



CITY COUNCIL MEETING MAY 13, 2019

ALPHARETTA CITY HALL
EXECUTIVE CONFERENCE ROOM #318
2 PARK PLAZA
12:00 PM

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE TO THE FLAG
- IV. CONSENT AGENDA
 - A. Council Meeting Minutes (Meeting of 5-6-2019)
- V. WORKSHOP
 - A. Presentation And Discussion: Recommended Fiscal Year 2020 Budget
- VI. PUBLIC COMMENT
- VII. REPORTS
- VIII. ADJOURNMENT



CITY COUNCIL MEETING STAFF REPORT

Submitting Department: City Clerk
Submitted By: Erin Cobb
Meeting Date: May 13, 2019

I. AGENDA ITEM TITLE: COUNCIL MEETING MINUTES (MEETING OF 5-6-2019)

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:

City Council Meeting draft minutes 5-6-19



City Council Meeting
May 6, 2019
Office of the City Clerk
ALPHARETTA CITY HALL
COUNCIL CHAMBERS
2 PARK PLAZA

This summary is provided as a convenience and service to the public, media and staff. It is not the intent to record proceedings verbatim. Any reproduction of this summary must include this notice. Public comments are noted as heard by Council, but not quoted or paraphrased. This document includes limited presentation by Council and invited speakers in summary form. This is not an official record of the Alpharetta City Council Meeting proceedings. Official Minutes are recorded and available for review.

I. CALL TO ORDER

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

II. ROLL CALL

- Council Members
 - o Mayor Jim Gilvin
 - o Mayor Pro Tem Donald F. Mitchell
 - o Jason Binder
 - o Ben Burnett
 - o John Hipes
 - o Dan Merkel
 - o Karen Richard
- Staff
 - o Bob Regus, City Administrator
 - o Sam Thomas, City Attorney
 - o James Drinkard, Asst. City Administrator
 - o Peter Sewczwicz, Director of Public Works
 - o John Robison, Director of Public Safety
 - o Morgan Rodgers, Director of Recreation, Parks & Cultural Services
 - o Kathi Cook, Director of Community Development
 - o Eric Graves, Senior Transportation Engineer/Planner
 - o Tom Harris, Director of Finance
 - o Shawn Mitchell, Budget & Procurement Manager
 - o Randy Bundy, Director of Information Technology
 - o Cris Randall, Director of Human Resources

III. PLEDGE TO THE FLAG

IV. PROCLAMATIONS AND PRESENTATIONS

A. Older American's Month Proclamation

- Members from the Alpharetta Golden Age Club came forward to accept the "Older American's Month" Proclamation.

B. Public Service Recognition Week

- City Administrator, Bob Regus, and Human Resources Director, Cris Randall, came forward to accept the "Public Service Recognition Week" Proclamation. Additionally, Mayor Gilvin recognized all of the City of Alpharetta Staff for their hard work and dedication serving our community.

V. CONSENT AGENDA

A. Council Meeting Minutes (Meeting of 4/22/2019)

B. Alcoholic Beverage License Applications

- PH-19-AB-09 The Savory Gourmet LLC
 d/b/a Savory Gourmet LLC
 50 Canton St. Suite 110
 Alpharetta, GA 30009

 Restaurant
 Consumption on
 Premises Beer,
 Wine, Sunday
 Sales

 Owner: Carolyn
 Robinson Registered
 Agent: Beth Johnson
- PH-19-AB-10 FABS Family Restaurant, Inc.
 d/b/a Ippolito's Italian Restaurant
 12850 Alpharetta Hwy #2500
 Alpharetta, GA 30004

 Restaurant
 Consumption on Premises
 Beer, Wine, Liquor, Sunday Sales

 Owner: Daniel Smith
 Registered Agent: Kimberly B. Smith
- PH-19-AB-11 CP Georgia Ln LLC
 d/b/a Hilton Garden Inn Atlanta North Point
 10975 Georgia Lane
 Alpharetta, GA 30022

Hotel
Consumption on Premises
Beer, Wine, Liquor, Retail Package
Sales Sunday Sales

Owner: CP Georgia Ln LLC
Registered Agent: Michael
Sard

C. Financial Management Report: Month Ending March 31, 2019

- ❖ Council Member Merkel offered a motion to approve the consent agenda
- The motion received a second from Council Member Richard
- The motion was approved unanimously (7-0)

VI. PUBLIC HEARING

A. PH-19-03 City of Alpharetta Capital Improvement Element

- Senior Transportation Engineer/Planner, Eric Graves, came forward to present this item.
- Staff recommends Mayor and Council approve the Resolution authorizing the transmittal of the 2018-2019 Capital Improvement Element and Annual Report to the Atlanta Regional Commission and the Georgia Department of Community Affairs.
- The Georgia Planning Act of 1989 (The Act) requires that local governments keep their Comprehensive Plans current as a pre-requisite for maintaining Qualified Local Government status, a requirement for eligibility for receipt of State of Georgia funds. The Act requires that local governments provide annual updates to their Capital Improvement Element (CIE), prepared in accordance with the Minimum Planning Standards and Procedures and the Development Impact Fee Compliance Requirements.
- The CIE is designed to provide insight into key infrastructure and public improvement projects being undertaken and completed by local jurisdictions. The Annual Report details on an annualized basis the collection and use of funds derived from impact fees. Together these documents provide a means of tracking local government performance and serve as a tool for measuring progress with respect to achieving community goals as outlined in the Comprehensive Plan.
- The City of Alpharetta is required to transmit its annual update of the Capital Improvement Element to the Atlanta Regional Commission for review prior to Council adoption.
- City Attorney, Sam Thomas, read the Resolution aloud.

Public Comment:

- No Public Comment

- ❖ Council Member Richard offered a motion to approve PH-19-03 City of Alpharetta Capital Improvement Element and the Resolution authorizing the transmittal of the 2018-2019 Capital Improvement Element and Annual Report to the Atlanta Regional Commission and the Georgia Department of Community Affairs.
- The motion received a second from Mayor Pro Tem Mitchell
- The motion was approved unanimously (7-0)

VII. OLD BUSINESS

A. Safe Hotels Ordinance (2nd Reading)

(NOTE: This item was tabled at the 3-4-2019 Council Meeting and must be removed from the table to be discussed)

- ❖ Council Member Binder offered a motion to remove from the table
 - The motion received a second from Council Member Richard
 - The motion was approved (5-2); Council Member Hipes and Council Member Merkel voting in opposition
- City Administrator, Bob Regus, came forward to present this item.
- City Administrator, Bob Regus, presented the following changes made since the first reading of the Safe Hotels Ordinance (changes are in red):
 - o Page 2: Calls for service shall not include calls resulting from a mass casualty event or calls relating to fire alarms, warrants, transportation by the APS, training, police escorts, traffic stops, maintenance, security checks initiated by APS, or calls initiated by off-duty officers hired by the hotel to provide security.
 - o Page 3: ~~{C} The Department of Public Safety, in conjunction with the Alpharetta Convention & Visitors Bureau, shall develop and implement a Safe Hotels Certification Program for operations/managers of hotels. All such managers shall attend and obtain certification annually.~~
 - o Page 3: ~~(D)~~ In order to defray the annual regulatory costs associated with the implementation of the City's Safe Hotels Program, including inspections, safety improvement recommendations ~~certification~~ and excess calls for service, the following annual permit fees are established:
 - o Page 3: Tier One Fee \$ N/A
 - o Page 4: Tier One: A hotel that has a call for service ratio (as defined in Section 2), equal to or less than 530% (For example, a hotel with 100 rooms that has 530 or less calls for service on an annualized basis by calendar year, is a Tier One hotel).
 - o Page 4: Tier Two: A hotel that has a call for service ratio in excess of 530%, but equal to or less than 7542%.

- o Page 4: Tier Three: A hotel that (1) either has a call for service ratio in excess of ~~75~~42%; or (2) has been in Tier Two or Tier Three (or a combination of Tier Two and Three for at least the two prior calendar years, and has not been in Tier One at any point during that time period.)
- o Page 6: **Sec. 8. Reward Program: Each hotel employee who makes a public safety call that results in an arrest shall receive a reward of up to \$200.00, at the discretion of the Public Safety Department. In addition, the Public Safety Department may provide additional non-monetary reward recognition. Rewards shall be funded from fees generated pursuant to Sec. 3(c).**
- Director of Public Safety, John Robison, came forward to address questions from Mayor and Council.
- City Attorney, Sam Thomas, read the Ordinance aloud.

Public Comment:

- Valerie Manley, 5140 Southlake Drive, Alpharetta, came forward in support of this item.
- Don Nahser, 305 Karen Drive, Alpharetta, came forward in support of the item, however he suggested that the item be tabled in order to further discuss the details of the Ordinance. Additionally, he requested that the hotel tier system be available to the public, in order to better educate them on which hotels have the lowest and/or highest crime rate.
- ❖ **Council Member Burnett offered a motion to adopt the Safe Hotels Ordinance with the following changes:**
 - o In Section 3: Part C: Tier Two; change \$1,500.00 to \$1.00
 - o Eliminating the need for an off-duty officer for Tier Two hotels
 - o In Section 6: Part A: change the requirements of a Tier Three hotel to hiring an off-duty officer only between the hours of 9:00 pm to 3:00 am; 7 days a week
- The motion received a second from Council Member Binder
- Council Member Richard offered a friendly amendment to exclude emergency medical calls from the ratio of calls for service
- Council Member Burnett accepted the friendly amendment made by Council Member Richard
- Council Member Binder offered two friendly amendments (also previously presented by City Administrator, Bob Regus):
 - o Update Section 4, Tier One as follows: A hotel that has a call for service ratio (as defined in Section 2) equal to or less than ~~53~~0 % (For example, a hotel with 100 rooms that has ~~53~~0 or less calls for service on the annualized basis by calendar year, is a Tier One hotel)
 - o Update Section 4, Tier Two as follow: A hotel that has a call for service ratio in excess of 30%, but equal to or less than ~~75~~42%

- Council Member Burnett accepted the friendly amendments made by Council Member Binder
- Mayor Pro Tem Mitchell offered two friendly amendments:
 - o Update Section 4, Tier Two and Tier Three hotels should be required to obtain a copy of the ID and vehicle tags of customers
 - o Additionally, a mandatory review of this Ordinance will take place, after the Ordinance has been in effect for one year
- Council Member Burnett accepted the friendly amendments made by Mayor Pro Tem Mitchell
- Council member Hipes offered a substitute motion to table the item in order to evaluate the substantial changes made to the Ordinance
- The motion received a second from Council Member Merkel
- The motion to table failed (3-4); Council Member Merkel, Mayor Pro Tem Mitchell, and Council Member Hipes voting yes
- ❖ Council Member Burnett offered a motion to adopt the Safe Hotels Ordinance including the changes and friendly amendments listed in the motions
 - The motion received a second from Council Member Binder
 - The motion was approved (4-3); Mayor Gilvin, Council Member Merkel, and Council Member Hipes voting in opposition

VIII. NEW BUSINESS

A. Approval of Resolution and Grant Application Request for 2019 Bullet Proof Vest Grant.

- Director of Public Safety, John Robison, came forward to present this item.
- Staff recommends Mayor and Council approve the Resolution for the submission of a grant application to the U.S. Department of Justice for the purchase of ballistic vests.
- The Department of Public Safety is requesting approval to submit a grant application for the Bureau of Justice Assistance (BJA) 2019 Bullet Proof Vest Grant in the amount of \$22,862. There is a 50% match requirement from the City totaling \$22,862. If awarded, total funding for this initiative (grant and match components) will be \$45,724.
- The Bulletproof Vest Partnership (BVP) program is an initiative of the U.S. Department of Justice to help law enforcement agencies purchase body armor for its officers through a matching fund, reimbursement grant. Through the Bureau of Justice Assistance, the Department of Justice reimburses agencies for up to half the purchase price of new, approved ballistic vests. Applications are accepted annually and awards must be used within two years. Alpharetta has applied for this grant every year for more than ten years, generally receiving 60% to 100% of the amount requested. The deadline for submission of this grant application to the Department of Justice is May 28, 2019.

- The Department estimates needing 78 new vests through calendar year 2021 based on the expiration dates of current vests (which carry the maximum-permitted five-year warranty) and forecasted new hiring. New ballistic armor currently costs between \$650 to \$795 per set, depending on the level of protection. The total cost for 78 vests, assuming a normal mix of alternatives, is approximately \$60,700.
- The 2019 grant limits the number of vests requested to sixty (60) and the maximum dollar amount of \$48,000. With our estimated need, we are asking for 60 vests at a total cost of \$45,724.
- The Department will have under \$29,000 remaining from the 2018 grant, including the City's match, which will be applied to the need. The Bureau of Justice Assistance maintains a history of awards and payments and may reduce any award by this amount. As noted in the Fiscal section, the City's match of \$22,862 will come from the Grant Fund.
- City Attorney, Sam Thomas, read the Resolution aloud.

Public Comment:

- Don Nahser, 305 Karen Drive, Alpharetta, came forward to speak in support of the item.
- ❖ Council Member Hipes offered a motion to approve the Resolution for the submission of the 2019 Bullet Proof Vest Grant application to the U.S. Department of Justice for the purchase of ballistic vests for a total cost of \$45,724
 - The motion received a second from Council Member Binder
 - The motion was approved unanimously (7-0)

B. Design Services for Windward Parkway TSPLOST Improvements

- Director of Public Works, Pete Sewczwicz, came forward to present this item.
- Staff recommend Mayor and Council approve Tetra Tech, Inc.'s proposal for the design of eastbound improvements to Windward Parkway from Westside Parkway to North Point Parkway in an amount not to exceed \$302,830.00; approve Tetra Tech, Inc.'s proposal for the design of westbound improvements to Windward Parkway from North Point Parkway to Georgia 400 in an amount not to exceed \$210,500.00; approve Atkins North America, Inc.'s proposal for project management in an amount not to exceed \$72,000.00; and, authorize the Mayor to execute all necessary documents.
- This request is for design of improvements to Windward Parkway. Included in the design scope are the following elements:
 - o Addition of a third eastbound travel lane along Windward Parkway from Westside Parkway to the Georgia 400 southbound on-ramp.
 - o Addition of a third westbound travel lane along Windward Parkway from North Point Parkway to the Georgia 400 northbound on-ramp.

- o Lengthen the existing dual-left turn lanes from westbound Windward Parkway to southbound North Point Parkway to provide additional queuing capacity.
- o Develop a concept plan to add a third eastbound travel lane along Windward Parkway from the Georgia 400 southbound on-ramp to North Point Parkway.
- The typical section will seek to match that of the North Fulton CID project currently under construction. This includes 11' travel lanes, a 4' bike lane, and 6' wide sidewalks.
- Completion of the design for the westbound improvements is anticipated to be within 205 days from notice to proceed. Completion of the design for the eastbound improvements is anticipated to be within 260 days from notice to proceed. Design of both the eastbound and westbound improvements will occur in parallel.
- Tetra Tech, Inc. was awarded one of three contracts for on-call engineering services on August 1, 2016 through RFQ 16-1009. On December 12, 2016, City Council approved award of the conceptual design of Windward Parkway Business District/Union Hill Road Capacity Improvements to Tetra Tech, Inc and on June 17, 2017 they were awarded design of improvements to Windward Parkway from State Route 9 to Westside Parkway. The cost proposals from Tetra Tech are in line with staff estimates and have been reviewed by Atkins (City's on-call provider of project management services) and found to be reasonable given the scopes of work.
- On November 14, 2016, Atkins North America, Inc. was awarded a contract for providing the City with assistance on larger scale bond and TSPLOST projects in the form of project management, right-of-way acquisitions, construction management, and construction inspection services. At Staff's direction, Atkins has prepared a proposal for providing project management services for this design work. The proposed fee for these services is \$72,000.00 which is based on an estimated number of hours to be worked over the design duration.

Public Comment:

- No Public Comment
- ❖ Mayor Pro Tem Mitchell offered a motion to approve the Tetra Tech, Inc.'s proposal for the design of eastbound improvements to Windward Parkway from Westside Parkway to North Point Parkway in an amount not to exceed \$302,830.00; approve Tetra Tech, Inc.'s proposal for the design of westbound improvements to Windward Parkway from North Point Parkway to Georgia 400 in an amount not to exceed \$210,500.00; approve Atkins North America, Inc.'s proposal for project management in an amount not to exceed \$72,000.00; for a total project cost not to exceed \$585,330.00 and, authorize the Mayor to execute all necessary documents.
- The motion received a second from Council Member Richard
- The motion was approved unanimously (7-0)

C. Design Services for Academy Street and Webb Bridge Road TSPLOST Improvements

- Director of Public Works, Pete Sewczwicz, came forward to present this item.
- Staff recommends Mayor and Council approve Pond & Company's proposal for the design of improvements to Academy Street from Loxford Lane to Fire Station 81 in an amount not to exceed \$203,175.00; approve Pond & Company's proposal for the improvements to Webb Bridge Road from the Big Creek Greenway to Webb Bridge Way in an amount not to exceed \$499,717.50; approve Atkins North America, Inc.'s proposal for project management for in an amount not to exceed \$109,000.00; and, authorize the Mayor to execute all necessary documents.
- This request is for design of improvements to Academy Street and Webb Bridge Road.
- Included in the design scope for the Academy Street segment are the following elements:
 - o 6' wide sidewalk from along the north side of Academy Street from Loxford Lane to Fire Station 81.
 - o Inclusion of left turn lanes between Loxford Lane and Wedgewood Drive where possible.
 - o Inclusion of landscape medians between Loxford Lane and Wedgewood Drive where possible.
 - o The typical section from Loxford Lane to Wedgewood Drive will be 10' travel and turn lanes, 4' bike lane, 2' curb and gutter, 2' grass strip, and 6' sidewalk.
 - o Design will seek to preserve as much of the existing sidewalk along the south side of Academy Street as possible.
- Included in the design scope of the Webb Bridge Road segment are the following elements:
 - o Project limits will extend from the Big Creek Greenway to Webb Bridge Way.
 - o Medians will be minimized. Landscape medians will only be installed where a taper would exist in association with a left-turn lane.
 - o 8' wide sidewalks will be provided on both sides of Webb Bridge Road.
 - o 4' bike lanes will be provided in each direction of travel along Webb Bridge Road.
 - o A 3' "beauty" strip will be provided on each side of the road between the sidewalk and curb line. 5'x5' tree wells/grates will be incorporated into this area and adjacent sidewalk.
 - o A roundabout will not be included at the intersection with Big Creek Overlook. A median permitting a left-turn from westbound Webb Bridge Road to southbound Big Creek Overlook will be developed instead.
 - o A single-lane roundabout with slip lanes at the intersection with Southlake Drive / Park Bridge Parkway will be evaluated and designed if found feasible.

- o A single-lane roundabout at the intersection with Webb Bridge Way.
- o Pedestrian lighting along both sides of Webb Bridge Road. Roadway lighting at the roundabouts.
- Design for the Academy Street improvements is anticipated to be completed by September 30, 2019. Design of the Webb Bridge Road improvements is anticipated to be completed by October 14, 2020. Design of both the segments will occur in parallel.
- Pond & Company was awarded one of three contracts for on-call engineering services on August 1, 2016 through RFQ 16-1009. On November 27, 2017, Pond & Company was awarded the design of a detailed conceptual plan for bicycle, pedestrian, and operational improvements to the Academy Street / Webb Bridge Road corridor through said on-call engineering services contract. The cost proposals from Pond & Company are in line with staff estimates and have been reviewed by Atkins (City's on-call provider of project management services) and found to be reasonable given the scopes of work.
- On November 14, 2016, Atkins North America, Inc. was awarded a contract for providing the City with assistance on larger scale bond and TSPLOST projects in the form of project management, right-of-way acquisitions, construction management, and construction inspection services. At Staff's direction, Atkins has prepared a proposal for providing project management services for this design work. The proposed fee for these services is \$109,000.00 which is based on an estimated number of hours to be worked over the design duration.

Public Comment:

- Ellen Gates, 13990 Mariners Cove, Alpharetta, came forward to speak on her concerns regarding the proposed roundabout at Webb Bridge Way.
- ❖ Mayor Pro Tem Mitchell offered a motion to approve the Pond & Company's proposal for the design of improvements to Academy Street from Loxford Lane to Fire Station 81 in an amount not to exceed \$203,175.00; approve Pond & Company's proposal for the improvements to Webb Bridge Road from the Big Creek Greenway to Webb Bridge Way in an amount not to exceed \$499,717.50; approve Atkins North America, Inc.'s proposal for project management for in an amount not to exceed \$109,000.00; for a total project cost not to exceed \$811,892.50 and, authorize the Mayor to execute all necessary documents.
- The motion received a second from Council Member Hipes
- The motion was approved unanimously (7-0)

D. Alpharetta Walkability & Pedestrian Safety Study

- Director of Public Works, Pete Sewczwicz, came forward to present this item.
- Staff recommends Mayor and Council adopt the "Alpharetta Walkability & Pedestrian Safety Study" prepared by AECOM.

- On September 4, 2018, City Council approved AECOM's proposal for a pedestrian safety study. Current and planned development is increasing the amount of pedestrian activity in the Downtown area. As more people choose to walk to destinations, there becomes a greater need to enhance existing pedestrian facilities and implement measures to increase the area's walkability. The purpose of this study was to evaluate the City's existing pedestrian facilities in relation to planned or approved developments/projects and provide answers to four key questions:
 1. Where are people walking today?
 2. Where are they likely to be walking, once the planned and approved developments/projects mature?
 3. How can the existing infrastructure be enhanced?
 4. What additional infrastructure can be installed to support the increase of pedestrians?
- AECOM's efforts in preparing this report included:
 - o Working closely with staff in the Departments of Public Works and Community Development
 - o Meeting with stakeholders
 - o Performing pedestrian counts
 - o Walking the study areas to take inventory of existing conditions
- The final report provides the City with a tool to guide future development and capital projects related to pedestrian activity and safety.

Public Comment:

- No Public Comment
- ❖ Mayor Pro Tem Mitchell offered a motion to adopt the "Alpharetta Walkability & Pedestrian Safety Study" prepared by AECOM.
 - The motion received a second from Council Member Richard
 - Council Member Burnett offered a friendly amendment for a scrambled sidewalk
 - Mayor Pro Tem Mitchell did not accept the friendly amendment offered by Council Member Burnett
 - The motion was approved unanimously (7-0)

IX. WORKSHOP

A. Presentation And Discussion: Recommended Fiscal Year 2020 Budget (Operations/Capital)

- Director of Finance, Tom Harris, came forward to present this workshop.
- The purpose of this presentation is to provide an overview of the Recommended Annual Operating and Capital Budget (the "FY 2020 Budget") and allow for a question and answer dialogue.
- The Fiscal Year 2020 Budget was distributed electronically to the City Council on April 22, 2019, and is available on the City's website as a downloadable pdf and available for filtering/analysis through the City's financial transparency site powered by OpenGov.
- Council Member Burnett suggested reallocating the money in the budget for GMA professional services and membership fees toward other projects. Additionally, Council member Burnett suggested that the Economic Development Toolbox budget be reallocated to include future Development Authority projects and he would also like the Hopewell Road and Vaughn Drive roundabout design project to be reconsidered.
- Mayor Pro Tem Mitchell suggested that the money allocated to Alpharetta Tech 360 not be in the general fund without an annual review of those funds.
- Council Member Richard suggested that additional signage for parking be added to the budget.

X. PUBLIC COMMENT

- Ruth Ann Tatum, 250 Pebble Trail, Alpharetta, came forward to speak in support of the City's roundabouts. Additionally, she spoke in opposition of the Safe Hotel Ordinance.

XI. REPORTS

- Council Member Binder expressed his gratitude to the Recreation, Parks, and Cultural Services Department for a successful 2019 Taste of Alpharetta. Additionally, the following events are approaching:
 - o Brooke Street Park Concert Series – Saturdays from May to September
 - o Alpharetta Rodeo at the Wills Park Equestrian Center on May 10th – May 11th
 - o Food Truck Alley – every Thursday starting May 9th through October 10th

XII. ADJOURNMENT

- ❖ With no further business to discuss or items to be heard, Mayor Gilvin adjourned the meeting at 9:40 PM

Respectfully submitted,



Erin Cobb, City Clerk



CITY COUNCIL MEETING STAFF REPORT

Submitting Department: Finance

Submitted By:

Meeting Date: May 13, 2019

I. AGENDA ITEM TITLE: PRESENTATION AND DISCUSSION: RECOMMENDED FISCAL YEAR 2020 BUDGET

II. RECOMMENDATION:

The purpose of this presentation is to provide an overview of the Recommended Annual Operating and Capital Budget (the "FY 2020 Budget") and allow for a question and answer dialogue.

III. REPORT IN BRIEF:

The Fiscal Year 2020 Budget was distributed electronically to the City Council on April 22, 2019, and is available on the City's website as a downloadable pdf and available for filtering/analysis through the City's financial transparency site powered by OpenGov.

The Finance Department presented an overview of the FY 2020 Budget at the May 6, 2019 City Council meeting.

This meeting will focus on the operating and capital initiatives included within the FY 2020 Budget. Department Directors will be present to discuss their initiatives and answer questions.

There have been no changes to the Budget as presented on May 6th.

Public Hearings and City Council action on the FY 2020 Budget and Millage Levy are scheduled for May 28th and June 3rd.

IV. ALTERNATIVES:

V. ATTACHMENTS:

FY 2020 Mayor Rec Budget (line-item excerpt)

Annual Operating & Capital Budget

(Line-item Budget Detail)



for Fiscal Year 2020
(July 1, 2019 through June 30, 2020)



2 PARK PLAZA
ALPHARETTA, GA 30009
PHONE: 678.297.6000
WWW.ALPHARETTA.GA.US

April 22, 2019

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 2020 (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 \$2.7 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 2019) including funding \$4.75 million from General Fund operations for recurring capital initiatives (e.g. milling and resurfacing of city streets; traffic equipment replacement; drainage maintenance; etc.).
- ✓ Forecasted funding totaling \$34 million for capital investment within our city (includes the \$4.75 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 expect from our city.

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

- ✓ 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 2020 Budget process was refined through an update of the city's financial condition which was presented during the City Council retreat (February 10-11, 2019). 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 2019 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 2020 Budget is balanced for all funds and totals \$141 million with the breakdown by fund type as follows:

– General Fund:	\$ 75,291,843	
– Special Revenue Funds:	15,945,768	(1)
– Debt Service Fund:	5,351,086	
– Capital Project Funds:	30,425,750	(1)
– Solid Waste Fund:	4,180,762	
– Risk Management Fund:	1,507,300	
– Medical Insurance Fund:	7,686,909	
– OPEB Funds:	641,000	
Total	\$141,030,418	

(A) Amounts contained herein represent new appropriations for FY 2020. Unexpended FY 2019 appropriations for Council approved projects are re-appropriated annually pursuant to city policy.

Several of the major points of the FY 2020 Budget are as follows:

- Property Taxes: The FY 2020 Budget is based on maintenance of the city's millage rate at 5.750 mills.

The tax digest is anticipated to decline due to implementation of the floating homestead exemption approved by voters in November 2018. The property tax digest reduction (existing values) is estimated at -5% (overall) equating to \$5 billion plus a forecast of new construction valuation of \$95 million (based on building permit data). While the tax digest is estimated to decline -5% overall, the actual decline will be in residential valuations (-10% decline estimate; this is after allowing for the 4.23% growth multiplier

set forth in the legislation) and partially mitigated through growth in commercial valuations and new construction.

The property tax revenue estimates are net of the city's \$40,000 homestead exemption which saves our homeowners \$2.7 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 1.5% over FY 2019.
 - Management of personnel and compensation program to align with current market environment:
 - ✓ Staffing level at 443.5 full-time equivalents (reduction of one position compared to FY 2019; Economic Development Director within the City Administration Department).
 - ✓ Continuation of a performance-based merit program of 3% on April 1, 2020, per authorized/funded position (estimated cost of \$250,000 citywide). This merit program is contingent upon a mid-year review of revenue trends to determine if sufficient funding is available.
 - ✓ Coverage of group insurance premiums (5% premium increase; \$321,198¹ incremental budget impact citywide).
 - ✓ Coverage of Pension (Defined Benefit) costs that grow annually at a rate approximating salary growth (3% for FY 2020).
 - Targeted growth (2% or \$355,457) in departmental maintenance and operations budgets (General Fund) that is primarily attributable to the following:
 - ✓ Increase in professional services of \$272,281 due primarily to: (1) estimated staffing and management costs for the 2019 municipal election (managed through Fulton County; \$150,000 including advertising needs); and (2) programming of Tech Alpharetta operational funding (\$125,000) into the operating budget (previously funded the capital allocations).
 - ✓ Increase in professional services (IT) of \$246,809 due primarily to the addition of ThinkGard database backup services (previously funded through periodic capital investment) and full-recognition of Microsoft Enterprise licensing costs (FY 2019 appropriation was understated and, as a result, was funded in-part through one-time capital funding).
 - ✓ Increase in fuel costs of \$57,450 due to fluctuations in fuel pricing through the Fulton County Fuel depot.

¹ The General Fund increased \$357,022 while the other operating funds (combined) decreased -\$35,824.

- ✓ Increase in legal services costs of \$60,000 due to growth in service needs due to construction projects (right-of-way acquisitions, etc.) and an increase in contract drafting/review requests.
- ✓ All other departmental maintenance and operations budget accounts declined roughly -2% based on a review of expenditure trends coupled with a forecast of operational service priorities.
- The departmental operating capital/lease budget primarily represents funding for the city's capital lease obligations (fire trucks, police tasers, etc.) coupled with minor maintenance capital needs. The capital lease for the Work Order Management software (CityWorks) was fully paid during 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); and funding of debt service on the Gwinnett Technical College contribution (Alpharetta campus).

Please refer to the *Budget Narrative* tab for a detailed narrative of the FY 2020 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 22, 2019: Distributed the FY 2020 Mayor's Recommended Budget
- May 6, 2019: Council Meeting (tentative)
FY 2020 Budget Work Session (operating and capital)
- May 13, 2019: Council Meeting (tentative)
FY 2020 Budget Work Session (capital)
- May 28, 2019: Public Hearing and Council Meeting (tentative)
1st reading of Budget Ordinance
1st reading of Millage Rate Ordinance
E-911 Resolution
- June 3, 2019: Public Hearing and Council Meeting (tentative)
2nd reading of Budget Ordinance
2nd reading of Millage Rate Ordinance

As of submission of this budget, the City has not received a 2019 Tax Digest from the Tax Commissioner of Fulton County.

BUDGET ISSUES AND PRIORITIES

The FY 2020 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 2020 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 2020 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.

FY 2020 taxroll valuations will be impacted by the floating homestead legislation (House Bill 712). The property tax digest reduction (existing values) is estimated at -5% (overall) equating to \$5 billion plus a forecast of new construction valuation of \$95 million (based on building

Fiscal Year	Operating Millage Levy	Debt Service Millage Levy	Total Millage Levy	% Increase (Decrease)
2020 est.	4.820	0.930	5.750	0.0%
2019	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	

permit data). While the tax digest is estimated to decline -5% overall, the actual decline will be in residential valuations (-10% decline estimate; this is after allowing for the 4.23% growth multiplier set forth in the legislation) and partially mitigated through growth in commercial valuations and new construction.

The portion of the millage rate funding debt service (Debt Service Fund) is estimated to decrease from 0.98 mills in FY 2019 to 0.93 mills in FY 2020. Estimated growth in the property tax digest (while the overall tax digest is declining, there is growth above the conservative estimates contained in the adopted 2019 Budget), coupled with available cash in the Debt Service Fund, allows for a reduction in the millage rate dedicated for debt service. The FY 2020 Budget proposes to program the debt service millage reduction into the General Fund to augment its recurring capital program (\$250,000 growth from \$4.5 million to \$4.75 million).

The portion of the millage rate funding operations and recurring capital investment (General Fund) is estimated to increase from 4.77 mills in FY 2019 to 4.82 mills in FY 2020. Property tax revenue estimates for FY 2020 total \$23.5 million (excluding motor vehicle taxes). Of this amount, \$4.75 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 2020 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, saves our homeowners over \$2.7 million annually (e.g. equates to a 1.1 mill reduction for the average homeowner), and is more than double the amounts offered from our companion cities. Additionally, a new floating homestead exemption takes effect in FY 2020 and will further aid in keeping Alpharetta an affordable place to live and raise a family well into the future.

The Alpharetta Mayor and City Council have approved two additional homestead exemption measures that will be subject to voter approval on the November 2019 ballot:

- \$5,000 increase to the City's base Homestead Exemption (increasing it from \$40,000 to \$45,000) that would take effect in FY 2021 (estimated to save our homeowners over \$300,000 annually); and
- Removing the income restriction for residents age 65 and older to qualify for the existing \$10,000 additional senior homestead exemption which will also take effect in FY 2021 (estimated to save our homeowners over \$70,000 annually).

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 our state-of-the-art Conference Center. These bonds are funded by a portion of the Hotel/Motel Tax.

Principal and interest payments for fiscal year 2020 are budgeted at \$6.6 million with the following forecast: 2021 - 2041²: \$7.2 million (annual average). These figures include city and Development Authority obligations and span multiple Funds.

² 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 \$1 million and is allocated as follows:

	General Fund		911 Fund		
Funds Available for Operating Initiatives:	\$ 879,688		\$ 133,837		
Operating Initiatives:				Total	Capital Impact
City Administration	\$ 6,500	\$ -	\$ -	\$ 6,500	\$ -
Community Development	152,077	-	-	152,077	138,000
Human Resources	32,000	-	-	\$ 32,000	-
Finance	50,000	-	-	\$ 50,000	-
Public Safety	272,390	133,837	-	\$ 406,227	54,250
Information Technology	316,721	-	-	\$ 316,721	(500,000)
Recreation, Parks & Cultural Services	50,000	-	-	\$ 50,000	-
	\$ 879,688	\$ 133,837		\$ 1,013,525	\$ (307,750)
Non-Allocated:	\$ -		\$ -		

Operating Initiative funding for FY 2020 has been programmed into a non-allocated account within the General Fund and the E-911 Fund pending City Council direction.

Operating Initiatives not recommended for funding total \$159,721 (E-911 Fund). Please refer to the *Operating Initiatives* section for a detailed listing of operating initiatives including descriptions.

General Fund Non-Allocated Reserve

An additional \$320,312 has been reserved within the General Fund to assist in funding initiatives as directed by the City Council.

Maintaining an Effective Capital Improvement Program (Capital Initiatives)

The FY 2020 Capital Plan includes funding of \$34 million for capital initiatives. As part of the capital planning process, departments submitted capital/one-time initiative funding requests totaling \$30.8 million. Recommended capital projects total \$14.5 million, with an additional \$19.8 million set aside for future capital initiatives, and is described in detail under the *Capital Initiatives* section of this report.

FY 2020 Capital Improvement Program
Source and Use

	General Fund	Impact Fee Fund	E-911 Fund	DEA Fund	Hotel/Motel Fund	T-SPLIST Fund	2016 Bond Fund	Subtotal (3)	Other Sources (4)	Total
Sources:										
Available Fund Balance	\$ 5,537,018	\$ 1,595,128	\$ 119,000	\$ 130,000	\$ 814,470	\$ 4,372,820	\$ 1,325,912	\$ 13,894,348	\$ -	\$ 13,894,348
(1) Recurring Capital Program	3,050,000	-	-	-	-	-	-	3,050,000	-	3,050,000
(1) Recurring Stormwater Capital Program	1,700,000	-	-	-	-	-	-	1,700,000	-	1,700,000
Pay-as-you-go Capital Investment	-	-	-	-	671,037	11,400,000	-	12,071,037	-	12,071,037
(5) Available Fund Balance (Capital Fund)	3,000,000	-	-	-	-	-	-	3,000,000	-	3,000,000
(2) Other Sources	40,000	-	-	-	-	-	-	40,000	600,000	640,000
	\$ 13,327,018	\$ 1,595,128	\$ 119,000	\$ 130,000	\$ 1,485,507	\$ 15,772,820	\$ 1,325,912	\$ 33,755,385	\$ 600,000	\$ 34,355,385
Uses:										
(2) Capital/Grant-Matching	\$ 12,593,300	\$ 155,750	\$ 119,000	\$ 130,000	\$ 950,000	\$ -	\$ -	\$ 13,948,050	\$ 600,000	\$ 14,548,050
	\$ 12,593,300	\$ 155,750	\$ 119,000	\$ 130,000	\$ 950,000	\$ -	\$ -	\$ 13,948,050	\$ 600,000	\$ 14,548,050
Non-Allocated:										
Future Capital/Grant Initiatives	\$ 733,718	\$ 1,439,378	\$ -	\$ -	\$ 535,507	\$ 15,772,820	\$ 1,325,912	\$ 19,807,335	\$ -	\$ 19,807,335

- (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-SPLIST Capital Fund, Hotel/Motel Fund, and Operating Grant Fund.
- (3) Represents capital appropriations included in the base FY 2020 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 2020 Budget Ordinance. Source includes LMIG Grant.
- (5) Represents the FY 2019 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, 2018, the city's fund balance totaled \$24.6 million. Of this amount, approximately \$6.1 million was appropriated in the FY 2019 Budget for capital/one-time initiatives and \$14 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 2018 operations totals \$4.5 million.

In an effort to insulate the City from the rising cost of asphalt, the FY 2020 Budget includes an additional \$1 million from the FY 2019 estimated fund balance to augment milling and resurfacing (bringing the total milling and resurfacing project funding to \$5.1 million for FY 2020).

Funding Recurring Capital from Operating Budget

FY 2020 includes appropriations totaling \$4.75 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 recurring 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**

EXCERPT

City of Alpharetta FY 2020 Budget Operating Initiative Requests

Executive Summary

	General Fund	911 Fund		
Funds Available for Operating Initiatives:	\$ 879,688	\$ 133,837		
Operating Initiatives:			Total	Capital Impact
City Administration	\$ 6,500	\$ -	\$ 6,500	\$ -
Community Development	152,077	-	152,077	138,000
Human Resources	32,000	-	\$ 32,000	-
Finance	50,000	-	\$ 50,000	-
Public Safety	272,390	133,837	\$ 406,227	54,250
Information Technology	316,721	-	\$ 316,721	(500,000)
Recreation, Parks & Cultural Services	50,000	-	\$ 50,000	-
	\$ 879,688	\$ 133,837	\$ 1,013,525	\$ (307,750)
Non-Allocated:	\$ -	\$ -		

Operating Initiative funding for FY 2020 has been programmed into a non-allocated account within the General Fund and the E-911 Fund pending City Council direction. Operating Initiatives not recommended for funding total \$159,721 (E-911 Fund).

RECOMMENDED OPERATING INITIATIVES

General Fund

City Administration

Recognition of City Committees and Boards \$6,500

This request is for funding to recognize the citizens that serve on City Committees and Boards (approximately 9 Committees/Boards totaling over 70 participants). Recognition will involve multiple facets including an annual recognition event.

Community Development

Code Enforcement Officers (2.0 FTE) \$152,077 (operations); \$138,000 (capital)

This request is for two (2) Code Enforcement Officer positions within Community Development aimed at transferring the Alcohol and Spa Services/Massage licensing from the Police Department to Community Development.

Benefits of this reorganization include the following:

- Centralized Service – Currently, the business owner/agent must navigate multiple departments/locations to inquire about, apply for, and receive a license for alcohol sales/spa services. This move gives the customer one centralized location point for these services.
- Reallocation of these duties from Police Officers frees them up to focus on active police work instead of administrative duties.

Operational costs total \$152,077 and includes \$146,177 for salary/benefits and \$5,900 for general operations (e.g. cell phone, iPad, desktop PC, uniforms, etc.). Capital costs total \$138,000 and include the acquisition of two (2) F-150 pickup trucks (\$50,000) and the buildout of an existing shell space including furniture (\$88,000).

Human Resources

HRIS Software

\$32,000

Software as a service subscription for HRIS/Talent Management platform. Improves workflow and speeds hiring process, allows for better data-driven decision making, reduces paperwork, enhances compliance and legally defensible processes, streamlines onboarding of new hires, improves ability to track employee development and direct training throughout the employee lifecycle, improves documentation and performance evaluation.

Selection of the actual HRIS/Talent Management platform would be made by the new Human Resources Director. The intent is to identify/preserve funding so that acquisition and launch can occur during FY 2020.

Finance

Budget Preparation Software

\$50,000

This request is for the purchase and implementation of budget preparation software aimed at improving efficiencies in the budget process by moving away from manual spreadsheets and the staff time inherent in updating/managing/reporting on said spreadsheets.

Approval of this funding will enable the City to release an RFP seeking a “state of the art” integrated budgeting system to address multiple requirements including: personnel costing/forecasting, operations, and capital budgeting; long-range financial planning (capital); etc.

Public Safety

Assistant Fire Marshals (1.5 FTE; 1 new and upgrade from PT to FT) \$122,210 (net operations); \$54,250 (capital)

This request is for the addition of one (1) new Assistant Fire Marshal position and the upgrading of the existing part-time Assistant Fire Marshall position to full-time to help meet forecasted growth in plan reviews and inspections.

Based on the national study performed for the National Fire Protection Association (NFPA), it would take 7-8 fire inspectors to perform the current workload in the City of Alpharetta. This workload does not include all the additional work affiliated with annual inspections, such as: plan review, fire investigations, community AED program, and public education events. The Fire Marshall's Office currently has 5.5 FTE (Fire

Marshal, Deputy Fire Marshal, 3 full-time Assistant Fire Marshals, and one part-time Assistant Fire Marshal).

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 2018, 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%. This request 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 service for all construction site inspections to ensure there is no delay of project progress in Alpharetta.

Operational costs total \$142,210 and includes \$136,710 for salary/benefits and \$5,500 for general operations (e.g. equipment for new position including cell phone, iPad, associated cellular service, uniform, desktop PC, handheld radio, etc.). It is anticipated that these positions will reduce overtime usage within the Fire Marshall's Office by \$20,000 resulting in a net operational impact of \$122,210. Capital costs total \$54,250 and include the acquisition of one (1) pickup truck with associated upfitting costs and radio.

Evidence Technician (1.0 FTE)

\$82,860

This request includes the addition of an Evidence Technician position (1 FTE) that, along with the existing Evidence Custodian, would bring dedicated-evidence staffing to 2 positions which is necessary to maintain the current level of service and meet set standards.

Currently, of the two positions in Evidence, one is a civilian Evidence Custodian and the other is a certified Crime Scene Technician who is a sworn and POST certified Peace Officer. This Officer is currently doing the duties of a second Evidence Custodian. This requested change will allow the sworn Officer to become engaged in Investigative duties as a Detective and Crime Scene Technician.

The duties of the Evidence Technician include: evidence processing; security of evidence and private property; maintaining chain of evidence; courtroom testimony; drug identification; required inspections; audits and inventories; court ordered destructions and sales of property; transportation of evidence to GBI and District Attorney's office; return of property to proper owners; etc. Once properly trained and certified, the Evidence Technician will work with the Crime Scene Technician to process large or serious crime scenes and will work for and is supervised by the Evidence Custodian.

Operational costs total \$82,860 and includes \$79,660 for salary/benefits and \$3,200 for general operations (e.g. cell phone, iPad, desktop PC, uniforms, etc.).

License Plate Recognition Camera Program

\$67,320

This request is for rental agreement funding between the City of Alpharetta and Georgia Power to enable license plate recognition (LPR) cameras to be placed at strategic locations within the City. This will allow for the detection and apprehension of wanted vehicles and persons, traffic violators, and suspects involved in serious crimes including burglaries, entering autos, and other serious crimes. The agreement includes LPR cameras, mounting hardware, power connections, communication hardware and

service, maintenance and repair, and access to the Vigilant LPR database which we currently subscribe. The agreement can be terminated at any time with a 30 day notice.

Statistical data will be collected indicating the number of identified wanted persons and vehicles, the number of apprehensions that result, and the number of crimes that are solved based upon data captured from LPR cameras.

FY 2020 includes the intersections of GA 400 northbound at Mansell Road, Haynes Bridge Road, and Old Milton Parkway. Depending on program performance, future expansion would include the GA 400/Windward Parkway intersection and other areas deemed priorities.

Information Technology

CityWorks IT Administrator position (1.0 FTE)

\$124,721

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 (Asset Management System) 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 2020 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 \$124,721 and includes \$121,721 for salary/benefits and \$3,000 for general operations (e.g. computer, cell phone, associated cellular service, operational budget allocation, etc.).

Cloud Services (onsite server/data storage equipment replacement) \$100,000

This request is for estimated cloud data storage costs in lieu of onsite servers and storage equipment. Cloud Services such as Microsoft Azure or Amazon AWS provide the ability to move virtual servers in an onsite data center to the cloud to provide, in some cases, economy of scale and security that is of higher value. These services can also provide some failover capability for the cloud services and onsite services. The goal in the early years is to have a mix of onsite server/storage equipment coupled with leveraging of cloud servers. The future goal is to move all functionality to the cloud when it is proven to be operationally and economically beneficial to do so.

There is a companion Capital Initiative (\$500,000) to provide one-time funding for replacement of equipment. Should this operating initiative move forward, the capital initiative will be removed. This initiative will free the city from having to fund large server and data storage equipment initiatives periodically through the capital budget.

Microsoft Azure

\$36,000

This request is for annual licensing and maintenance costs associated with implementation of Microsoft Azure.

Azure Active Directory (Azure AD) is Microsoft's multi-tenant, cloud based directory and identity management service. Azure AD combines core directory services, advanced identity governance, and application access management. Azure AD also offers a rich, standards-based platform that enables developers to deliver access control to their applications, based on centralized policy and rules.

For IT Admins, Azure AD provides an affordable, easy to use solution to give employees and business partners' single sign-on (SSO) access to thousands of cloud SaaS Applications like Office365, Salesforce.com, DropBox, and Concur.

Azure AD also includes a full suite of identity management capabilities including multi-factor authentication, device registration, self-service password management, self-

service group management, privileged account management, role based access control, application usage monitoring, rich auditing and security monitoring and alerting. These capabilities can help secure cloud based applications, streamline IT processes, cut costs and help ensure that corporate compliance goals are met.

The City would operate based on a Hybrid Model. This enables us to synchronize on-premises directory objects with Azure AD while still managing our users on-premises.

Using Azure AD we would look to use with or replace in the immediate future:

- AirWatch Device Enrollment
- Office 365 Single-Sign on
- Two Factor Authentication options
- Replace ADSelfService for self-service password management
- Used in conjunction with ADAuditPlus for user account login audit information.

DUO Security Service

\$25,000

Duo Security provides Multi-Factor Authentication (MFA), endpoint visibility to check that your user's devices meet security standards before granting access, adaptive authentication and policy enforcement to grant or block access attempts by users or devices, and remote access and seamless secure single sign-on to cloud and on-premises applications and servers. This initiative completes the additional licensing of the remaining City of Alpharetta users besides Public Safety and Information Technology which already is licensed.

Patch Management Software

\$16,000

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.

SpamHero Software

\$15,000

Unlike other spam filtering systems that rely on fancy algorithms that spammers can easily defeat, SpamHero's rule based system features millions of rules that are constantly updated and maintained by live superheroes and robots 24/7. SpamHero is a product that will work with Office 365 spam filters to more effectively eliminate spam from the City of Alpharetta systems. Cost estimate includes funding for the base software and licensing.

Recreation, Parks, and Cultural Services

Special Needs Grant Programs

\$50,000

This request is for program grant funding for city partnership agencies and organizations that deliver programs directly to individuals and/or families with special needs. Each agency that receives funding would provide a detailed list of deliverables that would be used to determine funding for the following year.

911 Fund

Public Safety

Communication Officers (3.0 FTE)

\$133,837 (net)

This request includes the addition of three personnel in the role of Communications Officer as recommended by the Council sponsored Center for Public Safety Management study. An increase in operator availability equates to increased customer service, decreased call answer time, and greater Fire and Police responder safety.

The Alpharetta E911 Division is currently budgeted with 29 full-time equivalent (FTE) positions. The E911 Division is administered by a Division Chief who is a direct report to the Director of Public Safety. Administrative staff includes a Quality Assurance Chief, a Quality Assurance Officer, and a 911 Manager who is responsible for the day-to-day operations of the Emergency Communications Center (ECC). Each of the four shifts include a Supervisor, a Senior Communications Officer (who functions as the shift training officer), and four Communications Officers (Telecommunications Specialists). An additional Communications Officer FTE is allocated as a "swing" position to cover short-term vacancies on any shift. ECC staff are scheduled to work an average of 42 hours per week. They work 12-hour shifts on a rotating schedule of 2 days on, 2 days off, 3 days on, 2 days off, 2 days on, 3 days off. The staff work permanent days or nights, which facilitates better sleep patterns for the employees. This work schedule is a best practice and the most efficient in the 911 industry.

The minimum number of staff on each shift is four; however, there are times, particularly at night, where staffing drops to three. This is a risky practice, since a surge in service demand can occur at any time. It also precludes the staff from taking necessary breaks for meals, bathroom visits and de-stressing after a particularly serious call. Optimally, an emergency communications center of this size and call volume should have a supervisor, an assistant supervisor (trainer), two call takers, one fire/EMS radio dispatcher, one police radio dispatcher, and one teletype/NCIC/records position on duty at all times. Seven positions on each shift would provide a staffing factor for leave and training; would facilitate consistent staffing; and would allow employees to take much needed breaks during their 12 hours of work. CPSM recommends that the Alpharetta E911 Division add three FTEs to provide seven personnel per shift. The minimum staffing level for each shift would remain at four. These additional personnel will assist 911 management toward evaluating other staffing models such as a swing shift and variable staffing schedules determined by historical system load in the future.

Operational costs associated with the addition of 3 FTE total \$233,837 and consist solely of salary/benefits (includes overtime reduction set forth above). Overtime savings are estimated at \$100,000 resulting in a net operational impact of \$133,837.

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

911 Fund

Public Safety

Administrative Assistant II (1.0 FTE)

\$75,089

This request is for the addition of an Administrative Assistant II (1 FTE). The 911 center proposes to increase staffing in an administrative role to provide the following: GCIC Compliance, Warrant tracking, Validation, Payroll and financial process back up for 911 and Public Safety. Currently there is no backup personnel in Public Safety for finance and payroll processing, which this position would fill that gap. It could also spend significant time within the 911 center processing GCIC compliant materials. Currently, State mandatory compliance with GCIC detracts from training and quality improvement initiatives. Operational costs total \$73,089 and consist solely of salary/benefits.

Operational costs total \$75,089 and includes \$73,089 for salary/benefits and \$2,000 for general operations (e.g. phone, desktop PC, etc.).

Communications Quality Assurance Officer (1.0 FTE)

\$84,632

This request is for the addition of a Quality Assurance Officer (1 FTE). Quality Assurance goes hand-in-hand with training and continuing education. Currently, the Quality Improvement Unit (QIU) section divides these duties between two full time personnel, while 3 part-time personnel (OT for specifically trained 911 personnel) handle a small number of call reviews to assist with quality assurance. These duties are prioritized on a daily basis depending on the urgency, availability, and personnel requirements allotted. It was discovered during 2018 that QIU often struggled with daily call review quotas while keeping track of current training, new hire training, accreditation requirements, and protocol upgrades. Call takers make the best use of their feedback from call reviews when this information is delivered to them in a more timely manner. When call reviews are completed several days after that call taker has processed that call, they lack the ability to recall the specific call in question. Existing personnel are often already overworked from working required overtime on the 911 floor, leaving their feedback for 911 personnel lacking in substance.

It is deemed that adding an additional full-time Quality Assurance Officer would greatly benefit the 911 center in providing personnel specialized in protocol call review who can submit feedback to call takers, while providing the QIU manager information and research to create and deliver specific training to correct job performance deficiencies and keep 911 personnel proficient in their jobs.

Another goal of the QIU section is to strive for CALEA Accreditation for the 911 Center. As part of the CALEA Accreditation process, additional job performance reviews would need to be conducted pertaining to radio transmissions by 911 personnel, to ensure professionalism, courtesy, and consistency is maintained. This will add further workload to the QIU division. The additional full-time QIU position would eliminate the need for other 911 personnel to work extra OT to cover those duties, and focus more on 911 dispatch duties alone.

Operational costs total \$84,632 and includes \$81,632 for salary/benefits and \$3,000 for general operations (e.g. phone, desktop PC, uniforms, etc.).

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME



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CAPITAL INITIATIVE **REQUESTS**

City of Alpharetta FY 2020 Budget Capital Initiative Requests (Narrative)

Executive Summary

General Fund

Recurring Capital Program	\$ 4,750,000
Available Fund Balance	5,537,018
Capital Project Fund (Fund Balance)	3,000,000
T-SPLOST Fund ¹	15,772,820
Hotel/Motel Fund (facility money) ²	1,485,507
Impact Fee Fund ³	1,595,128
E-911 Fund ⁴	119,000
DEA Fund ⁵	130,000
2016 Bond Fund	1,325,912
Grant ⁶	640,000

Total Sources: \$34,355,385

Recommended Capital Initiatives*:

Recurring Capital Initiatives	\$ 9,783,800
Recurring Stormwater/Drainage Initiatives	2,550,000
General Capital Initiatives	2,214,250
Total Uses:	\$14,548,050

Reserve for Future Capital/One-Time Investment:	\$ 733,718
T-SPLOST Non-Allocated:	\$15,772,820
Hotel/Motel Fund (facility money):	\$ 535,507
Impact Fees (Transportation):	\$ 862,841
Impact Fees (Parks):	\$ 523,453
Impact Fees (Public Safety):	\$ 53,084
2016 Bond Fund Non-Allocated (Roads):	\$ 734,064
2016 Bond Fund Non-Allocated (Parks):	\$ 591,848

* Capital initiatives not recommended for funding total \$16,221,000.

¹ Funding from TSPLOST is programmed into Non-Allocated (\$15.8 million).

² 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: Park System Wayfinding Signage (\$100,000); and Wills Park Master Plan Improvements (\$850,000).

³ Funding from Impact Fees allocated pursuant to impact fee eligibility ratios for: parks projects (non-allocated); public safety projects (Hazardous Materials Truck and Trailer and non-allocated); and transportation (non-allocated).

⁴ Funding from E-911 fees allocated for replacement of the radios (\$28,000) and the Mobile Dispatch initiative (\$91,000).

⁵ Funding from DEA forfeiture funds for the patrol rifle platform system (\$130,000).

⁶ Includes potential LMIG grant funding for milling and resurfacing initiatives (\$600,000) as well as year 3 of the Northside Hospital Activity Grant (\$40,000). Grants 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

Recurring Capital Initiatives

Community Development

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

\$50,000

Priority 1: FY 2019 request is for the replacement of two 2007 Ford F-150s (Unit CD4301 has 44,759 miles, and Unit CD4298 has 24,448 miles and is burning oil) 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 and repair history.

Public Works

Recurring Traffic Signal System Maintenance

\$100,000

Priority 1: This request is for the continual maintenance, repair, and upgrading of existing traffic signals throughout the City. This includes vehicular detection systems, pedestrian signals, signal heads, signal cabinets and components, and signal communication systems. This funding request also allows for the replacement of loops removed during the annual milling and resurfacing project.

Recurring Milling and Resurfacing

\$5,100,000

Priority 1: This request is for the on-going maintenance of milling and resurfacing and preservation of city streets. Resurfacing of city streets increases the life expectancy of the roads. Without resurfacing, roadways will deteriorate and be more costly to repair. It is anticipated that this project will be augmented through an LMIG grant (additional \$600,000 that will be appropriated upon grant submission/approval). In FY 2019, the City contracted with Dynatest to complete a full evaluation of the city roadways. Each road receives a Pavement Condition Index score between 0 and 100. This standardized rating system is also used by the Georgia Department of Transportation. Lower scores indicate need for maintenance or reconstruction.

In FY 2020 the City will allocate funding in accordance with the Pavement Condition Index findings and also identify preservation techniques that will best extend the life of our roads. This includes a combination of surface coating techniques, milling and resurfacing, soil cement, etc. **Funding to be provided through the following sources: Recurring Capital (\$2,250,000); Fund Balance (\$2,250,000); and LMIG Grant (\$600,000).**

Recurring Traffic Control Equipment

\$100,000

Priority 1: This request is for equipment necessary for traffic control throughout the City. This includes traffic signal communications, traffic monitoring, and temporary traffic control measures. Traffic signal communications enable the intersections to work together and smooth traffic flow. Traffic signal monitoring includes equipment such as traffic cameras and maintenance to the Traffic Control Center. Temporary traffic control equipment includes devices used to detour or delineate traffic flow, such as cones, delineators and barricades, and variable message boards.

Recurring Traffic Responsive System Maintenance

\$50,000

Priority 3: Since 2018, the Georgia Department of Transportation has upgraded over 100 signals throughout the City with new software (MaxTime) and has worked with the City to develop new Traffic Responsive timing plans along major corridors. All at no cost to the City. This request provides funds to maintain the upgraded traffic signal software and equipment provided and installed by GDOT. Additionally, the funds will be utilized

to work with consultants to analyze data collected through these upgrades to continue modifying timing plans and expand the system throughout the City.

Recurring Traffic Striping and Signage \$200,000

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 of the city's signage (performed in-house).

Recurring Traffic Calming Improvements \$50,000

Priority 1: This request is for the identification, design, and implementation of safety improvements primarily in neighborhoods and at high crash rate intersections. Additionally, funds will enable staff to implement necessary traffic calming measures within the city. Projects may consist of roadway striping, signage such as radar signs, and channelization 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 2020: Work items will include repairs to the decorative end treatments of the 5 bridges along Windward Parkway.

Recurring Traffic Signal Pole Painting and Maintenance \$50,000

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. Current costs total \$15,000 per intersection. FY 2020 includes funding for 4 intersections.

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. FY 2020 funding will be used for landscaping the two roundabouts on Bethany Road, specifically Bethany @ Mid-Broadwell and Bethany @ Mayfield. Public Works staff will design the landscape plans for both roundabouts to conserve funding. Landscaping will include beautifying the feeder islands as well as the center of the median. Due to the location of these roundabouts, the City will take over maintenance of the landscaping at both roundabouts after final acceptance.

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 million 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.

In FY 2019 the City contracted with Dynatest to complete a sidewalk inventory and evaluate sidewalk conditions. This list will standardize the evaluation process, provide a clear prioritized list of sidewalks needing repair, and tie sidewalk data into the city's GIS and asset management software. Types of repairs (cracking, trip hazard vertical displacements, and spalling) along with location (near schools and parks, along arterial roadways, in the downtown district, etc.) will help determine the repair priority. Dynatest's work is expected to be completed in spring of 2019, so project prioritizations can be used for the FY 2020 budget. Due to the large number and complexity, the City contracts out some of these repairs. This budget item covers the cost of sidewalk repairs completed by outside contractors.

Recurring Fleet Replacement (F-150 Truck) **\$35,000**

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 1999 F150 4x4 (unit #81) with 80,762 miles within the Public Works fleet. This vehicle warrants replacement based on age.

Recurring Fleet Replacement (Admin Vehicle) **\$35,000**

Priority 1: This request is for the recurring replacement of department pool vehicles within the Public Works fleet. These vehicles are not assigned to an individual but are used by a pool of people in the department; additionally, these vehicles are used as replacement vehicles when others are out of service. These replacements are based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 10 years and/or 130,000 miles.

This request is for the replacement of a 2003 Crown Victoria (Unit #339 with 58,541 miles) within the Public Works fleet. This vehicle warrants replacement based on age. This vehicle also has repair needs. Staff recommends replacing this vehicle with an F150 pickup truck to better serve the needs of the Public Works Fleet. An F150 would allow transportation of staff, while also being capable of towing and hauling as necessary, and occasional emergency use during inclement weather.

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 #500 with 116,230 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-550 Crew Cab Dump Truck) \$80,000

Priority 2: This request is for the recurring replacement of F-550 trucks within the Public Works fleet. The F-550 replacements are based on age and/or maintenance/repair costs. Unit #56 (27,759 miles) is a 1993 Ford F350 Single Cab Flatbed Truck that is specifically outfitted to cut traffic signal loops. Due to its exclusive build design, the truck does not get used very often. Staff recommends replacing unit #56 with an F550 Crew Cab Dump Truck that will allow a much broader range of work to be accomplished. The loop cutting equipment can be transferred to a trailer and towed behind many different vehicles which will add diversity to the fleet. Upgrading from a single cab to a crew cab truck will also allow Public Works crews to minimize the number of trucks needed on jobsites.

Recurring Equipment Replacement (Portable Wood Chipper) \$50,000

Priority 2: This request is for the replacement of a 1992 Brush Bandit Portable Wood Chipper Machine (26 years old). The 1992 Brush Bandit warrants replacement based on age and maintenance/repair costs. Due to its age, parts are increasingly hard to find and are typically more expensive. This piece of equipment enables staff to clear trees and brush from City right of ways while recycling the debris into usable mulch for use in other projects.

Recurring PS Facility Roof Replacement \$365,000

Priority 1: Roof replacement of the Evidence Building (\$115,000) and the metal roof segment of Fire Station 81 (\$250,000).

- Public Safety Headquarters - Evidence Building Roof Restoration (5,800 sq. ft. Roof Replacement 30YR 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. This roof is actively experiencing leaks. Due to the nature of this facility's usage, we can choose a couple roofing options: (1) Mod-Bitumen option similar to what the other Public Safety facilities have which provides significant durability but is higher-priced (represents \$115,000 quote herein); or (2) another EPDM roofing option similar to what is being replaced which, while requiring more maintenance (i.e. walking pads to ensure the surface is not punctured, debris cleaning to ensure water doesn't pool and stretch the membrane, etc.), is a more cost-effective alternative.
- Fire Station 82 – Replacement of the metal roof segment at Fire Station 82. This roof was installed in 1990 and totals approximately 4,000 sq.ft. Although the field of the roof is in good shape, the transition at the ridge and eave are showing significant signs of age and are no longer providing adequate water tight protection. This facility is actively experiencing leaks.

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

Priority 1: This Request is for the renovation of bathrooms, kitchens, flooring, lighting, appliances, ceiling fans, etc. at various Fire Stations within the City. The renovations will be accomplished over multiple years. FY 2020 request includes Fire Station 81 and 82 which will both receive bathroom and lighting renovations.

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. FY 2020 funding will be used to replace the HVAC units and/or continued renovations of the restrooms.

Recurring City Center Maintenance \$15,000

Priority 1: This request is for on-going interior maintenance like replacing cabinetry, painting walls and trim, etc. In addition, repairs to the custom stained moldings throughout the main floor require hiring professionals. FY 2020 funding will be combined with FY 2019 funding for installation of new cabinets, countertops, and appliances within the Community Room. The existing cabinets are beginning to wear and some are coming apart and are in need of repair. These replacements will keep the use of the cabinets in good working order.

Recurring Court Facility Improvements \$70,000

Priority 2: This request is for installation of new carpet in the Court Room as well as re-upholstery on the benches in the Court Room. It also includes replacement of two HVAC units for the Court Room which are approximately 25 years old.

Recurring Parking Garage Maintenance \$25,000

Priority 1: This request is for general maintenance of the two Parking Garages. FY 2020 includes pressure washing the City Center Parking Garage. This will increase safety in the parking deck as well as keep the parking deck aesthetically pleasing.

Recurring HVAC Replacement (Detention Facility) \$75,000

Priority 1: This request is for the replacement of HVAC units at the Detention Facility. These units are 20+ years in age and have outlasted their lifespan requiring multiple calls-for-service. Replacement of these units should make the building run more efficiently.

Recurring Generator Replacement (Fire Stations 82/83) \$100,000

Priority 1: This request is for replacement of generators for city facilities. New generators will be natural gas instead of diesel. FY 2020 replacement is for Fire Stations 82 and 83 (both are 25+ years old).

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 463 computers in operation (262 desktops; 201 laptops). The main component of the FY 2020 request includes funding for the replacement of approximately 120 PCs, 15 cellular phones, 65 iPhones, 56 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 (4 years); iPad tablets (3 years); iPhones (3 years); large scale multi-function printers (MFPs) (5-7 years); small scale MFPs (5 years); small printers (3-5 years); desktop UPS (electrical service backup) (3 years); 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).

Public Safety

Recurring Fleet Replacement (Qty: 16)

\$716,000

Priority 1: This request is for the forecasted annual replacement of Police and Fire SUVs, 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 request includes upfitting costs for new vehicles and stripping costs for old vehicles. Funding levels are anticipated to remain around \$750,000 in the early years and will necessitate keeping a certain number of vehicles past their target mileage.

Replacement vehicles to be purchased in FY 2020 include: 1 SUV each for Traffic, K9 and Patrol; 1 F250 for the Fire Battalion Chief; 2 F150s and 2 SUVs for CID; 5 SUVs and 2 F150s for the Admin team and 1 motorcycle.

Replacement Hazardous Materials Truck & Trailer

\$250,000

Priority 1: This request is for replacement of the Hazardous Materials truck and trailer. Both the truck and trailer currently in use have exceeded their life expectancy and have needed significant repairs and maintenance. Actually, the department often has to use multiple trucks/trailers to perform this function which is inefficient, time consuming, and negatively impacts response times. The current trailer gross vehicle weight is close to the rating of the trailer based on DOT requirements.

The Alpharetta Hazmat Unit based out of Fire Station 84 is requesting \$250,000 for the purchase and upfit of an F-750 truck and 44' Custom trailer to carry all their gear and transport the Hazmat trained firefighters safely and efficiently to the scene of a Hazmat incident. Their current vehicle is a 1997 Ford F-800 that was absorbed from the Public Works Department. This older vehicle lacks modern safety and efficiency features that are found on current model vehicles. The towing ability of the F-750 is needed to pull the larger 44' custom trailer that was designed by Hazmat Officers. The trailer cost is estimated at \$120,000. The F-750 before the rear cargo bed is approximately \$85,000. The rear bed and upfit of emergency equipment and center console is estimated at \$30,000. The additional \$15,000 is to cover any overages or price increases that may arise during the approval time frame. It is expected that this new vehicle and trailer will be in service for at least twenty (20) years.

Response times will improve with the purchase/consolidation into one truck/trailer unit. As response time and, by extension, service capabilities will increase, impact fees are being used to fund a portion of the acquisition costs. **Specifically, funding is provided through Impact Fees (\$155,750) and Fund Balance (\$94,250).**

Replacement Traffic Preemption System (Year 2 of 2) \$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 totaled \$150,000. This request will finalize the project scope.

Recurring Public Safety Equipment (replacement) \$220,800

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.

FY 2020 request includes funding for Fire Station replacements for furniture/bedding (\$10,000), fire tools/equipment (\$6,000), and ice machines (\$4,000); personal protective equipment- turnout gear replacement for National Fire Protection Association (NFPA) 10 year service life (\$100,000); PD SWAT equipment (3 helmets = \$3,600; 3 vests = \$16,500, 4 rifles = \$21,100); Replacement workout equipment in 3 fire stations (81, 83 & 84 = \$10,000); replacement of the Fire Marshall's fire extinguisher simulator (\$6,300); replacement of 10 automated external defibrillators (AED) (patrol; \$15,000); replacement of eight computer tablets for ESO (\$16,000); Purchase of reusable LED safety flares versus normal flares (\$6,500); and Police Bike Unit equipment repair/replacement (\$5,800).

Recurring Self Contained Breathing Apparatus (qty: 15) \$98,000

Priority 1: This request is for scheduled replacement of equipment that is essential for the safety of firefighters and which has expired based on the upcoming 2019 National Fire Protection Association (NFPA) Standard revision or otherwise must be taken out of service and replaced. After 3 NFPA standard revision cycles, which is 10-15 years, Firefighter Self-Contained Breathing Apparatus or SCBA have updated innovation and technology that makes the older SCBA units obsolete and non-compliant with the current NFPA standard.

Alpharetta Fire currently has 33 units that were manufactured under the 1997 or 2002 NFPA standard. Our request is to replace these units over a 2-year period (\$98,000

annually over this period). This project will assure the safety of firefighters and provide each of them with updated technology.

Portable Radio Replacement/Reallocation \$28,000 (E911)

Priority 1: Public Safety has seen an increase in the need in the issuance of portable radios for the purpose of support functions such as SWAT Medic, Arson Investigation, Police E-Squad that have placed a strain in the number of available spare and in service capable radios. Public Safety proposes to purchase lighter, less rugged, portable radios (qty: 10) such as those used in Public Works for the Fire Marshall's office and repurpose those existing radios to Public Safety. **Funding is provided through the E911 Fund.**

Recreation, Parks & Cultural Services

Recurring Park Enhancements \$150,000

Priority 2: This funding is for amenities within the parks themselves such as fence replacement and repair, bleacher repair and replacement, new trash cans, new benches, netting replacement and signage not related to wayfinding (such as park rules, dogs on leash, no smoking, etc.) and maintenance shade structures. Each year we are repairing and/or replacing the amenities, plus adding these same amenities to our new parks and downtown areas.

Recurring Park Repairs/Improvements \$100,000

Priority 1: This funding is for general park repairs and improvements on a smaller scale (non-capital size projects). This account allows us to repair trails throughout the system as they need to be repaired. As an example, FY 2019 funds were used to: (1) replace a section of the asphalt trail in Wills Park; (2) replace/repair the brick sidewalk at the Mansell House due to a trip hazard; (3) pour two patios at the Community Center to improve the flow and usability of our heaviest used facility; (4) add a sidewalk at Cogburn Road Park to improve the flow and remove a large mud hole area near the playground; (5) repair a portion of the boardwalk near Mansell Road; etc. This account is crucial to the Department's ability to respond to the needs and repairs as they arise throughout the year.

Recurring Fleet Replacement (Qty: 2 - Bus/Truck) \$150,000

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 125,000 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. FY 2020 funding is for replacement of one 2002 Ford Goshen 21 passenger Bus and one 2004 Chevrolet Silverado 1500.

Recurring Park Equipment Replacement \$120,000

Priority 2: This request is for the replacement of a 1995 Ford Tractor, 2000 4100-John Deere Tractor, and 2007 Bobcat UTV. Replacement requested due to age, hours of use, and estimated repair cost.

Recurring Greenway Improvements/Repairs \$250,000

Priority 3: This fund will be used to repair, improve and enhance the entire length of the Alpharetta Greenway. This asset is extremely valuable to the City, but is showing its age. Washouts, erosion, heavy use and constant maintenance has taken a toll on the

Greenway. Major repairs are needed on the boardwalk portion of the Greenway. Many trees need to be maintained and/or removed to ensure the health of the Greenway and Big Creek.

Recurring Stormwater/Drainage Initiatives

Public Works

Recurring Stormwater Pipes/Structure Repair/Maintenance \$2,200,000

Priority 1: This request is for stormwater pipe and structure maintenance, repair/replacement and includes headwall repair projects located on private residential property within our existing maintenance responsibility.

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.

FY 2020

- Pipe repair or replacement: Lynne Circle and Lantern Ridge.
- Pipe lining projects: Fairfax, Greenmont Walk, Michaela Woods, and Hunters Oaks.
- Headwall repair/replacement: The city maintains headwalls at the end of pipes draining roadway water through residential properties, often discharging to streams, channels, or swales in the back or side yards of homes. Access to these areas is often difficult as it requires removal of fences, landscaping, and large trees. It can also be down steep embankments. Coordination with property owners is critical and the ability of the City to repair these headwalls is directly dependent on the cooperation of the property owners. Due to the work being in close proximity to homes, extra care is needed to maintain the homeowners' privacy and restore the area back to its preconstruction condition to the best of the City's ability to handle future maintenance.

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.

In December 2018 the City was notified by Georgia EPD that the Lake Windward Dam will be reclassified to a Category 1 dam and that because of the city's ownership of Lake Windward Drive, the city is considered a co-owner of the Lake Windward Dam. Category 1 dams require quarterly inspections and a once yearly engineer of record inspection to be submitted to Georgia EPD.

As co-owners we will need to come to an agreement with Windward for how these services and maintenance are managed. The FY 2020 funding will pay for the City's portion of the dam inspections and maintenance. Any remaining funds will be used to complete a design of a streambank protection project that will help to protect the integrity of our greenway trails identified 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, removing trees, and/or removing sediment at specific locations.

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 Local Jobs Creation Grant and the Alpharetta360 Video Marketing Fund to name a few.

The 360 Marketing Videos have 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.

Community Development

2020 Operating Initiative – New Fleet/Space for Code Officers (Qty: 2) \$138,000

Priority 2: This initiative constitutes the capital component (new fleet and associated upfitting costs as well as construction of office space) of the (2) new Enforcement Licensing Officers position requested in FY 2020 (Operating Initiative). Capital costs total \$138,000 and include the acquisition of two (2) F-150 pickup trucks (\$50,000) and the buildout of an existing shell space including furniture (\$88,000). Please refer to the

Operating Initiatives section of this document for a detailed write-up of position duties and justification.

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

Old Roswell St Parking Lot Trash Enclosure

\$400,000

Priority 1: This request is for funding to construct a trash compactor enclosure within the Old Roswell Street Parking Lot. The existing dumpster enclosure only provides sufficient space for two 8 cubic yard dumpsters. An additional two 8 cubic yard recycling dumpsters are currently placed outside of the existing enclosure, occupying approximately three parking spaces. The new enclosure would provide a 40 cubic yard compactor for trash and an 8 cubic yard compactor for recyclable materials. A deodorizing system and security cameras would also be included in the project scope. Operational expenses are anticipated to total \$20,400 annually (\$350 per haul * 2 hauls a month; \$50 per ton * 20 ton est. dumps a month).

Design Services

\$75,000

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.

City Hall Beautification

\$10,000

Priority 2: This request is for the beautification of City Hall including interior art aesthetics.

Public Safety

PS Server Migration

\$25,000

Priority 1: Our current CentralSquare environment was built to the standards of 2008. While it has served us well, in order for us to provide the upmost scalability and resiliently, we need to redesign this environment to 2019 CentralSquare standards. In addition multiple servers are in need of upgrades as end of support from Microsoft is coming due.

Currently our environment consists of the following: BISHOP – OSMCT Server (Server 2016 – 01.11.2027); HAVOK – CentralSquare Mobile Data Server (Server 2016 – 01.11.2027); DEMETER – CAD Application and Database Server (Server 2012 – 10.10.2023 EOS); DIONYSUS – MCT Application and Database Server (Server 2012 –

10.10.2023 EOS); DION – RMS Application and Database Server (Server 2012 – 10.10.2023 EOS); PWYLL – FREEDOM Server (Server 2012 – 10.10.2023 EOS); SATYR- CAD2CAD \ ANIALI Server (Windows 7 – 01.14.2020 EOS); CYCLOPS-COURTTRANS \ PAGEGATE Server (Windows 7 – 01.14.2020 EOS); ARAWN – P2C Server (Server 2008 R2 – 01.14.2020 EOS).

As you can see, there are multiple OS levels as well as different applications that are dependent on multiple servers to be online at the same to be operational. Not only is this a poor design from a high availability standpoint but it also makes it difficult to troubleshoot from an IT perspective.

The proposal is a redesign of our configuration using one OS platform (Windows Server 2019) with Windows Server Clustering and High-Availability. By clustering the database, application, file, and web servers we can provide true 24/7 uptime in the event of a server failure and maintenance.

Exhaust Removal System/Turnout Gear Lockers

\$76,000

Priority 1: This request is for a vehicle exhaust extraction system at Fire Stations 85 (Mid-Broadwell) and Station 86 (Kimball Bridge). These exhaust systems would replace the overhead filtration capture systems, which do not remove all of the exhaust and particulate being produced by apparatus.

Since the construction of these two fire stations in 2005, the department has considered pursuing the purchase and installation of a vehicle exhaust extraction system in order to protect our station personnel and daily general public visitors from carcinogen exposure and cancer causing effects of vehicle exhaust emissions. Our apparatus generates these emissions during startup, return to quarters and routine pump testing at facilities.

Current changes in health and safety standards have clearly identified that vehicle exhaust emissions, in particular, whole diesel exhaust (PM10) is a cancer causing substance. Agencies documenting the hazards of diesel exhaust include but are not limited to The National Institute of Occupational Safety & Health (NIOSH), The American Conference of General Industrial Hygienists (ACGIH), The U.S. Department of Health (USDH), The Occupational Safety and Health Administration (OSHA). The above listed agencies have led to the implementation of NFPA 1500 – 2002 Edition Standard 9.1.6 on facility safety regarding exhaust emissions. Guidelines for vehicle exhaust elimination state: "Local exhaust ventilation that remove harmful fumes at their source, hoses at tailpipe or stack exhaust" as listed in the OSHA Health and Safety Fact Sheet; " Motor vehicles that are operated shall be provided with a source capture system that connects directly to the motor vehicle's exhaust system. In addition, "recirculation of air is prohibited", as stated in the IMC Code 2003.

This request also includes funding for the purchase of Turnout Gear Lockers for the storage of the fire personnel turnout gear in the bay area instead of in the inside storage area currently being utilized. The current location is being filtered by the interior HVAC system, which could introduce contaminants to the living space inside the Fire Station.

The proposed system provides not only protection from exhaust emissions but long-term financial savings as well. Savings will be seen in the form of the potential reduction of insurance premiums, reduced building maintenance cost, reduced liability and lower energy bills by enabling the bay doors to remain closed in winter months. Besides protecting our members from exhaust emissions, our department will achieve direct

financial savings by reducing energy consumption while complying with the U.S. Green Building Council Standards (USGBC).

Funding offsets will be pursued through various grant opportunities which may offset the costs set forth herein.

2020 Operating Initiative – Vehicle for New Asst Fire Marshal \$54,250

Priority 2: This initiative constitutes the capital component (new vehicle) of the addition of one (1) new Assistant Fire Marshal position and the upgrading of the existing part-time Assistant Fire Marshall position to full-time as requested in FY 2020 (Operating Initiative). Capital costs total \$54,250 and include the acquisition of one (1) pickup truck with associated upfitting costs and radio. The existing part-time position has all the necessary equipment. This request is solely related to the new Fire Marshall position. Please refer to the Operating Initiatives section of this document for a detailed write-up of position duties and justification.

Patrol Rifle System \$130,000 (DEA)

Priority 1: 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 Forty (40) rifles to Uniformed Patrol Officers and has zero (0) unassigned and available to Uniform Patrol. Currently, twenty-two (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 40 issued to Officers, the 22 personal rifles currently being carried 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. **Eligible for funding through DEA forfeiture funds.**

Mobile Dispatch \$91,000 (E911 Fund)

Priority 1: Purchase and install the required hardware (2 laptops- one Motorola and one AT&T- 1 will function as a radio and 1 will function as a telephone; hardware in the server room for connections and encryption for a VPN for the laptops) and software to provide portable remote access to 911 telephone system and radio network. In the event of emergency, the 911 center can be immediately replicated in a limited functional capacity until alternate facilities can be arranged (911 personnel will be able to move to any safe location with the laptops and resume limited operations). Both Motorola and AT&T / Intrado West have internet / VPN / Laptop capabilities. Utilizing this mobile platform will also increase efficiencies during special events by providing a 911 center on scene during events. **Eligible for funding through E911 funds.**

Recreation, Parks & Cultural Services

Park System Wayfinding Signage \$100,000 (Hotel/Motel Taxes)

Priority 1: This project is the implementation of the park system wayfinding and signage plan 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 defines a specific sign style that will become our “brand” and help park patrons easily identify Alpharetta parks. The plan recommends 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. This is a multi-year initiative. **Funding is provided through Hotel/Motel Taxes (facility portion; \$100,000).**

Northside Sponsorship Activity Grant Improvements \$40,000 Grant Funded

Priority 1: Northside Hospital is funding a three year sponsorship program focusing on the Health and Wellness aspects of Alpharetta’s parks and programs.

Northside is providing \$50,000.00 per year for three years (began in FY 2019) which includes \$10,000 for operational initiatives and \$40,000 for capital improvements.

Collections for 2020 will be used for construction of a trail-head, fitness site, and associated signage/beautification installations at Wills Park. **100% of funding for these improvements is provided by Northside Hospital.**

Wills Park Master Plan Improvements \$850,000 (Hotel/Motel Taxes)

Priority 2: This program provides for the systematic development of Wills Park as outlined in the 2018 Wills Park Master Plan. In 2020 the funds are for the design costs associated with the replacement and relocation of the Wills Park maintenance barn. The new location would be more centrally located allowing closer access to horseshow exhibitors and park users. The maintenance barn would also offer additional rental space opportunities for the Equestrian Center and can serve as a larger horse schooling arena thus assisting with attracting larger horseshows. Also in 2020, construction of gateway entrances and improvements to the dog park to include drainage upgrades are planned. **Funding is provided through Hotel/Motel Taxes (facility portion; \$850,000).**

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.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME**City Administration****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 Signage \$95,000 (Hotel/Motel Taxes)**

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).
- **Eligible for funding through Hotel/Motel Taxes (facility portion).** The FY 2020 request is for parking signage (on parking decks as well as street-level signs). The remaining sign packages will be requested in future years.

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.

Milton Ave. Improvements (design)

\$50,000

Priority 1: This 400 foot roadway improvement will provide operational enhancements as well as bicycle and pedestrian accommodations along Milton Avenue between Old Roswell Street and Roswell Street. This project complements improvements being implemented on the north side of Milton Avenue by the Private Developer.

Improvements include correcting excessive cross slope and widening the sidewalk along the south side of the road. Reconfiguring much of the south side parking to parallel parking on paver material, and modifying drainage as needed to accommodate the new configuration. Lighting with hanging baskets and new trees in tree wells are also being proposed. This project will also incorporate utility relocations.

Construction/utility relocation costs are estimated at \$2 million and would be part of a future funding request.

Bus Shelter Construction Program

\$40,000

Priority 1: This project installs at least one (1) new bus shelter in Alpharetta annually. City staff will work with businesses and the North Fulton CID in order to partner on installations, potentially allowing multiple installations per year..

Public Works

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 2020, preservation of the parking lots for the Wills Park Equestrian Center (front lot), Wills Park (Garden Center, Recreation Center, Wacky World), Wills Park Pool, Mansell House, etc. The work will involve the application of a high density mineral bond and the milling and resurfacing of select problem areas.

Pedestrian Safety Improvements

\$500,000

Priority 1: This request is for funding to evaluate, design, and construct pedestrian safety improvements throughout the City. Utilizing the tools and recommendations set forth in the pedestrian safety study funded in FY 2019, projects will be identified City-wide and may include pedestrian refuge islands, lighting improvements, midblock crossings, intersection treatments, and signal timing adjustments. Downtown improvements will consist of installing signage restricting turning movements and modifying signals to incorporate a leading pedestrian movement.

For FY 2020, construction projects will include enhancement of the existing midblock crossing of Mayfield Road at Alpharetta Elementary School (\$80,000), pedestrian crossing of Cumming Street at Jayne Ellen Way/Clairmonte Avenue (\$80,000), and pedestrian crossings along Clubhouse Drive (\$40,000). FY 2020 Design will include design of roundabout at the intersection of Roswell Street and Old Roswell Street.

Streetlighting Installations**\$50,000**

Priority 1: This request is for City streets that currently do not have sufficient lighting or no lighting at all throughout the street. This work will include installation of new lighting either on existing power poles or the installation of new poles along with lighting. This will increase the safety of citizens who use our streets and sidewalks on a daily basis.

Roundabout Studies**\$125,000 (Capital Proj. Fund; Impact Fees)**

Priority 1: When designed and placed appropriately, roundabouts promote a continuous flow of traffic allowing for more efficient travel. Additionally, the long-term maintenance costs are significantly less than those of a signalized intersection.

This request is for funding to study the replacement of five signalized intersections throughout the City with roundabouts. Studies will provide a conceptual layout, traffic analysis, conceptual cost estimate, and modeling of each intersection. The five intersections to be studied are:

1. Cumming Street at Henderson Parkway;
2. Mayfield Road at Providence Road;
3. Mayfield Road at Canton Street;
4. Windward Parkway at Clubhouse Drive; and
5. Upper Hembree Road at Harris Road.

Eligible for funding through Capital Project Fund (\$94,875) and Impact Fees (\$30,125).

Major Intersection Improvements**\$50,000 (Capital Proj. Fund; Impact Fees)**

Priority 1: This request would allow the City to quickly address intersection improvement projects, such as adding turn lanes. Projects will be selected based on their effect on traffic flow and safety.

The requested FY 2020 funding is for the construction 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. To achieve maximum cost savings, the necessary milling and resurfacing for this project would be performed as part of the annual milling and resurfacing contract in FY 2020. **Eligible for funding through Capital Project Fund (\$37,950) and Impact Fees (\$12,050).**

Davis Dr Extension to Westside Pkwy \$500,000 (Capital Proj. Fund; Impact Fees)

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. **Eligible for funding through Capital Project Fund (\$120,500) and Impact Fees (\$379,500).**

City Center Decorative Sign Posts

\$180,000

Priority 2: This request is to upgrade the sign posts at City Center to the approved decorative black Wadsworth design post. This project will include 55 sign posts located in and around City Center including Academy Street (SR 9 to Haynes Bridge Road) and Haynes Bridge Road (Academy Street to Old Milton Parkway). As a part of this project, a GIS inventory of the permanent sign locations will be done and sign clutter will be taken into consideration to reduce the overall number of signs.

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

\$200,000 (Capital Proj. Fund; Impact Fees)

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 2020 funding request is for design. Project is contingent upon a partnership with the property owner. Construction costs are estimated at \$1M and would be part of a future funding request.

Eligible for funding through Capital Project Fund (\$48,200) and Impact Fees (\$151,800).

Pedestrian/Safety Improvements at Marietta Street and SR9

\$200,000 (Capital Proj. Fund; Impact Fees)

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. **Eligible for funding through Capital Project Fund (\$151,800) and Impact Fees (\$48,200).**

Haynes Bridge Road Lighting

\$300,000

Priority 1: This request is for installation of Pedestrian Street Lights on the East and West side of Haynes Bridge Road between Old Milton Parkway and Academy Street. Lighting will consist of pedestrian lighting along the sidewalk (both sides) as well as taller street lights in the vicinity of the roundabout. A formal lighting design will determine the best approach taking into consideration lighting casted onto neighboring streets as well as safety for pedestrians and vehicles.

Marjean Way Extension (Design)

\$500,000 (Capital Proj. Fund; Impact Fees)

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 a future funding request. **Eligible for funding through Capital Project Fund (\$120,500) and Impact Fees (\$379,500).**

**Hopewell Road at Vaughan Drive Roundabout (design)
\$150,000 (Capital Proj. Fund; Impact Fees)**

Priority 1: This request is for funding for the design of a roundabout at the intersection of Hopewell Road and Vaughan Drive. The roundabout would serve to: denote one is entering into Alpharetta; aid in slowing traffic entering into the Downtown area; and assist in turning onto/off of Vaughan Drive. Right-of-Way and Construction costs are estimated at \$100,000 and \$1.5 million respectively and would be part of a future funding request. **Eligible for funding through Capital Project Fund (\$113,850) and Impact Fees (\$36,150).**

**Wills Road Widening (Design; Milton Ave. to Old Milton Parkway)
\$200,000 (Capital Proj. Fund; Impact Fees)**

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. This request is for funding of design and estimated right-of-way costs. Construction costs are estimated at \$1,000,000 and would be part of a future funding request. **Eligible for funding through Capital Project Fund (\$151,800) and Impact Fees (\$48,200).**

Waters Road Traffic Calming (Design) \$300,000 (Capital Proj. Fund; Impact Fees)

Priority 2: 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 2020. It is anticipated that right-of-way will be needed from property owners and will be acquired in FY 2021 after completion of the design documents. Construction costs are estimated at \$3,000,000 and would be part of a future funding request. **Eligible for funding through Capital Project Fund (\$227,700) and Impact Fees (\$72,300).**

**Kimball Bridge Road Improvements (design; Waters Rd to Buice Rd)
\$200,000 (Capital Proj. Fund; Impact Fees)**

Priority 2: This request is for roadway improvements along Kimball Bridge Road between Waters Road and Buice Road. Improvements will include the addition of left-turn lanes along Kimball Bridge Road to serve all intersections with South Kimball Bridge Crossing and Bracebridge Road. Project will also investigate adding improvements like replacing the signal at the intersection with Glen Abbey Drive/Tuxford Drive with a roundabout. Project goal is to provide these improvements along the corridor to slow vehicles and improve pedestrian safety. Cost savings can be accomplished in construction by pairing the project up with the future 60" water transmission line work by the County along Kimball Bridge Road from the cemetery to Buice Road. Right-of-way and construction costs are estimated at \$200,000 and \$2,000,000 respectively and would be part of future funding requests. **Eligible for funding through Capital Project Fund (\$151,800) and Impact Fees (\$48,200).**

Douglas Road Traffic Calming Improvements (Option 1; Design) \$50,000 (Capital Proj. Fund; Impact Fees)

Priority 2: 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 for design of improvements which include removal of 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. Construction costs are estimated at \$450,000 and would be part of a future funding request. Another option would be roundabouts which are included in a separate capital request. **Eligible for funding through Capital Project Fund (\$37,950) and Impact Fees (\$12,050).**

Douglas Road Traffic Calming Improvements (Option 2; Design) \$150,000 (Capital Proj. Fund; Impact Fees)

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 2020. It is anticipated that right-of-way will be needed from property owners and will be acquired in FY 2021 after completion of the design documents (estimated at \$100,000). Construction costs are estimated at \$1,500,000 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. **Eligible for funding through Capital Project Fund (\$113,850) and Impact Fees (\$36,150).**

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 (ROW) \$50,000 (Capital Proj. Fund; Impact Fees)

Priority 1: This funding request is for the installation of sidewalks to fill in two gaps along the east side of Waters Road. Citizens of Waters Road have expressed concerns of individuals driving at excessive speeds. Installation of these sidewalks would provide continuous sidewalk along both sides of Waters Road. Pedestrians would only need to cross Waters Road at signalized intersections: Kimball Bridge Road and Jones Bridge

Road. Design of these sidewalk segments was completed in-house by Staff in FY 2019. Construction costs are estimated at \$970,000 and would be part of future funding requests. **Eligible for funding through Capital Project Fund (\$38,000) and Impact Fees (\$12,000).**

AlphaLoop (City Trail)

\$7,300,000

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 crossing under Westside Parkway.

Construction estimates total \$8.8 million and include the following: Phase A (\$6 million); Phase B (\$1.1 million); Phase C (\$1.7 million). The FY 2019 budget included funding of \$1.5 million leaving an unfunded balance of \$7.3 million.

Southlake Drive Culvert Replacement

\$1,300,000

Priority 1: This request is for the reconstruction of the culvert under Southlake Drive at Westchester Way. The existing culvert and headwalls are deteriorating and do not carry the 100 year flood without topping the roadway. This project will replace the triple culverts with an arch culvert similar to Mayfield Road. The walls on either side will not be adjacent to the sidewalk, so they will not extend to be visible while on the roadway. The face of the walls (visible from the resident home side) will be finished with stone pattern similar to the surrounding stacked stone signs and pillars in the vicinity. The new bottomless culvert will require less maintenance and be equipped with a rack to capture floating debris on the southside of Southlake Drive to prevent some floatables from entering Lake Windward. The Southlake Project will include some additional stormwater pipe realignment to tie into the new culvert, placement of sidewalk and handicap ramps, and installation of sod and landscaping.

Wills Park Stream Restoration – Stream 13a

\$350,000

Priority 2: This request is to supplement the \$280,000 currently in the budget for the Stream 13a stream restoration in Wills Park. Stream 13a in Wills Park was identified in the Foe Killer Creek Watershed Improvement Plan as a priority project for watershed and water quality improvement within Wills Park. This project includes reshaping and grading the stream bank and stream bed to remove the incised channels, remove invasive species, and improve the water quality. The Alpharetta Rotary donated the civil engineering development plans for the project. The city has obtained state and federal permit approvals for the project. This funding will include landscape design and installation that was not part of the donated civil engineering development plans.

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.

Public Safety HQ Parking Lot Expansion \$100,000 (Impact Fees)

Priority 1: Due to the increased number of individuals accessing the Public Safety Headquarters, additional parking needs are desired. This request is for funding to construct an additional 24 parking spaces along the main entrance off of Westside Parkway to the Public Safety Headquarters complex. Design was funded in FY 2019 and completed by Staff. **Eligible for funding through Impact Fees.**

Alpharetta Arts Center Parking Expansion (Design)

\$50,000 (Capital Proj. Fund; Impact Fees)

Priority 1: This request is for funding of the design and construction of an expansion of the parking lot at the Arts Center. The existing parking lot provides 39 parking spaces. The proposed expansion would increase this number by 36 spaces to 75 total. The parking lot expansion would be constructed atop the current detention pond. This will necessitate the creation of an underground detention system beneath the parking expansion. The use of permeable pavers in lieu of asphalt is proposed for the parking expansion. Construction costs are estimated at \$900,000 and would be part of future funding requests. **Eligible for funding through Capital Project Fund (\$22,915) and Impact Fees (\$27,085).**

Information Technology

Recurring Data Center Equipment Replacement

\$500,000

Priority 2: This request is for server and network hyper-converged equipment for the Data Center located at Public Works Headquarters. The equipment to be replaced provides support for all city systems for the Data Center located at PW and will be scaled to integrate with Cloud/Infrastructure as a Service (IaaS). 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 and associated equipment have reached end-of-life. There is a companion Operating Initiative item to move these services to the cloud. Should this initiative be approved, this capital request will be withdrawn.

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

\$45,000

Priority 3: 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.

Court Services Facility Replacement/PS HQ Facade Imp. (design) \$50,000

Priority 1: This project provides the necessary evaluation, planning, design, and construction of replacement offices for Municipal Court operations as well as façade improvements to Public Safety Headquarters. FY 2020 funding is for design. Construction costs are estimated at \$4 million and would be part of a future capital request.

PS Workplace Enhancements (PS HQ) \$25,000

Priority 2: This request is for workplace enhancements needed to improve the interior of the Public Safety Headquarters. Enhancements include interior decorations such as pictures, wall murals, wall signage for offices, wooden picture board of personnel, TVs with wall mounts, and exterior signage.

SWAT Medic Take-Home Vehicles (Qty: 4) \$200,000

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; \$37,500); emergency lights and equipment (\$6,500); SWAT Trunk Vault (\$2,500); Rifle\Shotgun rack (\$500); and radio (\$3,000) for a cost per vehicle of \$50,000. There are currently four assigned SWAT medics making the initial cost \$200,000. 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.

3D Laser Scanner \$92,000 (DEA)

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 (\$47,600); Set up (\$9,200); 3D software (\$14,200); Equipment (\$5,500); stands, tripods, battery; and 3-year maintenance and warranty on equipment and software (\$15,500). **Eligible for funding through DEA forfeiture funds.**

Stalker Lasers (Patrol/Traffic; Qty: 10) \$24,000 (DEA)

Priority 1: This request is to purchase ten (10) new Stalker RLR lasers. This increase in LASER equipment will allow additional uniformed patrol officers to increase traffic safety enforcement. The LASER unit is able to measure distance between vehicles for enforcement of vehicles following too closely, which is our number one accident

contributing factor. Current cost per unit is \$2,400. **Eligible for funding through DEA forfeiture funds.**

Recreation, Parks & Cultural Services

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 2020 funding is for resurfacing of six courts at Wills Park.

Pocket Park Development (design) \$50,000 (Capital Proj. Fund; Impact Fees)

Priority 1: Design/development of downtown pocket parks throughout downtown Alpharetta. These parks need to be planned for connectivity and curb appeal. Included in these areas are Ole Milton Park (where the fountain and Christmas tree are); areas at the corner of Old Roswell and Roswell Street; the corner of Old Canton and Canton; the parking area where Food Truck Alley is held; and other small city-owned areas in downtown. FY 2020 includes funding for design of the improvements. Construction of the improvements would span multiple years and is currently estimated at \$375,000. **Eligible for funding through Capital Project Fund (\$31,940) and Impact Fees (\$18,060).**

Neighborhood Park Renovation/Development

\$550,000 (Capital Proj. Fund; Impact Fees)

Priority 1: This request is for the design and construction of neighborhood parks. FY 2020 funding is for the design and construction of various improvements to Union Hill Park based on the 2017 Master Plan. **Eligible for funding through Capital Project Fund (\$311,630) and Impact Fees (\$238,370).**

Wills Park Equestrian Center Improvements \$350,000 (Hotel/Motel Taxes)

Priority 3: This request is for concession and restroom improvements consisting of lighting, irrigation, architecture improvements and landscaping, 2 Stone Pillars w/signs, etc. In meetings between city officials and members of the equestrian community, it was suggested to implement a phased plan of improvement to make the center more attractive to the community as well as make it more appealing for larger shows. **Eligible for funding through Hotel/Motel Taxes (facility portion).**

Historic Preservation Initiative \$275,000 (Capital Proj. Fund; Impact Fees)

Priority 2: This fund supports initiatives to preserve the rich history of the City of Alpharetta. This request is for funding of a master plan, along with the necessary permits for the Farmhouse property. Additionally, \$25,000 is being requested for a farmhouse documentary project. **Eligible for funding through Capital Project Fund (\$184,700) and Impact Fees (\$90,300).**

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 2020-2023 and individual designs and construction projects are anticipated in FYs 2024-2029.

BUDGET NARRATIVE

EXCERPT

City of Alpharetta

FY 2020 Budget Narrative

Budget Rollup: All Funds

The FY 2020 Budget is balanced for all funds and totals \$141 million with the breakdown by fund type as follows:

• General Fund:	\$ 75,291,843
• Special Revenue Funds:	15,945,768 (1)
• Debt Service Fund:	5,351,086
• Capital Project Funds:	30,425,750 (1)
• Solid Waste Fund:	4,180,762
• Risk Management Fund:	1,507,300
• Medical Insurance Fund:	7,686,909
• OPEB Funds:	<u>641,000</u>
Total	\$141,030,418

(1) Amounts contained herein represent new appropriations for FY 2020. Unexpended FY 2019 appropriations for Council approved projects are re-appropriated annually pursuant to city policy.

General Fund

Revenues: FY 2020 General Fund operating revenues are forecasted to grow by 2%, or \$1.4 million, compared to Amended FY 2019. The following table compares major revenue categories within the General Fund:

	FY 2019 AMENDED BUDGET	FY 2020 RECOMMENDED BUDGET	\$ Variance	% Variance
Revenues:				
Property Taxes:				
Current Year	\$ 24,080,000	\$ 23,500,000	\$ (580,000)	-2.4%
Motor Vehicle	115,000	95,000	(20,000)	-17.4%
Motor Vehicle Title Tax Fee	900,000	1,025,000	125,000	13.9%
Prior Year/Delinquent	237,000	282,000	45,000	19.0%
Local Option Sales Tax	15,650,000	16,450,000	800,000	5.1%
Other Taxes:				
Franchise Fees	6,200,000	6,570,000	370,000	6.0%
Insurance Premium Tax	3,900,000	4,200,000	300,000	7.7%
Alcohol Beverage Excise Tax	2,200,000	2,300,000	100,000	4.5%
Other Taxes	2,429,500	2,615,214	185,714	7.6%
Licenses & Permits	2,704,250	2,999,250	295,000	10.9%
Intergovernmental	510,000	110,000	(400,000)	-78.4%
Charges for Services	3,721,992	4,139,150	417,158	11.2%
Fines & Forfeitures	1,987,500	1,687,500	(300,000)	-15.1%
Interest	150,000	200,000	50,000	33.3%
Other Revenues	317,790	281,711	(36,079)	-11.4%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	3,225,000	3,300,000	75,000	2.3%
Total Operating Revenues	\$ 68,328,032	\$ 69,754,825	\$ 1,426,793	2.1%
Fund Balance Carryforward	6,100,065	5,537,018		
Total Revenues	\$ 74,428,097	\$ 75,291,843		

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

- Property Taxes: The FY 2020 Budget is based on maintenance of the city's millage rate at 5.750 mills. The tax digest is anticipated to decline due to implementation of the floating homestead exemption approved by voters in November 2018. The property tax digest reduction (existing values) is estimated at -5% (overall) equating to \$5 billion plus a forecast of new construction valuation of \$95 million (based on building permit data). While the tax digest is estimated to decline -5% overall, the actual decline will be in residential valuations (-10% decline estimate; this is after allowing for the 4.23% growth multiplier set forth in the legislation) and partially mitigated through growth in commercial valuations and new construction.

- The portion of the millage rate funding debt service (Debt Service Fund) is estimated to decrease from 0.98 mills in FY 2019 to 0.93 mills in FY 2020. Estimated growth in the property tax digest (while the overall tax digest is declining, there is growth above the conservative estimates contained in the adopted 2019 Budget), coupled with available cash in the Debt Service Fund, allows for a reduction in the millage rate dedicated for debt service. The FY 2020 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 4.77 mills in FY 2019 to 4.82 mills in FY 2020. Property tax revenue estimates for FY 2020 total \$23.5 million (excluding motor vehicle taxes). Of this amount, \$4.75 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 \$2.7 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 2024. HB 386 created a Motor Vehicle Title Fee that is intended to partially offset the reduction in motor vehicle taxes. An increase of 14% is forecasted for FY 2020 for motor vehicle title fees from a budget-to-budget standpoint. However, actual collections are estimated at \$1 million in FY 2019 which equates to a revised growth rate of 3%. 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 2019 from 46% to 52%.
- Local Option Sales Taxes ("LOST"): Growth of 5% is forecasted for FY 2020 from a budget-to-budget standpoint. However, actual collections are estimated at \$16.3 million in FY 2019 which equates to a revised growth rate of 1%.
- Franchise Fees: Growth of 6% is forecasted for FY 2020 from a budget-to-budget standpoint. However, actual collections are estimated at \$6.6 million in FY 2019 which is essentially flat compared to FY 2020. 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 \$4.1 million in FY 2019 and represents a \$259,981 increase over the prior year (\$3.9 million was collected in FY 2018). The city also raised the Cable Franchise Fee from 3% to 5% effective January 1, 2019 (\$350,000 revenue growth). These trends indicate that revenue growth from this source will likely exceed the 2020 budget.

- Insurance Premium Taxes: Growth of 8% is forecasted for FY 2020 from a budget-to-budget standpoint. However, actual collections during FY 2019 totaled \$4 million which equates to a revised growth rate of 2%.
- Alcohol Beverage Excise Taxes: Growth of 5% is forecasted for FY 2020 from a budget-to-budget standpoint. Due primarily to the continued strong growth in our service and hospitality markets.
- The Other Taxes category includes collections for Intangibles Taxes (5% growth to \$575,000), Real Estate Transfer Taxes (42% growth to \$425,000), Business and Occupational Taxes (2% growth to \$1.2 million), Financial Institution Taxes (2% growth to \$435,000), etc.
- Licenses & Permits: Growth of 11% is forecasted for FY 2020 based on current collection patterns and permit activity. Actual collections are estimated at \$3.6 million in FY 2019 which is greater than the FY 2020 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. Additional revenue growth is anticipated above budget forecasts due to the increase of building permit fee rates during the 1st quarter of 2019. The largest revenue source is Building Permit Fees (\$1.8 million forecast for FY 2020; \$2.3 million conservatively estimated for FY 2019).
- Intergovernmental: Decrease of -78% is forecasted for FY 2020 due to the termination (4th quarter of 2019) of the Recreation/Parks Mutual Use Agreement with the City of Milton. Milton residents will no longer be eligible for early signups and will not drive program offerings (programs will require majority Alpharetta participation in most cases). Termination of this agreement results in an estimated loss of -\$400,000 but is mitigated through anticipated increases in non-resident fees as Milton participants will now pay non-resident fees to participate in programs (estimated gain of \$260,000 accounted for within the Charges for Services category). It should be noted that as program offerings are focused on Alpharetta participation (as opposed to Alpharetta and Milton participation), overall revenues will decline along with expenses (e.g. program instructors, supplies, etc.).

- Charges for Services: Increase of 11% is forecasted for FY 2020 due primarily to the termination of the Recreation/Parks Mutual Use Agreement with the City of Milton described above).
- Fines and Forfeitures: Reduction of -15% is forecasted for FY 2020 from a budget-to-budget standpoint. However, actual collections are estimated at \$1.7 million in FY 2019 which equates to a revised growth rate of 2%. The primary driver of this variance is a continued reduction in court fine revenue (actual collections are down -7% fiscal year-to-date through February 2019) 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 2020 Budget reflects an increased level of enforcement activity.

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

	FY 2019 AMENDED BUDGET	FY 2020 RECOMMENDED BUDGET	\$ Variance	% Variance
Expenditures (by Department):				
Mayor and Council	\$ 364,389	\$ 382,496	\$ 18,107	5.0%
City Administration	1,963,439	2,041,416	77,977	4.0%
Legal Services	690,000	750,000	60,000	8.7%
Community Development	3,162,560	3,283,433	120,873	3.8%
Public Works	8,821,264	8,955,157	133,893	1.5%
Finance	3,366,136	3,498,890	132,754	3.9%
Public Safety	28,472,171	29,498,752	1,026,581	3.6%
Human Resources	505,846	611,973	106,127	21.0%
Municipal Court	1,096,466	1,119,715	23,249	2.1%
Recreation, Parks & Cultural Services	9,975,553	10,216,679	241,126	2.4%
Information Technology	1,742,223	1,802,624	60,401	3.5%
Non-Departmental:				
Contingency	1,711,913	685,000	(1,026,913)	-60.0%
Insurance Premiums (Risk Fund)	689,500	667,500	(22,000)	-3.2%
Gwinnett Tech Contribution (Debt Svc)	286,590	291,190	4,600	1.6%
Donations/Contributions	-	-	-	0.0%
Total Operating Expenditures	\$ 62,848,050	\$ 63,804,825	\$ 956,775	1.5%
Reserve for Operating Initiatives	-	879,688		
Non-Allocated (Reserve)		320,312		
Interfund Transfer:				
Capital Project Fund	9,675,047	7,737,018		
Operating Grant Fund	30,000	-		
Stormwater Capital Fund	1,875,000	2,550,000		
Total Expenditures	\$ 74,428,097	\$ 75,291,843		

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

	FY 2019 AMENDED BUDGET	FY 2020 RECOMMENDED BUDGET	\$ Variance	% Variance
Expenditures (by Category):				
Personnel Services:				
Salaries	\$ 27,980,293	\$ 29,049,710	\$ 1,069,417	3.8%
Group Insurance	8,008,808	8,365,830	357,022	4.5%
Pension (Defined Benefit)	2,599,935	2,675,532	75,597	2.9%
Pension (401A)	1,803,549	1,891,694	88,145	4.9%
OPEB/Post Employment Healthcare	593,514	566,864	(26,650)	-4.5%
Miscellaneous Benefits	2,916,427	3,079,231	162,804	5.6%
<i>subtotal</i>	\$ 43,902,526	\$ 45,628,861	\$ 1,726,335	3.9%
Maintenance and Operations:				
Professional Services	\$ 2,918,106	\$ 3,190,387	\$ 272,281	9.3%
Repair/Maintenance	1,695,541	1,703,985	8,444	0.5%
Maintenance Contracts	2,397,441	2,409,390	11,949	0.5%
Professional Services (IT)	1,437,923	1,684,732	246,809	17.2%
General Supplies	1,043,557	1,043,777	220	0.0%
Utilities	2,834,704	2,734,925	(99,779)	-3.5%
Fuel	441,650	499,100	57,450	13.0%
Legal Services	690,000	750,000	60,000	8.7%
Miscellaneous	2,033,106	1,831,189	(201,917)	-9.9%
<i>subtotal</i>	\$ 15,492,028	\$ 15,847,485	\$ 355,457	2.3%
Capital/Lease:				
Fire Truck/Cardiac Monitor/Taser Leases	\$ 628,550	\$ 631,289	\$ 2,739	0.4%
Work Order Software Lease	76,943	-	(76,943)	-100.0%
Miscellaneous	60,000	53,500	(6,500)	-10.8%
<i>subtotal</i>	\$ 765,493	\$ 684,789	\$ (80,704)	-10.5%
Other Uses:				
Contingency	\$ 1,711,913	\$ 685,000	\$ (1,026,913)	-60.0%
Insurance Premiums (Risk Fund)	689,500	667,500	(22,000)	-3.2%
Gwinnett Tech Contribution (Debt Svc)	286,590	291,190	4,600	1.6%
<i>subtotal</i>	\$ 2,688,003	\$ 1,643,690	\$ (1,044,313)	-38.9%
Total Operating Expenditures	\$ 62,848,050	\$ 63,804,825	\$ 956,775	1.5%
Reserve for Operating Initiatives	-	879,688		
Non-Allocated (Reserve)		320,312		
Interfund Transfer:				
Capital Project Fund	9,675,047	7,737,018		
Operating Grant Fund	30,000	-		
Stormwater Capital Fund	1,875,000	2,550,000		
Total Expenditures	\$ 74,428,097	\$ 75,291,843		

Meeting the Internal Needs of Operating Departments

Several of the major points of the FY 2020 Budget are as follows:

- Operating expenditures of the General Fund are up 1.5% over FY 2019.
- Management of personnel and compensation program to align with current market environment:
 - Staffing level at 443.5 full-time equivalents (reduction of one position compared to FY 2019; Economic Development Director within the City Administration Department).
 - Continuation of a performance-based merit program of 3% on April 1, 2020, per authorized/funded position (estimated cost of \$250,000 citywide¹). This merit program is contingent upon a mid-year review of revenue trends to determine if sufficient funding is available.
 - Coverage of group insurance premiums (5% premium increase; \$321,198² incremental budget impact citywide).
 - Coverage of Pension (Defined Benefit) costs that grow annually at a rate approximating salary growth (3% for FY 2020).

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

	Actual FY 2016	Actual FY 2017	Actual FY 2018	Actual FY 2019	Actual FY 2020	Variance
Detail by Department:						
General Fund						
Mayor & City Council	7.0	7.0	7.0	7.0	7.0	-
City Administration	11.0	10.0	10.0	8.0	7.0	(1.0)
Community Development	23.0	26.0	26.0	28.0	28.0	-
Public Works	55.0	52.0	52.0	52.0	52.0	-
Finance	21.5	21.5	21.5	21.5	21.5	-
Public Safety	218.5	219.0	221.0	221.0	221.0	-
Human Resources	2.0	2.0	2.0	3.0	3.0	-
Municipal Court	9.0	9.0	9.0	8.0	8.0	-
Recreation, Parks and Cultural Svcs	51.0	51.0	51.0	51.0	51.0	-
Information Technology	11.0	11.0	11.0	11.0	11.0	-
subtotal	409.0	408.5	410.5	410.5	409.5	(1.0)
E-911 Fund (Special Revenue Fund)						
Public Safety	25.0	29.0	29.0	29.0	29.0	-
Information Technology	1.0	1.0	1.0	1.0	1.0	-
subtotal	26.0	30.0	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	439.0	442.5	444.5	444.5	443.5	(1.0)

¹ This represents the financial impact in FY 2020 (i.e. April-June 2020).

² The General Fund increased \$357,022 while the other operating funds (combined) decreased -\$35,824.

- Targeted growth (2% or \$355,457) in departmental maintenance and operations budgets (General Fund) that is primarily attributable to the following:
 - Increase in professional services of \$272,281 due primarily to: (1) estimated staffing and management costs for the 2019 municipal election (managed through Fulton County; \$150,000 including advertising needs); and (2) programming of Tech Alpharetta operational funding (\$125,000) into the operating budget (previously funded the capital allocations).
 - Increase in professional services (IT) of \$246,809 due primarily to the addition of ThinkGard database backup services (previously funded through periodic capital investment) and full-recognition of Microsoft Enterprise licensing costs (FY 2019 appropriation was understated and, as a result, was funded in-part through one-time capital funding).
 - Increase in fuel costs of \$57,450 due to fluctuations in fuel pricing through the Fulton County Fuel depot.
 - Increase in legal services costs of \$60,000 due to growth in service needs due to construction projects (right-of-way acquisitions, etc.) and an increase in contract drafting/review requests.
 - All other departmental maintenance and operations budget accounts declined roughly -2% based on a review of expenditure trends coupled with a forecast of operational service priorities.
- The departmental operating capital/lease budget primarily represents funding for the city's capital lease obligations (fire trucks, police tasers, etc.) coupled with minor maintenance capital needs. The capital lease for the Work Order Management software (CityWorks) was fully paid during 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); and funding of debt service on the Gwinnett Technical College contribution (Alpharetta campus).

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 2020 Budget for Mayor and City Council totals \$382,496 and represents an increase of 5%, or \$18,107 compared to the FY 2019 budget. The Personnel Services category increased 6%, or \$17,878, due primarily to growth in group insurance premiums and changes in insurance coverage elections.

The Maintenance and Operations category is flat with FY 2019. The annual discretionary expense appropriation will remain at \$5,000 for Council Members and \$9,000 for the Mayor.

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

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	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 2020 Budget for City Administration totals \$2,041,416 and represents an increase of 4%, or \$77,977, compared to FY 2019. The Personnel Services category decreased -10%, or -\$132,433, due primarily to wage increases associated with the 3.0% performance based merit program scheduled for April 1, 2020, growth in group insurance premiums, growth in risk management claims funding, all of which is offset through the full-year impacts of the elimination of the Internal Audit function (one Internal Auditor position) and Economic Development Director position (fiscal year 2019 budget reflects partial-year funding for both) as well as elimination of the Records Manager position. Base level personnel total 7 FTEs and represent the following:

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	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	-	-	-	-	-
Internal Auditor*	1.0	1.0	1.0	-	-	-
Records Manager*	1.0	1.0	1.0	-	-	-
Web Administrator	1.0	1.0	1.0	1.0	1.0	-
	11.0	10.0	10.0	8.0	7.0	(1.0)

* Position eliminated during FY 2019 (Internal Auditor)/FY 2020 (Records Manager).

** Position funding removed in FY 2019.

The Maintenance and Operations category increased 33%, or \$210,410, due primarily to the following activity:

- Increase in professional services of \$259,070 due primarily to: (1) estimated staffing and management costs for the 2019 municipal election (managed through Fulton County; \$150,000 including advertising needs); and (2) programming of Tech Alpharetta operational funding (\$125,000) into the operating budget (previously funded the capital allocations).
- All other departmental maintenance and operations budget accounts declined roughly -10% based on a review of expenditure trends coupled with a forecast of operational service priorities including the elimination of the Internal Audit function and a targeted reduction in hospitality, marketing, and promotional needs.

Community Development Department

The FY 2020 Budget for Community Development totals \$3,283,433 and represents an increase of 4%, or \$120,873 compared to FY 2019.

The Personnel Services category increased 4%, or \$110,396, due primarily to: wage increases associated with the 3.0% performance based merit program scheduled for April 1, 2020 (contingent upon a mid-year review of revenue trends); growth in group insurance premiums; growth in risk management claims funding; all of which is partially offset through staff turnover (varied incumbent salaries).

Base level personnel total 28.0 FTEs and represent the following:

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	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	-	-	-	-
Building Inspector	5.0	5.0	4.0	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	1.0	-
Code Enforcement Officer	3.0	3.0	3.0	3.0	3.0	-
Director of Community Development	1.0	1.0	1.0	1.0	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	3.0	-
Office Manager	-	-	-	1.0	1.0	-
Planning and Zoning Coordinator	-	-	1.0	1.0	1.0	-
Permit Technician	1.0	1.0	1.0	2.0	2.0	-
Project Administrator	-	1.0	1.0	1.0	1.0	-
Senior Building Inspector	-	-	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	1.0	-
Specialized Assistant - Permits Plus	1.0	-	-	-	-	-
Zoning Administrator	1.0	1.0	1.0	1.0	1.0	-
Zoning Enforcement Officer	1.0	-	-	-	-	-
	23.0	26.0	26.0	28.0	28.0	-

The Maintenance and Operations category increased 3%, or \$10,477, due primarily to the following activity:

- Increase in professional services (IT) of \$16,645 due primarily to the addition of ThinkGard database backup services (previously funded through periodic capital investment) and full-recognition of Microsoft Enterprise licensing costs (FY 2019 appropriation was understated and, as a result, was funded in-part through one-time capital funding).
- Increase in general supplies of \$3,601 based on historical expenditure trends.
- All other departmental maintenance and operations budget accounts declined roughly -2% based on a review of expenditure trends coupled with a forecast of operational service priorities.

Public Works Department

The FY 2020 Budget for Public Works totals \$8,955,157 and represents an increase of 1.5%, or \$133,893, compared to FY 2019. The Personnel Services category increased 6%, or \$280,374, due primarily to wage increases associated with the 3.0% performance based merit program scheduled for April 1, 2020 (contingent upon a mid-year review of revenue trends), growth in group insurance premiums, growth in risk management claims funding, etc.

Base level personnel total 52.0 FTEs and represent the following:

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Variance
Administrative Assistant II	2.0	1.0	1.0	1.0	1.0	-
Administrative Office Coordinator	-	1.0	1.0	-	-	-
Assistant Construction Manager	-	-	1.0	1.0	1.0	-
Civil Engineer	2.0	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*	4.0	4.0	6.0	6.0	5.0	(1.0)
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	-	-	-	-	-
Project Administrator	1.0	1.0	1.0	1.0	1.0	-
Public Works Crew Leader	7.0	8.0	8.0	8.0	8.0	-
Public Works Supervisor	3.0	3.0	4.0	4.0	4.0	-
Public Works Technician I	11.0	11.0	6.0	6.0	6.0	-
Public Works Technician II	8.0	7.0	10.0	10.0	10.0	-
Right of Way Coordinator*	-	-	-	-	1.0	1.0
Senior Engineer	2.0	2.0	2.0	2.0	2.0	-
Senior Engineering Technician	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	1.0	-
Traffic Signal Engineer	1.0	1.0	1.0	1.0	1.0	-
Urban Forestry Program Manager	1.0	1.0	1.0	1.0	1.0	-
Utility Locator	1.0	1.0	-	-	-	-
	55.0	52.0	52.0	52.0	52.0	-

* Position reclassifications occurred during FY 2019.

The Maintenance and Operations category decreased -2%, or -\$69,538, due primarily to the following activity:

- Increase in facility repair/maintenance of \$45,900 based on a forecast of facility maintenance needs in FY 2020 including HVAC, flooring, painting, roof maintenance, etc.).
- Increase in professional services (IT) of \$34,584 due primarily to the addition of ThinkGard database backup services (previously funded through periodic capital investment) and full-recognition of Microsoft Enterprise licensing costs (FY 2019 appropriation was understated and, as a result, was funded in-part through one-time capital funding).

- Decrease in electric utilities funding of -\$140,000 based on historical and year-to-date expenditure trends including the forecasted impact of replacing much of our lighting stock with LED fixtures.

The Capital/Lease category declined due to the as the capital lease for the Work Order Management software (CityWorks) was fully paid during FY 2019.

Finance Department

The FY 2020 Budget for Finance totals \$3,498,890 and represents an increase of 4%, or \$132,754, compared to FY 2019. The Personnel Services category increased 5%, or \$136,673, due primarily to wage increases associated with the 3.0% performance based merit program scheduled for April 1, 2020 (contingent upon a mid-year review of revenue trends), growth in group insurance premiums, growth in risk management claims funding, etc.

Base level personnel total 21.5 FTEs and represent the following:

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	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	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 Coordinator	1.0	1.0	1.0	1.0	1.0	-
Chief Accountant	1.0	1.0	1.0	1.0	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 decreased -1%, or -\$3,919, due primarily to the following activity:

- Increase in professional fees of \$47,145 due primarily to increases in actuarial, asset management, and external auditing fees.
- Decrease in professional services (IT) of -\$15,418 due primarily through a reduction in Tyler Munis Disaster Recovery costs as those services are now rolled-up into enterprise-wide ThinkGuard services (implemented in FY 2019).
- Decrease in maintenance contracts of -\$13,991 due in part to the elimination of funding for the Capital Improvement Dashboard (Socrata) as the County is now funding this service as part of TSPLOST oversight.
- Decrease in employee wellness program needs of -\$11,000 based on historical expenditure trends and a forecast of future needs.

Public Safety Department

The FY 2020 Budget for Public Safety totals \$29,498,752 and represents an increase of 4%, or \$1,026,581, compared to FY 2019.

The Personnel Services category increased 4%, or \$906,277, due primarily to wage increases associated with the 3.0% performance based merit program scheduled for April 1, 2020 (contingent upon a mid-year review of revenue trends), growth in group insurance premiums, growth in risk management claims funding, etc. Base level personnel total 221 FTEs and represent the following:

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Variance
Sworn Police Officers						
Director of Public Safety	1.0	1.0	1.0	1.0	1.0	-
Captain	7.0	7.0	6.0	4.0	4.0	-
Lieutenant	16.0	15.0	15.0	15.0	8.0	(7.0)
Division Chief*	-	-	-	1.0	-	(1.0)
Field Training Officer*	10.0	10.0	10.0	9.0	6.0	(3.0)
Officer*	69.0	70.0	71.0	67.0	70.0	3.0
Sergeants*	-	-	-	6.0	13.0	7.0
Police Operations Major	-	-	1.0	1.0	1.0	-
Police Support Operations Major	-	-	-	1.0	1.0	-
Public Information Officer	1.0	1.0	1.0	-	-	-
Public Safety Budget/Finance Administrator	1.0	1.0	1.0	1.0	1.0	-
Training Coordinator/Police	-	-	-	-	1.0	1.0
	105.0	105.0	106.0	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	2.0	3.0	4.0	1.0
Division Chief	1.0	1.0	1.0	-	-	-
Captain	23.0	23.0	23.0	22.0	18.0	(4.0)
Lieutenant	-	-	-	-	3.0	3.0
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	24.0	24.0	-
Firefighter/Paramedic	20.0	20.0	20.0	20.0	20.0	-
Firefighter II	21.0	21.0	21.0	19.0	19.0	-
Public Safety 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	1.0	-
Deputy Fire Marshal	1.0	1.0	1.0	1.0	1.0	-
Assistant Fire Marshal (3FT; 1PT)	2.5	2.5	3.5	3.5	3.5	-
	98.5	98.5	99.5	99.5	99.5	-
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	-	-	-	-	-
Evidence Custodian	1.0	1.0	1.0	1.0	1.0	-
Fingerprint Technician	0.5	1.0	1.0	1.0	1.0	-
Parking Enforcement Officer (2PT)	1.0	1.0	1.0	1.0	1.0	-
Records Clerk	4.0	4.5	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	15.5	15.5	15.5	15.5	-
	218.5	219.0	221.0	221.0	221.0	-

* Position reclassifications occurred during FY 2019.

The Maintenance and Operations category increased 3.5%, or \$117,565, due primarily to the following activity:

- Increase in professional services (IT) of \$162,338 due primarily to the addition of ThinkGard database backup services (previously funded through periodic capital investment) and full-recognition of Microsoft Enterprise licensing costs (FY 2019 appropriation was understated and, as a result, was funded in-part through one-time capital funding).
- Increase in fuel costs of \$48,000 due to fluctuations in fuel pricing through the Fulton County Fuel depot.
- Increase in maintenance contracts of \$17,071 due primarily to reflecting the true operational allocation of RAPSTC which is partially offset through revised cost estimates for janitorial services, body camera software maintenance, Extra Job software, automated Form software, and the elimination of timekeeping software.
- All other departmental maintenance and operations budget accounts declined roughly -3% based on a review of expenditure trends coupled with a forecast of operational service priorities.

The Capital/Lease category includes funding for fire truck leases, heart monitors, and tasers, and is flat compared to FY 2019.

Human Resources

The FY 2020 Budget for Human Resources totals \$611,973 and represents an increase of 21%, or \$106,127, compared to FY 2019.

The Personnel Services category increased 32%, or \$107,857, due primarily to wage increases associated with the 3.0% performance based merit program scheduled for April 1, 2020 (contingent upon a mid-year review of revenue trends), growth in group insurance premiums, growth in risk management claims funding, and the addition of Human Resources Director position (FY 2019 included partial-year funding).

Base level personnel total 3.0 FTEs and represent the following:

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	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	-
Director of Human Resources*	-	-	-	1.0	1.0	-
	2.0	2.0	2.0	3.0	3.0	-

* Position added during FY 2019.

The Maintenance and Operations category decreased -1%, or \$1,730, due primarily to one-time small equipment costs in 2019 for the purchase of a color multi-function printer which is partially offset through a net increase in travel and training requirements for the new Human Resources Director.

Municipal Court

The FY 2020 Budget for Municipal Court totals \$1,119,715 and represents an increase of 2%, or \$23,249, compared to FY 2019.

The Personnel Services category increased 5%, or \$34,377, due primarily to: wage increases associated with the 3.0% performance based merit program scheduled for April 1, 2020 (contingent upon a mid-year review of revenue trends); growth in group insurance premiums, growth in risk management claims funding; etc.

Base level personnel total 8.0 FTEs and represent the following:

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Variance
Court Administrator	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	4.0	4.0	-
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	8.0	8.0	-

The Maintenance and Operations category decreased -3%, or -\$11,128, due primarily to the following activity:

- Increase in professional services (IT) of \$4,447 due primarily to the addition of ThinkGard database backup services (previously funded through periodic capital investment) and full-recognition of Microsoft Enterprise licensing costs (FY 2019 appropriation was understated and, as a result, was funded in-part through one-time capital funding).
- Decrease in professional services/printing/small equipment needs of -\$12,750 based on historical and year-to-date expenditure trends for bank fees (credit card processing), court appointed attorney fees, substitute solicitor fees, printing, small equipment, etc.
- Decrease in maintenance contracts of -\$3,900 based on a reduction in funding needs for copier consumables, document scanning initiatives, etc.

Recreation, Parks & Cultural Services Department

The FY 2020 Budget for Recreation, Parks & Cultural Services totals \$10,216,679 and represents an increase of 2%, or \$241,126, compared to FY 2019.

The Personnel Services category increased 4%, or \$198,551, due primarily to: wage increases associated with the 3.0% performance based merit program scheduled for April 1, 2020 (contingent upon a mid-year review of revenue trends); growth in group insurance premiums; growth in risk management claims funding; growth in seasonal salaries (temporary staffing); etc.

Authorized personnel total 51.0 FTEs and represent the following:

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Variance
Administrative Assistant I	2.0	2.0	5.0	4.0	4.0	-
Administrative Assistant II*	1.0	1.0	1.0	1.0	2.0	1.0
Administrative Office Coordinator*	-	-	-	-	1.0	1.0
Arts Coordinator	1.0	1.0	-	-	-	-
Community Services Manager	-	-	-	1.0	1.0	-
Cultural Services Coordinator	-	-	-	-	1.0	1.0
Cultural Services Supervisor	-	-	1.0	1.0	1.0	-
Cultural Services Manager	-	-	-	1.0	1.0	-
Customer Service Representative	3.0	3.0	-	-	-	-
Deputy Director of Recreation/Parks	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	-	-	-
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)
Marketing Coordinator*	-	-	-	-	0.5	0.5
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 Crew Leader*	-	-	-	-	1.0	1.0
Parks Maintenance Technician I	13.0	13.0	13.0	12.0	12.0	-
Parks Maintenance Technician II*	5.0	5.0	5.0	5.0	4.0	(1.0)
Parks Supervisor II	4.0	4.0	4.0	3.0	3.0	-
Projects Manager	-	-	-	1.0	1.0	-
Recreation Coordinator*	5.0	5.0	5.0	6.0	4.0	(2.0)
Recreation Services Manager	-	-	-	1.0	1.0	-
Recreation Supervisor II*	4.0	4.0	4.0	3.0	4.0	1.0
Special Events Coordinator (2FT;2PT)*	2.0	2.0	2.0	3.0	2.5	(0.5)
Special Events Manager	1.0	1.0	1.0	-	-	-
Wills Park Manager	-	-	-	1.0	1.0	-
	51.0	51.0	51.0	51.0	51.0	-

* Position reclassifications occurred during FY 2019.

The Maintenance and Operations category increased 1%, or \$49,075, due primarily to the following activity:

- Increase in utilities (net) costs of \$64,221 based primarily on updated cost trends on the new facilities opened during FY 2019 (expanded Wills Park Pool, Cultural Arts Center).
- Increase in professional services (IT) of \$35,275 due primarily to the addition of ThinkGard database backup services (previously funded through periodic capital investment) and full-recognition of Microsoft Enterprise licensing costs (FY 2019 appropriation was understated and, as a result, was funded in-part through one-time capital funding).
- All other departmental maintenance and operations budget accounts declined roughly -1% (average) based on a review of expenditure trends coupled with a forecast of operational service priorities.

The Capital/Other category includes funding for general repair/replacement capital and equipment needs at the Equestrian Center, Wills Park Recreation Center, Easter/Northern/Southern Districts, etc.

Information Technology Department

The FY 2020 Budget for Information Technology totals \$1,802,624 and represents an increase of 3.5%, or \$60,401, compared to FY 2019.

The Personnel Services category increased 4%, or \$66,385, due primarily to wage increases associated with the 3.0% performance based merit program scheduled for April 1, 2020 (contingent upon a mid-year review of revenue trends), growth in group insurance premiums, growth in risk management claims funding, etc.

Authorized personnel total 11.0 FTEs and represent the following:

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Variance
Chief Security Officer	-	-	-	-	1.0	1.0
Director	1.0	1.0	1.0	1.0	1.0	-
Database Administrator	1.0	-	-	-	-	-
GIS Manager	1.0	1.0	1.0	1.0	1.0	-
IT Administrator	-	-	-	-	4.0	4.0
IT Analyst	-	-	-	-	1.0	1.0
IT Manager	3.0	4.0	4.0	4.0	3.0	(1.0)
Network Administrator	2.0	2.0	2.0	2.0	-	(2.0)
Network Analyst I	1.0	1.0	-	-	-	-
Network Analyst II	-	-	1.0	1.0	-	(1.0)
Systems Analyst II	2.0	2.0	2.0	2.0	-	(2.0)
	11.0	11.0	11.0	11.0	11.0	-

The Maintenance & Operations category decreased -4%, or -\$5,984, due primarily to the following activity:

- Increase in professional services (IT) of \$9,416 due primarily to the addition of ThinkGard database backup services (previously funded through periodic capital investment) and full-recognition of Microsoft Enterprise licensing costs (FY 2019 appropriation was understated and, as a result, was funded in-part through one-time capital funding).
- All other departmental maintenance and operations budget accounts declined roughly -10% (average) based on a review of expenditure trends coupled with a forecast of operational service priorities (e.g. reduced offsite travel/training).

Emergency-911 Fund

The FY 2020 Budget for the E-911 Fund totals \$4,311,120 and represents a decrease of -14%, or -\$717,485, compared to FY 2019. 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 2019³. After adjusting for the non-allocated reserve, the true operational budget growth is minimal (1%) compared to FY 2019.

The Personnel Services category increased 1%, or \$16,048, due primarily to wage increases associated with the 3.0% performance based merit program scheduled

³ 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 2020 will occur subsequent to adoption of the budget.

for April 1, 2020 (contingent upon a mid-year review of revenue trends), growth in group insurance premiums, growth in risk management claims funding, etc. which is partially mitigated through employee turnover (and fluctuations in salary) and associated changes in insurance coverage elections.

Authorized personnel total 30.0 FTEs.

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Variance
Communications Officer	13.0	17.0	17.0	17.0	17.0	-
Communications Shift Supervisor	5.0	5.0	4.0	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	5.0	5.0	5.0	4.0	4.0	-
911 Operations Manager	-	-	1.0	1.0	1.0	-
IT Analyst	-	-	-	-	1.0	1.0
Network Analyst II	1.0	1.0	1.0	1.0	-	(1.0)
	26.0	30.0	30.0	30.0	30.0	-

The Maintenance and Operations category decreased -9%, or -\$143,248, due primarily to the following activity:

- Decrease in maintenance contract costs of -\$100,641 due primarily to a carryforward of encumbrance appropriations during FY 2019 that will not continue into FY 2020.
- Decrease in communications of -\$20,700 due to the elimination of E911 cost recovery fee obligations under recent state law changes.
- Decrease in professional services of -\$27,649 due primarily to a carryforward of encumbrance appropriations during FY 2019 that will not continue into FY 2020 coupled with one-time CALEA accreditation costs in FY 2019 that will not continue in FY 2020.

The Capital and Other categories include: \$119,000 for capital initiatives (Mobile Dispatch project and Radio Replacements); \$76,777 to cover lease payments associated with the financing of replacement mobile radios; and \$133,837 to cover operating initiatives⁴.

Impact Fee Fund

The FY 2020 Budget totals \$1,595,128.

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 Improvements⁵

⁴ Please refer to the Operating Initiatives tab of this document for detailed descriptions of the initiatives.

⁵ Please refer to the Capital Initiatives tab of this document for detailed descriptions of the initiatives.

- Parks (Non-Allocated: \$523,453)
- Roads (Non-Allocated: \$862,841)
- Public Safety (HAZMAT Truck/Trailer \$155,750; Non-Allocated: \$53,084)

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 2020 Budget for the DEA Fund totals \$425,050 and represents a decrease of -45%, or -\$341,318, compared to FY 2019. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) and capital initiatives (Body Camera expansion, DEA eligible equipment, etc.) budgeted in FY 2019⁶. After adjusting for the non-allocated reserve, the true operational budget growth is minimal compared to FY 2019.

The Personnel Services category increased 3%, or \$7,543, due primarily to wage increases associated with the 3% performance-based merit program schedules for April 1, 2020 (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.), etc.

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 2016	FY 2017	FY 2018	FY 2019	FY 2020	Variance
Officer	3.0	3.0	3.0	3.0	3.0	-
	3.0	3.0	3.0	3.0	3.0	-

The Capital category includes \$130,000 for the Patrol Rifle Platform System (please refer to the Capital Initiatives section of this document for a detailed description).

⁶ 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 2020 will occur subsequent to adoption of the budget.

Hotel/Motel Fund

The FY 2020 Budget totals \$9,614,470.

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% or \$3.3 million); Alpharetta Convention & Visitor's Bureau (43.75% or \$3.9 million); 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 (\$975,963) with residual monies recommended to fund allowable capital initiatives (Park System Wayfinding Signage \$100,000; Wills Park Master Plan Improvements \$850,000; and a non-allocated balance of \$535,507 available for future investment)⁷.

The FY 2020 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 \$8.8 million (FY 2019 collections are estimated at \$8.6 million) due primarily to an increase in business spending on travel and training.

Debt Service Fund

The FY 2020 Budget totals \$5,351,086 and includes funding for: the payment of principal and interest on general long-term debt (\$5,346,086) and associated administrative fees (\$5,000).

Solid Waste Fund

The FY 2020 Budget for the Solid Waste Fund totals \$4,180,762 and represents a decrease of -4%, or -\$178,384, compared to FY 2019. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) budgeted in FY 2019⁸. After adjusting for the non-allocated reserve, the operational budget is close to 4% representing the contractual rate/fee growth of the waste hauler coupled with customer base growth.

The Personnel Services category increased 4%, or \$2,935, due primarily to wage increases associated with the 3.0% performance based merit program scheduled for April 1, 2020 (contingent upon a mid-year review of revenue trends), growth in group insurance premiums, growth in risk management claims funding, etc.

⁷ 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.

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 2020 will occur subsequent to adoption of the budget.

Authorized personnel total 1.0 FTE and represent the following:

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	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 4%, or \$159,018, due primarily to the contractual rate/fee growth of the waste hauler contract coupled with customer base growth.

Risk Management Fund

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

The FY 2020 Budget for the Risk Management Fund totals \$1,507,300 and represents a decrease of -10%, or -\$165,336, compared to FY 2019. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) budgeted in FY 2019⁹. After adjusting for the non-allocated reserve, the true operational budget growth totals 4%. 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 2020 Budget totals \$7.7 million and represents premiums (employer and employee) and the associated expenditures (administration, claims, and reserves).

⁹ 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 2020 will occur subsequent to adoption of the budget.

OPEB Health/Reimbursement Funds

The OPEB Health Fund represents 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 2020 totals \$60,000.

The OPEB Reimbursement Fund accounts for the post-employment healthcare benefit and is funded through City operations (roughly 2% of payroll or \$581,000).

EXCERPT

FUND SUMMARIES



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CITYWIDE FUND SUMMARIES

Mayor's Recommended FY 2020 Budget
City of Alpharetta
FY 2020 Budget
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		Capital Projects Fund	Stormwater Capital Fund	T-SPLOST Capital Fund	2016 Bond Fund		Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Trust Fund		OPEB Reimb. Fund
REVENUES:																	
Property Taxes	\$ 24,902,000	\$ -	\$ -	\$ -	\$ -	\$ 5,085,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,987,000
Local Option Sales Taxes/ T-SPLOST	16,450,000	-	-	-	-	-	-	-	11,400,000	-	-	-	-	-	-	-	27,850,000
Other Taxes	15,685,214	-	-	-	8,800,000	-	-	-	-	-	-	-	-	-	-	-	24,485,214
Licenses and Permits	2,999,250	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,999,250
Intergovernmental Revenue	110,000	1,025,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,135,000
Charges for Services	4,139,150	3,150,000	-	-	-	-	-	-	-	-	4,080,762	1,499,800	7,686,909	-	-	-	20,556,621
Fines and Forfeitures	1,687,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,687,500
Interest Earnings	200,000	17,120	-	-	-	12,000	-	-	-	-	20,000	7,500	-	-	10,000	-	266,620
Other/Miscellaneous	281,711	-	-	-	-	-	40,000	-	-	-	-	-	-	-	50,000	581,000	952,711
subtotal	\$ 66,454,825	\$ 4,192,120	\$ -	\$ -	\$ 8,800,000	\$ 5,097,000	\$ 40,000	\$ -	\$ 11,400,000	\$ -	\$ 4,100,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 109,919,916	
Other Financing Sources																	
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,737,018	\$ 2,550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,287,018
Interfund Transfer from Hotel/Motel Fund	3,300,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,300,000
Budgeted Fund Balance	5,537,018	119,000	1,595,128	425,050	814,470	254,086	3,000,000	-	4,372,820	1,325,912	80,000	-	-	-	-	-	17,523,484
subtotal	\$ 8,837,018	\$ 119,000	\$ 1,595,128	\$ 425,050	\$ 814,470	\$ 254,086	\$ 10,737,018	\$ 2,550,000	\$ 4,372,820	\$ 1,325,912	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,110,502
Total Revenues	\$ 75,291,843	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 9,614,470	\$ 5,351,086	\$ 10,777,018	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 141,030,418	
EXPENDITURES:																	
Mayor and City Council	\$ 382,496	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 382,496
City Administration	2,041,416	-	-	-	-	-	125,000	-	-	-	-	-	-	-	-	-	2,166,416
Legal Services	750,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	750,000
Community Development	3,283,433	-	-	-	-	-	268,000	-	-	-	-	-	-	-	-	-	3,551,433
Public Works	8,955,157	-	-	-	-	-	7,086,000	2,550,000	-	-	-	-	-	-	-	-	18,591,157
Finance	3,498,890	-	-	-	-	-	-	-	-	-	4,180,762	832,300	-	-	60,000	581,000	9,152,952
Public Safety	29,498,752	4,177,283	155,750	425,050	-	-	1,434,300	-	-	-	-	-	-	-	-	-	35,691,135
Human Resources	611,973	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	611,973
Municipal Court	1,119,715	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,119,715
Recreation, Parks & Cultural Services	10,216,679	-	-	-	950,000	-	830,000	-	-	-	-	-	-	-	-	-	11,996,679
Information Technology	1,802,624	-	-	-	-	-	300,000	-	-	-	-	-	-	-	-	-	2,102,624
Non-Departmental	-	-	-	-	3,000	5,000	-	-	-	-	-	-	-	-	-	-	8,000
Insurance Premiums (Risk Fund)	667,500	-	-	-	-	-	-	-	-	-	-	675,000	-	-	-	-	1,342,500
Medical Claims/Premiums	-	-	-	-	-	-	-	-	-	-	-	-	7,641,909	-	-	-	7,641,909
Contingency	685,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	685,000
Reserve for Operating Initiatives	879,688	133,837	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,013,525
Non-Allocated (Reserve)	320,312	-	1,439,378	-	535,507	-	733,718	-	15,772,820	1,325,912	-	-	45,000	-	-	-	20,172,647
Alpharetta Convention/Visitors Bureau	-	-	-	-	3,850,000	-	-	-	-	-	-	-	-	-	-	-	3,850,000
Debt Service (Principal and Interest)	291,190	-	-	-	975,963	5,346,086	-	-	-	-	-	-	-	-	-	-	6,613,239
Donations/Contributions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
subtotal	\$ 65,004,825	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 6,314,470	\$ 5,351,086	\$ 10,777,018	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 127,443,400	
Other Financing Uses																	
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000
Interfund Transfer to Grant/Capital Funds	10,287,018	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,287,018
subtotal	\$ 10,287,018	\$ -	\$ -	\$ -	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,587,018
Total Expenditures	\$ 75,291,843	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 9,614,470	\$ 5,351,086	\$ 10,777,018	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 141,030,418	

**City of Alpharetta
FY 2020 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	Capital Projects Fund		Stormwater Capital Fund	T-SPLOST Capital Fund	2016 Bond Fund	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Trust Fund	OPEB Reimb. Fund		
REVENUES:																	
Property Taxes	\$ 24,902,000	\$ -	\$ -	\$ -	\$ -	\$ 5,085,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,987,000
Local Option Sales Taxes/ T-SPLOST	16,450,000	-	-	-	-	-	-	-	11,400,000	-	-	-	-	-	-	-	27,850,000
Other Taxes	15,685,214	-	-	-	8,800,000	-	-	-	-	-	-	-	-	-	-	-	24,485,214
Licenses and Permits	2,999,250	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,999,250
Intergovernmental Revenue	110,000	1,025,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,135,000
Charges for Services	4,139,150	3,150,000	-	-	-	-	-	-	-	-	4,080,762	1,499,800	7,686,909	-	-	-	20,556,621
Fines and Forfeitures	1,687,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,687,500
Interest Earnings	200,000	17,120	-	-	-	12,000	-	-	-	-	20,000	7,500	-	10,000	-	-	266,620
Other/Miscellaneous	281,711	-	-	-	-	-	40,000	-	-	-	-	-	-	-	50,000	581,000	952,711
subtotal	\$ 66,454,825	\$ 4,192,120	\$ -	\$ -	\$ 8,800,000	\$ 5,097,000	\$ 40,000	\$ -	\$ 11,400,000	\$ -	\$ 4,100,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 109,919,916	
Other Financing Sources																	
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,737,018	\$ 2,550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,287,018
Interfund Transfer from Hotel/Motel Fund	3,300,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,300,000
Budgeted Fund Balance	5,537,018	119,000	1,595,128	425,050	814,470	254,086	3,000,000	-	4,372,820	1,325,912	80,000	-	-	-	-	-	17,523,484
subtotal	\$ 8,837,018	\$ 119,000	\$ 1,595,128	\$ 425,050	\$ 814,470	\$ 254,086	\$ 10,737,018	\$ 2,550,000	\$ 4,372,820	\$ 1,325,912	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,110,502
Total Revenues	\$ 75,291,843	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 9,614,470	\$ 5,351,086	\$ 10,777,018	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 141,030,418	
EXPENDITURES:																	
Personnel Services	\$ 45,628,861	\$ 2,593,849	\$ -	\$ 295,050	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 79,844	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,597,604
Maintenance and Operations	15,847,485	1,387,657	-	-	3,000	5,000	-	-	-	-	4,100,918	832,300	-	-	-	-	22,176,360
Capital/Capital Lease	684,789	195,777	155,750	130,000	950,000	-	10,043,300	2,550,000	-	-	-	-	-	-	-	-	14,709,616
Other																	
Insurance Premiums (Risk Fund)	667,500	-	-	-	-	-	-	-	-	-	-	675,000	-	-	-	-	1,342,500
Medical Claims/Premiums/Benefits	-	-	-	-	-	-	-	-	-	-	-	-	7,641,909	60,000	581,000	8,282,909	
Contingency	685,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	685,000
Reserve for Operating Initiatives	879,688	133,837	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,013,525
Non-Allocated (Reserve)	320,312	-	1,439,378	-	535,507	-	733,718	-	15,772,820	1,325,912	-	-	45,000	-	-	-	20,172,647
Alpharetta Convention and Visitors Bureau	-	-	-	-	3,850,000	-	-	-	-	-	-	-	-	-	-	-	3,850,000
Debt Service (Principal and Interest)	291,190	-	-	-	975,963	5,346,086	-	-	-	-	-	-	-	-	-	-	6,613,239
Donations/Contributions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
subtotal	\$ 65,004,825	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 6,314,470	\$ 5,351,086	\$ 10,777,018	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 127,443,400	
Other Financing Uses																	
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000
Interfund Transfer to Grant/Capital Funds	10,287,018	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,287,018
subtotal	\$ 10,287,018	\$ -	\$ -	\$ -	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,587,018
Total Expenditures	\$ 75,291,843	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 9,614,470	\$ 5,351,086	\$ 10,777,018	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 141,030,418	



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GENERAL FUND SUMMARY

City of Alpharetta General Fund Statement of Budgetary Comparisons (FY 2019-2020)

	FY 2019 AMENDED BUDGET	FY 2020 RECOMMENDED BUDGET	\$ Variance	% Variance
Revenues:				
Property Taxes:				
Current Year	\$ 24,080,000	\$ 23,500,000	\$ (580,000)	-2.4%
Motor Vehicle	115,000	95,000	(20,000)	-17.4%
Motor Vehicle Title Tax Fee	900,000	1,025,000	125,000	13.9%
Prior Year/Delinquent	237,000	282,000	45,000	19.0%
Local Option Sales Tax	15,650,000	16,450,000	800,000	5.1%
Other Taxes:				
Franchise Fees	6,200,000	6,570,000	370,000	6.0%
Insurance Premium Tax	3,900,000	4,200,000	300,000	7.7%
Alcohol Beverage Excise Tax	2,200,000	2,300,000	100,000	4.5%
Other Taxes	2,429,500	2,615,214	185,714	7.6%
Licenses & Permits	2,704,250	2,999,250	295,000	10.9%
Intergovernmental	510,000	110,000	(400,000)	-78.4%
Charges for Services	3,721,992	4,139,150	417,158	11.2%
Fines & Forfeitures	1,987,500	1,687,500	(300,000)	-15.1%
Interest	150,000	200,000	50,000	33.3%
Other Revenues	317,790	281,711	(36,079)	-11.4%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	3,225,000	3,300,000	75,000	2.3%
Total Operating Revenues	\$ 68,328,032	\$ 69,754,825	\$ 1,426,793	2.1%
Fund Balance Carryforward	6,100,065	5,537,018		
Total Revenues	\$ 74,428,097	\$ 75,291,843		
Expenditures (by Category):				
Personnel Services:				
Salaries	\$ 27,980,293	\$ 29,049,710	\$ 1,069,417	3.8%
Group Insurance	8,008,808	8,365,830	357,022	4.5%
Pension (Defined Benefit)	2,599,935	2,675,532	75,597	2.9%
Pension (401A)	1,803,549	1,891,694	88,145	4.9%
OPEB/Post Employment Healthcare	593,514	566,864	(26,650)	-4.5%
Miscellaneous Benefits	2,916,427	3,079,231	162,804	5.6%
<i>subtotal</i>	\$ 43,902,526	\$ 45,628,861	\$ 1,726,335	3.9%
Maintenance and Operations:				
Professional Services	\$ 2,918,106	\$ 3,190,387	\$ 272,281	9.3%
Repair/Maintenance	1,695,541	1,703,985	8,444	0.5%
Maintenance Contracts	2,397,441	2,409,390	11,949	0.5%
Professional Services (IT)	1,437,923	1,684,732	246,809	17.2%
General Supplies	1,043,557	1,043,777	220	0.0%
Utilities	2,834,704	2,734,925	(99,779)	-3.5%
Fuel	441,650	499,100	57,450	13.0%
Legal Services	690,000	750,000	60,000	8.7%
Miscellaneous	2,033,106	1,831,189	(201,917)	-9.9%
<i>subtotal</i>	\$ 15,492,028	\$ 15,847,485	\$ 355,457	2.3%
Capital/Lease:				
FireTruck/Cardiac Monitor/Taser Leases	\$ 628,550	\$ 631,289	\$ 2,739	0.4%
Work Order Software Lease	76,943	-	(76,943)	-100.0%
Miscellaneous	60,000	53,500	(6,500)	-10.8%
<i>subtotal</i>	\$ 765,493	\$ 684,789	\$ (80,704)	-10.5%
Other Uses:				
Contingency	\$ 1,711,913	\$ 685,000	\$ (1,026,913)	-60.0%
Insurance Premiums (Risk Fund)	689,500	667,500	(22,000)	-3.2%
Gwinnett Tech Contribution (Debt Svc)	286,590	291,190	4,600	1.6%
<i>subtotal</i>	\$ 2,688,003	\$ 1,643,690	\$ (1,044,313)	-38.9%
Total Operating Expenditures	\$ 62,848,050	\$ 63,804,825	\$ 956,775	1.5%
Reserve for Operating Initiatives	-	879,688		
Non-Allocated (Reserve)		320,312		
Interfund Transfer:				
Capital Project/Grant Funds	11,580,047	10,287,018		
Total Expenditures	\$ 74,428,097	\$ 75,291,843		
Personnel (full-time-equivalent)	411.5	409.5		

City of Alpharetta

General Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Amended Budget	FY 2020 Recommended Budget
Beginning Fund Balance:	\$ 20,873,496	\$ 23,586,068	\$ 27,290,370	\$ 28,460,351	\$ 24,637,083	\$ 18,537,018
Revenues:						
Property Taxes	\$ 20,765,849	\$ 22,321,490	\$ 21,696,627	\$ 22,681,551	\$ 25,332,000	\$ 24,902,000
Local Option Sales Taxes	14,757,780	14,953,985	14,943,853	15,907,320	15,650,000	16,450,000
Other Taxes	13,875,057	14,615,779	14,609,885	14,693,816	14,729,500	15,685,214
Licenses and Permits	2,912,433	3,814,821	4,222,432	3,403,611	2,704,250	2,999,250
Intergovernmental	386,458	495,916	422,607	601,978	510,000	110,000
Charges for Services	3,264,768	3,767,927	3,714,804	3,399,085	3,721,992	4,139,150
Fines and Forfeitures	2,767,465	2,208,782	2,244,699	1,811,814	1,987,500	1,687,500
Interest	40,334	119,786	136,336	227,600	150,000	200,000
Other Revenue	204,218	181,625	238,610	248,805	198,477	156,244
	\$ 58,974,363	\$ 62,480,110	\$ 62,229,854	\$ 62,975,580	\$ 64,983,719	\$ 66,329,358
Expenditures:						
Mayor and City Council	\$ 308,237	\$ 321,095	\$ 319,279	\$ 292,533	\$ 364,389	\$ 382,496
City Administration	2,722,528	1,893,792	1,980,803	2,181,453	1,963,439	2,041,416
Legal Services	608,630	726,165	650,104	725,172	690,000	750,000
Community Development	2,340,068	2,345,022	2,631,318	2,793,574	3,162,560	3,283,433
Public Works	7,084,379	7,364,018	7,335,950	7,770,820	8,821,264	8,955,157
Finance	2,953,855	3,087,059	3,105,132	3,319,528	3,366,136	3,498,890
Public Safety	24,212,086	24,672,611	25,001,343	26,161,349	28,472,171	29,498,752
Human Resources	376,580	393,603	368,722	367,541	505,846	611,973
Municipal Court	969,417	955,841	953,791	983,191	1,096,466	1,119,715
Recreation, Parks & Cultural Services	6,669,756	8,124,273	8,353,856	8,586,625	9,975,553	10,216,679
Information Technology	1,467,121	1,520,628	1,546,560	1,602,409	1,742,223	1,802,624
Non-Departmental:						
Contingency	224,249	84,663	114,541	45,697	1,711,913	685,000
Insurance Premiums (Risk Fund)	545,000	607,000	640,000	665,000	689,500	667,500
Gwinnett Tech Contribution (Debt Svc)	288,640	290,340	286,940	286,840	286,590	291,190
Reserve for Operating Initiatives	-	-	-	-	-	879,688
Non-Allocated (Reserve)	-	-	-	-	-	320,312
Donations/Contributions	45,000	45,000	45,000	10,000	-	-
	\$ 50,815,544	\$ 52,431,110	\$ 53,333,338	\$ 55,791,732	\$ 62,848,050	\$ 65,004,825
Other Financing Sources (Uses):						
Proceeds from the sale of Capital Assets	\$ 162,797	\$ 168,544	\$ 155,043	\$ 140,546	\$ 119,313	\$ 125,467
Interfund Transfer:						
Hotel/Motel Fund	1,858,068	2,429,994	2,661,700	2,874,701	3,225,000	3,300,000
Operating Grant Fund	-	-	(20,000)	(20,000)	(30,000)	-
Capital Project Fund	(7,467,112)	(8,943,236)	(8,854,857)	(12,747,363)	(9,675,047)	(7,737,018)
Stormwater Capital Fund	-	-	(1,675,000)	(1,255,000)	(1,875,000)	(2,550,000)
Bond IV Fund	-	-	6,579	-	-	-
	\$ (5,446,248)	\$ (6,344,698)	\$ (7,726,535)	\$ (11,007,116)	\$ (8,235,734)	\$ (6,861,551)
Ending Fund Balance: (1)	\$ 23,586,068	\$ 27,290,370	\$ 28,460,351	\$ 24,637,083	\$ 18,537,018	\$ 13,000,000
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ 2,712,572</i>	<i>\$ 3,704,302</i>	<i>\$ 1,169,981</i>	<i>\$ (3,823,268)</i>	<i>\$ (6,100,065)</i>	<i>\$ (5,537,018)</i>
<i>Personnel (full-time-equivalent)</i>	<i>407.0</i>	<i>409.0</i>	<i>408.5</i>	<i>410.5</i>	<i>411.5</i>	<i>409.5</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 2019 and 2020 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 2019-2020)

	FY 2019 Amended Budget	FY 2020 Recommended Budget	\$ Variance	% Variance
Charges for Services:				
E-911 Service Fees (land lines)	\$ 1,545,000	\$ 1,500,000	\$ (45,000)	-2.9%
E-911 Service Fees (cell phones)	1,420,000	1,450,000	30,000	2.1%
E-911 Service Fees (prepaid cell cards)	140,000	200,000	60,000	42.9%
Intergovernmental:				
City of Milton	950,000	1,025,000	75,000	7.9%
Interest	11,693	17,120	5,427	46.4%
Other Financing Sources: (2)				
Mobile Radio Lease Financing	-	-	-	
Budgeted Fund Balance ("FB")	961,912	119,000	(842,912)	-87.6%
Total Revenues (All Sources): (1)	\$ 5,028,605	\$ 4,311,120	\$ (717,485)	-14.3%
Personnel Services:				
Salaries	\$ 1,678,963	\$ 1,693,955	\$ 14,992	0.9%
Benefits	898,838	899,894	1,056	0.1%
Maintenance and Operations:				
Communications	448,700	428,000	(20,700)	-4.6%
Maintenance Contracts	594,041	493,400	(100,641)	-16.9%
Professional Services (IT)	252,202	269,115	16,913	6.7%
Utilities	48,091	48,920	829	1.7%
Miscellaneous	187,871	148,222	(39,649)	-21.1%
Capital:				
Capital (3)	553,025	119,000	(434,025)	-78.5%
Capital Lease Payments	83,882	76,777	(7,105)	
Other Uses: (2),(3)				
Non-Allocated/Reserve	210,332	133,837	(76,495)	-36.4%
Transfer to Capital Project Fund	-	-	-	0.0%
Total Expenditures (All Uses): (1)	\$ 5,028,605	\$ 4,311,120	\$ (717,485)	-14.3%

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) 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 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Amended Budget	FY 2020 Recommended Budget
Beginning Fund Balance:	\$ 2,150,699	\$ 2,122,858	\$ 1,827,070	\$ 1,851,913	\$ 1,100,333
Revenues:					
Charges for Services	\$ 3,020,347	\$ 2,649,733	\$ 2,918,267	\$ 3,105,000	\$ 3,150,000
Interest	5,777	5,508	12,542	11,693	17,120
City of Milton Agreement	921,918	936,865	941,752	950,000	1,025,000
Other	-	-	504,106	-	-
	<u>\$ 3,948,042</u>	<u>\$ 3,592,106</u>	<u>\$ 4,376,667</u>	<u>\$ 4,066,693</u>	<u>\$ 4,192,120</u>
Expenditures:					
Public Safety	\$ 3,975,883	\$ 3,887,895	\$ 4,351,824	\$ 4,818,273	\$ 4,311,120
	<u>\$ 3,975,883</u>	<u>\$ 3,887,895</u>	<u>\$ 4,351,824</u>	<u>\$ 4,818,273</u>	<u>\$ 4,311,120</u>
Adjustments/Reconciliation:	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1)	<u>\$ 2,122,858</u>	<u>\$ 1,827,070</u>	<u>\$ 1,851,913</u>	<u>\$ 1,100,333</u>	<u>\$ 981,333</u>
<i>Changes in Fund Balance (actual/est.) (2)(3)</i>	\$ (27,841)	\$ (295,789)	\$ 24,844	\$ (751,580)	\$ (119,000)
<i>Personnel (full-time-equivalent)</i>	26.0	26.0	30.0	30.0	30.0

Notes:

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

FYs 2016-2017 and 2019 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.

City of Alpharetta Impact Fee Fund Statement of Budgetary Comparisons (FY 2019-2020)

	FY 2019 Amended Budget	FY 2020 Recommended Budget	\$ Variance	% Variance
Charges for Services:				
Impact Fees (streets/highways)	\$ 250,000	\$ -	\$ (250,000)	-100.0%
Impact Fees (recreation/parks)	550,000	-	(550,000)	-100.0%
Impact Fees (public safety)	175,000	-	(175,000)	-100.0%
Interest	50,000	-	(50,000)	-100.0%
Other Financing Sources:				
Budgeted Fund Balance	2,744,187	1,595,128	(1,149,059)	-41.9%
Total Revenues (All Sources):	\$ 3,769,187	\$ 1,595,128	\$ (2,174,059)	-57.7%
Non-Departmental/Other Uses:				
Impact Fee Administration	-	-	-	-
(2) Capital	2,174,059	155,750	-	-92.8%
(1) Non-Allocated/Reserve	1,595,128	1,439,378	(155,750)	-9.8%
Total Expenditures (All Uses):	\$ 3,769,187	\$ 1,595,128	\$ (155,750)	-57.7%

Notes:

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

(2) Please refer to the Capital Initiatives section of this document for a detailed description of the initiatives.

City of Alpharetta Impact Fee Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimated Actual	FY 2020 Recommended Budget
Beginning Fund Balance:	\$ 1,582,560	\$ 2,927,264	\$ 4,095,456	\$ 2,744,187	\$ 1,595,128
Revenues:					
Charges for Services	\$ 1,425,667	\$ 1,449,478	\$ 1,346,589	\$ 975,000	\$ -
Interest	10,779	17,834	36,045	50,000	-
	<u>\$ 1,436,446</u>	<u>\$ 1,467,312</u>	<u>\$ 1,382,634</u>	<u>\$ 1,025,000</u>	<u>\$ -</u>
Expenditures:					
Non-Departmental	\$ 17,055	\$ -	\$ -	\$ -	\$ -
Capital	74,688	299,120	2,733,902	2,174,059	155,750
	<u>\$ 91,743</u>	<u>\$ 299,120</u>	<u>\$ 2,733,902</u>	<u>\$ 2,174,059</u>	<u>\$ 155,750</u>
Other Financing Sources (Uses):					
Interfund Transfer:					
Debt Service Fund	\$ -	\$ -	\$ -	\$ -	\$ -
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Ending Fund Balance: (1)	<u>\$ 2,927,264</u>	<u>\$ 4,095,456</u>	<u>\$ 2,744,187</u>	<u>\$ 1,595,128</u>	<u>\$ 1,439,378</u>
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ 1,344,704</i>	<i>\$ 1,168,192</i>	<i>\$ (1,351,269)</i>	<i>\$ (1,149,059)</i>	<i>\$ (155,750)</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 2016-2017 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 2019-2020)

	FY 2019 Amended Budget	FY 2020 Recommended Budget	\$ Variance	% Variance
Fines and Forfeitures	\$ 300,000	\$ -	\$ (300,000)	0.00%
Interest	600	-	(600)	0.00%
SWAT Equipment (Milton/Roswell Contribution)	142,591	-	(142,591)	100.00%
Other Financing Sources:				
Budgeted Fund Balance	323,177	425,050	101,873	31.52%
Total Revenues (All Sources):	\$ 766,368	\$ 425,050	\$ (341,318)	-44.54%
Personnel Services	\$ 287,507	\$ 295,050	\$ 7,543	2.62%
Maintenance and Operations	41,974	-	(41,974)	0.00%
Capital	33,569	130,000	96,431	287.26%
Other Uses:				
Non-Allocated/Reserve (1)	403,318	-	(403,318)	-100.00%
Total Expenditures (All Uses):	\$ 766,368	\$ 425,050	\$ (341,318)	-44.54%

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 2020 will occur subsequent to adoption of the budget.

City of Alpharetta

Drug Enforcement Agency Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimated Actual	FY 2020 Recommended Budget
Beginning Fund Balance:	\$ 1,974,755	\$ 1,742,860	\$ 1,450,948	\$ 323,178	\$ 453,319
Revenues:					
Fines and Forfeitures	\$ 244,352	\$ 220,016	\$ 242,998	\$ 350,000	\$ -
Interest	1,435	1,216	752	600	-
Miscellaneous	-	-	110,200	142,591	-
	<u>\$ 245,786</u>	<u>\$ 221,232</u>	<u>\$ 353,951</u>	<u>\$ 493,191</u>	<u>\$ -</u>
Expenditures:					
Public Safety	\$ 477,682	\$ 513,144	\$ 1,481,721	\$ 363,050	\$ 425,050
	<u>\$ 477,682</u>	<u>\$ 513,144</u>	<u>\$ 1,481,721</u>	<u>\$ 363,050</u>	<u>\$ 425,050</u>
Ending Fund Balance: (1),(2)	<u>\$ 1,742,860</u>	<u>\$ 1,450,948</u>	<u>\$ 323,178</u>	<u>\$ 453,319</u>	<u>\$ 28,269</u>
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ (231,895)</i>	<i>\$ (291,912)</i>	<i>\$ (1,127,770)</i>	<i>\$ 130,141</i>	<i>\$ (425,050)</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) FY 2016-2017 fund balance is being used to equipment, personnel, and the capital lease for Tasers. FY 2018 fund balance was used primarily to fund a portion of the Public Safety Headquarters expansion.

City of Alpharetta Hotel/Motel Fund Statement of Budgetary Comparisons (FY 2019-2020)

	FY 2019 Amended Budget	FY 2020 Recommended Budget	\$ Variance	% Variance
Other Taxes:				
Hotel/Motel Taxes	\$ 8,600,000	\$ 8,800,000	\$ 200,000	2.3%
Interest:	-	-	-	0.0%
Other:				
Budgeted Fund Balance	1,770,515	814,470	(956,045)	0.0%
Total Revenues (All Sources):	\$ 10,370,515	\$ 9,614,470	\$ (756,045)	-7.3%
Other Uses:				
Alpharetta Convention & Visitor's Bureau	\$ 3,762,500	\$ 3,850,000	\$ 87,500	2.3%
City of Alpharetta	3,225,000	3,300,000	75,000	2.3%
Facility Portion of the Hotel/Motel Tax:				
Professional Svcs (Bond Admin Fee)	3,000	3,000	-	0.0%
Series 2016 Bonds (Principal/Interest)	979,963	975,963	(4,000)	0.0%
Alpharetta Arts Center	164,392	-	(164,392)	0.0%
Equestrian Center Foundation Match	250,000	-	(250,000)	200.0%
(1) Park System Wayfinding Signage	51,412	100,000	48,588	300.0%
(1) Wills Park Master Plan Improvements	-	850,000	850,000	400.0%
Non-Allocated (Reserve)	814,470	535,507	(278,963)	0.0%
Debt Service Reserve	1,500,000	-	(1,500,000)	-100.0%
Total Expenditures (All Uses):	\$ 10,750,737	\$ 9,614,470	\$ (1,136,267)	-10.6%

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 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimated Actual	FY 2020 Recommended Budget
Beginning Fund Balance:	\$ -	\$ 950,567	\$ 1,505,262	\$ 1,770,515	\$ 2,314,470
Revenues:					
Other Taxes	\$ 6,391,842	\$ 7,097,865	\$ 7,665,868	\$ 8,600,000	\$ 8,800,000
Transfer-In from Conference Center Fund	-	-	-	380,222	-
	<u>\$ 6,391,842</u>	<u>\$ 7,097,865</u>	<u>\$ 7,665,868</u>	<u>\$ 8,980,222</u>	<u>\$ 8,800,000</u>
Expenditures:					
Alpharetta Business Community	\$ 220,403	\$ 0	\$ 0	\$ -	\$ -
Alpharetta Convention & Visitor's Bureau	2,790,878	3,105,316	3,353,818	3,762,500	3,850,000
City of Alpharetta	2,429,994	2,661,700	2,874,701	3,225,000	3,300,000
Facility Portion of the Hotel/Motel Tax:					
Professional Svcs (Bond Admin)	-	525	6,525	3,000	3,000
Facility Debt Service	-	775,629	779,963	979,963	975,963
Alpharetta Arts Center	-	-	385,609	164,392	-
Equestrian Center Foundation Match	-	-	-	250,000	-
Park System Wayfinding Signage	-	-	-	51,412	100,000
Wills Park Master Plan Imp.	-	-	-	-	850,000
	<u>\$ 5,441,275</u>	<u>\$ 6,543,171</u>	<u>\$ 7,400,615</u>	<u>\$ 8,436,267</u>	<u>\$ 9,078,963</u>
Ending Fund Balance:	<u>\$ 950,567</u>	<u>\$ 1,505,262</u>	<u>\$ 1,770,515</u>	<u>\$ 2,314,470</u>	<u>\$ 2,035,507</u>
<i>Changes in Fund Balance (actual/est.)</i>	\$ 950,567	\$ 554,695	\$ 265,254	\$ 543,955	\$ (278,963)

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.



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DEBT SERVICE FUND SUMMARY

City of Alpharetta Debt Service Fund Statement of Budgetary Comparisons (FY 2019-2020)

	FY 2019	FY 2020	\$	%
	Amended Budget	Recommended Budget	Variance	Variance
Property Taxes:				
Property Taxes	\$ 5,090,000	\$ 5,050,000	\$ (40,000)	-0.8%
Delinquent	20,000	20,000	-	0.0%
Motor Vehicle Taxes	24,000	15,000	(9,000)	-37.5%
Interest	10,000	12,000	2,000	20.0%
Other Financing Sources:				
Transfer-In from Impact Fee Fund	-	-	-	0.0%
Budgeted Fund Balance (1)	1,032,049	254,086	(777,963)	-75.4%
Total Revenues (All Sources)	\$ 6,176,049	\$ 5,351,086	\$ (824,963)	-13.4%
Maintenance & Operations:				
Professional Services	\$ 5,000	\$ 5,000	\$ -	0.0%
Debt Service (Principal and Interest):				
City of Alpharetta				
GO Bonds, Series 2012	1,478,950	1,485,350	6,400	0.4%
GO Bonds, Series 2014 (refunding)	1,933,622	1,930,948	(2,674)	-0.1%
GO Bonds, Series 2016	1,930,788	1,929,788	(1,000)	-0.1%
Development Authority of Alpharetta				
Revenue Refunding Bonds, Series 2009	125,153	-	(125,153)	-100.0%
Other Uses:				
Debt Service Reserve (2)	702,536	-	(702,536)	-100.0%
Total Expenditures (All Uses)	\$ 6,176,049	\$ 5,351,086	\$ (824,963)	-13.4%

Notes:

(1) FYs 2019-2020 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 2020 will occur subsequent to adoption of the budget.

City of Alpharetta

Debt Service Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Amended Budget	FY 2020 Recommended Budget
Beginning Fund Balance:	\$ 845,511	\$ 814,053	\$ 1,250,407	\$ 1,032,050	\$ 702,537
Revenues:					
Property Taxes (incl. Motor Vehicle)	\$ 3,519,961	\$ 5,565,545	\$ 5,239,144	\$ 5,134,000	\$ 5,085,000
Interest	8,578	10,979	20,456	10,000	12,000
Other	-	1	-	-	-
Refunding Bond Proceeds	-	-	-	-	-
	<u>\$ 3,528,539</u>	<u>\$ 5,576,525</u>	<u>\$ 5,259,600</u>	<u>\$ 5,144,000</u>	<u>\$ 5,097,000</u>
Expenditures:					
Professional Services	\$ -	\$ 2,350	\$ 3,300	\$ 5,000	\$ 5,000
Non-Departmental:					
Debt Service	3,559,998	5,137,821	5,474,657	5,468,513	5,346,086
Debt Service Reserve	-	-	-	-	-
Refunding Bonds (Pmt to Escrow)	-	-	-	-	-
Refunding Bonds (Issue Costs)	-	-	-	-	-
	<u>\$ 3,559,998</u>	<u>\$ 5,140,171</u>	<u>\$ 5,477,957</u>	<u>\$ 5,473,513</u>	<u>\$ 5,351,086</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>\$ 814,053</u>	<u>\$ 1,250,407</u>	<u>\$ 1,032,050</u>	<u>\$ 702,537</u>	<u>\$ 448,451</u>
Changes in Fund Balance (actual/est.)	<u>\$ (31,459)</u>	<u>\$ 436,354</u>	<u>\$ (218,357)</u>	<u>\$ (329,513)</u>	<u>\$ (254,086)</u>

Notes:

(1) FYs 2016-2020 utilize available fund balance to offset a portion of the debt service requirements.

CAPITAL PROJECT FUND SUMMARIES

City of Alpharetta Capital Project Fund Statement of Budgetary Comparisons (FY 2019-2020)

	FY 2019 Adopted Budget	FY 2020 Recommended Budget	\$ Variance	% Variance
Other Financing Sources:				
General Fund Transfer	\$ 8,695,065	\$ 7,737,018	\$ (958,047)	-11.02%
Northside Hospital Grant (Fitness Initiatives)	-	40,000	40,000	-100.00%
Budgeted Fund Balance	2,750,000	3,000,000	250,000	0.00%
Total Revenues (All Sources):	\$ 11,445,065	\$ 10,777,018	\$ (668,047)	-5.84%
Capital: (1)				
City Administration	\$ 243,336	\$ 125,000	\$ (118,336)	-48.63%
Community Development	170,000	268,000	98,000	57.65%
Public Works	4,268,279	7,086,000	2,817,721	66.02%
Public Safety	1,557,700	1,434,300	(123,400)	-7.92%
Recreation, Parks & Cultural Services	1,416,000	830,000	(586,000)	-41.38%
Information Technology	660,000	300,000	(360,000)	-54.55%
Other Uses:				
Non-Allocated (Future Capital/One-time Initiatives)	3,129,750	733,718	(2,396,032)	-76.56%
Total Expenditures (All Uses):	\$ 11,445,065	\$ 10,777,018	\$ (668,047)	-5.84%

Notes:

(1) Please refer to the *Capital Initiatives* section of this document for detailed descriptions of the FY 2020 capital initiatives.

City of Alpharetta Stormwater Capital Fund Statement of Budgetary Comparisons (FY 2019-2020)

	FY 2019 Adopted Budget	FY 2020 Recommended Budget	\$ Variance	% Variance
Other Financing Sources:				
General Fund Transfer	\$ 1,875,000	\$ 2,550,000	\$ 675,000	36.00%
Budgeted Fund Balance	-	-	-	0.00%
Total Revenues (All Sources):	\$ 1,875,000	\$ 2,550,000	\$ 675,000	36.00%
Capital: (1)				
Public Works	\$ 1,575,000	\$ 2,550,000	\$ 975,000	61.90%
Recreation, Parks & Cultural Services	300,000	-	(300,000)	0.00%
Other Uses:				
Non-Allocated (Future Capital/One-time Initiatives)	-	-	-	N/A
Total Expenditures (All Uses):	\$ 1,875,000	\$ 2,550,000	\$ 675,000	36.00%

Notes:

(1) Please refer to the Capital Requests tab for detailed descriptions of the FY 2020 capital initiatives.

City of Alpharetta T-SPLOST Capital Fund Statement of Budgetary Comparisons (FY 2019-2020)

	FY 2019 Amended Budget	FY 2020 Recommended Budget	\$ Variance	% Variance
Taxes:				
T-SPLOST	\$ 11,100,000	\$ 11,400,000	\$ 300,000	2.70%
Investment Earnings	225,000	-	(225,000)	-100.00%
Other Financing Sources:				
Budgeted Fund Balance	-	4,372,820	4,372,820	N/A
Total Revenues (All Sources):	\$ 11,325,000	\$ 15,772,820	\$ 4,447,820	39.27%
Capital: (1)				
Public Works	\$ 6,671,423	\$ -	\$ (6,671,423)	-100.00%
Other Uses:				
Non-Allocated (Future Capital/One-time Initiatives)	4,653,577	15,772,820	11,119,243	238.94%
Total Expenditures (All Uses):	\$ 11,325,000	\$ 15,772,820	\$ 4,447,820	39.27%

Notes:

(1) Please refer to the *Capital Initiatives* section of this document for detailed descriptions of the FY 2020 capital initiatives.

City of Alpharetta

2016 Parks and Transportation Bond Capital Fund

Statement of Budgetary Comparisons (FY 2019-2020)

	FY 2019 Adopted Budget	FY 2020 Recommended Budget	\$ Variance	% Variance
Other Financing Sources:				
Budgeted Fund Balance	\$ -	\$ 1,325,912	\$ 1,325,912	-
Total Revenues (All Sources):	\$ -	\$ 1,325,912	\$ 1,325,912	-
Capital: (1)				
Public Works	\$ -	\$ -	\$ -	-
Recreation, Parks & Cultural Services	-	-	-	-
Other Uses:				
Non-Allocated (Transportation)	-	734,064	734,064	-
Non-Allocated (Parks)	-	591,848	591,848	-
Total Expenditures (All Uses):	\$ -	\$ 1,325,912	\$ 1,325,912	-

Notes:

(1) Please refer to the *Capital Initiatives* section of this document for detailed descriptions of the FY 2020 capital initiatives.

This fund accounts for the proceeds and associated expenditures resulting from the issuance of voter approved general obligation bonds, series 2016. This bond issue provided \$52 million in improvements aimed at alleviating traffic congestion, expanding sidewalk connectivity, improving park amenities, extending the Big Creek Greenway north to connect with Forsyth County's Greenway, and securing parkland for future passive and active park systems. Fund appropriations are perpetual with only new appropriations recognized in the annual budget. FY 2019 did not include any appropriation adjustments in the Adopted Budget. FY 2020 is recognizing non-allocated appropriations for future appropriation by the City Council.

ENTERPRISE FUND SUMMARY

City of Alpharetta Solid Waste Fund Statement of Budgetary Comparisons (FY 2019-2020)

	FY 2019 Amended Budget	FY 2020 Recommended Budget	\$ Variance	% Variance
Licenses and Permits:				
Solid Waste Permits (Penalties/Interest)	\$ -	\$ -	\$ -	0.00%
Charges for Services:				
Solid Waste Collection Fees	3,953,000	4,014,000	61,000	1.54%
Solid Waste Tag Fees	1,000	1,500	500	50.00%
Solid Waste Commercial Hauler Fees	25,000	25,000	-	0.00%
Solid Waste Fees (Penalties/Interest)	30,000	40,000	10,000	33.33%
Bad Check Fees	300	262	(38)	-12.67%
Interest	8,654	20,000	11,346	131.11%
Other:				
Miscellaneous Revenue	-	-	-	0.00%
Other Financing Sources:				
Budgeted Fund Balance	341,192	80,000	(261,192)	-76.55%
Total Revenues (All Sources): (1)	\$ 4,359,146	\$ 4,180,762	\$ (178,384)	-4.09%
Personnel Services:				
Salaries	\$ 39,552	\$ 40,773	\$ 1,221	3.09%
Benefits	37,357	39,071	1,714	4.59%
Maintenance & Operations:				
Professional Fees	3,886,255	4,044,400	158,145	4.07%
Miscellaneous	55,645	56,518	873	1.57%
Capital/Other Uses:				
Non-Allocated/Reserve (2)	340,337	-	(340,337)	-100.00%
Total Expenditures (All Uses): (1)	\$ 4,359,146	\$ 4,180,762	\$ (178,384)	-4.09%
<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 4% after adjusting for non-operating items.

(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 2020 will occur subsequent to adoption of the budget.

City of Alpharetta

Solid Waste Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Amended Budget	FY 2020 Recommended Budget
Beginning Fund Balance:	\$ 967,766	\$ 1,123,990	\$ 1,133,212	\$ 1,186,192	\$ 1,185,337
Revenues:					
Licenses and Permits	\$ 743	\$ 71	\$ 50	\$ -	\$ -
Charges for Services	3,224,290	3,275,064	3,851,813	4,009,300	4,080,762
Interest	8,598	8,994	19,817	8,654	20,000
Miscellaneous Revenue	-	-	(56)	-	-
	<u>\$ 3,233,631</u>	<u>\$ 3,284,129</u>	<u>\$ 3,871,624</u>	<u>\$ 4,017,954</u>	<u>\$ 4,100,762</u>
Expenditures:					
Solid Waste Operations	\$ 3,077,407	\$ 3,274,907	\$ 3,818,643	\$ 4,018,809	\$ 4,180,762
	<u>\$ 3,077,407</u>	<u>\$ 3,274,907</u>	<u>\$ 3,818,643</u>	<u>\$ 4,018,809</u>	<u>\$ 4,180,762</u>
Other Financing Sources (Uses):					
Interfund Transfer:					
General Fund (subsidy/other)	\$ -	\$ -	\$ -	\$ -	\$ -
				<u>\$ -</u>	<u>\$ -</u>
Ending Fund Balance: (1)	<u>\$ 1,123,990</u>	<u>\$ 1,133,212</u>	<u>\$ 1,186,192</u>	<u>\$ 1,185,337</u>	<u>\$ 1,105,337</u>
<i>Changes in Fund Balance (actual/est.) (2)</i>	<i>\$ 156,224</i>	<i>\$ 9,222</i>	<i>\$ 52,980</i>	<i>\$ (855)</i>	<i>\$ (80,000)</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.

(2) Fund balance is being utilized in FY 2020 to subsidize operations and maintain sanitation rates at existing levels through April 2020.



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INTERNAL SERVICE FUND SUMMARIES

City of Alpharetta

Risk Management Fund

Statement of Budgetary Comparisons (FY 2019-2020)

	FY 2019 Amended Budget	FY 2020 Recommended Budget	\$ Variance	% Variance
Charges for Services				
Risk Fund	\$ 1,446,500	\$ 1,499,800	\$ 53,300	3.7%
Interest Earnings	4,000	7,500	3,500	100.0%
Other:				
Budgeted Fund Balance	222,136	-	(222,136)	-100.0%
Total Revenues (All Sources):	\$ 1,672,636	\$ 1,507,300	\$ (165,336)	-9.9%
Maintenance & Operations: (1)				
Professional Services	\$ 132,000	\$ 135,300	\$ 3,300	2.5%
Vehicle Insurance	170,000	170,000	-	0.0%
Fine Arts Insurance	2,500	3,500	1,000	40.0%
Property and Equipment Insurance	100,000	95,000	(5,000)	-5.0%
General Liability Insurance	60,000	60,000	-	0.0%
Law Enforcement Liability Insurance	91,500	92,500	1,000	1.1%
Public Entity Liability Insurance	62,733	65,000	2,267	3.6%
Workers Comp. Excess Liability Insurance	107,000	107,000	-	0.0%
Criminal Liability Insurance	4,500	4,000	(500)	-11.1%
Cyber Liability Insurance	7,000	7,000	-	100.0%
Umbrella Liability Insurance	56,000	56,000	-	0.0%
Medical Services (PS Custody)	35,000	15,000	(20,000)	-57.1%
Claims and Judgments	622,267	697,000	74,733	12.0%
Other Uses: (2),(3)				
Reserve	222,136	-	(222,136)	-100.0%
Total Expenditures (All Uses):	\$ 1,672,636	\$ 1,507,300	\$ (165,336)	-9.9%

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 2020 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 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Amended Budget	FY 2020 Recommended Budget
Beginning Fund Balance:	\$ 367,911	\$ 589,041	\$ 279,335	\$ 222,137	\$ 222,137
Revenues:					
Charges for Services	\$ 1,262,000	\$ 1,310,000	\$ 1,335,000	\$ 1,446,500	\$ 1,499,800
Interest Earnings	3,984	4,754	9,247	4,000	7,500
Other:					
Insurance Proceeds	25,537	98,274	56,175	-	-
	<u>\$ 1,291,522</u>	<u>\$ 1,413,028</u>	<u>\$ 1,400,421</u>	<u>\$ 1,450,500</u>	<u>\$ 1,507,300</u>
Expenditures:					
Maintenance & Operations:					
Professional Services	\$ 93,457	\$ 121,077	\$ 131,408	\$ 132,000	\$ 135,300
Vehicle Insurance	135,169	143,111	159,588	170,000	170,000
Fine Arts Insurance	-	-	-	2,500	3,500
Property and Equipment Insurance	84,628	83,823	92,197	100,000	95,000
General Liability Insurance	54,387	56,244	56,626	60,000	60,000
Law Enforcement Liability Insurance	93,429	94,931	85,194	91,500	92,500
Public Entity Liability Insurance	49,295	57,900	58,077	62,733	65,000
Workers Comp. Excess Liability Insurance	87,050	100,239	103,609	107,000	107,000
Criminal Liability Insurance	4,075	4,275	3,386	4,500	4,000
Cyber Liability Insurance	6,584	6,806	6,394	7,000	7,000
Umbrella Liability Insurance	53,602	56,725	52,782	56,000	56,000
Medical Services (PS Custody)	6,608	12,408	40,155	35,000	15,000
Claims and Judgments	402,107	985,195	668,204	622,267	697,000
	<u>\$ 1,070,391</u>	<u>\$ 1,722,734</u>	<u>\$ 1,457,620</u>	<u>\$ 1,450,500</u>	<u>\$ 1,507,300</u>
Ending Fund Balance: (1)	<u>\$ 589,041</u>	<u>\$ 279,335</u>	<u>\$ 222,137</u>	<u>\$ 222,137</u>	<u>\$ 222,137</u>
<i>Changes in Fund Balance (actual/est.) (2)</i>	\$ 221,131	\$ (309,706)	\$ (57,199)	\$ -	\$ -

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's 2017-2018 to supplement the reserve for claims and judgments.

City of Alpharetta

Medical Insurance Fund

Statement of Budgetary Comparisons (FY 2019-2020)

	FY 2019 Amended Budget	FY 2020 Recommended Budget	\$ Variance	% Variance
Charges for Services:				
Medical Insurance Premiums				
Employer Contribution	\$ 6,455,648	\$ 6,972,100	\$ 516,452	8.0%
Employee Contribution	714,809	714,809	-	0.0%
Interest	-	-	-	0.0%
Other Financing Sources:				
Budgeted Fund Balance	1,200,060	-	(1,200,060)	100.0%
Total Revenues (All Sources):	\$ 8,370,517	\$ 7,686,909	\$ (683,608)	-8.2%
Maintenance and Operations				
Medical Premiums	\$ 1,637,589	\$ 1,750,000	\$ 112,411	6.9%
Other				
Medical Claims	5,487,755	5,891,909	404,154	7.4%
Reserve	(254,827)	45,000	299,827	-117.7%
Transfers-Out:				
OPEB Trust Fund	1,500,000	-	(1,500,000)	100.0%
Total Expenditures (All Uses):	\$ 8,370,517	\$ 7,686,909	\$ (683,608)	-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 2020 Budget totals \$7.7 million and represents premiums (employer and employee) and the associated expenditures (administration, claims, and reserves). The operating funds (e.g. General Fund, E911 Fund, DEA Fund, and Sanitation Fund) all include group insurance expenses that represent the City's costs.

City of Alpharetta Medical Insurance Fund Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Amended Budget	FY 2020 Recommended Budget
Beginning Fund Balance:	\$ -	\$ (76,062)	\$ 964,180	\$ 1,200,062	\$ (254,825)
Revenues:					
Charges for Services	\$ 6,558,912	\$ 6,742,079	\$ 6,999,721	\$ 7,170,457	\$ 7,686,909
Interest	116	126	119	-	-
	<u>\$ 6,559,028</u>	<u>\$ 6,742,205</u>	<u>\$ 6,999,839</u>	<u>\$ 7,170,457</u>	<u>\$ 7,686,909</u>
Expenditures:					
Medical Premiums	\$ 1,341,840	\$ 1,347,126	\$ 1,506,906	\$ 1,637,589	\$ 1,750,000
Medical Claims	5,293,250	4,354,837	5,257,053	5,487,755	5,891,909
	<u>\$ 6,635,089</u>	<u>\$ 5,701,963</u>	<u>\$ 6,763,958</u>	<u>\$ 7,125,344</u>	<u>\$ 7,641,909</u>
Other Financing Sources (Uses):					
Interfund Transfer:					
OPEB Trust Fund	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,500,000</u>	<u>\$ -</u>
Ending Fund Balance:	<u>\$ (76,062)</u>	<u>\$ 964,180</u>	<u>\$ 1,200,062</u>	<u>\$ (254,825)</u>	<u>\$ (209,825)</u>
<i>Changes in Fund Balance (actual/est.)</i>	<u>\$ (76,062)</u>	<u>\$ 1,040,242</u>	<u>\$ 235,881</u>	<u>\$ (1,454,887)</u>	<u>\$ 45,000</u>

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 Health Trust Fund Statement of Budgetary Comparisons (FY 2019-2020)

	FY 2019 Amended Budget	FY 2020 Recommended Budget	\$ Variance	% Variance
Charges for Services:				
OPEB Trust Funding				
Employer Contribution	\$ 85,000	\$ 30,000	\$ (55,000)	-
Employee Contribution	20,000	20,000	-	-
Interest	-	10,000	10,000	-
Transfer-In				
Medical Insurance Fund	-	-	-	-
Total Revenues (All Sources):	\$ 105,000	\$ 60,000	\$ (45,000)	-
Maintenance and Operations				
OPEB Benefits	\$ 105,000	\$ 60,000	\$ (45,000)	-
Post Employment Healthcare Benefit	-	-	-	-
Reserve	-	-	-	0.0%
Total Expenditures (All Uses):	\$ 105,000	\$ 60,000	\$ (45,000)	-

City of Alpharetta

OPEB Health Trust Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Amended Budget	FY 2020 Recommended Budget
Beginning Fund Balance:	\$ 995,157	\$ 1,057,003	\$ 1,130,252	\$ 1,224,157	\$ 1,224,157
Revenues:					
OPEB Trust Funding	\$ 105,416	\$ 114,283	\$ 85,200	\$ 105,000	\$ 50,000
Interest	2,846	6,460	16,391	-	10,000
	<u>\$ 108,261</u>	<u>\$ 120,743</u>	<u>\$ 101,591</u>	<u>\$ 105,000</u>	<u>\$ 60,000</u>
Expenditures:					
OPEB Benefits	\$ 46,415	\$ 47,494	\$ 7,686	\$ 105,000	\$ 60,000
	<u>\$ 46,415</u>	<u>\$ 47,494</u>	<u>\$ 7,686</u>	<u>\$ 105,000</u>	<u>\$ 60,000</u>
Other Financing Sources (Uses):					
Interfund Transfer:					
Medical Insurance Fund	\$ -	\$ -	\$ -	\$ -	\$ -
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Ending Fund Balance:	<u>\$ 1,057,003</u>	<u>\$ 1,130,252</u>	<u>\$ 1,224,157</u>	<u>\$ 1,224,157</u>	<u>\$ 1,224,157</u>
<i>Changes in Fund Balance (actual/est.)</i>	\$ 61,846	\$ 73,249	\$ 93,905	\$ -	\$ -

Notes:

Fiscal Year's 2016-2018 represent activity associated the OPEB Health Trust 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.

City of Alpharetta OPEB Reimbursement Trust Fund Statement of Budgetary Comparisons (FY 2019-2020)

	FY 2019 Amended Budget	FY 2020 Recommended Budget	\$ Variance	% Variance
Charges for Services:				
OPEB Health Reimbursement Benefit				
Employer Contribution	\$ 550,000	\$ 575,000	\$ 25,000	-
Interest	-	6,000	6,000	-
Transfer-In				
Medical Insurance Fund	1,500,000	-	(1,500,000)	-
Total Revenues (All Sources):	\$ 2,050,000	\$ 581,000	\$ (1,469,000)	-
Maintenance and Operations				
OPEB Health Reimbursement Benefit	\$ 2,050,000	\$ 581,000	\$ (1,469,000)	-
Reserve	-	-	-	0.0%
Total Expenditures (All Uses):	\$ 2,050,000	\$ 581,000	\$ (1,469,000)	-

City of Alpharetta

OPEB Reimbursement Trust Fund

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Amended Budget	FY 2020 Recommended Budget
Beginning Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues:					
OPEB Health Reimbursement Benefit	\$ -	\$ -	\$ -	\$ 550,000	\$ 575,000
Interest	-	-	-	-	6,000
	\$ -	\$ -	\$ -	\$ 550,000	\$ 581,000
Expenditures:					
OPEB Health Reimbursement Benefit	\$ -	\$ -	\$ -	\$ 2,050,000	\$ 581,000
	\$ -	\$ -	\$ -	\$ 2,050,000	\$ 581,000
Other Financing Sources (Uses):					
Interfund Transfer:					
Medical Insurance Fund	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -
	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -
Ending Fund Balance:	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Changes in Fund Balance (actual/est.)</i>	\$ -	\$ -	\$ -	\$ -	\$ -

Notes:

The Fiscal Year 2019 Adopted Budget reflected implementation of a OPEB Health Reimbursement 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). Funding with this benefit was transferred during FY 2019 to its own Fund (Fund 791 - OPEB Health Reimbursement Trust Fund).