210	531100	PCI00	General Supplies & Materials	GENERAL OFFICE SUPPLIES AND INVESTIGATIVE SUPPLIES	2,500	2,500
					<i>subtotal</i>	2,500	2,500
	10031210	531600	PCI00	Small Equipment	SMALL EQUIPMENT (COMPUTER EQUIPMENT, PHONE EQUIPMENT, ETC)	9,000	9,000
					<i>subtotal</i>	9,000	9,000
<i>Police Special Investigations Total</i>						41,900	52,100
POLICE SWAT	10031220	522210		Equipment Repair & Maintenance	SWAT COMMUNICATION GEAR	500	500
					<i>subtotal</i>	500	500
	10031220	523500		Employee Travel	TRAINING RELATED TRAVEL	5,000	5,000
					<i>subtotal</i>	5,000	5,000
	10031220	523860		Maintenance Contracts		-	-
					<i>subtotal</i>	-	-
	10031220	523700		Employee Training	SWAT MEMBERSHIPS TRAINING	600	600
					<i>subtotal</i>	3,000	3,000
					<i>subtotal</i>	3,600	3,600
	10031220	531100		General Supplies & Materials	BATTERIES & GENERAL SUPPLIES	4,000	4,000
					<i>subtotal</i>	4,000	4,000
	10031220	531600		Small Equipment	GENERAL SMALL EQUIPMENT	2,000	2,000
					<i>subtotal</i>	2,000	2,000
	10031220	531700		Employee Uniforms	UNIFORMS	2,500	2,500
					<i>subtotal</i>	2,500	2,500
<i>Police SWAT Total</i>						17,600	17,600
POLICE UNIFORM PATROL	10031230	522210		Equipment Repair & Maintenance	WEAPON R & M	-	-
					<i>subtotal</i>	-	-
	10031230	522320		Equipment Rental		500	-
					<i>subtotal</i>	500	-

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	10031230	523500	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES			9,000
					<i>subtotal</i>	-	9,000
	10031230	523700	Employee Training	PROFESSIONAL DEVELOPMENT			7,000
					<i>subtotal</i>	-	7,000
	10013230	523860	Maintenance Contracts	AGENCY 360 (FTO software)		1,600	1,600
				FINGERPRINT ID SOFTWARE		2,500	6,500
					<i>subtotal</i>	4,100	8,100
	10031230	531100	General Supplies & Materials	CODE BOOKS & MANUALS		-	-
					<i>subtotal</i>	1,000	1,000
	10031230	531600	Small Equipment	GENERAL SMALL EQUIPMENT		5,000	5,000
				BREACHING EQUIPMENT AND BALLISTIC SHIELDS (2019 Operating Initiative)		-	12,000
					<i>subtotal</i>	5,000	17,000
<i>Police Uniform Patrol Total</i>						10,600	42,100
K-9 PROGRAM	10031230	521200	PUP00 Professional Services	K-9 CERTIFICATION		2,000	2,000
				VETERINARIAN CARE		4,000	5,000
					<i>subtotal</i>	6,000	7,000
	10031230	523500	PUP00 Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES			4,000
					<i>subtotal</i>	-	4,000
	10031230	523700	PUP00 Employee Training	PROFESSIONAL DEVELOPMENT		10,000	3,000
					<i>subtotal</i>	10,000	3,000
	10031230	531100	PUP00 General Supplies & Materials	DOG FOOD		6,000	6,000
				K-9 SUPPLIES		4,000	4,000
					<i>subtotal</i>	10,000	10,000
	10031230	523860	PUP00 Maintenance Contracts	K9 VISUAL PRO		200	200
					<i>subtotal</i>	200	200
	10031230	532400	PUP00 Non-Recurring Expenses	REPLACEMENT DOGS (1 IN 2018)		8,000	-
					<i>subtotal</i>	8,000	-
<i>Police K-9 Total</i>						34,200	24,200
PUBLIC SAFETY RESERVISTS	10031230	522320	PUP01 Equipment Rental	VEHICLE & OTHER EQUIPMENT RENTAL		-	-
					<i>subtotal</i>	-	-
	10031230	523500	PUP01 Employee Travel	TRAVEL EXPENSES		500	
					<i>subtotal</i>	500	-
	10031230	531100	PUP01 General Supplies & Materials	GIFT CARDS		3,000	1,500
					<i>subtotal</i>	3,000	1,500
	10031230	531700	PUP01 Employee Uniforms	STIPEND		28,000	15,000
					<i>subtotal</i>	28,000	15,000
<i>Police Reservists Total</i>						31,500	16,500

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
POLICE TRAFFIC CONTROL	10031240	521200	Professional Services	2018 INITIATIVES (ELECTRONIC WARRANT INTERFACE BLOOD DRAWS)	7,200	
				<i>subtotal</i>	7,200	-
	10031240	522210	Equipment Repair & Maintenance	ALCO SENSORS	500	500
				INTOXILYZERS	500	500
				PTT INSTALLATIONS	250	250
				RADARS & LASERS REPAIR & CERTIFICATIONS	8,000	8,000
				<i>subtotal</i>	9,250	9,250
	10031240	523500	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES		7,000
				<i>subtotal</i>	-	7,000
	10031240	523700	Employee Training	PROFESSIONAL DEVELOPMENT		5,000
				<i>subtotal</i>	-	5,000
	10031240	523860	Maintenance Contracts	RED LIGHT CAMERA LEASE	-	-
				CDR BLACK BOX READER	1,100	1,100
				2018 INITIATIVES (ELECTRONIC WARRANT INTERFACE SOFTWARE LICENSES)	9,600	-
				<i>subtotal</i>	10,700	1,100
	10031240	531100	General Supplies & Materials	ACCIDENT RECONSTRUCTION SUPPLIES	580	580
				ALCO GAS FOR CALIBRATION	275	275
				ALCO SENSOR MOUTH PIECES	500	500
				CUSTOM LASER BATTERIES	500	500
				INTOXIMETER SUPPLIES	500	500
				SPECIAL EVENT SUPPLIES/CHECKPOINT SUPPLIES	645	645
				<i>subtotal</i>	3,000	3,000
	10031240	531600	Small Equipment	GENERAL SMALL EQUIPMENT	3,000	3,000
				2018 INITIATIVES (ELECTRONIC WARRANT INTERFACE SYSTEM EQUIPMENT)	1,200	
				<i>subtotal</i>	4,200	3,000
	10031240	531700	Employee Uniforms	MOTOR UNIFORMS	1,000	1,000
				CROSSING GUARDS UNIFORMS	-	-
				<i>subtotal</i>	1,000	1,000
<i>Police Traffic Control Total</i>					35,350	29,350
DANGEROUS DRIVING COURSE	10031240	522210	PAD05 Equipment Repair & Maintenance	COURSE EQUIPMENT REPAIR	-	-
				<i>subtotal</i>	-	-
	10031240	522320	PAD05 Equipment Rental	COURSE EQUIPMENT RENTAL	-	-
				<i>subtotal</i>	-	-
	10031240	531100	PAD05 General Supplies & Materials	COURSE SUPPLIES	2,500	2,500
				<i>subtotal</i>	2,500	2,500
	10031240	531600	PAD05 Small Equipment	GENERAL SMALL EQUIPMENT	3,500	3,500
				<i>subtotal</i>	3,500	3,500
<i>Dangerous Driving Course Total</i>					6,000	6,000

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
POLICE JAIL	10031250	521200	Professional Services	GEORGIA TECHNOLOGY AUTHORITY - WAN, DATA CONNECTION TO VPN		
				<i>subtotal</i>	-	-
	10031250	522210	Equipment Repair & Maintenance	GENERAL EQUIPMENT REPAIR	1,000	1,000
				<i>subtotal</i>	1,000	1,000
	10031250	531200	Miscellaneous Utilities	TV SERVICE	1,100	1,100
				<i>subtotal</i>	1,100	1,100
	10031250	523860	Maintenance Contracts	COPIER SUPPLIES	3,000	3,000
				GEORGIA TECHNOLOGY AUTHORITY - WAN, DATA CONNECTION TO VPNN	10,000	10,000
				<i>subtotal</i>	13,000	13,000
	10031250	531100	General Supplies & Materials	JAIL OPERATING SUPPLIES	2,500	4,000
				<i>subtotal</i>	2,500	4,000
	10031250	531600	Small Equipment	REPLACEMENT CAMERA	1,000	1,000
				<i>subtotal</i>	1,000	1,000
<i>Police Jail Total</i>					18,600	20,100
FIRE LOGISTICS	10031500	522210	Equipment Repair & Maintenance	EQUIPMENT REPAIR & MAINTENANCE	30,000	30,000
				<i>subtotal</i>	30,000	30,000
	10031500	522220	Vehicle Repair & Maintenance	R&M	135,000	135,000
				<i>subtotal</i>	135,000	135,000
	10031500	523500	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES		
				<i>subtotal</i>	-	-
	10031500	523700	Employee Training	PROFESSIONAL DEVELOPMENT		
				<i>subtotal</i>	-	-
	10031500	531100	General Supplies & Materials	GENERAL SUPPLIES &, MAP BOOKS	1,500	1,500
				<i>subtotal</i>	1,500	1,500
	10031500	531270	Fuel	VEHICLE FUEL & EMERGENCY FUEL	60,000	60,000
				<i>subtotal</i>	60,000	60,000
	10031500	531600	Small Equipment	MISC. SMALL EQUIPMENT	3,000	3,000
				<i>subtotal</i>	3,000	3,000
	10031500	531700	Employee Uniforms	FOOTWEAR REIMBURSEMENTS	10,000	10,000
				STATION UNIFORMS	45,000	50,000
				TURNOUT GEAR	35,000	35,000
				2018 INITIATIVES (ASSISTANT FIRE MARSHALL POSITION UNIFORMS)	7,100	-
				<i>subtotal</i>	97,100	95,000
<i>Fire Logistics Total</i>					326,600	324,500
FIRE SUPPRESSION	10031510	522210	Equipment Repair & Maintenance	MISC. EQUIPMENT REPAIR	10,000	10,000
				<i>subtotal</i>	10,000	10,000
	10031510	522250	Facility Repair & Maintenance	GENERAL FACILITY REPAIRS	25,000	25,000
				<i>subtotal</i>	25,000	25,000

FY 2019 Budget
(2nd Reading)

City of Alpharetta
Budget:
Statement:

FY 2019
Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title		Account Detail		
	10031510	523500	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES			12,000
					<i>subtotal</i>	-	12,000
	10031510	523700	Employee Training	PROFESSIONAL DEVELOPMENT			10,000
					<i>subtotal</i>	-	10,000
	10031510	523860	Maintenance Contracts	STATION FLOOR CLEANING		4,100	4,100
					<i>subtotal</i>	4,100	4,100
	10031510	531100	General Supplies & Materials	GENERAL OPERATIONAL SUPPLIES		12,000	12,000
					<i>subtotal</i>	12,000	12,000
	10031510	531200	Miscellaneous Utilities	CABLE/TV SERVICE		2,000	2,000
				GARBAGE SERVICE		4,000	4,000
					<i>subtotal</i>	6,000	6,000
	10031510	531210	Water & Sewer Utilities	WATER SERVICE		10,000	14,000
					<i>subtotal</i>	10,000	14,000
	10031510	531220	Natural Gas Utilities	GAS SERVICE		17,500	18,000
					<i>subtotal</i>	17,500	18,000
	10031510	531230	Electricity Utilities	ELECTRIC SERVICE		75,000	75,000
					<i>subtotal</i>	75,000	75,000
	10031510	531600	Small Equipment	SMALL EQUIPMENT		16,500	16,500
					<i>subtotal</i>	16,500	16,500
<i>Fire Suppression Total</i>						176,100	202,600
FIRE RESERVISTS/ VOLUNTEER	10031510	531100	PFS00	General Supplies & Materials	GENERAL FIREFIGHTING SUPPLIES	6,000	5,000
					CERT TIER 2 SUPPLIES	3,000	3,000
					<i>subtotal</i>	9,000	8,000
	10031510	531700	PFS00	Uniforms	VOLUNTEER UNIFORMS	4,000	4,000
					VOLUNTEER UNIFORMS/TURNOUT GEAR	2,500	2,500
					<i>subtotal</i>	6,500	6,500
<i>Fire Reservists Total</i>						15,500	14,500
EMERGENCY MEDICAL SVCS	10031511	521200	PFS01	Professional Services	BIO HAZARD WASTE DISPOSAL	5,000	5,000
					MEDICAL DIRECTOR STIPEND	31,500	31,500
					<i>subtotal</i>	36,500	36,500
	10031511	523500		Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES		3,000
					<i>subtotal</i>	-	3,000
	10031511	523700		Employee Training	PROFESSIONAL DEVELOPMENT		2,000
					<i>subtotal</i>	-	2,000
	10031511	531100	PFS01	General Supplies & Materials	MEDICAL SUPPLIES	45,000	55,000
					<i>subtotal</i>	45,000	55,000
	10031511	531600	PFS01	Small Equipment	SMALL EQUIPMENT	3,000	4,000
					<i>subtotal</i>	3,000	4,000
<i>EMS Total</i>						84,500	100,500

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title		Account Detail		
SPECIAL EVENTS TEAM	10031510	522210	PFS02	Equipment Repair & Maintenance	VARIOUS EQUIPMENT REPAIRS	500	500
					<i>subtotal</i>	500	500
	10031510	531100	PFS02	General Supplies & Materials	GENERAL CLEANING SUPPLIES	500	500
					<i>subtotal</i>	500	500
	10031510	531600	PFS02	Small Equipment	SMALL EQUIPMENT	2,000	2,000
					SE TEAM ARMOR (TACTICAL HELMETS/VESTS); (2019 Operating Initiative)	-	14,000
					<i>subtotal</i>	2,000	16,000
	10031510	531700	PFS02	Employee Uniforms	TURN OUT GEAR	500	500
					<i>subtotal</i>	500	500
	<i>Special Events Total</i>					3,500	17,500
INCIDENT RESPONSE	10031510	522210	PFS03	Equipment Repair & Maintenance	EQUIPMENT REPAIR & MAINTENANCE ITEMS	2,000	2,000
					<i>subtotal</i>	2,000	2,000
	10031510	523400	PFS03	Printing & Binding	VARIOUS PRINTING	-	-
					<i>subtotal</i>	-	-
	10031510	531100	PFS03	General Supplies & Materials	FIREFIGHTER SUPPLIES/REHAB SUPPLIES	4,000	4,000
					<i>subtotal</i>	4,000	4,000
	10031510	531600	PFS03	Small Equipment	GENERAL SMALL EQUIPMENT	9,000	9,000
					<i>subtotal</i>	9,000	9,000
	<i>Incident Response Total</i>					15,000	15,000
FIRE PREVENTION AND INSPECTION	10031520	521200		Professional Services	ASSOCIATION FEES	200	200
					EVIDENCE TESTING	1,250	1,250
					<i>subtotal</i>	1,450	1,450
	10031520	523400		Printing & Binding	FIRE INSPECTION REMINDERS & SIGNAGE	750	750
					<i>subtotal</i>	750	750
	10031520	523500		Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	500	2,000
					<i>subtotal</i>	500	2,000
	10031520	523700		Employee Training	PROFESSIONAL DEVELOPMENT	-	2,000
					<i>subtotal</i>	-	2,000
	10031520	531100		General Supplies & Materials	CODE BOOKS, OFFICE SUPPLIES	2,250	2,250
					EDUCATIONAL MATERIALS	8,000	15,000
					PHOTO, EVIDENCE COLLECTION	750	750
					<i>subtotal</i>	11,000	18,000
	10031520	531600		Small Equipment	SMALL EQUIPMENT	1,500	5,000
					2018 INITIATIVES (ASSISTANT FIRE MARSHALL POSITION EQUIPMENT)	2,650	-
					<i>subtotal</i>	4,150	5,000
<i>Fire Prevention Total</i>						17,850	29,200
<i>Public Safety Department Total</i>						3,866,307	3,979,967

PERFORMANCE MEASUREMENTS

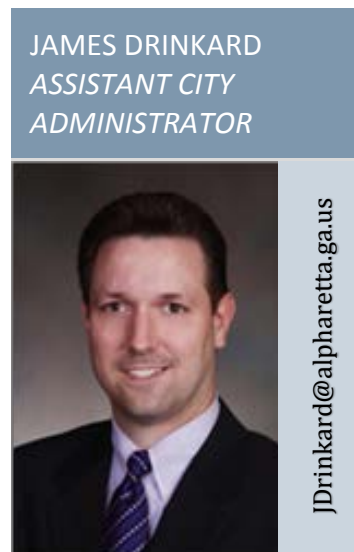
**Public Safety Department
Performance Measures
Police**

		Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Department Target	Results
Uniform Crime Reports - Part 1								
Reported	No.	1,316	1,339	1,229	1,369	1,286	N/A	N/A
	No. reported per 1,000 population	22.31	22.28	19.50	21.92	19.68	< 39.29	-18.89
Arrests	No. (total)	328.00	302.00	252.00	269.00	187	N/A	N/A
	% arrested of Part 1 Crimes	24.92%	22.55%	20.50%	19.27%	14.54%	N/A	N/A
	No. (juvenile only)	63	49	57	66	70	N/A	N/A
	% juvenile arrests per total UCR Part 1 arrests	19.21%	16.23%	22.62%	24.54%	5.44%	< 20.02%	-14.58%
	No. arrests per 1,000 population	5.56%	5.03%	4.00%	4.22%	4.10%	< 9.72	-5.72
	No. arrests per sworn FTE	3.15	2.80	2.29	2.49	1.70	< 5.16	-2.87
Assigned	No.	591	423	525	644	478	N/A	N/A
	% assigned	44.91%	31.59%	43.72%	46.13%	37.17%	N/A	N/A
Cleared	No.	278	158	200	202	144	N/A	N/A
	% assigned	21.12%	37.35%	38.10%	14.47%	11.20%	N/A	N/A
	No. cleared per sworn FTE	2.66	1.46	1.82	1.87	1.31	N/A	N/A
Uniform Crime Reports - Part 2								
	No. drug arrests	214	254	244	226	210	N/A	N/A
	No. drug arrests per 1,000 population	3.63	4.23	3.87	3.55	3.21	< 5.88	-2.01
	No. juvenile drug arrests	18	17	22	23	9	N/A	N/A
	% juvenile drug arrests	8.41%	6.69%	9.02%	10.18%	4.29%	< 13%	-8.70%
Arrests - General	No. total arrests	1,206	1,368	1,050	1,086	1,029	N/A	N/A
	No. total arrests per 1,000 population	20.44	22.76	16.66	17.05	15.75	< 68.52	-51.47
	No. DUI arrests	277	347	244	274	332	N/A	N/A
	No. DUI arrests per 1,000 population	4.70	5.77	3.87	4.30	5.08	> 6.96	-1.69
Traffic Accidents								
	No. fatal traffic accidents	2	0	2	2	4	N/A	N/A
	No. fatal traffic accidents per 1,000 population	0.03	0.00	0.03	0.03	0.06	N/A	N/A
911 Calls								
	No. incoming calls	39,857	45,019	44,087	45,033	37,448	N/A	N/A
	Avg. ring time in seconds	5.45	6.05	<5.0	13.94	12.29	<20.00	-7.71

**Public Safety Department
Performance Measures
Fire**

	2013	2014	2015	2016	2017
	Incidents	Incidents	Incidents	Incidents	Incidents
FIRES					
Structure Fires	55	62	62	61	60
Vehicle Fires	19	23	25	23	28
Other Fires	54	60	56	46	43
Total Fires	128	145	143	130	131
Pressure Ruptures, Explosion, Overheat	5	4	6	4	5
RESCUE CALLS					
Emergency Medical Treatment	3,201	3,434	3,475	3354	3373
All Others	66	71	78	68	84
Total Rescue Calls	3,267	3,505	3,553	3422	3457
Hazardous Condition Calls	132	176	155	169	160
Service Calls	645	846	703	640	946
Good Intent Calls	978	1,150	1,272	1468	1753
Severe Weather or Natural Disaster Calls	8	12	2	1	15
Special Incident Calls	8	20	7	10	19
Unknown Incident Type	0	0	0	0	0
FALSE CALLS					
Malicious Calls	24	20	11	10	21
Other False Calls	607	621	648	661	771
Total False Calls	631	641	659	671	792
TOTAL CALLS	5,802	6,499	6,500	6515	7278

Human Resources



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; and*
- ✓ *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.

Human Resources

Administration, Employee Recruitment and Retention

Mission Statement

It is the mission of the Human Resources Team to recruit, retain, and develop an efficient, creative, and professional workforce capable of meeting the current and future needs and expectations of the City of Alpharetta and the citizens and customers whom we exist to serve.

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;
- ✓ Act as a catalyst enabling all employees to 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 and equality while maintaining compliance with employment and labor laws, organizational directives, and the vision and values of the City of Alpharetta;
- ✓ Consult with senior management and supervisory personnel on human resources matters regarding staffing, organizational effectiveness, training and development, motivation and discipline, compliance, and related matters; and
- ✓ Work in support of the Benefits Team (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.

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;
- ✓ Develop and deliver effective training programs to all 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;
- ✓ 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;

- ✓ Improve operational efficiency and reduce costs by elevating the overall health of our employees; and
- ✓ Elevate and maintain morale by improving communications with employees and fostering an information rich environment.

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 HUMAN RESOURCES Five-Year Financial Summary						
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019	
Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>% Change</i>		0.0%	0.0%	0.0%	0.0%	
<i>Average 5 year percent change</i>		0.0%				
Expenditures	\$ 376,580	\$ 393,603	\$ 368,722	\$ 415,782	\$ 430,846	
<i>% Change</i>		4.5%	-6.3%	12.8%	3.6%	
<i>Average 5 year percent change</i>		3.6%				

DEPARTMENT BUDGET SUMMARY

**CITY OF ALPHARETTA
PROPOSED BUDGET FY 2019
HUMAN RESOURCES
BUDGET REQUEST BY ACCOUNT**

										<i>Amended FY 2018 to FY 2019</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMENDMENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)		
Revenue											
N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	-
Expenditures											
(1) Personnel Services:											
Salary	\$ 129,424	\$ 133,854	\$ 136,357	\$ 142,317	\$ -	\$ 142,317	\$ 146,646	3.0%	4,329		
Benefits	47,931	51,344	54,645	57,250	-	57,250	62,528	9.2%	5,278		
Citywide Tuition Reimbursement Program	52,654	59,028	34,007	55,000	-	55,000	55,000	0.0%	-		
subtotal	\$ 230,010	\$ 244,226	\$ 225,008	\$ 254,567	\$ -	\$ 254,567	\$ 264,174	3.8%	\$ 9,607		
Maintenance and Operations:											
(2) Professional Services	\$ 54,035	\$ 56,368	\$ 59,420	\$ 56,350	\$ -	\$ 56,350	\$ 62,350	10.6%	\$ 6,000		
Employee Recruitment	2,254	1,516	1,321	2,000	-	2,000	2,000	0.0%	-		
Equipment Repair/Maint.	-	-	-	-	-	-	-	-	-		
Advertising	2,451	-	-	-	-	-	-	-	-		
Printing and Binding	-	-	-	-	-	-	-	-	-		
Employee Travel	841	1,326	521	2,300	-	2,300	2,000	-13.0%	(300)		
Employee Training	3,914	2,946	4,194	4,250	-	4,250	4,250	0.0%	-		
Maintenance Contracts	2,495	1,382	1,435	2,050	-	2,050	2,050	0.0%	-		
IT Professional Services	3,660	5,269	5,165	6,090	-	6,090	5,547	-8.9%	(543)		
General Supplies	5,155	8,151	6,613	8,525	-	8,525	8,825	3.5%	300		
Miscellaneous Utilities	282	-	-	-	-	-	-	-	-		
Water and Sewer Utilities	46	-	-	-	-	-	-	-	-		
Natural Gas Utilities	123	-	-	-	-	-	-	-	-		
Electricity Utilities	1,403	-	-	-	-	-	-	-	-		
Small Equipment	1,100	-	-	-	-	-	-	-	-		
Non-Recurring Expenses	218	113	113	-	-	-	-	-	-		
Employee Recognition Program	68,593	72,307	64,933	79,650	-	79,650	79,650	0.0%	-		
subtotal	\$ 146,570	\$ 149,377	\$ 143,714	\$ 161,215	\$ -	\$ 161,215	\$ 166,672	3.4%	\$ 5,457		

**CITY OF ALPHARETTA
PROPOSED BUDGET FY 2019
HUMAN RESOURCES
BUDGET REQUEST BY ACCOUNT**

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	<i>Amended FY 2018 to FY 2019</i>	
								% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital:									
Machinery & Equipment	-	-	-	-	\$ -	-	-	-	-
subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Total	\$ 376,580	\$ 393,603	\$ 368,722	\$ 415,782	\$ -	\$ 415,782	\$ 430,846	3.6%	\$ 15,064
Full-time Equivalent Positions	2.0	2.0	2.0	2.0		2.0	2.0		

Notes

- | | |
|-----|--|
| (1) | Variance is due primarily to wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 and implementation of a post-employment healthcare benefit (new for FY 2019). |
| (2) | Variance is based on year-to-date and historical expenditure trends for pre-employment evaluations, psychological evaluations, employment physicals, etc. |

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION		FY 2018 Amended Operating Budget	FY 2019 Operating Budget Request	Human Resources	Recruitment and Employment	Citywide Training
				1840	HRD00	HRD01
521200	Professional Services	\$ 56,350	\$ 62,350	\$ -	\$ 37,350	\$ 25,000
521300	Employee Recruitment	2,000	2,000	-	2,000	
522320	Equipment Repair/Maint.	-	-	-		
523300	Advertising	-	-	-	-	
523400	Printing and Binding	-	-	-	-	
523500	Employee Travel	2,300	2,000	2,000		
523700	Employee Training	4,250	4,250	4,250		
523860	Maintenance Contracts	2,050	2,050	2,050		
523900	IT Professional Services	6,090	5,547	5,547		
531100	General Supplies/Materials	8,525	8,825	6,725	950	1,150
531600	Small Equipment	-	-	-		
532400	Non-Recurring Expenses	-	-	-	-	
532420	Employee Recognition Program	79,650	79,650	-	79,650	
542100	Machinery and Equipment	-	-	-		
TOTAL		\$ 161,215	\$ 166,672	\$ 20,572	\$ 119,950	\$ 26,150

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget:

FY 2019

Statement:

Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	FY 2018 Adopted Budget	FY 2019 Recommended Budget
HUMAN RESOURCES	10018400 521200	Professional Services	On-Call Legal Consulting And Handbook Review	-
		subtotal	\$ -	\$ -
	10018400 522210	Equipment Repair & Maintenance	General Repair/Maintenance (e.g. printers)	-
		subtotal	\$ -	\$ -
	10018400 523300	Advertising		-
		subtotal	\$ -	\$ -
	10018400 523400	Printing and Binding	Business Cards	-
		subtotal	\$ -	\$ -
	10018400 523500	Employee Travel	Human Resources Travel	2,300
		subtotal	\$ 2,300	\$ 2,000
	10018400 523700	Employee Training	Professional Development (incl. Software Training)	4,250
		subtotal	\$ 4,250	\$ 4,250
	10018400 523860	Maintenance Contracts	Copier Maintenance	900
			GRM Shredding	150
			GRM Records Management	1,000
		subtotal	\$ 2,050	\$ 2,050
	10018400 523900	IT Professional Services		
		Texting Service Global Text Messages - 7CBilled	1	-
		Solarwinds Software Renewal	50	55
		WAP Maintenance - Aerohive	8	28
		Domain Name Service - Amazon Web Services	4	4
		Developer License for MDM	1	1
		City Circuit Connection to Internet - AT&T	85	86
		Data Circuits - ASE - AT&T	178	246
		City Circuit Connection to Internet - Charter	15	15
		Load Balancer - Citrix	6	7
		Data Center's Uninterruptible Power System	27	50
		Citywide Microsoft Licensing	787	100
		Drone to GIS Conversion	-	14
		GIS Mobile Field Mapping & Data Collection	236	235
		Non-Xerox Printer Repair	33	34
		Database Management for Various City Departments	26	26
		Data Center Fire Suppression System	5	5
		Project Event Capture - ESRI	14	14
		Network Vulnerability Scanner	229	137
		Asset Management	9	9
		ERPM (RED Identity Mgmt)	-	43
		Manage Engine (Logging & Security)	-	114
		Security Awareness Training (KnowBe4)	-	41
		Microsoft User Based Training	-	41

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget:

FY 2019

Statement:

Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title		Account Number	Title	FY 2018 Adopted Budget	FY 2019 Recommended Budget
			External Monitoring Service - MXToolbox	2	-
			Technical Support for CISCO Network	69	80
			Conversion of LIDAR Data to ArcGIS	8	7
			GPO Change Management	4	-
			Firewall - Palo Alto - Veristor	104	115
			Client VPN - Palo Alto - Veristor	26	26
			SQL Monitoring	23	23
			SharePoint Migration	69	-
			Wiring Services	46	46
			Datacenter Security	-	27
			Consulting Services	-	109
			Technical Support for Vmware Environment	67	-
			City Enterprise Data Management	92	91
			Citywide Virtual Infrastructure	137	209
			Maintenance Extension	133	189
			City Virus, Adware, Spyware & Threat Protection	247	242
			City Circuit Connection to Internet - Zayo	119	119
			Directory Analysis - ManageEngine Products	105	-
			Manage Engine (Ad Self Service)	-	46
			Line and Circuit Service	539	539
			GLS Monitoring and Support	848	677
			CISCO SMARTnet Telephony and Phone App Licenses	499	499
			Cisco phone infrastructure support	50	50
			Long Distance	91	-
			Netmotion <i>Mobility XE</i> Software Renewal	58	58
			Tyler Finance/HR ERP	1,040	1,090
			subtotal	\$ 6,090	\$ 5,547
	10018400	531100	General Supplies & Materials		
			Publications/Subscriptions (e.g, FLSA Guide)	725	725
			General Office Supplies, postage, etc.	5,450	4,000
			Retirement Gifts	-	2,000
			subtotal	\$ 6,175	\$ 6,725
	10018400	531600	Small Equipment		
			Printer Repairs/Replacement		
			subtotal	\$ -	\$ -
	10018400	532400	Non-Recurring Expenses		
			subtotal	\$ -	\$ -
	10018400	542100	Machinery & Equipment		
			subtotal	\$ -	\$ -
Human Resource Total				\$ 20,865	\$ 20,572

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget:

FY 2019

Statement:

Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title				
RECRUITMENT AND EMPLOYMENT HRD00	10018400	521200 HRD00	Professional Services	Occupational Medicine		14,000	20,000
				Pre-Employment/Psychological/Other Evaluations		15,500	15,500
				Compensation Comparison		1,850	1,850
				subtotal	\$	31,350	\$ 37,350
	10018400	521300 HRD00	Employee Recruitment	Employment Verification		2,000	2,000
				subtotal	\$	2,000	\$ 2,000
	10018400	523300 HRD00	Advertising	Advertising Costs for Recruitment		-	-
				subtotal	\$	-	\$ -
	10018400	523400 HRD00	Printing and Binding	Printing		-	-
				subtotal	\$	-	\$ -
	10018400	531100 HRD00	General Supplies & Materials	General Supplies		800	800
				Postage (USPS, Fed Ex, etc.)		150	150
				subtotal	\$	950	\$ 950
	10018400	532400 HRD00	Non-Recurring Expenses			-	-
				subtotal	\$	-	\$ -
	10018400	532420 HRD00	Employee Recognition Program	Performance Recognition Program		5,000	5,000
				Employee Appreciation Days (2)		24,450	24,450
				Flowers for City Employees/Donations		4,000	4,000
				Payroll Summary (\$50 Gift Check -Dec)		45,000	45,000
				Gift Certificates (Municipal Court, City Attorney)		1,200	1,200
				subtotal	\$	79,650	\$ 79,650
				Recruitment and Employment Total	\$	113,950	\$ 119,950
CITYWIDE TRAINING HRD01	10018400	521200 HRD01	Professional Services	HR/Customer Service/Sexual Harassment Training		25,000	25,000
				subtotal	\$	25,000	\$ 25,000
	10018400	531100 HRD01	General Supplies	Handbook/Course Materials - Seasonal PT		400	400
				Miscellaneous Classrooms & Training Supplies		1,000	750
				subtotal	\$	1,400	\$ 1,150
				Citywide Training Total	\$	26,400	\$ 26,150
				Human Resource Department Total	\$	161,215	\$ 166,672

PERFORMANCE MEASUREMENTS

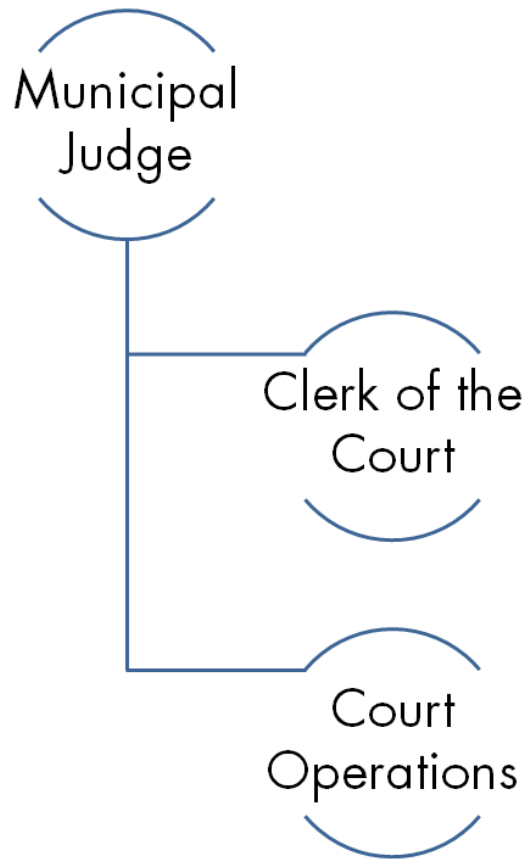
Administration Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
Human Resources annual turnover percentage	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
City-wide turnover percentage	6.22%	9.08%	10.13%	4.28%	9.50%	8.00%
Total # full-time equivalents (full-time, part-time, seasonal, and elected)	535	527	532	492	585	595
HR staff to total full-time equivalent employee ratio	267.5:1	263.5:1	266:01:00	246:01:00	292.5:1	297.5:1
Personnel Assigned:	1.0 FTE	1.0 FTE	1.0 FTE		1.0 FTE	1.0 FTE
	Admin Assistant II	Admin Assistant II	Admin Assistant II		Admin Assistant II	Admin Assistant II
*The Human Resources Department is directed by the Assistant City Administrator.						

Employment & Retention Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
Average cost per hire - Permanent	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
Average cost per hire - Seasonal	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
# of Resumes reviewed & logged	781	689	1068	478	900	1100
# of Qualified applications processed	117	138	213	94	180	220
# of New hires - Permanent	19	34	42	25	46	50
# of New hires - Seasonal	51	52	48	0	68	70
# of Internal promotions	16	15	15	5	11	13
# of separations	86	95	106	28	100	125
% of Employees rated "Exceeds" on annual merit review	7.7%	11.3%	11.5%	0.0%	11.7%	12.0%
% of Employees rated "Meets" on annual merit review	92.3%	88.7%	88.5%	0.0%	88.3%	88.0%
% of Employees underperforming on annual performance review	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
% of Employees on "Performance Improvement Plan"	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total # of employees enrolled in Education Programs						
Doctorate Degree	0	0	1	2	0	2
Master's Degree	8	7	5	1	5	4
Bachelor's Degree	18	18	14	11	20	18
Associate's Degree	3	2	5	3	3	4
Certificate Programs	1	2	0	0	3	2
Total # of employees receiving tuition r	30	29	25	17	31	30
Total dollar amount of reimbursement	\$54,458	\$53,867	\$36,407	\$16,422	\$52,000	\$54,000
* Employee review percentage not 100% due to the impact of new hires, vacancies, turnover, and leaves of absence.						
Personnel Assigned:	1.0 FTE	1.0 FTE	1.0 FTE	1.0 FTE	1.0 FTE	1.0 FTE
Human Resources	Human Resources	Human Resources	Human Resources	Human Resources	Human Resources	Human Resources
Manager	Manager	Manager	Manager	Manager	Manager	Manager



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Municipal Court



Our 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; and*
- ✓ *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.

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;
- ✓ Implement the new eCourts software system;
- ✓ Develop activity reports;
- ✓ 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 insure compliance with all State laws and regulations; and
- ✓ Continue to cross-train employees.

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 MUNICIPAL COURT Five-Year Financial Summary						
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019	
Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>% Change</i>		0.0%	0.0%	0.0%	100.0%	
average 5-year percent change		25.0%				
Expenditures	\$ 969,417	\$ 955,841	\$ 953,791	\$ 1,126,546	\$ 1,096,466	
<i>% Change</i>		-1.4%	-0.2%	18.1%	-2.7%	
<i>Average 5-year percent change</i>		3.5%				

DEPARTMENT BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
MUNICIPAL COURT
BUDGET REQUEST BY ACCOUNT**

								<i>Amended FY 2018 to FY 2019</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMENDMENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
(1) Intergovernmental:									
City of Milton (lease of Court Space)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Expenditures									
(2) Personnel Services:									
Salary	\$ 424,987	\$ 391,112	\$ 397,085	\$ 471,441	\$ -	\$ 471,441	\$ 437,852	-7.1%	\$ (33,589)
Benefits	206,208	200,297	208,407	260,020	-	260,020	246,746	-5.1%	(13,274)
subtotal	\$ 631,195	\$ 591,408	\$ 605,493	\$ 731,461	\$ -	\$ 731,461	\$ 684,598	-6.4%	\$ (46,863)
Maintenance and Operations:									
(3) Professional Services	\$ 222,182	\$ 234,204	\$ 243,316	\$ 248,000	\$ -	\$ 248,000	\$ 253,000	2.0%	\$ 5,000
Equipment Repair/Maint.	-	-	-	300	-	300	-	-100.0%	(300)
Facility Repair/Maint.	-	6,237	283	-	-	-	500	-	500
Advertising	195	245	224	250	-	250	250	0.0%	-
Printing and Binding	21,375	8,423	18,169	18,500	-	18,500	19,000	2.7%	500
Employee Travel	1,932	3,229	1,473	3,500	-	3,500	3,500	0.0%	-
Employee Training	1,165	1,640	1,289	2,000	-	2,000	2,000	0.0%	-
(4) Maintenance Contracts	15,261	14,621	14,082	20,000	-	20,000	54,300	171.5%	34,300
IT Professional Services	24,971	33,675	32,290	37,710	-	37,710	34,893	-7.5%	(2,817)
General Supplies	13,257	12,007	11,891	13,750	-	13,750	13,100	-4.7%	(650)

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
MUNICIPAL COURT
BUDGET REQUEST BY ACCOUNT**

Amended FY 2018 to FY 2019

ACCOUNT DESCRIPTION		ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
	Miscellaneous Utilities	706	721	706	825	-	825	825	0.0%	-
	Water and Sewer Utilities	613	582	601	750	-	750	1,000	33.3%	250
	Natural Gas Utilities	2,578	1,953	2,036	2,500	-	2,500	2,500	0.0%	-
	Electricity Utilities	22,794	21,215	20,386	25,000	-	25,000	25,000	0.0%	-
(4)	Small Equipment	-	-	1,553	22,000	-	22,000	2,000	-90.9%	(20,000)
	IT Equipment Refresh	-	-	-	-	-	-	-	-	-
	Non-Recurring	362	-	-	-	-	-	-	-	-
	subtotal	\$ 327,391	\$ 338,751	\$ 348,298	\$ 395,085	\$ -	\$ 395,085	\$ 411,868	4.2%	\$ 16,783
Capital:										
	Machinery & Equipment	\$ 10,830	\$ 25,681	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
	subtotal	\$ 10,830	\$ 25,681	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
	Total	\$ 969,417	\$ 955,841	\$ 953,791	\$ 1,126,546	\$ -	\$ 1,126,546	\$ 1,096,466	-2.7%	\$ (30,080)
Full-time Equivalent Positions		9.0	9.0	9.0	9.0		9.0	8.0		

Notes

- (1) Please note: Departmental operations often impact numerous revenue sources that are accounted elsewhere within the city's budget. For example, the Municipal Court Department is instrumental in the collection of Municipal Court Fine revenues. These revenues are accounted for in the Public Safety Department but are reliant, in part, on the work of the Municipal Court Department.
- (2) Variance due primarily to: wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019; implementation of a post-employment healthcare benefit (new for FY 2019); all of which is fully offset through the elimination of the vacant Deputy Clerk II position (-1.0 FTE).
- (3) Variances based on historical and year-to-date expenditure trends for bank fees, court appointed attorney fees, translator fees, etc.
Variance due primarily to new Court Management software and a new requirement for Janitorial Services. The Court Management Software initiative was approved in FY 2018. Specifically: year 1 (FY 2018) included funds for fingerprint scanner equipment which does not continue into FY 2019; and year 2 (FY 2019) includes software licensing fees for the eCourts court management software (year 1 costs were covered by the Judicial Council's Administrative Office). The Janitorial Services are now needed as a result of the Recreation, Parks, and Cultural Services Department reorganization that resulted in them vacating the Crabapple Government Center and reallocating their staff that used to provide onsite janitorial services. The City will use its private janitorial service provider moving forward to clean the Courts facility.

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019
Statement: Revenue Summary by Account

			FY 2018 Amended Budget	FY 2019 Recommended Budget
Division/Project	Account Number		Title	
Municipal Court	10026500	337051	City of Milton (lease of Court Space)	\$ -
" "	10026500	341900	Public Records Requests	-
			Total	\$ -

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

			Court Services	
ACCOUNT DESCRIPTION	FY 2018 Amended Operating Budget	FY 2019 Operating Budget Request	Court Services	Contracted Services
			2650	SCS00
521200 Professional Services	\$ 248,000	\$ 253,000	\$ 24,000	\$ 229,000
522210 Equipment Repair/Maint.	300	-	-	-
522250 Facility Repair/Maint.	-	500	500	-
523300 Advertising	250	250	250	-
523400 Printing and Binding	18,500	19,000	3,000	16,000
523500 Employee Travel	3,500	3,500	3,500	-
523700 Employee Training	2,000	2,000	2,000	-
523860 Maintenance Contracts	20,000	54,300	54,300	-
523900 IT Professional Services	37,710	34,893	34,893	-
531100 General Supplies/Materials	13,750	13,100	13,100	-
531200 Miscellaneous Utilities	825	825	825	-
531210 Water and Sewer Utilities	750	1,000	1,000	-
531220 Natural Gas Utilities	2,500	2,500	2,500	-
531230 Electricity Utilities	25,000	25,000	25,000	-
531600 Small Equipment	22,000	2,000	2,000	-
531610 IT Equipment Refresh	-	-	-	-
532400 Non-Recurring	-	-	-	-
542100 Machinery and Equipment	-	-	-	-
	\$ 395,085	\$ 411,868	\$ 166,868	\$ 245,000

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail			
Court Services	10026500 521200	Professional Services	Revenue Collection Fees- Amex, Vantage, Certegy, VeriSign		22,000	24,000
			PayPal		1,000	-
			subtotal	\$	23,000	\$ 24,000
	10026500 522210	Equipment Repair & Maintenance	General Repair/Maintenance (e.g. printers)		300	-
			subtotal	\$	300	\$ -
	10026500 522250	Facility Repair & Maintenance	General Repair/Maintenance (e.g. Security System)		-	500
			subtotal	\$	-	\$ 500
	10026500 523300	Advertising	Legal Advertising		250	250
			subtotal	\$	250	\$ 250
	10026500 523400	Printing and Binding	General Printing (Brochures, Sentencing Forms, etc.)		3,500	3,000
			subtotal	\$	3,500	\$ 3,000
	10026500 523500	Employee Travel	Courts Travel		3,500	3,500
			subtotal	\$	3,500	\$ 3,500
	10026500 523700	Employee Training	Courts Professional Development		2,000	2,000
			subtotal	\$	2,000	\$ 2,000
	10026500 523860	Maintenance Contracts	Copier Consumables/Maintenance		8,500	8,500
			Pitney Bowes Mail Machine		1,500	1,500
			Coffee and Water Cooler Service		1,500	1,400
			Shredding Services		1,000	1,000
			Security System Monitoring		500	500
			Digital Scanning/Records Management Initiatives		2,000	2,000
			Records Storage		5,000	4,500
			Janitorial Services		-	17,400
			Court Case Management System (eCourts - 2018 Initiative)		-	17,500
			subtotal	\$	20,000	\$ 54,300
	10026500 523900	IT Professional Services	Technical Support for CISCO Network		309	359
			City Circuit Connection to Internet - Supplement & Backup - Charte		68	69
			Data Center's Uninterruptible Power System		124	226
			Citywide Microsoft Licensing		3,543	452
			Non-Xerox Printer Repair		149	154
			GIS Mobile Field Mapping & Data Collection		1,062	1,057
			Database Management for Various City Departments		117	116
			Data Center Fire Suppression System		25	25
			SharePoint Migration		309	
			Solarwinds Software Renewal		227	246
			Drone to GIS Conversion			62
			Wiring Services		206	205
			Conversion of LIDAR Data to ArcGIS		34	33
			City Enterprise Data Management - CommVault - Veristor		412	410
			Datacenter Security			123

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
			Consulting		493
			City Virus, Adware, Spyware & Threat Protection	1,113	1,088
			City Circuit Connection to Internet - Zayo	536	534
			City Circuit Connection to Internet - AT&T	385	386
			Manage Engine (Ad Self Service)		205
			iPhone Service	624	624
			Mobile Data Management	57	57
			Line and Circuit Service	3,234	3,234
			GLS Monitoring and Support	5,090	4,060
			CISCO SMARTnet Telephony and Phone App Licenses	2,994	2,994
			Cisco phone infrastructure support	299	299
			Long Distance	546	-
			Netmotion Mobility XE - Remote Application & Data Access	116	116
			Recording of Proceedings	1,100	1,100
			Scanning Document Management	2,500	2,500
			Court Case Management System	5,700	6,100
			Support for Court Scanner	1,600	1,600
			OSSI Software Maintenance & Licensing	500	500
			Texting Service Global Text Messages - 7CBilled	5	
			Domain Name Service - Amazon Web Services	16	16
			External Monitoring Service - MXToolbox	8	
			GPO Change Management	19	
			Firewall - Veristor - Palo Alto	468	520
			ClientVPN - Veristor - Palo Alto	117	119
			SQL Monitoring	103	103
			Maintenance Extensions - DC Equip Main - Veristor	598	852
			Aerohive - WAP Maintenance	37	127
			Apple Developer License	6	6
			ASE Data Circuits - AT&T	803	1,108
			Load Balancer - Citrix	25	31
			Project Event Capture - ESRI	62	62
			Network Vulnerability Scanner	1,031	616
			Asset Management - LanSweeper	41	41
			ERPM (RED Identity Manager)		41
			ManageEngine (Logging & Auditing)		513
			Security Awareness Training		185
			Microsoft User Based Training		185
			Technical Support for VMware Environment - First Call - Veristor	299	
			Citywide Virtual Infrastructure - VMware - Veristor	619	941
			ManageEngine Products - Zoho	474	

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail			
	10026500	531100	General Supplies & Materials	General Office Supplies	subtotal \$ 37,710	\$ 34,893
				Pitney Bowes - Postage Refill & Ink Cartridges	8,000	7,000
				GA Attorney Update Publication	4,150	4,500
				LexisNexis/Matthew Bender (Criminal/Traffic Law Manual)	350	350
				Muni Code	400	400
				Legal Supplies Manuals/Subscriptions	350	350
					500	500
				subtotal	\$ 13,750	\$ 13,100
	10026500	531200	Misc. Utilities	BFI - Garbage Service	825	825
				subtotal	\$ 825	\$ 825
	10026500	531210	Water & Sewer	Fulton Cty - Water Service	750	1,000
				subtotal	\$ 750	\$ 1,000
	10026500	531220	Natural Gas	Gas Service	2,500	2,500
				subtotal	\$ 2,500	\$ 2,500
	10026500	531230	Electric	GA Power - Electric Service	25,000	25,000
				subtotal	\$ 25,000	\$ 25,000
	10026500	531600	Small Equipment	General Small Equipment	2,000	2,000
				2018 Initiative (Fingerprinting Equipment)	20,000	-
				subtotal	\$ 22,000	\$ 2,000
	10026500	532400	Non-Recurring		-	-
				subtotal	\$ -	\$ -
Court Services Total					\$ 155,085	\$ 166,868
Contracted Services	10026500	521200 SCS00	Professional Services	Court Appointed Attorneys	12,000	15,000
				Solicitor Fees	130,000	130,000
				Substitute Solicitor Fees	5,000	5,000
				Substitute Judge Fees	43,000	43,000
				Court Reporters	1,000	1,000
				Translators	34,000	35,000
				subtotal	\$ 225,000	\$ 229,000
	10026500	522210 SCS00	Equipment Repair & Maintenance	Crime Prevention Tech	-	-
				Metal Detector	-	-
				subtotal	\$ -	\$ -
	10026500	523400 SCS00	Printing	Patterson Pope - File Folders & Labels	15,000	16,000
				subtotal	\$ 15,000	\$ 16,000
Contracted Services Total					\$ 240,000	\$ 245,000
Municipal Court Department Total					\$ 395,085	\$ 411,868

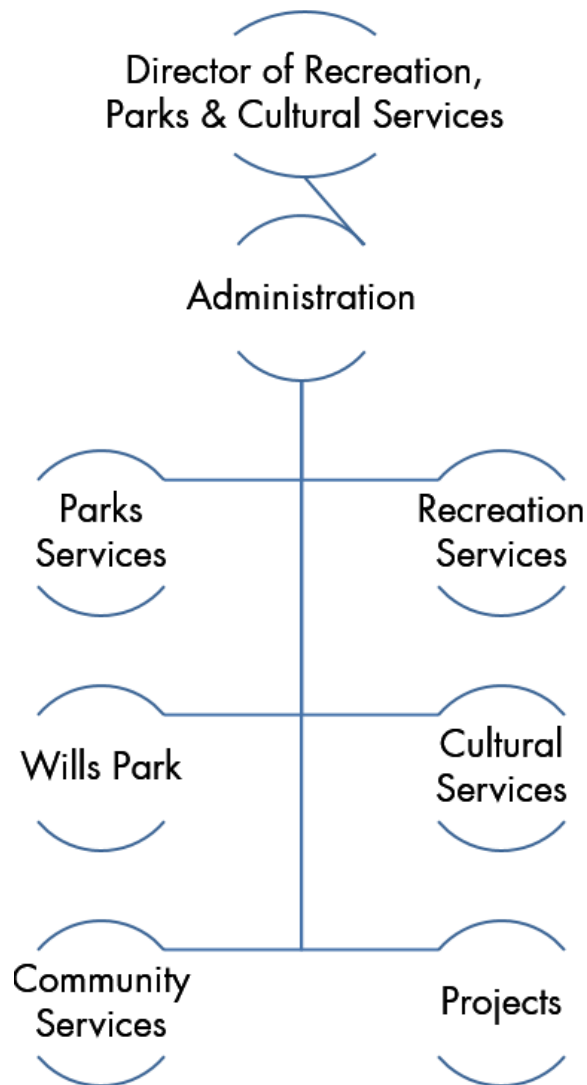
PERFORMANCE MEASUREMENTS

Municipal Court Performance Measurements	Actual FY 2014	Actual FY 2015	Actual FY 2016	Target FY 2017	Target FY 2018
# of Citations received to process	15,889	14,028	15,113	15,250	15,250
Total # of cases disposed	13,791	15,444	15,045	15,100	15,100
# of Court sessions	234	232	230	236	236
Annual deposits (Court Fines)	\$2,012,517	\$2,418,607	\$2,198,202	\$2,025,000	\$2,200,000
Personnel Assigned:	9.0 FTE	9.0 FTE	9.0 FTE	9.0 FTE	9.0 FTE
	Municipal Judge	Municipal Judge	Municipal Judge	Municipal Judge	Municipal Judge
	Court Clerk /	Court Clerk /	Court Clerk /	Court Clerk /	Court Clerk /
	Director of Court	Director of Court	Director of Court	Director of Court	Director of Court
	Services	Services	Services	Services	Services
	Deputy Clerk III	Deputy Clerk III	Deputy Clerk III	Deputy Clerk III	Deputy Clerk III
	Deputy Clerk II (5)	Deputy Clerk II (5)	Deputy Clerk II (5)	Deputy Clerk II (5)	Deputy Clerk II (5)
	Deputy Clerk I	Deputy Clerk I	Deputy Clerk I	Deputy Clerk I	Deputy Clerk I



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Recreation, Parks & Cultural Services



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; and*
- ✓ *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.

Recreation, Parks & Cultural Services

Administration, Parks Services, Recreation Services, Wills Park, Cultural Services, Community Services, Projects

Mission Statement

The Recreation, Parks & Cultural Services Department strives to promote the highest quality recreation programs and park facilities to our citizens consistent with our core values of Excellence, Stewardship, Integrity, Service and Loyalty.

Goals and Objectives



- ✓ Implement elements of the Recreation and Parks Master Plan as funded and prioritized by City Officials;
- ✓ Begin construction of the northern Big Creek Greenway connection;
- ✓ Infuse arts into all facets of the Department and the Community;
- ✓ Engage the Community through new programming, sponsorships, public/private partnerships and selective place making;
- ✓ Develop a comprehensive detailed master plan for Wills Park, to include the Equestrian Center;
- ✓ Improve access and usability of all parks and facilities by improved signage, beautification and facility enhancement;

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 RECREATION, PARKS & CULTURAL SERVICES Five-year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ 2,170,806	\$ 2,703,163	\$ 2,532,283	\$ 2,652,452	\$ 2,829,450
<i>% Change</i>		24.5%	-6.3%	4.7%	6.7%
<i>average 5 year percent change</i>		7.4%			
Expenditures	\$ 6,669,756	\$ 8,127,231	\$ 8,353,856	\$ 9,101,275	\$ 9,934,305
<i>% Change</i>		21.9%	2.8%	8.9%	9.2%
<i>average 5 year percent change</i>		10.7%			

*2015-2016 Variance due primarily to the transfer of the City's Special Event Division from the City Administration Department to the Recreation & Parks Department. The Special Events Division includes 3 full-time-equivalent positions (2 full time; 2 part-time) and associated maintenance and operations funding.

DEPARTMENT BUDGET SUMMARY

CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
RECREATION, PARKS & CULTURAL SERVICES
BUDGET REQUEST BY ACCOUNT

								<i>Amended FY 2018 to FY 2019</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMENDMENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue (1),(3)									
Intergovernmental:									
City of Milton (Recreation)	\$ 326,458	\$ 435,916	\$ 362,607	\$ 375,000	\$ -	\$ 375,000	\$ 400,000	6.7%	\$ 25,000
Charges for Services:									
Aquatics Fees	115,114	109,891	107,727	105,000	-	105,000	185,000	76.2%	80,000
Arts Program Fees	50,511	59,998	33,892	50,000	-	50,000	160,000	220.0%	110,000
Community Center Fees	414,961	497,895	571,512	550,000	25,000	575,000	580,000	0.9%	5,000
Community Ctr Bldg. Rental	61,160	56,450	11,938	20,000	-	20,000	10,000	-50.0%	(10,000)
Adult Activity Ctr Fees	13,425	32,310	27,121	15,000	5,000	20,000	25,000	25.0%	5,000
Adult Activity Ctr Bldg. Rental	3,388	3,208	4,275	2,500	-	2,500	3,000	20.0%	500
Adult Activity Ctr Trip Fees	31,668	35,198	50,354	40,000	-	40,000	40,000	0.0%	-
Equestrian Ctr Fees	274,666	349,129	246,730	290,000	25,000	315,000	335,000	6.3%	20,000
Equestrian Ctr Permit Fees	-	-	-	-	-	-	-	-	-
Bike Share Fees	-	-	3,456	-	-	-	-	-	-
Wills Park Rec Ctr Fees	170,825	163,664	171,620	165,000	10,000	175,000	185,000	5.7%	10,000
Wills Park Rec Ctr Bldg. Rental	(410)	-	-	-	-	-	-	-	-
Wills Park Rec Ctr Permit Fees	15,461	14,790	16,530	18,500	-	18,500	16,000	-13.5%	(2,500)
Athletics Fees	357,394	377,091	406,848	375,000	22,500	397,500	360,000	-9.4%	(37,500)
Athletics Field Rental Fees	17,621	24,913	41,099	15,000	-	15,000	21,700	44.7%	6,700
Athletics Soccer Doc Fees	32,216	43,017	40,539	45,000	-	45,000	40,000	-11.1%	(5,000)
Recreation Services	270	-	-	-	-	-	-	-	-
Open Gym Fees	3,258	3,015	5,144	2,500	2,500	5,000	5,000	0.0%	-
Non-Resident Rec Fees	250,082	261,895	269,660	260,000	-	260,000	250,000	-3.8%	(10,000)
Taste of Alpharetta	-	136,006	88,834	140,000	-	140,000	140,000	0.0%	-
Alpharetta Arts Streetfest	-	-	-	20,000	-	20,000	20,000	0.0%	-
Alpharetta Room	-	230	-	-	-	-	-	-	-

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
RECREATION, PARKS & CULTURAL SERVICES
BUDGET REQUEST BY ACCOUNT**

Amended FY 2018 to FY 2019

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Other Events	-	3,900	8,288	8,000	-	8,000	8,000	0.0%	-
Public Works Event Fees	-	3,532	1,573	4,000	-	4,000	1,500	-62.5%	(2,500)
Fire Services Event Fees	-	3,110	1,771	2,500	-	2,500	1,750	-30.0%	(750)
Police Services Event Fees	-	8,374	2,563	6,000	-	6,000	2,500	-58.3%	(3,500)
Parks Services Event Fees	-	35,408	28,491	20,000	10,000	30,000	30,000	0.0%	-
Food Truck Thursdays	-	18,752	10,175	9,400	-	9,400	10,000	6.4%	600
Contributions from Private Sources:									
Donations/Private Sources	23,478	19,188	11,644	-	14,052	14,052	-	-100.0%	(14,052)
Contra Revenue/Donations	-	-	-	-	-	-	-	-	-
Other:									
Rents/Royalties	-	-	-	-	-	-	-	-	-
Miscellaneous Revenue	9,261	6,284	7,893	-	-	-	-	-	-
Total	\$ 2,170,806	\$ 2,703,163	\$ 2,532,283	\$ 2,538,400	\$ 114,052	\$ 2,652,452	\$ 2,829,450	6.7%	\$ 176,998

Expenditures

(1) Personnel Services:

Salaries	\$ 2,056,329	\$ 2,374,821	\$ 2,435,501	\$ 2,571,534	\$ -	\$ 2,571,534	\$ 2,656,709	3.3%	\$ 85,175
Seasonal Salaries	364,534	401,979	388,193	497,017	-	497,017	646,627	30.1%	149,610
Benefits	1,171,674	1,350,050	1,389,475	1,563,538	-	1,563,538	1,613,759	3.2%	50,221
subtotal	\$ 3,592,537	\$ 4,126,850	\$ 4,213,170	\$ 4,632,089	\$ -	\$ 4,632,089	\$ 4,917,095	6.2%	\$ 285,006

CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
RECREATION, PARKS & CULTURAL SERVICES
BUDGET REQUEST BY ACCOUNT

								Amended FY 2018 to FY 2019		
ACCOUNT DESCRIPTION		ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Maintenance and Operations:										
(8)	Professional Services	\$ 734,911	\$ 1,202,049	\$ 1,267,772	\$ 1,363,655	\$ 99,399	\$ 1,463,054	\$ 1,706,510	16.6%	\$ 243,456
	Board Member Fees	4,450	4,475	4,375	4,500		4,500	4,500	0.0%	-
(1)	Equipment Repair/Maint.	50,096	57,583	44,667	58,600	-	58,600	67,300	14.8%	8,700
	Vehicle Repair/Maint.	14,163	25,962	28,436	25,000	-	25,000	25,000	0.0%	-
(2)	Grounds Repair/Maint.	379,409	367,022	450,005	398,000	58	398,058	498,000	25.1%	99,942
	Facility Repair/Maint.	166,443	148,063	153,355	35,000	-	35,000	26,000	-25.7%	(9,000)
	Land/Building Rental	20,221	20,388	18,205	23,200	-	23,200	23,200	0.0%	-
(8)	Equipment Rental	51,972	164,166	180,140	223,200	(755)	222,445	235,000	5.6%	12,555
(8)	Advertising	4,762	40,211	34,763	50,975	-	50,975	75,575	48.3%	24,600
(8)	Printing and Binding	16,841	45,822	43,641	49,050	-	49,050	65,850	34.3%	16,800
(3)	Employee Travel	8,726	8,418	17,858	23,475	(2,575)	20,900	29,200	39.7%	8,300
(3)	Employee Training	8,492	13,163	17,631	24,075	(1,692)	22,383	27,950	24.9%	5,567
(7),(8)	Maintenance Contracts	439,683	629,687	618,415	684,644	(1,957)	682,687	722,622	5.8%	39,935
(4)	IT Professional Services	167,064	210,039	223,440	216,540	-	216,540	226,004	4.4%	9,464
(5),(8)	General Supplies	291,509	328,682	344,833	380,645	3,499	384,144	468,770	22.0%	84,626
(6),(8)	Miscellaneous Utilities	45,639	57,280	61,292	59,000	-	59,000	65,000	10.2%	6,000
(6),(8)	Water and Sewer Utilities	82,893	90,185	82,713	96,000	-	96,000	94,500	-1.6%	(1,500)
(6),(8)	Natural Gas Utilities	20,299	16,509	15,570	20,000	-	20,000	21,000	5.0%	1,000
(6),(8)	Electricity Utilities	424,652	436,707	407,841	449,500	-	449,500	453,654	0.9%	4,154
	Fuel	39,273	29,124	29,529	37,500	-	37,500	37,000	-1.3%	(500)
	Small Equipment	76,506	42,650	56,683	51,600	6,075	57,675	53,600	-7.1%	(4,075)
(8)	Employee Uniforms	13,022	21,178	15,092	23,975	-	23,975	25,975	8.3%	2,000
	Non-Recurring Expenses	-	2,958	3,073	-	-	-	-	-	-
	subtotal	\$ 3,061,025	\$ 3,962,322	\$ 4,119,328	\$ 4,298,134	\$ 102,052	\$ 4,400,186	\$ 4,952,210	12.5%	\$ 552,024

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
RECREATION, PARKS & CULTURAL SERVICES
BUDGET REQUEST BY ACCOUNT**

								<i>Amended FY 2018 to FY 2019</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMENDMENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital/Other:									
Machinery & Equipment	\$ 16,194	\$ 38,059	\$ 21,358	\$ 57,000	\$ 12,000	\$ 69,000	\$ 65,000	-5.8%	\$ (4,000)
<i>subtotal</i>	<i>\$ 16,194</i>	<i>\$ 38,059</i>	<i>\$ 21,358</i>	<i>\$ 57,000</i>	<i>\$ 12,000</i>	<i>\$ 69,000</i>	<i>\$ 65,000</i>	<i>-5.8%</i>	<i>\$ (4,000)</i>
Total	\$ 6,669,756	\$ 8,127,231	\$ 8,353,856	\$ 8,987,223	\$ 114,052	\$ 9,101,275	\$ 9,934,305	9.2%	\$ 833,030
Full-time Equivalent Positions	51.0	51.0	51.0	51.0		51.0	51.0		

Notes

- (1) Variance due primarily to: wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends); seasonal salary growth associated with expanded pool operations and the opening of a new Cultural Arts Center (2019 Operating Initiatives; please refer to the Operating Initiatives section of this report for detailed information); and implementation of a post-employment healthcare benefit (new for FY 2019).
- (2) Variance based on park beautification efforts including increased focus on landscape maintenance (clearing out underbrush, tree pruning, tree removal, etc.).
- (3) Variance based on historical and year-to-date expenditure trends as well as a forecast of certification and training needs.
- (4) Variance due primarily to a streamlining of software services and software/hardware maintenance services citywide as well as reduced costs for Microsoft licensing.
- (5) Variance due to multiple factors including an increase in program activity and associated supplies (e.g. uniforms), increased activity at the Equestrian Center and a corresponding increase in shavings needs, and general growth in supply needs.
- (6) Variance based on historical and year-to-date expenditure trends.
- (7) Variance due primarily to the Recreation, Parks & Cultural Services departmental reorganization that vacated active cleaning/maintenance personnel from the Crabapple Government Center. The City will use its private janitorial service provider moving forward to clean the remaining portions of the Crabapple facility used for parks activities (North Fulton Senior Services area and the Recreation Classroom area).
- (8) Variance based partly on additional costs associated with expanded pool operations, opening of a new Cultural Arts Center (2019 Operating Initiative), and community support for Arts Organizations in Alpharetta. Please refer to the Operating Initiatives section of this report for detailed information on the initiatives.

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget:

FY 2019

Statement:

Revenue Summary by Account

Division/Project	Account Number	Title	FY 2018 Amended Budget	FY 2019 Recommended Budget
Rec Administration	10061100 337051	City of Milton (Recreation IGA)	\$ 375,000	\$ 400,000
" "	10061100 347990	Non-Resident Rec Fees	260,000	250,000
" "	10061100 347995	Open Gym Fees	5,000	5,000
" "	10061100 371000	Donations/Private Sources	14,052	-
Aquatics	10061240 347010	Aquatics Fees	105,000	185,000
Athletics	10061300 347250	Athletics Fees	397,500	360,000
" "	10061300 347254	Athletics Field Rental Fees	15,000	21,700
" "	10061300 347255	Athletics Soccer Doc Fees	45,000	40,000
Cultural Arts	10061350 347020	Arts Program Fees	50,000	60,000
Cultural Arts Center	10061360 347020	Arts Program Fees	-	3,000
" "	10061360 347020 RCA07	Arts Program Fees	-	22,000
" "	10061360 347020 RCA08	Arts Program Fees	-	70,000
" "	10061360 347020 RCA10	Arts Program Fees	-	5,000
Community Center	10061400 347210	Community Center Fees	575,000	580,000
" "	10061400 347211	Community Ctr Bldg. Rental	20,000	10,000
Adult Activity Center	10061450 347220	Adult Activity Ctr Fees	20,000	25,000
" "	10061450 347221	Adult Activity Ctr Bldg. Rental	2,500	3,000
" "	10061450 347222	Adult Activity Ctr Trip Fees	40,000	40,000
Equestrian Center	10061500 347230	Equestrian Ctr Fees	315,000	335,000
" "	10061500 347232	Equestrian Ctr Shows	-	-
Wills Park Rec Ctr	10061550 347240	Wills Park Rec Ctr Fees	175,000	185,000
" "	10061550 347242	Wills Park Rec Ctr Permit Fees	18,500	16,000
Special Events	10061900 347500	Taste of Alpharetta	140,000	140,000
" "	10061900 347501	Alpharetta Arts Streetfest	20,000	20,000
" "	10061900 347502	Alpharetta Room	-	-
" "	10061900 347503	Other Events	8,000	8,000
" "	10061900 347504	Public Works Event Fees	4,000	1,500
" "	10061900 347505	Fire Services Event Fees	2,500	1,750
" "	10061900 347506	Police Services Event Fees	6,000	2,500
" "	10061900 347507	Parks Services Event Fees	30,000	30,000
" "	10061900 347508	Food Truck Thursdays	9,400	10,000
" "	10061900 371000	Donation From Private Sources	-	-
Total			\$ 2,652,452	\$ 2,829,450

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2018 Amended Operating Budget	FY 2019 Operating Budget Request	Recreation Admin. 6110	Aquatics			Aquatics
				Aquatics	Special Events	Swim Team	Swimming Lessons
				6124	RAQ00	RAQ01	RAQ02
521200 Professional Services	\$ 1,463,054	\$ 1,706,510	\$ 37,475	\$ 15,000	\$ 2,700	\$ 18,500	\$ 35,000
521400 Board Member Fees	4,500	4,500	4,500	-	-	-	-
522210 Equipment Repair/Maint.	58,600	67,300	4,500	5,500	-	-	-
522220 Vehicle Repair/Maint.	25,000	25,000	25,000	-	-	-	-
522240 Grounds Repair/Maint.	398,058	498,000	-	-	-	-	-
522250 Facility Repair/Maint.	35,000	26,000	-	3,000	-	-	-
522310 Land/Building Rental	23,200	23,200	-	-	-	-	-
522320 Equipment Rental	222,445	235,000	-	-	-	-	-
523300 Advertising	50,975	75,575	9,000	-	-	-	-
523400 Printing and Binding	49,050	65,850	10,500	-	-	-	-
523500 Employee Travel	20,900	29,200	6,500	-	-	-	-
523700 Employee Training	22,383	27,950	3,500	2,250	-	-	-
523860 Maintenance Contracts	682,687	722,622	80,572	-	-	-	-
523900 IT Professional Services	216,540	226,004	226,004	-	-	-	-
531100 General Supplies	384,144	468,770	10,125	46,220	1,250	22,300	100
531200 Miscellaneous Utilities	59,000	65,000	63,000	-	-	-	-
531210 Water and Sewer Utilities	96,000	94,500	94,500	-	-	-	-
531220 Natural Gas Utilities	20,000	21,000	21,000	-	-	-	-
531230 Electricity Utilities	449,500	453,654	444,154	-	-	-	-
531270 Fuel	37,500	37,000	24,000	-	-	-	-
531600 Small Equipment	57,675	53,600	2,500	1,000	-	-	-
531700 Employee Uniforms	23,975	25,975	1,200	3,700	-	-	-
532400 Non-Recurring Expenses	-	-	-	-	-	-	-
542100 Machinery & Equipment	69,000	65,000	-	-	-	-	-
TOTAL	\$ 4,469,186	\$ 5,017,210	\$ 1,068,030	\$ 76,670	\$ 3,950	\$ 40,800	\$ 35,100

	Aquatics	Athletics					
ACCOUNT DESCRIPTION	Aquatic - Fitness Programs	Athletics	Basketball	Lacrosse	Soccer	Softball	Adult Volleyball
	RAQ03	6130	RAL00	RAL01	RAL03	RAL04	RAL06
Professional Services	\$ 1,500	\$ -	\$ 36,800	\$ 13,000	\$ 121,500	\$ 37,000	\$ 12,000
Board Member Fees	-	-	-	-	-	-	-
Equipment Repair/Maint.	-	-	-	-	-	-	-
Vehicle Repair/Maint.	-	-	-	-	-	-	-
Grounds Repair/Maint.	-	-	-	-	-	-	-
Facility Repair/Maint.	-	-	-	-	-	-	-
Land/Building Rental	-	-	-	-	20,000	-	-
Equipment Rental	-	-	-	-	-	-	-
Advertising	-	-	-	-	-	-	-
Printing and Binding	-	500	-	-	-	-	-
Employee Travel	-	2,000	-	-	-	-	-
Employee Training	-	2,000	-	-	-	-	-
Maintenance Contracts	-	500	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	-	3,650	31,000	2,250	29,250	4,450	2,200
Miscellaneous Utilities	-	-	-	-	-	-	-
Water and Sewer Utilities	-	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-	-
Electricity Utilities	-	-	-	-	-	-	-
Fuel	-	-	-	-	-	-	-
Small Equipment	-	2,000	-	-	6,000	-	-
Employee Uniforms	-	900	-	-	-	-	-
Non-Recurring Expenses	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-
TOTAL	\$ 1,500	\$ 11,550	\$ 67,800	\$ 15,250	\$ 176,750	\$ 41,450	\$ 14,200

	Cultural Arts Services				Cultural Arts Center		
ACCOUNT DESCRIPTION	Cultural Services	Arts & History Supported Events	Community Supported Arts Programs	Historic Preservation	Cultural Arts Center	Summer Camps	Art Programs
	6135	RCA03	RCA05	RCA06	6136	RCA07	RCA08
Professional Services	\$ 2,600	\$ 9,000	\$ 50,000	\$ 10,000	\$ -	\$ 12,000	\$ 130,000
Board Member Fees	-	-	-	-	-	-	-
Equipment Repair/Maint.	-	-	-	-	2,000	-	-
Vehicle Repair/Maint.	-	-	-	-	-	-	-
Grounds Repair/Maint.	-	-	-	-	-	-	-
Facility Repair/Maint.	-	-	-	-	-	-	-
Land/Building Rental	-	-	-	-	-	-	-
Equipment Rental	-	5,500	-	-	-	-	-
Advertising	2,000	3,500	4,000	2,500	4,000	-	5,000
Printing and Binding	-	1,500	2,000	1,000	6,000	-	4,500
Employee Travel	5,000	-	-	-	-	-	-
Employee Training	3,200	-	-	-	-	-	-
Maintenance Contracts	-	-	-	3,000	2,000	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	1,600	3,500	7,000	500	10,550	3,200	5,750
Miscellaneous Utilities	-	-	-	-	-	-	-
Water and Sewer Utilities	-	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-	-
Electricity Utilities	-	-	-	-	-	-	-
Fuel	-	-	-	-	-	-	-
Small Equipment	-	-	-	-	-	-	-
Employee Uniforms	400	-	-	-	-	250	-
Non-Recurring Expenses	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-
TOTAL	\$ 14,800	\$ 23,000	\$ 63,000	\$ 17,000	\$ 24,550	\$ 15,450	\$ 145,250

	Cultural Arts Center		Community Center				
ACCOUNT DESCRIPTION	Lectures & Presentations	Special Events Gallery Shows	Community Center	Special Events	Gymnastics	Instructional Sports	Performing Arts Programs
	RCA09	RCA10	6140	RCC00	RCC01	RCC02	RCC04
Professional Services	\$ 6,000	\$ 12,500	\$ -	\$ 5,950	\$ 285,000	\$ 113,000	\$ 72,500
Board Member Fees	-	-	-	-	-	-	-
Equipment Repair/Maint.	-	-	4,800	-	-	-	-
Vehicle Repair/Maint.	-	-	-	-	-	-	-
Grounds Repair/Maint.	-	-	-	-	-	-	-
Facility Repair/Maint.	-	-	-	-	-	-	-
Land/Building Rental	-	-	-	-	-	-	-
Equipment Rental	-	5,000	-	1,000	-	-	3,000
Advertising	3,000	3,500	-	-	-	-	-
Printing and Binding	-	-	200	-	-	-	-
Employee Travel	-	-	2,200	-	-	-	-
Employee Training	-	-	2,200	-	-	-	-
Maintenance Contracts	-	-	50	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	-	3,000	9,500	6,650	-	-	400
Miscellaneous Utilities	-	-	-	-	-	-	-
Water and Sewer Utilities	-	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-	-
Electricity Utilities	-	-	-	-	-	-	-
Fuel	-	-	-	-	-	-	-
Small Equipment	-	-	9,000	-	-	-	-
Employee Uniforms	-	-	700	-	-	-	-
Non-Recurring Expenses	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-
TOTAL	\$ 9,000	\$ 24,000	\$ 28,650	\$ 13,600	\$ 285,000	\$ 113,000	\$ 75,900

	Community Center				Adult Activity Center		
ACCOUNT DESCRIPTION	Special Needs Programs	Youth Volleyball League	Babysitter Boot Camp	Outdoor Recreation Programs	Adult Activity Center	Special Events	Senior Recreational Programs
	RCC05	RCC06	RCC07	RCC08	6145	RAA00	RAA01
Professional Services	\$ 7,500	\$ 11,000	\$ 9,000	\$ 13,500	\$ 3,250	\$ 2,700	\$ 53,500
Board Member Fees	-	-	-	-	-	-	-
Equipment Repair/Maint.	-	-	-	-	2,000	-	-
Vehicle Repair/Maint.	-	-	-	-	-	-	-
Grounds Repair/Maint.	-	-	-	-	-	-	-
Facility Repair/Maint.	-	-	-	-	-	-	-
Land/Building Rental	-	-	-	-	-	-	-
Equipment Rental	14,000	-	-	-	-	550	-
Advertising	-	-	-	-	-	-	-
Printing and Binding	-	-	-	-	250	-	-
Employee Travel	-	-	-	-	1,000	-	-
Employee Training	-	-	-	-	500	-	-
Maintenance Contracts	-	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	5,400	1,200	-	-	6,400	6,000	2,575
Miscellaneous Utilities	-	-	-	-	-	-	-
Water and Sewer Utilities	-	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-	-
Electricity Utilities	-	-	-	-	-	-	-
Fuel	-	-	-	-	-	-	-
Small Equipment	-	-	-	-	3,600	-	2,000
Employee Uniforms	-	-	-	-	775	-	-
Non-Recurring Expenses	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-
TOTAL	\$ 26,900	\$ 12,200	\$ 9,000	\$ 13,500	\$ 17,775	\$ 9,250	\$ 58,075

	Adult Act. Ctr		Wills Park Recreation Center				
ACCOUNT DESCRIPTION	Tennis	Equestrian Center	Wills Park Recreation Center	Special Events	Fitness Programs	Wills Park Day Camp	Webb Bridge Park Athletic Fields
	RAA02	6150	6155	RWP00	RWP01	RWP02	6170
Professional Services	\$ 20,000	\$ 850	\$ -	\$ 36,000	\$ 51,250	\$ 21,000	\$ -
Board Member Fees	-	-	-	-	-	-	-
Equipment Repair/Maint.	-	9,500	-	-	-	-	1,500
Vehicle Repair/Maint.	-	-	-	-	-	-	-
Grounds Repair/Maint.	-	45,000	-	-	-	-	92,500
Facility Repair/Maint.	-	3,000	-	-	-	-	-
Land/Building Rental	-	-	-	-	-	-	-
Equipment Rental	-	5,000	-	8,000	-	22,500	1,000
Advertising	-	-	-	-	-	-	-
Printing and Binding	-	-	-	-	-	-	-
Employee Travel	-	2,000	750	-	-	-	1,000
Employee Training	-	1,500	1,000	-	-	-	1,500
Maintenance Contracts	-	140,000	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	2,500	100,200	5,250	6,500	3,000	9,400	825
Miscellaneous Utilities	-	-	-	-	-	-	-
Water and Sewer Utilities	-	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-	-
Electricity Utilities	-	-	-	-	-	-	-
Fuel	-	3,000	-	-	-	-	-
Small Equipment	500	4,000	-	-	-	-	4,000
Employee Uniforms	-	1,200	2,500	2,200	-	-	1,100
Non-Recurring Expenses	-	-	-	-	-	-	-
Machinery & Equipment	-	10,000	7,500	-	-	-	10,000
TOTAL	\$ 23,000	\$ 325,250	\$ 17,000	\$ 52,700	\$ 54,250	\$ 52,900	\$ 113,425

			Community Services				
ACCOUNT DESCRIPTION	North Park Athletic Fields	Rock Mill Park/ Greenway	Community Services	Downtown Decorations	Alpharetta Arts Streetfest	Scarecrow Harvest/Brew Moon Fest (October)	Mayor's Challenge
	6175	6180	6190	RSE00	RSE01	RSE02	RSE03
Professional Services	\$ -	\$ -	\$ 13,500	\$ 83,600	\$ 13,075	\$ 13,725	\$ 1,150
Board Member Fees	-	-	-	-	-	-	-
Equipment Repair/Maint.	1,000	1,500	-	-	-	-	-
Vehicle Repair/Maint.	-	-	-	-	-	-	-
Grounds Repair/Maint.	75,000	85,500	-	-	-	-	-
Facility Repair/Maint.	-	-	-	-	-	-	-
Land/Building Rental	-	-	2,000	-	-	-	-
Equipment Rental	5,500	3,000	3,950	-	5,100	2,500	1,700
Advertising	-	-	-	-	7,500	1,000	175
Printing and Binding	-	-	3,000	-	2,500	2,500	-
Employee Travel	750	1,500	5,000	-	-	-	-
Employee Training	1,000	1,500	5,800	-	-	-	-
Maintenance Contracts	-	-	7,500	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	1,600	1,000	2,750	2,000	5,000	5,400	-
Miscellaneous Utilities	-	-	2,000	-	-	-	-
Water and Sewer Utilities	-	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-	-
Electricity Utilities	-	-	9,000	-	-	-	-
Fuel	-	-	-	-	-	-	-
Small Equipment	5,000	4,000	-	-	-	-	-
Employee Uniforms	2,000	1,750	750	-	-	-	-
Non-Recurring Expenses	-	-	-	-	-	-	-
Machinery & Equipment	10,000	2,500	-	-	-	-	-
TOTAL	\$ 101,850	\$ 102,250	\$ 55,250	\$ 85,600	\$ 33,175	\$ 25,125	\$ 3,025

	Community Services						
ACCOUNT DESCRIPTION	Old Soldier's Day	Taste of Alpharetta	Tree Lighting	Downtown European Market	Wire & Wood	Farmers Market	Resthaven Cemetery Tours
	RSE04	RSE05	RSE06	RSE12	RSE13	RSE14	RSE15
Professional Services	\$ 5,310	\$ 131,075	\$ 26,000	\$ 3,700	\$ 56,800	\$ -	\$ 12,250
Board Member Fees	-	-	-	-	-	-	-
Equipment Repair/Maint.	-	-	-	-	-	-	-
Vehicle Repair/Maint.	-	-	-	-	-	-	-
Grounds Repair/Maint.	-	-	-	-	-	-	-
Facility Repair/Maint.	-	-	-	-	-	-	-
Land/Building Rental	-	-	-	-	1,200	-	-
Equipment Rental	4,700	31,900	25,000	1,100	41,600	1,200	2,300
Advertising	2,000	9,000	3,600	-	5,000	-	1,800
Printing and Binding	3,200	12,500	1,500	-	7,500	-	500
Employee Travel	-	-	-	-	-	-	-
Employee Training	-	-	-	-	-	-	-
Maintenance Contracts	-	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	3,225	9,650	2,700	-	2,000	-	500
Miscellaneous Utilities	-	-	-	-	-	-	-
Water and Sewer Utilities	-	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-	-
Electricity Utilities	-	-	-	-	-	-	-
Fuel	-	-	-	-	-	-	-
Small Equipment	-	-	-	-	-	-	-
Employee Uniforms	-	-	-	-	-	-	-
Non-Recurring Expenses	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-
TOTAL	\$ 18,435	\$ 194,125	\$ 58,800	\$ 4,800	\$ 114,100	\$ 1,200	\$ 17,350

ACCOUNT DESCRIPTION	Community Services					
	Brew Moon Fest (June)	UGA Game On Milton	Alpharetta Thursday Nights	Memorial Day	Veterans Day	Alpharetta Concert Series
	RSE19	RSE20	RSE23	RSE24	RSE25	RSE26
Professional Services	\$ 6,400	\$ 6,600	\$ 14,000	\$ 2,500	\$ 2,500	\$ 42,750
Board Member Fees	-	-	-	-	-	-
Equipment Repair/Maint.	-	-	-	-	-	-
Vehicle Repair/Maint.	-	-	-	-	-	-
Grounds Repair/Maint.	-	-	-	-	-	-
Facility Repair/Maint.	-	-	-	-	-	-
Land/Building Rental	-	-	-	-	-	-
Equipment Rental	1,000	2,900	25,500	1,250	1,250	1,500
Advertising	-	1,000	3,000	-	-	5,000
Printing and Binding	-	500	2,500	-	-	1,200
Employee Travel	-	-	-	-	-	-
Employee Training	-	-	-	-	-	-
Maintenance Contracts	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-
General Supplies	-	-	500	250	250	750
Miscellaneous Utilities	-	-	-	-	-	-
Water and Sewer Utilities	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-
Electricity Utilities	500	-	-	-	-	-
Fuel	-	-	-	-	-	-
Small Equipment	-	-	-	-	-	-
Employee Uniforms	-	-	-	-	-	-
Non-Recurring Expenses	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
TOTAL	\$ 7,900	\$ 11,000	\$ 45,500	\$ 4,000	\$ 4,000	\$ 51,200

ACCOUNT DESCRIPTION	Parks Maintenance		
	Parks Maintenance	Playground Maintenance	City Center Park Maintenance
	6195	RPM00	RPM01
Professional Services	\$ 3,000	\$ -	\$ -
Board Member Fees	-	-	-
Equipment Repair/Maint.	35,000	-	-
Vehicle Repair/Maint.	-	-	-
Grounds Repair/Maint.	140,000	25,000	35,000
Facility Repair/Maint.	20,000	-	-
Land/Building Rental	-	-	-
Equipment Rental	6,500	-	-
Advertising	-	-	-
Printing and Binding	2,000	-	-
Employee Travel	1,500	-	-
Employee Training	2,000	-	-
Maintenance Contracts	364,000	-	125,000
IT Professional Services	-	-	-
General Supplies	77,500	-	-
Miscellaneous Utilities	-	-	-
Water and Sewer Utilities	-	-	-
Natural Gas Utilities	-	-	-
Electricity Utilities	-	-	-
Fuel	10,000	-	-
Small Equipment	10,000	-	-
Employee Uniforms	6,550	-	-
Non-Recurring Expenses	-	-	-
Machinery & Equipment	25,000	-	-
TOTAL	\$ 703,050	\$ 25,000	\$ 160,000

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
Recreation Administration	10061100	521200	Professional Services	PROFESSIONAL STUDIES (ARCHITECTS, ENGINEERS, CITYWORKS TRAINING, etc.)	30,000	30,000
				BANK FEES (e.g. TRANSACTION FEES)	1,000	1,000
				GRPA AGENCY DUES	400	400
				GRPA DISTRICT 7 MEMBERSHIP DUES/BANQUET	350	350
				CAPRA ANNUAL MEMBERSHIP FEE	1,650	-
				MILTON CENTER IGA (ANNUAL CAPITAL CONTRIBUTION)	5,000	5,000
				YEARLY GRPA COMMISSION/BOARD MEMBERSHIP/NRPA DEPARTMENT MEMBERSHIP	75	725
				subtotal	38,475	37,475
	10061100	521400	Board Member Fees	MONTHLY MEETINGS	4,500	4,500
				subtotal	4,500	4,500
	10061100	522210	Equipment Repair & Maintenance	CALL BOX REPAIR	1,000	4,000
				GENERAL REPAIR & MAINTENANCE	500	500
				subtotal	1,500	4,500
	10061100	522220	Vehicle Repair & Maintenance	PREVENTIVE MAINTENANCE & REPAIRS	25,000	25,000
				subtotal	25,000	25,000
	10061100	522240	Ground Repair & Maintenance	GROUND REPAIRS	-	-
				subtotal	-	-
	10061100	523300	Advertising	BID ADVERTISING, RECRUITMENT ADVERTISING, etc.	1,000	1,000
				PROMOTIONS AND MARKETING	4,000	4,000
				REVUE, SPORTING KID, ANSWER BOOK, AES PTA, MHS PTA	4,000	4,000
				subtotal	9,000	9,000
	10061100	523400	Printing & Binding	LEISURE GUIDE & DESIGN FEES	8,500	9,500
				GENERAL PRINTING NEEDS (NAME PLAQUES, SIGNS, BANNERS, etc.)	1,000	1,000
				subtotal	9,500	10,500
	10061100	523500	Employee Travel	DIVISION TRAVEL - GRPA CONFERENCE FOR TWO, NRPA CONFERENCE FOR ONE	6,000	6,500
				subtotal	6,000	6,500
	10061100	523700	Employee Training	DIVISION TRAINING - NRPA, GRPA, CITY WORKS ETC FOR MORGAN AND KURT	2,500	3,500
				subtotal	2,500	3,500
	10061100	523860	Maintenance Contracts	COFFEE & WATER SERVICE	9,200	8,200
				XEROX COPIER LEASE (CQ9303)	4,909	4,909
				XEROX COPIER LEASE (WC7545)	2,088	2,088
				XEROX COPIER CONSUMABLES/MAINTENANCE PLAN	15,000	16,500
				JANITORIAL CONTRACT (CRABAPPLE - SENIOR SERVICES AREA; REC CLASROOM)	1,200	19,000
				POSTAGE MACHINE MAINTENANCE	1,400	1,400
				BIKE SHARE PROGRAM (3 LOCATIONS) - ZAGSTER	15,840	19,840
				2018 INITIATIVES (EXPANDED BIKE SHARE PROGRAM - 2 ADD'L LOCATIONS)	4,840	4,840
				LICENSE AGREEMENT - ASCAP	650	650
				LICENSE AGREEMENT - BMI	675	675
				LICENSE AGREEMENT - SESAC	1,200	1,300
				SEE CLICK FIX APP	820	800
				RECORD STORAGE & SHREDDING	370	370
				subtotal	58,192	80,572

**FY 2019 Budget
(2nd Reading)**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
	10061100 523900	IT Professional Services	ADOBE SOFTWARE LICENSES (CDW)	550	2,475
			ANTI-VIRUS SOFTWARE RENEWAL (CITY VIRUS, ADWARE, SPYWARE & THREAT PROTECTION)	6,309	6,164
			ASSET MANAGEMENT (LANSWEEPER)	234	233
			AVIGILON CONTROL CENTER-CITY CAMERA (MC DEAN)	-	1,000
			CELLULAR PHONE SERVICE	9,360	9,360
			CELLULAR IPAD SERVICE (VERIZON)	3,072	3,072
			CELLULAR IPHONE SERVICE (VERIZON)	12,480	13,728
			CELLULAR MIFI (VERIZON)	1,368	1,368
			CISCO NETWORK TECHNICAL SUPPORT (PRESIDIO - SMARTNET)	1,753	2,035
			CLIENTVPN (PALO ALTO GLOBAL PROTECT)	664	675
			CITY CIRCUIT CONNECTION TO INTERNET (AT&T)	2,180	2,187
			CITY ENTERPRISE DATA MANAGEMENT (VERISTOR - COMMVault)	2,337	2,326
			CITY INTERNET CIRCUIT CONNECTION (ZAYO BANDWIDTH)	3,038	3,024
			CITY INTERNET CIRCUIT CONNECTION - SUPPLEMENT & BACKUP (CHARTER COMMUNICATIONS)	386	390
			CITYWIDE MICROSOFT LICENSING (DELL)	20,077	2,559
			CITYWIDE VIRTUAL INFRASTRUCTURE	3,505	5,330
			CITYWIDE WORK, ASSET, COMPLIANCE & MANAGEMENT SOFTWARE (CITYWORKS)	6,400	6,400
			CONSULTING SERVICES - GIS/NETWORK	-	2,791
			CUSTOM CITYWORKS SUPPORT	1,200	1,200
			DATA CENTER APC/MGE UPS SYSTEM MAINTENANCE (CRITICAL COMPONENTS - OEM ADV)	701	1,279
			DATA CENTER FIRE SUPPRESSION SYSTEM - INSPECTION	140	140
			DATA CIRCUIT (AT&T - ASE)	4,550	6,281
			DATABASE MANAGEMENT SOFTWARE MAINTENANCE/RENEWAL (FILEMAKER)	662	659
			DEVELOPER LICENSE FOR MDM (APPLE)	35	35
			DIRECTORY ANALYSIS (MANAGEENGINE Zoho CORPORATION)	2,687	1,163
			DOMAIN NAME SERVICE (AMAZON WEB SERVICES)	93	93
			DRONE MAPPING FOR GIS CONVERSION	-	349
			DSL/INTERNET CONNECTIVITY/GCIC CONNECTION & REMOTE PARK SITES (AT&T CORP)	2,400	2,400
			GPO CHANGE MANAGEMENT (NETIQ)	105	-
			ERPM (RED IDENTITY MANAGEMENT)	-	1,105
			EXTERNAL MONITORING SERVICE (MXTTOOLBOX)	44	-
			FIREWALL (PALO ALTO FIREWALL)	2,650	2,944
			GIS MOBILE FIELD MAPPING & DATA COLLECTION SOFTWARE MAINTENANCE/RENEWAL	6,017	5,990
			GREENWAY CALLBOX SERVICES (AT&T MOBILITY)	2,940	2,940
			HISTORICAL PRESERVATION ARCHIVING SOFTWARE LICENSE RENEWAL (PAST PERFECT)	600	600
			LOAD BALANCER (CITRIX)	140	174
			LOGGING AND AUDITING (MANAGE ENGINE)	-	2,908
			LONG DISTANCE SERVICE (BIRCH COMMUNICATIONS)	1,347	-
			LP360 LIDAR GIS SOFTWARE/SERVER MAINTENANCE	192	186
			MAINTENANCE EXTENSION (DC EQUIPMENT MAINTENANCE RENEWAL)	3,388	4,827
			MICROSOFT USER BASED TRAINING	-	1,047
			MOBILE DATA MANAGEMENT (AIRWATCH)	1,602	1,716
			NETWORK VULNERABILITY SCANNER (TENABLE)	5,842	3,489
			ORION NPM, NTA, IPAM, UDT (ACL COMPUTERS - SOLARWINDS)	1,285	1,396

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Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
			PAYPHONE SERVICE (INTERSTATE)	5,000	5,000
			PHYSICAL SERCURITY FOR DATA CENTER	-	698
			PRINTER REPAIR (NON-XEROX)	842	872
			PROJECT EVENT CAPTURE (GEOEVENT-ESRI)	351	349
			REC & PARK APPLICATION MANAGEMENT SOFTWARE (ACTIVENET/MISC CASH RECEIPTS)	62,500	80,000
			REMOTE APPLICATION & DATABASE SOFTWARE (INSIGHT/NETMOTION)	1,219	1,219
			SECURITY AWARENESS TRAINING (KNOWBE4)	-	1,047
			SHAREPOINT MIGRATION	1,753	-
			SQL MONITORING TOOL	584	582
			TECHNICAL SUPPORT FOR VMWARE ENVIRONMENT (VERISTOR- FIRST CALL & PRODUCTION SUPPORT)	1,696	-
			TELEPHONE WIRING SERVICES	1,168	1,163
			TELEPHONY COMM SERVICES & SUPPORT (LINE & CIRCUIT, GLS MONITORING)	28,655	26,115
			TEXTING SERVICE/GLOBAL TEXT MESSAGES (7CBILLED)	29	-
			VISIO LICENSES (DELL)	200	200
			WAP MAINTENANCE	210	721
			subtotal	216,540	226,004
10061100	531100	General Supplies & Materials	APPRECIATION/HOLIDAY/BUSINESS LUNCHES	1,000	4,000
			LAMINATING SUPPLIES	300	300
			GENERAL SUPPLIES (TONER, ENVELOPES, etc.)	5,000	5,000
			POSTAGE	2,000	500
			POSTAGE MACHINE SUPPLIES	150	150
			YEARLY BULK MAIL PERMIT RENEWAL	175	175
			subtotal	8,625	10,125
10061100	531200	Misc. Utilities	GARBAGE SERVICE	55,000	58,000
			SATELLITE/CABLE SERVICE	2,000	2,000
			GARBAGE SERVICE (Cultural Arts Center - 2019 Operating Initiative)	-	2,000
			SATELLITE/CABLE SERVICE (Cultural Arts Center - 2019 Operating Initiative)	-	1,000
			subtotal	57,000	63,000
10061100	531210	Water & Sewer Utilities	WATER	96,000	92,000
			WATER (Cultural Arts Center - 2019 Operating Initiative)	-	2,500
			subtotal	96,000	94,500
10061100	531220	Natural Gas Utilities	NATURAL GAS SERVICE	20,000	20,000
			NATURAL GAS SERVICE (Cultural Arts Center - 2019 Operating Initiative)	-	1,000
			subtotal	20,000	21,000
10061100	531230	Electricity Utilities	ELECTRIC SERVICE	420,000	410,000
			MILTON CENTER	20,000	20,000
			ELECTRIC SERVICE (Cultural Arts Center - 2019 Operating Initiative)	-	14,154
			subtotal	440,000	444,154
10061100	531270	Fuel	FUEL	25,000	24,000
			subtotal	25,000	24,000
10061100	531600	Small Equipment	SMALL EQUIPMENT - REPLACEMENT DESKS/CHAIRS	2,000	2,500
			subtotal	2,000	2,500
10061100	531700	Employee Uniforms	STAFF SHIRTS	1,200	1,200
			subtotal	1,200	1,200

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						FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail			
	10061100	532400	Non-Recurring			-	-
				<i>subtotal</i>		-	-
	10061100	542100	Machinery & Equipment	EXPANDED BIKE SHARE PROGRAM - 2 ADD'L LOCATIONS		4,000	-
				<i>subtotal</i>		4,000	-
				<i>Administration Total</i>		\$ 1,025,032	\$ 1,068,030
Aquatics	10061240	521200	Professional Services	AQUATIC EXAMENER SERVICE, INSTRUCTORS, ETC. (2019 Operating Initiative)		-	15,000
				<i>subtotal</i>		-	15,000
	10061240	522210	Equipment Repair & Maintenance	POOL EQUIPMENT REPAIRS (PUMPS, BOILERS, VALVES, etc.)		5,500	5,500
				<i>subtotal</i>		5,500	5,500
	10061240	522250	Facility Repair & Maintenance	ELECTRICAL REPAIRS		-	-
				POOL DECK REPAIRS		3,000	-
				GENERAL REPAIR & MAINTENANCE		-	3,000
				<i>subtotal</i>		3,000	3,000
	10061240	523400	Printing & Binding	NEW SIGNS & SIGN REPLACEMENTS		-	-
				<i>subtotal</i>		-	-
	10061240	523700	Employee Training	AQUATICS STAFF PROFESSIONAL DEVELOPMENT (30 guards @\$200)		2,250	2,250
				<i>subtotal</i>		2,250	2,250
	10061240	531100	General Supplies & Materials	GENERAL FIRST AID SUPPLIES		500	500
				POOL CHEMICALS (CHLORINE, etc.)		23,000	23,000
				POOL SUPPLIES (EQUIPMENT, OFFICE SUPPLIES, etc.)		1,000	1,000
				POOL HOLDER PACKETS & PASSES		750	750
				POOL OPERATIONS MANUALS		200	200
				POOL PERMITS		770	770
				POOL SUPPLIES INCLUDING CHEMICALS (2019 Operating Initiative)		-	20,000
				<i>subtotal</i>		26,220	46,220
	10061240	531600	Small Equipment	SMALL EQUIPMENT (E.G. SKIMMER)		1,000	1,000
				<i>subtotal</i>		1,000	1,000
	10061240	531700	Employee Uniforms	SEASONAL EMPLOYEES FIRST AID FANNY PACKS/WHISTLES		200	200
				SEASONAL EMPLOYEES GUARD SUITS		2,300	2,300
				SEASONAL EMPLOYEES HATS		200	200
				SEASONAL EMPLOYEE STAFF SHIRTS		1,000	1,000
				<i>subtotal</i>		3,700	3,700
	10061240	542100	Machinery & Equipment	REPLACE LIFE GUARD STANDS AND LOUNGE CHAIRS		8,000	-
				<i>subtotal</i>		8,000	-
				<i>Aquatics Total</i>		\$ 49,670	\$ 76,670
Aquatics - Special Events	10061240	521200 RAQ00	Professional Services	DJ FOR POOL PARTIES		700	700
				MOVIE VENDOR FOR DIVE IN		2,000	2,000
				<i>subtotal</i>		2,700	2,700
	10061240	531100 RAQ00	General Supplies & Materials	DECORATIONS FOR THEME PARTIES		500	500
				DOOR PRIZES		250	250
				REFRESHMENTS		500	500
				<i>subtotal</i>		1,250	1,250
				<i>Aquatics (Special Events) Total</i>		\$ 3,950	\$ 3,950

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Division/Project Title	Account Number		Title		Account Detail		
Aquatics - Swim Team	10061240	521200	RAQ01	Professional Services	SWIM COACH FEES - TEAM 1: RHODES	13,000	13,000
					SWIM COACH FEES - TEAM 2: LUCY	2,000	2,000
					POLO TEAM COACH	1,500	1,500
					DIVE TEAM COACH	2,000	2,000
					subtotal	18,500	18,500
	10061240	531100	RAQ01	General Supplies & Materials	MEET FEES & PARTICIPANT RIBBONS	4,500	4,500
					WATER POLO GOALS, BALLS, PROTECTIVE EAR CAPS	3,400	3,400
					SWIM TEAM CAPS - TEAM 2	600	600
					SWIM TEAM CAPS - TEAM 1 AND DIVE TEAM/POLO TEAM+F306	3,000	3,000
					EQUIPMENT FOR WATER POLO AND DIVE - MOVED FROM AQUATICS MACH/EQUIP	9,000	9,000
					SWIM TEAM SIGNAGE	-	-
					SWIM TEAM T-SHIRTS - TEAM 1	1,300	1,300
					SWIM TEAM T-SHIRTS TEAM 2	500	500
					subtotal	22,300	22,300
Aquatics (Swim Team) Total						\$ 40,800	\$ 40,800
Aquatics - Swimming Lessons	10061240	521200	RAQ02	Professional Services	INSTRUCTOR FEES FOR SWIM LESSONS	35,000	35,000
					subtotal	35,000	35,000
	10061240	531100	RAQ02	General Supplies & Materials	SWIM LESSON EQUIPMENT	100	100
					subtotal	100	100
Aquatics (Swimming Lessons) Total						\$ 35,100	\$ 35,100
Aquatics - Fitness Program	10061240	521200	RAQ03	Professional Services	INSTRUCTOR FEES FOR AQUATIC FITNESS PROGRAM	1,500	1,500
					subtotal	1,500	1,500
	Aquatics (Fitness Program) Total					\$ 1,500	\$ 1,500
Athletics	10061300	521200		Professional Services	PROFESSIONAL SERVICES		
					subtotal	-	-
	10061300	522250		Facility Repair & Maintenance	ACGC GYM FLOOR	-	-
					subtotal	-	-
	10061300	523400		Printing & Binding	BANNERS & SIGNS	500	500
					subtotal	500	500
	10061300	523500		Employee Travel	ATHLETICS STAFF TRAVEL	750	2,000
					subtotal	750	2,000
	10061300	523700		Employee Training	ATHLETICS STAFF PROFESSIONAL DEVELOPMENT	1,500	2,000
					subtotal	1,500	2,000
	10061300	523860		Maintenance Contracts	ARPDATHLETICS.ORG - QUICK SCORES HOST	1,800	500
					subtotal	1,800	500
	10061300	531100		General Supplies & Materials	GENERAL OFFICE SUPPLIES, TONER, ENVELOPES	3,400	3,400
					POSTAGE	250	250
					subtotal	3,650	3,650
	10061300	531600		Small Equipment	SMALL EQUIPMENT	2,000	2,000
					subtotal	2,000	2,000
	10061300	531700		Employee Uniforms	SEASONAL EMPLOYEES STAFF SHIRTS	900	900
					subtotal	900	900
Athletics Total						\$ 11,100	\$ 11,550

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Athletics - Basketball	10061300	521200	RAL00	Professional Services	COACH CERTIFICATION FEES	800	800
					OFFICIALS FOR 2 SEASONS	5,000	5,000
					OFFICIALS FOR TEEN LEAGUES	5,000	5,000
					OFFICIALS FOR YOUTH BASKETBALL LEAGUE	25,000	25,000
					PLAYER DEVELOPMENT CLINICS	1,000	1,000
					subtotal	36,800	36,800
	10061300	531100	RAL00	General Supplies & Materials	BASKETBALL EQUIPMENT	2,500	2,500
					PLAYER AWARDS	4,000	2,500
					PLAYER UNIFORMS - TEEN LEAGUE	3,500	4,000
					PLAYER UNIFORMS - YOUTH LEAGUE	20,000	22,000
					subtotal	30,000	31,000
Athletics (Basketball) Total						\$ 66,800	\$ 67,800
Athletics - Lacrosse	10061300	521200	RAL01	Professional Services	LEAGUE TOURNAMENT FEES	3,000	3,000
					OFFICIALS	7,500	10,000
					subtotal	10,500	13,000
	10061300	531100	RAL01	General Supplies & Materials	LACROSSE BALLS, NETS & GOALIE EQUIPMENT	2,000	2,250
					subtotal	2,000	2,250
Athletics (Lacrosse) Total						\$ 12,500	\$ 15,250
Athletics - Soccer	10061300	521200	RAL03	Professional Services	DIRECTOR OF COACHING FEES	45,000	47,500
					OFFICIALS FOR REC LEAGUE	25,000	25,000
					OFFICIALS FOR SELECT LEAGUES	23,000	24,000
					PLAYER LEAGUE FEES	25,000	25,000
					subtotal	118,000	121,500
	10061300	522310	RAL03	Land/Building Rental	BRIDGEWAY CHRISTIAN ACADEMY FIELD RENTAL	20,000	20,000
					subtotal	20,000	20,000
	10061300	523700	RAL03	Employee Training	COACH CERTIFICATION FEES	800	-
					subtotal	800	-
	10061300	531100	RAL03	General Supplies & Materials	GENERAL SOCCER SUPPLIES	150	750
					PLAYER AWARD FOR REC LEAGUES	3,500	3,500
					PLAYER UNIFORMS - REC LEAGUES	21,500	25,000
					subtotal	25,150	29,250
	10061300	561600	RAL03	Small Equipment	GOALS, NETS, WAGONS, ETC.	7,500	6,000
					subtotal	7,500	6,000
Athletics (Soccer) Total						\$ 171,450	\$ 176,750
Athletics - Softball	10061300	521200	RAL04	Professional Services	UMPIRES FOR ALL LEAGUES	40,000	37,000
					subtotal	40,000	37,000
	10061300	531100	RAL04	General Supplies & Materials	FIRST AID & MISC SUPPLIES	250	250
					PLAYER AWARDS FOR TOURNAMENT WINNERS	1,200	1,200
					PLAYER SHIRTS	3,000	3,000
subtotal					4,450	4,450	
Athletics (Softball) Total						\$ 44,450	\$ 41,450

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Athletics - Volleyball	10061300	521200	RAL06	Professional Services	INSTRUCTOR/OFFICIALS FEES	7,400	12,000
					<i>subtotal</i>	7,400	12,000
	10061300	531100	RAL06	General Supplies & Materials	GENERAL SUPPLIES	2,200	2,200
					<i>subtotal</i>	2,200	2,200
Athletics (Adult Volleyball) Total						\$ 9,600	\$ 14,200
Cultural Arts	10061350	521200		Professional Services	PHOTOGRAPHER (EVENTS, ADVERTISING, ETC.); (2019 Operating Initiative)	-	600
					GRAPHIC DESIGNER (2019 Operating Initiative)	-	2,000
					<i>subtotal</i>	-	2,600
	10061350	523300		Advertising	GENERAL (SCULPTURE LAUNCH, PERFORMANCE, ETC.); (2019 Operating Initiative)	-	2,000
					<i>subtotal</i>	\$ -	\$ 2,000
	10061350	522210		Equipment Repair & Maintenance	GENERAL MAINTENANCE/REPAIR (KILN, POTTERY WHEELS, LIGHT BOARD)	-	-
					<i>subtotal</i>	-	-
	10061350	523500		Employee Travel	ARTS MANAGER, SUPERVISOR AND COORDINATOR TRAVEL	375	375
					LOCAL MILEAGE, CONFERENCE TRAVEL (2019 Operating Initiative)	-	4,625
					<i>subtotal</i>	375	5,000
	10061350	523700		Employee Training	ARTS MANAGER, SUPERVISOR AND COORDINATOR TRAINING/PROFESSIONAL MEMBERSHIPS	375	375
					PROFESSIONAL DEVELOPMENT, MEMBERSHIPS, ASSOCIATIONS, ETC. (2019 Operating Initiative)	-	2,825
					<i>subtotal</i>	375	3,200
	10061350	531100		General Supplies & Materials	GENERAL OFFICE SUPPLIES	500	500
					GENERAL OFFICE SUPPLIES (POSTAGE, OFFICE SUPPLIES, ETC.); (2019 Operating Initiatives)	-	1,100
					<i>subtotal</i>	500	1,600
	10061350	531700		Employee Uniforms	SEASONAL EMPLOYEE STAFF SHIRTS	50	50
					SEASONAL EMPLOYEE STAFF SHIRTS (2019 Operating Initiatives)	-	350
					<i>subtotal</i>	50	400
Cultural Arts Total						\$ 1,300	\$ 14,800
Cultural Services - Arts & History Supported Events	10061350	521200	RCA03	Professional Services	ENTERTAINMENT (ART SHOWS)	2,500	2,500
					SOUND, STAGE, & LIGHTING EQUIPMENT (2019 Operating Initiatives)	-	1,500
					MUSCIANS (2019 Operating Initiatives)	-	2,500
					GRAPHIC DESIGNER (2019 Operating Initiative)	-	2,500
					<i>subtotal</i>	2,500	9,000
	10061350	523300	RCA03	Advertising	NEWSPAPER, ONLINE, ETC. (2019 Operating Initiative)	-	3,500
					<i>subtotal</i>	\$ -	\$ 3,500
	10061350	522320	RCA03	Equipment Rental	TRASH, PORTAPOTTIES, ETC. (2019 Operating Initiative)	-	2,000
					RENTALS - TABLES, CHAIRS, GLASSES, ETC. (2019 Operating Initiative)	-	3,500
					<i>subtotal</i>	-	5,500
	10061350	523400	RCA03	Printing & Binding	PROGRAM FLYERS, BANNERS, SIGNS, ETC. (2019 Operating Initiative)	-	1,500
					<i>subtotal</i>	-	1,500
	10061350	531100	RCA03	General Supplies & Materials	ARTS & CRAFTS SUPPLIES	300	300
					SHOW SUPPLIES, INVITATIONS, HOSPITALITY (2019 Operating Initiative)	-	3,200
					<i>subtotal</i>	300	3,500
Cultural Arts (Arts & History Supported Events) Total						\$ 2,800	\$ 23,000

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Cultural Services - Community Supported Arts Programs	10061350	521200	RCA05	Professional Services	SUPPORT FOR COMMUNITY ARTS ORGANIZATIONS (2019 Operating Initiative)		3,600	50,000
						subtotal	3,600	50,000
	10061350	523300	RCA05	Advertising	NEWSPAPER, ONLINE, ETC. (2019 Operating Initiative)		-	4,000
						subtotal	\$ -	\$ 4,000
	10061350	523400	RCA05	Printing & Binding	PROGRAM FLYERS, BANNERS, SIGNS, ETC. (2019 Operating Initiative)		-	2,000
						subtotal	-	2,000
	10061350	531100	RCA05	General Supplies & Materials	FINE ARTS - BETA CLUB MURALS, POETRY , ETC. - PAINTS, BRUSHES, ETC. (2019 Operating Initiative)		-	4,000
					TECHNOLOGY - TECH INCORPORATED IN ART PROGRAMS (2019 Operating Initiative)		-	2,000
				OTHER ARTS - CULINARY (2019 Operating Initiative)		-	1,000	
					subtotal	-	7,000	
Cultural Arts (Community Supported Arts Programs) Total							\$ 3,600	\$ 63,000
Cultural Services - Historic Preservation	10061350	521200	RCA06	Professional Services	RADAR SCANNING, BRUSH CLEARING, ETC. (2019 Operating Initiative)		-	10,000
						subtotal	-	10,000
	10061350	523300	RCA06	Advertising	NEWSPAPER, ONLINE, ETC. (2019 Operating Initiative)		-	2,500
						subtotal	\$ -	\$ 2,500
	10061350	523400	RCA06	Printing & Binding	PROGRAM FLYERS, BANNERS, SIGNS, ETC. (2019 Operating Initiative)		-	1,000
						subtotal	-	1,000
	10061350	523860	RCA06	Maintenance Contracts	HISTORICAL MARKERS (PAINTING, REVISIONS, MOVING), MUSEUM (2019 Operating Initiative)		3,552	3,000
						subtotal	3,552	3,000
10061350	531100	RCA06	General Supplies & Materials	GENERAL (E.G. TOMBSTONE CLEANING SUPPLIES, ETC.) (2019 Operating Initiative)		-	500	
					subtotal	-	500	
Cultural Arts (Historic Preservation) Total							\$ 3,552	\$ 17,000
Cultural Arts Center	10061360	522210		Equipment Repair & Maintenance	ARTS EQUIPMENT (KILN, POTTERY WHEELS, LIGHT BOARD, ETC.); (2019 Operating Initiatives)		-	2,000
						subtotal	-	2,000
	10061360	523300		Advertising	GENERAL (MARKETING PLAN, SOCIAL MEDIA, NEWSPAPER, ETC.); (2019 Operating Initiative)		-	4,000
						subtotal	\$ -	\$ 4,000
	10061360	523400		Printing & Binding	PROGRAM FLYERS, BANNERS, SIGNS, ETC. (2019 Operating Initiative)		-	6,000
						subtotal	-	6,000
	10061360	523860		Maintenance Contracts	COPIER MAINTENANCE (INCL. CONSUMABLES); (2019 Operating Initiative)		-	2,000
						subtotal	-	2,000
	10061360	531100		General Supplies & Materials	GENERAL SUPPLIES (POSTAGE, ENVELOPES, OFFICE SUPPLIES, ETC.); (2019 Operating Initiative)		-	2,550
					JANITORIAL SUPPLIES (FOR QUICK CLEANUP BETWEEN PROGRAMS); (2019 Operating Initiative)		-	1,500
					BREAKROOM SUPPLIES (2019 Operating Initiative)		-	1,200
					INTERCHANGABLE OUTSIDE ENTRY WALL ART (2X A YEAR); (2019 Operating Initiative)		-	800
					VOLUNTEER PROGRAMS (FOOD, T-SHIRTS, AWARDS, ETC.); (2019 Operating Initiative)		-	4,500
						subtotal	-	10,550
Cultural Arts Center Total							\$ -	\$ 24,550
Cultural Arts Center - Summer Camps	10061360	521200	RCA07	Professional Services	INSTRUCTOR FEES		10,000	10,000
					INSTRUCTOR FEES (2019 Operating Initiatives)		-	2,000
						subtotal	10,000	12,000
	10061360	531100	RCA07	General Supplies & Materials	GENERAL CAMP SUPPLIES		3,200	3,200
						subtotal	3,200	3,200
	10061360	531700	RCA07	Employee Uniforms	STAFF SHIRTS (2019 Operating Initiatives)		-	250
					subtotal	-	250	
Cultural Arts Center (Summer Camps) Total							\$ 13,200	\$ 15,450

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Cultural Arts Center - Art Programs	10061360	521200	RCA08	Professional Services	INSTRUCTOR FEES	28,000	28,000	
					FINE ARTS INSTRUCTOR FEES (DRAWING, PAINTING, CLAY, ETC.); (2019 Operating Initiatives)	-	20,000	
					PERFORMING ARTS INSTRUCTOR FEES (DRAMA, MUSIC, DANCE, ETC.); (2019 Operating Initiatives)	-	30,000	
					TECH ARTS INSTRUCTOR FEES (PHOTOSHOP, 3D PRINTING, CAD, ETC.); (2019 Operating Initiatives)	-	30,000	
					OTHER INSTRUCTOR FEES (WRITING, CULINARY, ART HISTORY, ETC.); (2019 Operating Initiatives)	-	20,000	
					GRAPHIC DESIGNER; (2019 Operating Initiatives)	-	2,000	
					subtotal	28,000	130,000	
	10061360	523300	RCA08	Advertising	NEWSPAPER, ONLINE, ETC. (2019 Operating Initiatives)	-	5,000	
					subtotal	\$ -	\$ 5,000	
	10061360	523400	RCA08	Printing & Binding	PROGRAM FLYERS, BANNERS, SIGNS, ETC. (2019 Operating Initiatives)	-	4,500	
					subtotal	-	4,500	
	10061360	531100	RCA08	General Supplies & Materials	ART SUPPLIES PAINT, BRUSHES	750	750	
					FINE ARTS SUPPLIES (PAINT, BRUSHES, CANVAS, GIFFIN GRIPS, ETC.); (2019 Operating Initiatives)	-	1,750	
					PERFORMING ARTS SUPPLIES (GOBOS, PROPS, SCRIPT COPIES, ETC.); (2019 Operating Initiatives)	-	1,000	
					TECH ARTS SUPPLIES (PROGRAMS, SOFTWARE LICENSES, ETC.); (2019 Operating Initiatives)	-	1,250	
					OTHER SUPPLIES (MAT BOARD, MUSEUM TRIP TICKETS, CUTLERY, ETC.); (2019 Operating Initiatives)	-	1,000	
					subtotal	750	5,750	
					Cultural Arts Center (Art Programs) Total			
	Cultural Arts Center - Lectures & Presentations	10061360	521200	RCA09	Professional Services	6 GUEST LECTURES (ARTIST WITH AIRFARE, HOTEL, ETC.); (2019 Operating Initiatives)	-	6,000
						subtotal	-	6,000
		10061360	523300	RCA09	Advertising	NEWSPAPER, ONLINE, ETC. (2019 Operating Initiatives)	-	3,000
	subtotal					\$ -	\$ 3,000	
	Cultural Arts Center (Lectures & Presentations) Total					\$ -	\$ 9,000	
Cultural Arts Center - Special Events Gallery Shows	10061360	521200	RCA10	Professional Services	ART SHOWS (2019 Operating Initiatives)	-	10,000	
					MUSIC (BANDS FOR LAWN SHOWS, ETC.); (2019 Operating Initiatives)	-	2,500	
					subtotal	-	12,500	
	10061360	522320	RCA10	Equipment Rental	PORTABLE GALLERY WALLS (SETUP, LOGISTICS, ETC.); (2019 Operating Initiatives)	-	2,000	
					RENTALS - TABLES, CHAIRS, GLASSES, ETC. (2019 Operating Initiatives)	-	3,000	
					subtotal	-	5,000	
	10061360	523300	RCA10	Advertising	NEWSPAPER, ONLINE, ETC. (2019 Operating Initiatives)	-	3,500	
					subtotal	\$ -	\$ 3,500	
	10061360	531100	RCA10	General Supplies & Materials	SHOW SUPPLIES, INVITATIONS, HOSPITALITY (2019 Operating Initiatives)	-	3,000	
					subtotal	-	3,000	
	Cultural Arts Center (Special Events Gallery Shows) Total					\$ -	\$ 24,000	
Community Center	10061400	522210		Equipment Repair & Maintenance	AALCO BASKETBALL GOAL (1 GYM = \$1700)	3,400	3,400	
					AUTOMATIC DOOR REPAIRS	750	750	
					MINOR REPAIRS	-	-	
					SOUND SYSTEM REPAIRS	300	300	
					SECURITY CAMERAS, SECURITY DOOR & SECURITY SYSTEM REPAIRS	350	350	
					subtotal	4,800	4,800	
	10061400	522320		Equipment Rental	HYDRAULIC LIFT (CHANGE LIGHT BULBS)	-	-	
					subtotal	-	-	
	10061400	523400		Printing & Binding	BANNERS & SIGNS	-	200	
					subtotal	-	200	
	10061400	523500		Employee Travel	COMMUNITY CENTER STAFF TRAVEL	2,200	2,200	

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									FY 2018 Adopted Budget	FY 2019 Recommended Budget	
Division/Project Title		Account Number		Title		Account Detail					
									subtotal	2,200	2,200
		10061400 523700		Employee Training		COMMUNITY CENTER STAFF PROFESSIONAL DEVELOPMENT			2,200	2,200	
									subtotal	2,200	2,200
		10061400 523860		Maintenance Contracts		ATHLETICS DOMAIN			50	50	
									subtotal	50	50
		10061400 531100		General Supplies & Materials		OFFICE SUPPLIES (PAPER, ENVELOPES, etc.)			8,500	8,500	
						FIRST AID SUPPLIES			500	500	
						POSTAGE			500	500	
									subtotal	9,500	9,500
		10061400 531200		Misc. Utilities		CABLE/SATELLITE SERVICE (NOT EQUIPMENT PURCHASE)			-	-	
									subtotal	-	-
		10061400 531600		Small Equipment		REPLACE VARIOUS GYMNASISTICS EQUIPMENT (PIT CUBES, MATS, ETC>)			4,000	4,000	
						SMALL EQUIPMENT			4,000	4,000	
						BASKETBALL FOAM PADS			1,000	1,000	
									subtotal	9,000	9,000
		10061400 531700		Employee Uniforms		SEASONAL EMPLOYEE STAFF SHIRTS			350	350	
						STAFF/FACILITY SHIRTS			350	350	
									subtotal	700	700
Community Center Total									\$ 28,450	\$ 28,650	
Community Center - Special Events	10061400	521200	RCC00	Professional Services	DISC JOCKEY (FATHER/DAUGHTER, COOKIES W/CLAUSES)			700	700		
					ENTERTAINMENT (COOKIES WITH CLAUSES)			400	400		
					ENTERTAINMENT (MOTHER/SON EVENT)			500	500		
					ENTERTAINMENT (FATHER/DAUGHTER DAY)			600	600		
					ENTERTAINMENT (STORIES, SONGS & SMORES)			300	300		
					PHOTOGRAPHER FOR F/D DANCE			600	600		
					DISC JOCKEY (OSD)			350	350		
					RACE MANAGEMENT & FINISH LINE			2,500	2,500		
								subtotal	5,950	5,950	
	10061400	522320	RCC00	Equipment Rental	RENTAL OF CHAIRS/TABLES FOR F/D DANCE AND INFLATABLES (MOTHER & SON)			1,500	1,000		
								subtotal	1,500	1,000	
	10061400	531100	RCC00	General Supplies & Materials	DECORATIONS (COOKIES WITH CLAUSES)			200	200		
					EVENT AWARDS, T-SHIRTS, WATER, OTHER FOOD (OLD SOLDIERS DAY RACE)			4,250	4,250		
					DECORATIONS FOR F/D DANCE			600	600		
					FOOD & SUPPLIES FOR EVENTS (COOKIES WITH CLAUSES, F/D DANCE, MOTHER/SON EVENT)			1,600	1,600		
								subtotal	6,650	6,650	
	Community Center (Special Events) Total									\$ 14,100	\$ 13,600
Community Center - Gymnastics	10061400	521200	RCC01	Professional Services	INSTRUCTOR FOR RECREATIONAL GYMNASISTICS - RELATED PROGRAMS			145,000	170,000		
					INSTRUCTOR FOR TEAM GYMNASISTICS - RELATED PROGRAMS			90,000	115,000		
								subtotal	235,000	285,000	
	Community Center (Gymnastics) Total									\$ 235,000	\$ 285,000

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Division/Project Title	Account Number			Title	Account Detail		
Community Center - Instructional Sports	10061400	521200	RCC02	Professional Services	INSTRUCTOR COSTS - INSTRUCTIONAL SPORTS CLASSES AND CAMPS	50,000	90,000
					INSTRUCTOR COSTS - SPORTYKES	23,000	23,000
					subtotal	73,000	113,000
					Community Center (Instructional Sports) Total		
Community Center - Performing Arts Programs	10061400	521200	RCC04	Professional Services	INSTRUCTOR COST FOR YOUTH & ADULT	72,500	72,500
					subtotal	72,500	72,500
	10061400	522320	RCC04	Equipment Rental	RENTAL & TECHNICIANS FEES FOR DANCE RECITAL	3,000	3,000
					subtotal	3,000	3,000
	10061400	531100	RCC04	General Supplies & Materials	RECITAL SUPPLIES	400	400
					subtotal	400	400
Community Center (Performing Arts) Total						\$ 75,900	\$ 75,900
Community Center - Special Needs Programs	10061400	521200	RCC05	Professional Services	CAMP FIELD TRIPS	4,250	7,500
					subtotal	4,250	7,500
	10061400	522320	RCC05	Equipment Rental	LEASED BUS WITH AC FOR CAMP	9,000	9,000
					CAMP HAPPY HEARTS FACILITY RENTAL (LIONHEART SCHOOL)	5,000	5,000
					subtotal	14,000	14,000
	10061400	523860	RCC05	Maintenance Contracts	JANITORIAL SERVICES	-	-
					subtotal	-	-
10061400	531100	RCC05	General Supplies & Materials	8 FIELD TRIPS INCLUDING ADMISSION	-	-	
				CAMPER SHIRTS	1,000	1,000	
				SUPPLIES FOR 8 WEEKS OF CAMP	4,400	4,400	
				subtotal	5,400	5,400	
Community Center (Special Needs) Total						\$ 23,650	\$ 26,900
COMMUNITY CENTER SPECIALTY PROGRAMS/CAMPS							
	10061400	521200	RCC06	Professional Services	INSTRUCTOR FEES	-	-
					INSTRUCTOR COSTS - RECREATIONAL VARIOUS PROGRAMS (LEGO CAMP)	12,000	11,000
					subtotal	12,000	11,000
	10061400	531100	RCC06	General Supplies & Materials	MISC PROGRAM/CAMP SUPPLIES	1,200	1,200
					subtotal	1,200	1,200
Community Center (Specialty Programs/Camps)						\$ 13,200	\$ 12,200
Community Center - Babysitter Boot Camp	10061400	521200	RCC07	Professional Services	INSTRUCTOR FEES	9,000	9,000
					subtotal	9,000	9,000
Community Center (Babysitter Boot Camp) Total						\$ 9,000	\$ 9,000
Community Center - Outdoor Recreation	10061400	521200	RCC08	Professional Services	INSTRUCTOR COSTS - TREE CLIMBING	2,500	1,000
					INSTRUCTOR COSTS-BIKE RIDING, FLY FISHING, RUNNING	12,500	12,500
					subtotal	15,000	13,500
Community Center (Outdoor Recreation) Total						\$ 15,000	\$ 13,500
Adult Activity Center	10061450	521200		Professional Services	GRAPHIC DESIGN & LAYOUT OF MONTHLY NEWSLETTER	3,000	3,000
					MISC PROFESSIONAL SERVICES	250	250
					subtotal	3,250	3,250
	10061450	522210		Equipment Repair & Maintenance	EQUIPMENT REPAIRS (KILN, etc.)	800	2,000
					subtotal	800	2,000

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Division/Project Title	Account Number	Title	Account Detail			
	10061450	522250	Facility Repair & Maintenance	REPAIR/MAINTENANCE (e.g. FLOOR MAINTENANCE)	-	-
				PAINT LOBBY, HALL, MULTI PURPOSE ROOM, et.	-	-
				<i>subtotal</i>	-	-
	10061450	523400	Printing & Binding	EVENT SIGNAGE/BANNERS & BUILDING SIGNS	250	250
				<i>subtotal</i>	250	250
	10061450	523500	Employee Travel	ADULT ACTIVITY CENTER STAFF TRAVEL	2,000	1,000
				<i>subtotal</i>	2,000	1,000
	10061450	523700	Employee Training	ADULT ACTIVITY CENTER STAFF PROFESSIONAL DEVELOPMENT	500	500
				<i>subtotal</i>	500	500
	10061450	523860	Maintenance Contracts	WATER COOLER MAINTENANCE	-	-
				<i>subtotal</i>	-	-
	10061450	531100	General Supplies & Materials	BUSINESS CARDS & ENVELOPES	500	500
				OFFICE SUPPLIES, NAME BADGES, FILM, FIRST AID	4,500	4,500
				POSTAGE	1,000	1,000
				PRINTER & COPIER TONER	400	400
				<i>subtotal</i>	6,400	6,400
	10061450	531600	Small Equipment	FITNESS EQUIPMENT (RECUMBENT BIKE, ELLIPTICAL, TREADMILL)	-	3,000
				GENERAL SMALL EQUIPMENT	600	600
				<i>subtotal</i>	600	3,600
	10061450	531700	Employee Uniforms	SEASONAL STAFF SHIRTS (BUS DRIVERS & FACILITY STAFF)	500	500
				STAFF SHIRTS (FOR FACILITY TECHNICIAN)	75	75
				EMPLOYEE WORK BOOTS	100	100
				EMPLOYEE WORK PANTS	100	100
				<i>subtotal</i>	775	775
<i>Adult Activity Center Total</i>					\$ 14,575	\$ 17,775
Adult Activity Center - Special Events	10061450	521200	RAA00 Professional Services	MAGICIAN OR FACE PAINTER (BREAKFAST WITH SANTA)	500	600
				DJ'S QUARTERLY SPECIAL EVENTS	500	1,500
				SANTA & MRS. CLAUS	500	600
				<i>subtotal</i>	1,500	2,700
	10061450	522320	RAA00 Equipment Rental	CHILDREN'S TRAIN AND PETTY ZOO	450	550
				<i>subtotal</i>	450	550
	10061450	523400	RAA00 Printing & Binding	EVENT SIGNAGE	-	-
				<i>subtotal</i>	-	-
	10061450	531100	RAA00 General Supplies & Materials	BREAKFAST WITH SANTA GIVEAWAYS	200	500
				BREAKFAST WITH THE CLAUSES	200	500
				GAMES, PRIZES, EGGS (EGG HUNT) AND QUARTERLY SPECIAL EVENTS	1,650	5,000
				<i>subtotal</i>	2,050	6,000
<i>Adult Activity Center (Special Events) Total</i>					\$ 4,000	\$ 9,250
Adult Activity Center - Senior Recreational Programs	10061450	521200	RAA01 Professional Services	INSTRUCTOR FEES FOR WATER EXERCISE	-	-
				TRAVEL INITIATIVES (FUNDED THROUGH FEES)	30,000	30,000
				INSTRUCTOR FEES FOR ADULT FITNESS PROGRAMS INCLUDING OIGONG	9,500	11,500
				PICKLEBALL PROGRAM	-	12,000
				<i>subtotal</i>	39,500	53,500

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Division/Project Title	Account Number		Title		Account Detail		
	10061450	531100	RAA01	General Supplies & Materials	CERAMIC SUPPLIES	250	525
					STAIN GLASS SUPPLIES	250	525
					WOODWORK	250	525
					VETERANS APPRECIATION BREAKFAST DECORATIONS/GIVEAWAYS	750	1,000
					subtotal	1,500	2,575
	10061450	531600	RAA01	Small Equipment	WOODSHOP EQUIPMENT REPLACEMENT	2,000	2,000
					subtotal	2,000	2,000
Adult Activity Center (Senior Recreational Programs) Total						\$ 43,000	\$ 58,075
Adult Activity Center - Tennis	10061450	521200	RAA02	Professional Services	INSTRUCTOR FEES	20,000	20,000
					subtotal	20,000	20,000
	10061450	531100	RAA02	General Supplies & Materials	TENNIS/GENERAL SUPPLIES (NETS, SCOREBOARD SET, ETC)	1,000	1,000
					REPLACE WINDSCREENS	1,500	1,500
					subtotal	2,500	2,500
	10061450	531600	RAA02	Small Equipment	PLAYER BENCH REPLACEMENT	500	500
					subtotal	500	500
	Adult Activity Center (Tennis) Total					\$ 23,000	\$ 23,000
Equestrian Center	10061500	521200		Professional Services	STABLE LICENSE and LEAGUE OF AGRICULTURE & EQUINE FACILITY FEE	695	850
					subtotal	695	850
	10061500	522210		Equipment Repair & Maintenance	GENERAL REPAIRS	1,500	3,500
					PMA'S REPAIRS TO GATOR & GOLF CART	500	500
					REPAIRS TO ARENA DRAGS & HAND EQUIPMENT	2,000	2,500
					REPAIRS TO FREEZERS/REFRIGERATORS	1,000	1,000
					REPAIRS TO PA SYSTEM OF OFFICES, BARNs, RINGS	2,000	2,000
					subtotal	7,000	9,500
	10061500	522240		Grounds Repair & Maintenance	EQUESTRIAN CENTER GROUNDS R & M, INCL FENCE REPAIR	33,000	38,000
					STALL MAINTENANCE GROUND R & M	2,000	2,000
					EQUESTRIAN GROUNDS BEAUTIFICATION (PLANTS, TREES, & UNDERBRUSH REMOVAL)	-	5,000
					subtotal	35,000	45,000
	10061500	522250		Facility Repair & Maintenance	GENERAL REPAIR (STALLS, ELECTRICAL, etc.)	5,000	3,000
					subtotal	5,000	3,000
	10061500	522320		Equipment Rental	GENERAL RENTALS (PA SYSTEM, WATER TRAILER, etc.)	250	5,000
					subtotal	250	5,000
	10061500	523500		Employee Travel	EQUESTRIAN CENTER MGR TRAVEL EXPENSES	2,000	2,000
					subtotal	2,000	2,000
	10061500	523700		Employee Training	EQUESTRIAN CENTER MGR PROFESSIONAL DEVELOPMENT	1,500	1,500
					subtotal	1,500	1,500
	10061500	523860		Maintenance Contracts	SHAVINGS, MANURE REMOVAL	125,000	140,000
					subtotal	125,000	140,000
	10061500	531100		General Supplies & Materials	GENERAL OFFICE SUPPLIES	200	200
					SHAVINGS	90,000	100,000
					subtotal	90,200	100,200
	10061500	531270		Fuel	EQUIPMENT FUEL	2,500	3,000
					subtotal	2,500	3,000

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Division/Project Title	Account Number		Title	Account Detail		
	10061500	531600	Small Equipment	GATOR/UTILITY VEHICLE	-	-
				HAND TOOLS: BLOWER/CHAIN SAW/HAND TOOLS	4,000	4,000
				<i>subtotal</i>	4,000	4,000
	10061500	531700	Employee Uniforms	STANDARD UNIFORMS, SAFETY SHOES, & ACCESSORIES	1,200	1,200
				<i>subtotal</i>	1,200	1,200
	10061500	542100	Machinery & Equipment	GENERAL MACHINERY & EQUIPMENT	10,000	10,000
				<i>subtotal</i>	10,000	10,000
<i>Equestrian Center Total</i>					\$ 284,345	\$ 325,250
Wills Park Recreation Center	10061550	522250	Facility Repair & Maintenance	EXTERIOR LIGHTING OF WPRC	-	-
				MULTI PURPOSE ROOM REFINISHING	-	-
				GENERAL FACILITY REPAIR/MAINTENANCE	-	-
				<i>subtotal</i>	-	-
	10061550	523500	Employee Travel	WILLS PARK TRAVEL	400	750
				<i>subtotal</i>	400	750
	10061550	523700	Employee Training	WILLS PARK PROFESSIONAL DEVELOPMENT	650	1,000
				<i>subtotal</i>	650	1,000
	10061550	523860	Maintenance Contracts		-	-
				<i>subtotal</i>	-	-
	10061550	531100	General Supplies & Materials	BASKETBALL, PING PONG, FOOSBALL, POOL EQUIPMENT	250	250
				BREAKROOM SUPPLIES	400	350
				ENVELOPES, BUSINESS CARDS	350	150
				JANITORIAL SUPPLIES	200	200
				MEDICAL SUPPLIES	500	500
				OFFICE & GENERAL SUPPLIES	3,500	3,500
				POSTAGE	200	100
				TONERS	200	200
				<i>subtotal</i>	5,600	5,250
	10061550	531700	Employee Uniforms	DAY CAMP SEASONAL EMPLOYEES STAFF SHIRTS	850	2,000
				SEASONAL EMPLOYEES BACK PACKS	250	250
				STAFF SHIRTS (INCLUDING FACILITY TECH UNIFORM ALLOWANCE)	250	250
				<i>subtotal</i>	1,350	2,500
	10061550	542100	Machinery & Equipment	MACHINERY & EQUIPMENT	7,500	7,500
				<i>subtotal</i>	7,500	7,500
<i>Wills Park Recreation Center Total</i>					\$ 15,500	\$ 17,000
Wills Park Recreation Center - Special Events	10061550	521200	RWP00 Professional Services	ENTERTAINMENT (JULY 4TH & HALLOWEEN)	6,000	6,000
				FIREWORKS	30,000	30,000
				<i>subtotal</i>	36,000	36,000
	10061550	522240	RWP00 Grounds Repair & Maintenance	GENERAL GROUNDS REPAIRS	-	-
				<i>subtotal</i>	-	-
	10061550	522320	RWP00 Equipment Rental	INFLATABLES - TOUCH A TRUCK, JULY 4TH, HALLOWEEN	1,000	4,000
				SOUND SYSTEM & STAGE FOR JULY 4TH	8,000	4,000
				<i>subtotal</i>	9,000	8,000

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	10061550	531100	RWP00	General Supplies & Materials	CHILDREN'S EVENT GIVEAWAYS (JULY 4, HALLOWEEN)	500	500
					SUPPLIES FOR JULY 4	2,000	2,000
					SUPPLIES FOR SPECIAL EVENTS	3,500	4,000
					subtotal	6,000	6,500
	10061550	531700	RWP00	Employee Uniforms	STAFF & VOLUNTEER SHIRTS (JULY 4 300 & TOUCH A TRUCK 500)	2,200	2,200
					subtotal	2,200	2,200
Wills Park Recreation Center (Special Events) Total						\$ 53,200	\$ 52,700
Wills Park Recreation Center - Fitness Programs	10061550	521200	RWP01	Professional Services	INSTRUCTOR FEES (KARATE - ADAMS)	13,500	13,500
					INSTRUCTOR FEES (STEP AEROBICS - AEROBIC FITNESS)	7,500	7,500
					INSTRUCTOR FEES (TENNIS - GESSNER)	25,000	25,000
					INSTRUCTOR FEES (CAKE DECORATING - CUPCAKES BY DSIGNZ)	750	750
					INSTRUCTOR FEES (ADULT FITNESS & HULA HOOP)	3,500	3,500
					INSTRUCTOR FEES (YOUTH FITNESS - LIL VIBE)	1,000	1,000
					subtotal	51,250	51,250
	10061550	523300	RWP01	Advertising	FLYERS & PRESS RELEASES	-	-
					subtotal	-	-
	10061550	531100	RWP01	General Supplies & Materials	SUPPLIES FOR ALL HEALTH AND WELLNESS PROGRAMS	1,000	3,000
					subtotal	1,000	3,000
Wills Park Recreation Center (Fitness Programs) Total						\$ 52,250	\$ 54,250
Wills Park Recreation Center - Wills Park Day Camp	10061550	521200	RWP02	Professional Services	8 FIELD TRIPS	21,000	21,000
					subtotal	21,000	21,000
	10061550	522320	RWP02	Equipment Rental	BUS SERVICE	19,000	19,000
					INFLATABLES	3,500	3,500
					subtotal	22,500	22,500
	10061550	531100	RWP02	General Supplies & Materials	ART & CRAFT SUPPLIES	3,000	3,000
					BOARD GAMES, BALLS, BATS, ETC.	3,500	3,500
					PARENT HANDBOOK & REGISTRATION FORMS	350	350
					PARTICIPANT T-SHIRTS	2,550	2,550
					subtotal	9,400	9,400
Wills Park Recreation Center (Day Camp) Total						\$ 52,900	\$ 52,900

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Webb Bridge Park Athletic Fields	10061700 522210	Equipment Repair & Maintenance	VARIOUS EQUIPMENT SUPPLIES		1,500	1,500
				subtotal	1,500	1,500
	10061700 522240	Grounds Repair & Maintenance	BALL FIELD & MATERIALS (INFIELD MIX, SAND, ETC)		5,000	5,000
			BALL FIELD & TENNIS LIGHT REPAIRS		10,000	10,000
			CHALK & FIELD PAINT		4,000	4,000
			FENCE REPAIRS		4,500	4,500
			GENERAL GROUNDS REPAIRS		10,000	10,000
			HANDRAIL REPAIRS		4,000	4,000
			INFIELD IRRIGATION ON BASEBALL FIELDS		4,000	4,000
			LAKE/IRRIGATION PUMP/REPAIR EXPENSES		4,000	4,000
			MATERIALS FOR TRAIL REPAIRS (M10 SAND, SLATE, ETC.)		4,000	4,000
			SEPTIC TANK PUMPING		3,000	3,000
			SOD FOR WB SOCCER/WINDWARD SOCCER/BASEBALL FIELDS		15,000	15,000
			TREE REMOVAL		5,000	10,000
			STRIPING OF IN-PARK ROADWAY		5,000	5,000
			PARK BEAUTIFICATION (PLANTS, TREES & UNDERBRUSH CLEARING)		-	10,000
				subtotal	77,500	92,500
	10061700 522250	Facility Repair & Maintenance	LIGHT BULBS		-	-
			PAINT		-	-
				subtotal	-	-
	10061700 522320	Equipment Rental	AUGER, LIFTS, PORTALETs @ WINDWARD SOCCER		1,000	1,000
				subtotal	1,000	1,000
	10061700 523500	Employee Travel	WEBB BRIDGE PARK TRAVEL		1,000	1,000
				subtotal	1,000	1,000
	10061700 523700	Employee Training	WEBB BRIDGE PARK PROFESSIONAL DEVELOPMENT		1,500	1,500
				subtotal	1,500	1,500
	10061700 523860	Maintenance Contracts			-	-
				subtotal	-	-
	10061700 531100	General Supplies & Materials	ENVELOPES, BUSINESS CARDS		75	75
			GENERAL SUPPLIES- LIGHT BULBS, GAS CANS, GLUE, ETC.		-	-
			JANITORIAL SUPPLIES		250	250
			MEDICAL SUPPLIES		300	300
			OFFICE SUPPLIES		200	200
				subtotal	825	825
	10061700 531600	Small Equipment	HAND TOOLS: BLOWER/CHAIN SAW/HAND TOOLS		4,000	4,000
				subtotal	4,000	4,000
	10061700 531700	Employee Uniforms	STANDARD UNIFORMS		750	750
			EMPLOYEE WORK BOOTS		350	350
				subtotal	1,100	1,100
	10061700 542100	Machinery & Equipment	EQUIPMENT		10,000	10,000
				subtotal	10,000	10,000
Webb Bridge Park (Athletic Fields) Total					\$ 98,425	\$ 113,425

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Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
North Park Athletic Fields	10061750 522210	Equipment Repair & Maintenance	SMALL EQUIPMENT REPAIRS	1,000	1,000
			subtotal	1,000	1,000
	10061750 522240	Grounds Repair & Maintenance	ELECTRICAL/LIGHTING SERVICE	-	-
			GENERAL REPAIR/MAINTENANCE	35,000	35,000
			SOFTBALL FIELD EQUIPMENT (BASES, HOME PLATES, ETC.)	20,000	20,000
			SEPTIC TANK PUMPING (7 TANKS)	5,000	5,000
			TREE PRUNING/REMOVAL	-	5,000
			PARK BEAUTIFICATION (PLANTS, TREES & UNDERBRUSH CLEARING)	-	10,000
			subtotal	60,000	75,000
	10061750 522250	Facility Repair & Maintenance	LIGHT BULBS	-	-
			PAINTING	-	-
			subtotal	-	-
	10061750 522320	Equipment Rental	LIFT/AUGERS/ETC.	2,000	2,000
			PORT - A - LETS	3,500	3,500
			subtotal	5,500	5,500
	10061750 523500	Employee Travel	COGBURN RD PARK TRAVEL	750	750
			subtotal	750	750
	10061750 523700	Employee Training	NORTH PARK PROFESSIONAL DEVELOPMENT	1,000	1,000
			subtotal	1,000	1,000
	10061750 531100	General Supplies & Materials	OFFICE SUPPLIES, FIRST AID SUPPLIES, ETC.	1,350	1,350
			JANITORIAL SUPPLIES	250	250
			subtotal	1,600	1,600
	10061750 531600	Small Equipment	GENERAL SMALL EQUIPMENT	5,000	5,000
			subtotal	5,000	5,000
	10061750 531700	Employee Uniforms	STANDARD UNIFORMS	1,250	1,250
			EMPLOYEE WORK BOOTS	750	750
			subtotal	2,000	2,000
	10061750 542100	Machinery & Equipment	BATTING CAGE AT FIELD 7	-	-
			TRASH RECEPTACLES	-	-
			GENERAL EQUIPMENT	10,000	10,000
			subtotal	10,000	10,000
North Park (Athletic Fields) Total				\$ 86,850	\$ 101,850
Rock Mill Park/ Greenway	10061800 522210	Equipment Repair & Maintenance	CHAIN SAW SHARPENING/REPAIRS, ETC.	1,500	1,500
			subtotal	1,500	1,500
	10061800 522240	Grounds Repair & Maintenance	GROUND REPAIRS FOR GREENWAY AND UNION HILL	10,000	10,000
			TREE REMOVAL SERVICE	20,000	25,000
			LEVELING UNEVEN AREAS OF TRAIL (TRIP HAZARDS) 120 ln ft. @ \$40.00 ft.	5,000	5,000
			GREENWAY TRAIL, BRIDGE REPAIRS, BOARDWALK REPAIRS	15,000	20,000
			SIDEWALK REPAIRS	7,500	7,500
			PAVILION STAINING/SEALING	8,000	8,000
			PARK BEAUTIFICATION (PLANTS, TREES & UNDERBRUSH CLEARING)	-	10,000
			subtotal	65,500	85,500

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail			
	10061800 522250	Facility Repair & Maintenance	LIGHT BULBS (Rock Mill & Union Hill) PAINT		-	-
				<i>subtotal</i>	-	-
	10061800 522320	Equipment Rental	DUST MOPS FOR UNION HILL		1,000	500
			LIFT/AUGERS/SMALLER TRACKHOES/SKIDSTEERS		1,500	1,000
			PORT - A - LETS (GW)		1,500	1,500
				<i>subtotal</i>	4,000	3,000
	10061800 523500	Employee Travel	ROCK MILL PARK/GREENWAY TRAVEL		1,500	1,500
				<i>subtotal</i>	1,500	1,500
	10061800 523700	Employee Training	ROCK MILL PARK/GREENWAY PROFESSIONAL DEVELOPMENT		1,500	1,500
				<i>subtotal</i>	1,500	1,500
	10061800 531100	General Supplies & Materials	ENVELOPES, BUSINESS CARDS		50	50
			FIRST AID SUPPLIES (ROCK MILL & UNION HILL)		500	500
			GENERAL SUPPLIES		-	-
			JANITORIAL SUPPLIES		250	250
			OFFICE SUPPLIES		200	200
				<i>subtotal</i>	1,000	1,000
	10061800 531600	Small Equipment	HAND TOOLS: BLOWER/CHAIN SAW/HAND TOOLS		4,000	4,000
				<i>subtotal</i>	4,000	4,000
	10061800 531700	Employee Uniforms	STANDARD UNIFORMS		1,250	1,250
			WORK BOOTS		500	500
				<i>subtotal</i>	1,750	1,750
	10061800 542100	Machinery & Equipment	GENERAL EQUIPMENT		2,500	2,500
				<i>subtotal</i>	2,500	2,500
Rock Mill Park/Greenway Total					\$ 83,250	\$ 102,250
Community Services	10061900 521200	Professional Services	FULTON COUNTY BOARD OF EDUCATION-PARKING LOT		1,000	-
			FLIPSFILM ANNUAL RENEWAL		500	500
			PROFESSIONAL EVENT PLANNING FOR ADDITIONAL EVENTS		-	10,000
			ELECTRICAL SERVICES		1,400	3,000
				<i>subtotal</i>	\$ 2,900	\$ 13,500
	10061900 522320	Equipment Rental	SELF STORAGE		250	250
			TEMPORARY GARBAGE SERVICE - 45 ROSWELL ST		1,200	1,200
			EVENT BOXES		1,000	2,500
				<i>subtotal</i>	\$ 2,450	\$ 3,950
	10061900 523300	Advertising	ADVERTISING		-	-
				<i>subtotal</i>	\$ -	\$ -
	10061900 523400	Printing and Binding	ENVELOPES, GENERAL PRINTING		900	3,000
				<i>subtotal</i>	\$ 900	\$ 3,000
	10061900 523500	Employee Travel	LOCAL MILEAGE AND TRAVEL		5,000	5,000
				<i>subtotal</i>	\$ 5,000	\$ 5,000
	10061900 523700	Employee Training	ASSOCIATION MEMBERSHIP FEES		800	800
			PROFESSIONAL DEVELOPMENT-IFEA CONFERENCE		5,000	5,000
				<i>subtotal</i>	\$ 5,800	\$ 5,800
	10061900 523860	Maintenance Contracts	COPIER MAINTENANCE & SUPPLIES - PAGEPACK		1,500	2,000
			MUSIC LICENSING - ASCAP/BMI/SESAC		2,550	2,500
			ONLINE EVENT APPLICATION SERVICE		3,000	3,000
				<i>subtotal</i>	\$ 7,050	\$ 7,500

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City of Alpharetta

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Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title					FY 2018 Adopted Budget		FY 2019 Recommended Budget	
Account Number		Title		Account Detail				
10061900	522310	Land/Building Rental		MILTON CENTER PARKING LOT RENTAL		2,000	2,000	
					<i>subtotal</i>	\$ 2,000	\$ 2,000	
10061900	531100	General Supplies & Materials		SUBSCRIPTIONS		250	250	
				OFFICE SUPPLIES		2,000	2,000	
				POSTAGE		250	250	
				LUNCH/DINNER MEETINGS WITH ORGANIZATIONS		250	250	
					<i>subtotal</i>	\$ 2,750	\$ 2,750	
10061900	531200	Misc. Utilities		(2) PERMANENT GARBAGE DUMPSTERS IN DOWNTOWN		2,000	2,000	
					<i>subtotal</i>	\$ 2,000	\$ 2,000	
10061900	531230	Electricity				9,000	9,000	
					<i>subtotal</i>	\$ 9,000	\$ 9,000	
10061900	531600	Small Equipment		SMALL EQUIPMENT		-	-	
					<i>subtotal</i>	\$ -	\$ -	
10061900	531700	Employee Uniforms		STAFF CLOTHING		\$ 500	\$ 750	
					<i>subtotal</i>	\$ 500	\$ 750	
10061900	532400	Non-Recurring Expenses		REBRANDING INITIATIVE		-	-	
					<i>subtotal</i>	\$ -	\$ -	
<i>Special Events Total</i>						\$ 40,350	\$ 55,250	
DOWNTOWN DECORATIONS RSE00	10061900	521200 RSE00	Professional Services	ELECTRIC HOOK UP FOR TREE		1,500	3,000	
				HOLIDAY WREATHS FOR CITY HALL & DOWNTOWN		600	600	
				HOLIDAY DECORATING/LIGHTING (PURCHASE, INSTALL, REMOVAL, ETC.)		65,000	80,000	
					<i>subtotal</i>	\$ 67,100	\$ 83,600	
	10061900	531100 RSE00	General Supplies	HAY & DELIVERY - FALL DECORATIONS & DOWNTOWN LAMP POST BANNERS		2,000	2,000	
					<i>subtotal</i>	\$ 2,000	\$ 2,000	
10061900	531230 RSE00	Electricity				-	-	
					<i>subtotal</i>	\$ -	\$ -	
<i>Special Events (Downtown Decorations) Total</i>						\$ 69,100	\$ 85,600	
ALPHARETTA ARTS STREETFEST RSE01	10061900	521200 RSE01	Professional Services	PROFESSIONAL EVENT PLANNING		15,000	5,000	
				ENTERTAINMENT & RECYCLING ART VENDOR (BUBBLE VENDOR, STORYTELLER, PETTING FARM, MUSIC)		2,500	2,500	
				PHOTOGRAPHY		-	-	
				STREET SWEEPER		375	425	
				OVERNIGHT SECURITY SERVICES		1,400	1,400	
				STAGE, SOUND, & LIGHTING		2,000	2,000	
				ON SITE STAFF FOR ELECTRICAL SERVICES		1,750	1,750	
					<i>subtotal</i>	\$ 23,025	\$ 13,075	
	10061900	522320 RSE01	Equipment Rental	PORTABLE TOILETS & DUMPSTERS		2,000	2,000	
				GOLF CARTS		600	600	
				TENTS, TABLES, CHAIRS & 2-WAY RADIOS		2,000	2,500	
					<i>subtotal</i>	\$ 4,600	\$ 5,100	
	10061900	523300 RSE01	Advertising	EVENT ROAD CLOSINGS, ONLINE, ETC.		10,000	7,500	
					<i>subtotal</i>	\$ 10,000	\$ 7,500	
	10061900	523400 RSE01	Printing and Binding	APPLICATIONS, RIBBONS, PLAQUES		300	300	
				LAMP POST BANNERS FOR DOWNTOWN		1,000	1,000	
				MAPS & POSTERS		1,200	1,200	
					<i>subtotal</i>	\$ 2,500	\$ 2,500	
10061900	531100 RSE01	General Supplies		MAILING AND POSTAGE		-	-	
				VARIOUS SUPPLIES, INCL. CHILDREN'S AREA SUPPLIES, SKIRTING, AND ARTIST BAGS		2,000	5,000	
					<i>subtotal</i>	\$ 2,000	\$ 5,000	

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City of Alpharetta

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Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
	10061900	531230 RSE01	Electricity	-	-
			<i>subtotal</i>	\$ -	\$ -
			Special Events (Alpharetta Arts Streetfest) Total	\$ 42,125	\$ 33,175
SCARECROW HARVEST/ BREW MOON FEST (OCTOBER) RSE02	10061900	521200 RSE02	Professional Services	1,000	1,000
			ON SITE STAFF FOR ELECTRICAL SERVICES	4,500	4,500
			ENTERTAINMENT	1,500	500
			GRAPHIC DESIGNER	500	500
			INTERACTIVE MAP DEVELOPER	-	1,000
			MUSICIANS	500	500
			PHOTOGRAPHER	5,300	5,300
			STAGE, SOUND, & LIGHTING/STAGE MGMT.	425	425
			STREET SWEEPER	<i>subtotal</i>	<i>subtotal</i>
				\$ 13,725	\$ 13,725
	10061900	522320 RSE02	Equipment Rental	1,200	1,200
			PORTABLE TOILETS	1,300	1,300
			TENTS, TABLES, CHAIRS & 2-WAY RADIOS	<i>subtotal</i>	<i>subtotal</i>
				\$ 2,500	\$ 2,500
10061900	523300 RSE02	Advertising	EVENT, ROAD CLOSINGS, ONLINE, ETC.	2,000	1,000
			<i>subtotal</i>	<i>subtotal</i>	<i>subtotal</i>
				\$ 2,000	\$ 1,000
	523400 RSE02	Printing and Binding	MAPS & POSTERS	1,500	1,500
10061900			NEW LAMP POST BANNERS FOR DOWNTOWN	1,000	1,000
			<i>subtotal</i>	<i>subtotal</i>	<i>subtotal</i>
				\$ 2,500	\$ 2,500
	531100 RSE02	General Supplies	CAR DETAIL	150	
			HAY DELIVERY FOR STAGING OF SCARECROWS	4,000	4,000
			MAILINGS AND POSTAGE	200	200
			VARIOUS SUPPLIES, INCL. CHILDREN'S AREA SUPPLIES & SKIRTING	1,000	1,000
			VOLUNTEER SNACKS	200	200
			<i>subtotal</i>	<i>subtotal</i>	<i>subtotal</i>
				\$ 5,550	\$ 5,400
			Special Events (Scarecrow Harvest) Total	\$ 26,275	\$ 25,125
MAYOR'S CHALLENGE RSE03	10061900	521200 RSE03	Professional Services	400	400
			STREET SWEEPER	750	750
			ELECTRICAL SERVICES	<i>subtotal</i>	<i>subtotal</i>
				\$ 1,150	\$ 1,150
10061900	522320 RSE03	Equipment Rental	PORTABLE TOILETS	1,500	1,500
			TABLES, TENTS, & CHAIRS	200	200
10061900	523300 RSE03	Advertising	ADVERTISING	175	175
			<i>subtotal</i>	<i>subtotal</i>	<i>subtotal</i>
				\$ 175	\$ 175
			Special Events (Mayor's Challenge) Total	\$ 3,025	\$ 3,025
OLD SOLDIER'S DAY RSE04	10061900	521200 RSE04	Professional Services	2,000	2,000
			PARADE TRANSPORTATION - TROLLEY, SHUTTLE, GOLF CARTS	60	60
			GRAPHIC DESIGNER	125	125
			ELECTRICAL SERVICES	400	400
			PHOTOGRAPHER	425	425
			STREET SWEEPER	2,300	2,300
			STAGE, SOUND, & LIGHTING	<i>subtotal</i>	<i>subtotal</i>
				\$ 5,310	\$ 5,310
10061900	522320 RSE04	Equipment Rental	PORTABLE TOILETS	1,200	1,200
			2-WAY RADIOS	400	400
			GOLF CARTS	1,900	1,900
			TABLES, TENTS, & CHAIRS	1,200	1,200
			<i>subtotal</i>	<i>subtotal</i>	<i>subtotal</i>
				\$ 4,700	\$ 4,700

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City of Alpharetta

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Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
	10061900	523300 RSE04	Advertising	2,000	2,000
			EVENT, ROAD CLOSINGS, ONLINE, ETC.		
			<i>subtotal</i>	\$ 2,000	\$ 2,000
	10061900	523400 RSE04	Printing and Binding	200	200
			PHOTOS & APPLICATIONS		
			POSTER, FLYERS, PROGRAMS - BROCHURES & INSERTS	2,200	2,200
			LAMP POST BANNERS FOR DOWNTOWN	800	800
			<i>subtotal</i>	\$ 3,200	\$ 3,200
	10061900	531100 RSE04	General Supplies	1,000	2,500
			GENERAL SUPPLIES, INCL CANDY FOR PARADE GIVE-AWAY		
			POSTAGE	250	250
			T-SHIRTS FROM AMERICAN LEGION	325	325
			VOLUNTEER SNACKS	150	150
			<i>subtotal</i>	\$ 1,725	\$ 3,225
			<i>Special Events (Old Soldier's Day) Total</i>	\$ 16,935	\$ 18,435
TASTE OF ALPHARETTA RSE05	10061900	521200 RSE05	Professional Services	23,000	23,000
			PROFESSIONAL EVENT PLANNING		
			ENTERTAINMENT	5,000	5,000
			BUSES/SHUTTLE	1,500	1,500
			CREDIT CARD FEES	1,575	1,575
			GRAPHIC DESIGNER	2,000	2,000
			INTERACTIVE MAP DEVELOPER	500	500
			TOA VENDOR PAYOUT	75,000	75,000
			PHOTOGRAPHER	500	500
			STAGE, SOUND, & LIGHTING	12,000	12,000
			STREET SWEEPER	750	750
			ON SITE STAFF & TEMPORARY ELECTRICAL SERVICES	9,250	9,250
			<i>subtotal</i>	\$ 131,075	\$ 131,075
	10061900	522320 RSE05	Equipment Rental	5,000	5,000
			PORTABLE TOILETS		
			LED DISPLAY	2,500	2,500
			GOLF CARTS	2,000	2,000
			KITCHEN EQUIPMENT FOR COMPETITION AREA	2,000	2,000
			2-WAY RADIOS	400	400
			TENTS, TABLES, CHAIRS & COMPETITION STAGE	20,000	20,000
			<i>subtotal</i>	\$ 31,900	\$ 31,900
	10061900	523300 RSE05	Advertising	9,000	9,000
			EVENT, ROAD CLOSINGS, MOBILE APPS, ONLINE, ETC.		
			<i>subtotal</i>	\$ 9,000	\$ 9,000
	10061900	523400 RSE05	Printing and Binding	3,000	3,000
			POSTER, MAP, FLYERS, BROCHURES		
			TICKETS	3,000	3,000
			GROUND BANNERS, KIOSKS, STAGES, & FLAGS	5,000	5,000
			LAMP POST BANNERS FOR DOWNTOWN	1,500	1,500
			<i>subtotal</i>	\$ 12,500	\$ 12,500
	10061900	531100 RSE05	General Supplies	150	150
			CAR DETAIL		
			MAILINGS & POSTAGE	1,000	1,000
			GENERAL SUPPLIES	1,000	1,000
			TOA SPONSOR BOOKS		
			AWARDS	2,000	2,000
			T-SHIRTS	4,500	4,500
			VOLUNTEER FOOD - BREAKFAST, LUNCH, & JUDGES LUNCH	1,000	1,000
			<i>subtotal</i>	\$ 9,650	\$ 9,650
			<i>Special Events (Taste of Alpharetta) Total</i>	\$ 194,125	\$ 194,125

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Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title		Account Detail		
TREE LIGHTING RSE06	10061900	521200 RSE06	Professional Services		ENTERTAINMENT - ELVES, BALLOON ARTIST, FACE PAINTER	3,000	2,000
					SANTA (DERREL PERRY)	1,200	1,200
					ON SITE STAFF FOR ELECTRICAL SERVICES	3,000	1,800
					EVENT MGMT.	2,500	-
					GRAPHIC DESIGNER	1,500	500
					STAGE, SOUND, & LIGHTING, INCL BAND AND EMCEE	6,800	20,000
					STREET SWEEPING	500	500
					subtotal	\$ 18,500	\$ 26,000
	10061900	522320 RSE06	Equipment Rental		PORTABLE TOILETS	2,500	2,200
					TENTS, TABLES & CHAIRS	7,250	6,500
					2-WAY RADIOS	500	300
					SNOW PLAYGROUND (50x50)	14,000	14,000
					FENCING	2,000	2,000
					LED DISPLAY	2,500	-
					subtotal	\$ 28,750	\$ 25,000
	10061900	523300 RSE06	Advertising		EVENT, ROAD CLOSINGS, ONLINE, ETC.	3,000	3,600
	subtotal	\$ 3,000	\$ 3,600				
	10061900	523400 RSE06	Printing and Binding		PROGRAMS, POSTERS, FLYERS, BANNERS	2,000	1,500
	subtotal	\$ 2,000	\$ 1,500				
	10061900	531100 RSE06	General Supplies		DUMPSTERS AND RECYCLING BINS	300	300
					GENERAL SUPPLIES	2,500	2,000
					VOLUNTEER SNACKS	400	400
					subtotal	\$ 3,200	\$ 2,700
Special Events (Tree Lighting) Total						\$ 55,450	\$ 58,800
DOWNTOWN EUROPEAN MARKET RSE12	10061900	521200 RSE12	Professional Services		ON SITE STAFF FOR ELECTRICAL SERVICES	600	600
					STREET SWEEPER	500	500
					EVENT COORDINATOR		2,600
					subtotal	\$ 1,100	\$ 3,700
	10061900	522320 RSE12	Equipment Rental		PORTABLE TOILETS	950	950
					DUMPSTERS & RECYCLING BINS	150	150
					TABLES, TENTS, AND CHAIRS	2,000	
	subtotal	\$ 3,100	\$ 1,100				
	10061900	523300 RSE12	Advertising			-	-
	subtotal	\$ -	\$ -				
	10061900	523400 RSE12	Printing and Binding			-	-
	subtotal	\$ -	\$ -				
	10061900	531100 RSE12	General Supplies			-	-
					subtotal	\$ -	\$ -
Special Events (Downtown European Market) Total						\$ 4,200	\$ 4,800
WIRE & WOOD RSE13	10061900	521200 RSE13	Professional Services		PHOTOGRAPHER - PHOTO BOOTH	1,000	1,000
					GRAPHIC DESIGNER	1,000	1,000
					EVENT PRODUCTION COMPANY	20,000	20,000
					INTERACTIVE MAP DEVELOPER	500	500
					STREET SWEEPER	800	800
					ENTERTAINMENT	1,500	1,500
					ON SITE STAFF FOR ELECTRICAL SERVICES	4,000	4,000
					STAGE, SOUND, & LIGHTING	28,000	28,000
					subtotal	\$ 56,800	\$ 56,800

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						FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail			
	10061900	522310 RSE13	Land/Building Rental	40 OLD ROSWELL ST		1,200	1,200
					subtotal	\$ 1,200	\$ 1,200
	10061900	522320 RSE13	Equipment Rental	PORTABLE TOILETS		3,500	3,500
				FENCING RENTAL FOR MAIN STAGE AREA		5,000	6,700
				GOLF CARTS		1,500	1,500
				LAND RENTALS		2,400	2,400
				2-WAY RADIOS		500	500
				TABLES, TENTS, & CHAIRS		27,000	27,000
					subtotal	\$ 39,900	\$ 41,600
	10061900	523300 RSE13	Advertising			5,000	5,000
					subtotal	\$ 5,000	\$ 5,000
	10061900	523400 RSE13	Printing and Binding	LAMP POST BANNERS, A-FRAME VENUE SIGNS, GROUND BANNERS, BROCHURES, ETC.		6,500	7,500
					subtotal	\$ 6,500	\$ 7,500
	10061900	531100 RSE13	General Supplies	T-SHIRTS, 2 DAY ARTIST HOSPITALITY TENT/VOLUNTEERS		2,000	2,000
					subtotal	\$ 2,000	\$ 2,000
				Special Events (Wire & Wood) Total		\$ 111,400	\$ 114,100
FARMER'S MARKET RSE14	10061900	521200 RSE14	Professional Services			-	-
					subtotal	\$ -	\$ -
	10061900	522320 RSE14	Equipment Rental	PORTABLE TOILETS		1,200	1,200
					subtotal	\$ 1,200	\$ 1,200
				Special Events (Farmers Market) Total		\$ 1,200	\$ 1,200
RESTHAVEN CEMETERY TOURS RSE15	10061900	521200 RSE15	Professional Services	ON SITE STAFF FOR ELECTRICAL SERVICES		450	450
				PHOTOGRAPHER		300	300
				STAGE, SOUND, & LIGHTING		3,500	3,500
				THEATRICAL COMPANY, WRITERS, ACTORS, COSTUMES		7,000	7,500
				GRAPHIC DESIGNER		500	500
					subtotal	\$ 11,750	\$ 12,250
	10061900	522320 RSE15	Equipment Rental	PORTABLE TOILETS		100	100
				TABLES, TENTS, AND CHAIRS		1,900	2,200
				DUMPSTERS AND RECYCLING BINS		-	-
					subtotal	\$ 2,000	\$ 2,300
	10061900	523300 RSE15	Advertising			1,800	1,800
					subtotal	\$ 1,800	\$ 1,800
	10061900	523400 RSE15	Printing and Binding			500	500
					subtotal	\$ 500	\$ 500
	10061900	531100 RSE15	General Supplies	FOOD FOR ACTORS (AS PER RIDER)		600	500
					subtotal	\$ 600	\$ 500
				Special Events (Resthaven Cemetery Tours) Total		\$ 16,650	\$ 17,350
BREW MOON FEST (JUNE) RSE19	10061900	521200 RSE19	Professional Services	STAGE, SOUND, & LIGHTING		5,800	5,800
				ON SITE STAFF FOR ELECTRICAL SERVICES		600	600
					subtotal	\$ 6,400	\$ 6,400
	10061900	522320 RSE19	Equipment Rental			1,000	1,000
					subtotal	\$ 1,000	\$ 1,000
	10061900	531230 RSE19	Electric Utilities			500	500
					subtotal	\$ 500	\$ 500
				Special Events (Brew Moon Fest - June) Total		\$ 7,900	\$ 7,900

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2018 Adopted Budget	FY 2019 Recommended Budget		
Division/Project Title	Account Number		Title	Account Detail					
UGA GAME ON MILTON RSE20	10061900	521200 RSE20	Professional Services	STAGE, SOUND, & LED SCREEN		4,650	4,650		
				ON SITE STAFF FOR ELECTRICAL SERVICES		750	750		
				PHOTOGRAPHER		300	300		
				GRAPHIC DESIGNER					
				MOONWALKS/INFLATABLES		600	-		
				FACE PAINTING		500	500		
				STREET SWEEPING		400	400		
				subtotal	\$	7,200	\$	6,600	
	10061900	522320 RSE20	Equipment Rental	PORTABLE TOILETS		700	700		
				MOONWALKS/INFLATABLES		-	700		
				TABLES, TENTS, & CHAIRS		1,500	1,500		
	subtotal	\$	2,200	\$	2,900				
	10061900	523300 RSE20	Advertising		1,000	1,000			
	10061900	523400 RSE20	Printing and Binding		500	500			
	subtotal	\$	1,000	\$	1,000				
	10061900	523400 RSE20	Printing and Binding		500	500			
	subtotal	\$	500	\$	500				
10061900	531100 RSE20	General Supplies	SHIRTS FOR VOLUNTEERS		-	-			
subtotal	\$	-	\$	-					
Special Events (UGA Game on Milton) Total						\$	10,900	\$	11,000
ALPHARETTA THURSDAY NIGHTS RSE23	10061900	521200 RSE23	Professional Services	ENTERTAINMENT - MUSICIANS		13,500	13,500		
				ON SITE STAFF FOR ELECTRICAL SERVICES		500	500		
				subtotal	\$	14,000	\$	14,000	
	10061900	522320 RSE23	Equipment Rental	TABLES, TENTS, & CHAIRS		20,000	20,000		
				DUMPSTERS & RECYCLING BINS		1,000	1,000		
				MOONWALKS/INFLATABLES		1,500	1,500		
				PORTABLE TOILETS		3,000	3,000		
				subtotal	\$	25,500	\$	25,500	
	10061900	523300 RSE23	Advertising		3,000	3,000			
	subtotal	\$	3,000	\$	3,000				
	10061900	523400 RSE23	Printing and Binding		2,500	2,500			
	subtotal	\$	2,500	\$	2,500				
	10061900	531100 RSE23	General Supplies		500	500			
	subtotal	\$	500	\$	500				
Special Events (Alpharetta Thursday Nights) Total						\$	45,500	\$	45,500
MEMORIAL DAY EVENT RSE24	10061900	521200 RSE24	Professional Services	ON SITE STAFF FOR ELECTRICAL SERVICES		500	500		
				SOUND & STAGE		1,500	1,500		
				ENTERTAINMENT		500	500		
				subtotal	\$	2,500	\$	2,500	
	10061900	522320 RSE24	Equipment Rental	DUMPSTERS & RECYCLING BINS		100	100		
				TABLES, TENTS, & CHAIRS		650	650		
				PORTABLE TOILETS		500	500		
				subtotal	\$	1,250	\$	1,250	
	10061900	523300 RSE24	Advertising		-	-			
	subtotal	\$	-	\$	-				
	10061900	523400 RSE24	Printing and Binding		-	-			
	subtotal	\$	-	\$	-				
	10061900	531100 RSE24	General Supplies		250	250			
	subtotal	\$	250	\$	250				
Special Events (Memorial Day Event) Total						\$	4,000	\$	4,000

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail			
VETERANS DAY EVENT RSE25	10061900	521200 RSE25	Professional Services	ON SITE STAFF FOR ELECTRICAL SERVICES		500	500
				SOUND & STAGE		1,500	1,500
				ENTERTAINMENT		500	500
	subtotal			\$ 2,500	\$ 2,500		
	10061900	522320 RSE25	Equipment Rental	DUMPSTERS & RECYCLING BINS		100	100
				TABLES, TENTS, & CHAIRS		650	650
				PORTABLE TOILETS		500	500
	subtotal			\$ 1,250	\$ 1,250		
	10061900	523300 RSE25	Advertising			-	-
	subtotal					\$ -	\$ -
	10061900	523400 RSE25	Printing and Binding			-	-
	subtotal					\$ -	\$ -
	10061900	531100 RSE25	General Supplies			250	250
subtotal					\$ 250	\$ 250	
Special Events (Veterans Day Event) Total						\$ 4,000	\$ 4,000
ALPHARETTA CONCERT SERIES RSE26	10061900	521200 RSE26	Professional Services	MUSICIAN/BAND FEES		42,750	42,750
	subtotal					\$ 42,750	\$ 42,750
	10061900	522320 RSE26	Equipment Rental	PORTABLE TOILETS, DUMPSTERS, & RECYCLING BINS		1,500	1,500
	subtotal					\$ 1,500	\$ 1,500
	10061900	523300 RSE26	Advertising			5,000	5,000
	subtotal					\$ 5,000	\$ 5,000
	10061900	523400 RSE26	Printing and Binding			1,200	1,200
	subtotal					\$ 1,200	\$ 1,200
	10061900	531100 RSE26	General Supplies			750	750
subtotal					\$ 750	\$ 750	
Special Events (Alpharetta Concert Series) Total						\$ 51,200	\$ 51,200
Parks Maintenance	10061950	521200	Professional Services	UTILITY LOCATES IN ALL PARKS		3,000	3,000
	subtotal					3,000	3,000
	10061950	522210	Equipment Repair & Maintenance	GENERAL EQUIPMENT REPAIRS		7,000	7,000
						20,000	20,000
						8,000	8,000
	subtotal					35,000	35,000
	10061950	522240	Grounds Repair & Maintenance	ASPHALT TOPPING FOR WALKING TRAIL REPAIRS		-	-
						115,000	115,000
						5,000	5,000
						-	10,000
						-	10,000
	subtotal					120,000	140,000
	10061950	522250	Facility Repair & Maintenance	TOTAL PARKS MAINTENANCE		-	-
						27,000	20,000
	subtotal					27,000	20,000
	10061950	522320	Equipment Rental	DUST MOPS & DOOR MATS		1,000	500
						3,500	4,000
					2,000	2,000	
subtotal					6,500	6,500	
10061950	52300	Printing & Binding	PARK SIGN REPLACEMENT		4,000	2,000	
subtotal					4,000	2,000	

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title					Account Number		Title	Account Detail		FY 2018 Adopted Budget	FY 2019 Recommended Budget
		10061950	523500	Employee Travel			PARKS MAINTENANCE TRAVEL			1,500	1,500
								<i>subtotal</i>		1,500	1,500
		10061950	523700	Employee Training			PARK MAINTENANCE PROFESSIONAL DEVELOPMENT			2,000	2,000
								<i>subtotal</i>		2,000	2,000
		10061950	523860	Maintenance Contracts			JANITORIAL SERVICES (LIMITED CLEANING OF PARK RESTROOMS)			21,000	21,000
							2018 INITIATIVES (EXPANDED JANITORIAL SERVICES)			35,000	35,000
							DOWNTOWN PLANTERS, INCLUDING (2) SEASONAL PLANTINGS			52,000	52,000
							LANDSCAPE SERVICE (ADDED Milton Center)			236,000	236,000
							LANDSCAPE SERVICE (NEWLY ACQUIRED PARKLAND)			20,000	20,000
								<i>subtotal</i>		364,000	364,000
		10061950	531100	General Supplies & Materials			FIRST AID SUPPLIES FOR WILLS PARK			2,000	2,000
							GENERAL OFFICE SUPPLIES			4,000	4,000
							LETTERHEAD, ENVELOPES, BUSINESS CARDS			500	500
							PAPER PRODUCTS, CLEANING SUPPLIES, TRASH BAGS			60,000	70,000
							TONER CARTRIDGES			700	700
							WATER CUPS			300	300
								<i>subtotal</i>		67,500	77,500
		10061950	531270	Fuel			GAS, DIESEL, OIL FOR ALL PARK EQUIPMENT			10,000	10,000
								<i>subtotal</i>		10,000	10,000
		10061950	531600	Small Equipment			HAND TOOLS & SMALL EQUIPMENT			10,000	10,000
								<i>subtotal</i>		10,000	10,000
		10061950	531700	Employee Uniforms			STANDARD UNIFORMS			3,000	3,000
							SAFETY SHOES			1,350	1,350
							SEASONAL EMPLOYEE UNIFORMS			200	200
							STAFF SHIRTS			500	500
							UNIFORM ACCESSORIES (GLOVES, HATS, BRACES, GOGGLES)			1,500	1,500
								<i>subtotal</i>		6,550	6,550
		10061950	542100	Machinery & Equipment			GENERAL M & E			5,000	25,000
								<i>subtotal</i>		5,000	25,000
							<i>Parks Maintenance Total</i>			\$ 662,050	\$ 703,050
Parks Maintenance - Playground Maintenance		10061950	522240	RPM00	Grounds Repair & Maintenance		GROUND'S PLAYGROUND MAINTENANCE			20,000	25,000
							SEAL WOOD ON WACKY WORLD & WEBB ZONE			-	-
								<i>subtotal</i>		20,000	25,000
		10061950	531600	RPM00	Small Equipment		REPLACEMENT PARTS FOR PLAYGROUND EQUIP			-	-
								<i>subtotal</i>		-	-
							<i>Parks Maintenance (Playground Maintenance) Total</i>			\$ 20,000	\$ 25,000
City Center Park Maintenance		10061950	522240	RPM01	Grounds Repair & Maintenance		DRAINAGE IMPROVEMENTS			5,000	5,000
							FOUNTAIN REPAIR/PLANT REPLACEMENT/TREE REMOVAL			15,000	30,000
								<i>subtotal</i>		20,000	35,000
		10061950	523860	RPM01	Maintenance Contracts		CITY CENTER PARK MAINTENANCE (INCLUDING FOUNTAINS AND LIBRARY)			125,000	125,000
								<i>subtotal</i>		125,000	125,000
							<i>City Center Park Maintenance Total</i>			\$ 145,000	\$ 160,000
							<i>Recreation and Parks Department Total</i>			\$ 4,355,134	\$ 5,017,210

PERFORMANCE MEASUREMENTS

Recreation, Parks & Cultural Services - Rec Admin						
Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
Recreation & Parks turnover percentage	4.00%	10%	10%	6%	8%	4%
Annual Activity Enrollments as in RecWare and ActiveNet	14,877	18,054	16,517	8,020	17,000	17,250
# of Part-time hours used	43,279.00	43,467	40,525	25,236	41,000	41,250
Personnel Assigned:	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE
Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks
Deputy Director	Deputy Director	Deputy Director	Deputy Director	Deputy Director	Deputy Director	Project Manager
Office Manager	Office Manager	Office Manager	Office Manager	Office Manager	Office Manager	Office Manager
Customer Service Rep	Customer Service Rep	Customer Service Rep	Customer Service Rep	Customer Service Rep	Admin Assistant I	
Mkt/Accreditation Coordinator	Mkt/Accreditation Coordinator	Mkt/Accreditation Coordinator	Mkt/Accreditation Coordinator	Mkt/Accreditation Coordinator	Mkt/Accreditation Coordinator	

Recreation, Parks & Cultural Services - Adult Activity						
Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
Total # of Participants per year*	22,703	29,209	37,263	17,529	38,500	39,500
(Res / Non-Res)	6,462/16,241	12,096/17,113	26,048/11,215	12,395/5134	27,000/11,500	27,500/12,000
Total # of Building rentals	65	49	55	17	60	65
Total # of Day trips taken	107	98	96	54	100	110
Total # of Overnight trips taken using City buses	0	7	0	0	3	3
Personnel Assigned:	4.0 FTE	4.0 FTE	4.0 FTE	4.0 FTE	4.0 FTE	4.0 FTE
Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II
Recreation Coord	Recreation Coord	Recreation Coord	Recreation Coord	Recreation Coord	Recreation Coord	Recreation Coord
Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I
Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician

Recreation, Parks & Cultural Services - Aquatics						
Performance Measurements	Actual FY 2015	Actual FY 2016	Actual FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
% of Days pool facilities were open during pool season (93 days)	98%	99%	100%	100%	99%	99%
Average daily attendance at City pool	257	198	204	97	295	340
Hours of lifeguard training per person	20	20	15	7	50	50
# of Swim lessons held	122	111	108	54	125	125
# of Swim lessons participants	765	649	617	309	800	800
(resident / non-resident)	494/271	428/221	386/231	193/116	550/250	600/200
Swim teams participants	234	234	217	N/A	250	260
(resident / non-resident)	147/87	147/87	139/78	N/A	200/50	210/50
C.O.A.S.T. participants	55	55	38	38	55	60
(resident / non-resident)	30/25	30/24	28/10	28/10	30/25	40/20
# of Pool passes sold	90	357	121		250	275
(resident / non-resident)	67/23	76	67/54	67/54	175/75	200/75
<i>* Pool season spans two fiscal years</i>						
Personnel Assigned:						
Employees are hired seasonally. Aquatics is overseen by Rec.Services Mgr & Aquatics Coordinator						

* Pool closed for renovation July 1, 2017 - June 30, 2018

Recreation, Parks & Cultural Services - Athletics						
Performance Measurements	Actual FY 2015	Actual FY 2016	Target FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
# of Participants - Adult Basketball						
2 Seasons-25 teams	189 (Spring 2015)	74	279 w/42 teams	164 w/41 teams	319 w/61 teams	340 w/62 teams
(resident / non-resident)	67/122	43/317	122/157	78/86	143/176	150/190
# of Participants - Adult Softball						
3 Seasons-170 teams	434 (Spring 2015)	804 w/126 teams	1528 w/126 teams	548 w/41 teams	986 w/120 teams	1225 w/149 teams
(resident / non-resident)	142/292	510/294	766/762	279/269	500/486	613/612
# of Participants - Teen Basketball						
2 Season-12 teams	231	200	273 w/28 teams	113 w/20 teams	226 w/25 teams	250 w/25 teams
(resident / non-resident)	128/103	n/a	199/74	101/12	202/24	200/50
# of Participants - Youth Basketball						
75 Teams	707	620	611 w/76 teams	584 /70 teams	584/70 teams	600/72 teams
(resident / non-resident)	428/279	382/238	352/259	330/254	330/254	350/250
# of Participants - Youth Soccer						
70 Teams	870	940	927 w/85 teams	466 w/48 teams	877 w/80 teams	900 w/82 teams
(resident / non-resident)	634/236	737/203	707/220	348/118	688/199	700/200

Recreation, Parks & Cultural Services - Athletics						
Performance Measurements	Actual FY 2015	Actual FY 2016	Target FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
# of Participants - Youth Travel Soccer						
40 Teams (2 seasons)	853	894	1063 w/88 teams	596 w/44 teams	1038 w/88 teams	1050 w/90 teams
(resident / non-resident)	467/386	442/452	535/528	328/268	558/480	550/500
Personnel Assigned:	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE
Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II
Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician
Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I
Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)

Recreation, Parks & Cultural Services - Community Center						
Performance Measurements	Actual FY 2015	Actual FY 2016	Target FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
# of Participants in dance (resident / non-resident)	562 350/212	886 507/379	647 417/230	256 124/132	700 450/250	750 475/275
# of Participants in gymnastics (resident / non-resident)	2885 1,637/1,248	4561 2,244/2,317	3747 2031/1716	1699 912/787	4000 2500/1500	4200 2600/1600
# of Participants in instructional sports, including camps (resident / non-resident)	1,044 627/417	1,024 577/447	1,008 571/437	783 429/354	100 600/400	1,100 650/450
# of Participants in Outdoor Programs (resident / non-resident)	78 44/34	80 38/42	32 22/8	61 26/26	40 30/10	50 35/15
# of Participants in Specialty Recreation Programs (Babysitter, Bootcamp, Big Thinkers, LEGO)	192	301	199	61	200	225
(resident/non-resident)	115/77	140/616	99/100	34/27	150/50	175/50
# of Part-time hours used	3,720	3,850	3,287	3,208	5,000	5,000
Personnel Assigned:	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE
	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II		Recreation Supervisor II	Recreation Manager
	Recreation Coord (2)	Recreation Coord (2)	(Recreation Coord (2)		Recreation Coord (2)	Recreation Coord (2)
	Customer Service Representative	Customer Service Representative	Customer Service Representative		Admin Assistant I	Admin Assistant I
	Facility Technician	Facility Technician	Facility Technician		Facility Technician	Facility Technician

Recreation, Parks & Cultural Services - Cultural Arts						
Performance Measurements	Actual FY 2015	Actual FY 2016	Target FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
# of Participants in youth art classes	174	93	416	184	437	502
(resident/Milton/non-resident)	104/70	49/44	186/148/82	88/20/76	199/63/175	228/73/201
# of Participants in adult art classes	396	348	293	181	362	416
(resident/Milton/non-resident)	180/216	186/162	164/57/72	99/50/32	198/100/64	227/115/74
# of Participants in summer camp	186	231	301	130	284	284
(resident/Milton/non-resident)	111/75	146/85	148/114/39	58/52/20	124/112/48	124/112/48
Personnel Assigned:	1.0 FTE	1.0 FTE	1.0 FTE		1.0 FTE	1.0 FTE
	Arts Coordinator	Arts Coordinator	Arts Coordinator	Cultural Arts Supervisor	Cultural Arts Manager	Cultural Arts Manager
					Cultural Arts Supervisor	Cultural Arts Supervisor
					Arts Coordinator	Arts Coordinator
					Admin Assistant I	Admin Assistant I
					Maintenance Tech	Maintenance Tech

Recreation, Parks & Cultural Services - Equestrian Center						
Performance Measurements	Actual FY 2015	Actual FY 2016	Target FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
Total # of Equestrian event dates	94	100	97	65	111	115
Total # dog show events	26	24	24	9	18	20
Total # other event dates hosted at equestrian center	19	44	58	16	51	45
Total attendance at events	115,000	125,000	130,000	65,000	135,000	140,000
# of Arenas/rings maintained	5	5	5	5	5	5
Personnel Assigned:	4.0 FTE	4.0 FTE	4.0 FTE	4.0 FTE	4.0 FTE	4.0 FTE
Equestrian Mgr.	Equestrian Mgr.	Equestrian Mgr.	Equestrian Mgr.	Equestrian Mgr.	Equestrian Mgr.	Equestrian Mgr.
Parks Maintenance Tech II	Parks Maintenance Tech II	Parks Maintenance Tech II	Parks Maintenance Tech II	Parks Maintenance Tech II	Parks Maintenance Tech II	Parks Maintenance Tech II
Parks Maintenance Tech I	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)
Parks Maintenance Tech						

Recreation, Parks & Cultural Services - Wills Park						
Performance Measurements	Actual FY 2015	Actual FY 2016	Target FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
# of Participants in aerobics	342	216	220	107	215	200
(resident / non-resident)	303/39	177/33	185/35	83/24	170/45	170/30
# of Participants in summer camp	1213	1187	1200	n/a	1200	1200
(resident / non-resident)	1106/107	1130/57	1140/60	n/a	1145/55	1145/55
# of Participants in tennis	377	396	395	113	400	700
(resident / non-resident)	334/43	382/14	375/20	106/7	380/20	675/25
# of Participants in karate	298	266	260	72	225	225
(resident / non-resident)	258/40	220/46	180/80	49/23	150/75	150/75
# of Wills Park special events	8	6	9	5	3	3
Personnel Assigned:	3.0 FTE	3.0 FTE	3.0 FTE		3.0 FTE	3.0 FTE
	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II		Recreation Supervisor II	Recreation Supervisor II
	Facility Technician	Facility Technician	Facility Technician		Facility Technician	Facility Technician
	Customer Service Representative	Customer Service Representative	Customer Service Representative		Admin Assistant I	Admin Assistant I

Recreation, Parks & Cultural Services - City Special Events Performance Measurements						
	Actual FY 2015	Actual FY 2016	Target FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
# of Total approved events:						
Exclusive City Events	48	50	50	36	50	45
City Partnered Events	37	38	38	23	75	80
Other Events	42	48	50	36	50	50
Approximate attendance for:						
Taste of Alpharetta	60,000	30,000 (rain)	30,000 (rain)	n/a	60,000	60,000
Mayor's Challenge	1,250	1,250	2,100	2,100	2,300	2,500
Old Soldier's Day Parade	8,000	7,000	7,500	7,500	7,500	8,000
Annual Tree Lighting	10,000	10,000	10,000	10,000	10,000	10,000
Alpharetta Arts Street Fest Spring	17,000	20,000	26,000	n/a	26,000	28,000
Scarecrow Harvest	6,000	6,000	6,500	6,500	6,500	6,500
Wire & Wood	2,000	1,700	1,200 (rain)	1,200	2,000	2,000
Alpharetta Food Truck Alley	26,000	27,000	27,000	14,100	27,000	29,000
Restless In Resthaven	400	450	400	400	450	450
Grilling & Gridiron	1,250	1,500	1,650	1,650	1,650	1,650
# of Special events applications processed	3,690	3,724	3,746	2,010	3,700	3,700
# of Volunteers recruited	1,250	1,300	1,450	830	1,400	1,400
# of Special event sponsors	120	124	132	63	145	155
# of Event vendors managed	1,015	1,010	1,070	460	1,100	1,150
Personnel Assigned:						
	3.0 FTE	3.0 FTE		3.0 FTE	3.0 FTE	
	Special Events Manager	Special Events Manager		Special Events Manager	Community Services Manager	
	Special Events Coord. (1 FT; 2PT)	Special Events Coord. (1 FT; 2 PT)		Special Events Coord. (1 FT; 2 PT)	Marketing/Accred. Coordinator Special Events Coordinator (2FT/1PT)	

Effective July 1, 2015, the City's Special Event Division is being transferred from the City Administration Department to the Recreation & Parks Department. The Special Events Division includes 3 full-time-equivalent positions (2 full time; 2 part-time). Division performance data is being shown herein for comparison purposes. Effective January 1, 2018 Special Events will now be called Community Services Division.

Recreation, Parks & Cultural Services - Parks Maintenance						
Performance Measurements	Actual FY 2015	Actual FY 2016	Target FY 2017	YTD (Dec. 2017) FY 2018	Target FY 2018	Target FY 2019
# of Athletic fields maintained*	32	32	33	33	31	31
# of Park acres maintained	320	320	322	322	354	354
# of Greenway acres maintained	252	252	252	257	257	257
# of Playground inspections	96	96	96	48	96	96
# of Park/playground injuries	1	0	1	0	0	0
# of Athletic field preparations	8,925	6,087	6,375	3,200	6,400	6,400
# of Park mowings	40	40	40	20	40	40
# of Athletic field mowings	80	80	80	40	80	80
# of Buildings maintained	38	37	37	37	37	37
# of Restrooms maintained	54	54	54	54	52	52
# of Pavilions maintained	15	15	15	15	15	15
# of Hours utilized for trash pickup	9,855	9,125	9,100	4,550	9,100	9,100
# of Part-time hours used	6,147	7,615	6,587	3,201	7,000	8,000
# of Vehicles maintained	15	15	15	15	15	15
# of Vehicle-related accidents	1	1	1	0	0	0
# of Work days missed due to accidents	0	0	0	1	1	0
Personnel Assigned:	21.0 FTE	21.0 FTE	21.0 FTE	21.0 FTE	21.0 FTE	21.0 FTE
Park Services Manager	Park Services Manager	Park Services Manager	Park Services Manager	Park Services Manager	Park Services Manager	Park Services Manager
Park Supervisor II (4)	Park Supervisor II (4)	Park Supervisor II (4)	Park Supervisor II (4)	Park Supervisor II (4)	Park Supervisor II (3)	Park Supervisor II (3)
Park Maintenance Tech II (4)	Park Maintenance Tech II (4)	Park Maintenance Tech II (4)	Park Maintenance Tech II (4)	Park Maintenance Tech II (4)	Park Maintenance Tech II (4)	Park Maintenance Tech II (4)
Park Maintenance Tech I (4)	Park Maintenance Tech I (11)	Park Maintenance Tech I (11)	Park Maintenance Tech I (11)	Park Maintenance Tech I (11)	Park Maintenance Tech I (10)	Park Maintenance Tech I (10)
Park Maintenance Tech (7)						
Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II



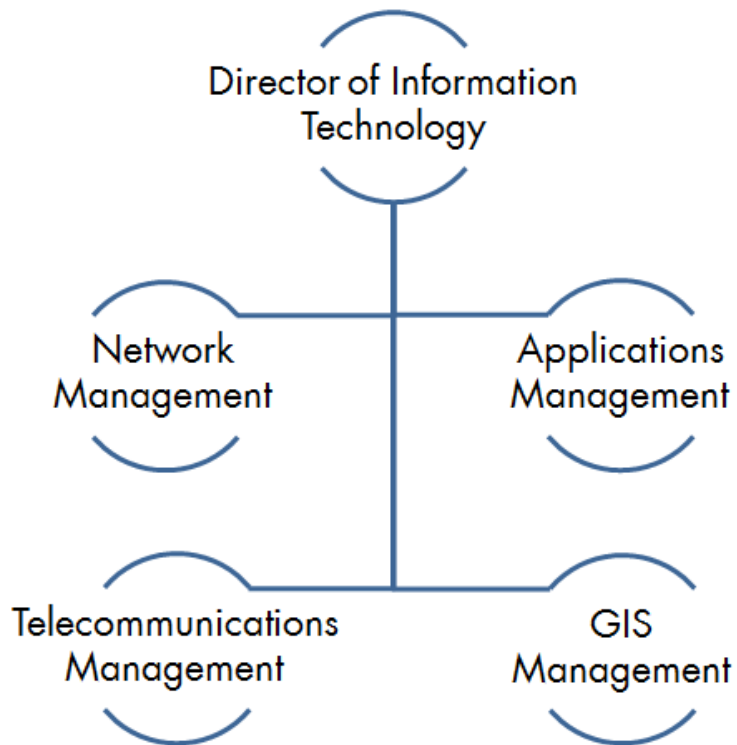
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Information Technology

RANDY BUNDY
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; and*
- ✓ *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.

Information Technology

Administration, Network, and Systems

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 Information Technology Department 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 Information Technology Department 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 serves 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; and
- ✓ Helping City departments to improve and extend the functionality of major systems by offering systems integration and software development services.



5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 INFORMATION TECHNOLOGY Five-year Financial Summary						
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019	
Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>% Change</i>		0.0%	0.0%	0.0%	0.0%	
<i>average 5 year percent change</i>		0.0%				
Expenditures	\$ 1,467,121	\$ 1,520,628	\$ 1,546,560	\$ 1,681,857	\$ 1,742,223	
<i>% Change</i>		3.6%	1.7%	8.7%	3.6%	
<i>average 5 year percent change</i>		4.4%				

DEPARTMENT BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
INFORMATION TECHNOLOGY
BUDGET REQUEST BY ACCOUNT**

										<i>Amended FY 2018 to FY 2019</i>
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMENDMENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)	
Revenues										
N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	-
Expenditures										
(1) Personnel Services:										
Salary	\$ 930,554	\$ 962,790	\$ 977,041	\$ 1,019,762	\$ (12,000)	\$ 1,007,762	\$ 1,035,294	2.7%	\$ 27,532	
Benefits	392,302	427,335	461,708	520,117	-	520,117	545,985	5.0%	25,868	
subtotal	\$ 1,322,856	\$ 1,390,125	\$ 1,438,749	\$ 1,539,879	\$ (12,000)	\$ 1,527,879	\$ 1,581,279	3.5%	\$ 53,400	
Maintenance and Operations:										
(2) Professional Services	\$ 12,096	\$ 8,306	\$ 23,060	\$ 17,000	\$ 12,000	\$ 29,000	\$ 24,000	-17.2%	\$ (5,000)	
Equipment Repair/Maint.	-	940	-	1,000	-	1,000	-	-100.0%	(1,000)	
Facility Repair/Maint.	-	-	-	-	-	-	-	-	-	
Advertising	395	129	1,409	450	-	450	1,000	122.2%	550	
Printing and Binding	-	-	-	-	-	-	-	-	-	
Employee Travel	17,010	18,693	12,456	20,000	-	20,000	20,000	0.0%	-	
Employee Training	25,187	29,117	16,698	30,000	-	30,000	30,000	0.0%	-	
Maintenance Contracts	3,717	3,090	2,878	3,400	-	3,400	3,650	7.4%	250	
(3) IT Professional Services	39,473	50,932	37,786	47,728	-	47,728	62,694	31.4%	14,966	
(4) General Supplies	18,130	13,016	12,361	16,100	-	16,100	14,100	-12.4%	(2,000)	
Miscellaneous Utilities	282	-	-	-	-	-	-	-	-	
Water and Sewer Utilities	93	-	-	-	-	-	-	-	-	
Natural Gas Utilities	245	-	-	-	-	-	-	-	-	
Electricity Utilities	18,123	-	-	-	-	-	-	-	-	
Food	-	-	-	-	-	-	-	-	-	
Small Equipment	4,727	5,526	-	5,300	-	5,300	4,300	-18.9%	(1,000)	
IT Equipment Refresh	-	-	-	-	-	-	-	-	-	
Employee Uniforms	-	829	1,079	1,000	-	1,000	1,200	20.0%	200	
Non-Recurring	2,019	(75)	83	-	-	-	-	-	-	
subtotal	\$ 141,497	\$ 130,503	\$ 107,811	\$ 141,978	\$ 12,000	\$ 153,978	\$ 160,944	4.5%	\$ 6,966	

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
INFORMATION TECHNOLOGY
BUDGET REQUEST BY ACCOUNT**

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	<i>Amended FY 2018 to FY 2019</i>	
								% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital/Other:									
Machinery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Workers Comp Claims	2,769	-	-	-	-	-	-	-	-
subtotal	\$ 2,769	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Total	\$ 1,467,121	\$ 1,520,628	\$ 1,546,560	\$ 1,681,857	\$ -	\$ 1,681,857	\$ 1,742,223	3.6%	\$ 60,366
Full-time Equivalent Positions	11.0	11.0	11.0	11.0		11.0	11.0		

Notes

- (1) Variance due primarily to wage increases associated with the 3.0% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019).
- (2) Variances based on historical expenditure trends and forecasted needs for contractual labor in FY 2019.
- (3) Variance based primarily on the IT Department assuming management control of the audio/visual equipment in City Council Chambers and implementing hardware and software maintenance contracts to ensure the services (e.g. streaming) meets industry standards for uptime and functionality.
- (4) Variance based on historical expenditure trends.

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION		FY 2018 Amended Operating Budget	FY 2019 Operating Budget Request	Information Technology
				1735
521200	Professional Services	\$ 29,000	\$ 24,000	\$ 24,000
522210	Equipment Repair/Maint.	1,000	-	-
522250	Facility Repair/Maint.	-	-	-
523300	Advertising	450	1,000	1,000
523400	Printing and Binding	-	-	-
523500	Employee Travel	20,000	20,000	20,000
523700	Employee Training	30,000	30,000	30,000
523860	Maintenance Contracts	3,400	3,650	3,650
523900	IT Professional Services	47,728	62,694	62,694
531100	General Supplies/Materials	16,100	14,100	14,100
531200	Miscellaneous Utilities	-	-	-
531210	Water and Sewer Utilities	-	-	-
531220	Natural Gas Utilities	-	-	-
531230	Electricity Utilities	-	-	-
531600	Small Equipment	5,300	4,300	4,300
531610	IT Equipment Refresh	-	-	-
531700	Employee Uniforms	1,000	1,200	1,200
532400	Non-Recurring	-	-	-
542100	Machinery & Equipment	-	-	-
TOTAL		\$ 153,978	\$ 160,944	\$ 160,944

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget:

FY 2019

Statement:

Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
Information Technology	10017350	521200 Professional Services	Computer Refurbishing	-	-
			Preferred Communications	-	-
			Temporary Help- (Interns)	17,000	24,000
			Electric Service (e.g. add circuits)	-	-
			subtotal	\$ 17,000	\$ 24,000
	10017350	522210 Equipment Repair & Maintenance	General Repair/Maintenance (e.g. printers)	1,000	-
			subtotal	\$ 1,000	\$ -
	10017350	522250 Facility Repair & Maintenance	Repairs To Facilities	-	-
			subtotal	\$ -	\$ -
	10017350	523300 Advertising	Recruitment Advertising	250	800
			Bid Advertising	200	200
			subtotal	\$ 450	\$ 1,000
	10017350	523400 Printing and Binding	General Printing (e.g. business cards)	-	-
			subtotal	\$ -	\$ -
	10017350	523500 Employee Travel	Travel Expenses	20,000	20,000
			subtotal	\$ 20,000	\$ 20,000
	10017350	523700 Employee Training	Professional Development	30,000	30,000
			subtotal	\$ 30,000	\$ 30,000
	10017350	523860 Maintenance Contracts	Water - Annual Maintenance Contract	550	550
			Copier Consumables/Maintenance	1,500	1,500
			GRM Records Management	100	100
			Repro Products - Annual Plotter Maintenance	1,250	1,500
			subtotal	\$ 3,400	\$ 3,650
	10017350	523900 IT Professional Services	7CBilled - Texting Service Global Text Messages	6	-
			Solarwinds Software Renewal	277	301
			WAP Maintenance - Aerohive	45	156
			Domain Name Service - Amazon Web Services	20	20
			Developer License for MDM	8	8
			City Circuit Connection to Internet - AT&T	470	472
			Data Circuits - ASE - AT&T	981	1,355
			City Circuit Connection to Internet - Charter	83	84
			Load Balancer Citrix	30	38
			Data Center's Uninterruptible Power System	151	276
			Citywide Microsoft Licensing	4,330	552
			Drone to GIS Conversion		75
			GIS Mobile Field Mapping & Data Collection	1,298	1,292

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget:

FY 2019

Statement:

Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
			Non-Xerox Printer Repair	182	188
			Database Management for Various City Departments	143	142
			Data Center Fire Suppression System	30	30
			Project Event Capture - ESRI	76	75
			Network Vulnerability Scanner	1,260	753
			Asset Management	50	50
			ERPM (RED Identity Mgmt.)		50
			ManageEngine (Logging & Auditing)		627
			Security Awareness Training (KnowBe4)		226
			Microsoft User Training		226
			MXToolbox - External Monitoring Service	10	-
			Technical Support for CISCO Network	378	439
			Conversion of LIDAR Data to ArcGIS	41	40
			GPO Change Management	23	-
			Firewall - Palo Alto - Veristor	572	635
			Client VPN - Palo Alto - Veristor	143	145
			SQL Monitoring	126	125
			SharePoint Migration	378	-
			Wiring Services	252	251
			Consulting Services		602
			Datacenter Security (Physical Security)		151
			Technical Support for Vmware Environment	366	-
			City Enterprise Data Management	504	502
			Citywide Virtual Infrastructure	756	1,150
			Maintenance Extension - Veristor	731	1,041
			City Virus, Adware, Spyware & Threat Protection	1,361	1,330
			City Circuit Connection to Internet - Zayo	655	652
			ManageEngine (Ad Self Service)	580	251
			iPhone Service	8,112	8,112
			iPad Service	1,920	1,920
			Data Cards	456	456
			Mobile Data Management	1,373	1,373
			Line and Circuit Service	2,910	2,910
			GLS Monitoring and Support	4,581	3,654
			CISCO SMARTnet Telephony and Phone App Licenses	2,695	2,695
			Cisco phone infrastructure support	269	269
			Long Distance	491	-

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget:

FY 2019

Statement:

Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

				FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail		
			Netmotion <i>Mobility XE</i> Software Renewal	465	465
			Support for Live Streaming Council Mtgs (CivicPlus)		15,000
			Service for Live Streaming		3,000
			Adobe Products	1,100	2,290
			Visio Licenses	2,400	2,400
			Efax	540	540
			Trust Seal/SSL Certificate Renewals	1,500	1,500
			Exchange Monitoring Subscription - MXToolbox	800	-
			Website Monitoring Subscription - ServiceUpTime	1,000	-
			Terminal Application	800	800
			ServiceUpTime		1,000
			subtotal	\$ 47,728	\$ 62,694
	10017350	531100 General Supplies & Materials	General Office Supplies	16,000	14,000
			Postage/FedEx	100	100
			subtotal	\$ 16,100	\$ 14,100
	10017350	531230 Electric		-	-
			subtotal	\$ -	\$ -
	10017350	531600 Small Equipment	Servers	1,300	1,300
			Equipment Replacement - Misc. Hardware	4,000	3,000
			subtotal	\$ 5,300	\$ 4,300
	10017350	531610 IT Equipment Refresh	Cell Phone Equipment/Replacements	-	-
			Dell Servers	-	-
			subtotal	\$ -	\$ -
	10017350	531700 Employee Uniforms	Uniforms	1,000	1,200
			subtotal	\$ 1,000	\$ 1,200
	10017350	532400 Non-Recurring		-	-
			subtotal	\$ -	\$ -
	10017350	542100 Machinery & Equipment	Replacement Plotter	-	-
			subtotal	\$ -	\$ -
Information Technology Department Total				141,978	160,944

PERFORMANCE MEASUREMENTS

Information Technology Department

Performance Measures (Calendar Year Stats)

	Actual CYear 2013	Actual CYear 2014	Actual CYear 2015	Actual CYear 2016	Actual CYear 2017	Department Target	Results
Telephone							
Repairs							
Number	70	79	74	68	54		54
Number resolved w/in 24 hours	59	64	58	60	47		47
% resolved w/in 24 hours	84.29%	81.01%	78.38%	88.24%	87.04%	60.00%	A
Service Requests							
Number	149	175	165	158	133		133
Number resolved on time	139	157	150	144	130		130
% resolved on time	93.29%	89.71%	90.91%	91.14%	97.74%	90.00%	A
Network							
Repairs							
Number	227	245	221	256	318		318
Number resolved w/in 24 hours	199	218	199	220	260		260
% resolved w/in 24 hours	87.67%	88.98%	90.05%	85.94%	81.76%	80.00%	A
Service Requests							
Number	298	276	242	281	299		299
Number resolved on time	275	259	222	253	279		279
% resolved on time	92.28%	93.84%	91.74%	90.04%	93.31%	90.00%	A
Outages							
Number (including maintenance)	30	25	35	37	21		21
Avg. duration in hours	1.65	1.13	0.98	1.16	0.92		0.92
							A
Applications							
Repairs							
Number	603	576	713	751	872		872
Number resolved w/in 24 hours	463	431	475	535	706		706
% resolved w/in 24 hours	76.78%	74.83%	66.62%	71.24%	80.96%	70.00%	A
Desktop							
Repairs							
Number	1,643	1,262	1,184	1,099	946		946
Number resolved w/in 24 hours	989	799	758	750	728		728
% resolved w/in 24 hours	60.19%	63.31%	64.02%	68.24%	76.96%	60.00%	A
Service Requests							
Number	745	818	848	929	888		888
Number resolved on time	658	758	798	851	822		822
% resolved on time	88.32%	92.67%	94.10%	91.60%	92.57%	90.00%	A
Helpdesk							
Number total calls	4,745	3,584	4,245	4,089	4,318		4,318
Number resolved w/in 4 hours	1,753	1,215	1,444	1,406	1,698		1,698
Number resolved w/in 8 hours	297	387	481	501	777		777
% resolved w/in 8 hours	43.20%	44.70%	45.35%	46.64%	57.32%	40.00%	A
GIS							
Number total cases	365	299	313	354	322		322
Number resolved on time	303	265	271	295	280		280
% resolved on time	83.01%	88.63%	86.58%	83.33%	86.96%	80.00%	A
Emails							
Number	652,409	539,876	584,321	689,156	756,752		756,752
SPAM blocked	342,119	188,543	213,423	299,478	367,581		367,581
Viruses blocked	137,900	145,219	158,777	188,777	221,483		221,483
% SPAM	52.44%	34.92%	36.52%	43.46%	48.57%		48.57%
% viruses	21.14%	26.90%	27.17%	27.39%	29.27%		29.27%
Servers							
Avg. number	142	124	118	183	177		177
% availability (including maintenance)	99.89%	99.85%	99.80%	99.84%	99.88%	99.00%	A

LEGEND

A = met or exceeded target
B = within 15% of target
C = missed target by more than 15%



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GENERAL GOVERNMENT

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 GENERAL GOVERNMENT Five-year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ 50,444,486	\$ 53,552,984	\$ 53,139,334	\$ 63,109,312	\$ 62,445,799
<i>% Change</i>		6.2%	-0.8%	18.8%	-1.1%
<i>average 5 year percent change</i>		5.8%			
Expenditures	\$ 8,570,001	\$ 9,970,239	\$ 11,636,338	\$ 15,669,203	\$ 12,386,155
<i>% Change</i>		16.3%	16.7%	34.7%	-21.0%
<i>average 5 year percent change</i>		11.7%			

GENERAL GOVERNMENT

BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
GENERAL GOVERNMENT
BUDGET REQUEST BY ACCOUNT**

Amended FY 2018 to FY 2019

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue (1)									
Taxes:									
Real Property - Current Year	\$ 18,627,480	\$ 20,393,409	\$ 19,779,392	\$ 21,160,000	\$ -	\$ 21,160,000	\$ 22,680,000	7.2%	\$ 1,520,000
Real Property - Prior Year	138,305	170,532	736,270	125,000	-	125,000	125,000	0.0%	-
Motor Vehicle Tax	535,898	390,577	243,436	180,000	-	180,000	115,000	-36.1%	(65,000)
Motor Vehicle Title Tax/Fee	1,311,317	1,132,961	854,978	775,000	-	775,000	900,000	16.1%	125,000
Intangibles Tax	486,468	587,184	608,388	625,000	-	625,000	550,000	-12.0%	(75,000)
Real Estate Transfer Tax	276,708	360,735	369,743	385,000	-	385,000	300,000	-22.1%	(85,000)
Franchise Taxes	-	-	-	-	-	-	-	-	-
Franchise Taxes (electric)	4,947,852	4,855,997	4,635,877	4,850,000	-	4,850,000	4,500,000	-7.2%	(350,000)
Franchise Taxes (gas)	310,169	325,383	324,347	315,000	-	315,000	325,000	3.2%	10,000
Franchise Taxes (cable)	410,827	429,365	441,476	400,000	-	400,000	450,000	12.5%	50,000
Franchise Taxes (telephone)	1,013,195	1,019,644	955,643	1,075,000	-	1,075,000	925,000	-14.0%	(150,000)
Franchise Taxes (other)	-	-	-	-	-	-	-	-	-
Local Option Sales and Use Tax	14,757,780	14,953,985	14,943,853	15,200,000	-	15,200,000	15,650,000	3.0%	450,000
Alcohol Beverage Excise Tax	1,998,770	2,053,173	2,113,121	2,100,000	-	2,100,000	2,200,000	4.8%	100,000
Insurance Premium Tax	3,101,250	3,313,175	3,588,813	3,620,000	73,320	3,693,320	3,900,000	5.6%	206,680
Financial Institution Tax	254,502	548,175	426,015	300,000	-	300,000	425,000	41.7%	125,000
General Property	148,397	226,648	80,439	110,000	-	110,000	110,000	0.0%	-
Alcohol Beverage Excise Tax (penalties)	5,785	2,593	790	2,000	-	2,000	500	-75.0%	(1,500)
FIFA and Publication Charges	4,452	7,362	2,112	4,000	-	4,000	2,000	-50.0%	(2,000)
Interest Earnings:									
Interest Earnings	40,334	119,786	136,336	75,000	-	75,000	150,000	100.0%	75,000
Other/Miscellaneous:									
Rents and Royalties	38,921	39,021	38,921	38,922	-	38,922	38,922	0.0%	-
Miscellaneous Revenue	18,496	25,343	35,726	17,034	-	17,034	11,249	-34.0%	(5,785)
Discounts Taken	322	432	336	-	-	-	-	-	-

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
GENERAL GOVERNMENT
BUDGET REQUEST BY ACCOUNT**

							<i>Amended FY 2018 to FY 2019</i>		
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMENDMENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Sale of Capital Assets	124,840	91,757	102,226	60,000	-	60,000	75,813	26.4%	15,813
Sale of Non-Capital Assets	34,353	75,749	52,817	40,000	-	40,000	43,500	8.8%	3,500
Other Financing Sources:									
Hotel/Motel Fund	1,858,068	2,429,994	2,661,700	2,718,750	-	2,718,750	2,868,750	5.5%	150,000
Capital Project Fund	-	-	6,579	-	-	-	-	-	-
Fund Balance	-	-	-	8,842,313	17,973	8,860,286	6,100,065	-31.2%	(2,760,221)
Total	\$ 50,444,486	\$ 53,552,984	\$ 53,139,334	\$ 63,018,019	\$ 91,293	\$ 63,109,312	\$ 62,445,799	-1.1%	\$ (663,513)
Expenditures (2)									
Other:									
Ins. Premiums (Risk Fund)	\$ 545,000	\$ 607,000	\$ 640,000	\$ 665,000	\$ -	\$ 665,000	\$ 689,500	3.7%	\$ 24,500
Police Activity League Donation	35,000	35,000	35,000	35,000	-	35,000	-	-100.0%	(35,000)
Friends of the Library Donation	10,000	10,000	10,000	10,000	-	10,000	10,000	0.0%	-
Reserve for Operating Initiatives	-	-	-	-	-	-	130,000	-	130,000
Gwinnett Tech Bond (principal)	165,000	170,000	170,000	175,000	-	175,000	180,000	2.9%	5,000
Gwinnett Tech Bond (interest)	123,640	120,340	116,940	111,840	-	111,840	106,590	-4.7%	(5,250)
Contingency	224,249	84,663	114,541	650,000	-	650,000	670,000	3.1%	20,000
subtotal	\$ 1,102,889	\$ 1,027,003	\$ 1,086,481	\$ 1,646,840	\$ -	\$ 1,646,840	\$ 1,786,090	8.5%	\$ 139,250
Transfers-Out:									
Capital Projects Fund	\$ 7,467,112	\$ 8,943,236	\$ 8,854,857	\$ 12,747,363	\$ -	\$ 12,747,363	\$ 8,895,065	-30.2%	\$ (3,852,298)
Stormwater Capital Fund	-	-	1,675,000	1,255,000	-	1,255,000	1,675,000	33.5%	420,000
Operating Grant Fund	-	-	20,000	20,000	-	20,000	30,000	50.0%	10,000
subtotal	\$ 7,467,112	\$ 8,943,236	\$ 10,549,857	\$ 14,022,363	\$ -	\$ 14,022,363	\$ 10,600,065	-24.4%	\$ (3,422,298)
Total	\$ 8,570,001	\$ 9,970,239	\$ 11,636,338	\$ 15,669,203	\$ -	\$ 15,669,203	\$ 12,386,155	-21.0%	\$ (3,283,048)

Notes

- (1) Variances based on year-to-date collection trends and forecasted market conditions. Please refer to the *Budget Narrative* section of this document for detailed information.
- (2) Please refer to the *Budget Narrative* section of this document for detailed information.

E-911 Fund

The Organizational Chart is included under the *Public Safety* tab of this document.

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 PUBLIC SAFETY DEPARTMENT E-911 FUND (FUND 215) Five-year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ 4,145,396	\$ 3,948,042	\$ 3,592,106	\$ 5,447,806	\$ 4,152,193
<i>% Change</i>		-4.8%	-9.0%	38.0%	-23.8%
<i>average 5 year percent change</i>		0.1%			
Expenditures	\$ 5,966,396	\$ 3,975,883	\$ 3,887,895	\$ 5,447,806	\$ 4,152,193
<i>% Change</i>		-33.4%	-2.2%	37.0%	-23.8%
<i>average 5 year percent change</i>		-5.6%			
Budget figures may include non-operating accounts such as reserve and carryforward fund balance. For an accurate comparison to prior-year actual activity, these accounts should be removed from the budgetary figures.					

FUND BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
PUBLIC SAFETY DEPARTMENT
E-911 COMMUNICATIONS
BUDGET REQUEST BY ACCOUNT**

Amended FY 2018 to FY 2019

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
Charges for Services:									
E-911 Service Fees (land lines)	\$ 1,349,152	\$ 1,591,022	\$ 1,144,641	\$ 1,425,000	\$ -	\$ 1,425,000	\$ 1,545,000	8.4%	\$ 120,000
E-911 Service Fees (cell phones)	1,784,773	1,326,614	1,389,695	1,460,000	-	1,460,000	1,420,000	-2.7%	(40,000)
E-911 Prepaid Service Fees (cell phones)	102,022	102,710	115,397	115,000	-	115,000	140,000	21.7%	25,000
Intergovernmental:									
City of Milton	898,734	921,918	936,865	940,000	-	940,000	950,000	1.1%	10,000
Interest:	3,803	5,777	5,508	5,478	-	5,478	11,693	113.5%	6,215
Miscellaneous:	6,912	-	-	-	-	-	-	-	-
Other:									
Mobile Radio Lease Financing	-	-	-	-	504,025	504,025	-	-100.0%	(504,025)
Carryforward Fund Balance	-	-	-	481,200	517,103	998,303	85,500	-91.4%	(912,803)
Total Revenue	\$ 4,145,396	\$ 3,948,042	\$ 3,592,106	\$ 4,426,678	\$ 1,021,128	\$ 5,447,806	\$ 4,152,193	-23.8%	\$ (1,295,613)
Expenditures									
(1) Personnel Services:									
Salary	\$ 1,397,484	\$ 1,543,676	\$ 1,509,989	\$ 1,630,236	\$ -	\$ 1,630,236	\$ 1,678,963	3.0%	\$ 48,727
Benefits	630,299	690,105	670,701	870,811	-	870,811	898,838	3.2%	28,027
subtotal	\$ 2,027,783	\$ 2,233,781	\$ 2,180,691	\$ 2,501,047	\$ -	\$ 2,501,047	\$ 2,577,801	3.1%	\$ 76,754
Maintenance and Operations:									
(2),(8) Professional Services	\$ 7,704	\$ 20,019	\$ 15,567	\$ 39,000	\$ -	\$ 39,000	\$ 39,250	0.6%	\$ 250
Equipment Repair/Maint.	438	3,883	2,845	5,000	-	5,000	5,000	0.0%	-
(3) Facility Repair/Maint.	5,972	108	2,950	7,500	-	7,500	4,000	-46.7%	(3,500)
Land & Building Rental	37,721	37,721	37,721	37,722	-	37,722	37,722	0.0%	-
(4),(8) Communications	410,631	401,071	334,214	428,000	-	428,000	454,000	6.1%	26,000
Printing and Binding	758	-	1,467	2,000	-	2,000	3,000	50.0%	1,000
Employee Travel	15,405	13,449	17,528	17,000	-	17,000	17,000	0.0%	-
Employee Training	9,864	15,498	18,955	20,000	-	20,000	22,000	10.0%	2,000
(5) Maintenance Contracts	132,912	60,363	344,658	505,045	101,516	606,561	501,045	-17.4%	(105,516)
IT Professional Services	201,318	278,723	224,542	248,939	-	248,939	240,902	-3.2%	(8,037)
(3) General Supplies	13,749	6,598	8,621	12,500	-	12,500	15,000	20.0%	2,500

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
PUBLIC SAFETY DEPARTMENT
E-911 COMMUNICATIONS
BUDGET REQUEST BY ACCOUNT**

Amended FY 2018 to FY 2019

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
(3)	Miscellaneous Utilities	2,376	2,850	2,476	4,725	-	4,725	4,541	-3.9%	(184)
(3)	Water and Sewer Utilities	183	177	171	500	-	500	350	-30.0%	(150)
(3)	Natural Gas Utilities	1,194	920	825	1,500	-	1,500	1,200	-20.0%	(300)
(3)	Electricity Utilities	34,943	34,534	31,795	42,000	(6,777)	35,223	42,000	19.2%	6,777
(3)	Small Equipment	9,531	12,386	8,080	10,000	-	10,000	15,000	50.0%	5,000
	Employee Uniforms	13,774	10,767	11,675	17,000	-	17,000	15,000	-11.8%	(2,000)
	Non-Recurring	-	1,686	-	-	-	-	-	-	-
	subtotal	\$ 898,471	\$ 900,751	\$ 1,064,091	\$ 1,398,431	\$ 94,739	\$ 1,493,170	\$ 1,417,010	-5.1%	\$ (76,160)
Capital/Lease:										
(6)	Machinery & Equipment	\$ 689,548	\$ 832,107	\$ 274,221	\$ -	\$ 522,876	\$ 522,876	\$ 23,500	-95.5%	\$ (499,376)
	North Fulton Radio System (COA Only)	2,337,844	9,244	343,748	-	-	-	-	-	-
(7)	Facility Improvements	12,750	-	25,144	457,200	295,484	752,684	50,000	-93.4%	(702,684)
	Capital Lease (Principal/Interest)	-	-	-	70,000	6,777	76,777	83,882	9.3%	7,105
	subtotal	\$ 3,040,142	\$ 841,351	\$ 643,113	\$ 527,200	\$ 825,137	\$ 1,352,337	\$ 157,382	-88.4%	\$ (1,194,955)
	Non-Allocated	\$ -	\$ -	\$ -	\$ -	\$ 101,252	\$ 101,252	\$ -	-100.0%	\$ (101,252)
	subtotal	\$ -	\$ -	\$ -	\$ -	\$ 101,252	\$ 101,252	\$ -	-100.0%	\$ (101,252)
	Total Expenditures	\$ 5,966,396	\$ 3,975,883	\$ 3,887,895	\$ 4,426,678	\$ 1,021,128	\$ 5,447,806	\$ 4,152,193	-23.8%	\$ (1,295,613)
Full-time Equivalent Positions (1)		26.0	26.0	30.0	30.0		30.0	30.0		

Notes:

- (1) Variance due primarily to wage increases associated with the 3% performance based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends), increases in overtime expense, and implementation of a post-employment healthcare benefit (new for FY 2019).
- (2) Variance due primarily to one-time fees in FY 2018 for Alarm Interface Module integration services that will not continue into FY 2019.
- (3) Variance based on historical and year-to-date expenditure trends.
- (4) Variance based reduced cost estimates for E-911 Cost Recovery charges.
- (5) Variance due primarily to non-recurring Radio System appropriations in FY 2018.
- (6) FY 2018 included a carryforward of non-recurring capital projects (E-911 VOIP phone system upgrade, NFRRSA capital startup costs, etc.). FY 2019 includes funding for the replacement of the 911 Recorder System.
- (7) FY 2018 included funding for one-time capital initiatives (E-911 allocable portion of the PS Headquarters Expansion project; and capital costs related to the Alarm Interface Module). FY 2019 includes funding for the allocable costs for roof replacement at Public Safety Headquarters (\$50,000)
- (8) Variance based partly on new operating initiatives including the NexGen 911 Emergency Services Network implementation and the implementation of a 911 CALEA Accreditation Program. Please refer to the Operating Initiatives section of this report for detailed information.

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta
Budget: FY 2019
Statement: Revenue Summary by Account

Project #/Title		Account Details		FY 2018 Amended Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title		
E-911 Operations	21531800 337051		City of Milton Intergovernmental Agreement	\$ 940,000	\$ 950,000
"	21531800 342500		E-911 Service Fees (land lines)	1,425,000	1,545,000
"	21531800 342510		E-911 Service Fees (cell phones)	1,460,000	1,420,000
"	21531800 342520		E-911 Prepaid Service Fees (cell phones)	115,000	140,000
"	21531800 361000		Interest Earnings	5,478	11,693
"	21531800 393500		Mobile Radio Lease Financing	504,025	-
"	21531800 395000		Carryforward Fund Balance	998,303	85,500
Total				\$ 5,447,806	\$ 4,152,193

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION		FY 2018 Amended Operating Budget	FY 2019 Operating Budget Request	E-911 Operations	E911 COA Support Services
				3180	PEM00/PEM02/ PEM04/C1609
521200	Professional Services	\$ 39,000	\$ 39,250	\$ 39,250	\$ -
522210	Equipment Repair/Maint.	5,000	5,000	3,000	2,000
522250	Facility Repair/Maint.	7,500	4,000	4,000	-
522310	Land & Building Rental	37,722	37,722	37,722	-
523200	Communications	428,000	454,000	454,000	-
523300	Advertising	-	-	-	-
523400	Printing and Binding	2,000	3,000	3,000	-
523500	Employee Travel	17,000	17,000	17,000	-
523700	Employee Training	20,000	22,000	22,000	-
523860	Maintenance Contracts	606,561	501,045	97,430	403,615
523900	IT Professional Services	248,939	240,902	84,252	156,650
531100	General Supplies/Materials	12,500	15,000	15,000	-
531200	Miscellaneous Utilities	4,725	4,541	4,541	-
531210	Water and Sewer Utilities	500	350	350	-
531220	Natural Gas Utilities	1,500	1,200	1,200	-
531230	Electricity Utilities	35,223	42,000	42,000	-
531600	Small Equipment	10,000	15,000	15,000	-
531700	Employee Uniforms	17,000	15,000	15,000	-
532400	Non-Recurring	-	-	-	-
541300	Facility Improvements	752,684	50,000		50,000
542100	Machinery & Equipment	522,876	23,500	23,500	-
542400	NF Radio System (COA Only)	-	-	-	-
552200	Workers Comp Claims/Judgements	-	-	-	-
581200	Capital Lease Principal	74,980	75,000	-	75,000
582200	Capital Lease Interest	1,797	8,882	-	8,882
579000	Reserve	101,252	-	-	-
TOTAL		\$ 2,946,759	\$ 1,574,392	\$ 878,245	\$ 696,147

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

FY 2019 Budget
(2nd Reading)

City of Alpharetta
Budget: FY 2019
Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

					FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
E911 Operations	21531800 521200		Professional Services	APPLICANT BACKGROUND CHECKS	1,000	1,000
				APPLICANT TESTING (SELECT ADVANTAGE/GJKG)	1,000	3,000
				EFD RECERTIFICATION FEES	-	750
				GA TECHNOLOGY AUTHORITY (WAN SERVICE - GA TECHNOLOGY)	15,000	14,000
				HEARING IMPAIRED TRANSLATION SERVICES	2,000	1,500
				INTERPRETATION SERVICES (LANGUAGE LINE)	4,000	3,000
				ALARM INTERFACE MODULE INTEGRATION SERVICES	16,000	-
				911 CALEA Accreditation (on-going)	-	4,000
				911 CALEA Accreditation (one-time startup)	-	12,000
				subtotal	39,000	39,250
	21531800 522210		Equipment Repair & Maintenance	GENERAL REPAIR & MAINTENANCE	5,000	3,000
				subtotal	5,000	3,000
	21531800 522250		Facilities Repair & Maintenance	REPAIR & MAINTENANCE	7,500	4,000
				subtotal	7,500	4,000
	21531800 522310		Land & Building Rental	LEASE FOR BUILDING SPACE	37,722	37,722
				subtotal	37,722	37,722
	21531800 523200		Communications	BELLSOUTH SERVICE	305,000	305,000
				AT&T PRI FOR OUTBOUND CALLS	8,000	8,000
				E911 COST RECOVERY (WIRELESS SUBSCRIPTION - PHASE II) (AT&T V 9333)	115,000	30,000
				NexGen 911 (annual incremental impact); (2019 Operating Initiatives)	-	104,000
				NexGen 911 (one-time setup); (2019 Operating Initiatives)	-	7,000
				subtotal	428,000	454,000
	21531800 523300		Advertising	RECRUITMENT ADVERTISING	-	-
				subtotal	-	-
	21531800 523400		Printing & Binding	VARIOUS PRINTING	2,000	3,000
				subtotal	2,000	3,000
	21531800 523500		Employee Travel	TRAINING RELATED TRAVEL	17,000	17,000
				subtotal	17,000	17,000
	21531800 523700		Employee Training	TRAINING	20,000	22,000
				subtotal	20,000	22,000
	21531800 523860		Maintenance Contracts	COPIER MAINTENANCE	3,000	3,000
				WATER SVC (ROYAL CUP)	550	550
				JANITORIAL SERVICES (AMERICAN FACILITY SERVICES)	8,500	8,500
				OTHER MAINTENANCE CONTRACT (GA TECHNOLOGY AUTHORITY)	7,000	-
				RECORD STORAGE & SHREDDING	300	300
				911 CALL CENTER VIPER VOIP SOFTWARE MAINTENANCE (IMPLEMENTED IN FY 2016)	37,080	37,080
				SMARTPREPARE & SMART911 (AT&T MOBILITY V672)	45,500	45,500
				ALARM INTERFACE MODULE (IMPLEMENTED IN 2018)	2,500	2,500
				subtotal	104,430	97,430
	21531800 523900		IT Professional Services	911 RECORDING SOFTWARE MAINTENANCE & SUPPORT	10,000	10,500
				ANTI-VIRUS SOFTWARE RENEWAL (CITY VIRUS, ADWARE, SPYWARE & THREAT PROTECTION)	3,711	3,626
				ASSET MANAGEMENT	137	137
				CELLULAR PHONE SERVICE (VERIZON)	1,800	1,800
				CISCO NETWORK TECHNICAL SUPPORT (PRESIDIO-SMARTNET)	1,031	1,197
				CITY ENTERPRISE DATA MANAGEMENT (VERISTOR-COMM VAULT)	1,375	1,368
				CITY INTERNET CIRCUIT CONNECTION (ZAYO BANDWIDTH)	1,787	1,779
				CITY INTERNET CIRCUIT CONNECTION - SUPPLEMENT & BACKUP (CHARTER COMM)	227	229
				CITYWIDE MICROSOFT LICENSING (DELL)	11,810	1,505
				CITYWIDE VIRTUAL INFRASTRUCTURE	2,062	3,135

**FY 2019 Budget
(2nd Reading)**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
			CLIENTVPN (PALO ALTO GLOBAL PROTECT)	391	397
			DATA CENTER APC/MGE UPS SYSTEM MAINTENANCE (CRITICAL COMPONENTS - OEM ADV)	412	753
			DATA CENTER FIRE SUPPRESSION SYSTEM - INSPECTION	82	82
			DATABASE MANAGEMENT SOFTWARE MAINTENANCE/RENEWAL (FILEMAKER)	389	388
			DATA CIRCUITS (ASE) (AT&T)	2,676	3,694
			DEVELOPER LICENSE FOR MDM	21	21
			DIRECTORY ANALYSIS	1,581	-
			DOMAIN NAME SERVICE	55	55
			EMERGENCY MEDICAL DISPATCHER SOFTWARE MAINTENANCE & SUPPORT (PRIORITY DISPATCH)	30,000	30,000
			EXTERNAL MONITORING SERVICE (MXTOOLBOX)	26	-
			FIREWALL (PALO ALTO FIREWALL)	1,559	1,732
			GCIC CONNECTION CAPABILITY	1,650	1,700
			GIS MOBILE FIELD MAPPING & DATA COLLECTION SOFTWARE MAINTENANCE/RENEWAL (ESRI)	3,540	3,523
			GPO CHANGE MANAGEMENT (NETIQ)	62	-
			LP360 LIDAR GIS SOFTWARE/SERVER MAINTENANCE	113	109
			LOAD BALANCER (CITRIX)	83	103
			LONG DISTANCE (BIRCH COMMUNICATIONS)	55	-
			MAINTENANCE EXTENSION (DC EQUIPMENT MAINTENANCE RENEWAL)	1,993	2,839
			NETWORK (NETWORK VULNERABILITY SCANNER)	3,436	-
			CITY CIRCUIT CONNECTION TO INTERNET (REDUNDANCY) (AT&T)	1,282	1,286
			ORION NPM, NTA, IPAM, UDT (ACL COMPUTERS - SOLARWINDS)	756	821
			PRINTER REPAIR (NON-XEROX)	495	513
			PROJECT EVENT CAPTURE (GEOEVENT-ESRI)	206	205
			REMOTE APPLICATION & DATABASE ACCESS (NETMOTION)	174	174
			SHAREPOINT MIGRATION	1,031	-
			SQL MONITORING	344	342
			TELEPHONE WIRING SERVICES (PREFERRED COMMUNICATIONS)	687	684
			TELEPHONY COMMUNICATION SERVICE (CLUB Bill)	1,161	323
			TELEPHONY COMMUNICATION SERVICE (GLS)	-	406
			TELEPHONY COMMUNICATIONS SERVICE (CISCO SMARTNET)	-	299
			TELEPHONY COMMUNICATION SERVICE (INFRASTRUCTURE SUPPORT)	-	30
			TEXTING SERVICE/GLOBAL TEXT MESSAGES (7CBILLED)	17	-
			VMWARE ENVIRONMENT TECHNICAL SUPPORT (VERISTOR - FIRST CALL & PRODUCTION SUPPORT)	998	-
			WAP MAINTENANCE	124	424
			SECURITY AWARENESS TRAINING	-	616
			MICROSOFT USER BASED TRAINING	-	616
			ERPM (RED IDENTITY MGMT)	-	137
			SECURITY (NETWORK VULNERABILITY SCANNER)	-	2,053
			MANAGE ENGINE (LOGGING & AUDITING)	-	1,710
			CONSULTING SERVICES	-	1,642
			MANAGE ENGINE (AD SELFSERVICE)	-	684
			DRONE TO GIS CONVERSION	-	205
			DATACENTER SECURITY	-	410
			2018 INITIATIVES (ALARM INTERFACE MODULE)	8,000	-
			subtotal	97,339	84,252
21531800	531100	General Supplies & Materials	AWARDS, FOOD, ETC.	2,000	4,000
			OFFICE SUPPLIES, MAPS, ATLAS, DIRECTORIES	8,500	7,000
			RADIO BATTERIES & HEADSETS	2,000	4,000
			subtotal	12,500	15,000

FY 2019 Budget
(2nd Reading)

City of Alpharetta
 Budget: FY 2019
 Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

					FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
	21531800	531200	Misc Utilities	BACKUP MODEM SERVICE	3,100	2,916
				CABLE/TV SERVICE	125	125
				GARBAGE	1,500	1,500
				subtotal	4,725	4,541
	21531800	531210	Water & Sewer Utilities	WATER	500	350
				subtotal	500	350
	21531800	531220	Natural Gas Utilities	NATURAL GAS	1,500	1,200
				subtotal	1,500	1,200
	21531800	531230	Electricity Utilities	ELECTRICITY	42,000	42,000
				subtotal	42,000	42,000
	21531800	531600	Small Equipment	SMALL EQUIPMENT	10,000	15,000
				subtotal	10,000	15,000
	21531800	531700	Employee Uniforms	UNIFORMS	17,000	15,000
				subtotal	17,000	15,000
	21531800	542100	Machinery & Equipment	AUDIO RECORDER SYSTEM (2019 CAPITAL INITITIVE)	-	23,500
				subtotal	-	23,500
	21531800	579000	Reserve for Operating/Capital Initiatives		-	-
				subtotal	-	-
E-911 Operations Total					\$ 846,216	\$ 878,245
E911 COA Support Services	21531800	522210	PEM00 Equipment Repair & Maintenance	RADIO REPAIRS	-	2,000
				subtotal	-	2,000
	21531800	523860	PEM00 Maintenance Contracts	NORTH FULTON REGIONAL RADIO OPERATIONAL COSTS	362,000	375,000
				WEATHER MONITORING (TELVENT)	7,000	7,000
				OSSI - SUNGARD ONESOLUTION FIELD TRAINING ONLINE APP	11,615	11,615
				GENERAL MAINTENANCE CONTRACTS	20,000	10,000
				subtotal	400,615	403,615
	21531800	523900	PEM00 IT Professional Services	OSSI SOFTWARE MAINTENANCE	150,000	155,000
				WEATHER ALERT SOFTWARE MAINTENANCE (FEDERAL SIGNAL SYSTEMS)	1,600	1,650
				subtotal	151,600	156,650
	21531800	532400	PEM00 Non-Recurring		-	-
				subtotal	-	-
	21531800	542100	PEM00 Machinery & Equipment	PUBLIC SAFETY EQUIPMENT	-	-
	21531800	542100	PEM02 Machinery & Equipment	RADIO REPLACEMENT	-	-
	21531800	542100	PEM04 Machinery & Equipment	E-911 VOIP PHONE SYSTEM UPGRADE	-	-
	21531800	541300	C1229 Facility Improvements	ROOF REPLACEMENTS (2019 CAPITAL INITIATIVE)	-	50,000
	21531800	541300	C1609 Facility Improvements	PS HEADQUARTERS IMPROVEMENTS	457,200	-
				subtotal	457,200	50,000
	21531800	581200	PEM00 Capital Lease Principal	MOBILE RADIOS UPGRADE/REPLACEMENT	65,000	75,000
				subtotal	65,000	75,000
	21531800	582200	PEM00 Capital Lease Interest	MOBILE RADIOS UPGRADE/REPLACEMENT	5,000	8,882
				subtotal	5,000	8,882
E-911 COA Support Services Total					1,079,415	696,147
E-911 Fund Total					1,925,631	1,574,392

IMPACT FEE FUND

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 IMPACT FEE FUND (FUND 270) Five-Year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ 531,208	\$ 1,436,446	\$ 1,467,312	\$ 4,645,456	\$ 610,000
<i>% Change</i>		170.4%	2.1%	216.6%	-86.9%
<i>average 5-year % change</i>		75.6%			
Expenditures	\$ 68,058	\$ 91,743	\$ 299,120	\$ 4,645,456	\$ 610,000
<i>% Change</i>		34.8%	226.0%	1453.0%	-86.9%
<i>average 5-year % change</i>		406.8%			
Budget figures may include non-operating accounts such as reserve and carryforward fund balance. For an accurate comparison to prior-year actual activity, these accounts should be removed from the budgetary figures.					

FUND BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
IMPACT FEE FUND (FUND 270)
BUDGET REQUEST BY ACCOUNT**

Amended FY 2018 to FY 2019

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
Charges for Services:									
Impact Fees									
Roads	\$ 310,273	\$ 371,478	\$ 313,980	\$ -	\$ -	\$ -	\$ -	-	\$ -
Parks	122,307	879,760	988,049	550,000	-	550,000	45,000	-91.8%	(505,000)
Public Safety	96,424	174,430	147,448	-	-	-	-	-	-
Interest:	2,204	10,779	17,834	-	-	-	-	-	-
Budgeted Fund Balance:									
(1) Roads	-	-	-	-	1,554,060	1,554,060	450,000	-71.0%	(1,104,060)
Parks	-	-	-	1,000,000	1,023,146	2,023,146	75,000	-96.3%	(1,948,146)
Public Safety	-	-	-	80,000	438,250	518,250	40,000	-92.3%	(478,250)
Total	\$ 531,208	\$ 1,436,446	\$ 1,467,312	\$ 1,630,000	\$ 3,015,456	\$ 4,645,456	\$ 610,000	-86.9%	\$ (4,035,456)
Expenditures									
(2) Capital:									
Public Safety - HQ Expansion	\$ -	\$ 74,688	\$ 83,598	\$ 80,000	\$ 440,465	\$ 520,465	\$ -	-100.0%	\$ (520,465)
Public Safety - HQ Furniture	-	-	-	-	-	-	40,000	-	40,000
Roads - Rucker Rd Corridor Imp.	-	-	-	-	1,150,000	1,150,000	-	-100.0%	(1,150,000)
Roads - Northwinds Temp Traffic	-	-	42,564	-	25,746	25,746	-	-100.0%	(25,746)
Roads - Teasley St. Extension	-	-	-	-	56,925	56,925	-	-100.0%	(56,925)
Roads - Park Plaza Signalization	-	-	-	-	-	-	72,300	-	72,300
Parks - Alpharetta Arts Center	-	-	172,957	-	1,127,043	1,127,043	-	-100.0%	(1,127,043)
Parks - City Center Sidewalks	-	-	-	300,000	-	300,000	-	-100.0%	(300,000)
Parks - Wills Park Pool Expansion	-	-	-	1,100,000	-	1,100,000	-	-100.0%	(1,100,000)
Parks - Design/Construction of new Park Spaces	-	-	-	-	-	-	120,000	-	120,000
Parks - Cultural Arts/Parkland Acquisition	-	-	-	150,000	-	150,000	-	-100.0%	(150,000)

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
IMPACT FEE FUND (FUND 270)
BUDGET REQUEST BY ACCOUNT**

<i>Amended FY 2018 to FY 2019</i>									
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Other:									
Impact Fee Administration	15,870	12,993	-	-	-	-	-	-	-
Professional Services	52,188	4,063	-	-	-	-	-	-	-
(1),(2) Non-Allocated/Reserve									
Roads	-	-	-	-	321,389	321,389	377,700	17.5%	56,311
Parks	-	-	-	-	(103,897)	(103,897)	-	-100.0%	103,897
Public Safety	-	-	-	-	(2,215)	(2,215)	-	-100.0%	2,215
Total	\$ 68,058	\$ 91,743	\$ 299,120	\$ 1,630,000	\$ 3,015,456	\$ 4,645,456	\$ 610,000	-86.9%	\$ (4,035,456)

Notes:

- (1) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a 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 2019 will occur subsequent to adoption of the budget.
- (2) Please refer to the Capital Initiative section of this document for detailed information on the Impact Fee funded capital investment for FY 2019.
- (3) Impact Fee monies for FY's 2015-2017 were reserved for future system improvements.

DRUG ENFORCEMENT AGENCY FUND

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 PUBLIC SAFETY DEPARTMENT DRUG ENFORCEMENT AGENCY FUND (FUND 210) Five-Year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ 771,259	\$ 245,786	\$ 221,232	\$ 1,691,433	\$ 287,507
<i>% Change</i>		-68.1%	-10.0%	664.6%	-83.0%
<i>Average 5-year % change</i>		125.9%			
Expenditures	\$ 892,714	\$ 477,682	\$ 513,144	\$ 1,691,433	\$ 287,507
<i>% Change</i>		-46.5%	7.4%	229.6%	-83.0%
<i>Average 5-year % change</i>		26.9%			
Budget figures may include non-operating accounts such as reserve and carryforward fund balance. For an accurate comparison to prior-year actual activity, these accounts should be removed from the budgetary figures.					

FUND BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
PUBLIC SAFETY DEPARTMENT
DRUG ENFORCEMENT AGENCY FUND (FUND 210)
BUDGET REQUEST BY ACCOUNT**

Amended FY 2018 to FY 2019

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
Fines & Forfeitures:									
Confiscation (Federal Seizure)	\$ 724,289	\$ 208,012	\$ 192,009	\$ -	\$ -	\$ -	\$ -	-	\$ -
Confiscation (State Seizure)	45,694	36,340	28,007	-	-	-	-	-	-
Interest:	1,276	1,435	1,216	-	-	-	-	-	-
Other:									
SWAT Equipment (Milton/Koswell Contribution)	-	-	-	-	240,360	240,360	-	-100.0%	(240,360)
(1) Budgeted Fund Balance (Federal)	-	-	-	51,706	1,382,030	1,433,736	287,507	-79.9%	(1,146,229)
(1) Budgeted Fund Balance (State)	-	-	-	-	17,337	17,337	-	-100.0%	(17,337)
Total	\$ 771,259	\$ 245,786	\$ 221,232	\$ 51,706	\$ 1,639,727	\$ 1,691,433	\$ 287,507	-83.0%	\$ (1,403,926)
Expenditures									
DEA Seizure									
(2) Personnel Services:									
Salary	\$ 149,038	\$ 158,963	\$ 152,825	\$ 162,228	\$ -	\$ 162,228	\$ 171,319	5.6%	\$ 9,091
Benefits	87,740	94,834	78,837	78,531	-	78,531	116,188	48.0%	37,657
subtotal	\$ 236,778	\$ 253,798	\$ 231,662	\$ 240,759	\$ -	\$ 240,759	\$ 287,507	19.4%	\$ 46,748
Maintenance and Operations:									
Professional Services	\$ -	\$ 19,807	\$ 3,180	\$ -	\$ -	\$ -	\$ -	-	\$ -
Equipment Rental	1,885	-	-	-	-	-	-	-	-
Employee Travel	-	138	-	-	-	-	-	-	-
Employee Training	17,218	-	-	-	-	-	-	-	-
General Supplies & Materials	-	-	12,291	-	-	-	-	-	-
Small Equipment	-	-	43,268	-	-	-	-	-	-
Employee Uniforms	7,913	-	73,730	-	-	-	-	-	-
Non-Recurring Expenses	23,140	-	-	-	-	-	-	-	-
subtotal	\$ 50,157	\$ 19,945	\$ 132,469	\$ -	\$ -	\$ -	\$ -	-	\$ -

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
PUBLIC SAFETY DEPARTMENT
DRUG ENFORCEMENT AGENCY FUND (FUND 210)
BUDGET REQUEST BY ACCOUNT**

Amended FY 2018 to FY 2019

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital/Other:									
North Fulton Radio System/Body Camera Program	\$ 605,778	\$ -	\$ -	\$ -	\$ 70,000	\$ 70,000	\$ -	-100.0%	\$ (70,000)
Headquarters Expansion	-	-	-	100,000	500,000	600,000	-	-100.0%	(600,000)
Machinery & Equipment	-	126,830	36,092	128,000	(51,572)	76,428	-	-100.0%	(76,428)
SWAT Equipment	-	-	-	-	364,181	364,181	-		
(3) Taser Lease (Principal)	-	48,347	45,227	46,130	-	46,130	-	-100.0%	(46,130)
(3) Taser Lease (Interest)	-	598	3,719	2,817	-	2,817	-	-100.0%	(2,817)
subtotal	\$ 605,778	\$ 175,776	\$ 85,037	\$ 276,947	\$ 882,609	\$ 1,159,556	\$ -	-100.0%	\$ (1,159,556)
State Seizure									
Maintenance and Operations:									
Employee Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Small Equipment	-	-	-	-	-	-	-	-	-
Non-Recurring Expenses	-	28,164	63,975	-	-	-	-	-	-
subtotal	\$ -	\$ 28,164	\$ 63,975	\$ -	\$ -	\$ -	\$ -	-	\$ -
Other									
(1) Reserve (DEA Seizure)	\$ -	\$ -	\$ -	\$ -	273,781	273,781	\$ -	-100.0%	\$ (273,781)
(1) Reserve (State Seizure)	-	-	-	-	17,337	17,337	-	-100.0%	(17,337)
subtotal	\$ -	\$ -	\$ -	\$ -	\$ 291,118	\$ 291,118	\$ -	-100.0%	\$ (291,118)
Total	\$ 892,714	\$ 477,682	\$ 513,144	\$ 517,706	\$ 1,173,727	\$ 1,691,433	\$ 287,507	-83.0%	\$ (1,403,926)
Full-time Equivalent Positions (3)	3.0	3.0	3.0	3.0		3.0	3.0		

Notes

- (1) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a 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 carryforward for FY 2019 will occur subsequent to adoption of the budget.
- (2) Variance due primarily to wage increases associated with the 3% performance-based merit program schedules for April 1, 2019 (contingent upon a mid-year review of revenue trends), increases in group insurance premiums coupled with the effect of staff turnover (i.e. varying incumbent insurance coverage elections - e.g. family vs. single, etc.), and implementation of a post-employment healthcare benefit (new for FY 2019).
- (3) The FY 2019 Recommended Budget includes the reallocation of the Taser lease funding to the General Fund. The goal of this reallocation is to ensure the DEA Fund has the resources necessary to continue funding the Police Officer personnel.

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019
Statement: Revenue Summary by Account

				FY 2018 Amended Budget	FY 2019 Recommended Budget
Division/Project	Account Number		Title		
Federal Seizure	21031110	351300	Confiscation (Federal Seizure)	\$ -	\$ -
" "	21031110	361000	Interest Earnings	-	-
" "	21031110	336000 C1817	SWAT Equipment (Milton/Roswell Contribution)	240,360	-
" "	21031110	395000	Carryforward Fund Balance (Federal Seizure)	1,433,736	287,507
State Seizure	21031120	351301	Confiscation (State Seizure)	-	-
" "	21031120	395000	Carryforward Fund Balance (State Seizure)	17,337	-
Total				\$ 1,691,433	\$ 287,507

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2018 Amended Operating Budget	FY 2019 Operating Budget Request	Federal Seizure	State Seizure
			3111	3112
521200 Professional Services	\$ -	\$ -	\$ -	\$ -
523500 Employee Travel	-	-	-	-
523700 Employee Training	-	-	-	-
523860 Maintenance Contracts	-	-	-	-
531100 General Supplies/Materials	-	-	-	-
531270 Fuel	-	-	-	-
531600 Small Equipment	-	-	-	-
531700 Employee Uniforms	-	-	-	-
532400 Non-Recurring Expenses	-	-	-	-
541300 Facility Improvements	600,000	-	-	-
542100 Machinery and Equipment	76,428	-	-	-
542100 SWAT Equipment	64,186	-	-	-
542200 SWAT Equipment	299,995	-	-	-
542200 Fleet	-	-	-	-
542400 Body Camera Program	70,000	-	-	-
579000 Reserve	291,118	-	-	-
581200 Taser Lease (Principal)*	46,130	-	-	-
582200 Taser Lease (Interest)*	2,817	-	-	-
TOTAL	\$ 1,450,674	\$ -	\$ -	\$ -

* The FY 2019 Recommended Budget includes the reallocation of the Taser lease funding to the General Fund.

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

FY 2019 Budget
(2nd Reading)

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number		Title			
FEDERAL SEIZURE	21031110	521200	Professional Services	GCIC CONNECTION ACCESS - 2 STEP AUTHENTICATION	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	523500	Employee Travel	TRAINING TRAVEL COSTS	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	523700	Employee Training	TUITION FEES	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	531100	General Supplies & Materials	GENERAL SUPPLIES OFFICE SUPPLIES	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	531270	Fuel	FUEL PURCHASES	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	531600	Small Equipment	SI UNIT EQUIPMENT GENERAL SMALL EQUIPMENT	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	531700	Employee Uniforms	SI UNIT EMPLOYEE UNIFORMS	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	541300 C1630	PS Headquarters Expansion		100,000	-
				<i>subtotal</i>	\$ 100,000	\$ -
	21031110	542100	Machinery & Equipment	PUBLIC SAFETY EQUIPMENT (2018 CAPITAL REQUEST) BODY CAMERAS (2018 CAPITAL REQUEST)	58,000 70,000	-
				<i>subtotal</i>	\$ 128,000	\$ -
	21031110	542200	Fleet		-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	579000	Reserve for Future Investment		-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	581200 C1623	Taser Lease (Principal)*		46,130	-
				<i>subtotal</i>	\$ 46,130	\$ -
	21031110	582200 C1623	Taser Lease (Interest)*		2,817	-
				<i>subtotal</i>	\$ 2,817	\$ -
Federal Seizure Total					276,947	-
STATE SEIZURE	21031120	523500	Employee Travel	TRAVEL	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031120	531600	Small Equipment	MISC SMALL EQUIPMENT	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031120	532400	Non-Recurring Expenses	MISC. NON-RECURRING EXPENSES	-	-
				<i>subtotal</i>	\$ -	\$ -
State Seizure Total					-	-
DEA Fund Total					\$ 276,947	\$ -

* The FY 2019 Recommended Budget includes the reallocation of the Taser lease funding to the General Fund.

HOTEL/MOTEL FUND

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 HOTEL/MOTEL FUND (FUND 275) Five-Year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ 4,645,169	\$ 6,391,842	\$ 7,097,865	\$ 8,755,262	\$ 7,650,000
<i>% Change</i>		37.6%	11.0%	23.4%	-12.6%
<i>average 5-year % change</i>		14.8%			
Expenditures	\$ 4,645,169	\$ 5,441,275	\$ 6,543,170	\$ 8,755,262	\$ 7,650,000
<i>% Change</i>		17.1%	20.3%	33.8%	-12.6%
<i>average 5-year % change</i>		14.6%			

FUND BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
HOTEL/MOTEL FUND (FUND 275)
BUDGET REQUEST BY ACCOUNT**

<i>Amended FY 2018 to FY 2019</i>									
ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMENDMENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
Other Taxes:									
Hotel/Motel Taxes	\$ 4,641,325	\$ 6,388,501	\$ 7,097,864	\$ 7,250,000	\$ -	\$ 7,250,000	\$ 7,650,000	5.5%	\$ 400,000
Hotel/Motel Taxes (Penalties/Interest)	3,844	3,341	1	-	-	-	-	-	-
Other:									
Budgeted Fund Balance	-	-	-	-	1,505,262	1,505,262	-	-100.0%	(1,505,262)
Total	\$ 4,645,169	\$ 6,391,842	\$ 7,097,865	\$ 7,250,000	\$ 1,505,262	\$ 8,755,262	\$ 7,650,000	-12.6%	\$ (1,105,262)
Expenditures									
Other:									
Alpharetta Business Community	\$ 774,350	\$ 220,403	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Alpharetta Convention & Visitor's Bureau	2,012,752	2,790,878	3,105,316	3,171,875	-	3,171,875	3,346,875	5.5%	175,000
City of Alpharetta	1,858,068	2,429,994	2,661,700	2,718,750	-	2,718,750	2,868,750	5.5%	150,000
subtotal	\$ 4,645,169	\$ 5,441,275	\$ 5,767,016	\$ 5,890,625	\$ -	\$ 5,890,625	\$ 6,215,625	5.5%	\$ 325,000
Facility Portion of the Hotel/Motel Tax:									
Professional Svcs (Bond Admin)	\$ -	\$ -	\$ 525	\$ -	\$ -	\$ -	\$ 3,000	-	\$ 3,000
Series 2016 Bonds	-	-	775,629	779,963	-	779,963	979,963	25.6%	200,000
Alpharetta Arts Center	-	-	-	550,000	-	550,000	-	-100.0%	(550,000)
Equestrian Center Foundation									
(1) Match	-	-	-	-	-	-	250,000	-	250,000
(1) Park System Wayfinding Signage	-	-	-	-	-	-	51,412	-	51,412
Non-Allocated Reserve	-	-	-	29,412	5,262	34,674	150,000	332.6%	115,326
Debt Service Reserve	-	-	-	-	1,500,000	1,500,000	-	-100.0%	(1,500,000)
subtotal	\$ -	\$ -	\$ 776,154	\$ 1,359,375	\$ 1,505,262	\$ 2,864,637	\$ 1,434,375	-49.9%	\$ (1,430,262)
Total	\$ 4,645,169	\$ 5,441,275	\$ 6,543,170	\$ 7,250,000	\$ 1,505,262	\$ 8,755,262	\$ 7,650,000	-12.6%	\$ (1,105,262)

Notes:

The City of Alpharetta levies a Hotel/Motel occupancy tax of 8% on total rental charges. The resulting revenue is distributed as follows: Alpharetta Convention & Visitor's Bureau (43.75%); City of Alpharetta (37.50%); and Tourism Product Development (18.75%; e.g. Conference Center Facility). The tax was changed from 6% to 8% effective October 1, 2015 to fund construction of a Conference Center.

(1) Please refer to the Capital Initiatives section of this document for detailed descriptions.



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DEBT SERVICE FUND SUMMARY

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 DEBT SERVICE FUND (FUND 410) Five-Year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ 3,513,243	\$ 3,528,539	\$ 5,576,525	\$ 6,426,406	\$ 5,473,513
<i>% Change</i>		0.4%	58.0%	15.2%	-14.8%
<i>average 5-year % change</i>		14.7%			
Expenditures	\$ 3,580,898	\$ 3,559,998	\$ 5,140,171	\$ 6,426,406	\$ 5,473,513
<i>% Change</i>		-0.6%	44.4%	25.0%	-14.8%
<i>average 5-year % change</i>		13.5%			

FUND BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
DEBT SERVICE FUND (FUND 410)
BUDGET REQUEST BY ACCOUNT**

Amended FY 2018 to FY 2019

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue										
(1) Property Taxes:										
	Current Year	\$ 3,382,978	\$ 3,417,288	\$ 5,367,318	\$ 5,106,000	\$ -	\$ 5,106,000	\$ 5,090,000	-0.3%	\$ (16,000)
	Delinquent	28,826	33,839	128,331	20,000	-	20,000	20,000	0.0%	-
	Motor Vehicle	86,610	58,587	59,542	38,000	-	38,000	24,000	-36.8%	(14,000)
	Delinquent	10,316	10,247	10,354	-	-	-	-	-	-
Interest:		4,513	8,578	10,979	12,000	-	12,000	10,000	-16.7%	(2,000)
Other:										
	Miscellaneous	2	-	1	-	-	-	-	-	-
	Transfer-In (Impact Fee Fund)	-	-	-	-	-	-	-	-	-
	Refunding Bond Proceeds	-	-	-	-	-	-	-	-	-
(1) Budgeted Fund Balance		-	-	-	303,658	946,748	1,250,406	329,513	-73.6%	(920,893)
	Total	\$ 3,513,243	\$ 3,528,539	\$ 5,576,525	\$ 5,479,658	\$ 946,748	\$ 6,426,406	\$ 5,473,513	-14.8%	\$ (952,893)

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
DEBT SERVICE FUND (FUND 410)
BUDGET REQUEST BY ACCOUNT**

Amended FY 2018 to FY 2019										
Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND-MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Expenditures										
	Maintenance & Operations:									
	Professional Services	\$ -	\$ -	\$ 2,350	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	0.0%	\$ -
	Debt Service (Principal & Interest):									
	City of Alpharetta									
	General Obligation Bonds (GO)									
	Series 2006	1,304,350	1,289,600	-	-	-	-	-	-	-
	Series 2012	1,502,700	1,497,900	1,500,100	1,483,900	-	1,483,900	1,478,950	-0.3%	(4,950)
	Series 2014 (refunding)	647,862	647,246	1,936,513	1,935,477	-	1,935,477	1,933,622	-0.1%	(1,855)
	Series 2016	-	-	1,576,014	1,930,788	-	1,930,788	1,930,788	0.0%	-
	Development Authority of Alpharetta									
	Series 2009 (refunding)	125,986	125,252	125,194	124,493	-	124,493	125,153	0.5%	660
	Other Uses:									
	Transfer to Capital Project Fund	-	-	-	-	-	-	-	-	-
	(2) Debt Service Reserve	-	-	-	-	946,748	946,748	-	-100.0%	(946,748)
	Total	\$ 3,580,898	\$ 3,559,998	\$ 5,140,171	\$ 5,479,658	\$ 946,748	\$ 6,426,406	\$ 5,473,513	-14.8%	\$ (952,893)

Notes:

- (1) FYs 2015-2018 utilize available fund balance to offset a portion of the debt service requirements.
- (2) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a 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 2019 will occur subsequent to adoption of the budget.

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019
Statement: Revenue Summary by Account

				FY 2018 Amended Budget	FY 2019 Recommended Budget
Division/Project	Account Number		Title		
Debt Service Fund	41090100	311100	Property Taxes (Current Year)	\$ 5,106,000	\$ 5,090,000
" "	41090100	311200	Property Taxes (Delinquent)	20,000	20,000
" "	41090100	311310	Motor Vehicle Taxes	38,000	24,000
" "	41090100	319100	Property Taxes (Penalties/Interest)	-	-
" "	41090100	361000	Investment Earnings	12,000	10,000
" "	41090100	395000	Carryforward Fund Balance	1,250,406	329,513
Total				\$ 6,426,406	\$ 5,473,513

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION		FY 2018 Amended Operating Budget	FY 2019 Operating Budget Request	Admin	Series 2016 GO Bond	Series 2014 GO Bond (R)	Series 2012 GO Bond	Series 2009 Development Authority Revenue Refunding Bond
					D1601	D1400	D1201	D1203
521200	Professional Services	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -
581100	Principal	2,755,500	2,832,100	-	420,000	1,610,000	680,000	122,100
582100	Interest	2,719,158	2,636,413	-	1,510,788	323,622	798,950	3,053
579000	Contingency	946,748	-	-	-	-	-	-
TOTAL		\$ 6,426,406	\$ 5,473,513	\$ 5,000	\$ 1,930,788	\$ 1,933,622	\$ 1,478,950	\$ 125,153

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	FY 2018 Adopted Budget	FY 2019 Recommended Budget
Administration	41090100 521200	Professional Services		
		Bond Administration Fees	5,000	5,000
		subtotal	\$ 5,000	\$ 5,000
Series 2016 GO Bond	41090100 581100 D1601	Principal	400,000	420,000
		subtotal	\$ 400,000	\$ 420,000
	41090100 582100 D1601	Interest	1,530,788	1,510,788
		subtotal	\$ 1,530,788	\$ 1,510,788
Series 2014 GO Bond	41090100 581100 D1400	Principal	1,575,000	1,610,000
		subtotal	\$ 1,575,000	\$ 1,610,000
	41090100 582100 D1400	Interest	360,477	323,622
		subtotal	\$ 360,477	\$ 323,622
Series 2012 GO Bond	41090100 581100 D1201	Principal	665,000	680,000
		subtotal	\$ 665,000	\$ 680,000
	41090100 582100 D1201	Interest	818,900	798,950
		subtotal	\$ 818,900	\$ 798,950
Series 2006 GO Bond	41090100 581100 D1202	Principal	-	-
		subtotal	\$ -	\$ -
	41090100 582100 D1202	Interest	-	-
		subtotal	\$ -	\$ -
Series 2009 Development	41090100 581100 D1203	Principal	115,500	122,100
		subtotal	\$ 115,500	\$ 122,100
Authority Revenue Bond (Refunding)	41090100 582100 D1203	Interest	8,993	3,053
		subtotal	\$ 8,993	\$ 3,053
Debt Service Fund Total			\$ 5,479,658	\$ 5,473,513

SOLID WASTE FUND

The Organizational Chart is included under the *Finance* tab of this document.

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 FINANCE DEPARTMENT SOLID WASTE FUND (FUND 540) Five-Year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ 3,218,369	\$ 3,233,631	\$ 3,284,129	\$ 4,050,252	\$ 4,017,954
<i>% Change</i>		0.5%	1.6%	23.3%	-0.8%
<i>average 5-year % change</i>		6.1%			
Expenditures	\$ 3,264,095	\$ 3,077,407	\$ 3,274,907	\$ 4,050,252	\$ 4,017,954
<i>% Change</i>		-5.7%	6.4%	23.7%	-0.8%
<i>average 5-year % change</i>		5.9%			
Budget figures may include non-operating accounts such as reserve and carryforward fund balance. For an accurate comparison to prior-year actual activity, these accounts should be removed from the budgetary figures.					

FUND BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
FINANCE DEPARTMENT
SOLID WASTE FUND (FUND 540)
BUDGET REQUEST BY ACCOUNT**

Amended FY 2018 to FY 2019

	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue										
	Licenses and Permits:									
	Solid Waste Permits (Penalties/Interest)	\$ 763	\$ 743	\$ 71	\$ -	\$ -	\$ -	\$ -	-	\$ -
	Charges for Services:									
(2)	Solid Waste Collection Fees	3,139,002	3,153,739	3,218,198	3,240,000	313,000	3,553,000	3,953,000	11.3%	400,000
	Solid Waste Tag Fees	1,240	992	294	1,000	-	1,000	1,000	0.0%	-
	Solid Waste Commercial Hauler Fees	37,640	24,991	27,950	25,000	-	25,000	25,000	0.0%	-
	Solid Waste Fees (Penalties/Interest)	36,351	44,189	28,522	30,000	-	30,000	30,000	0.0%	-
	Bad Check Fees	242	379	100	300	-	300	300	0.0%	-
	Interest Earnings:	3,131	8,598	8,994	7,706	-	7,706	8,654	12.3%	948
	Other:									
	Miscellaneous Revenue	-	-	-	-	-	-	-	-	-
(4)	Carryforward Fund Balance	-	-	-	-	433,246	433,246	-	-100.0%	(433,246)
	Total	\$ 3,218,369	\$ 3,233,631	\$ 3,284,129	\$ 3,304,006	\$ 746,246	\$ 4,050,252	\$ 4,017,954	-0.8%	\$ (32,298)
Expenditures										
(1)	Personnel Services:									
	Salaries	\$ 39,641	\$ 19,785	\$ 37,248	\$ 38,542	\$ -	\$ 38,542	\$ 39,552	2.6%	\$ 1,010
	Benefits	24,934	15,601	32,753	36,197	-	36,197	37,357	3.2%	1,160
	subtotal	\$ 64,574	\$ 35,386	\$ 70,001	\$ 74,739	\$ -	\$ 74,739	\$ 76,909	2.9%	\$ 2,170

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
FINANCE DEPARTMENT
SOLID WASTE FUND (FUND 540)
BUDGET REQUEST BY ACCOUNT**

									<i>Amended FY 2018 to FY 2019</i>	
	ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMENDMENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Maintenance and Operations:										
(2)	Professional Services	\$ 3,082,338	\$ 3,070,236	\$ 3,164,395	\$ 3,175,360	\$ 361,000	3,536,360	\$ 3,885,400	9.9%	\$ 349,040
	Printing and Binding	15,106	15,266	17,721	16,100	-	16,100	19,200	19.3%	3,100
	Employee Travel	-	-	-	3,000	-	3,000	1,500	100.0%	(1,500)
	Employee Training	495	-	-	600	-	600	500	-16.7%	(100)
	IT Professional Services	1,265	4,444	4,567	4,707	-	4,707	4,945	5.1%	238
	General Supplies and Materials	25,474	25,413	26,633	29,500	-	29,500	29,500	0.0%	-
	subtotal	\$ 3,124,678	\$ 3,115,359	\$ 3,213,316	\$ 3,229,267	\$ 361,000	\$ 3,590,267	\$ 3,941,045	9.8%	\$ 350,778
Other:										
	Bad Debt Expense	\$ 74,393	\$ (73,338)	\$ (8,410)	\$ -	\$ -	\$ -	\$ -	-	\$ -
	Tyler (Munis) Software	450	-	-	-	-	-	-	-	-
(3)	Non-Allocated/Reserve	-	-	-	-	385,246	385,246	-	-100.0%	(385,246)
	subtotal	\$ 74,843	\$ (73,338)	\$ (8,410)	\$ -	\$ 385,246	\$ 385,246	\$ -	-100.0%	\$ (385,246)
	Total	\$ 3,264,095	\$ 3,077,407	\$ 3,274,907	\$ 3,304,006	\$ 746,246	\$ 4,050,252	\$ 4,017,954	-0.8%	\$ (32,298)
Full-time Equivalent Positions		1.0	1.0	1.0	1.0		1.0	1.0		

Notes	
(1)	Variance due primarily to wage increases associated with the 3% performance-based merit program scheduled for April 1, 2019 (contingent upon a mid-year review of revenue trends) and implementation of a post-employment healthcare benefit (new for FY 2019).
(2)	This activity is primarily attributable to our private solid waste hauling contract including the new glass recycling service approved subsequent to the FY 2018 budget adoption as well as service customer growth and inflationary cost increases in the hauler contract.
(3)	Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a 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 2019 will occur subsequent to adoption of the budget.

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget:

FY 2019

Statement:

Revenue Summary by Account

Division/Project		Account Number	Title	FY 2018 Amended Budget	FY 2019 Recommended Budget
Solid Waste Administration		54015450 324110	Solid Waste Permits (Penalties/Interest)	\$ -	\$ -
" "		54015450 344110	Solid Waste Collection Fees	3,538,000	3,928,000
" "		54015450 344110 FSW00	Solid Waste Collection Fees (Downtown Sanitation Initiatives)	15,000	25,000
" "		54015450 344111	Solid Waste Tag Fees	1,000	1,000
" "		54015450 344140	Solid Waste Commercial Hauler Fees	25,000	25,000
" "		54015450 349900	Solid Waste Fees (Penalties/Interest)	30,000	30,000
" "		54015450 349930	Bad Check Fees	300	300
" "		54015450 361000	Interest Earnings	7,706	8,654
" "		54015450 389000	Miscellaneous Revenue	-	-
" "		54015450 395000	Carryforward Fund Balance	433,246	-
Total				\$ 4,050,252	\$ 4,017,954

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2018 Amended Budget	FY 2019 Budget Request	Solid Waste Admin	Downtown Sanitation Initiatives
			15450	FSW00
521200 Professional Services	\$ 3,536,360	\$ 3,885,400	\$ 3,860,400	\$ 25,000
523400 Printing and Binding	16,100	19,200	19,200	-
523500 Employee Travel	3,000	1,500	1,500	-
523700 Employee Training	600	500	500	-
523900 IT Professional Services	4,707	4,945	4,945	-
531100 General Supplies/Materials	29,500	29,500	29,500	-
579000 Reserve	385,246	-	-	-
TOTAL	\$ 3,975,513	\$ 3,941,045	\$ 3,916,045	\$ 25,000

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019
Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
SOLID WASTE ADMINISTRATION	54015450 521200	Professional Services	Sanitation Collection Fees	3,130,000	3,250,000
			Glass Recycling Fees	-	580,000
			Garbage Tags	2,560	2,500
			Recycling/Hazardous Waste Collection Event	27,000	27,000
			Graphic Designer (brochures)	800	900
			subtotal	3,160,360	3,860,400
	54015450 523400	Printing and Binding	Sanitation Bill Statement (printing)	15,500	18,000
			Sanitation Brochure (printing)	600	1,200
			subtotal	16,100	19,200
	54015450 523500	Employee Travel	Software/Professional Development Conf.	3,000	1,500
			subtotal	3,000	1,500
	54015450 523700	Employee Training	Software/Professional Development Conf.	600	500
			subtotal	600	500
	54015450 523900	IT Professional Services	Technical Support for CISCO Network	91	100
			Developer License for MDM	2	1
			City Circuit Connection to Internet - Supplement & Backup	8	8
			Data Center's Uninterruptible Power System	14	25
			Citywide Microsoft Licensing	355	50
			Non-Xerox Printer Repair	17	17
			GIS Mobile Field Mapping & Data Collection	95	117
			Database Management for Various City Departments	14	13
			Data Center Fire Suppression System	4	3
			SharePoint Migration	29	-
			Project event capture (Goevent - ESRI)	-	7
			Security (Tenable)	-	68
			Asset Mgmt (Lansweeper)	-	5
			ERPM - Red Identity Mgmt	-	22
			Manage Engine	-	57
			Security Awareness Training (KnowBe4)	-	21
			Microsoft User Training	-	21
			Solarwinds Software Renewal	26	27
			Wiring Services	24	23
			Conversion of LIDAR Data to ArcGIS	5	4
			GIS Parcel Building Software	23	-
			City Enterprise Data Management	72	46
			Off-site Archive of COA Data	144	-

City of Alpharetta

Budget: FY 2019
Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
			City Virus, Adware, Spyware & Threat Protection	95	121
			City Circuit Connection to Internet - Zayo	62	59
			City Circuit Connection to Internet - AT&T	41	43
			Line and Circuit Service	223	108
			GLS Monitoring and Support	169	135
			CISCO SMARTnet Telephony and Phone App Licenses	57	40
			Cisco phone infrastructure support	11	10
			Long Distance	19	-
			Tyler Finance/ HR ERP	2,865	3,270
			GFI Languard	13	-
			Texting Service Global Text Messages - 7CBilled	2	-
			Domain Name Service - Amazon Web Services	3	3
			External Monitoring Service for Emails - MXTtoolbox	2	-
			GPO Change Management - NetIQ	3	-
			Firewall	84	58
			SQL Monitoring Tool	13	11
			Edges Switching - HP Switches	8	-
			Maintenance Extensions	93	95
			Directory Analysis	21	-
			Data Circuits (ASE) (AT&T)	-	123
			Drone to GIS Conversion	-	7
			Client VPN	-	13
			Physical Security	-	14
			Consulting Services	-	55
			AdSelfService	-	23
			Citywide Virtual Infrastructure	-	105
			Load Balance	-	3
			WAP Maintenance	-	14
			subtotal	4,707	4,945
	54015450 531100	General Supplies/Materials	General Supplies	5,000	2,000
			Sanitation Bill Statement (postage)	24,500	27,500
			subtotal	29,500	29,500

City of Alpharetta

Budget: FY 2019
Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
			<i>Administration Total</i>	\$ 3,214,267	\$ 3,916,045
DOWNTOWN SANITATION INITIATIVES	54015450 521200 FSW00	Professional Services	Dumpster	15,000	25,000
			<i>subtotal</i>	<i>15,000</i>	<i>25,000</i>
			<i>Downtown Sanitation Initiatives Total</i>	\$ 15,000	\$ 25,000
			<i>Solid Waste Fund Total</i>	<u>\$ 3,229,267</u>	<u>\$ 3,941,045</u>

RISK MANAGEMENT FUND

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 RISK MANAGEMENT FUND (FUND 600) Five-Year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ 1,206,021	\$ 1,291,522	\$ 1,413,028	\$ 1,617,335	\$ 1,450,500
<i>% Change</i>		7.1%	9.4%	14.5%	-10.3%
<i>average 5-year % change</i>		5.2%			
Expenditures	\$ 1,172,219	\$ 1,070,391	\$ 1,722,734	\$ 1,617,335	\$ 1,450,500
<i>% Change</i>		-8.7%	60.9%	-6.1%	-10.3%
<i>average 5-year % change</i>		9.0%			
Budget figures may include non-operating accounts such as reserve and carryforward fund balance. For an accurate comparison to prior-year actual activity, these accounts should be removed from the budgetary figures.					

FUND BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
RISK MANAGEMENT FUND (FUND 600)
BUDGET REQUEST BY ACCOUNT**

Amended FY 2018 to FY 2019

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
Charges for Services:									
Risk Fund	\$ 1,115,000	\$ 1,262,000	\$ 1,310,000	\$ 1,335,000	\$ -	\$ 1,335,000	\$ 1,446,500	8.4%	\$ 111,500
Interest Earnings:	1,724	3,984	4,754	3,000	-	3,000	4,000	33.3%	1,000
Other:									
General Fund Transfer	-	-	-	-	-	-	-	-	-
Insurance Proceeds	89,298	25,537	98,274	-	-	-	-	-	-
(1) Budgeted Fund Balance	-	-	-	-	279,335	279,335	-	-100.0%	(279,335)
Total	\$ 1,206,021	\$ 1,291,522	\$ 1,413,028	\$ 1,338,000	\$ 279,335	\$ 1,617,335	\$ 1,450,500	-10.3%	\$ (166,835)

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
RISK MANAGEMENT FUND (FUND 600)
BUDGET REQUEST BY ACCOUNT**

Amended FY 2018 to FY 2019

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Expenditures									
(2) Maintenance and Operations:									
Professional Services	\$ 122,141	\$ 93,457	\$ 121,077	\$ 125,000	\$ -	\$ 125,000	\$ 132,000	5.6%	\$ 7,000
Vehicle Insurance	128,809	135,169	143,111	150,000	-	150,000	170,000	13.3%	20,000
Property and Equipment Insurance	62,856	84,628	83,823	90,000	-	90,000	100,000	11.1%	10,000
General Liability Insurance	52,315	54,387	56,244	60,000	-	60,000	60,000	0.0%	-
Law Enforcement Liability Insurance	91,350	93,429	94,931	100,000	-	100,000	94,000	-6.0%	(6,000)
Public Entity Liability Insurance	48,825	49,295	57,900	60,000	-	60,000	60,000	0.0%	-
Workers Compensation Excess Liability Insurance	79,485	87,050	100,239	105,000	-	105,000	107,000	1.9%	2,000
Criminal Liability Insurance	4,075	4,075	4,275	5,000	-	5,000	4,500	-10.0%	(500)
Cyber Liability	-	6,584	6,806	8,000	-	8,000	7,000	-12.5%	(1,000)
Umbrella Liability Insurance	52,115	53,602	56,725	60,000	-	60,000	56,000	-6.7%	(4,000)
Medical Services (PS Custody)	19,210	6,608	12,408	30,000	-	30,000	35,000	16.7%	5,000
Claims and Judgments	511,038	402,107	985,195	545,000	5,000	550,000	625,000	13.6%	75,000
subtotal	\$ 1,172,219	\$ 1,070,391	\$ 1,722,734	\$ 1,338,000	\$ 5,000	\$ 1,343,000	\$ 1,450,500	8.0%	\$ 107,500
Other:									
(1) Reserve	-	-	-	-	274,335	274,335	-	-100.0%	(274,335)
Total	\$ 1,172,219	\$ 1,070,391	\$ 1,722,734	\$ 1,338,000	\$ 279,335	\$ 1,617,335	\$ 1,450,500	-10.3%	\$ (166,835)

Notes:

- (1) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a 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 carryforward for FY 2019 will occur subsequent to adoption of the budget.
- (2) Variances are based on current year-to-date premium expenditures and actuarial loss projections for risk claims (workers compensation, general liability, auto liability, etc.).

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget:

FY 2019

Statement:

Revenue Summary by Account

Division/Project		Account Number	Title	FY 2018 Amended Budget	FY 2019 Recommended Budget
Risk and Safety Fund		60015550 341751	Risk Fund Charges for Services	\$ 1,335,000	\$ 1,446,500
" "		60015550 361000	Interest Earnings	3,000	4,000
" "		60015550 391100	Transfer-In from General Fund	-	-
" "		60015550 392300	Insurance Proceeds	-	-
" "		60015550 395000	Budgeted Fund Balance	279,335	-
Total				\$ 1,617,335	\$ 1,450,500

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION		FY 2018 Amended Budget	FY 2019 Recommended Budget	Risk and Safety
				1555
521200	Professional Services	\$ 125,000	\$ 132,000	\$ 132,000
523110	Vehicle Insurance Premiums	150,000	170,000	170,000
523120	Property/Equipment Insurance Premiums	90,000	100,000	100,000
523130	General Liability Insurance Premiums	60,000	60,000	60,000
523140	Law Enforcement Liability Insurance Premiums	100,000	94,000	94,000
523150	Public Entity Liability Insurance Premiums	60,000	60,000	60,000
523160	Workers Compensation Excess Liability Insurance Premiums	105,000	107,000	107,000
523180	Criminal Liability Insurance Premiums	5,000	4,500	4,500
523185	Cyber Liability Insurance Premiums	8,000	7,000	7,000
523190	Umbrella Liability Insurance Premiums	60,000	56,000	56,000
523195	Medical Services (PS Custody)	30,000	35,000	35,000
552200	Claims and Judgments	550,000	625,000	625,000
579000	Reserve	274,335	-	-
TOTAL		\$ 1,617,335	\$ 1,450,500	\$ 1,450,500

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2018 Adopted Budget	FY 2019 Recommended Budget
Risk and Safety	60015550 521200	Professional Services	Risk/Claims Administration Service Fees	25,000	22,250
			GA Subsequent Injury Trust Fund	22,000	30,000
			Actuarial Analysis	11,000	11,000
			Workers Compensation Annual Assessment (State of GA)	7,000	6,000
			Insurance Package (Professional Services)	7,500	7,500
			Insurance Brokerage Service Fee	50,000	50,000
			Alternative Fuel and Highway Impact Fees	-	2,750
			Post Drug Testing	2,500	2,500
			subtotal	125,000	132,000
	60015550 523110	Vehicle Insurance Premiums	Insurance Premiums	150,000	170,000
			subtotal	150,000	170,000
	60015550 523120	Property/Equipment Insurance Premiums	Property/Equipment Insurance	90,000	100,000
			subtotal	90,000	100,000
	60015550 523130	General Liability Insurance Premiums	Insurance Premiums	60,000	60,000
			subtotal	60,000	60,000
	60015550 523140	Law Enforcement Liability Insurance Premiums	Insurance Premiums	100,000	94,000
			subtotal	100,000	94,000
	60015550 523150	Public Entity Liability Insurance Premiums	Management Liability/Employment Practices Insurance Premiums	60,000	60,000
			subtotal	60,000	60,000
	60015550 523160	Workers Compensation Excess Liability Insurance Premiums	Insurance Policy Premiums (Audit)	8,000	2,000
			Excess Liability Insurance Premiums	97,000	105,000
			subtotal	105,000	107,000
	60015550 523180	Criminal Liability Insurance Premiums	Insurance Premiums	5,000	4,500
			subtotal	5,000	4,500

City of Alpharetta

Budget: FY 2019

Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

				FY 2018 Adopted Budget	FY 2019 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail		
	60015550 523185	Cyber Liability Insurance Premiums	Insurance Premiums	8,000	7,000
			subtotal	8,000	7,000
	60015550 523190	Umbrella Liability Insurance Premiums	Insurance Premiums	60,000	56,000
			subtotal	60,000	56,000
	60015550 523195	Medical Services (PS Custody)	Medical Costs for individuals under custody	30,000	35,000
			subtotal	30,000	35,000
	60015550 552200	Claims and Judgments	Claims and Judgments	545,000	625,000
			subtotal	545,000	625,000
Risk Management Fund				\$ 1,338,000	\$ 1,450,500



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MEDICAL INSURANCE FUND

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 MEDICAL INSURANCE FUND (FUND 605)					
Five-Year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ -	\$ 6,559,028	\$ 6,742,205	\$ 8,014,229	\$ 8,670,457
<i>% Change</i>		100.0%	2.8%	18.9%	8.2%
<i>average 5-year % change</i>		32.5%			
Expenditures	\$ -	\$ 6,635,089	\$ 5,701,963	\$ 8,014,229	\$ 8,670,457
<i>% Change</i>		100.0%	-14.1%	40.6%	8.2%
<i>average 5-year % change</i>		33.7%			

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 is able to reduce premium taxes while maintaining coverage benefits. The MPP is still a fully insured medical plan.

The FY 2019 Budget totals \$8.7 million and represents premiums (employer and employee) and the associated expenditures (administration, claims, and reserves) in addition to a transfer of available fund balance to the OPEB Trust Fund for implementation of a post-employment healthcare benefit (new for FY 2019). 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.

FUND BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
MEDICAL INSURANCE FUND (FUND 605)
BUDGET REQUEST BY ACCOUNT**

Amended FY 2018 to FY 2019

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND-MENTS	AMENDED BUDGET FY 2018	RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
Charges for Services:									
Medical Insurance Premiums									
Employer Contribution	\$ -	\$ 5,802,177	\$ 6,007,327	\$ 6,289,453	\$ -	\$ 6,289,453	\$ 6,455,648	2.6%	\$ 166,195
Employee Contribution	-	715,904	734,753	702,209	-	702,209	714,809	1.8%	12,600
Medical Fund Charges	-	40,831	-	-	-	-	-	-	-
Interest:	-	116	126	-	-	-	-	-	-
Other:									
Budgeted Fund Balance	-	-	-	-	1,022,567	1,022,567	1,500,000	46.7%	477,433
Total	\$ -	\$ 6,559,028	\$ 6,742,205	\$ 6,991,662	\$ 1,022,567	\$ 8,014,229	\$ 8,670,457	8.2%	\$ 656,228
Expenditures									
Maintenance and Operations:									
Medical Premiums	\$ -	\$ 1,341,840	\$ 1,347,126	\$ 1,501,694	\$ -	\$ 1,501,694	\$ 1,637,589	9.0%	\$ 135,895
Other:									
Medical Claims	-	5,293,250	4,354,837	5,408,414	-	5,408,414	5,487,755	1.5%	79,341
Reserve:	-	-	-	81,554	1,022,567	1,104,121	45,113	-95.9%	(1,059,008)
Transfers-Out:									
OPEB Trust Fund	-	-	-	-	-	-	1,500,000	-	1,500,000
Total	\$ -	\$ 6,635,089	\$ 5,701,963	\$ 6,991,662	\$ 1,022,567	\$ 8,014,229	\$ 8,670,457	8.2%	\$ 656,228



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OPEB TRUST FUND

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2019 OPEB TRUST FUND (FUND 790) Five-Year Financial Summary					
	Actual FY 2015	Actual FY 2016	Actual FY 2017	Amended Budget FY 2018	Recommended Budget FY 2019
Revenue	\$ 114,149	\$ 108,261	\$ 120,743	\$ -	\$ 2,155,000
<i>% Change</i>		-5.2%	11.5%	-100.0%	100.0%
<i>average 5-year % change</i>		1.6%			
Expenditures	\$ 63,306	\$ 46,415	\$ 47,494	\$ -	\$ 2,155,000
<i>% Change</i>		-26.7%	2.3%	-100.0%	100.0%
<i>average 5-year % change</i>		-6.1%			

FUND BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2019
OPEB TRUST FUND (FUND 790)
BUDGET REQUEST BY ACCOUNT**

ACCOUNT DESCRIPTION	ACTUAL FY 2015	ACTUAL FY 2016	ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET AMEND-MENTS	AMENDED BUDGET FY 2018	<i>Amended FY 2018 to FY 2019</i>		
							RECOMMENDED BUDGET FY 2019	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
Miscellaneous Revenue:									
OPEB Trust Funding									
Employer Contribution	\$ 85,000	\$ 85,000	\$ 85,000	\$ -	\$ -	\$ -	\$ 85,000	-	\$ 85,000
Employee Contribution	27,642	20,416	29,283	-	-	-	20,000	-	20,000
Post Employment Healthcare Benefit									
Employer Contribution	-	-	-	-	-	-	550,000	-	550,000
Interest:	1,507	2,846	6,460	-	-	-	-	-	-
Transfer-In:									
Medical Insurance Fund	-	-	-	-	-	-	1,500,000	-	1,500,000
Total	\$ 114,149	\$ 108,261	\$ 120,743	\$ -	\$ -	\$ -	\$ 2,155,000	-	\$ 2,155,000
Expenditures									
Maintenance and Operations:									
OPEB Benefits	\$ 63,306	\$ 46,415	\$ 47,494	\$ -	\$ -	\$ -	\$ 105,000	-	\$ 105,000
Post Employment Healthcare Benefits	-	-	-	-	-	-	2,050,000	-	2,050,000
Reserve:									
OPEB Trust Fund	-	-	-	-	-	-	-	-	-
Post Employment Healthcare Benefits	-	-	-	-	-	-	-	-	-
Total	\$ 63,306	\$ 46,415	\$ 47,494	\$ -	\$ -	\$ -	\$ 2,155,000	-	\$ 2,155,000

Notes:

Fiscal Year's 2015-2018 represent activity associated the OPEB plan. Eligible retirees are offered the same health and prescription drug coverage as active employees. Each fiscal year, the City determines the Plan benefits and premium rate for participants (active and retirees). However, unlike active employees, retirees pay 100% of the blended premium afforded to the City. Therefore, as the retiree makes the full premium payment, the City's only exposure is the accounting treatment of this implicit rate subsidy caused by the difference in the blended rate offered to the retiree and his/her actual age adjusted premium. Coverage expires at age 65.

Starting with Fiscal Year 2019, this Fund is also reflecting implementation of a post-employment healthcare benefit (new for FY 2019). Funding for this benefit includes a one-time transfer of available funds from the Medical Insurance Fund and ongoing funding from City operations (roughly 2% of payroll).

This Fund did not have an Annual Budget appropriation until FY 2019 with implementation of a post-employment healthcare benefit (new for FY 2019).



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APPENDIX

Alpharetta Convention & Visitors Bureau Fiscal Year 2019 Budget

Alpharetta Convention & Visitors Bureau Fiscal Year 2019 Adopted Budget

Occupancy Tax Revenues	\$ 3,346,875
Interest Income	1,600
Accumulated Surplus	706,000
TOTAL REVENUE	\$ 4,054,475
Salary & Benefits	\$ 1,010,460
Accounting & Legal Fees	20,000
Advertising	
<i>Georgia/Metro Atlanta Ads</i>	269,425
<i>National/Regional Ads</i>	618,185
Business License	325
Computer Equipment	13,700
Business Development	
Verizon Wireless Amphitheatre	128,000
Conference Center	500,000
Meeting Planners FAMs	75,000
Braves	16,500
Computer Software/Maintenance	57,160
Research	25,600
Contingency Fund	149,349
Insurance	3,450
Meeting Expenses	46,800
Membership Dues	24,956
Subscriptions	750
Office Equipment/Leases	23,000
Office Rent (utilities, cleaning, security)	91,800
Office Supplies/Furniture	33,670
Postage/Shipping	31,450
Premiums/Gifts	39,500
Printing/Production	194,750
Taxes/Leased Equipment	1,500
Public Relations	210,800
Sponsorships/Bid Fees	291,100
Telephone/ISP	30,000
Tradeshows/Conference/Professional Development	141,245
Staff Development	6,000
TOTAL EXPENSES	\$ 4,054,475



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City of Alpharetta
FY 2019 Budget
Summary of Operating Initiative Changes

	Operating Initiatives 6/11/2018	Operating Initiatives 6/18/2018	Variance
Community Development			
Permit Technician (PT to FT)	\$ 46,500	\$ 46,500	\$ -
Administrative Assistant II (PT to FT)	46,500	46,500	-
Subtotal	\$ 93,000	\$ 93,000	\$ -
Public Works			
Street Lights (electric service, replamping, replacement)	\$ 200,000	\$ 200,000	\$ -
Subtotal	\$ 200,000	\$ 200,000	\$ -
Public Safety			
Taser Capital Lease (xfer from DEA Fund)	\$ 48,946	\$ 48,946	\$ -
Tactical Patrol Officer Program	12,000	12,000	-
Special Event Team Armor	14,000	14,000	-
Subtotal	\$ 74,946	\$ 74,946	\$ -
Recreation, Parks & Cultural Services			
Cultural Arts Center operations	\$ 254,954	\$ 254,954	\$ -
Cultural Arts Services Division	63,700	110,100	46,400
Expanded Pool operations	110,000	110,000	-
Subtotal	\$ 428,654	\$ 475,054	\$ 46,400
E911 Fund			
Emergency Services Network (NexGen 911)	\$ 111,000	\$ 111,000	\$ -
911 CALEA Accreditation Program	16,000	16,000	-
Subtotal	\$ 127,000	\$ 127,000	\$ -
TOTAL	\$ 923,600	\$ 970,000	\$ 46,400
Non-Allocated (Reserve):			
Future Operating Initiatives	\$ 176,400	\$ 130,000	\$ (46,400)
TOTAL	\$ 176,400	\$ 130,000	\$ (46,400)



City Council Meeting & Public Hearing STAFF REPORT

Submitting Department: Community Development

Submitted By:

Meeting Date: June 18, 2018

I. AGENDA ITEM TITLE: V-18-04 11450 MAXWELL ROAD/SETBACK VARIANCE

NOTE: THIS ITEM WAS TABLED BY CITY COUNCIL ON MONDAY, JUNE 4, 2018. IT MUST BE REMOVED FROM THE TABLE FOR CONSIDERATION.

CONSIDERATION OF A VARIANCE REQUEST TO REDUCE A SIDE BUILDING SETBACK FOR AN ACCESSORY BUILDING ON A PROPERTY IN THE LI (LIGHT INDUSTRIAL) ZONING DISTRICT. THE PROPERTY IS LOCATED AT 11450 MAXWELL ROAD AND IS LEGALLY DESCRIBED AS BEING LOCATED IN LAND LOT 691, 1ST DISTRICT, 2ND SECTION, FULTON COUNTY, GEORGIA.

II. RECOMMENDATION:

III. BUDGET IMPLICATIONS:

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>

IV. REPORT IN BRIEF:

V. ALTERNATIVES:

VI. ATTACHMENTS:

Kahn Maxwell Rd Variance CC Staff Report 060418, Future Land Use, Aerial Map, Zoning Map, -Location Map-, Letter of Support 11460 Maxwell Rd, Citi Part B, Combined App 11450 Maxwell Rd Setback Variance 3.19.18



CITY COUNCIL MEETING STAFF REPORT

SUBMITTING DEPARTMENT: COMMUNITY DEVELOPMENT

SUBMITTED BY: KATHI COOK

DRAFTED BY: MICHAEL WOODMAN

I. AGENDA ITEM TITLE: V-18-04 11450 MAXWELL ROAD/SETBACK VARIANCE

CITY COUNCIL: JUNE 4, 2018

II. RECOMMENDATION:

Approve V-18-04 11450 Maxwell Road/Setback Variance, subject to the following conditions:

1. Side setback along northern property line shall be reduced to 1.47' for the existing encroachment depicted on the survey prepared by Grant Shepherd & Associates, Inc., dated 5/16/2017.
2. Property owner shall secure a land disturbance permit and building permits for all improvements (buildings, retaining walls, site improvements, etc.) constructed without permits within 120 days from approval of the variance. If permits are not secured within 90 days, variance approval shall revert.
3. Property owner shall install required parking lot screening and landscape strip along Maxwell Road, as approved by Staff. Landscaping shall be installed within 90 days from approval of the variance.
4. There shall be no outside storage between the principal building and Maxwell Road, except that vehicles may be stored/parked on a Code-compliant parking space. Vehicles shall not be parked on the grass.
5. Dumpster shall be contained at all times within a dumpster enclosure. Dumpster enclosure shall be screened from Maxwell Road.
6. Re-sod the disturbed area near the entrance driveway.
7. Remove temporary yard sign advertising 'Unisex Haircut'.
8. The property shall not be used for residential use.

III. REPORT IN BRIEF:

The applicant, David Kahn, is requesting consideration of a variance to reduce the 15' side setback in the LI (Light Industrial) district to allow an accessory structure (garage) to be 1.47' from the side property line. The applicant constructed the structure without a building permit and has requested the setback variance to allow the structure to remain in its current location. The subject property is located at 11450 Maxwell Road on the west side of Maxwell Road and north of Encore Parkway.

DISCUSSION

The submitted request, if approved, would allow an accessory structure (garage) to remain in its current location, which is 1.47' from the side property line. The applicant indicates that he unknowingly constructed the structure without the required permits. The subject property is located at 11450 Maxwell Road on the west side of Maxwell Road and north of Encore Parkway.

The subject property is developed with a 1-story, 2,152 square foot structure on 1.02 acres. The property is zoned LI (Light Industrial) and is being used for the applicant's 'Automotive Service' business Tire & Brake Deals. A 'Barber/Beauty Shop' also operates on the property. Surrounding properties are zoned LI,

including Waste Management – Alpharetta Transfer Station to the east, Metropolitan Ballet Theatre to the north, undeveloped LI parcel to the south and Hembree Center Small Business Park to the west.

The Unified Development Code (UDC) requires a 15' side building setback in the LI (Light Industrial) zoning district, which applies to both the principal and accessory structures. The survey depicts a 35' x 9' (315 square foot) concrete block structure as close as 1.47' from the side (north) property line. According to the applicant, the structure serves as storage for automotive repair equipment and parts. The accessory structure is approximately 90' away from the nearest building on the adjacent property to the north. In addition, a line of trees along the north property line provides some screening of the accessory structure from the adjacent property.

Setback variances for structures that were already built have been approved in the past. A setback variance was approved at 255 Clipper Bay Drive for a home that was constructed within the side building setback due to a surveying error. In addition, the Board of Zoning Appeals granted a rear setback variance at 4325 Harbour Cove Court for a sunroom built without the required permits.

VARIANCE REQUIREMENTS

The City of Alpharetta Unified Development Code Article IV, Section 4.5.3 outlines the criteria set forth for granting a hardship variance. The ordinance specifically states..."a variance may be granted in whole or in part, or with conditions, in such individual case of unnecessary hardship upon a finding that":

1. There are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape or topography; or

Response: There are not conditions pertaining to the subject property due to its size, shape or topography. The request is the result of the applicant constructing an accessory structure without the required permits.

2. The application of the Ordinance to this particular piece of property would create an unnecessary hardship; or

Response: The applicant created the hardship by building the structure without a building permit and within the side building setback. If the variance is not approved, the structure would have to be moved.

3. There are conditions that are peculiar to the property which adversely affect its reasonable use or usability as currently zoned; or

Response: Not applicable.

4. Relief, if granted, would not cause substantial detriment to the public good or impair the purpose and intent of the Ordinance.

Response: The applicant's proposal would not cause a substantial detriment to the public good. The adjacent property owner, which is impacted the most, has provided a letter supporting the applicant's

request. If approved, conditions are recommended requiring a retroactive building permit, as well as installation of the landscape strip along Maxwell Road and parking lot screening.

CONCURRENCES

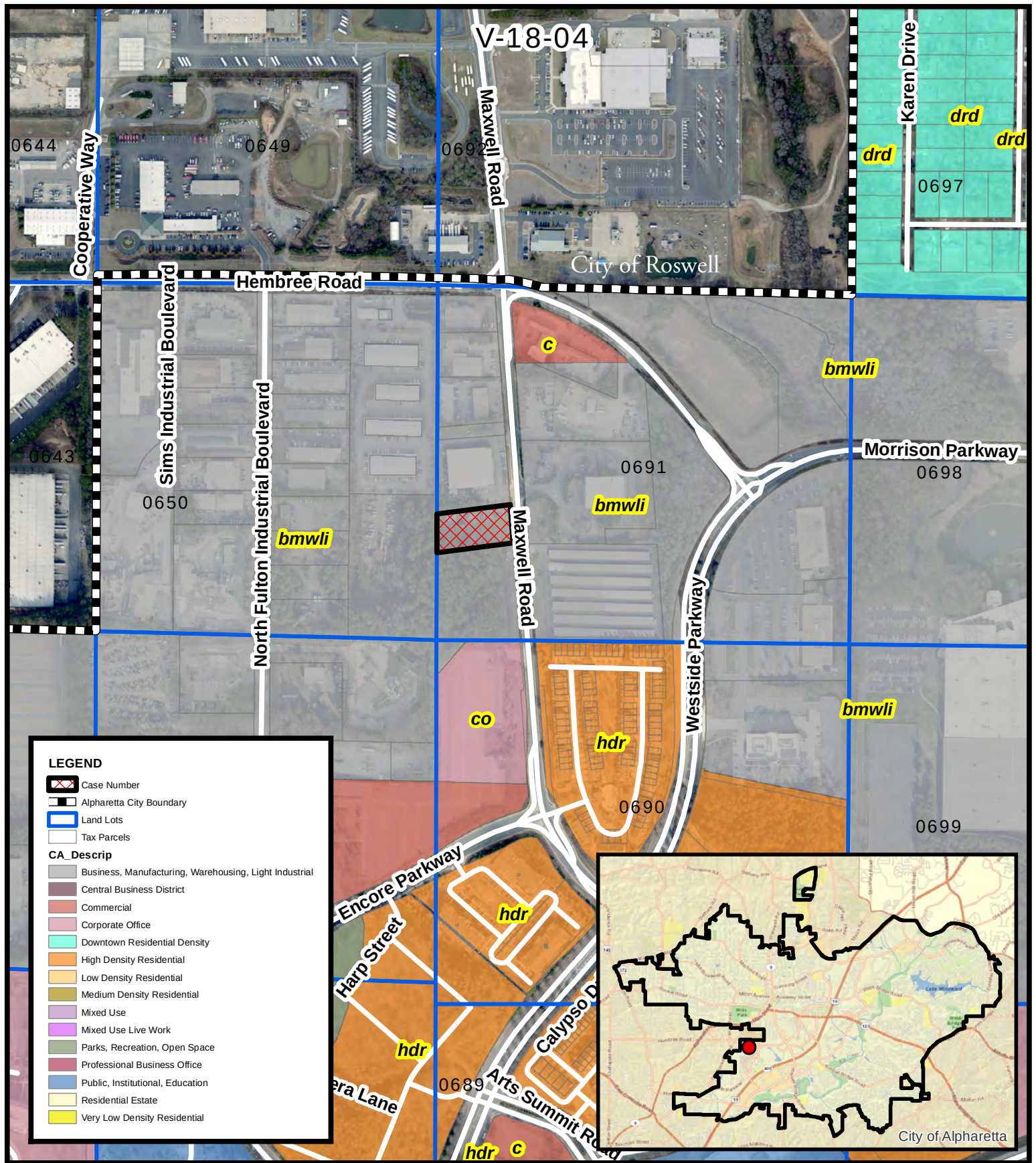
Staff has reviewed the application and is in general agreement with the requested setback variance with conditions requiring the applicant to secure the proper permits, as well as installation of the required landscape strip along Maxwell Road and parking lot screening. According to the applicant, the adjacent property owner to the north does not have concerns with the requested setback variance to allow the accessory structure to remain 1.47' from the side property line.

CITIZEN PARTICIPATION PLAN

The applicant notified surrounding property owners of the variance request and intent for the property. The citizen participation report states the applicant spoke to a few neighboring property owners, of which none had any concerns or issues with the applicant's requested setback variance. The applicant reached out to the property owners of the parcel to the north (11460 Maxwell Road), which is closest to the structure in question. According to the report, the adjacent property to the north did not have any concerns or issues with the accessory structure being constructed too close to the side property line.

IV. ATTACHMENTS:

- Survey

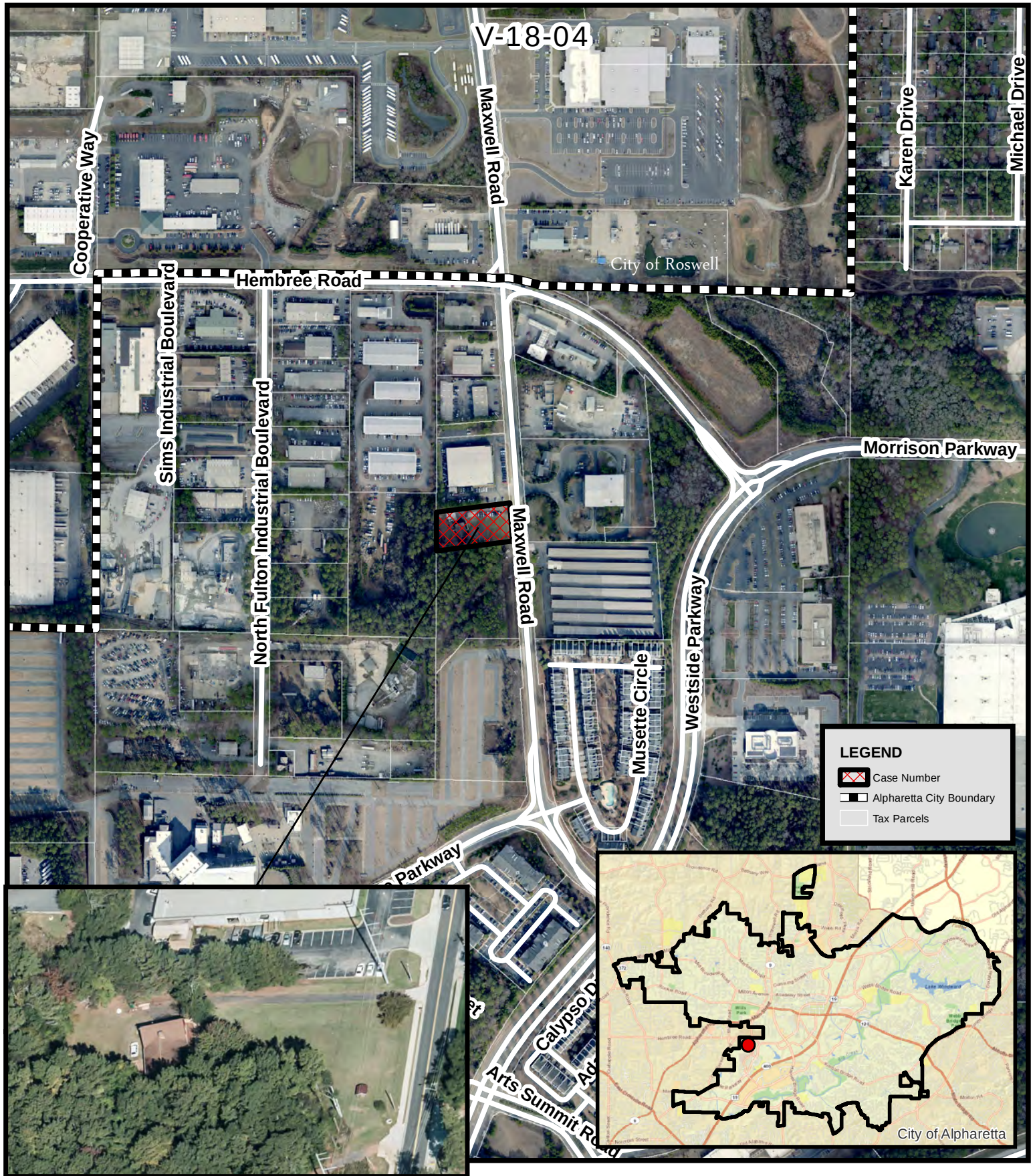


Future Land Use 11450 Maxwell Road Setback Variance

V-18-04
D/LL: 1/2/691
CC: 6/04/18



Location Map Provided by:
Community Development - GIS

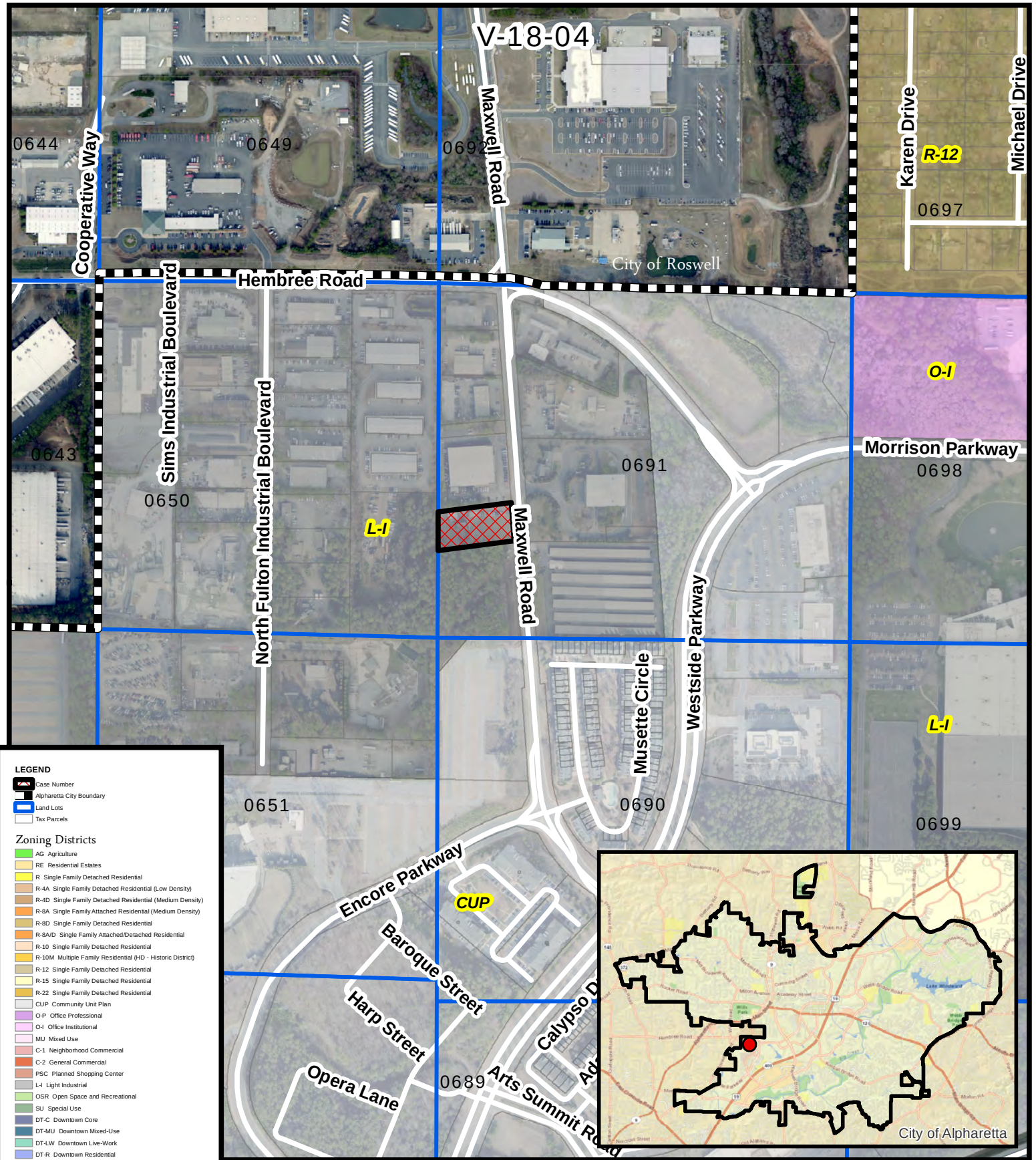


Aerial Map
11450 Maxwell Road
Setback Variance

V-18-04
D/LL: 1/2/691
CC: 6/4/18



Location Map Provided by:
Community Development - GIS

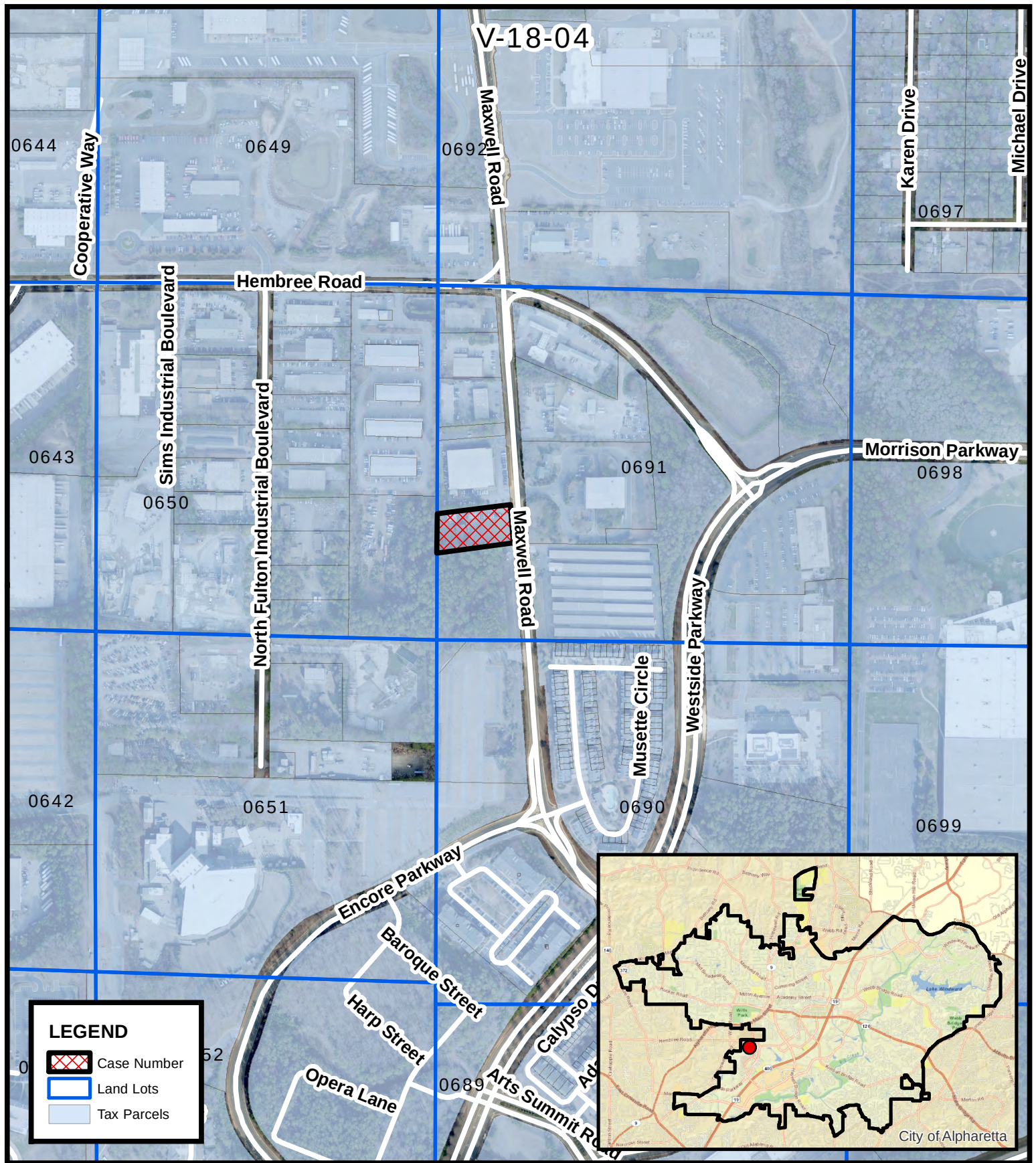


Zoning Map 11450 Maxwell Road Setback Variance

V-18-04
D/LL: 1/2/691
CC: 6/4/18



Location Map Provided by:
Community Development - GIS



Location Map
11450 Maxwell Road
Setback Variance

V-18-04
 D/LL: 1/2/691
 CC: 6/4/18

Location Map Provided by:
 Community Development - GIS

C & J Realty
11460 Maxwell Road
Alpharetta, GA 30009

June 5, 2018

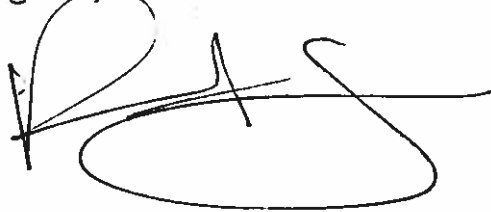
City of Alpharetta

Board of Zoning Appeals

To Whom It May Concern:

C&J Realty, as an adjoining property owner, has no objection to the variance request for a building setback encroachment submitted by Tire and Brake Deals, for the property located at 11450 Maxwell Road, Alpharetta, GA.

Signed,

A handwritten signature in black ink, appearing to be 'RJ' followed by a large, stylized flourish.

RICHARD JAMESON
MANAGING PARTNER

C & J Realty

11460 Maxwell Road

Alpharetta, GA 30009

CITIZEN PARTICIPATION FORM - PART B

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



Public Hearing or Project Name: 11450 Maxwell Road

Contact Name: David Kahn

Telephone: 678-469-7431

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

Richard Jameson - No concerns or issues

David Bourne - No concerns or issues

Lyn-Ann Atkinson - No concerns or issues

Gerard - No concern.

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

☐ Letter

☒ Personal Visits

☒ Telephone

☐ Group Meeting

☐ Email

☐ Other (Please Specify) _____

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

Mailing list and memos of conversations attached.

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

Signature of Authorized Agent: Don [Signature]

Date: 05/10/18

March 20, 2018

City of Alpharetta
2 Park Plaza
Alpharetta, GA 30009

RE: Variance Application by Tire and Brake Deals, LLC, 11450 Maxwell Road, Alpharetta, GA 30009, for a building that does not meet the required set back distance from adjoining property.

Dear Property Owner:

Tire and Brake Deals, LLC has filed an application for a variance to the set back requirement for a small building located too close to the property line.

The Planning Commission meeting is scheduled for June 7, 2018 at 6:30 p.m, at City Hall. The City Council meeting is scheduled for July 9, 2018 at City Hall. If you have questions or would like additional information, please contact David Kahn at 770-552-7557. His email is tireandbrakedeals13@gmail.com and his address 11450 Maxwell Road, Alpharetta, GA 30009.

Sincerely,

David Kahn
Tire and Brake Deals LLC

11450 Mayfield Road

Atlanta, Ga 30009

ATLANTA METRO 300

22 MAR 2018 PM 12:1



C + J Realty
On Current Property Owner

1146

58009-499

RETURN TO SENDER
UNABLE TO FORWARD
1624-00254-22-37

11450 Mayfield Road
Atlanta, Ga 30009

ATLANTA METRO 300
22 MAR 2018 PM 12:1



Shandaleen Anna D
On Cu + D. A. T. Davis

11390

388835476P

ATLANTA METRO 300
22 MAR 2018 PM 12:1
RETURN TO SENDER
UNABLE TO FORWARD
1624-00254-22-37

9330090412800139

Memo for Record

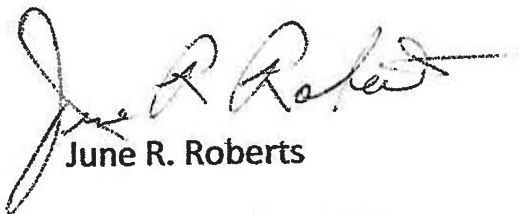
March 29, 2018

Received voice mail (transcript below regarding Public Hearing. Retuned call and spoke with Gerard (last name unknown). He asked if I could explain what the Public Hearing was about. I explained to him that it was regarding a small concrete structure that had been built too close to the property and the owner of this structure was requesting a variance. I explained to him where Tire and Brake Deals was located and told him that if he was looking at the building from the street, the structure in question was located on the right at the top of the driveway.

He asked if there was any action required on his part. I told him no, but that if he had any concerns he should attend the Public Hearing.

TRANSCRIPT OF VOICE MAIL RECEIVED 3/28/2018 7:04 PM

VM 3/28/2018. "Hey. This is Gerard calling from 1120 Ms that Circle Alpharetta, GA. I have a letter in my mail regarding a variance application, which building being close to something. I wanted to get more information. Do they need to take any action on those or what is this? I wanted to understand about it. If you can please give me a call back at 818-859-2163. It will be awesome. Thank you."



June R. Roberts

Tire and Brake Deals

Memorandum for Record

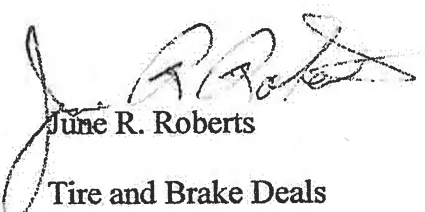
Conversation between Richard Jameson and June Roberts

May 8, 2018

Called Mr. Jameson, owner of property located to the north of Tire and Brake Deals. This is the property that has the structure built too close to the property line.

I called Mr. James and asked if he had a few minutes to talk to me about the upcoming Public Hearing. He said he did. I explained to him that Tire and Brake Deals had built a small concrete structure that was located too close to his property line. It was explained there is a requirement for any structure to be built at least 10 feet from the property line and this building was only about 3 feet. I told him that to my knowledge there had been no issues with drainage or erosion, but that if approved, a land disturbance permit would be applied for/issued and any issues found as a result of this permit would be corrected.

Mr. Jameson said he had no problems with the location of the building. He stated he had no issues or concerns. I thanked him for his time and wished him a wonderful day.



June R. Roberts

Tire and Brake Deals

Memorandum for Record

Conversation between David Bourne and June Roberts

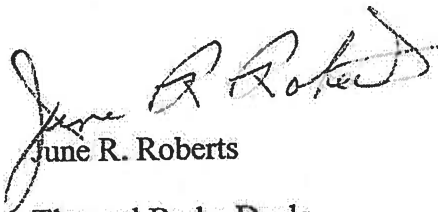
May 9, 2018

Received voice mail from David Bourne, asking for return call.

Returned call and Mr. Bourne asked if I could give him some information on the Public Hearing. He stated that he owned the 2.78 acres next door to Tire and Brake Deals.

I explained to Mr. Bourne the hearing was about a small concrete building that had been located too close to the property line on the neighbor to the south. It was explained there is a requirement for any structure to be built at least 10 feet from the property line and this building was only about 3 feet. I told him that to my knowledge there had been no issues with drainage or erosion, but that if approved, a land disturbance permit would be applied for/issued and any issues found as a result of this permit would be corrected and inspected to ensure there were no problems.

Mr. Bourne stated that he did not have any issues and offered his support to Mr Kahn. He stated that he would be out of town at the time of the Public Hearing but he had no issues or concerns. I told him that if he had no problem, I would do a memo of our conversation and provide to City of Alpharetta. He said this would be fine.

A handwritten signature in black ink, appearing to read "June R. Roberts", with a long horizontal line extending to the right.

June R. Roberts

Tire and Brake Deals

✓ ALPHARETTA HOLDINGS LLC

Or Current Property Owner
11495 N FULTON INDUSTRIAL BLVD
ALPHARETTA GA 30004

✓ C&J REALTY

Or Current Property Owner
11460 MAXWELL RD
ALPHARETTA GA 30004

✓ GRONHOLM ANNE W

Or Current Property Owner
11390 BOWEN RD
ROSWELL GA 30075

✓ HEMBREE NORTH LLC

Or Current Property Owner
P O BOX 28953
ATLANTA GA 30358

✓ K & R LAND LLC

Or Current Property Owner
11435 N FULTON INDUSTRIAL BLVD
ALPHARETTA GA 30004

✓ MOSS DANNY R & CHARLOTTE L

Or Current Property Owner
407 SIMMONS DR
ELLIJAY GA 30536

✓ POTLAPALLY DIRAJ KUMAR

Or Current Property Owner
11280 MUSETTE CIR
ALPHARETTA GA 30009

✓ ROBERT W WOODRUFF ARTS CENTER INC

Or Current Property Owner
1280 PEACHTREE ST NE
ATLANTA GA 30309

✓ TURNER WILLIAM S

Or Current Property Owner
9145 LAKESIDE WAY
GAINESVILLE GA 30506

✓ ALPHARETTA TRANSFER STATION LLC

Or Current Property Owner
P O BOX 1450
CHICAGO IL 60690-1450

✓ DETWILER PAUL F & DETWILER KIM A

Or Current Property Owner
11282 MUSETTE CIR
ALPHARETTA GA 30009

✓ GRONHOLM HOLDINGS LLP

Or Current Property Owner
12200 KING CIR
ROSWELL GA 30075

✓ HERNANDEZ MARTIN I

Or Current Property Owner
11284 MUSETTE CIR
ALPHARETTA GA 30004

~~KAHN DAVID H & NIX MICHAEL~~

~~Or Current Property Owner
13286 REGION TRCE
ALPHARETTA GA 30004~~

✓ PARK SEUNG NAM

Or Current Property Owner
11278 MUSETTE CIR
ALPHARETTA GA 30009

✓ READY MIX USA LLC

Or Current Property Owner
1501 BELVEDERE RD
WEST PALM BEACH FL 33401

✓ SOLOMON DONALD M

Or Current Property Owner
4402 RIVER CHASE DR #3412
PHENIX CITY AL 36867

✓ WESTSIDE VILLAS TOWNHOME ASSN INC

Or Current Property Owner
2555 WESTSIDE PKWY SUITE 600
ALPHARETTA GA 30004

✓ ATLANTIC HEMBREE LLC

Or Current Property Owner
12 PIEDMONT CTR # 418
ATLANTA GA 30305

✓ GRID TOWERS L L C

Or Current Property Owner
2015 BOUNDARY ST STE 300
BEAUFORT SC 29902

✓ GWINNETT COMMUNITY BANK

Or Current Property Owner
2775 BUFORD HWY
DULUTH GA 30096

✓ HORNIG KLAUS H & ROJAS CAROLINA D

Or Current Property Owner
11288 MUSETTE CIR
ALPHARETTA GA 30009

✓ MAXWELL ROAD PROPERTIES LLC

Or Current Property Owner
544 LADY FERN PT
ALPHARETTA GA 30022-1462

✓ PATEL CHIRAG & THAKKAR HATARTHI

Or Current Property Owner
11290 MUSETTE CIR
ALPHARETTA GA 30009

✓ RICE JANET C

Or Current Property Owner
11286 MUSETTE CIR
ALPHARETTA GA 30004

✓ STORAGE TRUST PROPERTIES L P

Or Current Property Owner
P O BOX 25025
GLENDALE CA 91201-5025

Memorandum for Record

Conversation between Lyn-Ann and David Kahn

May 10, 2018

Contacted Waste Management, 11465 Maxwell Road, Alpharetta, GA and spoke with Lyn-Ann, Manager of Operations . I asked if I could give her some information on the upcoming Public Hearing and she agree

I explained to Ms. Atkinson that the hearing was about a small concrete building that had been located too close to the property line of their neighbor directly across the street. It was explained there is a requirement for any structure to be built at least 10 feet from the property line and this building was only about 3 feet. I told her that to my knowledge there had been no issues with drainage or erosion, but that if approved, a land disturbance permit would be applied for/issued and any issues found as a result of this permit would be corrected and inspected to ensure there were no problems.

Ms Atkinson stated that she did not have any issues or concerns. I thanked her for her time and wished her a good day.

DAVID KAHN, Owner

Tire and Brake Deals



PUBLIC HEARING APPLICATION

FOR OFFICE USE ONLY

Case #: _____

☐ Fee Paid Initial: _____

COMMUNITY DEVELOPMENT DEPARTMENT

2 PARK PLAZA

ALPHARETTA, GA 30009

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

Contact Information:

Contact Name: David Kahn

Telephone: 770-552-7557

Address: 11450 Maxwell Road

Suite: _____

City: Alpharetta

State: GA

Zip: 30009

Fax: _____

Mobile Tel: 678-469-7433

Email: tireandbrake deals13@gmail.com

Subject Property Information:

Address: 11450 Maxwell Road, Alpharetta, GA

Current Zoning: _____

District: 12

Section: _____

Land Lot: 259

Parcel ID: _____

Proposed Zoning: _____

Current Use: _____

This Application For (Check All That Apply):

☐ Conditional Use

☐ Master Plan Amendment

☐ Rezoning

☐ Master Plan Review

☐ Variance

☒ Public Hearing

☐ Comprehensive Plan Amendment

☐ Other (Specify): _____

4/16/18

11450 Maxwell Rd. Setback Variance

CITIZEN PARTICIPATION FORM - PART B

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

Public Hearing or Project Name:

11450 Maxwell Road

Contact Name:

David Kahn

Telephone:

678-469-7433

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

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

☐

Letter

☐

Personal Visits

☐

Telephone

☐

Group Meeting

☐

Email

☐

Other (Please Specify) _____

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

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

Signature of Authorized Agent: _____

Date: _____

Print Form

4/16/18

11450 Maxwell Rd. Setback Variance

APPLICANT REQUEST AND INTENT

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

Auto repair. Use of outlying building that do not comply with setback.

Applicant's Request (Please itemize the proposal):

1. Easement for use of building that is not in compliance with setback.

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

Use of this building, when up to code, would provide adequate storage and space to more efficiently and effectively repair vehicles, while allowing equipments and parts to be stored out of sight.

4/16/18

11450 Maxwell Rd. Setback Variance
PROPERTY OWNER AUTHORIZATION**Property Owner Information:**Contact Name: David Kahn Telephone: 770-552-7557Address: 11450 Maxwell Road Suite: _____City Alpharetta State: GA Zip: 30009**Authorization:**

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

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

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

Identify Authorized Applicant:Name of Authorized Applicant: David Kahn Telephone: 770-552-7557Address: 11450 Maxwell Road Suite: _____City Alpharetta State: GA Zip: 30009**So Sworn and Attested:**

Owner Signature: _____ Date: _____

Notary:

Notary Signature: _____ Date: _____

4/16/18

11450 Maxwell Rd. Setback Variance

DISCLOSURE FORM

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

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

Name of Applicant or Opponent: David Kahn

Subject Public Hearing Case: _____

Campaign Contribution Information:

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

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

Name of Official: _____ Position: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Campaign Contribution Information:

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

Signature: _____

Date: _____

4/16/18

11450 Maxwell Rd. Setback Variance

BOARD OF ZONING APPEALS REVIEW CRITERIA

Please respond to the following ONLY if you are applying for a zoning variance.

Are there extraordinary and exceptional conditions pertaining to the subject property because of its size, shape, or topography? Please describe them.

Would the application of the Zoning Code standards as they relate to the subject property create an unnecessary hardship? Please explain.

Building is located too close to property line. The application of the code would require that the building be demolished and a new building built.

Are there conditions that are peculiar to the subject property? Please describe them in detail.

Would relief, if granted, cause substantial detriment to the public good or impair the purpose and intent of the Zoning Code? Please defend your response.

No.

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

4/16/18

11450 Maxwell Rd. Setback Variance

CITIZEN PARTICIPATION FORM - PART A

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

Public Hearing or Project Name: _____

Contact Name:

David Kahn

Telephone:

770-552-7557

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

CJ Realty

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

☐

Letter

☐

Personal Visits

☐

Telephone

☐

Group Meeting

☐

Email

☐

Other (Please Specify) _____

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

Exhibit "A"

All that tract or parcel of land lying and being in Land Lot 39 of the 21st District, 2nd Section of Cherokee County, Georgia, and being more particularly described according to a survey prepared by Ron R. Wikle for Madison Teague and Pat Teague on November 10, 1999.

Beginning at a iron pin located in the original northwest corner of Land Lot 39, said point also being the common corner of Land Lots 33, 34, 39 and 40, thence south 87 degrees 31 minutes 45 seconds east 331.50 feet to an iron pin found thence south 02 degrees 53 minutes 00 seconds east 225.68 feet to an iron pin found; thence south 86 degrees 57 minutes 40 seconds east 208.91 feet to an iron pin found; thence south 08 degrees 12 minutes 40 seconds east 45.60 feet to a point; thence south 10 degrees 23 minutes 15 seconds east 85.72 feet to a point; thence south 11 degrees 19 minutes 05 seconds east 138.95 feet to a point; thence south 10 degrees 43 minutes 30 seconds east 7.88 feet to a point; thence south 61 degrees 03 minutes 30 seconds west 87.52 feet to a point; thence south 61 degrees 36 minutes 45 seconds west 50.79 feet to a point; thence south 61 degrees 16 minutes 15 seconds west 14.82 feet to a point; thence south 63 degrees 20 minutes 45 seconds west 306.93 feet to an iron pin found; thence north 48 degrees 10 minutes 05 seconds west 260.71 feet to an iron pin found; thence north 00 degrees 06 minutes 05 seconds east 561.53 feet to the point and place of beginning; containing 7.09 acres of land, more or less. This being the same property described in corrective warranty deed recorded in Deed Book 7724, Page 280, Cherokee County, Georgia records.

4/16/18

11450 Maxwell Rd. Setback Variance

Symbols & Abbreviations

● IRON PIN FOUND	— POWER POLE	— SANITARY SEWER PIPING
● IRON PIN SET	— GUY WIRE	— SEWER MANHOLE
● IRON NAIL FOUND	— LIGHT POLE	— CLEAN OUT
● IRON NAIL SET	— STREET LIGHT POLE	— STORM DRAIN PIPING
○ FINDER MARK / SCREW	— TELE. TRANSFORMER	— STORM DRAIN MANHOLE
× SET MARK / SCREW	— AIR CONDITIONER	— STORM INLET
△ R.R. SPIKE FOUND	— RE-ROUTED ELECTRIC	— CURB INLET
△ R.R. SPIKE SET	— ONE-CONDUCTOR ELECTRIC	— DROP INLET
○ BENCHMARK	— USE-UNDERGROUND ELECTRIC	— PAY PHONE
□ CONC. R/W MARKER	— ELEC. MANHOLE	— TELEPHONE BOX
□ RECCO DATA	— ELEC. METER	— TELEPHONE MANHOLE
□ MEASURED DATA	— WATER LINE	— TELEPHONE POLE
□ CALCULATED DATA	— WATER MANHOLE	— UNDERGROUND TELEPHONE LINE
□ R/W RIGHT OF WAY	— WATER VALVE	— CABLE TELEVISION LINE
□ B.S. SETBACK LINE	— WATER METER	— CABLE OVERHEAD CABLE
□ ROP REINFORCED CONC. PIPE	— FIRE HYDRANT	— CABLE BOX
□ CMP CORRUGATED METAL PIPE	— BACKFLOW PREVENTER	— TRAFFIC POLES
□ PVC PLASTIC PIPE	— GAS VALVE	— TRAFFIC SIGNAL
□ METAL	— GAS METER	— TRAFFIC MANHOLE
□ UNDESLAPPING	— GAS MANHOLE	— TRAFFIC SIGNAL BOX
□ TREE	— GAS LINE	— STOP SIGN
□ EXCEPT	— HOME HOLE	— SIGN
□ IRON PIN SET	— MONITORING BELL	— ROLLBACK
□ IRON FOUND	— LOCKDOWN MANHOLE	— BACK OF CURB
□ CTD CRIMP TOP PIPE	— POWER BOX	— EDGE OF PAVEMENT
□ OPEN TOP PIPE	— SW FENCE LINE	— EDGE OF CONCRETE
□ P.O.B. POINT OF BEGINNING	— TV TRANSFORMER POINT	— PROPERTY LINE
□ P.O.B. POINT OF BEGINNING	— P.O.B. LINE	— E.E. DRAINAGE EASEMENT
□ TEMPORARY BENCH MARK	— S.S. SANITARY SEWER EJECT	

Map or Plat Closure Statement & Notes

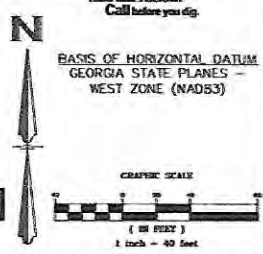
1. THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 228,000 FEET.
2. ALL DISTANCES SHOWN HEREIN ARE HORIZONTAL, GROUND DISTANCES.
3. UNLESS OTHERWISE NOTED ON THIS MAP OR PLAT AND THE SURVEY OR WHEN IT IS NOTED, ALL PROPERTY CORNERS LOCATED AS SET, ARE SET WITH A 1/2" IRON NAIL BEARING A PLASTIC CAP STAMPED WITH THE SURVEYOR'S REGISTRATION / LICENSE NUMBER.
4. THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED HAS A HORIZONTAL DATUM OF (GEORGIA STATE PLANES, WEST ZONE, NAD83) OR (RECORD BOOKS OF BEARING AS SHOWN ON MAP OR PLAT).
5. THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED HAS A VERTICAL DATUM OF (NAD83, FROM GPS OBSERVATIONS AND/OR GPS ESTABLISHED BENCHMARKS) OR (RECORD/REFERENCE BENCHMARK OR (ASSUMED DATUM), VERTICAL RELIEF SHOWN HEREIN BY (CONTOUR INTERVAL).
6. THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED HAS BEEN PREPARED FOR THE EXCLUSIVE USE OF THE PERSON, PERSON OR ENTITY NAMED WITHIN TITLE BLOCK AND/OR SURVEYOR'S CERTIFICATE. SURVEYOR MAKES NO WARRANTY, EITHER EXPRESSED OR IMPLIED, WITH RESPECT TO THE INFORMATION SHOWN HEREIN, EXCEPTED BEING THESE ANNOUNCED DIRECTLY.
7. THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED HAS BEEN PREPARED WITHOUT THE BENEFIT OF AN ABSTRACT OF TITLE. ITEMS PREPARING TO TITLE SUCH AS EASEMENTS, ZONING, SETTING CONDITIONS AND OTHER ENCUMBRANCES MAY EXIST ON PUBLIC RECORD HOWEVER MAY NOT BE SHOWN OR EXPECTED HEREIN.

Utility Notes

1. THE UTILITIES SHOWN HEREIN ARE BASED ON VISIBLE OBSERVATIONS.
2. THE SURVEYOR DOES NOT WARRANT, GUARANTEE OR CERTIFY THAT THE UNDERGROUND OR ABOVE GROUND UTILITIES SHOWN COMPRISE ALL UTILITIES IN THIS AREA, EITHER IN SERVICE OR ABANDONED. UNDERGROUND UTILITIES OBSERVED OR LOCATED MAY EXIST ON THIS SITE THAT ARE NOT SHOWN OR EXPECTED, AND MAY BE FOUND UPON FURTHER EXAMINATION OR EXCAVATION. FURTHERMORE, THE SURVEYOR DOES NOT WARRANT, GUARANTEE OR CERTIFY THAT THE UNDERGROUND UTILITIES SHOWN OR EXPECTED ARE IN THE EXACT LOCATION AS INDICATED HOWEVER THE SURVEYOR DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE AND TO THE BEST OF THE SURVEYOR'S ABILITY.
3. AT VARIOUS SANITARY OR STORM SEWER STRUCTURES SHOWN HEREIN, THERE MAY BE ADDITIONAL LINES (PUBLIC OR PRIVATE) ENTERING OR EXISTING THE STRUCTURE THAT MAY NOT BE SHOWN.

Map or Plat and Survey References

1. Fulton County Deed Book 59723, Page 569



THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA BASED ON THE FLOOD INSURANCE RATE MAP FOR THIS AREA. THE MAP NUMBER FOR THIS AREA IS 22023-0002G. CONTINUING A LATER DATE OF 12/15/2013. THIS DETERMINATION IS BASED ON GRAPHICALLY DETERMINING THE POSITION OF THE SITE ON SAID FIRM FLOOD INSURANCE RATE MAP MAP UNLESS OTHERWISE NOTED.

Field Observation Notes

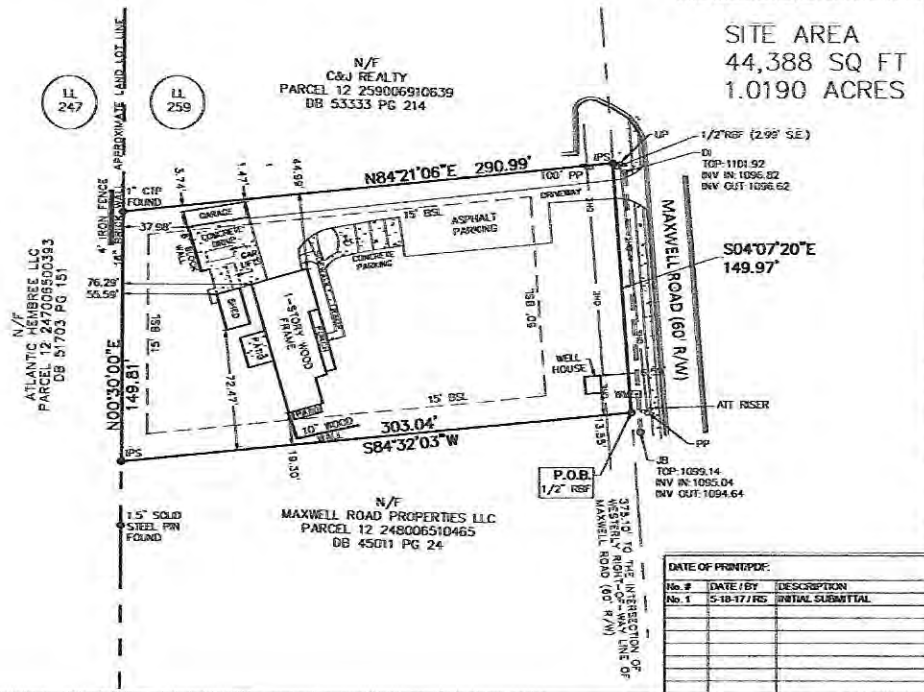
1. THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED IS CLASSIFIED AS A "RETAILMENT SURVEY" AND COMPLETED ON 5/16/2017 UTILIZING A TOPCON GS R800 TOTAL STATION AND/OR A TOPCON HIRTA V-OPS NETWORK WITH REAL TIME KINEMATIC (RTK) CORRECTION IN REAL TIME VIA THE GPS NETWORK.
2. THE FIELD DATA UPON WHICH THIS SURVEY, MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED CARRIES THE 90% CONFIDENCE LEVEL AND EXCEEDS THE MAXIMUM ALLOWABLE RELATIVE POSITIONAL ACCURACY, AS SET FORTH IN THE AGC/NSPS STANDARDS, SPECIFICATION AND REQUIREMENTS OF 0.03-0.2 PPMM.
3. THERE WAS NOT OBSERVABLE EVIDENCE OF EARTH MOVING WORK, BUILDING CONSTRUCTION OR REPAIRS OCCURRING WITHIN RECENT MONTHS.
4. THERE WAS NOT OBSERVABLE EVIDENCE OF CHANGES IN STREET RIGHT-OF-WAY LINES AND/OR SUBJECT OR DRAINAGE REPAIRS.
5. THERE WAS NOT OBSERVABLE EVIDENCE OF SITE BEING USED AS A SOLID WASTE DUMP OR LANDFILL.

Map or Plat Certification

1. THE UNDERSIGNED CERTIFIES, THAT TO THE BEST OF HIS KNOWLEDGE, INFORMATION AND BELIEF THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE (A) IN ACCORDANCE WITH "MINIMUM STANDARDS AND DETAILS REQUIREMENTS" FOR THE STATE OF GEORGIA AND PURSUANT TO THE ACCURACY STANDARDS AS ADOPTED BY THE STATE OF GEORGIA AND IN EFFECT ON THE DATE OF THIS CERTIFICATION.
2. IN ANY OPINION, THIS DRAWING WAS PREPARED IN CONFORMITY WITH THE TECHNICAL STANDARDS FOR PROFESSIONAL SURVEYS IN GEORGIA AS SET FORTH IN CHAPTER 130-7 OF THE RULES OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN THE GEORGIA PLAT ACT O.C.G.A. 15-4-40, AUTHORITY O.C.G.A. SECS. 15-4-47, 43-15-4, 43-15-49, 43-15-52.

PRESENTED BEFORE ME THIS 18 DAY OF MAY IN THE YEAR OF 2017.

David Kahn
Surveyor, Georgia, No. 2336



DATE OF PRINT/DATE			
No. #	DATE / BY	DESCRIPTION	
No. 1	5-18-17/RD	INITIAL SUBMITTAL	

GRANT SHEPHERD & ASSOCIATES, INC.
Surveyors, Georgia, No. 2336
128 LONGLEAF BOULEVARD, SUITE A, LAWRENCEVILLE, GA 30046
PHONE: 770.418.8833 FAX: 770.418.8838
WWW.GSASURVEYING.COM
GSA/15F 000459

Survey For: David Kahn
Site Address: 11475 Maxwell Road
Land Lot 256 of the
12th Land District
City of Alpharetta, Fulton County, Georgia

Sheet / Drawing Scale
1" = 40'
"Unless Otherwise Noted"
GSA Project No.
17-05-190
Drawn By / Field Crew
Crew No. 1
CC
5/16/2017
Sheet No. 01 OF 01

4/16/18

V-18-04

11450 Maxwell Rd. Setback Variance



4/16/18

V-18-04

11450 Maxwell Rd. Setback Variance



V-18-04

4/16/18

11450 Maxwell Rd. Setback Variance





City Council Meeting & Public Hearing STAFF REPORT

Submitting Department: Information Technology
Submitted By: Randy Bundy
Meeting Date: June 18, 2018

I. AGENDA ITEM TITLE: DATA BACKUP AND DISASTER RECOVERY

II. RECOMMENDATION:

Award ThinkGard LLC as the vendor to provide data backup and disaster recovery services for one-time upfront costs of \$35,651.80 and annualized ongoing costs of \$113,639.52 and authorize the Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT.
BUDGET: NO

TOTAL PROJECT COST: PLEASE SEE THE REPORT IN
BRIEF SECTION FOR DETAILS ON PROJECT COST.

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
Technology Replacement (30117400-542400-C1313) - Year 1 Funding	\$149,291.32

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
N/A	\$0.00

IV. REPORT IN BRIEF:

The Information Technology Department has made it a priority to research, recommend, and implement a more secure and powerful data backup and disaster recovery option for the City of Alpharetta.

In order to provide the most robust disaster recovery solution possible, the Department's research narrowed to the ThinkGard Hybrid Cloud system which consists of a local backup appliance that replicates to two offsite bi-coastal locations. This system employs image-based backups that allow the recovery of the entire server (operating system, settings, files) as opposed to traditional file based backups. Using this method, we can avoid costly downtime and quickly recover the entire server either locally or in the ThinkGard Cloud, depending on the type of disaster encountered. What makes this solution unique is that ThinkGard also includes turn-key management of the backup device, the backups on the server(s), and an offsite sync. All of the associated documentation is developed and provided to go along with the backup solution to make it a true disaster recovery/business continuity program.

ThinkGard's unique approach includes providing assistance and support during disaster situations (file recovery, server recovery, local disaster, etc.) without additional charges which makes the cost of this solution predictable. Until in the last few years, this level of system was beyond the financial reach of cities our size.

ThinkGard has been identified as a sole-source provider for these services based on their technology and turn-key management solutions. The City of Smyrna and the City of Roswell are two local agencies that have secured the services of ThinkGard under a sole-source declaration for data backup and disaster recovery in the last two years. Both agencies have given a high recommendation for their experience with the ThinkGard support and technologies.

As we shift the data backup and disaster recovery services to the cloud, and benefit from the value-added services discussed above, the funding will shift (starting in FY 2020) from the capital budget (traditional servers and storage housed onsite) to the operating budget. The budget impact associated with the ThinkGard initiative is discussed below. However, inherent in this approach will be savings in future operating budgets due to more robust disaster recovery services (savings from discontinuation of Finance ERP disaster recovery services of \$20,000 annually) and capital budgets as the existing servers and storage performing these functions (albeit on a more limited scope) will not be replaced (estimated savings of \$350K every 5-years). Also, as IT staff will no longer have to manage these pieces of equipment, their time will be freed-up to handle others needs of the city.

Year 1 pricing totals \$149,291.32 includes one-time costs of \$35,651.80 (12TB Enterprise Appliance hardware and associated implementation services) and annual costs of \$113,639.52 (DataGard monthly protection and replication services; SAS protection for Office 365). Funding will be provided through the Department's Technology Replacement account within the Capital Project Fund.

Starting in year 2, costs will be the annualized \$113,639.52 and will be allocated to Departments within the Operating Funds (e.g. General Fund, E911 Fund, etc.).

V. ALTERNATIVES:

VI. ATTACHMENTS:

ThinkGard Sole Source 06302020, ThinkGard.KF000213.v2.112 (002) 38 Month Service Agreement, ThinkGard.KF000220.v1.61 Office 365 Monthly Quote, ThinkGard - E-Verify Affidavit



Sole/Single Source Justification Form

Finance Department
2 Park Plaza
Alpharetta, GA 30009
Phone: 678-297-6094
Fax: 678-297-6063
www.alpharetta.ga.us

Please complete and attach this form to requisitions when competitive quotes/bids are not solicited and provide justification below (required for requisitions \$5,000.01 and greater). This form must be approved by the City Attorney and Procurement Official prior to ordering goods/services from the proposed vendor.

If a Sole Source or Single source designation is granted, a fully executed copy of this form must be attached to all related requisitions. The designation is provided for a maximum period of three (3) fiscal years, after which the good/services must be competitively procured or a new designation requested.

Department:

Information Technology

Date:

05-23-2018

Department Director/Designee (print):

Randy Bundy

Department Director/Designee (signature):

Gordon R Bundy

Digitally signed by Gordon R Bundy
Date: 2018.05.23 09:21:48 -04'00'

Vendor Name:

ThinkGard

Vendor #:

I am requesting a waiver from obtaining competitive pricing for the following reason(s):

☒ Sole Source Designation

Only one vendor possesses the unique and singularly available capability to provide the good/service.

☐ Single Source Designation

Only one vendor demonstrates the unique knowledge, skills, and/or performance required to ensure successful consultation, implementation, installation, maintenance, etc. of the requested good/service which is an integral component of the City's existing infrastructure, equipment, and/or operations.

Provide a description of the requested good/service and a justification for the Sole/Single Source designation:

ThinkGard Disaster Recovery Services and Equipment are unique in the way they are provided, sold, and distributed exclusively by ThinkGard. No division of ThinkGard, or any other company, makes a similar or competing solution.

This solution proposes to provide a complete backup environment both on-site via an appliance with bi-coastal data-center for off-site backup replication. This option includes Cloud Virtualization and a Disaster Recovery (DR) Plan for recovery all of protected servers.

The user department shall exercise due diligence in reviewing the pricing of the requested vendor to ensure it is in-line with pricing provided to similar customers.

Approval

☒ City Attorney

@ Sam Thomas
[Signature]

Date:

5/23/18

☐ Procurement Official

Date:

05/24/18

Print Form



We have prepared a quote for you

Datagard Infinite Cloud Retention

Quote # KF000213
Version 2

Prepared for:

City of Alpharetta

Randy Bundy
rbundy@alpharetta.ga.us

Monday, May 14, 2018

City of Alpharetta
Randy Bundy
2 Parl Plaza
Alpharetta, GA 30009
rbundy@alpharetta.ga.us

Dear Randy,

Thank you for the opportunity to propose your organization with the following backup & disaster recovery solution.

In order to provide the most robust disaster recovery solution possible, we provide a Hybrid Cloud system which consists of a local backup appliance that replicates to two offsite bi-coastal locations. We also employ image-based backups that allow us to recover the entire server (operating system, settings, files) as opposed to traditional file based backups. Using this method we can avoid costly downtime and quickly recover the entire server either locally or in the ThinkGard Cloud, depending on the type of disaster encountered. What makes our solution unique is that we also include turn-key management of the backup device, the backups on the server(s) and an offsite sync for you. *We also proactively build all of the associated documentation* to go along with the backup solution to make it a true Disaster Recovery/Business Continuity Program.

ThinkGard's unique approach includes providing assistance and support during disaster situations (file recovery, server recovery, local disaster, etc.) without additional charges which makes the cost of your solution predictable.

What makes us stand out? Technology Risk Management is all we do. Instead of taking over your IT services and infrastructure, we become the part of your team that is solely dedicated to the backup function. We believe that by *not* offering other types of products and services, we can be sure our technicians won't get easily distracted from competing priorities that could keep them from the laser focus that DR/BC requires to be effective within an organization. ThinkGard provides you with Total Data Security and as an added bonus.... we'll help you sleep at night.

This **Proposal Expires in 90 days** from the date above.

Kevin Fuller
CTO
ThinkGard LLC

Executive Summary

Who we are

The purpose of this document is to help familiarize you and your company with ThinkGard and to provide you with background information on us, specifics about our solution and how we compare to other Disaster Recovery / Business Continuity offerings. The most important thing to note about ThinkGard is that we are the only fully-managed, turn-key Disaster Recovery/Business Continuity specialists in the southeast. If downtime and/or data loss are unacceptable to your organization, we are what you have been looking for.

Experience

The founders of ThinkGard, Paul Franks and Kevin Fuller, have a passion for Disaster Recovery and Business Continuity (DR/BC) that led them to sell their very successful full-service multi-million dollar Managed Services company of 10 years, US Teks in 2013 to focus 100% on DR/BC. The portfolio of full managed services (Including Disaster Recovery) consisted of over 50 clients with over 100 locations supported. Our flat rate monthly billing strategy allowed us to easily scale the business over time to maintain a very high uptime and client satisfaction levels. Before founding US Teks, Paul was responsible for the Disaster Recovery Planning and Testing for Vulcan Materials. Kevin was also responsible for DR/BC for the Birmingham and Atlanta offices of another publicly traded company. Establishing ThinkGard has allowed us to take the processes, procedures and methodologies of large publicly traded companies and bring it to organizations that would otherwise never have access to that level of sophistication.

References

ThinkGard is proud to say we have a 100 percent client retention/satisfaction rate. We will provide references upon request.

DataGard

Description	Recurring	Qty	Ext. Recurring
DataGard ICR - Enterprise DataGard - 12TB Monthly Services E12TB DataGard Monthly Protection and Replication	\$1,999.99	4	\$7,999.96
Services Included in Monthly Rate * Infinite Cloud Based Retention (ICR) * Backups of multiple simultaneous servers to appliance at variable rates (1 hour – 24 hours) * Backup replication to two Remote Back-up sites Storage Space at the Two Remote Sites * Daily On-Going technical resources to keep backups running / assist in recovery scenarios * On Call Troubleshooting Service * Technical Restore Process Documentation (Disaster Recovery) * Annual System Testing Local and Cloud * 30 days of off-site virtualization per year per server agent, after which a fee of \$200.00 per 24 hours will apply.			

Monthly Subtotal: **\$7,999.96**

Backup Appliance

Description	Price	Qty	Ext. Price
S-3E12000 12TB Enterprise Appliance CPU: 2x Xeon RAM: 256GB Array: RAID 6 NICs: 2x10GbE OS Drive: 120GB SSD Transfer Drive: 1x1TB Chassis: 2U	\$8,663.20	4	\$34,652.80
All backup appliances include 5 year hardware warranty and insurance policy to replace appliance in the event of a total disaster.			

Subtotal: **\$34,652.80**

Implementation

Description	Price	Qty	Ext. Price
Implementation Implementation Services - Enterprise Services - Enterprise Implementation Services	\$999.00	1	\$999.00
Implementation * Onsite Setup / Installation of backup appliance * Assistance in installing backup agents on each server * Initial disaster recovery testing to build technical DR Documentation * Setup of Reporting / Alerting			

Subtotal: **\$999.00**

Datagard Infinite Cloud Retention

Prepared by:

ThinkGard LLC

Kevin Fuller
(205) 564-2734
kevin@thinkgard.com

Prepared for:

City of Alpharetta

2 Parl Plaza
Alpharetta, GA 30009
Randy Bundy
(678) 297-6000
rbundy@alpharetta.ga.us

Quote Information:

Quote #: KF000213

Version:
Delivery Date:
Expiration Date:

Quote Summary

Description	Amount
Backup Appliance	\$34,652.80
Implementation	\$999.00
Total: \$35,651.80	

Monthly Expenses Summary

Description	Amount
DataGard	\$7,999.96
Monthly Total: \$7,999.96	

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors. See Terms and Conditions Section. (.pdf file attached to electronic orders)

ThinkGard LLC

City of Alpharetta

Signature: _____
Name: Kevin Fuller
Title: CTO
Date: 05/14/2018

Signature: _____
Name: Randy Bundy
Date: _____

Terms & Conditions

BACKUP AND DISASTER RECOVERY AGREEMENT TERMS

Term. This Agreement between Client and THINKGARD is effective upon the date signed by the Client, shall remain in force for a period of 38 month(s), and be reviewed yearly to address any necessary adjustments or modifications. Should adjustments or modifications be required that affect the monthly fees paid for the services rendered under this Agreement, said fee adjustment will be negotiated and agreed-to between the Client and THINKGARD in writing. Absent such a written adjustment, the Agreement automatically renews for a subsequent one-year term beginning on the day immediately following the end of the Initial Term unless either party gives the other thirty (30) day's prior written notice of its intent not to renew this Agreement. This Agreement cannot be automatically renewed more than five (5) times.

- a. This Agreement may be terminated by the Client upon ninety (90) day's written notice if THINKGARD:
 - A. Fails to substantially complete or satisfy its obligations under this Agreement and does not cure any identified failure within ninety (90) days of receipt of written notice of said failure from the Client;
 - B. Breaches any material term or condition of this Agreement and fails to remedy such breach within ninety (90) days of receipt of written notice of such a breach from the Client;
 - C. Terminates or suspends its business operations, unless it is succeeded by a permitted assignee under this Agreement.
 - b. If either party terminates this Agreement, THINKGARD will assist Client in the orderly termination of services, including timely transfer of the services to another designated provider. Client agrees to pay THINKGARD the actual costs of rendering such assistance. Actual costs could include but are not limited to: Training, data transfer, license transfers or equipment de-installation. If Client terminates this Agreement without cause, Client agrees to pay THINKGARD a termination fee equal to seventy five percent (75%) of remaining Agreement value.
 - c. Client agrees to allow THINKGARD to assign, delegate, subcontract services to third party competent contractors approved by THINKGARD.
1. **Services Provided** An on-site Network Attached Storage (NAS) unit that acts as a local storage device and stand-by server in the event of server and/or workstation failure. **(a)** Incremental backups done on the NAS as frequently as once an hour by default. **(b)** Secure Remote (Off-site) Storage provided at two (2) secure data centers. **(c)** Day-to-day data restoration of files, file folders, emails or email stores, SQL databases, and SharePoint. **(c)** Full data recovery from secure data centers with the most recent information stored offsite - in the event of total catastrophe, where the on-site server and NAS are lost. **(d)** Full management, monitoring, and testing of the NAS and remote storage.
 2. **Security** All data is fully encrypted during transmits off-site and while stored off-site. All data is stored off-site, in encrypted form, on multiple servers in two (2) highly secure data center facilities. **(a)** Each file is encrypted using 256-bit AES and SSL key-based encryption technology. 256-bit AES encrypted data cannot be read without the corresponding keys – a feature designed to prohibit the misuse of the encrypted data. **(b)** The on-site NAS unit communicates with off-site remote servers using SSL (Secure Socket Layers) technology. As a result, the online backup of data is encrypted twice. It is encrypted at all times using the 256-bit AES encryption, and it is encrypted again while it's being sent over the Internet. **(c)** Data stored off-site remains encrypted at all times.
 3. **Data Deduplication and Compression** Data deduplication and compression occurs prior to data storage and transmit using state-of-the-art technology. This ensures that backups are completed in a shorter timeframe, less storage space is used on the on-site NAS and at the off-site data centers, and needed bandwidth to transfer data off-site remains manageable.
 4. **Backup Frequency** Servers can be backed up as frequently as once an hour by default. Retention policies can be customized to create as many archived versions of data and full recovery points as needed. Off-site backup frequency is continuous by default, and may be customized to meet Internet bandwidth limitations. Off-site backup frequency is ultimately dependent upon total data size, data changes, and available Internet bandwidth.

Terms & Conditions

5. **Smart Data Transport** Data transmission can be configured to minimize Internet bandwidth consumption. The on-site NAS and propriety off-site data transfer system leverages advanced bandwidth throttling to schedule Internet bandwidth used depending on the time of day, customized for each day of the week. This allows bandwidth to be limited during business hours to maintain network functionality and maximize bandwidth during off-peak hours to efficiently transfer data off-site.
6. **Remote Storage provided at two high availability Data Centers in Pennsylvania and Utah** Highly redundant storage in multiple redundant cluster nodes at two (2) redundant bi-coastal data centers. **(a)** Connectivity provided by multiple providers with automatic failover capabilities. **(b)** Facilities power is supplemented with both battery backup and diesel generation capabilities. **(c)** Full physical security at each facility including global biometric authentication access methodology to track all authenticated data center personnel and prohibit the entry of any unauthorized persons. **(e)** Fire suppression and environmental control provided.
7. **Remote Storage and Base Remote Backup Image Creation** **(a)** Your data is stored (in encrypted form) in two (2) secure off-site data centers, located in Pennsylvania and Utah. **(b)** The initial backup will be sent via a SATA II drive to the primary remote storage facility. There is an approximate two-week turnaround time to seed the initial backup off-site. Incremental backups will occur during the off-site seeding process and will collapse into the main backup once the off-site transfer is complete.
8. **Recovery Time Objective (RTO)** THINKGARD will log all retrieval activities from the Client. **(a)** THINKGARD will attempt to resolve access, backup, or retrieval problems over the phone on first call within 24-hours of the first request. THINKGARD will restore a file, file folder, email or an entire mailbox, as needed, upon Client's call to the THINKGARD help desk **(b)** In a disaster, where Client loses its entire office, THINKGARD will have a new NAS imaged, with the most current backup information (usually, the previous day's data). The new NAS will be shipped out via next-business day air transportation to a location of your choice. When the NAS arrives, it will be ready for use as a virtual server. **(c)** The NAS can also be used to perform a bare metal restore to dissimilar hardware, which means that when a new server arrives, the NAS can be used to restore the most current data to the new server(s) and/or workstation(s), regardless of hardware.
9. **Off-Site Virtualization** In a disaster where Client loses its physical servers and NAS, servers and/or workstations may be virtualized off-site. **(a)** Servers can be virtualized in both off-site data centers. **(b)** Public IP and/or VPN access will be given to connect to remote virtual machines. Virtual machines can also be accessed using VNC and/or RDP.
10. **Ownership of the Data** The backup data being stored on the NAS and at the Data Center remains the sole property of the Client. If the Client chooses to terminate services, THINKGARD will assist Client in the orderly termination of services. This could involve copying the backup image to an external drive, which can be synchronized with the data on the NAS. The Client agrees to pay THINKGARD the actual costs of rendering such assistance.
11. **Catastrophe Service** In the event of a catastrophe, fees for the "Disaster Recovery Service" are covered in monthly Agreement
12. **Interference** The Client shall not, directly or indirectly, during the term of this Agreement and for twelve (12) months following its termination, induce or influence any employee of THINKGARD or any other person or entity to terminate their relationship with THINKGARD.
13. **Warranty** THINKGARD warrants that THINKGARD's work will be performed in accordance with reasonable and customary practices prevailing at the time for its business. **(a)** As long as the monthly fees are current, the NAS unit shall be fully warranted and no additional charges will be incurred for hardware failure. Firmware and software updates are also included **(please note, however, that the NAS units cannot be modified in any way or the hardware warranty(ies) and THINKGARD's warranties under this Agreement, shall be voided. This includes adding software applications to the NAS itself, adding memory and/or hard drives, etc.)** **(c)** NAS replacement parts will be shipped next business day air transportation and prepaid by THINKGARD.

Terms & Conditions

14. **Confidentiality** Each party shall treat the information received from the other party that is designated as confidential ("Confidential Information") as a trade secret and strictly confidential. THINKGARD designates the Deliverables and all information relating to the Deliverables as confidential. Both parties shall: (i) restrict disclosure of Confidential Information to employees and agents solely on a "need to know" basis; (ii) advise employees and agents of their confidentiality obligations; (iii) use commercially reasonable means to comply with the confidentiality obligations of this Agreement; and (iv) notify the other of any unauthorized possession or use of that party's Confidential Information as soon as practicable after receiving notice of same. Notwithstanding the foregoing, neither party shall be obligated to preserve the confidentiality of any information which: (i) was previously known; (ii) is a matter of public knowledge; (iii) was or is independently developed; (iv) is released for disclosure with written consent; or (v) is received from a third party to whom the information was disclosed without restriction.
15. **Equipment and Facilities** Client agrees that THINKGARD may utilize certain items of Their equipment and may gain access to certain parts of The Client's facilities. Facility access may be denied for any reason at any time, however if access to facilities is denied, The Client understands that THINKGARD may be unable to perform their duties adequately and if such a situation should exist, THINKGARD will be held harmless.
16. **Passwords** THINKGARD acknowledges that it must have remote access to the backup appliance to perform their duties under this Agreement. **Backup data will always be encrypted and not accessible to anyone who does not have the password. If the encryption password is lost, the backup data will be inaccessible.**
17. **No Third Party Beneficiary** Client shall not subcontract, assign, subrogate or transfer any interest, obligation or right under this Agreement without prior written consent from ThinkGard, and any such attempt shall be null and void. Except that a board of a governing authority cannot bind their successors in office to contracts beyond their term of office and extension beyond its term is voidable by the successor Board.
18. **Dispute Resolution** This Agreement shall be governed by the state and Federal laws applicable to the State of Alabama, U.S.A.
19. **Force Majeure & Malicious Acts** THINKGARD shall not be liable for any loss, damage or failure due to causes beyond its control, including strikes, riots, earthquakes, epidemics, wars, fires, floods, weather, power failure, telecommunications and/or internet interruptions, the failure or closure of a financial institution, computer malfunctions, acts of God or any other failure, interruption or error not directly caused, or reasonably anticipated, by THINKGARD.
20. **Taxes.** Client shall be solely responsible for any taxes or similar charges arising out of this Agreement, including all applicable Federal, State or local sales taxes, customs, duties, use taxes, value-added taxes, excise charges or brokerage fees. Client shall also be solely responsible for assessing and remitting payment for any such items to the appropriate authorities.
21. **Warranty of Representative Capacity** The Client warrants that its undersigned representative has the authority and capacity to bind Client to the terms and conditions of this Agreement and understands that THINKGARD has reasonably relied upon such warranty and promises as an inducement to enter into this Agreement.
22. **Severability** If a court or quasi-judicial body subsequently determines that one or more of the provisions of this Agreement is unlawful, then the provisions deemed unlawful, and only those provisions, shall be rendered void and shall be considered severed from the other terms and conditions of this Agreement.
23. **Additional Documents** The Parties agree to cooperate to the extent possible and execute any and all supplementary documents and to take all additional actions which may become necessary or appropriate to give full force and effect to the basic terms and intent of this Agreement.

Terms & Conditions

24. **Remedy Upon Client's Payment Default:** Client agrees that in the event it defaults on its payment obligations under this Agreement, THINKGARD shall: a) To the extent provided by law have the right to pursue any and all available legal remedies to collect said sums, including through the immediate filing of an action in a court of law Alabama and/or the federal jurisdiction which includes said County of Shelby.
25. **Understanding** The undersigned have read and understood each and every provision of this Agreement and agree that, at a minimum, prior to executing this Agreement, they were each given sufficient time and the opportunity to present the Agreement to an attorney for clarification of the meaning and function of each and every provision.
26. **Integrated Agreement** This Agreement embodies the entire understanding of the Parties and all of the terms and conditions with respect to the matters discussed in this Agreement and that the terms are contractual and are not mere recitals. The Parties agree this Agreement supersedes and annuls any and all other or former Agreements, contracts, promises or representations, whether written or oral, expressed or implied, and it may not be altered, superseded or otherwise modified except in a writing signed by the party to be charged.
27. **Immigration** By signing this contract, the contracting parties affirm, for the duration of the Agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama.
28. **Terms** By signing Client agrees to pricing and services terms indicated on proposal pricing pages.



We have prepared a quote for you

Office365 Protection

Quote # KF000220
Version 1

Prepared for:

City of Alpharetta

Randy Bundy
rbundy@alpharetta.ga.us

Wednesday, May 23, 2018

City of Alpharetta
Randy Bundy
2 Parl Plaza
Alpharetta, GA 30009
rbundy@alpharetta.ga.us

Dear Randy,

Thank you for the opportunity to propose your organization with the following backup & disaster recovery solution.

In order to provide the most robust disaster recovery solution possible, we provide a Hybrid Cloud system which consists of a local backup appliance that replicates to two offsite bi-coastal locations. We also employ image-based backups that allow us to recover the entire server (operating system, settings, files) as opposed to traditional file based backups. Using this method we can avoid costly downtime and quickly recover the entire server either locally or in the ThinkGard Cloud, depending on the type of disaster encountered. What makes our solution unique is that we also include turn-key management of the backup device, the backups on the server(s) and an offsite sync for you. *We also proactively build all of the associated documentation* to go along with the backup solution to make it a true Disaster Recovery/Business Continuity Program.

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CTO
ThinkGard LLC

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References

Available upon request

Predictable Monthly Payments:

ThinkGard emails clients their invoices for services the 1st day of every month. Invoices have net 15 terms.

Backupify

Description	Qty
Key Product Features • 3X daily backups of all app environment elements with the option to perform additional backups at any time. • Unlimited storage space within the cloud at no additional cost. • Ongoing Technical Support • Notification at a glance within the mail dashboard reports all backup information. • Detailed Activity log with all administrator and user action records. • One-click restore process SaaS Protection for Office 365 1. OneDrive 2. Contacts 3. Calendar 4. Email 5. SharePoint	

Cloud Drive

Description	Price	Qty	Ext. Price
SAAS Protection SAAS Protection 601-700 Users 601-700 Users SAAS Priotection: 1. Office365 2. Google Apps	\$1,470.00	1	\$1,470.00

Subtotal: **\$1,470.00**

Office365 Protection

Prepared by:

ThinkGard LLC

Kevin Fuller
(205) 564-2734
kevin@thinkgard.com

Prepared for:

City of Alpharetta

2 Parl Plaza
Alpharetta, GA 30009
Randy Bundy
(678) 297-6000
rbundy@alpharetta.ga.us

Quote Information:

Quote #: KF000220

Version:
Delivery Date:
Expiration Date:

Quote Summary

Description	Amount
Cloud Drive	\$1,470.00
Total: \$1,470.00	

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

ThinkGard LLC

City of Alpharetta

Signature: _____
Name: Kevin Fuller
Title: CTO
Date: 05/23/2018

Signature: _____
Name: Randy Bundy
Date: _____



AFFIDAVIT VERIFYING CONTRACTOR PARTICIPATION IN FEDERAL WORK AUTHORIZATION PROGRAM

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 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:

71199

Federal Work Authorization (E-Verify) User Identification Number

9/16/2013

Date of Authorization

Think Gard, LLC.

Name of Contractor

Disaster Recovery

Name of Project

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

Executed on May, 30, 2018 in Pelham (city), AL (state).

Kevin R. Fuller

Signature of Authorized Officer or Agent

Kevin R. Fuller, President

Printed Name and Title of Authorized Officer or Agent

Subscribed and Sworn Before Me On This The _____ Day of _____, 20____.

Notary Public

My Commission Expires: _____



City Council Meeting & Public Hearing STAFF REPORT

Submitting Department: Information Technology
Submitted By: Randy Bundy
Meeting Date: June 18, 2018

I. AGENDA ITEM TITLE: SECURITY INFORMATION AND EVENT MANAGEMENT SYSTEM

II. RECOMMENDATION:

Award SHI International Corp. as the vendor to provide for security information and event management systems in the amount of \$50,086.00 annually (base 3-year term), and authorize the Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT.
BUDGET: YES

TOTAL PROJECT COST: PLEASE SEE THE REPORT IN BRIEF
SECTION FOR DETAILS ON PROJECT COST.

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
IT Professional Services (allocated across City Departments) - Year 1 Funding	\$50,086.00

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
N/A	\$0.00

IV. REPORT IN BRIEF:

LogRhythm is a hardware/software solution to replace our current event-log collection systems (ManageEngine components) and provide additional functionality and integration with our existing Palo Alto security environment and with the Carbon Black software that is replacing our current Trend Micro security environment.

Among the many benefits of LogRhythm is to reduce overhead in our virtual environment to free-up resources for other virtual systems. This system also allows us to have improved functionality in the NIST framework (as adopted by the State of Georgia and the federal government for cyber security standards for organizations). The City will be able, for the first time, not just to react to incidents that occur, but to be able to automate our ability to respond to threats in real time, not just after they are discovered. This protection once properly configured can help provide 365/24 protection for City systems.

State Contract pricing for LogRhythm is generally 5% off MSRP. SHI International Corp. is providing pricing in excess of 17% off MSRP (lower pricing than State Contract) and is the preferred vendor. Annual costs for the LogRhythm software totals \$50,086. However, these costs are mostly offset through savings from discontinuing the software system currently used (ManageEngine, ADAudit and Eventlog Analyzer Plus and other software component savings) which currently costs @ \$47,000 annually). Approval is requested for a base 3-year term.

V. ALTERNATIVES:

None

VI. ATTACHMENTS:

City of Alpharetta IPP 5-21-18 SHI Quote for City Council 06-18-2018, SHI Quote-15422948, City of



Installment Payment Plan (IPP) #2171

Between

SHI International Corp (“Payee”)

And

City of Alpharetta (“Customer”)

2 Park Plaza

Alpharetta, GA 30009

PAYMENT SCHEDULE:

Payments with Payment Due Dates as follows:

7/15/18 \$50,086.00

7/15/19 \$50,086.00

7/15/20 \$50,086.00

Customer Acknowledgment:

The foregoing Payment Schedule correctly sets forth all Payments to be made by the Customer pursuant to this IPP in regards to Customer’s purchase of LogRhythm software solution. The Customer further acknowledges that the Customer’s obligations to pay Payee and/or any assignee of Payee all Payments and other amounts due under this IPP are absolute, unconditional, non-cancellable and not subject to abatement, setoff, claim, counterclaim, adjustment or defense of any kind, unless an exception is obtained from the Payee (or Payee’s assignee) in writing in advance of the ensuing Payment due date. Payee has the right to assign its rights, title and interest under this IPP to a third party. If any Payment or other amount due under this IPP is not received within ten (10) business days after its due date, Payee shall have the right to require that all unpaid Payments and other amounts become immediately due and payable. Customer agrees to pay interest on all overdue amounts until paid, calculated from the due date at the rate of one and one-half percent (1.50%) per month.

Non-appropriation of Funds. If: (a) sufficient funds are not appropriated and budgeted and are otherwise not available to Customer’s governing body in any fiscal period for the Payments; and (b) Customer has exhausted all funds legally available for such payments due hereunder, then Customer will give Payee written notice and this Agreement and Customer’s right to use and receive the Products will terminate as of the last day of Customer’s fiscal period for which funds for Payments are available. Such termination is without any expense or penalty, except for the portions of the Payments and those expenses associated with the return of all but not less than all of the Products for which funds have been budgeted or appropriated or are otherwise legally available.

Dated: _____

SHI International Corp

City of Alpharetta

By: _____

By: _____ **Y**

Name: Akif Nizam

Name: _____

Title: Controller

Title: _____



**CERTIFICATE OF
INCUMBENCY AND
AUTHORITY**

I, _____ ☒ (insert name of “**Certifying Representative**”) of **City of Alpharetta** (“**Customer**”), do hereby certify that:

1. I, the Certifying Representative, am the _____ ☒ Representative of Customer.
(insert title of Certifying)

2. Set forth below are the names and true signatures of individuals (each an “**Authorized Representative**”) that I know to be an officer, manager, member or representative of the Customer, with the title set forth opposite his or her respective name.

3. Each Authorized Representative has the requisite power and authority to bind the Customer to, and sign on behalf of the Customer, any and all agreements, including, but not limited to, installment payment agreements, leases, loans, guaranties and/or collateral pledges (each an “**Authorized Transaction**”), with **SHI International Corp** (“**SHI**”) and the specimen signature written opposite each such Authorized Representative’s name is such Authorized Representative’s genuine signature. Until SHI receives notice in writing of any change or limitation of the authority of the Authorized Representative(s), SHI may rely upon the authority and power of such Authorized Representatives to bind the Customer in connection with Authorized Transactions as set forth in this Certificate.

Title	Name of Authorized Representative	Signature
		☒

4. All previous acts of, and all documents and papers heretofore executed and delivered by, any Authorized Representative in connection with any Authorized Transaction are ratified and approved as the acts of the Customer.

IN WITNESS WHEREOF, the undersigned Certifying Representative has executed this Certificate as of _____, 2018.

Certifying Representative’s Signature: ** _____ ☒

Print Name: _____.

Title: _____.

**** When preparing this Certificate, please note:**

- (1) The Certifying Representative cannot be the Authorized Representative
- (2) One of the Authorized Representatives has executed all of the documents
- (3) The Certifying Representative confirms that the Authorized Representative(s), is/are authorized to execute binding agreements on behalf of the Customer



Pricing Proposal
Quotation #: 15422948
Created On: May-31-2018
Valid Until: Jun-30-2018

City of Alpharetta

Randy Bundy

Phone: (678) 297-6030
Fax:
Email: rbundy@alpharetta.ga.us

Account Representative

Trevor Golden

SHI
Phone: 404-580-2409
Fax: Team 732-868-6055
Email: trevor_golden@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 LogRhythm Cybersecurity Solution IPP LogRhythm - Part#: Contract Name: Software Contract #: 99999-SPD-SPD0000060-0003 Note: Year 1	1	\$50,086.00	\$50,086.00
2 LogRhythm Cybersecurity Solution IPP LogRhythm - Part#: Contract Name: Software Contract #: 99999-SPD-SPD0000060-0003 Note: Year 2	1	\$50,086.00	\$50,086.00
3 LogRhythm Cybersecurity Solution IPP LogRhythm - Part#: Contract Name: Software Contract #: 99999-SPD-SPD0000060-0003 Note: Year 3	1	\$50,086.00	\$50,086.00
Total			\$150,258.00

Additional Comments

Refer to IPP Document for Additional Information

LogRhythm Solution MSRP is \$176,024

City of Alpharetta is receiving a 17.14% discount off MSRP

State Contract pricing minimum is 5% off MSRP allowing for an additional 12.14% discount beyond standard discount pricing

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.
TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The Products offered under this proposal are subject to the SHI Return Policy posted at www.shi.com/returnpolicy, unless there is an existing agreement between SHI and the Customer.



AFFIDAVIT VERIFYING CONTRACTOR PARTICIPATION IN FEDERAL WORK AUTHORIZATION PROGRAM

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 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:

138882

Federal Work Authorization (E-Verify) User Identification Number

7/24/2008

Date of Authorization

SHI International Corp.

Name of Contractor

LogRhythm

Name of Project

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

Executed on June 1, 1, 2018 in Cartersville (city), GA (state).

Trevor Golden
Signature of Authorized Officer or Agent

Trevor Golden Account Executive
Printed Name and Title of Authorized Officer or Agent

Subscribed and Sworn Before Me On This The 14 Day of June, 2018.

Melanie Forrester
Notary Public

My Commission Expires: 06/04/21





City Council Meeting & Public Hearing STAFF REPORT

Submitting Department: Public Safety
Submitted By: Will Merrill
Meeting Date: June 18, 2018

I. AGENDA ITEM TITLE: CONSIDERATION OF PUBLIC SAFETY TOWING CONTRACT (RFQ 18-1001)

II. RECOMMENDATION:

The City Staff recommends awarding RFQ 18-1001 to United Towing, Inc for a 5 year towing contract and A-Tow Roswell, Inc as the preferred alternative for the same time period and authorize the Mayor to execute all necessary documents.

III. REPORT IN BRIEF:

The City requires towing and certain roadside services for vehicles that are involved in accidents or are otherwise obstructing traffic, for towing and storing vehicles abandoned on the roadway, towing vehicles that need to be held as evidence, and occasionally for towing City-owned vehicles due to accidents or mechanical issues. Calls for such services are usually initiated by the Department of Public Safety through the 911 Center. Our 5 year average of towing requests reported to 911 is 2042 annually - making a monthly volume average of about 170 vehicles. In virtually all cases the fees are paid by the vehicles' owners.

Through the RFQ process the Department attempts to obtain a fair price for residents and visitors whose vehicles are towed but we are also concerned with the quality of service that is provided. One of the most important considerations is response time, particularly to incidents that involve obstructions of major roadways and/or hazardous conditions. Other considerations include the proximity and security of storage lots, the skill and reliability of drivers, and the availability and capabilities of trucks and equipment.

The Department has contracted with United Towing, Inc. for wrecker services since approximately 2003 and while the relationship and service has been excellent, the current contract expires on July 31, 2018. Because of the importance of factors other than cost in selecting a provider the Department pursued a request for qualifications rather than a request for bids. RFQ #18-1001 was issued on April 19, 2018 and two completed responses were received – United Towing, Inc. and A-Tow Roswell, Inc. The responses were evaluated on the basis of equipment available, capabilities, experience, storage, compliance with applicable laws and regulations, and cost. United Towing scored the highest with a score of 4.85 out of 5 (including being the lowest cost provider) and is being recommended as the main service provider. A-Tow ranked second with a score of 4.8 out of 5 and is being recommended as the preferred alternate*.

*NOTE - The business could be split between two companies but this would significantly increase the administrative workload of keeping up with which company towed every vehicle and where each vehicle was stored. The Department sees no offsetting advantage in this approach.

IV. ALTERNATIVES:

There are no anticipated budget or fiscal impacts.

V. ATTACHMENTS:

18-1001 Towing Evaluation (002), RFQ 18-1001 A-Tow PS Towing, United Towing Inc RFQ # 18-1001, Record of Receipt RFQ # 18-1001

RFQ Evaluation / Scoring Sheet (Detail)

RFQ Title: Public Safety Towing Contract

RFQ # 18-1001

OFFERORS	United Towing, Inc.	A-Tow Roswell, Inc.			
Scoring Instructions: - Score each criteria for each SOQ using a scale of 1 - 5; 5 = highest score available for any criteria. - Scores should be noted for each criteria as this will be the basis for evaluation. - Weights will be applied to combined scores. - Cost will be evaluated separately.					
CRITERIA					
Compliance with all laws applicable to vehicles and drivers, satisfactory background checks on all drivers handling Alpharetta business. This must be satisfied for proposal to receive additional consideration. Negative or missing responses will receive FAIL and will no longer be considered for scoring. - Pass/Fail	Pass	Pass			
Cost of Services / Storage offered - 12%	0.60	0.33			
Quality of proposal – compatibility to our overall needs (including service for City vehicles – response times, flexibility, general cooperation) - 25%	1.25	1.00			
References, Resume/Company & Driver Experience - 10%	0.50	0.50			
Storage and impound services, including Proximity to the City's Public Safety Dept., 2565 Old Milton Pkwy, Security of storage lot, Professionalism and courtesy of employees, Record-keeping, and Coordination with ADPS personnel (e.g. managing vehicle holds) - 25%	1.25	1.25			
Number and type of trucks/equipment available (must include "on-site" transfer truck capable wrecker) - 25%	1.25	0.69			
Local Vendor Preference - 3%	0.00	1.03			
Total SOQ Score %	4.85	4.80			

CITY OF ALPHARETTA
REQUEST FOR QUALIFICATIONS (RFQ)
(THIS IS NOT AN ORDER)



purchasing@alpharetta.ga.us

RFQ TITLE: PUBLIC SAFETY TOWING CONTRACT
RFQ #: 18-1001
RFQ RESPONSE DUE DATE/TIME: MAY 10, 2018 AT 10:00AM
RFQ ISSUE DATE: APRIL 19, 2018
NUMBER OF PAGES: 36 PAGES

CONTACT INFORMATION

Procurement Agent and RFQ Contact:

City of Alpharetta
Finance Department
Budget & Procurement Team
2 Park Plaza
Alpharetta, GA 30009

Stephanie Cochran

Phone: 678-297-6052
FAX: 678-297-6093
Email: purchasing@alpharetta.ga.us
Website: <https://www.ebidexchange.com/alpharetta>

INSTRUCTIONS TO CONTRACTORS CITY HALL HOURS OF OPERATION FOR RECEIPT OF DELIVERIES: MON-THURS 8:30 AM – 5:00 PM,
FRI 8:30 AM – 4:30 PM

RETURN SEALED QUALIFICATIONS TO:

CITY OF ALPHARETTA
FINANCE DEPARTMENT
CITY HALL 1ST FLOOR GREETER STATION
2 PARK PLAZA
ALPHARETTA, GA 30009
ATTN: STEPHANIE COCHRAN

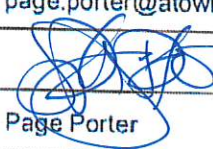
EXTERIOR OF SEALED ENVELOPE/PACKAGE MUST NOTE:

Offeror's Name and Address
RFQ Title & Number as noted on top of this page
RFQ Due Date & Time as noted on top of this page
(or as may be changed by Official Written Addendum)

SPECIAL INSTRUCTIONS:

THIS PAGE MUST BE COMPETED, SIGNED, AND RETURNED WITH EACH RESPONSE

By signing and returning this form with a Statement of Qualifications, the authorized signer and represented firm have read, understand, and agree to information within this Request for Qualifications:

Firm/Contractor Name: A Tow Roswell, Inc
Firm/Contractor Mailing Address: 180 Harriet Street, SE
Firm/Contractor Phone Number(s): 404.577.8950
Firm/Contractor FAX Number(s): 404.577.6568
Email Address for Contractor's Contact: page.porter@atowinc.com
Authorized Contractor Signature: 
Printed Name of Signer: Page Porter
Contractor Federal I.D. Number: 58-2145749
Contractor DUNS Number: 171368272



RFQ Title: Public Safety Towing Contract
RFQ #: 18-1001
RFQ Response Due Date/Time: May 10, 2018 at 10:00 AM

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	SUBCONTRACTOR W-9 TAX IDENTIFICATION NUMBER AND CERTIFICATION
	LOCAL VENDOR CERTIFICATION FORM

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SCHEDULE OF EVENTS

EVENT

DATE

RFQ Issue Date April 19, 2018

Deadline for Receipt of Written Questions April 30, 2018 at 4:00PM

Deadline for Posting of Written Answers to City Website May 04, 2018 at 4:00PM

RFQ Response Due Date/Time May 10, 2018 at 10:00AM

CITY HALL HOURS OF OPERATION FOR RECEIPT OF DELIVERIES:

Monday – Thursday 8:30 AM – 5:00 PM;
Friday 8:30 AM – 4:30 PM

(All time references in this document are understood as local, Eastern Time for our City, Alpharetta, GA.)

SECTION 1: RFQ INSTRUCTIONS

1.0 Single Point of Contact

- Offerors are not allowed to communicate with any City staff or elected officials regarding this procurement, except at the direction of the Procurement Agent in charge of this solicitation as designated by the Procurement Officer.
- Any unauthorized contact may disqualify the Offeror from further consideration.
- Contact information for the single point of contact is as follows:

Procurement Agent: Stephanie Cochran
Address: City of Alpharetta
Finance Department
Budget & Procurement Team
2 Park Plaza
Alpharetta, GA 30009
Telephone Number: 678-297-6052
Fax Number: 678-297-6093
E-mail Address: purchasing@alpharetta.ga.us

1.1 Overview of the RFQ Process

The Request for Qualifications (RFQ) is a pre-qualification process. The objective of the RFQ is to identify one or more responsible Offerors who meet the City's minimum standards of business competence, reputation, financial ability, and product/service quality based on the qualification requirements in this RFQ to provide the goods and/or services outlined herein. This RFQ process will be conducted to gather and evaluate Statements of Qualifications (SOQ) from Offerors. All Qualified Contractors are invited to participate by submitting an SOQ, as further defined within this RFQ. SOQs received prior to the due date and time of this RFQ will be evaluated. The Qualified Contractor(s) may be invited to then participate in a Request for Proposals (RFP) or Invitation to Bid (ITB). The intent of the RFQ (and any potential RFP or ITB) is to present an award recommendation to the City Council to contract with one or more Qualified Contractors. Only these Qualified Contractors will be eligible to participate for the identified goods/services during the term of any awarded contract(s).

An RFQ usually does not result directly in a Contract Award. An RFQ may be Step 1 of a two-step process followed by an RFP or ITB to be issued only to Offerors that are determined during evaluation of RFQ responses to be Qualified Contractors.

1.2 Required Review

1.2.1 Definitions of Certain Terms: Appendix B of this document contains definitions to a list of procurement terms that may be used in the RFQ and procurement process. Offerors are encouraged to review these terms for intent and meaning used throughout the RFQ and contracting process.

The City also offers a Vendor Guide containing information about doing business with our City. Among other information, the Guide contains definitions to terms used in the procurement processes along with the basic steps within each process. The Guide can be found online at <https://www.ebidexchange.com/alpharetta>.

1.2.2 Review of RFQ: Offerors should carefully review this RFQ in its entirety including all instructions, requirements, specifications, and terms/conditions and promptly notify the Procurement Agent, identified above, in writing or via e-mail of any ambiguity, inconsistency, unduly restrictive specifications, or error, which may be discovered upon examination of this RFQ.

1.2.3 Addenda: The City may revise this RFQ by issuing an addendum prior to its Due Date and Time. The addendum will be posted on the City's website alongside the posting of the RFQ at

<https://www.ebidexchange.com/alpharetta>. Any publicly issued addendum will become part of the RFQ documents and subsequent contract.

- Offerors must sign and return any addendum acknowledgement page with their SOQ.
- Failure to submit SOQ in accordance with an addendum may be cause for rejection.
- In unusual circumstances, the City may postpone an opening/due date and time in order to notify vendors of an addendum and to give Offerors sufficient time to respond to the addendum.
- It is the Offeror's responsibility to review the Schedule of Events and the web page for additional documents and/or addenda issued for this project.

1.2.4 Form of Questions: Offerors with questions, requiring clarification, or interpretation of any section within this RFQ must address these questions in writing using the question tab and entry field found within the solicitation posting at <https://www.ebidexchange.com/alpharetta>. Registration and login is required to view documents, ask questions, and view the City's responses.

- Questions must be received by the City on or before 4:00PM, April 30, 2018.
- Each question shall be entered separately.
- Each question must provide clear reference to the section, page, and item in question.
- Questions received after the deadline may not be considered.

1.2.5 City's Answers: The City will provide official written answers to all written questions received on or before Question Deadline noted above in Section 1.2.4.

- Answers to questions for clarification can be found within the question tab found within the solicitation posting at <https://www.ebidexchange.com/alpharetta>. Registration and login is required to view documents, ask questions, and view the City's responses.
- All questions will be answered either within the question tab for the solicitation or in an officially posted addendum by or before 4:00PM, May 04, 2018.
- Any material changes to the RFQ, including changes to the Requirements, Calendar of Events, etc., will be formally communicated through an addendum that will be added to the solicitation posting, which can be found at <https://www.ebidexchange.com/alpharetta>.
- Offerors must sign and return any addendum acknowledgement page with their SOQ (see Section 1.2.3).
- Any other form of interpretation, correction, or change to this RFQ will not be binding upon the City.

1.3 (section not used)

1.4 Submitting a Sealed Statement of Qualification (SOQ)

1.4.1 Failure to Comply with Instructions: Offerors failing to comply with these instructions may be subject to ranking reductions. The City may also choose not to evaluate, may deem non-responsive, and/or may disqualify from further consideration any SOQs that do not follow this RFQ format, are difficult to understand, are difficult to read, or are missing any requested information.

1.4.2 Standard Forms: Offerors *must* respond to this RFQ by completing the standard forms set forth under Appendix A. The standard forms include legal requirements that must be met before the award process commenced. See Appendix A for further instructions.

1.4.3 Standard Contract: By submitting a response to this RFQ, Offerors agree to execute a contract substantially in the form as may either be provided in Section 5 Terms and Conditions of this

RFQ or if absent, to be provided in any subsequent ITB/RFP. Contract execution will take place only upon contract award by the City Council.

1.4.4 Offeror's Signature:

- The first page of this RFQ and any other pages requiring signatures must be signed in ink by an individual authorized to legally bind the business submitting the SOQ and must be submitted with the Response.
- The Offeror's signature on an SOQ in response to this RFQ represents, warrants, and guarantees that the information is provided without collusion and without effort to preclude the City from obtaining the best possible supply or service.
- By signing and submitting an SOQ, Offeror acknowledges and agrees that the Offeror has carefully examined and fully understands the provisions and requirements of this RFQ; has made a personal examination of the Project site (if applicable); is satisfied as to the actual conditions, specifications/scope of work, and requirements; and hereby agrees that if the Offeror is shortlisted and then the Offeror's Bid/Proposal is accepted, Offeror will enter into a contract with the City and perform same in full conformance with the Contract Documents.
- Proof of authority of the person signing the SOQ must be furnished upon request.

1.4.5 Organization of Statements of Qualification: Each SOQ must be organized in the order set forth in Section 3 of this RFQ. Paper Original and Copy sections shall have tabs separating each section.

1.4.6 Late Submissions, Withdrawals, and Corrections:

Late SOQ: Regardless of cause, late SOQs will not be accepted and will automatically be disqualified from further consideration. It shall be the Offeror's sole risk to assure delivery to the receptionist's desk at the designated office by the designated time. Late SOQs will not be opened and may be returned to the Offeror at the expense of the Offeror or destroyed if requested.

SOQ Withdrawal: An Offeror who has submitted an SOQ early and then requests to withdraw their SOQ prior to the RFQ due date and time may submit a letter to the Procurement Agent requesting to withdraw. The letter must be on company letterhead and signed by an individual authorized to legally bind the firm.

An Offeror requesting to withdraw an SOQ after the RFQ due date and time will be required to submit a letter within two business days of the due date and time with documented facts supporting the reason for withdrawal. The letter must be on company letterhead and signed by an individual authorized to legally bind the firm.

SOQ Correction: If an error is discovered prior to the RFQ due date and time, the Offeror may submit a corrected SOQ. The corrected SOQ should be clearly marked that it replaces the SOQ originally submitted.

If an obvious clerical error is discovered after the RFQ due date and time, the Offeror may submit a letter to the designated Procurement Agent within two business days of RFQ due date and time, requesting that the error be corrected. The letter must be on company letterhead and signed by an individual authorized to legally bind the firm. The Offeror must present clear and convincing evidence that an unintentional error was made. The Procurement Officer will review the correction request and a judgment will be made. Generally, modifications to opened SOQs for reasons other than obvious clerical errors are not permitted.

1.5 Cost of Preparing an SOQ

1.5.1 City Not Responsible for Preparation Costs: The costs for developing and delivering responses to this RFQ and any subsequent presentations of the SOQ as requested by the City are entirely the responsibility of the Offeror. The City is not liable for any expense incurred by the Offeror in the preparation and presentation of their SOQ.

1.5.2 All Timely Submitted Materials Become City Property: All materials submitted, including those from awarded Offeror as well as those from unsuccessful Offerors, in response to this RFQ become the property of the City and are to be appended to any formal documentation, which would further define or expand any contractual relationship between the City and Offeror resulting from this RFQ process.

1.6 Accessing Procurement Opportunities and Vendor Registration

1.6.1 Accessing Procurement Opportunities Online: Offerors interested in responding to this RFQ can locate all associated documents at <https://www.ebidexchange.com/alpharetta>. Registration and login at this eBid Systems site is required to view/download documents and view/ask questions.

1.6.2 Vendor Registration: Offerors may also register as a vendor with the City by going to www.alpharetta.ga.us, select the **Business** dropdown, and then choose **Vendors**. Web based registration is the method of registration used by the City for all transactions such as contracts, purchase orders, payments, etc. An Offeror may submit an SOQ without first entering vendor registration, but online registration is required of an awarded contractor.

1.7 Alpharetta Vendor Preference (a.k.a. Local Vendor)

It is the policy of the City to invest in the local community when appropriate through securing goods/services from local businesses at competitive pricing and terms. This is to encourage local businesses to compete for City Business for formal procurement with a contract value of \$50,000.01 to \$500,000.00.

To apply for the Alpharetta Vendor Preference the Vendor must meet the following requirements:

- Has a permanent place of business with full-time employee(s) within City limits for a minimum of six months prior to the issuance date of any formal solicitation to which said business is responding;
- The permanent place of business must distribute goods/services and cannot be a post office box or a residence;
- Has a valid business license from the City; and
- Is not delinquent on any taxes/fees owed to the City (e.g. property taxes, business license fees, etc.)

Vendors must complete the **Local Vendor Certification** form located in Appendix A, Standard Forms of this RFQ. Every Vendor seeking qualification for local preference must include the completed form and all required documentation noted on the form in the Vendor's response to this RFQ.

SECTION 2. RFQ RECEIPT AND EVALUATION PROCESS**2.0 Authority**

This RFQ is issued under the authority of the City of Alpharetta Procurement Policy and applicable law. The City has the authority to reject any and all SOQs and to waive technicalities and informalities as further set forth in Section 2.3.

2.1 Receipt of SOQs and Public Inspection**2.1.1 Public Information:**

Upon receipt of all sealed Statement of Qualifications, only the name of each supplier and the date and time of receipt shall be recorded. No other information will be disclosed nor shall the SOQs be considered open record until after council award. All information received in response to this RFQ, including copyrighted material, is deemed public information, and will be made available for public viewing and copying shortly after the council award with the following five exceptions:

1. bona fide trade secrets that have been specifically identified, properly marked, separated, and documented and to which the Offeror has attached an affidavit declaring that such specific information constitutes a trade secret pursuant to Article 27 of Chapter 1 of Title 10 of the Official Code of Georgia Annotated, will not be disclosed; provided however, if the City determines that such specifically identified information does not in fact constitute a trade secret, the City will notify the Offeror of its intent to disclose such information prior to its initial disclosure as required by law;
2. matters involving individual safety, as determined by the City, may be withheld from disclosure;
3. any company financial information in the form of records containing tax matters or tax information that is confidential under state or federal law, which has been requested by the City to determine vendor responsibility, unless prior written consent has been given by the Offeror will not be disclosed;
4. any document or record, or portion thereof, containing information exempt from disclosure pursuant to O.C.G.A. § 50-18-70, et seq., may be withheld from disclosure as determined by the City; and
5. any other document or record, or portion thereof, mandated by law to be kept confidential, as determined by the City.

All open records requests must be presented in writing along with specific items requested. The Open Records Request form is available from the City's main website and requested through the City Clerk's office.

2.1.2 Procurement Agent's Review of SOQs: Upon opening the sealed SOQs received in response to this RFQ, the Procurement Agent in charge of the solicitation will review the SOQs and separate out any information that meets the referenced exceptions in Section 2.1.1 above, providing the following conditions have been met:

- Confidential information is clearly marked and separated from the rest of the SOQ;
- SOQ does not contain confidential material in the cost/price section; and
- An affidavit from an Offeror's legal counsel attesting to and explaining the validity of the trade secret claim is attached to each SOQ containing trade secrets.

Information separated out under this process will be available for review only by the Procurement Officer, Procurement Agent, the Evaluation Committee members, and limited other designees. Offerors must be prepared to pay all legal costs and fees associated with defending a claim for confidentiality in the event of a "right to know" (open records) request from another party.

2.2 Classification and Evaluation of SOQs

2.2.1 Initial Classification of SOQs as Responsive or Nonresponsive: All SOQs will initially be classified as either "responsive" or "nonresponsive".

1. SOQs may be found nonresponsive any time during the evaluation process if:
 - any of the required information is not provided; or
 - the SOQ is not within the plans and specifications described and required in the RFQ.
 - SOQs found nonresponsive will not be considered further.
2. The Procurement Officer will determine whether an Offeror has met the standards of responsibility. Such a determination may be made at any time during the evaluation process if information surfaces that would result in a determination of non-responsibility.
 - If an Offeror is found non-responsible, the determination must be in writing, made a part of the procurement file, and mailed to the affected Offeror.

2.2.2 Evaluation of SOQs: The Evaluation Committee will evaluate the remaining SOQs and recommend whether to award to the highest-ranking Offeror or add to the Approved list to participate in any subsequent RFP process; or if necessary, to seek additional information in order to determine the highest-ranking Offeror(s).

All responsive SOQs will be evaluated based on stated evaluation criteria (Section 4). These rankings will be used to determine the most advantageous offering(s) to the City.

2.2.3 Completeness of SOQs: Selection and award will be based on the Offeror's SOQ and other items outlined in this RFQ. Submitted responses may not include references to information located elsewhere, such as Internet websites or libraries, unless specifically requested. Information or materials presented by Offerors outside the formal SOQ or additional information, if requested, will not be considered, will have no bearing on any award, and may result in the Offeror being disqualified from further consideration.

2.2.4 Opportunity for Interview: After receipt of all SOQs and prior to the determination of the award (or addition to Approved list for subsequent RFP process), the City may invite Offerors to an interview to clarify their RFQ response or to further define the SOQ. Offerors should be prepared to send qualified personnel to the City to discuss technical and contractual aspects of the SOQ. Interviews, if requested, shall be at the Offeror's expense.

2.2.5 Evaluation Committee Recommendation for Award or Shortlisted Offeror List: The Evaluation Committee will provide a written recommendation to council for any award. If it is determined to be necessary, the Evaluation Committee may develop and present a shortlist including the highest ranked Qualified Contractors to the Procurement Officer that contains the ranking and related supporting documentation for its decision. The Procurement Officer will review the recommendation to ensure its compliance with the RFQ process and criteria before concurring with the Evaluation Committee's recommendation.

Only the Offerors included in the shortlist may be invited to participate in any subsequent ITB/RFP or interviews for the good/service detailed herein. Contract award, if any, will be made through the ITB/RFP to the highest-ranking Bidder(s)/Offeror(s) who provides all required documents and successfully completes the contract negotiation process.

RFQ's may not result directly in a Contract Award. An RFQ may be Step 1 of a two-step process followed by an ITB or RFP to be issued only to shortlisted Offerors determined through SOQ evaluation to be Qualified Offerors.

2.3 City's Rights Reserved

While the City has every intention to continue on to an eventual contract award as a result of subsequent ITB/RFP, issuance of the RFQ in no way constitutes a commitment by the City to award and execute a

contract. Upon a determination such actions would be in its best interest, the City, in its sole discretion, reserves the right to:

- cancel or terminate this request at any time. A notice of cancellation will be issued on the City's website. If the request is cancelled, the City will not reimburse any vendor for the preparation of their response. Responses may be returned, at Offeror's expense, upon request if unopened;
- reject any or all submissions received in response to this request;
- waive and/or amend any undesirable, inconsequential, or inconsistent provisions/ specifications of this RFQ which would not have significant impact on any submission;
- not award if it is in the best interest of the City not to proceed with contract execution;
- terminate any contract if the City determines adequate funds are not available.

SECTION 3: STATEMENT OF QUALIFICATION (SOQ)

3.0 Organization of SOQ

Each SOQ must be organized in the order set forth below. Paper Original and Copy sections shall have tabs separating each section. Each SOQ and Copies must be submitted in a sealed envelope/package. If a Cost Proposal is requested, it is to be within a separate sealed envelope within the sealed SOQ package.

Sealed SOQ envelope/package must be marked on the exterior with the following:

- Offeror's Name,
 - RFQ #,
 - RFQ Title, and
 - RFQ Response (SOQ) Due Date/Time.
1. Cover Page – Offeror's authorized official to complete, sign, and return with SOQ response;
 - a. By submitting a response to this RFQ, Offeror acknowledges and agrees that Offeror has carefully examined and fully understands the provisions and requirements of this RFQ, and hereby proposes and agrees that if Offeror's SOQ and subsequent proposal/bid are accepted, Offeror will contract with the City for this project/service.
 - b. Offerors should include a listing of any exceptions to Sections 1, 2, and 5 (including subsections).
 2. Section 3, Statement of Qualifications – include all requested documents, information, exceptions, clarifications, etc.
 3. Appendix A, Standard Forms – Complete each of the following as directed on each form, sign, and return with SOQ response:
 - a. Disclosure Form – complete, sign, and return with SOQ response;
 - b. E-Verify, Affidavit Verifying Compliance with Illegal Immigration Reform and Enforcement Act, Contractor Affidavit only to be returned with SOQ;
 - c. W-9, Request for Taxpayer Identification Number and Certification;
 4. Additional Appendices (ONLY if applicable) – include all requested documents and information
 5. Addenda – If any addenda are formally issued by the City, Offeror must complete, sign, and return Page 1 Addendum Acknowledgement with SOQ acknowledging receipt and adherence to any changes in the RFQ.

3.1 SOQ Copies Required; Deadline for Receipt:

1. Each SOQ must be received in sealed, opaque packaging.
2. SOQs must be at the location noted below prior to the RFQ Response (SOQ) Due Date/Time **10:00AM, on May 10, 2018**. Each RFQ response received must be delivered to this location and Time/Date stamped upon delivery.

City Hall hours of operation for receipt of deliveries:

Monday – Thursday 8:30 am – 5:00 pm;
Friday 8:30 am – 4:30 pm

City of Alpharetta City Hall 1 st Floor Greeter Station 2 Park Plaza Alpharetta, GA 30009 Attn: Stephanie Cochran
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3. Faxed or e-mailed responses to the RFQ are NOT accepted and will not be reviewed.
4. Offerors must submit the following number of SOQ copies to the address set forth on the Cover Page:
 - A. **One (1) Hard Copy Unbound** (3-ring binder OK), marked "Original" with original signatures;
 - B. **Three (3) Hard Copies Unbound** (3-ring binder OK), marked "Copy";
 - C. **One (1) CD-ROM or Flash Drive copies.**
 - a. Mark all CD's or Flash Drives with Offeror's name and RFQ name and number.
 - b. All digital files must be in either:
 - i. Microsoft Office file format or
 - ii. Portable Document Format (PDF).
 - c. Use caution in creating the electronic files. If the City is unable to open files due to data-corruption, the Offeror's SOQ may be considered incomplete.
 - d. **NOTE:** All digital copies must include exactly the same information as provided in the hard copy "Original".

3.2 City's Right to Investigate

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

3.3 City's Intent

It is the City's intent as an indirect party to the contract to the extent that under such contract-agreement, the City will establish an obligation on the part of the Contractor to make available to the general public the Contractor's service when and as called upon, at an established maximum service cost rate and to safeguard the public by assured coverage while the Contractor is in performance of such agreed service.

3.4 Qualification Requirements

In determining the capabilities of an Offeror to perform the services specified herein, the following informational requirements must be met by the Offeror. Failure to include all of the elements specified may be cause for rejection. Additional information may be provided, but should be brief and relevant to the goals of this RFQ.

Each SOQ shall provide the following information:

3.4.1 Cover Letter and Summary:

1. Provide a Cover Letter including a brief business profile and a summary describing why your firm/team is qualified for this project. State the following:
 - Business name,
 - Home office address, identify whether this or another office address is responsible for work of this project,
2. Offeror shall specify how long the individual/company submitting the SOQ has been in the business of providing services similar to those requested in this RFQ.
3. Identify one contact person. This person shall be the single point of contact on behalf of the Offeror firm/team, responsible for correspondence to and from the organization and the City. If necessary, the City will send all Project-related communications to this contact person. (This may be the person registered in our eBld system.) Include the following contact information:
 - mailing address,
 - telephone number, and
 - e-mail address.

3.4.2 References: Offeror shall provide a minimum of two (2) references, not including the City of Alpharetta, for each of the service types proposed in this RFQ. The references may include any government agency or similar entity where the Offeror, preferably within the last two (2) years, has successfully completed which are similar in goals, scope, and complexity to project describe herein.

At a minimum, the Offeror shall provide

- the company name,
- the location where the services were provided,
- contact person(s),
- customer's telephone number,
- a complete description of the service type and dates the services were provided.

These references may be contacted to verify Offeror's ability to perform the services requested. The City reserves the right to use any information or additional references deemed necessary to establish the ability of the Offeror to perform the conditions of this request. Negative references may be grounds for SOQ disqualification.

3.4.3 Resumes/Company Profile and Experience:

Offeror shall specify how long the individual/company submitting the SOQ has been in the business of providing services similar to those requested in this RFQ.

Offeror shall provide:

- A brief business profile.
- Name, telephone number, and email address of the Offeror's designated contact.
- A brief resume or summary of qualifications, work experience, education, skills, etc., for the proposed project manager and for all key personnel who will be involved with any aspect of the Work.

3.4.4 Method of Providing Services: Offeror should provide a description of the work plan and the methods to be used that will convincingly demonstrate to the City what the Offeror intends to do, the timeframes necessary to accomplish the work, and how the work will be accomplished.

3.5 Project Specific Requirements

3.5.1 Calls for Service:

Service under the contract pertains only to requests from the Alpharetta Department of Public Safety. Service will consist of having the requested number of wreckers en route within five (5) minutes of the call and on scene, subject to traffic conditions, within twenty (20) minutes, at least 90% of the time.

3.5.2 Answering Calls:

The Contractor will be called by the Alpharetta Department of Public Safety for needed wrecker service in or near the City limits.

- A. In the event that the towing of a vehicle requires the use of specialized equipment not owned by the Contractor, or in the event that a City vehicle is disabled outside the service area of the contract, the Contractor shall be required to make arrangements on behalf of the City with another wrecker service company for the towing of the vehicle and the Contractor shall be responsible for insuring that the vehicle is towed to the appropriate location designated by the City.
- B. The Alpharetta Department of Public Safety shall be the exclusive judge as to whether or not additional wrecker services are required.

3.5.3 Laws, Rules, and/or Regulations

Contractor will conform to all Federal, State, and local laws and/or rules and regulations now in effect or as any new ones become applicable. It shall be the duty of the Contractor to ascertain all applicable laws and changes.

3.5.4 Types of Service:

Included under the agreement will be the furnishing of labor, required equipment, and other means for the removal of wrecked or disabled vehicles or equipment from the highways, roads, streets, City property, or other public thoroughfares or proximity thereof, to tow or otherwise transport such vehicles or equipment to such places as may be requested or directed. For the purpose of collecting payment for services, it will be the responsibility of the Contractor to determine the owner of subject vehicles.

3.5.5 Charges for Service:

- A. The Contractor will charge the public rates not greater than those stipulated under the contract for its service in all Alpharetta Department of Public Safety initiated calls for service.
- B. Such rates will be posted in its place(s) of business in such a way as to be prominently displayed for the attention and information of claimants of vehicle under its care.
- C. Billings or statements of charges will have clearly printed on the reverse side the rate applicable under the contract so that the claimant may verify such charges.
- D. All charges must be itemized.
- E. No rate increases will be made for services covered in the RFQ and under any resulting contract during the first two (2) contract years.
- F. After end of second contract year, no rate increases will be made for services covered in the RFQ and under any resulting contract without notification to the City at least 30 days prior to rate change. The contractor shall notify both of the following:
 - I. City of Alpharetta Finance Department
Attn: Stephanie Cochran
2 Park Plaza

Alpharetta, GA 30009

And

- ii. City of Alpharetta Public Safety Department
Attn: Fleet Manager
2565 Old Milton Parkway
Alpharetta, GA 30009

Contract pricing for the first two (2) years of the contract term will remain as offered in Offeror's rate schedule. Subsequent contract year pricing or rates are guaranteed for a minimum of twelve (12) months beginning July 1st of subsequent contract years. Any increase (or decrease) in prices or rates after the first two (2) years of the contract term shall be limited to three percent (3%) or Consumer Price Index (US City Average – All Items; most recent month) factor, whichever is the lesser or based on compliance with any governing federal, state, and/or local laws if CPI adjustment does not comply with legal requirements.

3.5.6 Responsibility for Charges for Service:

The City shall not be responsible to the Contractor for any sum whatsoever, and all monies paid to the Contractor, pursuant to the terms of the agreement, shall be satisfied by the owner of vehicles, or by such other remedies against such owners as provided by law. Each vehicle is used to stand as security only for the charges against that vehicle, and when vehicles which are unclaimed are sold and do not bring as much as the charges against the particular vehicle, the Contractor agrees to suffer the loss between the sale price and the charges against that particular vehicle. Any excess realized for the sale of a vehicle shall not be applied against any deficiency from the sale of another vehicle. Towing of City owned vehicles or equipment will be at no charge to the City

3.5.7 Release of Vehicle:

Vehicle and/or property removed, towed, and/or stored as a result of an Alpharetta Department of Public Safety – initiated call for service will not be released to the owner except upon written authorization of the Alpharetta Department of Public Safety; or upon authority of Court action.

3.5.8 Inventory At Scene and Contractor's Responsibility for Personal Property:

- A. The Contractor shall be responsible and liable for all vehicles and property hauled, towed, or stored under the contract, including all equipment and contents thereof, and shall indemnify and hold harmless the City against all claims for damages to any vehicle and/or property hauled, towed, or stored under the contract.
- B. The Contractor's representative shall verify the inventory at the site and approve it, by signature on a Departmentally approved impound/inventory form.
- C. The investigating Officer shall check inventory at the site and approve it, by signature on a Departmentally approved impound/inventory form.

3.5.9 Hours of Service:

The Contractor will maintain equipment and sufficient labor force, adequate to supply demand, on a full 24-hour day basis every day of the year. Stand-by crews and equipment are to be arranged so as to meet emergency situations under abnormal conditions.

3.5.10 Office and Storage Facilities:

- A. The Contractor will be required to maintain a suitable headquarters facility to transact business and to accommodate the public. Such facility must be maintained properly, clean, and presentable at all times and shall be subject to inspection by the Alpharetta Department of Public Safety.
- B. The Contractor will have an area for storage of towed vehicles or equipment within the contracted service area or other approved location. Such storage area must be secured against free entry and in such a way as to give security to property entrusted in Contractor's

care. If storage area is an open area it must be enclosed with fencing of a sufficient height with barbed wire topping, and adequately lighted to discourage theft, damage, or malicious mischief. Such open area must be paved or have sufficient gravel surface to prevent problems in entry or exit during inclement weather.

- C. The Contractor will have an area for storage of City vehicles at no additional charge. The Contractor, at any time, will have available space to store up to twelve (12) City vehicles.

3.5.11 Wrecker and Towing Equipment:

- A. Contractor shall have in operating condition at all times, a minimum of five light wreckers, one heavy wrecker, and one extra heavy wrecker. This is the minimum requirement.
- B. Each wrecker will be required to carry full complement of service items including, but not limited to, fire extinguisher, chains, ropes, blocks, dollies, stop lights, flares, flashers, flood lights, hand tools, shovel, brooms, major first aid kit, and other tools and needs for lights, extricating, righting of wrecked vehicles and/or equipment, and removal from thoroughfare by towing or carting.
- C. Each offeror must be familiar with the number and type of service calls that can be reasonably anticipated during the term of the proposed contract, and shall have an adequate number of wreckers of each type or category necessary to provide the required services on a timely basis. If the offeror proposes to charge different rates for types or categories of wreckers, the offeror shall at all times be required to utilize the least expensive wrecker that is deemed adequate to perform the required service. If the offeror does not have the least expensive wrecker available at the time that service is required, the offeror may utilize a more expensive wrecker, but shall charge the lesser rate.

3.5.12 Removal of Debris (as required by State Law):

Contractor shall comply with all applicable laws regarding removal of debris, and shall extend reasonable and customer consideration to the occupants of the vehicles.

3.5.13 Conflict of Interest:

The Contractor in submitting a proposal affirms that he is not an employee or elected official of the City of Alpharetta; has neither directly nor indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive procurement in connection with this request, or by any means whatsoever prevented or endeavored to prevent anyone from making a proposal thereof, or induced or attempted to induce another to withdraw a proposal for the aforesaid service.

3.5.14 Records:

Impound Inventory Sheet:

- A. Contractor will use pre-printed and pre-numbered tickets for service under the contract. In addition to any other information required by law, the following shall be indicated on the ticket:
- i. Time call received from Alpharetta Department of Public Safety.
 - ii. Arrival time of wrecker at place of accident (or where directed).
 - iii. Departure time from scene.
 - iv. Arrival time at storage place.
 - v. Mileage from point of pickup to storage point or destination.
 - vi. Signature of wrecker driver and police officer working the incident.
- B. Contractor will provide a summary report of calls for the preceding month by the 10th working day of each month. The report shall include date, vehicle make, model, color, tag, vin, case # if available. Contractor will provide along with the monthly summary report a list of any vehicle released from police action calls from any previous month. These reports may be submitted by email to the fleet manager.

3.5.15 Examination of Records:

The Contractor agrees that the Director of the City's Department of Public Safety or Director of City's Finance Department, or their duly authorized representatives, shall have access to and the right to examine any books, documents, papers, and/or records of the Contractor involving transactions related to the contract. Such records will be maintained for two years after the end of the contract. The Contractor shall also provide driver's license numbers of all employees, using the table in Section 4 of this request, when submitting the proposal. The Contractor shall also be responsible for informing the City when a new driver is hired and providing the City with the new employee's driver's license number.

In addition to any other terms, conditions, etc., spelled out in this Request for Qualifications, the contractor will comply with any Federal, State, or Local law or ordinances applicable to this operation. Attention is specifically directed to Georgia law covering "Disposal of Motor Vehicles by Automobile Wrecking Companies". In addition to the requirements of law, the following shall be provided:

Monthly, by the tenth day of each month, the Contractor shall furnish the Alpharetta Department of Public Safety an Itemized Inventory for all vehicles and equipment impounded at the direction of the Alpharetta Department of Public Safety and stored by the Contractor. (This itemized inventoried can be combined with, or made a part of, the report listed above in Section 3.5.14 Records, B).

3.5.16 Inspections:

Contractor will agree to allow City employee(s) onto lot after submitting a proposal and prior to the award of the contract to inspect for the following:

- I. Entire lot
- ii. All vehicles and equipment to be used for towing

A Tow Roswell, Inc
11412 North Fulton Industrial Blvd
Alpharetta, GA 30009
Dispatch: 404.577.8950
www.atowinc.com

3.4.1 Cover Letter and Summary

A Tow Roswell, Inc
11412 North Fulton Industrial Blvd
Alpharetta, GA 30009
Dispatch: 404.577.8950
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INTRODUCTION

A Tow Roswell, Inc is an extension of A Tow, Inc that has been in business since 1964. A Tow Roswell Incorporated in 1995 to specifically address the needs of towing services north of I-285. A Tow Roswell, Inc serviced the Fulton County Police Department for more than 20 years before new cities and municipalities incorporated. A Tow owns and operates on 6.5 acres within a few miles from City Hall; located adjacent to the Verizon Wireless Amphitheatre. This property was strategic to the growth and development in the North Fulton community. A Tow has been the sole source provider for the Sandy Spring Police Department since inception because of location and years of experience.

A Tow will operate its towing, storage and processing from 11412 North Fulton Industrial Blvd. A Tow Roswell is only 2 miles away from Alpharetta Public Safety Department located at 2565 Old Milton Parkway. This is ideal for citizens and the police department. Our primary dispatch for all service calls are located downtown, but with 44 trucks and 40 drivers at our disposal we are able to position ourselves to more than handle response times needed for this contract. Our Alpharetta office is open 24 hours a day 7 days a week and well-staffed for all it needs. A Tow currently stores and processes 400 vehicles located at our Alpharetta location. Abandoned vehicles are sold at public auction on a monthly basis. A Tow has the land capacity to store twice the number of vehicles so there is room to grow and absorb any volume required with the Alpharetta Police Department. A Tow has opened its property for training for Alpharetta police officers and fire from time to time in the past without having a contract. We are here to facilitate the public safety of our community in ways the support education and skill.

A Tow drivers are industry trained and either certified by nationally recognized Wreckmaster or American Towing & Recovery Institute. Most of our drivers have a minimum of 15,000 and up to 60,000 successful tows in their skill set. Drivers are uniformed, professional and courteous. A Tow's fleet gets washed on a weekly basis or as needed to maintain that level of integrity.

A Tow Roswell has the only free web-based application that shares the entire tow cycle with its contractors in the State of Georgia. Central Access Towing System, CATS, was created to provide a central repository of towed vehicles providing full transparency to the client. We developed an efficient and cost savings application allowing the reductions of overhead expenses and oversight of the release process. This information is provided electronically and in real time 24 hours a day. CATS allows the police department add or remove HOLDS on vehicles or allow a release to the citizen without going to their headquarters which provides better

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Dispatch: 404.577.8950
www.atowinc.com

customer service while accomplishing the same goal as traditional methods. Sandy Springs Police Department was able to eliminate the case load of releases for the general public which also gave the citizen the ability to pick up their vehicle at their convenience 24 hours a day. CATS is used by Sandy Springs Police Department, Georgia Tech Police Department, Georgia Tech Parking & Transportation, Georgia State University, Fulton County Sheriff's Department, Capitol Police and been in a pilot program at one time with the Atlanta Police Department.

A Tow Roswell partners with Verizon Wireless Amphitheatre to provide onsite minor roadside services and towing for the attendees. A Tow has been a member of the North Fulton Chamber of Commerce, participated in food drives and donations to local charities. A Tow believes in being a service provide for the City of Alpharetta, as well as help the local community.

Page Porter is the single contact for this RFQ and any business with the City of Alpharetta. Ms. Porter has been with A Tow for 28 years and CEO since 1999. A Tow is a second generation, family-owned business of 54 years. We have serviced police and private property towing services since the beginning. We have towed more than 2.5 million vehicles while in business. Ms. Porter is committed to the needs and requests of the City of Alpharetta. Contact information and mailing address:

A Tow Roswell, Inc
Page Porter, CEO
Corporate Office
180 Harriet Street, SE
Atlanta, GA 30315
404.216.7097
page.porter@atowinc.com

A Tow Roswell, Inc
11412 North Fulton Industrial Blvd
Alpharetta, GA 30009
Dispatch: 404.577.8950
Release 770.475.1810
www.atowinc.com

3.4.2 References

Georgia State Patrol
Towing and Recovery for Metro Atlanta

Atlanta Fire Department
Towing and Recovery for Metro Atlanta
Host for Education and Skills Training

SP+ Municipal Services
Impounding, Towing and Boot Immobilization Services for
Atlanta Citywide On-Street Parking Enforcement



Colonel Mark W. McDonough
Commissioner

Georgia State Patrol

Post Office Box 1456

Atlanta, Georgia 30371-1456

Phone: (404) 624-7016

Fax: (404) 624-7431

Lt. Colonel Russell D. Powell
Deputy Commissioner

Major Henry W. Fielding
Headquarters Adjutant

May 4, 2018

To Whom It May Concern:

During the past 33 years with the Georgia State Patrol, I have been assigned to the Atlanta Metropolitan area and have had the distinct pleasure of working with A Tow Wrecker Service. A Tow is always professional and accommodating to the Georgia State Patrol while towing vehicles for whatever reason.

Ms. Page Porter, CEO of A Tow Wrecker service has always been open and helpful with any complications that have arisen. She is very customer service oriented and quick to correct any problems.

It is my opinion that A Tow Wrecker Service is one of the most skilled and proficient wrecker services in the Atlanta area and I would highly recommend A Tow Wrecker Service to any law enforcement agency.

Sincerely;

Major H. W. Fielding #05
HWF:knd



CITY OF ATLANTA
FIRE – RESCUE DEPARTMENT

KEISHA LANCE BOTTOMS
MAYOR

226 Peachtree St., SW
Atlanta, GA 30303-3749
PHONE (404) 546-7000
ICHIFFS ID – AFLFDHQ

RANDALL B. SLAUGHTER
INTERIM FIRE CHIEF

Greetings,

I am pleased to write a letter of reference for A Tow.

A Tow has always provided quick response when needed throughout the city. Whether it is in the middle of the day or in the middle of the night they are always prompt when needed for emergency situations. A Tow also prides itself with quality work vehicles. I have never seen a bad looking truck from them.

Their look and service show the professionalism needed to be leaders in the towing industry.

Also, A Tow has supported our organization by allowing us to train on extrication in their lot. They have provided us with cars to train on, which help us to be proficient when comes to extrication operations.

The entire length of my 25+ year career, A Tow has always been there for quick service. If you have any questions, feel free to contact me.

James McLemore
Assistant Chief – Field Operations
Atlanta Fire Rescue Department
e. jmclmore@atlantaga.gov
c. 404.379.7286



3391 Peachtree Road
Suite 330
Atlanta, GA 30326
p. 404-665-0044
www.spplus.com

May 8th 2018

To whom it may concern,

It is my pleasure to submit this letter of recommendation for A Tow of Atlanta and A Tow of Roswell. As the primary principal for the relationship between SP+ and A Tow, I have established strong working relationships with A Tow's team members. From the clerks who deliver exceptional customer service, their professional drivers, as well as A Tow's personable and driven President and CEO; Ms. Page S. Porter, A Tow has been integral to the success of our operations. For the past year I have had the opportunity to build a partnership with A Tow; a relationship which has renewed my belief in teamwork, sacrifice and compromise, the pillars of a great partnership.

A Tow's corporate culture is established by Ms. Porter and emulated by every member of her team. No matter the project the A Tow team has never said no to a challenge and has happily assisted SP+ to make changes to our program to improve our business. With trust, integrity, commitment, attention to detail and obsession with service, A Tow has my confidence in representing our operations to the public. Ms. Porter is committed to driving her team towards excellent customer service and productivity. Her team maintains high employee morale, while exceeding client expectations; this is what I find most valuable about having Ms. Porter and A Tow on our team.

A Tow's success comes from several generations of service providers committed to the betterment of the City of Atlanta and surrounding communities; a rare commitment in today's business world. With A Tow's considerable reputation, I have been proud to call them partner and look forward to many more years working together.

Therefore, it is with sincere honor I submit this letter of reference for A Tow; its team and leadership.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jason Sutton', is written over the printed name.

Jason Sutton
SP+

Regional Manager - Municipal Parking
121 Luckie St
Suite 200
Atlanta GA 30303

cc: Bob Kamper
Vice President – Municipal Parking

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11412 North Fulton Industrial Blvd
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3.4.3 Resumes/Company Profile and Experience

A Tow Roswell, Inc has a superior team of people with many years of experience to help support the efforts and execution of this contract. Our team members have worked with the Sandy Springs Police Department since inception, North and South Fulton County Police Departments, Atlanta Police Department, Georgia State Patrol, Georgia Tech Police Department, Georgia State Police Department, Fulton County Sheriff, FBI, DEA and others. A Tow has been successfully serving police agencies for more than 25 years and knows what is required to ensure timely responses and processing for a successful solution.

A Tow Roswell, Inc owns 6.6 acres and all of its fleet whereby we service in house to reduce trucks being out of service. A Tow has the financial stability along with the expertise provide the needed response for Alpharetta Police Department. It also provides the innovative transparency for the police department to follow the entire life-cycle of vehicles towed.

The key personnel will include the following:

S. Page Porter, CEO: (26 years' experience) Ms. Porter has led the company for the last 19 years to further growth and stability. She has increased the number of services provided and strengthened the core base of the employment and managerial staff. She is also on the Board of Directors with the Towing and Recovery Association of Georgia and chairs the Legislative Committee. Ms. Porter worked closely with Representative Alan Powell for the past several years to improve the abandoned motor vehicle laws. Page Porter worked together with City of Atlanta council to change the local city ordinances to benefit all wrecker services that tow in the City. She stays very involved in working on the State and City level to make changes in laws and ordinances to make this a better industry.

Ms. Porter has increased the number and types of services provided, strengthened the core base of employment and managerial staff. She has added government and municipal contracts as well as support the commercial and private towing services for the greater Metro Atlanta area and north Fulton region. Ms. Porter will be the primary contact for this contract. She will be in charge of any correspondence, assistance, problems or discrepancies that may arise. She will always be available to discuss any requests, ideas or new approaches to support the Alpharetta Police Department.

Contact Information:

Address: 4765 Rosebrook Place, Atlanta, GA 30339
Cell: (available 24 hours a day) 404.216.7097, **Fax:** 404.577.6568,
Email: page.porter@atowinc.com, **Web address:** www.atowinc.com

A Tow Roswell, Inc
11412 North Fulton Industrial Blvd
Alpharetta, GA 30009
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David Porter, COO: Mr. Porter has 26 years of experience and manages all of the wrecker drivers that will perform on this contract. He communicates with the drivers on a daily basis to ensure they understand the expectations of the company. He facilitates additional learning opportunities for drivers to improve their skills. He oversees the receipt and dissemination of any information coming in by dispatch and performance oversight of driver success. A Tow once averaged 1500 service requests a week or just shy of 80,000 a year. We now run about 1200 a week due to some changes in the industry leaving us with the ability to support a bigger footprint with the Alpharetta Police Department.

Donnie Taylor, Director of Operations: (39 years' experience) Mr. Taylor is third in charge to handle any situation that may arise. He is in charge of the direction of auto auctions and vehicle inventory. He is responsible for the positions that follow. If you need assistance regarding one of the positions listed below and is not able to get any resolve, then Mr. Taylor will ensure proper management of the issue.

Cannlene Bell, Office Manager: (20 years' experience) Ms. Bell has worked in every aspect of the office rising to be in charge of all office personnel. She understands the dynamic of dispatching police calls and the policies required to perform successfully. She is able to provide hands on training and oversight while working closely with executive management. She will be another contact for the police department in case there are issues, concerns or policy changes that happen within the contract period.

Ofelia Nava: (12 years' experience) Ms. Nava is the direct manager for the support staff at our Alpharetta location. She has worked with the Sandy Springs Police Department since inception to handle any local needs during the storage and processing of vehicles. She is intimately involved with the auction of abandoned vehicles and will broaden her scope for the purposes of this contract.

SHOP: A Tow employs 2 full time mechanics to ensure that our fleet of more than 40 trucks are operating and functional. This is vital to the success of A Tow servicing our customers and honoring our contracts.

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3.4.4 Method of Providing Services:

A Tow has experienced twenty-three successful years of service for the City of Atlanta and Atlanta Police Department and the City of Sandy Springs and Sandy Springs Police Department since inception. We will continue to service them for the duration of the bid for the Alpharetta Police Department. The reasons for this success will be the approach we bring to the Alpharetta Police Department. This will include a strong core of leadership as previously described, a dedicated work force and an organized method of implementation.

A Tow will continue to support the Alpharetta Fire Department by allowing them to use abandoned vehicles to practice various training techniques. A Tow has also participated in the Touch A Truck program in Alpharetta for the past 5 years and been involved with the Alpharetta Police Benevolent Fund.

The aforementioned key players will implement the system that will be later described to ensure the highest level of success for this contract. It already been proven over time with this close network of leaders that they have the quality and success needed. Each will bring their respective strengths together for the Alpharetta Police Department. We are all committed to the task at hand and will continue to enforce the expectations required for this contract. A Tow employs close to 70 individuals who are committed to the one purpose of providing towing services with professionalism and integrity.

Our organization utilizes 2 full-time dispatchers, customer service representatives for answering incoming service requests from Alpharetta Police Department and another group of service representative to facilitate the release process. This set up is to provide focused and individual attention to the difference divisions of this contract. It is broken down as follows:

1. **Dispatch customer service representatives take the call coming in from Alpharetta dispatch.** They accept the information then relay it to the dispatchers through a central database. The dispatchers are able to review and update before selecting drivers that can quickly respond. *(This database, TOWED, can be shared with our central repository, CATS so that police agencies can follow the lifecycle of the towed vehicle. Alpharetta Police Department can have the option to create the call allowing instant dissemination of requested service)*
2. **Dispatchers provide oversight and guidance of call distribution to the driver with proper skills and equipment.** Dispatchers will select the appropriate driver then electronically send the service request to the drivers' Android tablet. A Tow provides a paperless solution to promote efficiency and accuracy of the information. It speeds up the process by removing duplicity. Dispatchers utilize a GPS tracking system, so they are able to see the high-level overview of driver locations and call statuses.

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3. **Drivers respond to the call given to them by the dispatcher.** The driver may update his tablet with related information of communicate verbally while on site with the citizens and officers. Their statuses on their call request is update live with TOWED so the dispatcher can see if they are en route, onsite, on the storage lot and where vehicles are parked. There is no delay for waiting on paperwork, so the police officer or citizen will know exactly the status of their vehicle at all times.
4. **Customer service representatives are located at 11415 North Fulton Industrial Blvd, Alpharetta, GA 30009.** Representatives are there 24 hours a day to assist the drivers, citizens and police officers. They will facilitate any needs in processing vehicles while in our care, custody and control. The 6.5 acres is monitored by camera systems allowing a view of the property and inside the offices. The camera systems capture the condition of the vehicle as it comes in and during the life cycle on the lot. All vehicle files are maintained in a systematic manner so that instant recall is available upon request.
5. **24-hour surveillance and manned security is a must to ensure the safety of the property being stored for the police department.** There are 16 cameras strategically positioned to monitor activity on the entire lot. We are able to watch customer activity while retrieving their vehicle or other wrecker services when they pick up stored vehicles. We can provide secure profiles to Alpharetta Police agents that are authorized to use the cameras for investigative purposes. There is always potential for complaints that follow the number of vehicles being towed and stored. A Tow has dedicated personnel to address any concerns 24-hours a day.
6. **TOWING AND ROADSIDE SERVICES FOR THE ALPHARETTA POLICE DEPARTMENT** will be provided as a courtesy within the city limit boundaries. A Tow will provide access and profiles for CATS so the police department can have full transparency of towed vehicles. There are many automated reports we can create to help provide analytics related to vehicles towed. CATS can also be incorporated to streamline the release process to better serve the citizens and the police of Alpharetta.
7. **Willard's Wrecker Service, heavy duty sub-contractor** has an extensive fleet of vehicles that will be available to service the Alpharetta Police Department. Willards has 16 heavy duty to industrial equipment to help support this contract including Emergency Response trucks, Landolls, Sand Spreaders, Fork Lifts and Traffic Boards. A full list will be provided with our inventory with this RFQ. Willard's was founded in 1945 and is a third-generation family owned business. They are a leader in the heavy-duty towing business; A Tow is pleased to partner in order to provide a well-rounded solution for the Alpharetta Police Department.

3.4.5 Offeror's Employed/Contracted Drivers: Offeror shall also use the table below to fill in the required information for each driver employed, or contracted, by Offeror's company. Any, or all, employees with a driver's license history deemed unacceptable by Alpharetta Department of Public Safety could result in offeror being disqualified from consideration.

Name	Driver's License #	Expiration Date
LIST OF DRIVERS SUBMITTED WITH RFQ		

Active Driver Report

Last Name, First Name	Hire Date	License Number	State Issued	Expiration Date
Beasley, Sequata	10/20/2014	046120881	GA	05/04/2024
Braden, Travis	04/13/2015	036329385	GA	09/28/2019
Breaux, David	03/08/2004	057906764	GA	04/14/2023
Curtis, Danta	11/09/2015	055017837	GA	02/04/2018
Davis, Derrick	01/08/2018	058286273	GA	11/30/2024
Davis, Kelvin	09/29/2003	062181829	GA	08/15/2020
Dominick, Michael	06/22/2015	057197493	GA	10/25/2020
Edwards, Claude	10/02/2017	048490417	GA	04/17/2025
Elrod, Kelth	03/01/2016	048777257	GA	07/03/2024
Fair, JR, James	11/27/2017	053072652	GA	02/02/2018
Fowler, Kelvin	04/16/2018	054740256	GA	02/28/2020
Franks, Paul	12/21/2015	042967785	GA	11/24/2019
Gaines, Jerome	05/04/1998	040321088	GA	09/08/2020
Gibson, Gerald	02/01/2008	029427111	GA	09/07/2023
Grimes, Willie	12/14/2014	049541406	GA	11/12/2023
Holland, Charles	10/12/2015	030654265	GA	06/25/2019
Joe, Ashley	03/17/2014	052726888	GA	07/12/2020
Kelly, Tony	02/05/2018	047584689	GA	06/01/2020
King, Eddie	03/19/2018	006156103	GA	10/04/2024
Kirksey, Joseph	09/30/2011	050371647	GA	09/04/2024
Marshall, Dereck	02/01/2016	052893590	GA	04/15/2019
Mathews, Kenneth	06/05/2017	053708741	GA	07/23/2024
McMichael, Dmonte	04/07/2003	045620572	GA	04/07/2025
Morris, James	01/28/2013	022783145	GA	01/10/2025
Oliver, John	11/02/2014	054932891	GA	10/23/2021
Poole, Glenwood	12/21/2015	038675057	GA	07/20/2023
Roberts, Dennis	06/24/2013	050183593	GA	04/12/2025
Saylor, Felix	08/10/2009	053395758	GA	10/18/2020
Shane, Bradley	08/07/2006	030188374	GA	01/10/2025
Shelton, Kelth	07/01/2015	050186265	GA	04/13/2026
Stafford, Lilche	11/15/2017	056566435	GA	05/19/2020
Stone, Jeromy	04/23/2018	049532886	GA	01/21/2020
Torres, Joshua	11/20/2017	049623531	GA	04/26/2024
White, Ojedia	10/16/2017	064198505	GA	05/20/2024
Whitmore, William	03/28/1994	059829866	GA	11/15/2020
Williams, Corey	02/22/2016	061215172	GA	03/04/2020

A Tow Roswell, Inc
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3.5.11 Wrecker and Towing Equipment

Truck Number	Year	Make	Model	Truck Type	VIN #
LIGHT DUTY TRUCKS					
222	2007	Hino	ND238/T	Flatbed	5PVND8JP672S50409
224	2008	Ford	F650	Wheel Lift	3FRNF65D68V657782
231	2008	Ford	F350 SD	Wheel Lift	1FD3F36R98EE45298
233	2009	Ford	F650 REG	Flatbed	3FRNF65C79V106494
235	2009	Ford	F350 SD	Wheel Lift	1FDEF36R59EB11912
236	2009	Ford	F650 SD	Flatbed	3FRNF65C99V106495
237	2009	Ford	F350	Wheel Lift	1FDEF36R19EB11910
240	2009	Ford	F350 SD	Wheel Lift	1FDEF36R39EB11911
241	2010	Ford	F350	Wheel Lift	1FDEF3GR1AEB04622
242	2010	Ford	F350	Wheel Lift	1FDEF3GR3AEB04623
243	2010	Ford	F350 SD	Wheel Lift	1FDEX3GR7AEB37668
245	2010	Ford	F350 SD	Wheel Lift	1FDEX3GR5AEB37667
246	2010	Ford	F350 SD	Wheel Lift	1FDEX3GR9AEB37669
247	2012	Ford	F550 XL	Flatbed	1FDUF5GY6CEC46983
248	2013	Ford	F350	Flatbed	1FD8X3G67DEB25365
249	2013	Ford	F650	Flatbed	3FRNF6HP2DV775134
250	2012	Ford	F650 XLT FB	Flatbed	3FRNF6HP2CV169296
251	2014	Ford	F350 EXT	Wheel Lift	1FD8X3G60EEA94199
252	2014	Ford	F350 EXT	Wheel Lift	1FD8X3G67EEA94202
253	2014	Ford	F350 Ext	Wheel Lift	1FD8X3G63EEA94200
254	2014	Ford	F350 Ext	Wheel Lift	1FD8X3G65EEA94201
255	2014	Ford	F350 WL	Wheel Lift	1FD8X3G69EEA94198
256	2015	Ford	F650 XLT FB	Flatbed	3FRNF6HD8FV624629
257	2015	Ford	F650 FB	Flatbed	3FRNX6HD7FV624604
258	2015	Ford	F650 XLT	Flatbed	3FRNX6HD5FV001465
259	2015	Ford	F650 XLT	Flatbed	3FRNX6HD7FV001466
260	2016	Ford	F350	Wheel Lift	1FD8X3G62GEA75818
261	2017	Ford	F350 4X2	Wheel Lift	1FD8X3G6XHEC18077
262	2017	Ford	F350 4X2	Wheel Lift	1FD8X3G6XHEC81471
263	2017	Ford	F650 Ext	Flatbed	1FDNX6AY2HDB07981
264	2017	Ford	F650 Ext	Flatbed	1FDNX6AY4HDB07982
265	2017	Ford	F350 Ext	Wheel Lift	1FD8X3G6XHED46950
266	2017	Ford	F350 Ext	Wheel Lift	1FD8X3G61HED46951
267	2017	Ford	F350 Ext	Wheel Lift	1FD8X3G61HED46952
268	2017	Ford	F350 Ext	Wheel Lift	1FD8X3G61HED46953
269	2017	Ford	F650 Ext	Flatbed	1FDNX6AY2HDB09455
270	2017	Ford	F650 Ext	Flatbed	1FDNX6AY2HDB09456
271	2017	Ford	F350 Ext	Flatbed	1FD8X3G63HEE73346
272	2018	Ford	F650 XLT	Flatbed	1FDNX6AY5JDF00976
273	2018	Ford	F650 XLT	Flatbed	1FDNX6AY5JDF00977
Medium Duty Tow Trucks					
227	2008	Hino	258		5PVND8JNX82S50025
624	2003	2003 GMC Century 602			1GDE5E1E93F512416
660	2018	2018 International 4300 Vulcan V30-GZ			1HTMMMMN1JH552809
Heavy Duty Tow Trucks					
606	2015	Kenworth Century 7035			1NKDL49X4FJ455886
612	2010	Peterbilt 75 Ton Miller Rotator			1NPWL4TX1AD113802
614	2003	Peterbilt 25 Ton Miller			1XP5DBX23N802304
630	2007	Peterbilt V100 Vulcan			1NPFL4TX97N671318
634	2004	Peterbilt 25 Ton Miller			1XP5DB9X14D812992
628	2004	Ford Emergency Response			1FDWE35L34HB21771
652	2016	Peterbilt 50 Ton Miller Rotator			1NPXX4EX6GD342054
654	2000	Kenworth Emergency Response			3BKMMD6X0YF833354
	2007	Mach CHN 613 Tractor			1M1AJ06717N011083
	2000	Fontaine Landoll			4LF45533XW3506530
	2007	Kenworth Tractor			1NKWL40X77J190307
	1997	Fontaine Detach			4LF45533XW3506530
		Takeuchi TI 150	#21502696		
		Salty Dog Sand Spreader 1500	#2803		
		Traffic Board	#9807-49441		
		Heli Rubber Tire Fork Lift	#010500U5630		

SECTION 4: RATE SCHEDULEOfferor's Name A TOW ROSWELL, INC.

Offeror is to supply service rate schedule as will be billed to the public for any services requested under this RFQ by City Public Safety Department (See Section 3 for details). Rate schedule shall comply with all state requirements and rate limits.

	CATEGORY	TYPE OF SERVICE REQUIRED	COST
I	Vehicles, Trucks, and Trailers damaged or undamaged up to 4-wheels	Basic Tow Job (including first 10 miles and one-hour service on-site)	25.00
		Basic Flatbed Charge (including 1 st 10 miles and one-hour service on-site)	25.00
		Each additional mile (after first 10 miles)	3.00
		Charge per hour (at scene of wreck after first hour)	60.00
		Over turned vehicles off -the- roadway extra charge	60.00
		Winching for off-the-roadway vehicles	100.00
II	Vehicles, Buses, Trucks, and Trailers with up to 6 wheels	Basic Tow Job (including first 10 miles and one-hour service on-site)	150.00
		Each additional miles (after first 10 miles)	3.00
		Charge per hour (at scene of wreck after first hour)	60.00
		Over turned vehicle off roadway extra charge	60.00
		Winching for off-the-roadway vehicles (per foot)	100.00
III	Vehicles, Buses, Trucks, and Trailers with greater than 6 wheels	Basic Tow Job (including first 10 miles and open-hour service on-site)	350.00
		Each additional miles (after first 10 miles)	6.50/mi

	Charge per hour (at scene of wreck after first hour)	650.00 3 Hour Minimum
--	--	-----------------------------

Offeror's Name A TOW ROSWELL, INC.

	CATEGORY	TYPE OF SERVICE REQUIRED	COST
IV	Storage of Vehicles	Vehicles, Trucks, and Trailers up to 4 wheels (per 24 hours after the first 24 hours)	25.00
		Vehicles, Trucks, and Trailers 6 wheels or greater that do not have air brakes (per 24 hours after the first 24 hours)	40.00
		Vehicles, Trucks, and Trailers with air brakes (per 24 hours after the first 24 hours)	50.00
V	Use of Additional Wreckers	Vehicles, Trucks, and Trailers damaged or undamaged up to 4 wheels	100.00
		Vehicles, Buses, Trucks, and Trailers up to 6 wheels	125.00
		Vehicles, Buses, Trucks, and Trailers with greater than 6 wheels	650.00 3 Hour Minimum
VI	The use of dollies, flatbeds, and cranes	Additional charges for the use of dollies and/or flatbeds for vehicles, trucks, and trailers up to 4-wheels	40.00
		The use of light crane or frame (minimum 1 hour)	300.00
		The use of light crane or frame (each additional hour)	100.00

VII. All City of Alpharetta vehicles, or any vehicle needing to be towed for evidentiary reasons by the Alpharetta Department of Public Safety, shall be towed to any location as designated by the Alpharetta Department of Public Safety, or its representative, and stored at no cost to the City. In the event that the towing of a vehicle requires the use of specialized equipment not owned by the Contractor, or in the event that a City vehicle is disabled outside the service area of the Contractor, the Contractor shall be required to make arrangements on behalf of the City with another wrecker service company for the towing of the vehicle and the Contractor shall be responsible for insuring that the vehicle is towed to the appropriate location designated by the City.

VIII. If the services are cancelled after a wrecker has physically connected to a vehicle, the wrecker service can charge \$ 175.00 as a decoupling expense.

IX. The Public Safety Director shall have the authority to waive all charges for a vehicle involved in a police action where the owner was not properly notified of the vehicles location.

- X. Contractor shall also be required to change flat tires of City vehicles at no charge, with the City being responsible for the repair.

Award will consider price, but price will not be the sole, determining factor.

Rate Schedule Certification

In compliance with the attached specification, the undersigned offers and agrees that if this qualification is accepted by the City Council within one hundred twenty (120) days of the date of qualification opening, that the undersigned will furnish any or all services to the public at the price set opposite each, as designated with the Scope and Specifications of this request.

COMPANY A TOW ROSWELL, INC.

ADDRESS 11412 N. FULTON INDUSTRIAL BLVD, ALPHARETTA, GA 30009

AUTHORIZED SIGNATURE(S) 

PRINT / TYPE NAME(S) AND TITLE(S) S. PAGE PORTER, CEO

CONTACT INFO: PHONE NUMBER 404.216.7097

CONTACT INFO: E-MAIL ADDRESS Page.Porter@atowinc.com

SECTION 5: EVALUATION CRITERIA

5.0 Evaluation Criteria

All SOQs received will be reviewed by the Procurement Agent to ensure that all administrative requirements of the RFQ package have been met, such as all documents requiring a signature have been signed and submitted. Failure to meet these requirements may be cause for rejection. Only responsive SOQs will be given to Evaluation Committee for further review.

The Evaluation Committee will evaluate the remaining SOQs and determine a ranking based on the information provided in Section 3 of this RFQ. SOQs will be evaluated based on stated evaluation criteria. In ranking against stated criteria, the City may consider such factors as accepted industry standards and a comparative evaluation of all other qualified RFQ responses in terms of differing quality and contractual factors. These rankings will be used to determine the most advantageous offering to the City.

Any SOQ that fails to achieve a passing ranking for any part/section for which a passing ranking is indicated will be eliminated from further consideration.

After completing the initial ranking, the Evaluation Committee may either create a shortlist made up of a grouping of the highest-ranking Offerors to proceed to the RFP process; invite Offerors to an interview to clarify their RFQ response or to further define the SOQ; or may determine to present an award recommendation to Council to the highest-ranking Offeror(s). In the event of a shortlist or the need for interviews, Offerors may be asked to arrange a site visit; may be invited for a presentation or interview; or may be asked to supply additional information for evaluation.

Alpharetta Vendor Preference (a.k.a. Local Vendor) – Evaluation Preference: Alpharetta Vendor preference of three percent (3.00%), or equivalent unit of measure, shall be provided as an evaluation criterion to any approved Alpharetta Vendor's SOQ.

Compliance with all laws applicable to vehicles and drivers, satisfactory background checks on all drivers handling Alpharetta business. This must be satisfied for proposal to receive additional consideration. Negative or missing responses will receive FAIL and will no longer be considered for scoring	Pass/Fail
Cost of Services / Storage offered	12%
Quality of proposal – compatibility to our overall needs (including service for City vehicles – response times, flexibility, general cooperation)	25%
References, Resume/Company & Driver Experience	10%
Storage and impound services, including Proximity to the City's Public Safety Dept., 2565 Old Milton Pkwy, Security of storage lot, Professionalism and courtesy of employees, Record-keeping, and Coordination with ADPS personnel (e.g. managing vehicle holds)	25%
Number and type of trucks/equipment available (must include "on-site" transfer truck capable wrecker)	25%
Local Vendor Preference	3%
Total Criteria Scoring	100%

SECTION 6: TERMS AND CONDITIONS

Contract Terms and Conditions refer to the outcome but an RFQ does not necessarily result directly in a Contract Award. An RFQ may be Step 1 of a two-step process followed by an ITB or RFP to be issued only to shortlisted Offerors determined through SOQ evaluation to be Qualified Offerors.

The City's standard terms and conditions, which will be incorporated into the Contract, will be fully set forth in the subsequent ITB or RFP. The sections offered below are relevant to required information within the RFQ process. Offerors should notify the City of any Terms and Conditions that either preclude them from responding to this RFQ or add unnecessary cost. This notification must be made by the deadline for receipt of written/e-mailed questions or with the Offeror's SOQ. Any requests for material, substantive, important exceptions to the Terms and Conditions will be addressed 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.

6.1 Additional Contract Provisions and Terms

This RFQ, including all documents and appendices attached hereto, referenced herein and/or incorporated herein, and any addenda hereto, and the awarded Offeror's SOQ, including any amendments thereto, will be incorporated into the Contract resulting from this RFQ or any subsequent ITB/RFP (as previously set forth, all of such documents are collectively referred to as the "Contract Documents"). The Terms and Conditions do not define the total extent of the contract language that may be negotiated. In the event of a dispute as to the duties and responsibilities of the parties under any resulting contract, the contract, along with any attachments prepared by the City, will govern in the same order of precedence as listed in the contract.

6.2 Performance Prior to Contract Execution

The Qualified Offeror shall not begin performance of the project prior to the execution of a formal written contract by the City and the Offeror. Any Offeror beginning performance prior to the execution of the contract shall be deemed to be proceeding at the Offeror's risk, and shall not be entitled to any compensation for such performance. In addition, the City reserves the right to withdraw or cancel the award.

6.3 Contract Term

The Contract is for a term of **five (5) years** commencing **July 1, 2017**, and terminating **June 30, 2021**, as further provided for in the Contract and in accordance with O.C.G.A. § 36-60-13.

The Contract price(s) and/or rates for the above-stated contract term will remain as offered in the Contractor's proposal cost submission and accepted/awarded by the City Council. Any contract extension beyond the above-stated contract term shall be based on the same terms and conditions as the original term with the exception of the price(s) or rates.

Contract pricing shall remain as offered for the first two years of the contract. Commencing after the first two (2) years of this Contract, prices may be increased by the lesser of three percent (3%) or the Consumer Price Index factor (US City Average – All Items; most recent month). Contractor shall provide the City with the subsequent prices or rates, if different from the then existing prices or rates, at least ninety (90) days prior to the expiration of the then existing term. Subsequent prices or rates are guaranteed for a minimum of twelve (12) months.

For any automatic renewal of the contract required pursuant to O.C.G.A. § 36-60-13, notice of intent to not renew will be given to the Contractor in writing by the City, no less than thirty (30) days before the expiration date of the initial term of the contract.

6.4 Subcontractors and Sub-subcontractors

The highest-ranking Offeror will be the prime contractor if a contract is awarded and shall be responsible, in total, for all work of any subcontractors and sub-subcontractors. All subcontractors and sub-subcontractors, if any, must be listed in the SOQ. The City reserves the right to approve all subcontractors

and sub-subcontractors. The Offeror shall be responsible to the City for the negligent acts and negligent omissions of all subcontractors and sub-subcontractors or agents and of persons directly or indirectly employed by such subcontractors and sub-subcontractors, and for the acts and omissions of persons employed directly by the Offeror. Further, nothing contained within this document or any contract documents created as a result of any contract award derived from this RFQ shall create any contractual relationships between any subcontractor and the City.

6.5 General Insurance Requirements

The following is informational for this RFQ. Upon Council approval, the awarded Contractor shall provide the City with a Certificate of Insurance to the address listed under Section 1.0 indicating 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 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 Offeror shall maintain the types and amounts of insurance set forth as from time to time reasonably shall be requested by the City. The awarded Offeror shall provide 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 Offeror shall 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 Offeror's, or Offeror'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 shall 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 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.

6.6 Independent Contractor

The Offeror shall at all times be acting as an independent contractor and not be considered or deemed to be an agent, employee, joint venture, or partner of the City. The Offeror shall have no authority to contract for or bind City in any manner. Neither the Offeror nor its employees are employees of the City. The Offeror shall have and maintain the responsibility for and control of the rendition of the Work (including, the services performed) under the Contract, the discipline of its employees, and other matters incident to the performance of the Work (services, duties, and responsibilities as described and contemplated in the Contract). The Offeror is required to supply the City with proof of compliance with the Workers'

Compensation Act while performing work for the City. Proof of compliance must be received at the address listed under *Section 1.0* with the original SOQ.

6.7 Compliance with Illegal Immigration Reform and Enforcement Act

E-Verify Program:

The City of Alpharetta 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). Offerors should include a fully executed E-Verify affidavit as part of their RFQ submission.

Requirement to Participate in a Federal Work Authorization Program (E-Verify):

- (1) Pursuant to O.C.G.A. § 13-10-91:
 - a. Public employers shall not enter into any contract for the physical performance of services within the State of Georgia unless the contractor registers and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees;
 - b. Subcontractors shall not enter into any contract with a contractor for the physical performance of services within the State of Georgia unless such subcontractor registers and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees; and
 - c. Sub-subcontractors shall not enter into any contract with a subcontractor or sub-subcontractor for the physical performance of services within the State of Georgia unless such sub-subcontractor registers and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees.
- (2) 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.

Contractor, Subcontractor, and Sub-subcontractor Evidence of Compliance:

- (1) Public employers who enter into a contract for the physical performance of services within the State of Georgia shall include in such contract a provision stating that compliance with the requirements of O.C.G.A. § 13-10-91 are conditions of the contract.
- (2) Pursuant to O.C.G.A. §13-10-91, public employers shall include in all covered contracts a provision stating the contractor's agreement that, in the event the contractor employs or contracts with a subcontractor in connection with the covered contract, the contractor will secure from such subcontractor attestation of the subcontractor's compliance with O.C.G.A. 13-10-91 by the subcontractor's execution of the subcontractor affidavit and maintain records of such attestation for inspection by the City at any time. Such subcontractor affidavit shall become a part of the contractor/subcontractor agreement.
- (3) Pursuant to O.C.G.A. §13-10-91, public employers shall include in all covered contracts a provision stating the contractor's agreement that, in the event the contractor employs or contracts with a subcontractor that employs or contracts with any sub-subcontractor, the subcontractor will secure from such sub-subcontractor attestation of the sub-subcontractor's compliance with O.C.G.A. 13-10-91 by the sub-subcontractor's execution of the sub-subcontractor affidavit and maintain records of such

attestation for inspection by the City at any time. Such sub-subcontractor affidavit shall become a part of the subcontractor/sub-subcontractor agreement.

- (4) 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.

Forms necessary to ensure compliance with this section are included under *Appendix A* and must be received at the address listed under *Section 1.0* prior to execution of any purchase order or contract.

6.8 Compliance with Laws

The Contractor shall, in performance of work under the Contract, fully comply with all applicable federal, state, or local laws, rules, 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 subcontractors to the same provision. 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.

6.9 Title VI of the Civil Rights Act of 1964

The City of Alpharetta hereby gives public notice that it is the policy of the City to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related statutes and regulations in all programs and activities. It is our policy that no person in the United States of America shall, on the grounds of race, color, national origin, sex, age, or disability be excluded from the participation in, be denied the benefits of or be otherwise subjected to discrimination under any of our programs or activities.

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. Title VI Discrimination Complaint Forms may be obtained from the Title VI Compliance Officer by calling (678-297-6014) or emailing jdrinkard@alpharetta.ga.us.

6.10 (section not used)

6.11 Contract Termination

The City may, by written notice to the Contractor, terminate any resulting contract without cause. The City must give notice of termination to the Contractor at least 14 days prior to the effective date of termination.

City of Alpharetta Disclosure Form and Certificate of Non-Collusion

**DISCLOSURE FORM and CERTIFICATE OF NON-COLLUSION**

Offeror must disclose any possible conflict of interest with any City of Alpharetta (City) elected official and/or employee and if a known relationship exists between any principal or employee of your corporation, firm, team, organization, or person and any City elected official and/or employee. Relationship may consist of financial, personal, or family relations or may be in the form of campaign contributions to elected officials.

If, to your knowledge, no relationship exists, this shall be stated in your response. Failure to disclose such a relationship (or lack thereof) may result in response being declared non-responsive and will not be considered further. If already awarded, may result in cancellation of a purchase and/or contract as a result of your response.

Check one of the following, as it applies to your firm and this request. Use additional forms if needed.

- ☒ **No known relationship exists.** If this box checked, skip to signature and firm information at bottom of form.
- ☐ **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.

Elected Official name and position:	
Amount/Value of Contribution:	
Date and description of Contribution:	
List other Relationship Type and name of City Employee/Official:	

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, 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 state [City] employee to transact business with the agency 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. Transacting business in defined as selling real property, personal property, or services, or purchasing surplus real or personal property.

Firm's Full Legal Name:
(PLEASE TYPE OR PRINT)

A TOW ROSWELL, INC.

Authorized Signature:

Printed Name and Title of Person
Signing

S. PAGE PORTEZ, CEO

Date:

05.07.2018

Firm's Address:

11412 N. FULTON INDUSTRIAL BLVD.

Contact's Email Address:

S. Page Portez, page.portez@atowing.com

**This form must be completed in its entirety, signed by the firm's authorized signer and returned with your response in order for the response to be eligible for consideration.*

Affidavit Verifying Contractor Participation in Federal Work Authorization Program (E-Verify/I-9)



AFFIDAVIT VERIFYING CONTRACTOR PARTICIPATION IN FEDERAL WORK AUTHORIZATION PROGRAM

GEORGIA

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 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:

68922
Federal Work Authorization (E-Verify) User Identification Number

07.2013
Date of Authorization

A. TWIN BROS. INC.
Name of Contractor

PUBLIC SAFETY TOWING CONTRACT, RFQ 18-1001
Name of Project

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

Executed on MAY, 07, 2018 in ALPHARETTA (city), GA (state)

[Signature]
Signature of Authorized Officer or Agent

S. PAGE PORTER, CEO
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE 9 DAY OF May, 2018

[Signature]
NOTARY PUBLIC

My Commission Expires:
April 7 2020



Request for Taxpayer Identification Number and Certification

Form **W-9**
Rev. December 2014
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

1 Name (see instructions) or name of the return filer (name required on this line; do not leave this line blank)
A TOW ROSWELL, INC

2 Do not use name disregarded entity name (different from above)

3 Check appropriate box for federal tax classification. Check only **one** of the following seven boxes.
Individual sole proprietor or single member LLC ☐ Corporation ☒ S corporation ☐ Partnership ☐ Trust estate ☐
Limited liability company. Enter the tax classification: ☐ Corporation ☒ S corporation ☐ Partnership ☐
Note: For a single member LLC that elects to be disregarded, check LLC, check the appropriate box in the line above for the tax classification of the single member owner.
Other (specify classification): _____

4 If exemption code(s) apply, enter the code(s) on this line. See instructions on page 3.
Exempt payee code(s): _____
Exemption from FATCA reporting code(s) if any: _____

5 Address (number, street, and apt. or suite)
11412 N. FULTON INDUSTRIAL BLVD.

6 City, state, and ZIP code
ALPHARETTA, GA 30009

7 Federal and foreign tax identification numbers

8 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 Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number

or

Employer identification number

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

58-2145749

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 on page 3.

Sign
Here Signature of
U.S. person

Date

General Instructions

See *Instructions* for more details to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9, such as legislation enacted after its release date, is available at www.irs.gov.

Purpose of Form

an individual or entity, Form W-9 requests information required to file an information return with the IRS and to claim your correct taxpayer identification number (TIN). The form is for your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN). It is not for use in providing information from the amount paid to you, or other amount reportable on an information return. Examples of information items include, but are not limited to, the following:

- Form 1099-BID (broker's commission) from the sale of mutual funds
- Form 1099-DIV (dividend) from a mutual fund
- Form 1099-INT (interest) from a bank, credit union, or other financial institution
- Form 1099-NEC (non-employee compensation) from a company or other entity
- Form 1099-R (retirement) from a pension, annuity, or other retirement plan
- Form 1099-S (sales) from a real estate transaction
- Form 1099-K (income) from a third party check or other payment

- Form 1099-INT (interest) from a bank, credit union, or other financial institution
- Form 1099-DIV (dividend) from a mutual fund
- Form 1099-NEC (non-employee compensation) from a company or other entity
- Form 1099-R (retirement) from a pension, annuity, or other retirement plan
- Form 1099-S (sales) from a real estate transaction
- Form 1099-K (income) from a third party check or other payment

Use Form W-9 only if you are a U.S. person (defined below) and subject to backup withholding.

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?* on page 3.

By signing the filled-out form, you:

- certify that the TIN you are providing is correct; and you are willing to provide a number to be reported;
- certify that you are not subject to backup withholding, or

A claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, you are also the owner of any partnership income from a U.S. back-up because is not subject to the withholding tax on foreign partners' share of the entity's income from the same.

A certify that FATCA reporting code(s) on this form (if any) indicating that you are exempt from the FATCA reporting code(s). See *What is FATCA reporting code(s)?* on page 3 for further information.

Affidavit Verifying Subcontractor Participation in Federal Work Authorization Program (E-Verify/I-9)



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:

351711

Federal Work Authorization (E-Verify) User Identification Number

06/15/2010

Date of Authorization

Willard Wrecker Service, Inc

Name of Subcontractor

City of Alpharetta Contract

Name of Project

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

Executed on April 30, 2018 in Buford (city), GA (state).

Signature of Authorized Officer or Agent

Jimmy Willard (President)

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS TAG DAY OF APRIL 2018

NOTARY PUBLIC



Form **W-9**

(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Give Form to the requester. Do not send to the IRS.

Willard Wrecker Service, Inc.

2. If a person is turned in regarding a crime, it different from above

3. Each appropriate box for hybrid tax classification check only one of the following seven boxes

... a) desenvolvimento programado e
... na prática ...

Note: For a single member, list the name of the member.

Note: For a single member LLC that is disregarded, the tax classification of the single member controls.

☐ Other (no restriction to any)

5 Address (number, street, and apt. or suite no.)

719 Shadburn Avenue

City, state, and ZIP code

Buford, GA 30518

7 Last two round numbers: here (equivalent)

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 Part I instructions on page 3. For other entities, it's your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number

On

Employer identification number

3	3	-	1	0	7	7	9	7	5
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that

- 2 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

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 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 file the certification, but you must provide your consent. TIN, Reg. 1.6011-1(c)(2)(ii).

Sign

Signature

Date: 4-30-18

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.
Future developments: Noted.

Future developments: Information about developments affecting Form VJ-8 (such as legislation enacted after the release of) is at www.irs.gov/efile

Purpose of Form

An individual's ability to earn W-2 (wages) will be required to file an information return with the IRS (can obtain your correct taxpayer identification number (TIN) if they may be your social security number (SSN), individual taxpayer identification number (ITIN), or joint taxpayer identification number (JTIN), individual taxpayer identification number (ITIN), or joint taxpayer identification number (JTIN), or employee identification number (EIN), to report on an information return (the amount paid to you or other person reportable on an information return). Examples of information returns include, but are not limited to, the following:

- * Form 1099-INT (interest earned on bank)
- * Form 1099-DIV (dividends, including those from stocks or mutual funds)
- * Form 1099-1042 (foreign type of income, profits, interests, or gross proceeds)
- * Form 1042-S (foreign or foreign trust income and certain other transactions by foreign)
- * Form 1099-S (type exceeds that that include foreign income)
- * Form 1099-K (grossed-out card and that partly include that income)

- Form 1088 (dividend payments), Form 1099 (interest/lease interest), 1099-E (dividend)
 - Form 1099-C (capital loss carry)
 - Form 1099-A (acquisition of a substantial interest in real property)
- (Use Form W-9 only if you are a U.S. person (including a regulated alien). In possible use current TBA)
- If you do not submit Form W-9 to the recipient with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.*
- In signing this third-party form, you:
1. Certify that the TIN you are providing is correct for you or you are acting for a member of the household.
 2. Certify that you are not subject to backup withholding on
 3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that he or she is exempt, your alternate source of the purchase price exceeds the U.S. trade or business is not subject to the withholding tax on foreign payee's share of netted, converted income, and
 4. Certify that FATCA (covered) entered on the form of and in stating that you are exempt from the FATCA reporting in current. See What is FATCA reporting? on page 2 for further information.

Affidavit Verifying Sub-Subcontractor Participation in Federal Work Authorization Program (E-Verify/I-9)



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 _____

Local Vendor Certification Form

City of Alpharetta

Local Vendor Certification Form



The City of Alpharetta has enacted an Alpharetta Vendor Preference (a.k.a. Local Vendor Preference) which applies to all formal procurements between \$50,000.01 and \$500,000.00 excluding Public Works Construction Projects (\$100,000.00 and greater), grant funded projects, and other exceptions as set forth in Section III(E) of the Alpharetta Purchasing Policy.

Invitation to Bid (ITB). An Alpharetta Vendor will be given preference in contract award if their responsive and responsible bid is within 3% of the low bid offered by a non-Alpharetta vendor.

Request for Proposal (RFP). An Alpharetta Vendor will be provided a preference of 3% as an evaluation criterion.

Alpharetta Vendors must submit this form with their ITB/RFP to receive the preference.

Qualifications

A person or business entity must meet ALL of the following criteria to qualify as an Alpharetta Vendor. Please check all that apply.

- ☒ Has a permanent place of business with full-time employee(s) within City limits for a minimum of six months prior to the issuance date of any formal solicitation to which the business will be responding. The permanent place of business must distribute goods/services and cannot be a post office box or a residence.
- ☒ Has a valid business license from the City.
- ☒ Is not delinquent on any taxes/fees owed to the City (e.g., property taxes, business license fees, false alarm fees, etc.).

Certification

Business/Company Name:

A TOW ROSWELL, INC

Current Business/Company Address:

11412 N. FULTON INDUSTRIAL BLVD
ALPHARETTA GA 30009

If the business has been located at the above address for less than six months, please provide the previous physical address below:

Previous Business/Company Address:

The place of business identified above employs the following number of full-time employee(s):

18

City of Alpharetta Business License #:

Please provide a copy of your current City of Alpharetta Occupational Tax Certificate Business Registration (a.k.a. Business License) with your ITB/RFP response.

Business Representative Approval/Contact Information

Name (print):

S. PAGE PORTER

Date:

05.07.2018

Position Title:

CEO

Phone #:

404.216.7097

Signature:

E-mail:

page.porter@atowinc.com

This Section is for City Use Only

Qualifications Verification:

Date:

Notice of "No Bid" Form

(NA)

purchasing@alpharetta.ga.usCITY OF ALPHARETTA
NOTICE OF "NO BID"

SOLICITATION # _____

CLOSING/DUE DATE _____

IMPORTANT NOTICE – Please read

It is important to the City of Alpharetta to receive a reply from all invited bidders. There is no obligation to submit a bid, quotation, or proposal.

INSTRUCTIONS:

If you are unable, or do not wish to participate on this bid, quotation, or proposal, please complete this form in full and forward to the City's procurement division at the contact information provided below.

State your reason for not participating by checking the applicable space(s) or by explaining briefly in the space provided. If submitting a Notice of "No Bid", it is not necessary to return any other bid/quotation/proposal information in connection with this solicitation.

1. We do not manufacture/supply the commodity _____
2. We do not manufacture/supply to the specification _____
3. Cannot handle due to present work load _____
4. Quantity/job too large _____
5. Quantity/job too small _____
6. Cannot meet delivery/completion requirements _____
7. Agreements with distributors/dealers do not permit us to sell direct _____
8. Licensing restrictions _____

Other reasons/additional comments: _____

Do you wish to bid on these goods/services in the future? Yes _____ No _____

Firm Name _____

Firm Address _____

Signature of Person Authorized to Bind this Firm _____

Date _____

Typed or Printed Name and Title _____

Phone Number and E-mail Address _____

Email, Fax, or Mail to the Procurement Agent in charge of this solicitation at the contact number/address listed in Section 1.0. Mark the correspondence as "Notice of No Bid".

APPENDIX B: DEFINITIONS OF CERTAIN TERMS

The intent and meaning of the following terms, which may be used throughout the Procurement process, shall be interpreted as follows:

Bid: the response submitted by a Bidder to an Invitation to Bid (ITB) to provide goods or services at the prices quoted.

Bidder: One who submits a response to an ITB.

Bonds:

Bid Bond: An insurance agreement, accompanied by a monetary commitment, by which a third party (the surety) accepts liability and guarantees that the bidder will not withdraw the bid. The bidder will furnish bonds in the required amount and if the contract is awarded to the bonded bidder, the bidder will accept the contract as bid, or else the surety will pay a specific amount. A Bid Deposit may be accepted in lieu of the Bid Bond.

Labor and Materials Bond (Payment Bond): A financial or contractual instrument, issued by a surety that guarantees that subcontractors will be paid for labor and materials expended on the contract. Acceptable forms of payment bonds may include cashier's check, certified check, or irrevocable letter of credit issued by a financial institution; a surety or blanket bond; United States Treasury bond; or certificate of deposit.

Performance Bond: An instrument executed, subsequent to award, by a successful bidder that protects the public entity from loss due to the bidder's inability to complete the contract as agreed. A risk mechanism that secures the fulfillment of all contract requirements. *May be referred to as a Completion Bond.*

Contract: the formal written agreement executed by the City and the Contractor setting forth the obligations of the parties thereunder, including, but not limited to, the performance of the Work/Services and the basis of payment.

Contract Documents: collectively refer to the ITB, RFP, RFQ, or RFQC as issued by the City and including all appendices attached, referenced, and/or incorporated in the request; addenda; and Bid or proposal of awarded contractor including any amendments thereto.

Contractor: the successful Bidder or Offeror to whom (or which) a contract resulting from the ITB, RFP, RFQ, or RFQC is awarded by the City, and who (or which) has executed a formal written contract with the City to furnish goods, services, or construction for an agreed upon price.

DOAS: The State of Georgia's Department of Administrative Services.

Ineligible Vendor List: List maintained by the procurement team of vendors that are not eligible to provide any commodities or services to the City due to non-performance (see Penalties for Non-Performance section for more information). The length of time a vendor remains on the Ineligible Vendor List is dependent upon the severity of the performance problem(s), not to exceed three years.

Invitation to Bid (also known as ITB, Competitive Sealed Bids, Request for Bids, or Bid): The method of procurement when the cost of goods and/or services is \$50,000.01 or greater, where there are clear and defined specifications available, and where cost is the primary basis of award. Evaluation is based solely on the response to the criteria set forth in the Bid document. This process does not include discussion or negotiations with bidders.

Legal Organ: The local newspaper selected for the posting of legal notices and advertisements for the City to reach the most citizens in an economical manner. At the time of this publication, our legal organ is the Alpharetta-Roswell Revue & News.

NIGP: National Institute of Governmental Purchasing whose mission is to develop, support and promote the public procurement profession through premier educational and research programs, professional support, and advocacy initiatives that benefit members and constituents.

Offeror: One who submits a response to a Request for Proposal (RFP).

Procurement Agent: Procurement team member representing the primary public contact for these procurement processes: facilitating, issuing, and receiving Bids, Proposals, and Statements of Qualifications.

Procurement Officer: Finance Director or his/her designee.

Project: the entire services, function, construction, work product, improvement, repairs, deliverables, and/or goods to be performed, provided, and/or supplied as set forth in the ITB, RFP, RFQ, or RFQC and the Contract Documents and as generally described in the title to this ITB, RFP, RFQ, or RFQC.

Proposal: a document submitted by an Offeror in response to an RFP to be used as the basis for evaluation, for negotiations, for entering into a contract.

Request for Proposals (also called Formal Sealed Proposal, RFP or Proposal): The method of procurement when the cost of goods and/or services is \$50,000.01 or greater and where the Competitive Sealed Bid method is neither practical nor advantageous and cost is not the primary consideration. This process does provide for the negotiation of terms, including price, prior to contract award.

Request for Qualifications (also called RFQ, Request for Qualified Contractors, or RFQC): The Formal Request for Qualifications is a prequalification process used to obtain statements of qualifications from contractors prior to issuing the solicitation. An RFQ is often Step 1 of a two-step process followed by an RFP or ITB to be issued only to Providers/Suppliers determined to be Qualified Providers/Suppliers.

Responsible: The contractor has the capacity in all respects to perform fully the contract requirements, and the experience, integrity, perseverance, reliability, facilities, equipment, and credit which will assure good faith performance. Must possess the full capability, including financial and technical, to perform as contractually required. Must be able to fully document the ability to provide good faith performance.

Responsive: The contractor has submitted a Bid/Proposal that conforms in all material respects to the requirements stated in the solicitation document, including all form and substance.

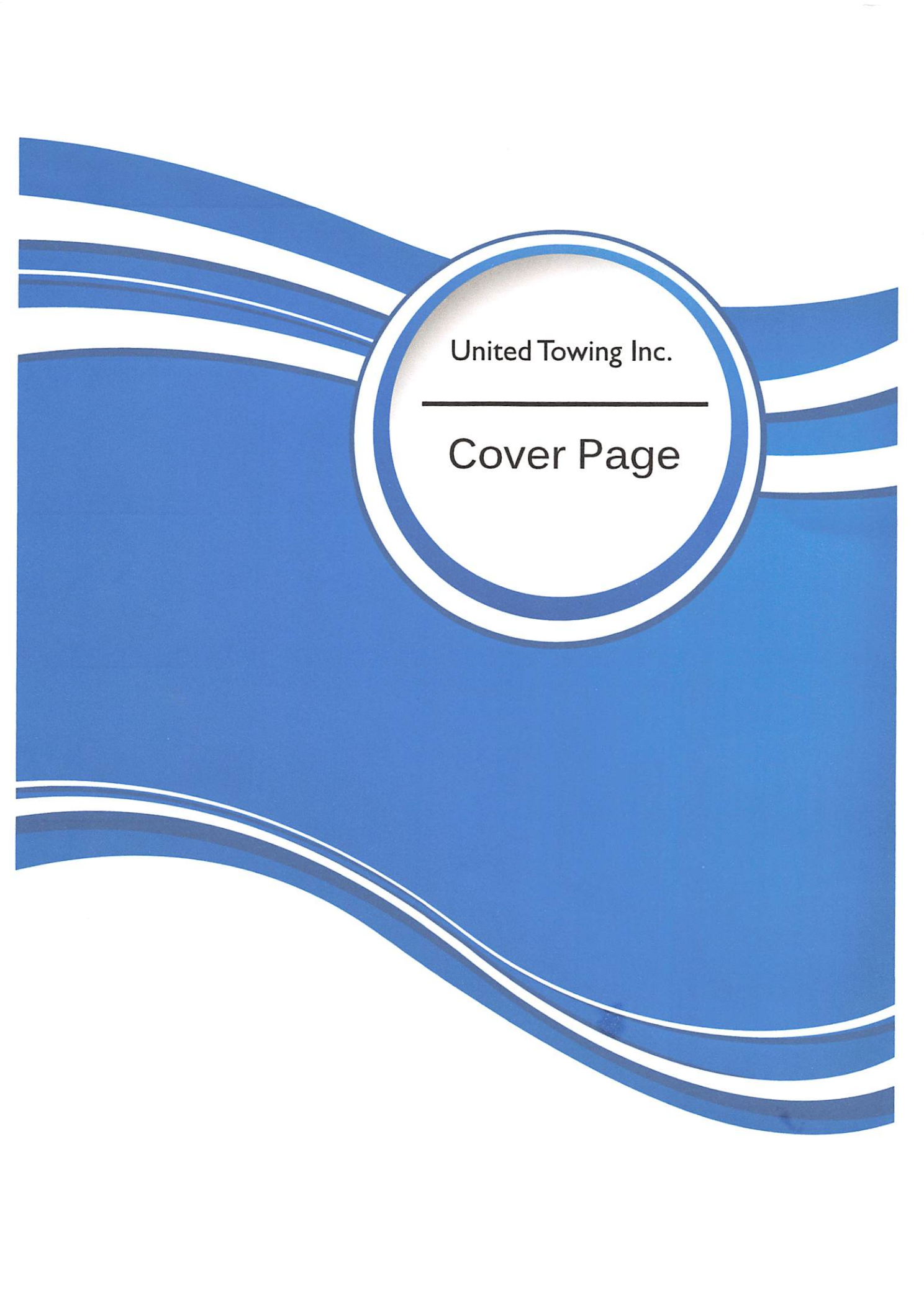
Scope of Work/Project: A detailed, written description of the contractual requirements for materials and services contained within a Competitive Sealed Bid/ Request for Proposal. A well-conceived and clearly written scope serves many purposes including:

- Establishing a clear understanding of what is needed;
- Encouraging competition in the marketplace and promoting economic stimulus;
- Satisfying a critical need of government; and
- Obtaining the best value for the taxpayer.

Specifications: A precise description of the physical or functional characteristics of a product, good, or construction item. A description of goods and/or services. A description of what the purchaser seeks to buy and what a bidder must be responsive to in order to be considered for award of a contract. Specifications generally fall under the following categories: design, performance, combination (design and performance), brand name or approved equal, qualified products list and samples. May also be known as a purchasing description.

Statement of Qualifications (also called SOQ): Response to an RFQC which includes the qualifications of the contractor to provide or supply the requested services.

Work: the furnishing of all labor, materials, equipment, superintendence, and other incidentals necessary or convenient to the successful completion of the Project, including the performance of all services and requirements set forth in the ITB, RFP, RFQ, or RFQC hereof as the Scope of Work or Specification (in accordance with the specifications provided therein), and the carrying out of all obligations, duties, and responsibilities imposed by the Contract Documents in the provision thereof.



United Towing Inc.

Cover Page

CITY OF ALPHARETTA
REQUEST FOR QUALIFICATIONS (RFQ)
(THIS IS NOT AN ORDER)



Finance Department
2 Park Plaza
Alpharetta, GA 30009
P: (678) 297-6052
F: (678) 297-6093
purchasing@alpharetta.ga.us

RFQ TITLE: PUBLIC SAFETY TOWING CONTRACT

RFQ #: 18-1001

RFQ RESPONSE DUE DATE/TIME: MAY 10, 2018 AT 10:00AM

RFQ ISSUE DATE: APRIL 19, 2018

NUMBER OF PAGES: 36 PAGES

CONTACT INFORMATION

Procurement Agent and RFQ Contact: Stephanie Cochran

City of Alpharetta
Finance Department
Budget & Procurement Team
2 Park Plaza
Alpharetta, GA 30009

Phone: 678-297-6052
FAX: 678-297-6093
Email: purchasing@alpharetta.ga.us
Website: <https://www.ebidexchange.com/alpharetta>

INSTRUCTIONS TO CONTRACTORS CITY HALL HOURS OF OPERATION FOR RECEIPT OF DELIVERIES: MON-THURS 8:30 AM – 5:00 PM;
FRI 8:30 AM – 4:30 PM

RETURN SEALED QUALIFICATIONS TO: **EXTERIOR OF SEALED ENVELOPE/PACKAGE MUST NOTE:**

CITY OF ALPHARETTA
FINANCE DEPARTMENT
CITY HALL 1ST FLOOR GREETER STATION
2 PARK PLAZA
ALPHARETTA, GA 30009
ATTN: STEPHANIE COCHRAN

Offeror's Name and Address
RFQ Title & Number as noted on top of this page
RFQ Due Date & Time as noted on top of this page
(or as may be changed by Official Written Addendum)

SPECIAL INSTRUCTIONS:

THIS PAGE MUST BE COMPETED, SIGNED, AND RETURNED WITH EACH RESPONSE

By signing and returning this form with a Statement of Qualifications, the authorized signer and represented firm have read, understand, and agree to information within this Request for Qualifications:

Firm/Contractor Name: United Towing Inc.

Firm/Contractor Mailing Address: 1160 Tidwell Road Alpharetta, Ga. 30004

Firm/Contractor Phone Number(s): Main: 770-751-0581 Police Line: 770-667-5070

Firm/Contractor FAX Number(s): 770-667-4989

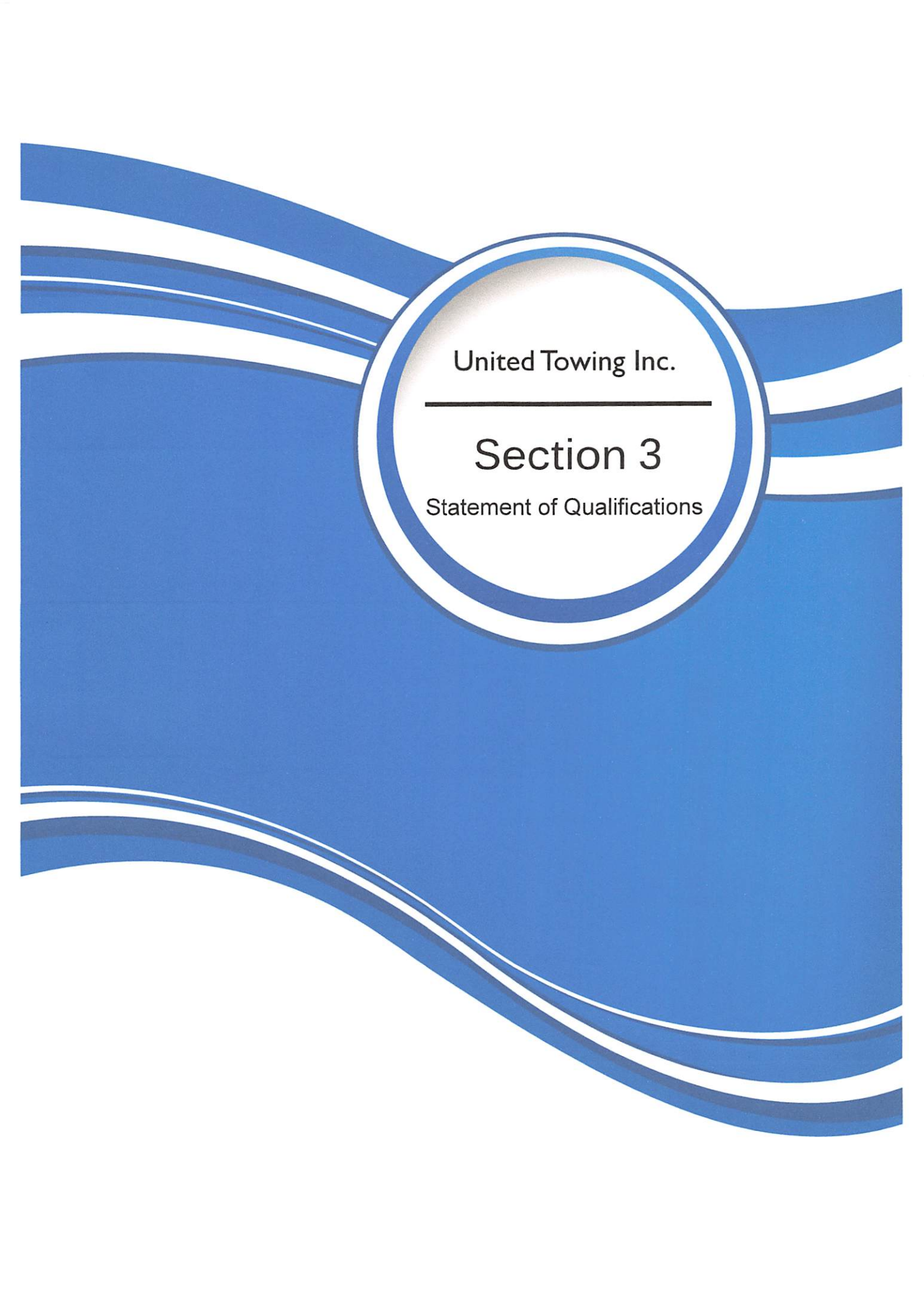
Email Address for Contractor's Contact: unitedtowing16@yahoo.com

Authorized Contractor Signature: Angela Sibley

Printed Name of Signer: Angela Sibley

Contractor Federal I.D. Number: 58-1767895

Contractor DUNS Number: 780451316



United Towing Inc.

Section 3

Statement of Qualifications

United Towing Inc.

1160 Tidwell Road Alpharetta, Ga. 30004

Angela Sibley

Office: 770-751-0581 Fax: 770-667-4989

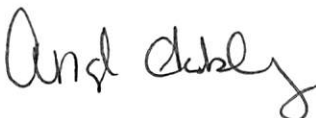
unitedtowing16@yahoo.com

United Towing has serviced the Alpharetta and surrounding areas since December 1986. For thirty one years we have provided services similar to those in the RFQ. Our family owned and operated organization is proud to provide emergency towing services for several local police departments. We have over four-hundred accounts with local dealerships, auto repair shops, garbage companies, construction companies, delivery and moving companies, and EMS, many of whom we have been servicing their towing needs since 1986. The majority of our business comes from repeat customers. Our customers trust us and have confidence that our owners are hands on and utilize state of the art equipment to handle their vehicles and equipment.

United Towing provides quality service 24/7 every day of the year. We employ a diverse range of specialized equipment and experienced staff to complete any assignment – from a jumpstart to a heavy recovery on an over-turned tractor trailer. We have stand-by-crews and equipment available 24/7 so that we can meet any emergency situation. We have all equipment on site in order to best serve our community with efficient and professional service. We specialize in difficult recoveries, for example, vehicles or boats submerged in lakes or rivers, small aircraft recoveries, vehicles, tractor trailers, large equipment that are in difficult and dangerous situations. We are well known for our difficult recovery capability. We receive many recommendations for this service from other tow companies and insurance companies often request our assistance.

The storage facility for United Towing is located at 1160 Tidwell Road, which is five miles from the City's Public Safety Department at 2565 Old Milton Pkwy. We are located on seven and half acres, which is secured with chain link fencing with bar wire topping, electric gates, 24/7 camera surveillance, and adequate lighting to discourage theft, damage, or malicious mischief. We have an area for storage of City vehicles at no additional charge to the city. We also have inside storage available for vehicles under investigation and we have equipment on site to reconstruct the help investigators reconstruct the scene of an accident that maybe under investigation. Our office personnel understands the importance of vehicles that have holds placed on them and always coordinates with the police department. We understand the importance of record keeping and the procedures to follow for releasing of vehicles and/or property.

Sincerely,



Angela Sibley

United Towing Inc.

1160 Tidwell Road Alpharetta, Ga.30004
770-751-0581 unitedtowing16@yahoo.com

References

Forsyth County Sheriff's Department

June 1999 to Present Date

Contact: Sheriff Ron Freeman Telephone: 770-781-2222

United Towing provides services to Forsyth County Sheriff's Department in the county or wherever they may need us to respond.

The services we provide for Forsyth County Sheriff's Department are:

- Removal of wrecked and disabled vehicles or equipment of any kind from the roadways or any county property that the Forsyth County Sheriff's Department request us to.
- Comply with all applicable laws regarding removal of debris and fluids from roadways.
- Maintain equipment and sufficient labor force, on a 24-hour day basis every day of the year.
- Provide specialized heavy duty recovery. We aid in extrication and stability when it's difficult for the fire department to get to the victim.
- Maintain an area for storage of towed vehicles and equipment that is secured against free entry and gives security to property entrusted to our care by the Forsyth County Sheriff's Department.
- Process impoundment paperwork and maintain compliance with all requirements for the laws of towing and impoundment.
- Coordinate with the personnel at Forsyth County Sheriff's Department on managing vehicles with holds and seized vehicles.

City of Milton Police Department

December 2006 to Present Date

Contact: Honor Motes Telephone: 678-242-2500

United Towing provides services to City of Milton in the city or wherever they may need us to respond.

The services we provide for the City of Milton are:

- Removal of wrecked and disabled vehicles or equipment of any kind from the roadways or any county property that the City of Milton request us to.
- Comply with all applicable laws regarding removal of debris and fluids from roadways.
- Provide towing of any city owned vehicle or equipment at no charge to the City of Milton.
- Maintain equipment and sufficient labor force, on a 24-hour day basis every day of the year.
- Maintain an area for storage of towed vehicles and equipment that is secured against free entry and gives security to property entrusted to our care by the City of Milton.
- Process impoundment paperwork and maintain compliance with all requirements for the laws of towing and impoundment.
- Coordinate with the personnel at the City of Milton on managing vehicles with holds and seized vehicles.

United Towing Inc.

1160 Tidwell Road Alpharetta, Ga. 30004
770-751-0581 unitedtowing16@yahoo.com

City of Johns Creek Police Department

February 2007 to Present Date

Contact: John Henderson Telephone: 678-512-3233

We provide services to City of Johns Creek in the city or wherever they may need for us to respond.

The services we provide for the City of Johns Creek are:

- Removal of wrecked and disabled vehicles or equipment of any kind from the roadways or any city property that the City of Johns Creek request us to.
- Comply with all applicable laws regarding removal of debris and fluids from roadways.
- Provide towing of any city owned vehicle or equipment at no charge to the City of Johns Creek.
- Maintain equipment and sufficient labor force, on a 24-hour day basis every day of the year.
- Provide specialized heavy duty recovery. We aid in extrication and stability when it's difficult for the fire department to get to the victim.
- Maintain an area for storage of towed vehicles and equipment that is secured against free entry and gives security to property entrusted to our care by the City of Johns Creek.
- Process impoundment paperwork and maintain compliance with all requirements for the laws of towing and impoundment.
- Coordinates with the City of Johns Creek personnel on managing vehicles with holds and seized vehicles.

Georgia Towing and Recovery Incentive Program (TRIP)

January 2009 to Present Date

Contact: Jeff Corbin Telephone: 678-730-7417

United Towing provides services for the TRIP program on 400 from Exit 5a-5b (Abernathy Road Dunwoody/Sandy Springs to Exit 14 GA 20 Buford/Cumming

The services we provide are:

- Prompt, predictable response time and 24/7 equipment availability
- Provide 35 ton heavy duty wreckers, 40 ton rotator, and 50 ton recovery wreckers with all equipment needed for any type of heavy duty vehicle incidents and recoveries.
- Provide a support truck and trailer with an extensive array of equipment and full traffic control and fluid spill mitigation capability.
- Provide all cleanup and disposal of any loads that maybe damaged during accident.
- Provide other specialized heavy equipment such as loaders, bobcats, landoll trailer, bus and equipment trailer, and sand spreader capable truck.
- Provide fully trained operators with industry certification in advanced heavy towing and recovery as well as MUTCD traffic control and Hazardous Material awareness.

United Towing Inc.

1160 Tidwell Road Alpharetta, Ga. 30004
770-751-0581 unitedtowing16@yahoo.com

Dawson County Sheriff's Office

March 2016 to Present Date

Contact: Sheriff Jeff Johnson Telephone: 706-344-3535

We are one of three towing services on heavy duty and extra heavy duty rotation. The services we provide for Dawson County Sheriff's Office are:

- Provide heavy duty towing and recovery for roll-overs, winch-outs, and accident recoveries.
- Provide all cleanup and disposal of any loads that maybe damaged during accident.

United Towing Inc.

1160 Tidwell Road Alpharetta, Ga. 30004

Angela Sibley

Office: 770-751-0581 Fax: 770-667-4989

unitedtowing16@yahoo.com

Presently, United Towing is the only certified TRIP Company in the City of Alpharetta, Sandy Springs, and Forsyth County. Our onsite extensive equipment can clear virtually any scene, and includes:

- One emergency response trailer with highway control boards which is stocked with MUTCD traffic control devices, chain saws, axes, high pressure air cushions, recovery straps, shovels, brooms, spill/leak kits, anything we may need to successfully recover any scene.
- One-self-contained pickup with trailer mounted sand spreader for large spills.
- One-40 ton extra heavy duty rotator,
- Two-50 ton extra heavy duty wreckers,
- One-35 ton heavy duty wrecker,
- One-30 ton heavy duty wrecker,
- One-20 ton medium duty wrecker,
- Two-16 ton medium duty wreckers,
- Two- 12 ton medium duty wheel lift wreckers,
- One-4 ton light duty wheel lift wrecker
- Fourteen- Flatbed wreckers with 5 ton or better towing capacity.
- One- 30 ton landoll lowboy trailer,
- One- 50 ton bus trailer and equipment trailer.
- One- 39' enclosed trailer
- One- 4-horse trailer to aid in any horse or animal rescue
- several pieces of equipment to aid in cleanup such as bobcats, loader, and forklift to help aid in roadway clearance

We are extremely proud of our team. We have a sterling reputation for reliability, promptness, and most important honesty. We take our towing business very seriously and we make sure we take the time to professionally train and certify our towing operators on the latest towing and recovery skills. Our Towing Operators are Wreckmaster trained and certified, and has a combined experience of 165 years in towing and recovery. Our operators attend yearly training in Traffic Incident Management, MUTCD traffic control, flagger training, hazmat training, and we attend multi-agency training exercises or practice drills with local fire

United Towing Inc.

1160 Tidwell Road Alpharetta, Ga. 30004

Angela Sibley

Office: 770-751-0581 Fax: 770-667-4989

unitedtowing16@yahoo.com

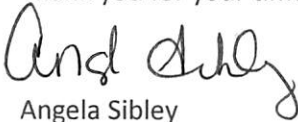
departments and other Metro Atlanta response agencies. In addition to On-going training, our operators are required to pass a criminal background check and we conduct DOT compliant pre-hire and random drug and alcohol tests.

Our dispatchers are professional and courteous to all customers. We treat every customer with respect, empathy, patience and consistency. Their job supports our towing, impound, emergency response, and recovery services. As a result there are pressure points and challenges that require them to be able to make multiple correct decisions under pressure. We have a great team of dispatchers that are able to take calls for towing stranded motorist, police impounds, and accidents. Coordinate and dispatch multiple drivers. Take incoming calls for impound release questions that relate specifically to the laws relating to towing and impoundment. Process impoundment paperwork and maintain compliance with all requirements for the laws of towing and impoundment. Perform releases for impounded vehicles with potentially demanding and challenging customers at times. The dispatch staff is trained to recognize needs and solve problems through challenging situations with grace and professionalism.

We use a professional-level towing management software which makes dispatching emergency calls easier, faster and more reliable. We can view and dispatch all our jobs and trucks on a map in real-time. Send and receive job information to the driver's phone immediately. All of our calls are timestamped with the time the call was received, the time that the driver is in route, the time the driver arrives on scene, the time the driver is loaded and leaving the scene as well as the time the driver finishes the call. The map in real-time helps our dispatch get the closest available wrecker to an emergency call quicker and more efficiently.

We have twenty-six lines coming through our office and we receive an average of 420 calls per day. Therefore we have a line dedicated only to police departments. When any police department calls that dedicated line our dispatchers hear a siren and they know to answer that line immediately. If for some reason there is outage at our office with phones then the phones will automatically ring to a manager's cell phone. Emergency calls are our priority and we are continuously looking for ways to improve.

Thank you for your time and consideration,



Angela Sibley

3.4.5 Offeror's Employed/Contracted Drivers: Offeror shall also use the table below to fill in the required information for each driver employed, or contracted, by Offeror's company. Any, or all, employees with a driver's license history deemed unacceptable by Alpharetta Department of Public Safety could result in offeror being disqualified from consideration.

Name	Driver's License #	Expiration Date
Aaron Corum	050738514	08/15/2019
Brantly Musgrave	056399704	04/18/2021
Dan Kelly	057310054	01/03/2024
Donald McClure	050281972	04/08/2019
Donnie Nichelson	053654593	07/05/2025
Donnie Hunter	071776607	08/22/2025
Dwayne Smith	056177351	10/19/2018
Earl Pugh	025959950	10/01/2024
Isaac Kimbrell	055060418	07/20/2020
James Olson	053662344	01/30/2019
Jeffrey King	051557074	02/02/2025
Jeffrey Carder	028479665	05/07/2018
Joseph Nichelson	049682823	09/09/2019
Matthew Able	053950303	02/18/2019

3.4.5 Offeror's Employed/Contracted Drivers: Offeror shall also use the table below to fill in the required information for each driver employed, or contracted, by Offeror's company. Any, or all, employees with a driver's license history deemed unacceptable by Alpharetta Department of Public Safety could result in offeror being disqualified from consideration.

Name	Driver's License #	Expiration Date
Max Watts	052923308	07/15/2024
Miles Welling	054325173	05/04/2024
Raymond Blackburn	970078607	12/13/2020
Ricky Bennett	053544841	09/04/2022
Ricky Castleberry	051037084	09/20/2025
Scott Sibley	032335520	04/05/2024
Steven Williamson	050990365	07/19/2018
Steven Carrier	051745797	01/24/2023
Terry Harris	056113267	11/18/2020



Pictures of a few of our trucks



United Towing Inc.

Appendix A

Standard Forms

City of Alpharetta Disclosure Form and Certificate of Non-Collusion



DISCLOSURE FORM and CERTIFICATE OF NON-COLLUSION

Offeror must disclose any possible conflict of interest with any City of Alpharetta (City) elected official and/or employee and if a known relationship exists between any principal or employee of your corporation, firm, team, organization, or person and any City elected official and/or employee. Relationship may consist of financial, personal, or family relations or may be in the form of campaign contributions to elected officials.

If, to your knowledge, no relationship exists, this shall be stated in your response. Failure to disclose such a relationship (or lack thereof) may result in response being declared non-responsive and will not be considered further. If already awarded, may result in cancellation of a purchase and/or contract as a result of your response.

Check one of the following, as it applies to your firm and this request. Use additional forms if needed:

- ☒ **No known relationship exists.** *If this box checked, skip to signature and firm information at bottom of form.*
- ☐ **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.*

Elected Official name and position:	
Amount/Value of Contribution:	
Date and description of Contribution:	
List other Relationship Type and name of City Employee/Official:	

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; 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 state [City] employee to transact business with the agency 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. Transacting business is defined as selling real property, personal property, or services, or purchasing surplus real or personal property.

Firm's Full Legal Name:
(PLEASE TYPE OR PRINT)

United Towing, Inc.

Authorized Signature:

Angela Sibley

Printed Name and Title of Person

Signing:

Angela Sibley CFO

Date:

05/08/2018

Firm's Address:

1160 Tidwell Road Alpharetta, Ga. 30004

Contact's Email Address:

unitedtowing16@yahoo.com

**This form must be completed in its entirety, signed by the firm's authorized signer and returned with your response in order for the response to be eligible for consideration.*

Affidavit Verifying Contractor Participation in Federal Work Authorization Program (E-Verify/I-9)



AFFIDAVIT VERIFYING CONTRACTOR PARTICIPATION IN FEDERAL WORK AUTHORIZATION PROGRAM

GEORGIA

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 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:

266387

Federal Work Authorization (E-Verify) User Identification Number

10/01/2009

Date of Authorization

United Towing, Inc.

Name of Contractor

Public Safety Towing Contract

Name of Project

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

Executed on May, 8, 2018 in Alpharetta (city), Ga (state).

Angela Sibley
Signature of Authorized Officer or Agent

Angela Sibley CFO
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE 8th DAY OF May, 2018.

Alita M. Loudermilk
NOTARY PUBLIC

My Commission Expires:

May 3 2020

ALITA M. LOUDERMILK
NOTARY PUBLIC
Forsyth County
State of Georgia
My Comm. Expires May 3, 2020

Request for Taxpayer Identification Number and Certification

Form W-9 (Rev. December 2014) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification	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. United Towing Inc		
2 Business name/disregarded entity name, if different from above		
3 Check appropriate box for federal tax classification; check only one of the following seven boxes: ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ ☐ Other (see instructions) ▶ ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.		
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (applies to accounts maintained outside the U.S.)		
5 Address (number, street, and apt. or suite no.) 1160 Tidwell Road		Requester's name and address (optional)
6 City, state, and ZIP code Alpharetta, Ga. 30004		
7 List account number(s) here (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 Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3. Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.		
Social security number 		or Employer identification number
Social security number 		or Employer identification number
Part II Certification Under penalties of perjury, I certify that:		
1. 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 2. 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 3. I am a U.S. citizen or other U.S. person (defined below); and 4. 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 on page 3.		
Sign Here	Signature of U.S. person ▶	Date ▶ 5/8/18
General Instructions Section references are to the Internal Revenue Code unless otherwise noted. Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9 . 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 <i>What is backup withholding?</i> on page 2. By signing the filled-out form, you: 1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued). 2. Certify that you are not subject to backup withholding, or 3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and 4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See <i>What is FATCA reporting?</i> on page 2 for further information.		



CITY OF ALPHARETTA
RECORD OF RECEIPT of REQUEST for QUALIFICATIONS

This record serves to acknowledge the receipt of qualifications in response to a public offering by the City of Alpharetta. Information concerning the content of each statement of qualification (SOQ) is not available for public viewing until the contract award is made by the City of Alpharetta Council.

RFQ #: 18-1001

Due Date: May 10, 2018

RFQ NAME: Public Safety Towing Contract

Due Time: 10:00 AM

	OFFEROR NAME (as noted on proposal package)	DATE RECEIVED	TIME RECEIVED	NOTATIONS
1	United Towing, Inc.	5/9/2018	12:44 PM	
2	A-Tow Roswell, Inc.	5/10/2018	8:34 AM	
3	Your Tow Truck Company	5/10/2018	10:33 AM	Late - will not be evaluated
4				
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12				
13				
14				
15				

Procurement Website: <https://www.ebidexchange.com/alpharetta>



2 PARK PLAZA
ALPHARETTA, GA 30009
PHONE: 678.297.6000
WWW.ALPHARETTA.GA.US

To: Mayor and Council
From: Bob Regus
Date: June 13, 2018

Mayor and Council,

This is written to request the confirmation of your approval in executive session on June 4, 2018 of the purchase of approximately 27,000 square feet of property located adjacent to the Alpharetta Community Center. The location of the property is 191 Roswell Street and is owned by Mr. Dan Gibson.

The history with the City and Mr. Gibson and this property goes back to 2007 and the City and Mr. Gibson came to an agreement in 2010, yet the agreement could not be consummated. Recently Mr. Gibson approached the City again and through several meetings with staff and then executive sessions with Mayors and Councils, you approved the agreement June 4, 2018 in executive session.

191 Roswell Street is almost an acre of land with a 2,200 square foot structure at the front of the property. The agreement calls for Mr. Gibson to retain the front 16,000 square feet and the structure. The City will purchase the remaining approximately 27,000 square feet. The site was appraised back in 2007 with the structure and property to be retained by Mr. Gibson valued at \$225,000 and the remaining property valued at \$203,000 for a total valuation of \$428,000.

This agreement calls for the City to pay Mr. Gibson \$70,000, provide the appropriate documents to Mr. Gibson for a \$30,000 non-cash contribution, and to allow Mr. Gibson a curb cut from the Community Center parking lot to his property.

Any questions please let me know.

A handwritten signature in cursive script, appearing to read "Bob Regus".

MAYOR
JIM GILVIN

MAYOR PRO TEM
DONALD F. MITCHELL

COUNCIL MEMBERS
JASON BINDER
BEN BURNETT
JOHN HIPES
DAN MERKEL
KAREN RICHARD

CITY ADMINISTRATOR
ROBERT J. REGUS



City Council Meeting & Public Hearing STAFF REPORT

Submitting Department: City Clerk

Submitted By:

Meeting Date: June 18, 2018

I. AGENDA ITEM TITLE: BOARD OF ETHICS APPOINTMENTS (BINDER)

II. RECOMMENDATION:

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

IV. REPORT IN BRIEF:

V. ALTERNATIVES:

VI. ATTACHMENTS: