



CITY COUNCIL MEETING JUNE 3, 2019

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

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE TO THE FLAG
- IV. CONSENT AGENDA
 - A. Council Meeting Minutes (Meeting of 5/28/2019)
 - B. Financial Management Report: Month Ending April 30, 2019
- V. PUBLIC HEARING
 - A. E-19-01: Sabri Guven Sign Exception
Consideration of a sign exception to allow one (1) additional illuminated window sign for Sabri Guven Fine Jewelry for a total of two (2) illuminated window signs. The property is located at 2225 Old Milton Parkway is legally described as being located in Land Lot 748, 1st District, 2nd Section, Fulton County, Georgia.
 - B. Public Hearing on the Fiscal Year 2020 Budget and Millage Rate Levy
- VI. OLD BUSINESS
 - A. Approval of Fiscal Year 2020 Budget and Millage Rate Levy (2nd Reading)
- VII. NEW BUSINESS
 - A. On Call Park Trail Construction Services (RFQ 19-1005)
 - B. On-Call Electrical Service for Events (RFP 19-111)
 - C. Equestrian Center Stall Cleaning (ITB # 19-013)
 - D. Resolution Authorizing Eminent Domain - 66 Thompson Street
A Resolution of the Mayor and Council of the City of Alpharetta to Authorize the Use of Eminent Domain to Acquire Certain Property Located at 66 Thompson Street, Alpharetta, Georgia, for Transportation Project - Alpha Loop
 - E. Resolution Authorizing Eminent Domain - 72 Thompson Street
A Resolution of the Mayor and Council of the City of Alpharetta to Authorize the Use of Eminent Domain to Acquire Certain Property Located at 72 Thompson Street, Alpharetta, Georgia, for Transportation Project - Alpha Loop
 - F. Resolution Authorizing Eminent Domain - 82 Thompson Street
A Resolution of the Mayor and Council of the City of Alpharetta to Authorize the Use of Eminent Domain to Acquire Certain Property Located at 82 Thompson Street, Alpharetta, Georgia, for Transportation Project - Alpha Loop

G. Resolution Authorizing Eminent Domain - 92 Thompson Street

A Resolution of the Mayor and Council of the City of Alpharetta to Authorize the Use of Eminent Domain to Acquire Certain Property Located at 92 Thompson Street, Alpharetta, Georgia, for Transportation Project - Alpha Loop

H. Alpha Loop Gap - Thompson Street

VIII. PUBLIC COMMENT

IX. REPORTS

X. ADJOURNMENT TO EXECUTIVE SESSION



CITY COUNCIL MEETING STAFF REPORT

Submitting Department: City Clerk
Submitted By: Erin Cobb
Meeting Date: June 3, 2019

I. AGENDA ITEM TITLE: COUNCIL MEETING MINUTES (MEETING OF 5/28/2019)

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:

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

EXTERNAL FUNDING SOURCES:

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

IV. REPORT IN BRIEF:

V. ALTERNATIVES:

VI. ATTACHMENTS:

City Council Meeting draft minutes 5-28-19



City Council Meeting
May 28, 2019
Office of the City Clerk

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

This summary is provided as a convenience and service to the public, media and staff. It is not the intent to record proceedings verbatim. Any reproduction of this summary must include this notice. 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
 - Mayor Jim Gilvin
 - Mayor Pro Tem Donald F. Mitchell
 - Jason Binder
 - Ben Burnett
 - John Hipes
 - Dan Merkel (absent)
 - Karen Richard
- Staff
 - Bob Regus, City Administrator
 - Sam Thomas, City Attorney
 - James Drinkard, Asst. City Administrator
 - Peter Sewczwicz, Director of Public Works
 - John Robison, Director of Public Safety
 - Morgan Rodgers, Director of Recreation, Parks & Cultural Services
 - Kathi Cook, Director of Community Development
 - Michael Woodman, Senior Planner
 - Tom Harris, Director of Finance
 - Shawn Mitchell, Budget and Procurement Manager
 - Matthew Thomas, Economic Development Manager

- o Eric Graves, Senior Transportation Engineer/Planner

III. PLEDGE TO THE FLAG

IV. PROCLAMATIONS AND PRESENTATIONS

A. Annual Lupus Awareness Month Proclamation

V. CONSENT AGENDA

A. Council Meeting Minutes (Meeting of 5/20/2019)

B. Alcoholic Beverage License Applications PH-19-AB-13

**F&B Enterprises, LLC
d/b/a Fire Brimstone Tavern
10595 Old Alabama Rd. Conn Unit 1
Alpharetta, GA 30022**

**Restaurant
Consumption on Premises
Beer, Wine, Liquor, Sunday Sales Wine
by the Bottle**

**Owner: Steven and Gina Adcock
Registered Agent: Randy M. Wells**

❖ Council Member Burnett offered a motion to approve the Consent Agenda

- The motion received a second from Mayor Pro Tem Mitchell
- The motion was approved unanimously (6-0)

VI. PUBLIC HEARING

A. Z-19-01 Walker/4360 Webb Bridge Road

- Director of Community Development, Kathi Cook, came forward to present this item.
- Staff recommends Mayor and Council approve Z-19-01 Walker/4360 Webb Bridge Road, subject to the following conditions:
 1. The site, consisting of approximately 7.23 acres, shall be zoned R and developed substantially similar to site plan prepared by Joe Gayle & Associates, dated 9/24/2018, except for modifications required to comply with the conditions below. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.
 2. Homes visible from Webb Bridge Road shall be primarily brick or stone, as approved by Staff.
 3. Fencing visible from Webb Bridge Road shall be a continuation of the existing 5-board horse fence.

4. Unfinished wood decks, fences or porches shall not be visible from Webb Bridge Road.
5. New private road shall be located on common property and shall be a minimum 40' right-of-way with 10' landscape strip on both sides of the road, final design approved by Staff. Maintenance responsibility for new private road shall be assigned at final plat.
6. A stream determination shall be conducted on the property prior to LDP.
7. Wetlands and rain garden shall be located on common property with maintenance responsibility assigned at final plat.
8. Home sites and new private road shall be laid out to minimize impact to the existing tree canopy, as approved by Staff.
9. Minimum 25' undisturbed buffer, replanted where sparse with evergreen material, shall be provided along the north, east and south property lines.
10. Provide additional right-of-way along Webb Bridge Road, if necessary, with final configuration of the roadway improvements included on the LDP.
11. Minimum 10' access easement shall be provided from the private road to the rain garden.
12. At a minimum, run-off from residential impervious areas shall be directed to dry well(s) or other BMPs, as approved by Staff and as site conditions allow. There shall be no **additional** downstream impacts with final design approved by Staff.

13. Stormwater management facility shall be an amenity, aesthetically pleasing and screened.

- The applicant, Stan Walker, is requesting a change in zoning for approximately 7.23 acres from AG (Agriculture) and Community Unit Plan (CUP) to R (Dwelling 'For-Sale', Residential – Minimum 1 Acre Lots) for the purpose of subdividing the property into two (2) single-family detached lots. The subject property is located at 4360 Webb Bridge Road on the east side of Webb Bridge Road and south of Shirley Bridge Road.
- The submitted request, if approved, would allow for the development of two (2) 'For-Sale' single-family detached lots on approximately 7.23 acres with a proposed residential density of 0.28 dwelling units per acre. The applicant owns the adjacent 4-acre property, which includes a single-family residence and barn. The subject property is located at 4360 Webb Bridge Road on the east side of Webb Bridge Road and south of Shirley Bridge Road.
- The property is currently zoned AG and CUP and is undeveloped. The applicant's home is located on the property immediately adjacent and to the north. Surrounding properties are zoned AG and CUP to the north, CUP to the east and south and SU (Special Use) and CUP to the west. Broadlands Subdivision is located to the north and east, Park Glen Subdivision is located to the south, the applicant's residence is located to the north and two (2), 2-acre unplatted lots and Webb Bridge Middle School are located to the west.

- The Comprehensive Land Use Plan reflects a 'Low Density Residential' future land use designation for the subject property, which permits R-12 and R-15 zoning districts. Surrounding subdivisions have average lot sizes between 17,030 square feet (Park Glen) and 1.27 acres (Broadlands). Therefore, the proposed R (minimum 1 acre lots) zoning district would be appropriate for the subject property.
- In 2006, the subject property and the applicant's adjacent property to the north were rezoned from AG and CUP to R-12 and R-15 to allow for a 20-lot subdivision. However, the zoning reverted on 12/18/2008 due to the lack of a building permit being issued. A rezoning similar to the 2006 request was submitted for consideration in 2010; however, the request was ultimately withdrawn by the applicant.
- The submitted site plan depicts two (2) single-family detached lots with access from a new private road by way of the existing curb cut on Webb Bridge Road. Lot 1 is depicted to be 2.25 acres; Lot 2 is 2.95 acres and a 0.43-acre common area with rain garden is depicted in the northeast corner of the property. The applicant's site plan meets or exceeds the development standards in the R zoning district, including minimum lot size and setbacks. If approved, the new private road should be located on a common parcel with final design approved by Staff.
- The property is heavily wooded, consisting primarily of hardwoods. The tree survey and assessment from 2010 identifies several specimen trees on the property. If approved, staff recommends a condition requiring that the private road and home sites be laid out to minimize impacts to the existing tree canopy.
- A rain garden is depicted at the northeast corner of the property, which is designated as a 0.43-acre common area on the site plan. The survey indicates the presence of wetlands within this area, as well as a natural drainage channel flowing to it. It is possible that a stream is present on the property and a stream determination should be conducted prior to a land disturbance permit.
- The zoning proposal, consisting of two (2) single-family detached homes, would generate two (2) PM Peak Hour trips.
- Residential development is known to increase school enrollment. Fulton County calculated the potential maximum number of children who may live on the property by using the Fulton County Schools standard calculation to identify the number of children that a residential development will generate.
- Based on the total figure for all three school levels, it can be assumed that the proposed development could house approximately 0 – 2 school age children. Numbers provided by Fulton County Schools show that Lake Windward Elementary School has capacity; however, Webb Bridge Middle School and Alpharetta High School are currently over capacity.
- Staff has reviewed the applicant's proposal and finds that it can generally support the request for rezoning. The proposal is less dense than the Comprehensive Land Use Plan designation of the property and surrounding subdivisions, which is 'Low Density Residential'. Surrounding subdivisions have average lot sizes between 17,030 square feet and 1.27 acres. Therefore, the applicant's proposal to rezone to R (minimum 1 acre lots) is appropriate for

use on the subject property. If approved, conditions are recommended requiring the private road be located on a separate parcel of land, protection of the tree canopy and buffers.

- The report submitted by the applicant states that property owners were contacted regarding the applicant's intent. The report states that the applicant was contacted by five (5) neighboring property owners with a few concerns over stormwater management and buffers and some having no issues with the proposal.
- The City met with adjacent property owners in Broadlands subdivision and a representative from Windward Community Services Association (WCSA) to discuss concerns over stormwater management and buffers. Following the meeting, the City received a letter dated May 7, 2019 (see attached) from the same property owners requesting additional conditions of zoning.
- The CZIM was held on April 10, 2019. There were three (3) public comments reflected on the sign-in sheet, of which one (1) had no concerns and two (2) had concerns over buffers and stormwater.
- The applicant, Stan Walker, 4360 Webb Bridge Road, Alpharetta, came forward to speak on behalf of the item and address any questions from Mayor and Council.

Public Comment:

- No Public Comment
-
- ❖ Council Member Richard offered a motion to approve Z-19-01 Walker/4360 Webb Bridge Road, subject to the following conditions:
 1. The site, consisting of approximately 7.23 acres, shall be zoned R and developed substantially similar to site plan prepared by Joe Gayle & Associates, dated 9/24/2018, except for modifications required to comply with the conditions below. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.
 2. Homes visible from Webb Bridge Road shall be primarily brick or stone, as approved by Staff.
 3. Fencing visible from Webb Bridge Road shall be a continuation of the existing 5-board horse fence.
 4. Unfinished wood decks, fences or porches shall not be visible from Webb Bridge Road.
 5. New private road shall be located on common property and shall be a minimum 40' right-of-way with 10' landscape strip on both sides of the road, final design approved by Staff. Maintenance responsibility for new private road shall be assigned at final plat.

6. A stream determination shall be conducted on the property prior to LDP.
7. Wetlands and rain garden shall be located on common property with maintenance responsibility assigned at final plat.
8. Home sites and new private road shall be laid out to minimize impact to the existing tree canopy, as approved by Staff.
9. Minimum 25' undisturbed buffer, replanted where sparse with evergreen material, shall be provided along the north, east and south property lines.
10. Provide additional right-of-way along Webb Bridge Road, if necessary, with final configuration of the roadway improvements included on the LDP.
11. Minimum 10' access easement shall be provided from the private road to the rain garden.
12. At a minimum, run-off from residential impervious areas shall be directed to dry well(s) or other BMPs, as approved by Staff and as site conditions allow. There shall be no additional downstream impacts with final design approved by Staff.
13. Stormwater management facility shall be an amenity, aesthetically pleasing and screened.
 - The motion received a second from Council Member Binder
 - The motion was approved unanimously (6-0)

B. V-19-04 Brannon/159 North Main Street Variance

- Council Member Hipes recused himself from this item.
- Director of Community Development, Kathi Cook, came forward to present this item.
- Staff recommends Mayor and Council approve V-19-04 Brannon/159 North Main Street Variance, subject to the following conditions:
 1. Property shall be developed substantially in accordance with submitted plan, dated 5/2/2017, except for modifications required to comply with the conditions below. Property uses shall be limited to non-automotive retail, office and residential.
 2. New parking area north of existing driveway shall be constructed of pervious pavers and existing paver area south of the driveway shall remain as pavers.
 3. Pedestrian connection shall be provided from front door to the public sidewalk.
 4. Minimum 10' landscape strip along North Main Street shall be installed and shall be exclusive of overhead utilities and utility easements. If landscape material is removed during Hwy 9 construction, property owner shall be required to reinstall any lost vegetation.

5. Property owner shall install required parking lot screening shrubs, minimum 2' tall at installation, around the perimeter of the parking areas, as approved by Staff. If shrubs are removed during Hwy 9 construction, property owner shall be required to reinstall any lost vegetation.
6. Property owner shall obtain a land disturbance permit (LDP) for parking lot addition and landscaping enhancements.
 - The applicant, Claire Brannon, is requesting a variance to allow parking between a building and the street for an existing structure on North Main Street, which is limited due to the GDOT Main Street project and an undisturbed buffer at the rear of the property. The subject property is located at 159 North Main Street on the east side of North Main Street just north of Cumming Street.
 - The submitted request, if approved, will allow parking between a building and the street. The applicant proposes two (2) additional parking spaces and a turnaround area in the front yard. The site is limited due to GDOT's Main Street roadway improvements and an undisturbed buffer at the rear of the property. The subject property is located at 159 North Main Street on the east side of North Main Street just north of Cumming Street.
 - The property is zoned C-1 (Neighborhood Commercial) and is located in the Downtown Overlay. Surrounding properties are zoned C-1 to the north, west and south and DT-R (Downtown Residential) to the east. Taylor Morrison is developing a single-family detached subdivision to east, \$20 Chiropractic Everyday is located to the north, AC Studios and Cafe and office condos are located to the west, and DeepTally CPA is located to the south.
 - The applicant is requesting a variance from Unified Development Code (UDC) Appendix A: Alpharetta Downtown Code, Subsection 2.4.6, Vehicle Access and Parking Locations to allow parking between a building and the closest street. The property currently has three (3) parking spaces.
 - The applicant proposes two (2) additional parking spaces and a turnaround north of the existing driveway and in the front yard of the subject property. Office use would require the most amount of parking on the subject property; three (3) spaces per 1,000 square feet. Therefore, no more than five (5) parking spaces would be required based on the size of the structure. If approved, conditions are recommended requiring the use of pavers, as well as enhancements to required landscaping.
 - The applicant's site plan depicts a 1-story, 1,559 square foot structure with access from a driveway on North Main Street. There are currently three (3) unobstructed parking spaces on the property; one (1) space in the carport and two (2) spaces on a 359 square foot paver area on the south side of the driveway.
 - The site plan depicts a new 438 square foot pea gravel area on the north side of the driveway, providing for two (2) additional parking spaces and a turnaround area, for a total of five (5) parking spaces. It is recommended that the existing and proposed parking areas be constructed of pavers to minimize impacts to the critical root zone (CRZ) of nearby trees.

- As depicted on the applicant's site plan, additional right-of-way and permanent easements associated with GDOT's roadway project would impact the required landscape strip and parking lot screening on the property. If approved, the required 10' landscape strip and parking lot screening material should be provided.
- The tree survey and assessment indicate that there are two (2) specimen trees on the property, which will not be impacted by the GDOT project or the applicant's proposal. A 24" Red Oak is located in the front yard and is proposed to be removed. However, the Red Oak is a non-specimen and not in good condition.
- Staff has reviewed the applicant's proposal and finds that it can generally support the request for variance, if conditions are approved requiring the use of decorative pavers in parking areas and installation of landscaping along North Main Street. The requested variance is related to impacts to the property resulting from GDOT's roadway project and there is not sufficient room to place parking to the side or rear of the building without encroaching upon the required undisturbed buffer or impacting trees.
- The report submitted by the applicant states that property owners within 500' were contacted regarding the applicant's intent. The report states that no comments were received.
- The CZIM was held on April 10, 2019. There was one (1) public comment on the sign-in sheet in support of the variance request.
- The applicant, Claire Brannon, 15144 Taylor Road, Milton, came forward to speak on behalf of the item and requested that condition #6 (recommended by Staff) be waived.

Public Comment:

- Ellen Pullen, 2105 Commerce Street, Alpharetta, came forward to speak on behalf of the item in order to clarify a note made to the application for variance. Ms. Pullen was the previous business tenant at this location and cancelled their lease due to mold reports not parking issues, additionally Ms. Pullen added the pavers and pea gravel for a turnaround area not for additional parking.
- ❖ Council Member Richard offered a motion to approve V-19-04 Brannon/159 North Main Street Variance, subject to Staff conditions with the following revisions:
1. Property shall be developed substantially in accordance with submitted plan, dated 5/2/2017, except for modifications required to comply with the conditions below. Property uses shall be limited to non-automotive retail, office and residential.
 2. New parking area north of existing driveway shall be constructed of pervious pavers and/or pea gravel, existing paver area south of the driveway shall remain as pavers.

3. Pedestrian connection shall be provided from front door to the public sidewalk using stepping stones or pavers.
4. Landscape plan shall be submitted and approved by Staff and shall be exclusive of overhead utilities and utility easements. If landscape material is removed during Hwy 9 construction, property owner shall be required to reinstall any lost vegetation.
5. Property owner shall install required parking lot screening shrubs, minimum 2' tall at installation, around the perimeter of the parking areas, as approved by Staff. If shrubs are removed during Hwy 9 construction, property owner shall be required to reinstall any lost vegetation.
6. Property owner shall obtain an ENG permit for parking lot addition and landscaping enhancements.
 - The motion received a second from Council Member Burnett, with a friendly amendment that the applicant may obtain an LDP or an ENG permit
 - Council Member Richard accepted the friendly amendment offered by Council Member Burnett
 - The motion was approved unanimously (5-0); Council Member Hipes abstained

C. CU-19-01 The Parish Anglican Church/11940 Alpharetta Highway

- Council Member Hipes rejoined the meeting.
- Senior Planner, Michael Woodman, came forward to present this item.
- Staff recommend Mayor and Council approve CU-19-01 The Parish Anglican Church/11940 Alpharetta Highway, subject to the following conditions:
 1. 'Church, Synagogue' shall be added as a conditional use at 11940 Alpharetta Highway, Suite 128, and limited to no more than 5,000 square feet.
 2. The use shall be limited to worship services, pastoral counseling, community classes and other activities customarily associated with a religious facility, except that an academic school shall not be permitted.
 3. Conditional use approval shall be limited to The Parish Anglican Church; no additional 'Church, Synagogue' uses or subleasing shall be permitted within the approved space.
 4. There shall be no outside speakers or broadcasts, including music which is audible from outside the building or off the property.
 5. The Parish Anglican Church shall secure a business license from the City.

6. Sunday hours of operation shall be limited to 6:30 AM to 1:30 PM. The church shall be permitted to operate one (1) additional day per week from 5:00 PM to 10:00 PM.

7. The church shall not have outdoor displays, including displaying vehicles with church advertisements that are visible from Alpharetta Highway.

- The applicant, The Parish Anglican Church, is requesting a conditional use to allow a 'Church, Synagogue' to continue to operate in a 5,000 square foot suite within an existing office/industrial center. The proposed use requires approval of a conditional use permit in the O-I (Office-Institutional) zoning district. The subject property is located at 11940 Alpharetta Highway, Suite 128, on the north side of Alpharetta Highway just west of Wills Road.
- The submitted request, if approved, would allow The Parish Anglican Church to continue to operate a 'Church, Synagogue' in a 5,000 square foot suite within an existing office/industrial center. The applicant recently became aware that a conditional use permit was necessary for the church to operate at the current location. The subject property is located at 11940 Alpharetta Highway, Suite 128, on the north side of Alpharetta Highway just west of Wills Road.
- The property is developed with a 1-story office/industrial building. The zoning of the property is O-I (Office-Institutional), which allows 'Church, Synagogue' with conditional use approval.
- Surrounding properties are zoned C-1 to the east, R-15 (Dwelling, 'For-Sale', Residential) to the north and C-2 (General Commercial) and O-I to the west. Village Park Assisted Living Facility is under construction on the property to the east, Arrowood Subdivision is to the north, Cambridge Square and Cash America Pawn to the west and City of Roswell to the south.
- The property was developed in 1988 with an 82,973 square foot office/industrial building. Suite 128 is occupied by Legacy Community Academy, who sublets the space to The Parish Anglican Church on Sundays. Other businesses occupying the building include Roswell Farmer's Market, North Fulton Compounding Pharmacy and A-1 Driving School, which recently received conditional use approval for a 'Commercial School'.
- The property has 210 surface parking spaces on the property. The Unified Development Code (UDC) requires one (1) space per 500 square feet of assembly area, plus one (1) per 200 square feet for other patron use areas for places of assembly without fixed seats. The applicant's suite is approximately 5,000 square feet, of which the assembly area is roughly $\frac{1}{4}$ of the space. Therefore, the proposed use would require approximately 21 parking spaces. There are sufficient parking spaces to serve the existing and proposed uses on the property.
- Parish Anglican Church has been operating at the subject property since 2015 as a sublease to Legacy Community Academy. The Parish holds Sunday services at 9:00 AM and 10:30 AM, accommodating a congregation of approximately 150 adults and children. Sunday hours of operation are from 6:30 AM to 1:30 PM. The church also holds a service, community class and/or pastoral counseling one (1) night per week from 5:00 PM to 10:00 PM, which could be any day of the week.

- City Staff has reviewed the applicant's proposal and finds that it can generally support the request for conditional use. The request is not in conflict with the established review criteria for a conditional use. However, it is recommended that conditions be established as part of this application that regulate and limit any expansion of the church.
- The report submitted by the applicant states that property owners within 500' were contacted regarding the applicant's intent. The report states that no comments were received.
- The CZIM was held on March 13, 2018. Three (3) people signed-in with one comment in support of the use.
- The applicant, Eddie Kirkland, 4870 Bantry Way, Cumming, came forward to speak on behalf of the item and address any questions from Mayor and City Council.

Public Comment:

- No Public Comment

❖ Council Member Richard offered a motion to approve CU-19-01 The Parish Anglican Church/11940 Alpharetta Highway, subject to the following conditions:

1. 'Church, Synagogue' shall be added as a conditional use at 11940 Alpharetta Highway, Suite 128, and limited to no more than 5,000 square feet.
2. The use shall be limited to worship services, pastoral counseling, community classes and other activities customarily associated with a religious facility, except that an academic school shall not be permitted.
3. Conditional use approval shall be limited to The Parish Anglican Church; no additional 'Church, Synagogue' uses or subleasing shall be permitted within the approved space.
4. There shall be no outside speakers or broadcasts, including music which is audible from outside the building or off the property.
5. The Parish Anglican Church shall secure a business license from the City.
6. Sunday hours of operation shall be limited to 6:30 AM to 1:30 PM. The church shall be permitted to operate one (1) additional day per week from 5:00 PM to 10:00 PM.
7. The church shall not have outdoor displays, including displaying vehicles with church advertisements that are visible from Alpharetta Highway.

- The motion received a second from Mayor Pro Tem Mitchell
- The motion was approved unanimously (6-0)

D. PH-18-17 Unified Development Code and Code of Ordinances Text Amendments – Design Review Board

- Senior Planner, Michael Woodman, came forward to present this item.
- Staff recommends Mayor and Council approve text amendments to the Unified Development Code Section 1.4 Definitions and Section 5.4 Design Review Board and Code of Ordinances Chapter 36, Division 2 Design Review Board.
- Consideration of text amendments to Code of Ordinances Section 36-65 to add a definition for 'Downtown Overlay' and to Section 36-66 to require Design Review Board review of new construction applications that are forwarded by the Director of Community Development. The Board currently reviews commercial projects within the Downtown Overlay, Corridors of Influence and Interchange Districts. Staff currently reviews items outside of those areas and is recommending a change to the Code in order to allow the Board to review any commercial project if forwarded by the Director.
- Staff also recommends amendments to Unified Development Code (UDC) Section 1.4 Definitions to add a definition for 'Downtown Overlay' and to Section 5.4 Design Review Board adding applicability language to the powers and duties of the Board.
- Council Member Hipes and City Attorney, Sam Thomas, directed Staff to clarify the Downtown Overlay definition prior to the second reading of the Ordinance.
- City Attorney, Sam Thomas, read the Ordinance aloud.

Public Comment:

- No Public Comment
- ❖ Council Member Richard offered a motion to approve text amendments to the Unified Development Code Section 1.4 Definitions and Section 5.4 Design Review Board and Code of Ordinances Chapter 36, Division 2 Design Review Board, additionally directing Staff to clarify the Downtown Overlay definition prior to the second reading.
 - The motion received a second from Council Member Binder
 - The motion was approved unanimously (6-0)

E. Public Hearing on the Fiscal Year 2020 Budget and Millage Rate Levy

- Director of Finance, Tom Harris, came forward to present this item.
- The purpose of this hearing is to obtain public comment on the recommended Fiscal Year 2020 Budget.
- The FY 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 operating and capital budget at the May 6th, May 13th, and May 20th City Council meetings.
- Tonight is the first of two public hearings and the first of two meetings to vote on the FY 2020 Budget and Millage Rate Levy with the schedule as follows:

May 28, 2019:

Public Hearing
City Council Meeting
Budget Ordinance (1st Reading)
Millage Ordinance (1st Reading)

June 3, 2019:

Public Hearing
City Council Meeting
Budget Ordinance (2nd Reading)
Millage Ordinance (2nd Reading)

- Attached to this agenda packet is a summary of the changes made to the Budget between the May 6th Workshop and tonight.

Public Comment:

- No Public Comment

VII. NEW BUSINESS

A. Consideration Of Letter Requesting State Financial Investment In Operations Of Tech Alpharetta

- Economic Development Manager, Matthew Thomas, came forward to present this item.
- Economic Development Manager, Matthew Thomas, is requesting Mayor and City Council to authorize and approve the request to send letters to members of the North Fulton Delegation requesting the investment of \$25,000 in State of Georgia funds during FY2020 in the operations of Tech Alpharetta.

- This additional funding will allow Tech Alpharetta to work with the State on programming and assistance to expand our local success of strengthening existing industries as well as helping startups grow into innovating job creating companies.

Public Comment:

- No Public Comment
- ❖ Council Member Burnett offered a motion to approve and authorize the Letter Requesting State Financial Investment In Operations Of Tech Alpharetta
 - The motion received a second from Council Member Richard
 - The motion was approved unanimously (6-0)

B. Approval of Fiscal Year 2020 Budget and Millage Rate Levy

- Director of Finance, Tom Harris, came forward to present this item.
- City Attorney, Sam Thomas, read the Fiscal Year 2020 Budget Ordinance aloud.

Public Comment:

- No Public Comment
- ❖ Mayor Pro Tem Mitchell offered a motion to adopt the final estimates of revenue and expenditures for the fiscal year commencing July 1, 2019 and ending on June 30, 2020, as its annual budget, appropriating the use of funds shown therein as may be needed or deemed necessary to defray all expenditures and liabilities and the City for such fiscal year; providing an effective date
 - The motion received a second from Council Member Hipes
 - The motion was approved unanimously (6-0)

- City Attorney, Sam Thomas, read the Millage Rate Levy Ordinance aloud.

Public Comment:

- No Public Comment
- ❖ Council Member Burnett offered a motion to approve the Ordinance to fix the ad valorem tax rate of the City for the fiscal year commencing July 1, 2019 and ending June 30, 2020
 - The motion received a second from Mayor Pro Tem Mitchell
 - The motion was approved unanimously (6-0)

VIII. PUBLIC COMMENT

- No Public Comment

IX. REPORTS

- Council Member Binder recognized the Recreation, Parks and Cultural Services Department for hosting a great Arts Streetfest event and announced the following upcoming events:
 - Alpharetta Brew Moon Fest on Saturday, June 1st at 6:30 PM
 - Cutting Edge Spring Nationals Lawn Mower Race on May 31 – June 1 at the Wills Park Equestrian Center
- Mayor Pro Tem Mitchell recognized Council Member Hipes and the Alpharetta Rotary Club for a great Memorial Day Ceremony
- Council Member Hipes recognized Becca Raymond, Special Events Coordinator with the Recreation, Parks and Cultural Services Department, for assisting with the Memorial Day Ceremony on a holiday weekend.
- Mayor Gilvin made the suggestion that going forward items that are brought before Mayor and City Council should be noted with the name of which Council Member is sponsoring that item.

X. ADJOURNMENT

- ❖ With no other items to be heard or business to discuss, Mayor Gilvin adjourned the meeting at 7:51 PM

Respectfully submitted,



Erin Cobb, City Clerk



CITY COUNCIL MEETING STAFF REPORT

Submitting Department: Finance

Submitted By:

Meeting Date: June 3, 2019

I. AGENDA ITEM TITLE: FINANCIAL MANAGEMENT REPORT: MONTH ENDING APRIL 30, 2019

II. RECOMMENDATION:

Approve the Financial Management Reports for the month ending April 30, 2019 (period 10 of Fiscal Year 2019).

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

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

EXTERNAL FUNDING SOURCES:

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

IV. REPORT IN BRIEF:

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

In addition, this report includes:

1. Detailed capital project report including life-to-date activity;
2. Payments \$5,000 and greater;
3. Purchase orders with an estimated cost between \$5,000 and \$50,000; and
4. Status of current year bids/RFPs.

V. ALTERNATIVES:

VI. ATTACHMENTS:

Financial Management Report (April 2019)

City of Alpharetta, GA

Finance Department
2 Park Plaza, Alpharetta, GA 30009
Thomas G. Harris, Finance Director
(678) 297-6094 (o)
www.alpharetta.ga.us

Financial Management Reports



for the month ending
April 30, 2019
(period 10 of 12 – unaudited)

Financial Management Reports

Fiscal Year 2019

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2 PARK PLAZA
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TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS
FROM: THOMAS G. HARRIS, FINANCE DIRECTOR *TH*
DATE: JUNE 3, 2019
RE: FINANCIAL MANAGEMENT REPORTS AS OF APRIL 30, 2019

The documents contained herein represent the financial management reports for the City of Alpharetta ("city") as of the period ending April 30, 2019.

General Fund

Revenue: The following section pertains to information detailed in the attached Revenue Summary and Collection Comparison report. FY 2019 revenues are budgeted at \$68 million (net of Carryforward Fund Balance totaling \$6 million). As of April 30, 2019, actual revenue collections total 95% or \$65 million.

Early collection trends indicate a net gain over budget of \$4 million with the detail as follows:

• Property Taxes	\$ 520,000
• Motor Vehicle Title Taxes	125,000
• Local Option Sales Taxes	1,000,000
• Franchise Taxes	362,930
• Insurance Premium Taxes	212,996
• Real Estate Transfer Taxes	130,000
• Building Permit Fees	1,100,000
• Court Fines	(200,000)
• Plan Review Fees	200,000
• Development Permits/Fees	135,000
• Investment Earnings	450,000
• Other	<u>67,500</u>
	\$4,103,426

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

Motor Vehicle Title Tax (TAVT) collections is trending 13% higher than FY 2018 (\$933,613 was collected in FY 2018) and is estimated to total \$1 million by year-end (non-standard revenue collection as it is dependent upon vehicle sales) which is \$125,000 greater than budget. Main driver

includes a revision in the TAVT formula that increases the local share from 45% to 51% pursuant to the underlying legislation in addition to vehicle sale activity.

Local Option Sales Taxes is trending 6% higher than FY 2018 and is conservatively estimated to total \$16.7 million by year-end (\$15.9 million was collected in FY 2018) which is \$1 million greater than budget.

Franchise Tax collections are estimated to total \$6.6 million in FY 2019, which represents an increase over budget of \$362,930. Collections in FY 2018 totaled \$6.2 million. The growth in FY 2019 is due primarily to the partial-year impact of raising the Cable Franchise Fee from 3% to 5% effective January 1, 2019 as well as growth in electric franchise fee collections. The largest portion of Franchise Fees comes from GA Power and Suwanee (electric) and totaled \$4.7 million in 2019 (2018 collections totaled \$4.5 million).

Insurance Premium Tax collections total \$4.1 million in FY 2019 and represent an 8% increase over FY 2018 collections of \$3.8 million.

Real Estate Transfer Taxes is trending 34% higher than FY 2018 and is estimated to total \$430,000 by year-end (\$374,353 was collected in FY 2018) which is \$130,000 greater than budget.

Building Permit Fee collections is trending 38% higher than FY 2018 and is conservatively estimated to total \$2.7 million by year-end (\$2.2 million was collected in FY 2018) which is \$1.1 million greater than budget. Building permit fee collections are variable but will likely exceed the estimate for FY 2019 and will be adjusted accordingly in future reports.

Municipal Court Fine collections is trending flat with FY 2018 and is estimated to total \$1.8 million by year-end (\$1.8 million was collected in FY 2018) which is -\$200,000 less than budget. This revenue source has been in steady decline for multiple years with the trend accelerating in FY 2018. Factors for the decline include a combination of reduced tickets/citations and law changes that reduce collectability of court fines. However, recent months highlight a reversal of the decline along with positive growth during December-April.

Plan Review Fee collections is trending 52% higher than FY 2018 and is conservatively estimated to total \$900,000 by year-end (\$719,380 was collected in FY 2018) which is \$200,000 greater than budget. Plan review fees were adjusted in the 1st quarter of 2019 to keep pace with cost drivers. Plan review fee collections are variable but will likely exceed the estimate for FY 2019 and will be adjusted accordingly in future reports.

Development Permit Fee collections is trending 91% higher than FY 2018 and is conservatively estimated to total \$285,000 by year-end (\$187,353 was collected in FY 2018) which is \$135,000 greater than budget. Development permit fee collections are variable but will likely exceed the estimate for FY 2019 and will be adjusted accordingly in future reports.

Investment Earnings is trending 275% higher than FY 2018 and is estimated to total \$600,000 by year-end (\$227,599 was collected in FY 2018) which is \$450,000 greater than budget. Factors include rising interest rates coupled with a change in investment strategy (e.g. shifts within a small portion of the portfolio towards longer-term investments and higher investment returns).

Expenditures: The following section pertains to information detailed in the attached Expenditure Summary by Department (expenditure rollup by department) and Expenditure Summary by Category (expenditure rollup by account) reports.

As of April 30, 2019, city departments (not including General Government¹) have encumbered and expensed 80%, or \$48 million, of their FY 2019 budget appropriations. Overtime expenses are trending 37% higher than FY 2018 due to multiple situations including coverage for vacant positions.

Contingency: The General Fund contingency balance totals \$1.6 million.

Special Revenue Funds (large funds only)

The following section references information included within the attached GAAP Financial Statements.

Hotel/Motel Fund: FY 2019 revenues are budgeted at \$9 million (net of carryforward fund balance totaling \$1.8 million) with budgeted disbursements as follows: Alpharetta Convention & Visitor's Bureau (43.75% or \$3.8 million); Facilities (18.75% and a portion of the carryforward fund balance detailed above; \$979,963 for debt service on the Series 2016 Convention Center Bonds, \$465,804 for eligible initiatives such as the Arts Center and Equestrian Center, and \$814,470 in non-allocated); and the city (37.5% or \$3.2 million). Debt Service Reserve funding (Convention Center Bonds) from the Facilities portion of the tax totals \$1.5 million (funded in prior years and represents the remaining portion of the carryforward fund balance figure referenced above).

As of April 30, 2019, the city has collected 78% or \$6.7 million (nine-months of collections). All collections have been distributed to the participating entities based on their proportionate share. Hotel Tax collections is trending 23% higher than FY 2018 and will likely exceed current budget levels.

E-911 Fund: FY 2019 revenues are budgeted at \$4.1 million (net of carryforward fund balance totaling \$1 million for capital initiatives and reserve balances in excess of the 21% Emergency Reserve target). As of April 30, 2019, the city has collected 69% or \$2.8 million, which includes the 1st-3rd quarterly payments under the City of Milton Intergovernmental Agreement. Revenue distribution now falls under the State 911 Authority so trends will be impacted in the short-term as the Authority establishes revenue distribution dates and works with vendors to audit collections and location data.

Expenditures/encumbrances during the same time period total \$3.9 million and represent general operations, blanket purchase orders that will sustain operations/capital initiatives throughout the year, and one-time capital initiatives. There are no budget variances anticipated at this time.

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

Debt Service Fund

The following section pertains to information detailed within the attached GAAP Financial Statements.

FY 2019 revenues are budgeted at \$5.1 million (net of carryforward fund balance totaling \$1 million). As of April 30, 2019, actual revenue totaled in excess of 100% of budget (\$5.6 million).

Grant Funds

The following section references information included within the attached Grant Funds Detail Reports.

Operating Grant Fund (Fund 220): Available funding totals \$140,649 and represents unencumbered/ unspent project appropriations of \$40,649 and a non-allocated reserve for future projects (grant matches) of \$100,000.

Capital Grants Fund (Fund 340): Available funding totals \$472,965 and represents unencumbered/unspent capital project appropriations and interfund transfers of \$60,938 and a non-allocated reserve for future capital projects (grant matches) of \$412,027.

Capital Project Funds

The following section references information included within the attached Capital Project Funds Detail Reports.

General Capital Project Fund (Fund 301): Available city funding totals \$11.6 million and represents unencumbered/unspent capital project appropriations of \$8.6 million and a non-allocated reserve for future capital projects of \$3 million.

Available ABC (Alpharetta Business Community) funding totals \$59,873 and represents unencumbered/unspent capital project appropriations (sidewalk connectivity).

Stormwater Capital Fund (Fund 302): Available funding totals \$602,398 and represents unencumbered/ unspent capital project appropriations.

Conference Center Bond Fund (Fund 316): This fund accounts for proceeds of the Development Authority of Alpharetta Revenue Bonds, Series 2016 (Alpharetta Conference Center Project). Construction costs are fully expensed. Residual funds are being allocated towards debt service on the Series 2016 Bonds (Interfund transfer to the Hotel Fund).

Parks and Transportation Bond Fund (Fund 317): This fund accounts for proceeds of the voter approved General Obligation Bonds, Series 2016. Available funding totals \$15.8 million and represents unencumbered/unspent capital project appropriations.

TSPLOST Capital Project Fund (Fund 335): This fund accounts for collections under the Transportation Special Local Option Sales Tax (TSPLOST) that went into effect on April 1, 2017. Available funding totals \$17.7 million.

Enterprise Fund

The following section pertains to information detailed within the attached GAAP Financial Statements.

Solid Waste Fund: FY 2019 revenues are currently budgeted at \$4 million (net of carryforward fund balance totaling \$341,192 constituting reserve balances in excess of the 21% Emergency Reserve designation). As of April 30, 2019, the city has collected \$4.2 million, which represents the 1st-4th quarter billings and associated investment earnings. Expenditures/encumbrances during the same time period total \$4 million and represent general operations/blanket purchase orders (e.g. sanitation hauler) that will sustain operations throughout the year. There are no budget variances anticipated at this time.

Other Items

Council Member Stipend Activity Listing: The FY 2019 budget includes appropriations of \$9,000 for the Mayor and \$5,000 for each City Council Post and the available balances as of April 30, 2019 are as follows:

	Budget	Expenditures (year-to-date)	Available Balance
Mayor: Jim Gilvin	\$ 9,000	\$ 5,966	\$ 3,034
Post #1: Donald Mitchell	\$ 5,000	\$ 4,851	\$ 149
Post #2: Ben Burnett	\$ 5,000	\$ 1,480	\$ 3,520
Post #3: Karen Richard	\$ 5,000	\$ 1,302	\$ 3,698
Post #4: John Hipes	\$ 5,000	\$ 1,427	\$ 3,573
Post #5: Jason Binder	\$ 5,000	\$ 1,767	\$ 3,233
Post #6: Dan Merkel	\$ 5,000	\$ 807	\$ 4,193

Development Authority² (Component Reporting Unit)

The following section pertains to information detailed within the attached Alpharetta Development Authority Financial Statements.

As of April 30, 2019, the Development Authority has \$94,304 in available resources to support its main functions of promoting the public good and general welfare, trade, commerce, industry, general tax base and the employment opportunities available in the city.

Other reports included with this packet are as follows:

- Listing of Payments \$5,000 and greater;
- Listing of PO's between \$5,000 and \$50,000; and
- Bid/RFP Status

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



GENERAL FUND

Revenue Report



CITY OF ALPHARETTA
 Financial Management Reports
 General Fund (Unaudited)
Revenue Summary and Collection Comparison
 For the month ended April 30, 2019

	Current Fiscal Year					Prior Fiscal Year		
	2019 Budget	2019 YTD	% Collected	2019 Estimated	Variance	2018 Actual	2018 YTD	% Collected
Top 10 Revenues:								
Property Taxes								
Current Year	\$ 24,080,000	\$ 24,518,828	101.8%	\$ 24,600,000	\$ 520,000	\$ 21,154,929	\$ 20,999,416	99.3%
Delinquent	237,000	154,890	65.4%	182,380	(54,620)	410,211	330,632	80.6%
Motor Vehicle Tax	115,000	112,982	98.2%	135,000	20,000	182,797	143,958	78.8%
Motor Vehicle Title Fee	900,000	754,073	83.8%	1,025,000	125,000	933,613	668,657	71.6%
Local Option Sales Tax	15,650,000	12,633,864	80.7%	16,650,000	1,000,000	15,907,320	11,898,794	74.8%
Franchise Tax	6,200,000	6,189,327	99.8%	6,562,930	362,930	6,177,460	5,681,062	92.0%
Insurance Premium Tax	3,900,000	4,112,996	105.5%	4,112,996	212,996	3,813,796	3,813,796	100.0%
Alcohol Beverage Excise Tax	2,200,000	1,706,490	77.6%	2,200,000	-	2,210,031	1,605,039	72.6%
Building Permit Fees	1,600,000	2,399,296	150.0%	2,700,000	1,100,000	2,232,284	1,735,701	77.8%
Business and Occupational Tax	1,150,000	1,124,459	97.8%	1,150,000	-	1,120,188	1,068,685	95.4%
Municipal Court Fines	1,975,000	1,536,473	77.8%	1,775,000	(200,000)	1,793,974	1,536,186	85.6%
Recreation/Special Event Fees	2,843,073	2,444,560	86.0%	2,946,993	103,920	2,740,903	1,781,925	65.0%
Hotel/Motel Tax (City portion)	3,225,000	2,508,284	77.8%	3,225,000	-	2,874,701	2,034,906	70.8%
subtotal	\$ 64,075,073	\$ 60,196,521	93.9%	\$ 67,265,299	\$ 3,190,226	\$ 61,552,208	\$ 53,298,760	86.6%
Other Revenues	4,254,095	4,552,569	107.0%	5,167,296	913,201	4,438,617	3,487,085	78.6%
Total Revenues	\$ 68,329,168	\$ 64,749,090	94.8%	\$ 72,432,594	\$ 4,103,426	\$ 65,990,825	\$ 56,785,845	86.1%
Carryforward Fund Balance	6,100,065							



GENERAL FUND

Expenditure Reports



CITY OF ALPHARETTA
 Financial Management Reports
 General Fund (unaudited)
Expenditure Summary by Department
 For the month ended April 30, 2019

	Current Fiscal Year						Prior Fiscal Year		
	2019 Budget	2019 Encumbrances	2019 Exp. (YTD)	Funds Available	% Enc./Exp.	% Exp.	2018 Exp. (Total)	2018 Exp. (YTD)	% Exp.
Expenditures by Department:									
Mayor & Council	\$ 364,389	\$ 766	\$ 288,078	\$ 75,544	79.3%	79.1%	\$ 292,533	\$ 248,127	84.8%
City Administration	1,963,439	19,439	1,464,206	479,794	75.6%	74.6%	2,181,453	1,829,140	83.8%
Finance	3,366,136	66,249	2,693,639	606,248	82.0%	80.0%	3,319,528	2,775,013	83.6%
City Attorney	690,000	-	358,452	331,548	51.9%	51.9%	725,172	289,647	39.9%
Information Technology	1,742,223	6,157	1,402,703	333,363	80.9%	80.5%	1,602,409	1,324,618	82.7%
Human Resources	505,846	3,363	327,630	174,854	65.4%	64.8%	367,541	281,931	76.7%
Municipal Court	1,096,466	56,596	781,749	258,121	76.5%	71.3%	983,191	805,786	82.0%
Public Safety	28,472,171	389,191	22,754,295	5,328,685	81.3%	79.9%	26,161,349	21,623,985	82.7%
Public Works	8,821,264	276,940	6,673,108	1,871,216	78.8%	75.6%	7,770,820	6,129,156	78.9%
Recreation, Parks & Cultural Svcs	9,976,689	666,796	7,320,661	1,989,232	80.1%	73.4%	8,586,625	6,498,202	75.7%
Community Development	3,162,560	34,936	2,513,785	613,839	80.6%	79.5%	2,793,574	2,288,200	81.9%
subtotal	\$ 60,161,183	\$ 1,520,434	\$ 46,578,305	\$ 12,062,445	79.9%	77.4%	\$ 54,784,195	\$ 44,093,806	80.5%
General Government:									
Non-Departmental	\$ -	\$ -	\$ -	\$ -	-	-	\$ 10,000	\$ 10,000	100.0%
Insurance Premiums (Risk)	689,500	-	574,583	114,917	83.3%	83.3%	665,000	554,167	83.3%
Gwinnett Tech Bond P&I	286,590	-	286,590	-	100.0%	100.0%	286,840	286,840	100.0%
Transfer(s) to other Funds	11,580,047	-	8,833,388	2,746,660	76.3%	76.3%	14,022,363	11,685,303	83.3%
Contingency	1,711,913	-	108,067	1,603,846	6.3%	6.3%	45,697	39,337	86.1%
subtotal	\$ 14,268,050	\$ -	\$ 9,802,627	\$ 4,465,423	68.7%	68.7%	\$ 15,029,900	\$ 12,575,646	83.7%
Total Expenditures	\$ 74,429,233	\$ 1,520,434	\$ 56,380,932	\$ 16,527,867	77.8%	75.8%	\$ 69,814,095	\$ 56,669,452	81.2%



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CITY OF ALPHARETTA
Financial Management Reports
General Fund (unaudited)
Expenditure Summary by Category
For the month ended April 30, 2019

	Current Fiscal Year						Prior Fiscal Year		
	2019 Budget	2019 Encumbrances	2019 Exp. (YTD)	Funds Available	% Enc./Exp.	% Exp.	2018 Exp. (Total)	2018 Exp. (YTD)	% Exp.
Expenditures by Category:									
Salaries & Benefits:									
(1) Regular Salaries	\$ 26,624,264	\$ -	\$ 20,304,151	\$ 6,320,113	76.3%	76.3%	\$ 24,851,331	\$ 19,987,366	80.4%
Overtime	1,341,499	-	1,644,542	(303,043)	122.6%	122.6%	1,627,910	1,196,823	73.5%
Group Insurance	8,014,365	-	6,214,044	1,800,321	77.5%	77.5%	7,012,482	5,951,195	84.9%
FICA and Social Security	2,124,634	-	1,588,792	535,842	74.8%	74.8%	1,911,771	1,533,214	80.2%
Defined Benefit Pension	2,599,935	-	2,599,935	-	100.0%	100.0%	2,500,954	2,500,954	100.0%
401(A) Retirement/Match	1,802,656	-	1,610,748	191,908	89.4%	89.4%	1,557,303	1,277,772	82.1%
(2) Other	1,383,147	-	1,226,350	156,797	88.7%	88.7%	763,999	633,619	82.9%
subtotal	\$ 43,890,500	\$ -	\$ 35,188,563	\$ 8,701,937	80.2%	80.2%	\$ 40,225,750	\$ 33,080,943	82.2%
Maintenance & Operations:									
Professional Services	\$ 2,929,845	\$ 470,060	\$ 2,033,942	\$ 425,843	85.5%	69.4%	\$ 2,465,138	\$ 1,866,782	75.7%
Legal Services	690,000	-	358,452	331,548	51.9%	51.9%	725,172	289,647	39.9%
Vehicle Fuel/Maintenance	968,034	6,642	721,756	239,636	75.2%	74.6%	946,260	738,729	78.1%
Maintenance Contracts	2,360,346	568,032	1,549,361	242,953	89.7%	65.6%	1,983,110	1,510,382	76.2%
IT Professional Services	1,437,923	180,401	1,147,395	110,127	92.3%	79.8%	1,409,769	1,271,684	90.2%
General Supplies	1,055,722	53,453	729,029	273,240	74.1%	69.1%	987,269	735,734	74.5%
Utilities	2,835,063	-	1,931,132	903,931	68.1%	68.1%	2,362,169	1,774,324	75.1%
Other	3,228,581	237,170	2,167,277	824,134	74.5%	67.1%	2,843,355	2,043,039	71.9%
subtotal	\$ 15,505,514	\$ 1,515,759	\$ 10,638,342	\$ 3,351,413	78.4%	68.6%	\$ 13,722,242	\$ 10,230,321	74.6%
Capital:									
OSSI/Fire Truck Leases	\$ 628,550	\$ -	\$ 630,405	\$ (1,855)	100.3%	100.3%	\$ 578,654	\$ 578,654	100.0%
Software Leases	76,943	-	76,942	1	100.0%	100.0%	180,944	180,944	100.0%
Other	59,676	4,675	44,052	10,949	81.7%	73.8%	76,604	22,943	30.0%
subtotal	\$ 765,169	\$ 4,675	\$ 751,400	\$ 9,094	98.8%	98.2%	\$ 836,202	\$ 782,541	93.6%
General Government:									
Non-Departmental	\$ -	\$ -	\$ -	\$ -	-	-	\$ 10,000	\$ 10,000	100.0%
Insurance Premiums (Risk)	689,500	-	574,583	114,917	83.3%	83.3%	665,000	554,167	83.3%
Gwinnett Tech Bond P&I	286,590	-	286,590	-	100.0%	100.0%	286,840	286,840	100.0%
Transfer(s) to other Funds	11,580,047	-	8,833,388	2,746,660	76.3%	76.3%	14,022,363	11,685,303	83.3%
Contingency	1,711,913	-	108,067	1,603,846	6.3%	6.3%	45,697	39,337	86.1%
subtotal	\$ 14,268,050	\$ -	\$ 9,802,627	\$ 4,465,423	68.7%	68.7%	\$ 15,029,900	\$ 12,575,646	83.7%
Total Expenditures	\$ 74,429,233	\$ 1,520,434	\$ 56,380,932	\$ 16,527,867	77.8%	75.8%	\$ 69,814,095	\$ 56,669,452	81.2%

Notes:

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



GRANT FUNDS

Revenue & Expenditure Reports



CITY OF ALPHARETTA

Financial Management Reports

Grant Funds

Operating Grant Fund Detail (Fund 220; life-to-date for active projects)

As of April 30, 2019

			Project Snapshot		FY 2019					
			Total Project Authorization	Prior Year Collections/ Expenditures	Carryforward Budget	FY 2019 Appropriations	Total Budget	Collections/ Expenditures	Encumbrances	Remaining
Account #	Project									
Revenues										
Public Safety										
22031150-331110	C1617	2015/16 BULLETPROOF VEST (DOJ)	\$ 34,201	\$ 32,298	\$ 1,903	\$ -	\$ 1,903	\$ 1,902		\$ 1
22031150-331110	C1730	2017 BULLETPROOF VEST (DOJ)	13,178	-	13,178	-	13,178	3,016		10,162
22031150-331110	C1831	2018 BULLETPROOF VEST (DOJ)	15,375	-	15,375	-	15,375	-		15,375
22031150-331110	C1910	TURNOUT GEAR WASHER	22,728	-	22,728	-	22,728	-		22,728
		subtotal			\$ 53,184	\$ -	\$ 53,184	\$ 4,918		\$ 48,266
Recreation, Parks & Cultural Services										
22061150-336000	C1837	2018 CAMP HAPPY HEARTS	4,622	-	4,622	-	4,622	4,623		(1)
22061150*371000	C1930	GRPA CONTRIBUTION	1,000	-	-	1,000	1,000	1,000		-
		subtotal			\$ 4,622	\$ 1,000	\$ 5,622	\$ 5,623		(1)
General Government										
22090200-391100		TRANSFER IN/GENERAL FUND (MATCH)			\$ -	\$ 30,000	\$ 30,000	\$ 25,000		\$ 5,000
22090200-361000		INTEREST EARNINGS			-	-	-	906		(906)
22090200-391340		TRANSFER IN FROM CAPITAL GRANT FUND			60,912	-	60,912	-		60,912
22090200-395000		CARRYFORWARD FUND BALANCE			45,046	-	45,046	-		45,046
		subtotal			\$ 105,958	\$ 30,000	\$ 135,958	\$ 25,906		\$ 110,052
		Total			\$ 163,764	\$ 31,000	\$ 194,764	\$ 36,447		\$ 158,317
Expenditures										
Public Safety										
22031150-542100	C1617	2015/16 BULLETPROOF VEST (DOJ)	\$ 68,400	\$ 65,988	\$ 2,412	\$ -	\$ 2,412	\$ 2,412	\$ -	\$ -
22031150-542100	C1730	2017 BULLETPROOF VEST (DOJ)	26,356	-	26,356	-	26,356	19,373	-	6,983
22031150-542100	C1831	2018 BULLETPROOF VEST (DOJ)	30,750	-	30,750	-	30,750	-	-	30,750
22031150-542100	C1910	TURNOUT GEAR WASHERS	25,000	-	25,000	-	25,000	-	23,085	1,915
		subtotal			\$ 84,518	\$ -	\$ 84,518	\$ 21,785	\$ 23,085	\$ 39,648
Recreation, Parks & Cultural Services										
22061150-531100	C1815	2017 CAMP HAPPY HEARTS	\$ 14,550	\$ 14,549	\$ 1	\$ -	\$ 1	\$ -	\$ -	\$ 1
22061150-531100	C1837	2018 CAMP HAPPY HEARTS	9,245	-	9,245	-	9,245	8,739	506	-
22061150-521200	C1930	PROFESSIONAL SERVICES (GRPA)	950	-	-	950	950	-	-	950
22061150-523400	C1930	PRINTING & BINDING (GRPA)	50	-	-	50	50	-	-	50
		subtotal			\$ 9,246	\$ 1,000	\$ 10,246	\$ 8,739	\$ 506	\$ 1,001



CITY OF ALPHARETTA

Financial Management Reports

Grant Funds

Operating Grant Fund Detail (Fund 220; life-to-date for active projects)

As of April 30, 2019

Account #	Project	Project Snapshot		FY 2019					
		Total Project Authorization	Prior Year Collections/ Expenditures	Carryforward Budget	FY 2019 Appropriations	Total Budget	Collections/ Expenditures	Encumbrances	Remaining
Non-Allocated									
(1) 22090200-579000	RESERVE FOR CITY GRANT MATCHES			\$ 70,000	\$ 30,000	\$ 100,000	\$ -	\$ -	\$ 100,000
	<i>subtotal</i>			<i>\$ 70,000</i>	<i>\$ 30,000</i>	<i>\$ 100,000</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 100,000</i>
	Total			\$ 163,764	\$ 31,000	\$ 194,764	\$ 30,524	\$ 23,591	\$ 140,649



CITY OF ALPHARETTA
Financial Management Reports
Grant Funds
Capital Grant Fund Detail (Fund 340; life-to-date for active projects)
As of April 30, 2019

			Project Snapshot		FY 2019					
			Total Project Authorization	Prior Year Collections/ Expenditures	Carryforward Budget	FY 2019 Appropriations	Total Budget	Collections/ Expenditures	Encumbrances	Remaining
Account #	Project									
Revenue										
Public Works										
34041100-331350	C0005	GDOT TE GRANT-ENCORE BRIDGE	\$ 779,701	\$ 779,701	\$ -	\$ -	\$ -	\$ -		\$ -
34041100-331351	C0005	GDOT GRANT-ENCORE BRIDGE	7,600,000	7,406,078	193,922	-	193,922	311,990		(118,068)
34041100-336001	C0005	NFCID SRTA-ENCORE BRIDGE	1,000,000	1,000,000	-	-	-	-		-
34041100-336002	C0005	NFCID-ENCORE BRIDGE	2,788,114	2,703,589	84,525	-	84,525	84,524		1
34041100-334310	C1219	MILLING AND RESURFACING (LMIG)	3,371,177	2,769,200	601,977		601,977	601,977		0
34041100-331350	C1927	WINDWARD TRIPLE LEFTS (GDOT-FED)	2,317,942	-	2,317,942	-	2,317,942	-		2,317,942
34041100-334350	C1927	WINDWARD TRIPLE LEFTS (GTIB-NFCID)	1,433,200	-	1,433,200	-	1,433,200	-		1,433,200
					\$ 4,631,566	\$ -	\$ 4,631,566	\$ 998,491		\$ 3,633,075
Community Development										
34074150-331150	C1921	NORTHPOINT PLACEMAKING PLAN	75,000	-	\$ 75,000	\$ -	\$ 75,000	\$ -		\$ 75,000
					\$ 75,000	\$ -	\$ 75,000	\$ -		\$ 75,000
General Government										
34090200-361000		INTEREST EARNINGS			\$ -	\$ -	\$ -	14,848		\$ (14,848)
34090200-395000		CARRYFORWARD FUND BALANCE			215,502	-	215,502	-		215,502
					\$ 215,502	\$ -	\$ 215,502	\$ 14,848		\$ 200,654
Total					\$ 4,922,068	\$ -	\$ 4,922,068	\$ 1,013,339		\$ 3,908,729
Expenditures										
Public Works										
34041100-541410	C0005	ENCORE PKWY GREENWAY CONNECTION	\$ 11,917,500	\$ 11,915,240	\$ 2,260	\$ -	\$ 2,260	\$ 2,259	\$ -	\$ 1
34041100-541410	C1219	MILLING AND RESURFACING (LMIG)	3,371,177	2,769,200	601,977	-	601,977	601,977	-	0
34041100-541410	C1927	WINDWARD TRIPLE LEFTS	3,751,142	-	3,751,142	-	3,751,142	108,519	3,642,622	1
					\$ 4,355,379	\$ -	\$ 4,355,379	\$ 712,755	\$ 3,642,622	\$ 2
Community Development										
34074150-52100	C1921	NORTHPOINT PLACEMAKING PLAN	93,750	-	\$ 93,750	\$ -	\$ 93,750	\$ 35,734	\$ 57,992	\$ 24
					\$ 93,750	\$ -	\$ 93,750	\$ 35,734	\$ 57,992	\$ 24
Non-Allocated										
(1) 34090200-579000		RESERVE FOR CITY MATCHES			\$ 412,027	\$ -	\$ 412,027	\$ -	\$ -	\$ 412,027
34090200-611220		TRANSFER OUT TO OPERATING GRANT FUND			60,912	-	60,912	-	-	60,912
					\$ 412,027	\$ -	\$ 472,939	\$ -	\$ -	\$ 472,939
Total					\$ 4,861,156	\$ -	\$ 4,922,068	\$ 748,489	\$ 3,700,614	\$ 472,965

Notes:

(1) Represents funding available for City matches to City Council approved Grants.



CAPITAL PROJECT FUNDS

Revenue & Expenditure Reports



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
 As of April 30, 2019

Account #		Project		Project Snapshot		FY 2019												
				Total Project Authorization	Prior Year Actuals	Carryforward Budget	FY 2019 Appropriations	Total Budget	Collections / Expenditures	Encumbrances	Funds Available							
Revenue																		
30141100-336000	C0005	FULTON-ENCORE (WATERLINE)	\$	534,906	\$	519,567	\$	15,339	\$	-	\$	15,339	\$	15,339	\$	15,339	\$	-
30141100-336000	C1410	RUCKER RD WATERLINE		1,782,350		-		1,782,350		-		1,782,350		1,281,039				501,311
30141100-371000	C1410	RUCKER RD-WEITZ SEWER LINE		68,080		-		68,080		-		68,080		68,080				-
30141100-336000	C1702	KIMBALL BR RD IMPROVEMENTS		6,083,354		-		6,083,354		-		6,083,354		-				6,083,354
30141100-371000	C1712	ALPHALOOP (AVALON)		1,000,000		-		1,000,000		-		1,000,000		-				1,000,000
30141100-371001	C1712	ALPHALOOP (CID)		250,000		-		250,000		-		250,000		211,309				38,691
		BETHANY/MID BROADWELL																
30141100-336000	C1714	ROUNDABOUT		292,195		-		292,195		-		292,195		-				292,195
30141100-336000	C1715	BETHANY/MAYFIELD ROUNDABOUT		436,492		-		436,492		-		436,492		-				436,492
30141100-336000	C1828	WARSAW SIDEWALKS (ROSWELL)		83,914		-		83,914		-		83,914		-				83,914
30141100-336000	C1927	WINDWARD TRIPLE LEFTS (FC WATER)		490,517		-		490,517		-		490,517		-				490,517
30141100-371001	C1927	WINDWARD TRIPLE LEFTS (NFCID)		160,137		-		160,137		-		160,137		-				160,137
30141100-371002	C1927	WINDWARD TRIPLE LEFTS (NFCID-FC)		500,000		-		500,000		-		500,000		-				500,000
30141100-336000	C1928	RUCKER ROAD - ROSWELL CONTRIBUTION		2,905,158		-		2,905,158		-		2,905,158		-				2,905,158
30161150-371000	C1834	NUTCRACKER PROGRAM		31,500		-		31,500		-		31,500		31,500				-
30161150-371000	C1926	NORTHSIDE MOU (PARKS)		40,000		-		40,000		-		40,000		40,000				-
30174150-371000	C0019	DOWNTOWN PARKING FUND		175,000		-		175,000		-		175,000		175,000				-
30174150-337000	C0910	CONTRIBUTION (TREE BANK)		373,600		255,200		118,400		-		118,400		118,400				-
30176100-371000	C1442	MAIN ST. IMPROVEMENTS (ABC)		1,812,724		1,774,772		37,952		-		37,952		-				37,952
30176100-371000	C1712	ALPHALOOP (ABC)		444,002		309,187		134,815		-		134,815		20,002				114,813
		subtotal						\$ 14,605,203		\$ -		\$ 14,605,203		\$ 1,960,669				\$ 12,644,534
Non-Departmental																		
30190200-395000		CARRYFORWARD FUND BALANCE						\$ 11,391,446		\$ 2,750,000		\$ 14,141,446		\$ -				\$ 14,141,446
		TRANSFER-IN FROM THE GENERAL FUND (MATCH)						979,982		8,695,065		9,675,047		7,245,888				2,429,160
30190200-391100								225,000		-		225,000		284,876				(59,876)
30190200-361000		INTEREST EARNINGS																
		subtotal						\$ 12,596,428		\$ 11,445,065		\$ 24,041,493		\$ 7,530,764				\$ 16,510,729
		Total						\$ 27,201,631		\$ 11,445,065		\$ 38,646,696		\$ 9,491,432				\$ 29,155,264



CITY OF ALPHARETTA

Financial Management Reports

Capital Project Funds

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

As of April 30, 2019

Account #Project			Project Snapshot		FY 2019					
			Total Project Authorization	Prior Year Actuals	Carryforward Budget	FY 2019 Appropriations	Total Budget	Collections / Expenditures	Encumbrances	Funds Available
Expenditures										
Administration										
30113230-544100	C1130	DOWNTOWN FACADE GRANT PROGRAM	\$180,753	\$176,024	\$4,729	\$-	\$4,729	\$4,728	\$-	\$1
30113230-542400	C1222	RECORDS MANAGEMENT	35,001	32,616	2,385	-	2,385	-	-	2,385
30113230-544100	C1300	CITY ECON DEVELOPMENT TOOLKIT	296,159	158,159	13,000	125,000	138,000	28,850	-	109,150
30113230-541300	C1501	HISTORY ROOM (CITY CENTER)	327,315	314,794	12,521	-	12,521	5,570	-	6,951
30113230-544200	C1527	VETERANS MEMORIAL	105,511	75,785	29,726	-	29,726	-	-	29,726
30113230-571000	C1532	ATC OPERATIONAL FUNDS	220,000	95,000	6,664	118,336	125,000	125,000	-	-
30113230-544100	C1822	AG TECH SPONSORSHIP	37,000	25,000	12,000	-	12,000	12,000	-	-
subtotal					\$81,025	\$243,336	\$324,361	\$176,148	\$-	\$148,213
Finance										
30115150-542400	C1101	ARCHIVE FILING & SCANNING	\$5,809	\$-	\$5,809	\$-	\$5,809	\$5,537	\$-	\$272
30115150-542400	C1102	FINANCE SOFTWARE IMPROVEMENT	87,002	85,117	1,885	-	1,885	-	-	1,885
30115150-542400	C1141	TYLER ERP SYSTEM	355,505	313,179	42,326	-	42,326	2,337	500	39,489
subtotal					\$50,020	\$-	\$50,020	\$7,874	\$500	\$41,646
Information Technology										
30117400-542400	C0900	CISCO DATA NETWORK	\$300,001	\$144,058	\$155,943	\$-	\$155,943	\$11,693	\$-	\$144,250
30117400-542400	C1000	GIS AERIAL MAPPING	50,001	25,487	24,514	-	24,514	-	1,700	22,814
30117400-542400	C1103	NETWORK AND VOIP	167,678	112,961	54,717	-	54,717	-	9,893	44,824
30117400-542400	C1312	BACKUP DATA STORAGE MGMT.	510,002	475,874	34,128	-	34,128	-	-	34,128
30117400-542400	C1313	TECHNOLOGY REPLACEMENT	1,962,366	1,358,489	303,877	300,000	603,877	425,518	66,300	112,059
30117400-542400	C1400	PW DATA CTR SERVER REPLACEMENT	417,503	202,215	5,288	210,000	215,288	-	-	215,288
30117400-542400	C1615	APP/DESKTOP VIRTUALIZATION	415,001	87,779	177,222	150,000	327,222	-	-	327,222
30117400-542400	C1725	CITY FIBER RELOCATION	30,000	7,695	22,305	-	22,305	-	-	22,305
30117400-542400	C1809	GIS PARCEL CORRECTIONS	80,000	26,300	53,700	-	53,700	50,425	3,275	-
subtotal					\$831,694	\$660,000	\$1,491,694	\$487,636	\$81,168	\$922,889
Public Safety										
30131150-542200	C1202	FLEET REPLACEMENT	\$5,068,284	\$4,039,615	\$20,669	\$1,008,000	\$1,028,669	\$976,421	\$57,112	\$(4,864)
30131150-542400	C1205	SEC CAMERA SY	75,000	-	-	75,000	75,000	-	-	75,000
30131150-541300	C1229	PS ROOF REPAIR	68,811	-	(21,189)	90,000	68,811	67,458	-	1,353
30131150-542100	C1401	PS EQUIPMENT REPLACEMENT	650,671	477,681	28,290	144,700	172,990	99,956	64,034	9,000
30131150-541300	C1630	PS HQ EXPANSION	2,524,446	2,459,446	-	65,000	65,000	63,257	-	1,743
30131150-541300	C1706	RAPSTC IMPROVEMENTS	216,693	-	216,693	-	216,693	-	-	216,693



CITY OF ALPHARETTA

Financial Management Reports

Capital Project Funds

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

As of April 30, 2019

Account #	Project	Project Snapshot		FY 2019					Funds Available
		Total Project Authorization	Prior Year Actuals	Carryforward Budget	FY 2019 Appropriations	Total Budget	Collections / Expenditures	Encumbrances	
30131150-544200	C1707 LICENSE PLATE REC GRANT	80,000	-	80,000	-	80,000	-	75,679	4,321
30131150-544200	C1832 ICMA PS Study	125,000	44,000	81,000	-	81,000	73,261	7,739	-
30131150-541410	C1907 TRAFFIC PREEMPTIVE SYSTEM	150,000	-	-	150,000	150,000	357	-	149,643
30131150-542100	C1910 TUR-OUT GEAR	25,000	-	-	25,000	25,000	6,880	-	18,120
	<i>subtotal</i>			\$ 405,463	\$ 1,557,700	\$ 1,963,163	\$ 1,287,591	\$ 204,564	\$ 471,008
Public Works									
30141100-541410	C0005 COA/FULTON-ENCORE BRIDGE	\$ 636,289	\$ 636,289	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30141100-541410	C0041 TRAFFIC SIGNAL INTERCONNECT	279,779	29,778	250,001	-	250,001	55,630	-	194,371
30141100-541410	C0042 STREET LIGHTING	50,000	-	-	50,000	50,000	-	-	50,000
30141100-541200	C0910 TREE REPLACEMENT FUND	1,277,248	449,221	828,027	-	828,027	33,517	130,915	663,596
30141100-541200	C1008 CEMETERY AUTHORITY-MAINTENANCE	458,254	96,997	361,257	-	361,257	33,170	26,245	301,842
30141100-541410	C1207 BRIDGE MAINTENANCE	1,278,383	1,088,172	15,211	175,000	190,211	-	-	190,211
30141100-541410	C1208 MAST ARM MAINTENANCE	452,946	418,346	9,600	25,000	34,600	-	34,600	-
30141100-541410	C1215 STRIPING & SIGNAGE	1,198,586	846,777	171,809	180,000	351,809	192,525	38,046	121,239
30141100-541410	C1217 TRAFFIC CALMING & INTERSECTION IMP	253,583	210,369	8,214	35,000	43,214	40,194	-	3,020
30141100-541410	C1218 TRAFFIC SIGNAL SYSTEM MAINTENANCE	404,265	273,243	31,022	100,000	131,022	93,342	555	37,125
30141100-541410	C1219 MILLING AND RESURFACING	14,070,951	10,737,249	1,408,702	1,925,000	3,333,702	356,921	2,751,759	225,021
30141100-541410	C1220 TRAFFIC CONTROL EQUIPMENT	587,489	458,837	28,652	100,000	128,652	46,511	10,019	72,121
30141100-541410	C1221 DESIGN SERVICES	709,308	499,730	94,578	115,000	209,578	33,568	33,070	142,940
30141100-542200	C1223 FLEET REPLACEMENT	965,649	696,811	24,338	244,500	268,838	116,797	121,483	30,558
30141100-541200	C1302 TREE PLANTING & LANDSCAPING IMP	658,315	484,732	73,583	100,000	173,583	22,979	16,606	133,998
30141100-541200	C1311 DOWNTOWN ENHANCEMENTS	106,537	97,087	9,450	-	9,450	9,450	-	-
30141100-541420	C1325 RUCKER SIDEWALK (DEVPR CONTR)	50,000	5,000	45,000	-	45,000	-	45,000	-
30141100-541410	C1407 MINOR INTERSECTION UPGRADES	112,168	77,104	35,064	-	35,064	13,072	-	21,992
30141100-541410	C1410 RUCKER RD CORRIDOR IMPROVEMENTS	2,610,000	1,082,035	1,527,965	-	1,527,965	1,043,748	459,216	25,001
30141100-541420	C1512 SIDEWALK IMPROVEMENTS	824,801	627,545	197,256	-	197,256	83,571	-	113,685
30141100-541200	C1515 DOWNTOWN WASTE COMPACTOR	49,940	-	49,940	-	49,940	37,455	12,485	-
30141100-541410	C1637 OLD ROSWELL ST PEDESTRIAN IMP	150,000	-	150,000	-	150,000	-	150,000	-
30141100-541410	C1702 KIMBALL BR RD IMPROVEMENTS	6,083,354	-	6,083,354	-	6,083,354	-	6,083,354	-
30141100-541300	C1704 WEST PARKING GARAGE	7,573,774	1,555,906	6,017,868	-	6,017,868	4,921,481	919,292	177,095
30141100-541420	C1712 ALPHALOOP	1,328,368	9,000	1,319,368	-	1,319,368	76,177	39,078	1,204,113
	BETHANY/MID BROADWELL								
30141100-541410	C1714 ROUNDABOUT	292,195	-	292,195	-	292,195	-	-	292,195
30141100-541410	C1715 BETHANY/MAYFIELD ROUNDABOUT	436,492	-	436,492	-	436,492	-	-	436,492
30141100-541430	C1721 MAYFIELD RD CULVERT	409,106	12,146	396,960	-	396,960	396,960	-	0
30141100-541420	C1801 SIDEWALK MAINTENANCE/REPAIR	300,000	-	100,000	200,000	300,000	7,024	41,976	251,000



CITY OF ALPHARETTA

Financial Management Reports

Capital Project Funds

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

As of April 30, 2019

Account #	Project	Project Snapshot		FY 2019					Funds Available
		Total Project Authorization	Prior Year Actuals	Carryforward Budget	FY 2019 Appropriations	Total Budget	Collections / Expenditures	Encumbrances	
30141100-541420	C1808 CITY CTR SIDEWALKS/UTILITIES	563,435	563,435	(26,079)	26,079	-	(9,878)	-	9,878
30141100-541420	C1828 WARSAW SIDEWALKS (ROSWELL)	83,914	-	83,914	-	83,914	83,914	-	0
30141100-541300	C1836 PARKING GARAGE REPAIRS	206,815	-	206,815	-	206,815	100,718	63,408	42,690
30141100-541410	C1900 PARK PAVEMENT PRESERVATION	250,000	-	-	250,000	250,000	23,324	-	226,676
30141100-541410	C1901 TRAFFIC RESPONSIVE SYSTEM MAINT	50,000	-	-	50,000	50,000	3,586	3,577	42,838
30141100-541300	C1902 FIRE STATION RENOVATIONS	125,000	-	-	125,000	125,000	13,184	57,088	54,727
30141100-541300	C1903 CID RENOVATIONS	70,000	-	-	70,000	70,000	38,687	9,511	21,801
30141100-541300	C1904 PW HQ RENOVATIONS	40,000	-	-	40,000	40,000	-	28,051	11,949
30141100-541300	C1905 GYM RENOVATIONS	35,000	-	-	35,000	35,000	4,594	-	30,406
30141100-541300	C1906 CITY HALL RENOVATIONS	50,000	-	-	50,000	50,000	1,600	-	48,400
30141100-541500	C1909 PARK PLAZA SIGNAL	227,700	-	-	227,700	227,700	34,614	-	193,086
30141100-541200	C1915 PS HQ PARKING LOT	13,760	-	(6,240)	20,000	13,760	13,760	-	-
30141100-541410	C1918 PEDESTRIAN SAFETY STUDY	124,280	-	(720)	125,000	124,280	116,802	7,478	-
30141100-541410	C1922 WILLS RD WIDENING	45,540	-	45,540	-	45,540	11,040	7,800	26,700
30141100-541410	C1923 BUICE RD TRAFFIC CALMING	250,000	-	250,000	-	250,000	-	-	250,000
30141100-541410	C1927 WINDWARD TRIPLE LEFT	1,150,654	-	1,150,654	-	1,150,654	17,985	1,131,653	1,016
30141100-5541410	c1928 RUCKER RD - ROSWELL CONTRIBUTION	2,905,158	-	2,905,158	-	2,905,158	-	2,905,158	1
	<i>subtotal</i>			\$ 24,574,948	\$ 4,268,279	\$ 28,843,227	\$ 8,068,022	\$ 15,127,421	\$ 5,647,784
Recreation, Parks & Cultural Services									
30161150-541500	C0922 SYNTHETIC TURF REPLACEMENT	\$ 885,362	\$ 422,841	\$ 12,521	\$ 450,000	\$ 462,521	\$ 460,581	\$ 1,940	\$ -
30161150-541500	C1221 DESIGN SERVICES	142,052	88,855	33,197	20,000	53,197	28,433	6,335	18,429
30161150-541500	C1225 ATHLETIC SCOREBOARDS	196,203	173,836	2,367	20,000	22,367	21,932	-	435
30161150-541300	C1229 REC & PARK BLDG. RE-ROOF	947,039	810,039	-	137,000	137,000	22,600	-	114,400
30161150-541500	C1230 NORTH PARK TENNIS CT RESURFACE	59,948	-	(52)	60,000	59,948	59,948	-	0
30161150-542200	C1232 FLEET REPLACEMENT	335,090	306,751	339	28,000	28,339	28,339	-	-
30161150-542100	C1402 RP EQUIPMENT REPLACEMENT	392,999	356,999	-	36,000	36,000	36,000	-	-
30161150-541500	C1424 WILLS PK POOL EXPANSION	2,340,452	2,303,807	36,645	-	36,645	32,559	4,086	-
30161150-541500	C1524 ADAPTIVE PLAYGROUND EQUIPMENT	28,501	20,422	8,079	-	8,079	-	-	8,079
30161150-544200	C1600 DOWNTOWN SCULPTURE PROGRAM	165,000	120,442	44,558	-	44,558	12,800	1,125	30,633
30161150-541500	C1612 PARK SIGNAGE	55,001	53,141	1,860	-	1,860	1,860	-	-
30161150-541500	C1614 THE STORIES PROJECT	50,000	-	25,000	25,000	50,000	2,500	22,500	25,000
30161150-541510	C1636 GREENWAY REPAIR AND MAINTENANCE	102,169	2,169	100,000	-	100,000	92,469	7,531	0
30161150-541500	C1641 PARK MASTER PLANS	296,451	154,084	142,367	-	142,367	81,675	-	60,692
30161150-541500	C1804 PARK REPAIRS/IMPROVEMENTS	215,895	104,488	11,407	100,000	111,407	46,625	41,601	23,182
30161150-541300	C1805 NP RESTROOM EXPANSION	30,000	-	30,000	-	30,000	-	-	30,000
30161150-541500	C1806 PARKS PLAYGROUND EQUIPMENT	150,001	37,704	12,297	100,000	112,297	5,556	-	106,741



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
 As of April 30, 2019

Account #	Project	Project Snapshot		FY 2019					Funds Available
		Total Project Authorization	Prior Year Actuals	Carryforward Budget	FY 2019 Appropriations	Total Budget	Collections / Expenditures	Encumbrances	
30161150-544100	C1807 PUBLIC ARTS PROGRAM	170,000	62,500	22,500	85,000	107,500	22,500	-	85,000
30161150-531600	C1834 NUTCRACKER PROGRAM	31,500	-	31,500	-	31,500	29,706	-	1,794
30161150-541500	C1908 WAYFINDING SIGNAGE	75,000	-	-	75,000	75,000	4,606	3,099	67,294
30161150-541500	C1920 PARK DEVELOPMENT	566,307	-	286,307	280,000	566,307	23,217	40,723	502,367
30161150-541500	C1924 EMERGENCY CALL BOXES	64,400	-	64,400	-	64,400	63,400	1,000	-
30161150-541500	C1926 NORTHSIDE MOU (PARKS)	40,000	-	40,000	-	40,000	-	-	40,000
	<i>subtotal</i>			\$ 905,292	\$ 1,416,000	\$ 2,321,292	\$ 1,077,306	\$ 129,940	\$ 1,114,046
Community Development									
30174150-544100	C0019 DOWNTOWN PARKING FUND	\$ 438,249	\$ 260,748	\$ 177,501	-	\$ 177,501	-	-	\$ 177,501
30174150-542400	C1222 RECORDS MANAGEMENT	50,002	22,169	27,833	-	27,833	6,635	3,365	17,833
30174150-542200	C1433 FLEET REPLACEMENT	230,326	180,326	-	50,000	50,000	45,599	-	4,401
30174150-541410	C1603 DESIGN SERVICES	280,002	140,529	59,473	80,000	139,473	58,149	39,277	42,047
30174150-541300	C1824 OFFICE BUILDOUT (CITY HALL)	80,001	34,636	45,365	-	45,365	40,068	1,640	3,657
30174150-541410	C1917 MILTON AVE. CONCEPT DESIGN	40,000	-	-	40,000	40,000	8,477	27,948	3,575
	<i>subtotal</i>			\$ 310,172	\$ 170,000	\$ 480,172	\$ 158,928	\$ 72,230	\$ 249,014
Alpharetta Business Community Sidewalk Projects									
30176100-541420	C1442 MAIN ST IMPROVEMENTS	\$ 1,812,724	\$ 1,774,772	\$ 37,952	-	\$ 37,952	\$ 33,312	-	\$ 4,640
30176100-541420	C1712 ALPHALOOP	444,002	309,187	134,815	-	134,815	70,645	8,937	55,233
	<i>subtotal</i>			\$ 172,767	\$ -	\$ 172,767	\$ 103,957	\$ 8,937	\$ 59,873
Non-Departmental									
30190200-579000	NON-ALLOCATED			\$ (129,750)	\$ 3,129,750	\$ 3,000,000	\$ -	\$ -	\$ 3,000,000
	<i>subtotal</i>			\$ (129,750)	\$ 3,129,750	\$ 3,000,000	\$ -	\$ -	\$ 3,000,000
	Total			\$ 27,201,631	\$ 11,445,065	\$ 38,646,696	\$ 11,367,462	\$ 15,624,760	\$ 11,654,474



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
Stormwater Capital Fund Detail (Fund 302; life-to-date for all projects)
 As of April 30, 2019

Account #	Project	Project Snapshot		FY 2019						
		Total Project Authorization	Prior Year Actuals	Carryforward Budget	FY 2019 Appropriations	Total Budget	Collections / Expenditures	Encumbrances	Funds Available	
Revenue										
Non-Departmental										
30290200-361000	INTEREST EARNINGS			\$ -	\$ -	\$ -	\$ 20,883		\$ (20,883)	
30290200-391100	TRANSFER IN/GENERAL FUND MATCH			-	1,875,000	1,875,000	1,562,500		312,500	
30290200-395000	CARRYFORWARD FUND BALANCE			543,757	-	543,757	-		543,757	
	Total			\$ 543,757	\$ 1,875,000	\$ 2,418,757	\$ 1,583,383		\$ 835,374	
Expenditures										
Public Works										
30241100-541430 C1216	SW DRAINAGE MAINTENANCE	\$ 389,429	\$ 127,080	\$ 112,349	\$ 150,000	\$ 262,349	\$ 65,712	\$ 48,923	\$ 147,714	
30241100-541430 C1308	SW PIPE & STRUCTURE R&M	3,049,213	1,557,659	266,554	1,225,000	1,491,554	725,275	652,824	113,454	
30241100-541430 C1503	STORMWATER STUDIES	200,000	38,923	61,077	100,000	161,077	46,131	90,466	24,480	
30241100-541430 C1604	STORMWATER INSPECTIONS	283,420	147,286	36,134	100,000	136,134	60,038	42,936	33,160	
30241100-541430 C1721	MAYFIELD RD CULVERT	450,840	383,197	67,643	-	67,643	67,643	-	0	
30261150-541430 C1919	WILLS PARK STREAM RESTORATION	300,000	-	-	300,000	300,000	7,214	9,198	283,588	
	Total			\$ 543,757	\$ 1,875,000	\$ 2,418,757	\$ 972,013	\$ 844,347	\$ 602,398	



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
Convention Center Capital Fund Detail (Fund 316; life-to-date for all projects)
 As of April 30, 2019

Account #	Project	Project Snapshot		FY 2019					
		Total Project Authorization	Prior Year Actuals	Carryforward Budget	FY 2019 Appropriations	Total Budget	Collections / Expenditures	Encumbrances	Funds Available
Revenue									
Non-Departmental									
31690200-395000	CARRYFORWARD FUND BALANCE			\$ 374,722	\$ -	\$ 374,722	\$ -		\$ 374,722
31690200-361000	INTEREST EARNINGS			5,500	-	5,500	5,585		(85)
	Total			\$ 380,222	\$ -	\$ 380,222	\$ 5,585		\$ 374,637
Expenditures									
31690200-611275	TRANSFER OUT TO HOTEL/MOTEL FUND			\$ 380,222	\$ -	\$ 380,222	\$ 380,308	\$ -	\$ (86)
	Total			\$ 380,222	\$ -	\$ 380,222	\$ 380,308	\$ -	\$ (86)



CITY OF ALPHARETTA
Financial Management Reports
Capital Project Funds

Parks and Transportation Bond Fund Detail (Fund 317; life-to-date for all projects)
As of April 30, 2019

			Project Snapshot		FY 2019					
			Total Project Authorization	Prior Year Actuals	Carryforward Budget	FY 2019 Appropriations	Total Budget	Collections / Expenditures	Encumbrances	Funds Available
Account #	Project									
Revenue										
Non-Departmental										
31790200-395000	CARRYFORWARD FUND BALANCE				\$ 37,792,647	\$ -	\$ 37,792,647	\$ -		\$ 37,792,647
31790200-361000	INTEREST EARNINGS				700,000	-	700,000	700,775		(775)
	Total				\$ 38,492,647	\$ -	\$ 38,492,647	\$ 700,775		\$ 37,791,872
Expenditures										
31741100-541410	C1410	RUCKER RD CORRIDOR	14,850,001	3,052,006	\$ 11,797,995	\$ -	\$ 11,797,995	\$ 1,654,211	\$ 10,144,084	\$ (300)
31741100-541420	C1512	SIDEWALK IMP (NON-ALLOCATED)	937,166	249,185	687,981	-	687,981	18,382	3,400	666,199
31741100-541410	C1631	MCGINNIS RD IGA (FORSYTH)	1,500,000	400,000	1,100,000	-	1,100,000	-	-	1,100,000
31741100-541410	C1702	KIMBALL BR RD IMPROVEMENTS	9,209,084	642,719	8,566,365	-	8,566,365	41,585	8,364,123	160,657
31741100-541410	C1703	WINDWARD PKWY IMPROVEMENTS	2,000,001	300,516	1,699,485	-	1,699,485	82,733	21,103	1,595,650
31741100-541420	C1712	ALPHALOOP	500,000	86,927	413,073	-	413,073	79,378	80,057	253,638
31741100-541420	C1715	BETHANY/MAYFIELD ROUNDABOUT	403,154	-	403,154	-	403,154	43,390	-	359,764
31741100-541420	C1726	SIDEWALKS IMP PHASE 1	356,162	356,162	-	-	-	-	-	-
31741100-541420	C1727	MAYFIELD RD SIDEWALK	914,337	913,204	1,133	-	1,133	1,133	-	-
31741100-541420	C1814	SIDEWALKS IMP PHASE 3	276,441	276,441	-	-	-	-	-	-
31741100-541420	C1818	SIDEWALKS IMP PHASE 4	276,490	276,490	-	-	-	-	-	-
31741100-541420	C1820	SIDEWALKS IMP PHASE 5	209,395	102,516	106,879	-	106,879	106,879	-	1
31741100-541420	C1826	SPRUELL CIRCLE SIDEWALK	308,584	7,400	301,184	-	301,184	(7,356)	301,184	7,356
31741100-541420	C1828	WARSAW AREA SIDEWALKS	225,489	74,635	150,854	-	150,854	101,571	40,138	9,145
31741100-541420	C1829	PROVIDENCE AREA SIDEWALKS	946,479	56	946,423	-	946,423	229	926,423	19,771
31741100-541420	C1925	MORRISON PARKWAY SIDEWALKS	648,307	-	648,307	-	648,307	-	-	648,307
31761150-541000	C1100	PARK LAND ACQUISITION	4,000,001	3,481,232	518,769	-	518,769	7,519	-	511,250
31761150-541500	C1424	WILLS PK POOL EXPANSION	2,700,000	2,685,197	14,803	-	14,803	4,349	10,454	-
31761150-541500	C1611	ARTS CENTER IMP	1,500,001	1,256,001	244,000	-	244,000	238,632	4,890	478
31761150-541300	C1708	GREENWAY EXT TO FORSYTH	6,500,001	883,671	5,616,330	-	5,616,330	243,786	185,567	5,186,977
31761150-541300	C1709	EASTSIDE COMMUNITY CTR	2,500,000	-	2,500,000	-	2,500,000	-	-	2,500,000
31761150-541000	C1711	CULTURAL ARTS LAND/PARK LAND	1,450,000	-	1,450,000	-	1,450,000	-	-	1,450,000
31741100-579000		PW RESERVE	734,064	-	734,064	-	734,064	-	-	734,064
31761150-579000		PARKS RESERVE	591,848	-	591,848	-	591,848	-	-	591,848
31790200-584000		BOND ISSUANCE COST (S2016 BOND)	361,301	361,301	-	-	-	-	-	-
	Total				\$ 38,492,647	\$ -	\$ 38,492,647	\$ 2,616,421	\$ 20,081,423	\$ 15,794,803



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
TSPLOST Fund Detail (Fund 335; life-to-date for all projects)
 As of April 30, 2019

Account #	Project	Project Snapshot		FY 2019					
		Total Project Authorization	Prior Year Expenditures	Carryforward Budget	FY 2019 Appropriations	Total Budget	Collections / Expenditures	Encumbrances	Funds Available
Revenue									
Non-Departmental									
33590200-395000	CARRYFORWARD FUND BALANCE			\$ 11,793,814	\$ -	\$ 11,793,814	\$ -		\$ 11,793,814
33590200-313400	TSPLOST			2,940,000	8,160,000	11,100,000	8,426,065		2,673,935
33541100-361000	INTEREST EARNINGS			225,000	-	225,000	277,407		(52,407)
	Total			\$ 14,958,814	\$ 8,160,000	\$ 23,118,814	\$ 8,703,472		\$ 14,415,342
Expenditures									
33541100-541410	ROADWAY IMPROVEMENTS	\$ 4,394,860	\$ 22,040	\$ (170,184)	\$ 4,543,004	\$ 4,372,820	\$ -	\$ -	\$ 4,372,820
33541100-541410	C1631 MCGINNIS RD IGA (FORSYTH)	2,400,000	-	-	2,400,000	2,400,000	-	-	2,400,000
33541100-541410	C1638 ACADEMY ST/WEBB BR RD OP IMP	1,000,001	225,656	774,345	-	774,345	146,028	32,892	595,425
33541100-541410	C1713 KIMBALL BR RD OP IMPROVEMENTS	1,359,741	132,139	1,227,602	-	1,227,602	85,314	1,070,413	71,875
33541100-541410	C1714 BETHANY RD @ MID BROADWELL RD	1,241,614	166,921	357,697	716,996	1,074,693	71,816	105,411	897,467
33541100-541410	C1715 BETHANY RD @ MAYFIELD RD	1,768,504	208,911	1,559,593	-	1,559,593	63,054	193,491	1,303,048
33541100-541410	C1716 MORRIS RD OPERATIONAL IMP	3,480,759	367,225	2,613,534	500,000	3,113,534	825,502	2,268,792	19,240
33541100-541410	C1717 OLD MILTON PKWY CAPACITY IMP	1,790,675	212,740	1,577,935	-	1,577,935	527,771	19,077	1,031,086
33541100-541410	C1718 WINDWARD PKWY IMP	2,203,392	185,100	2,018,292	-	2,018,292	-	-	2,018,292
33541100-541410	C1800 HAYNES BRIDGE RD IMP	5,000,000	-	5,000,000	-	5,000,000	-	-	5,000,000
	Total			\$ 14,958,814	\$ 8,160,000	\$ 23,118,814	\$ 1,719,485	\$ 3,690,076	\$ 17,709,253



SPECIAL REVENUE FUNDS WITH CAPITAL PROJECTS

Revenue & Expenditure Reports



CITY OF ALPHARETTA
 Financial Management Reports
 Special Revenue Funds
Confiscated Assets Fund (Fund 210; life-to-date for active projects)
 As of April 30, 2019

		Project Snapshot		FY 2019					
		Total Project Authorization	Prior Year Actuals	Carryforward Budget	FY 2019 Appropriations	Total Budget	Collections / Expenditures	Encumbrances	Funds Available
Account #	Project								
Revenue									
DEA									
21031110-351300	CONFISCATION/FEDERAL SEIZURE	2,672,386	2,372,386	\$ 300,000	\$ -	\$ 300,000	\$ 346,500		\$ (46,500)
21031110-361000	INTEREST EARNINGS	5,255	4,655	600	-	600	619		(19)
21031110-392100	SALE OF CAPITAL ASSETS (FEDERAL)	14,366	14,366	-	-	-	-		-
21031110-395000	CARRYFORWARD FUND BALANCE	438,992	-	151,485	287,507	438,992	-		438,992
	subtotal			\$ 452,085	\$ 287,507	\$ 739,592	\$ 347,119		\$ 392,473
State									
21031120-351301	CONFISCATION/STATE SEIZURE	180,033	180,033	\$ -	\$ -	\$ -	\$ 5,065		\$ (5,065)
21031120-395000	CARRYFORWARD FUND BAL(STATE)	(115,815)	-	(115,815)	-	(115,815)	-		(115,815)
	subtotal			\$ (115,815)	\$ -	\$ (115,815)	\$ 5,065		\$ (120,880)
21031120-336000	C1817 SWAT EQUIP(MILTON/ROSWELL) (STATE)	207,616	65,025	\$ 142,591	\$ -	\$ 142,591	\$ 142,590		\$ 1
	subtotal			\$ 142,591	\$ -	\$ 142,591	\$ 142,590		\$ 1
	Total			\$ 478,861	\$ 287,507	\$ 766,368	\$ 494,775		\$ 271,593
Expenditures									
DEA									
21031110-51*	PERSONNEL SERVICES	1,523,439	1,235,932	\$ -	\$ 287,507	\$ 287,507	\$ 240,029	\$ -	\$ 47,478
21031110-52*	MAINTENANCE AND OPERATIONS	133,457	105,938	27,519	-	27,519	24,138	3,000	381
21031110-542100	C1401 MACHINERY AND EQUIPMENT	47,246	28,817	18,429	-	18,429	-	-	18,429
21031110-542400	C1812 BODY CAMERA PROGRAM	15,140	-	15,140	-	15,140	-	15,140	-
21031110-531600	SMALL EQUIPMENT	39,654	-	39,654	-	39,654	4,960	19,715	14,979
21031110-579007	NEXT YEAR BUDGET RESERVE	351,344	-	351,344	-	351,344	-	-	351,344
	subtotal			\$ 452,086	\$ 287,507	\$ 739,593	\$ 269,127	\$ 37,855	\$ 432,610
State									
21031120-532400	NON-RECURRING EXPENSES	234,941	214,941	\$ 20,000	\$ -	\$ 20,000	\$ 20,198	\$ -	\$ (198)
21031110-579000	NON-ALLOCATED	6,775	-	6,775	-	6,775	-	-	6,775
	subtotal			\$ 26,775	\$ -	\$ 26,775	\$ 20,198	\$ -	\$ 6,577
	Total			\$ 478,861	\$ 287,507	\$ 766,368	\$ 289,325	\$ 37,855	\$ 439,188



CITY OF ALPHARETTA
 Financial Management Reports
 Special Revenue Funds
Impact Fee Fund (Fund 270; life-to-date for active projects)
 As of April 30, 2019

		Project Snapshot		FY 2019					
		Total Project Authorization	Prior Year Actuals	Carryforward Budget	FY 2019 Appropriations	Total Budget	Collections / Expenditures	Encumbrances	Funds Available
Account #	Project								
Revenue									
27074110-341321	IMPACT FEES STREETS & HIGHWAYS	\$	1,768,260	\$	250,000	\$	250,000	\$	24,825
27074110-341323	IMPACT FEES RECREATION & PARKS		3,678,623		505,000		550,000		21,338
27074110-341324	IMPACT FEES PUBLIC SAFETY		773,001		175,000		175,000		28,959
	subtotal				\$ 930,000		\$ 975,000		\$ 75,122
Non-Departmental									
27074110-395000	CARRYFORWARD FUND BALANCE				\$ 2,179,187		\$ 2,744,187		\$ 2,744,187
27074110-361000	INTEREST EARNINGS				50,000		50,000		(14,041)
	subtotal				\$ 2,229,187		\$ 2,794,187		\$ 2,730,146
	Total				\$ 3,159,187		\$ 3,769,187		\$ 2,805,268
Expenditures									
Public Safety									
27031150-541300	C1630 PS HQ EXPANSION	\$	718,750	\$	-	\$	40,000	\$	(0)
	subtotal				\$ -		\$ 40,000		(0)
Public Works									
27041100-541410	C1410 RUCKER RD CORRIDOR	\$	1,150,000	\$	1,150,000		1,150,000		707,423
27041100-541410	C1909 PARK PLAZA SIGNAL		72,300		-		72,300		72,300
27041100-541410	C1922 WILDD RD WIDENING		14,460		14,460		14,460		-
	subtotal				\$ 1,164,460		\$ 1,236,760		\$ 779,723
Recreation, Parks & Cultural Services									
27061150-541500	C1611 ALPHARETTA ARTS CENTER	\$	1,300,001	\$	13,606		13,606		-
27061150-541000	C1711 CULTURAL ARTS LAND/PARK LAND		150,000		150,000		-		150,000
27061150-541500	C1808 CITY CTR SIDEWALKS/UTILITIES		300,000		300,000		300,000		-
27061150-541500	C1920 PARK DEVELOPMENT		433,693		313,693		120,000		433,693
	subtotal				\$ 777,299		\$ 897,299		\$ 583,693
Non-Departmental									
27074110-579001	NON-ALLOCATED STREETS & HIGHWAYS				\$ 485,141		\$ 862,841		\$ 862,841
27074110-579002	NON-ALLOCATED RECREATION & PARKS				523,453		523,453		523,453
27074110-579003	NON-ALLOCATED PUBLIC SAFETY				208,834		208,834		208,834
	subtotal				\$ 1,217,428		\$ 1,595,128		\$ 1,595,128
	Total				\$ 3,159,187		\$ 3,769,187		\$ 2,958,544



CITY OF ALPHARETTA
 Financial Management Reports
 Special Revenue Funds
Hotel/Motel Fund (Fund 275; life-to-date for active projects)
 As of April 30, 2019

		Project Snapshot		FY 2019					
		Total Project Authorization	Prior Year Actuals	Carryforward Budget	FY 2019 Appropriations	FY 2019 Total Budget	Collections / Expenditures	Encumbrances	Funds Available
Account #	Project								
Revenue									
27590150-314100	HOTEL/MOTEL TAXES	42,375,036	33,775,036	\$ 950,000	\$ 7,650,000	\$ 8,600,000	\$ 6,688,757		\$ 1,911,243
27590150-391316	TRANSFER IN FROM CONF CTR BOND FUND	380,222	-	380,222	-	380,222	380,308		(86)
	subtotal			\$ 1,330,222	\$ 7,650,000	\$ 8,980,222	\$ 7,069,065		\$ 1,911,157
Non-Departmental									
27590150-395000	CARRYFORWARD FUND BALANCE	1,770,515	-	\$ 1,770,515	\$ -	\$ 1,770,515	\$ -		\$ 1,770,515
	subtotal			\$ 1,770,515	\$ -	\$ 1,770,515	\$ -		\$ 1,770,515
	Total			\$ 3,100,737	\$ 7,650,000	\$ 10,750,737	\$ 7,069,065		\$ 3,681,672
Expenditures									
Alpharetta Convention & Visitors Bureau									
27590150-572002	ALPHA CONV & VISITORS BUREAU DISTRIBUTION	18,493,377	14,730,877	\$ 415,625	\$ 3,346,875	\$ 3,762,500	\$ 2,926,331	\$ -	\$ 836,169
	subtotal			\$ 415,625	\$ 3,346,875	\$ 3,762,500	\$ 2,926,331	\$ -	\$ 836,169
City/Other									
27590150-521200	PROFESSIONAL SERVICES	10,050	7,050	\$ -	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ 3,000
27590150-611100	CITY OF ALPHARETTA DISTRIBUTION	16,251,035	13,026,035	356,250	2,868,750	3,225,000	2,508,284	-	716,716
	subtotal			\$ 356,250	\$ 2,871,750	\$ 3,228,000	\$ 2,508,284	\$ -	\$ 719,716
Tourism Product Development									
27590150-541500	C1611 ALPHARETTA ARTS CENTER	550,001	385,609	\$ 164,392	\$ -	\$ 164,392	\$ 164,391	\$ -	\$ 1
27590150-541500	C1908 WAYFINDING SIGNAGE	51,412	-	-	51,412	51,412	-	-	51,412
27590150-541500	C1911 EQUESTRIAN CENTER RESERVE (TOURIST PRODUCT DEVELOPMENT)	250,000	-	-	250,000	250,000	-	-	250,000
27590150-579000	DEBT SERVICE RESERVE	814,470	-	664,470	150,000	814,470	-	-	814,470
27590150-579006	PRINCIPAL (2016 CONF CTR BOND)	1,500,000	-	1,500,000	-	1,500,000	-	-	1,500,000
27590151-581100	D1600 INTEREST PAYMENT (2016 CONF CTR BOND)	200,000	-	-	200,000	200,000	200,000	-	-
27590151-582100	D1600	2,335,555	1,555,592	-	779,963	779,963	779,963	-	1
	subtotal			\$ 2,328,862	\$ 1,431,375	\$ 3,760,237	\$ 1,144,354	\$ -	\$ 2,615,884
	Total			\$ 3,100,737	\$ 7,650,000	\$ 10,750,737	\$ 6,578,969	\$ -	\$ 4,171,768



OTHER REPORTS

Payments \$5,000 and Greater



CITY OF ALPHARETTA
 Financial Management Reports
Listing of Payments \$5,000 and greater
 for the month ended April 30, 2019

Vendor	Description	Department	\$ Amount
Ace American Insurance Co (wire)	Monthly Workers Comp Invoice	Risk Management	\$ 13,459.77
AFLAC	Premium Payment	Finance	\$ 10,742.34
AFLAC	Premium Payment	Finance	\$ 10,502.56
All Star Field Restoration and Cons	Laser Grading	Recreation, Parks & Cultural Svcs	\$ 10,000.00
Allan Vigil Ford Lincoln Inc.	2019 Ford F250 Truck	Public Works	\$ 52,009.00
Allied Paving Contractors Inc.	Mill and Paved Parking Lot	Public Works	\$ 20,226.91
Alpharetta Ambush Soccer Club	Reimbursement - Netting for Webb Bridge Park	Recreation, Parks & Cultural Svcs	\$ 8,490.50
Alpharetta Convention & Visitors Bureau	Hotel/Motel Occupancy Tax Allocation	Finance	\$ 344,292.91
Alta Planning + Design	Alpha Loop	Public Works	\$ 5,200.00
American Facility Services Inc.	March 2019 Janitorial Services	Public Works	\$ 16,504.42
Ashley Banan	April 2019 AGA	Recreation, Parks & Cultural Svcs	\$ 7,618.80
AT&T	March 2019 Phone	Information Technology	\$ 5,760.24
B&T Shavings (ACI)	Premium Shavings	Recreation, Parks & Cultural Svcs	\$ 5,460.00
Bank of New York (wire)	Debt Payment for Bonds	Finance	\$ 1,079,475.00
Bank of New York (wire)	Debt Payment for Bonds	Finance	\$ 209,673.33
Bank of New York (wire)	Debt Payment for Bonds	Finance	\$ 233,295.00
Bank of New York (wire)	Debt Payment for Bonds	Finance	\$ 1,771,811.00
Bank of New York (wire)	Debt Payment for Bonds	Finance	\$ 1,175,393.75
Bearden Electric	City Hall Parking Garage Lighting	Public Works	\$ 37,310.00
Bovis, Kyle & Burch LLC (wire)	Land Purchase	Finance	\$ 10,909.00
Bulletproof-IT LLC	Vests and Patches	Public Safety	\$ 14,225.00
Carr Rahn & Associates Inc.	Quarterly Monitoring	Public Works	\$ 8,000.00
Cigna Premiums (wire)	Monthly Premiums	Finance	\$ 41,562.50
Cigna Premiums (wire)	Monthly Premiums	Finance	\$ 34,772.84
Cigna Premiums (wire)	Monthly Premiums	Finance	\$ 138,386.25
City of Roswell	February 2019 Training Center	Public Safety	\$ 8,148.58
Control Technologies Inc.	Controllers Intelight	Public Works	\$ 47,630.00
CW Matthews Contracting Co Inc.	Rucker Road Corridor Improvements	Public Works	\$ 193,872.34
D&B Rentals	Deposit on Taste of Alpharetta Rentals	Recreation, Parks & Cultural Svcs	\$ 10,454.68
D&B Rentals	Balance for 2019 Taste of Alpharetta Rentals	Recreation, Parks & Cultural Svcs	\$ 10,454.68
Dana Safety Supply Inc.	Vehicle Upfit	Public Safety	\$ 40,534.03



CITY OF ALPHARETTA
 Financial Management Reports
Listing of Payments \$5,000 and greater
 for the month ended April 30, 2019

Vendor	Description	Department	\$ Amount
David Eristavi	Payment 4 of 4 Soccer Instructor	Recreation, Parks & Cultural Svcs	\$ 12,040.00
Dell Marketing LP	Precision Towers and Optiplex Replacements	Information Technology	\$ 83,274.19
Dell Marketing LP	Precision Towers and Optiplex Replacements	Information Technology	\$ 5,587.68
Dell Marketing LP	Latitude 5490	Information Technology	\$ 6,010.00
Downey Trees Inc.	Tree Trimming and Pruning Services	Recreation, Parks & Cultural Svcs	\$ 8,700.00
Downey Trees Inc.	Tree Trimming and Pruning Services	Various	\$ 7,440.00
Downey Trees Inc.	Mulch and Tree Services	Public Works	\$ 5,497.50
Dynatest North America	Roadway and Pavement Maintenance	Public Works	\$ 13,516.00
Ed Castro Landscape Inc.	Grounds Maintenance	Recreation, Parks & Cultural Svcs	\$ 8,035.58
Forcon International - GA LTD	Professional Services - COA and CHOATE	City Administration	\$ 8,662.00
Four Hundred Crestline LLC	Right of Way and Temporary Easement Purchased	Public Works	\$ 22,300.00
Fulton County Board of Commission	March 2019 State Reports-LVAP Fund Disbursements	Municipal Court	\$ 9,245.33
Fulton County Board of Education	Fuel Bill	Finance	\$ 38,135.95
Galls Inc.	Uniforms and Concealable Vests	Public Safety	\$ 6,814.78
Georgia Bureau of Investigation	Alcohol/Liquor License and Private Employment Check	Public Safety	\$ 7,433.25
Georgia Interlocal Risk Management Agency	Quarterly - GMA/GIRMA Firefighter Cancer Benefits	Public Safety	\$ 5,219.78
Georgia Power Co	Power Bill	Finance	\$ 164,852.53
Georgia Superior Court Clerks	March 2019 State Reports	Municipal Court	\$ 38,214.12
Glenmoor Property Owners Association Inc.	Kimball Bridge Road Right of Way - Grey Owl Road	Public Works	\$ 22,000.00
Greater North Fulton Chamber of Commerce	Membership Dues	City Administration	\$ 5,000.00
Hewlett Packard Enterprise	Tax Refund	Finance	\$ 13,194.10
Hewlett Packard Enterprise	Tax Refund	Finance	\$ 89,766.29
K-9 Defense LLC	Canine (K-9) Police Dog and Training	Public Safety	\$ 14,500.00
KCI Technologies Inc.	Kimball Bridge Road @ Park Brooke Turn Lane	Public Works	\$ 14,260.00
Kid'z Scholar LLC	Right of Way and Temporary Easement Purchased	Public Works	\$ 36,000.00
LD Gymnastics Inc.	Payment 2 of 4 Gymnastics and Gymnastic Camp-Spring Break	Recreation, Parks & Cultural Svcs	\$ 11,105.71
Navex Global Inc.	Annual Navex Host Course Subscription	Human Resources	\$ 8,284.46
New River Construction Co LLC	Impact Fees Refund	Community Development	\$ 6,689.53
North Fulton Regional Radio Sys Auth	3rd Quarter Radio Frequency	Public Safety	\$ 109,445.50
Olympica Transportation Products LLC	Academy Street @ Park Plaza	Public Works	\$ 25,410.00
One Diversified LLC	Audio - Visual Equipment Maintenance	City Administration	\$ 18,197.00



CITY OF ALPHARETTA
 Financial Management Reports
Listing of Payments \$5,000 and greater
 for the month ended April 30, 2019

Vendor	Description	Department	\$ Amount
Oracle America Inc.	Annual NetSuite Limited Cloud Services	City Administration	\$ 5,731.20
Overhead Door Co of Atlanta	Services on Doors	Public Works	\$ 6,580.95
Peace Officer's Annuity & Benefit Fund of GA	March 2019 State Reports	Municipal Court	\$ 8,672.75
Peek Pavement Marking LLC	Pavement Marking Services	Public Works	\$ 29,239.74
Philadelphia Baptist Church Inc.	Right of Way and Temporary Easement Purchased	Public Works	\$ 7,400.00
Pond & Company	Big Creek Greenway	Recreation, Parks & Cultural Svcs	\$ 176,000.00
Premier Woodworks Inc.	Movable Art Walls	Recreation, Parks & Cultural Svcs	\$ 6,900.00
RCS Productions.com	Taste of Alpharetta Services	Recreation, Parks & Cultural Svcs	\$ 12,425.00
Republic Services #800	March 2019 Waste Management Services	Finance	\$ 334,818.48
Ruppert Landscape	March 2019 Maintenance	Public Works	\$ 31,868.50
Russell Landscape LLC	March 2019 Landscape Maintenance	Public Works	\$ 21,163.67
Sawnee Electric Membership Corp	Power Bills	Finance	\$ 32,964.15
Sears Smith & Associates Inc.	Hourly On-Call Services	Community Development	\$ 7,875.00
Southern Hydro Vac Inc. (ACI)	Pipeline Equipment Maintenance	Public Works	\$ 10,500.00
Sterling Brooke at Kimball Br	Right of Way and Temporary Easement Purchased	Public Works	\$ 13,000.00
SunTrust P-card	Procurement Card Payment	Finance	\$ 161,722.07
SunTrust P-card	E-payables Payment	Finance	\$ 72,843.56
Sustainable Water Planning & Engineering	Stormwater Inspections	Public Works	\$ 15,098.00
Tech Alpharetta Inc.	May 2019 ATC CEO Pay	Development Authority	\$ 10,416.66
The Christman Company	Downtown Parking Deck	Public Works	\$ 594,316.00
The Cincinnati Life Insurance Company	April 2019 Premium	Finance	\$ 6,386.64
Tri Scapes Inc.	March 2019 Landscape Maintenance and Enhancements	Recreation, Parks & Cultural Svcs	\$ 20,080.83
Vertical Earth	Morris Road Operational Improvements	Public Works	\$ 101,452.51
Vertical Earth	Morris Rd Operational Improvements and SR400 @ Windward Pkwy	Public Works	\$ 112,198.74
WN Holdings LLC	Design Build Services	City Administration	\$ 5,569.57



OTHER REPORTS

Purchase Orders between
\$5,000 and \$50,000



CITY OF ALPHARETTA
 Financial Management Reports
Listing of PO's between \$5,000.01 and \$50,000.00
 for the month ended April 30, 2019

Purchase Order #	Vendor	Department	Purchase Order Amt.	Description
19000524	K-9 Defense LLC	Public Safety	\$ 14,500.00	(1) dual purpose K-9 with (6) weeks of handler training
19000525	Synergistic Software Inc.	Public Safety	\$ 25,680.00	Vehicle mounted mobile license plate reader
19000527	Meer Electrical Contractors Inc.	Rec., Parks & Cultural Svcs	\$ 12,152.00	Electrical services for the Taste of Alpharetta
19000528	DC Pool Service	Rec., Parks & Cultural Svcs	\$ 16,400.00	Pool maintenance services and chemicals for (16) weeks
19000529	Property Pro Services	Public Works	\$ 28,051.15	Public Works facility men's restroom renovation
19000530	Roswell Home and Office Furniture	Rec., Parks & Cultural Svcs	\$ 9,350.00	(9) wicker chairs for Arts Center patio
19000539	Alpharetta Ambush Soccer Club	Rec., Parks & Cultural Svcs	\$ 8,490.50	50% reimbursement for Webb Bridge Park Lower Soccer Field netting costs
19000540	Russell Landscaping LLC	Public Works	\$ 18,360.00	Ground maintenance services for Resthaven Cemetery
19000541	United Rentals	Rec., Parks & Cultural Svcs	\$ 5,790.00	Rental of (22) 12' concrete barriers for the Taste of Alpharetta
19000543	Screensmith	Rec., Parks & Cultural Svcs	\$ 6,300.00	(900) Soccer jerseys
19000545	AT&T Corporation	Information Technology	\$ 12,924.78	SmartNet maintenance coverage for data network equipment
19000549	Instawares	Public Works	\$ 5,841.63	Gas range for Fire Station 81
19000551	Progress Software Corporation	Administration	\$ 8,999.00	Software maintenance and support
19000552	Carithers-Wallace-Courtenay	Public Safety	\$ 13,134.00	Relocation of CID workstations from Crabapple to PSHQ



OTHER REPORTS

Bid/RFP Status



CITY OF ALPHARETTA
Financial Management Reports
Bid/RFP Status
for the month ended April 31, 2019

Bid#	RFP#	Department	Description	Close Date	Number of Vendor Responses	Award Date	Awarded To	Award Amount	Note	Purchase Order Date	Purchase Order #
18-003		Public Works	SR 400 Ramp at Windward Parkway Phase 2	6/14/2018	7	11/26/2018	Vertical Earth	\$ 4,882,794.38		2/15/2019	19000453
	18-109 RFP	Public Safety	Public Safety Emergency Medical Equipment & Supplies	6/21/2018	7	8/6/2018	Southeastern Emergency Equipment	\$ 55,000.00	1		
18-009		Public Works	Morris Road Operational Improvements	7/12/2018	5	8/27/2018	Vertical Earth	\$ 2,600,127.17		12/12/2018	19000368
	19-101 RFP	Com Dev	Creative Placemaking Plan for North Point Area	8/2/2018	7	9/17/2018	MKSK	\$ 93,726.00		10/17/2018	19000288
	19-1001 RFQ	Public Works	Roadway Rating and Pavement Analysis	8/9/2018	5	n/a	Shortlisted to 4 firms for RFP 19-104				
19-002		Public Works	Morrison Parkway Sidewalk Improvements	8/23/2018	5	9/4/2018	Sol Construction, LLC	\$ 618,306.40	3		
	19-104 RFP	Public Works	Roadway Rating and Pavement Analysis	9/6/2018	4	10/1/2018	Dynatest North America	\$ 329,644.50		10/30/2018	19000309
	19-102 RFP	Public Safety	Fire Department Structural Turnout Gear	9/12/2018	4	10/15/2018	Bennett Fire Products Company, Inc.				
19-003		Public Works	FY 2019 Milling & Resurfacing	9/13/2018	3	10/1/2018	Allied Paving, Inc.	\$ 3,301,963.20		2/22/2019	19000461
	19-103 RFP	Rec/Parks	North Park Artificial Turf Replacement	9/13/2018	4	10/15/2018	Sprinturf, LLC	\$ 462,521.00		11/29/2018	19000348
19-004		Public Works	Bethany Road Roundabouts	9/27/2018	6	11/5/2018	CMES, Inc.	\$ 3,225,687.00			
19-006		Public Works	Multiple Sidewalk Improvements	10/25/2018	7	12/10/2018	A1 Contracting, LLC	\$ 926,423.00		2/26/2019	19000467
19-008		Finance	XEROX Multi-Function Copiers	11/8/2018	3	11/12/2018	Repro Products, Inc.		2	2/27/2019	19000472
	19-1002 RFQ	Public Works	On-Call Survey Services	11/16/2018	18	n/a	Shortlisted to 6 firms for future RFP 19-110				
19-007		Public Works	Kimball Bridge Road Corridor Improvements	11/29/2018	6	1/14/2019	CMES, Inc.	\$ 15,691,990.00		3/29/2019	19000520
	19-105 RFP	Public Works	Wills Park Stream Restoration	11/29/2018	3						
	19-106 RFP	Rec/Parks	Event Management Services	12/6/2018	5	3/11/2019	Premier Events	\$ 122,000.00			
	19-1003 RFQ	Public Works	Bid Creek Greenway Extension	12/13/2018	5	n/a	Shortlisted to 3 firms for future RFP 19-108				
19-009		Public Works	Alpha Loop Gap - Thompson Street	1/24/2019	7						
19-010		Public Works	Park Plaza at Academy Street Intersection Improvements	1/24/2019	3	2/18/2019	GTG Traffic Signals	\$ 185,240.00		5/9/2019	19000560
	19-109 RFP	Admin and Information	City Council AV Project Design/Build	2/21/2019	3						
	19-107 RFP	Public Safety and Information	Video and Badge Security Systems	2/28/2019	2						
	19-112 RFP	Rec/Parks	Wills Park Pool Maintenance	3/7/2019	3	3/25/2019	DC Pool Service LLC	not to exceed \$60,000.00	4	4/2/2019	19000528
19-011		Public Works	Old Roswell Street Parking Lot Compactor Improvements	3/14/2019	2						



CITY OF ALPHARETTA
 Financial Management Reports
Bid/RFP Status
 for the month ended April 31, 2019

Bid#	RFP#	Department	Description	Close Date	Number of Vendor Responses	Award Date	Awarded To	Award Amount	Note	Purchase Order Date	Purchase Order #
	19-111 RFP	Rec/Parks	On-Call Electrical Services for Events	3/21/2019	2						
	19-110 RFP	Public Works	On-Call Survey Services	4/16/2019	6						
	19-1005 RFQ	Rec/Parks	On-Call Park Trail Construction Services	4/18/2019	7						
	19-113 RFP	Public Safety	Traffic Preemption System for Emergency Response	4/18/2019	2						
	19-115 RFP	Rec/Parks	Parks Wayfinding & Signage Replacements - Phase 1	4/18/2019	3						
19-013		Rec/Parks	Stall Cleaning	5/3/2019	2						
	19-108 RFP	Public Works	Big Creek Greenway Extension	5/3/2019	2						
	19-116 RFP	Rec/Parks	On-Call Equipment Rental for Events	5/9/2019	3						
19-012		General	Sale of City-Owned Real Property, Retail Condominium Unit	6/13/2019							

Notes:

- 1 Award of \$55,000 is appropriations for medical supplies as needed throughout the fiscal year.
- 2 Award below threshold requiring Council contract award.
- 3 Waiting for construction easements
- 4 Not to exceed \$60,000 per year - includes service and pool chemicals



OTHER REPORTS

GAAP Financial Statements

**City of Alpharetta
Balance Sheet
Governmental Funds
April 30, 2019**

	Major Governmental Funds						Non-Major	Total
	General	Capital	Capital	Conf Center	Construction	T-SPLOST	Governmental	Governmental
	Fund	Project Fund	Grant Fund	Bond Fund	Bond Fund	Capital Fund	Funds	Funds
ASSETS								
Cash / Cash Equivalents / Investments	\$ 34,501,269	\$ 12,473,719	\$ 422,481	\$ -	\$ 36,231,224	\$ 18,815,701	\$ 9,517,978	\$ 111,962,371
Receivables (net of allowance for uncollectibles)			-				-	-
Taxes Receivable							-	-
Property Taxes	353,290	-	-	-	-	-	76,144	429,433
Other Taxes	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-
Accounts	177,691	-	-	-	-	-	-	177,691
Due from Other Funds	-	-	-	-	-	-	-	-
Prepaid Items	-	-	-	-	-	-	-	-
Cash - Restricted	-	356,746	-	-	-	-	-	356,746
Intergovernmental Receivable	-	458,941	149,515	-	-	-	5,283	613,738
Restricted	-	-	-	-	-	-	-	-
Total Assets	35,032,249	13,289,405	571,996	-	36,231,224	18,815,701	9,599,404	113,539,979
LIABILITIES AND FUND BALANCES								
Liabilities								
Current								
Accounts Payable	1,463,340	39,127	-	-	2,685	4,025	79,922	1,589,099
Retainage Payable	-	525,920	60,198	-	351,538	33,873	1,293	972,822
Intergovernmental Payable	-	-	-	-	-	-	-	-
Arbitrage Payable	-	-	-	-	-	-	-	-
Accounts payable/AR Suspense acct	-	-	-	-	-	-	-	-
Claims Payable	-	-	-	-	-	-	-	-
Payroll Payable	40,915	-	-	-	-	-	5,260	46,175
Due to Other Funds	-	-	-	-	-	-	-	-
Deferred Revenue	522,756	458,941	31,446	-	-	-	81,409	1,094,552
Unearned Revenue	-	-	-	-	-	-	-	-
Teen Driving/Donation	-	-	-	-	-	-	-	-
T.A.D Payment to County	-	-	-	-	-	-	-	-
Compensated Absences	-	-	-	-	-	-	-	-
Non-Current								
Unclaimed Property	-	-	-	-	-	-	-	-
Claims Payable	-	-	-	-	-	-	-	-
Total Liabilities	2,027,011	1,023,987	91,644	-	354,223	37,898	167,885	3,702,648
Fund Balances:								
Restricted for:								
Capital Projects	-	356,746	480,353	-	35,877,001	18,777,802	3,316,340	58,808,241
Law Enforcement	-	-	-	-	-	-	528,627	528,627
Emergency Telephone Activities	-	-	-	-	-	-	927,881	927,881
Grant Projects	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	1,192,718	1,192,718
Promotion of Tourism	-	-	-	-	-	-	2,260,612	2,260,612
Assigned for:								
Grant Projects	-	-	-	-	-	-	50,213	50,213
Capital Projects	-	11,908,672	-	-	-	-	-	11,908,672
2019 Fiscal year Expenditures	6,100,065	-	-	-	-	-	-	6,100,065
Unassigned	26,905,173	-	-	-	-	-	1,155,128	28,060,301
Total Fund Balances	33,005,238	12,265,418	480,353	-	35,877,001	18,777,802	9,431,520	109,837,331
Total Liabilities and Fund Balances	\$ 35,032,249	\$ 13,289,405	\$ 571,996	\$ -	\$ 36,231,224	\$ 18,815,701	\$ 9,599,404	\$ 113,539,979

City of Alpharetta
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Period Ended April 30, 2019

	Major Governmental Funds						Non-Major	Total
	General Fund	Capital Project Fund	Capital Grant Fund	Conf Ctr Fund	S2016 Const Bond Fund	T-SPLOST Capital Fund	Governmental Funds	Governmental Funds
REVENUES								
Taxes:								
Property Tax	\$ 24,747,078	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,688,757	\$ 31,435,836
Local Option Sales Tax	12,633,864	-	-	-	-	-	5,559,692	18,193,556
Transportation Special Purpose Local Option Sales Tax	-	-	-	-	-	8,426,065	-	8,426,065
Other Taxes	14,945,211	-	-	-	-	-	2,818,075	17,763,286
Licenses and permits	2,939,067	-	-	-	-	-	899,878	3,838,945
Intergovernmental	502,098	1,414,778	998,491	-	-	-	351,565	3,266,932
Charges for services	4,084,859	-	-	-	-	-	152,131	4,236,990
Impact Fees	-	-	-	-	-	-	1,000	1,000
Fines/Forfeitures	1,542,299	-	-	-	-	-	177,580	1,719,879
Investment earnings	567,711	284,876	14,848	5,585	700,775	277,407	-	1,851,201
Contributions and Donations	-	334,582	-	-	-	-	-	334,582
Other	147,831	211,309	-	-	-	-	-	359,140
Total revenues	62,110,018	2,245,545	1,013,339	5,585	700,775	8,703,472	16,648,678	91,427,411
EXPENDITURES								
Current:								
Unallocated	-	-	-	-	-	-	2,926,331	2,926,331
General government	7,316,457	671,658	-	-	-	-	5,471,535	13,459,649
Public safety	22,754,295	1,287,591	-	-	-	-	4,112,592	28,154,478
Public works	6,673,108	8,068,022	712,755	-	2,122,134	1,719,485	1,002,959	20,298,462
Economic and community development	2,513,785	158,928	35,734	-	-	-	-	2,708,446
Alpharetta Business Community	-	103,957	-	-	-	-	-	103,957
Culture and recreation	7,320,661	1,077,306	-	-	494,287	-	493,950	9,386,203
Debt service:								
Principal	-	-	-	-	-	-	200,000	200,000
Interest	-	-	-	-	-	-	779,963	779,963
Other Costs	682,650	-	-	-	-	-	-	682,650
Bond issuance costs	286,590	-	-	-	-	-	-	286,590
Capital outlay	-	-	-	-	-	-	-	-
Total expenditures	47,547,545	11,367,462	748,489	-	2,616,421	1,719,485	14,987,329	78,986,730
Excess (deficiency) of revenues over (under) expenditures	14,562,473	(9,121,917)	264,851	5,585	(1,915,646)	6,983,988	1,661,349	12,440,681
OTHER FINANCING SOURCES (USES)								
Transfers in	2,508,284	7,245,888	-	-	-	-	380,308	10,134,480
Transfers out	(8,833,388)	-	-	(380,308)	-	-	(920,784)	(10,134,479)
Loan Proceeds	-	-	-	-	-	-	-	-
Capital Leases	-	-	-	-	-	-	-	-
Sale of capital assets	123,366	-	-	-	-	-	-	123,366
Sale of non-capital assets	7,422	-	-	-	-	-	-	7,422
Land Sale	-	-	-	-	-	-	-	-
Insurance Proceeds	-	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-	-
Total other financing sources and (uses)	(6,194,315)	7,245,888	-	(380,308)	-	-	(540,476)	130,789
Net change in fund balances	8,368,158	(1,876,030)	264,851	(374,723)	(1,915,646)	6,983,988	1,120,873	12,571,470
Fund balances - beginning	24,637,080	14,141,447	215,502	374,723	37,792,647	11,793,815	8,310,647	97,265,862
Fund balances - ending	\$ 33,005,238	\$ 12,265,418	\$ 480,353	\$ -	\$ 35,877,001	\$ 18,777,802	\$ 9,431,520	\$ 109,837,331

City of Alpharetta
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2019

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES			
Taxes:			
Property Tax	\$ 24,322,000	\$ 24,747,078	\$ 425,078
Local Option Sales Tax	15,650,000	12,633,864	(3,016,136)
Other Taxes	15,739,500	14,945,211	(794,289)
Licenses and Permits	2,023,250	2,939,067	915,817
Intergovernmental	460,000	502,098	42,098
Charges for Service	4,453,773	4,084,859	(368,914)
Fines/Forfeitures	1,987,500	1,542,299	(445,201)
Investment Earnings	150,000	567,711	417,711
Contributions and Donations	-	-	-
Other	198,832	147,831	(51,001)
Total revenues	64,984,855	62,110,018	(2,874,837)
EXPENDITURES			
Current:			
General government			
City Administration	1,963,439	1,483,645	479,794
Finance	3,366,136	2,759,888	606,248
Human Resources	505,846	330,992	174,854
Legal	690,000	358,452	331,548
Mayor and Council	364,389	288,845	75,544
Municipal Court	1,096,466	838,345	258,121
Information Technology	1,742,223	1,408,860	333,363
Non-Departmental	689,500	574,583	114,917
Contingency/OP Onitiative Reserve	1,711,913	108,067	1,603,846
Total general government	12,129,912	8,151,677	3,978,235
Public Safety	28,472,171	23,143,486	5,328,685
Public works	8,821,264	6,950,048	1,871,216
Economic and community development	3,162,560	2,548,721	613,839
Culture and recreation	9,976,689	7,987,457	1,989,232
Debt Service			
Principal	180,000	180,000	-
Interest	106,590	106,590	-
Total expenditures	62,849,186	49,067,978	13,781,208
Excess (Deficiency) of revenues over expenditures	2,135,669	13,042,039	10,906,370
OTHER FINANCING SOURCES (USES)			
Transfers in	3,225,000	2,508,284	(716,716)
Transfers out	(11,580,047)	(8,833,388)	2,746,660
Capital leases	-	-	-
Land Sale	-	-	-
Sale of capital assets	75,813	123,366	47,553
Sale of non-capital assets	43,500	7,422	(36,078)
Total other financing sources and uses	(8,235,734)	(6,194,315)	2,041,419
Net change in fund balances	(6,100,065)	6,847,725	12,947,790
Fund balances - beginning		24,637,080	
Fund balances - ending		\$ 31,484,804	
Adjustments to GAAP basis:			
Encumbrances		1,520,434	
Misc adj		-	
Fund balances-ending		\$ 33,005,238	

City of Alpharetta
Capital Project Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2019

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES			
Intergovernmental	\$ 12,207,719	\$ 1,414,778	\$ (10,792,941)
Contributions & Donations	1,487,347	334,582	(1,152,765)
Investment earnings	225,000	284,876	59,876
Misc Revenue	-	-	-
Other	910,137	211,309	(698,828)
Total revenues	14,830,203	2,245,545	(12,584,658)
EXPENDITURES			
Capital Outlay			
General Government:			
City Administration	324,361	176,148	148,213
Finance	50,020	8,374	41,646
Information Technology	1,491,694	568,805	922,889
Non-departmental	3,000,000	-	3,000,000
Total general government	4,866,075	753,327	4,112,748
Public Safety	1,963,163	1,492,155	471,008
Engineering & Public Works	28,843,227	23,195,443	5,647,784
Alpharetta Business Community	172,767	112,894	59,873
Economic and community development	480,172	231,158	249,014
Culture and recreation	2,321,292	1,207,246	1,114,046
Total Capital Outlay	38,646,696	26,992,222	11,654,474
Excess (Deficiency) revenue over expenditures	(23,816,493)	(24,746,677)	(930,184)
OTHER FINANCING SOURCES (USES)			
Transfers in	9,675,047	7,245,888	(2,429,160)
Capital leases	-	-	-
Budgeted Fund Balance	-	-	-
Total other financing sources and uses	9,675,047	7,245,888	(2,429,160)
Net change in fund balances	(14,141,446)	(17,500,790)	(3,359,344)
Fund balances - beginning		14,141,447	
Fund balances - ending		\$ (3,359,343)	
Adjustments to GAAP basis:			
Encumbrances		15,624,760	
Misc adj-			
Fund balances-ending		\$ 12,265,418	

City of Alpharetta
Capital Grant Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2019

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
Revenues:			
Intergovernmental	\$ 4,706,566	\$ 998,491	\$ (3,708,075)
Contributions & Donations	-	-	-
Interest Earnings	-	14,848	14,848
Total	<u>4,706,566</u>	<u>1,013,339</u>	<u>(3,693,227)</u>
Expenditures:			
Public Safety	-	-	-
General Government	472,939	-	472,939
Community Development	93,750	93,726	24
Public Works	4,355,379	4,355,377	2
Recreation & Parks	-	-	-
Non-Departmental	-	-	-
Total	<u>4,922,068</u>	<u>4,449,103</u>	<u>472,965</u>
Excess (Deficiency) revenue over expenditures	<u>(215,502)</u>	<u>(3,435,764)</u>	<u>(3,220,262)</u>
Other Financing Sources & Uses:			
Transfers in	-	-	-
Budgeted Fund Balance	-	-	-
Subtotal:	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balance	<u>(215,502)</u>	<u>(3,435,764)</u>	<u>(3,220,262)</u>
Fund balance - beginning		<u>215,502</u>	
Fund balance - ending		<u>\$ (3,220,262)</u>	
Adjustments to GAAP basis:			
Misc adj			
Encumbrances		3,700,614	
Fund balances - ending		<u>\$ 480,353</u>	

City of Alpharetta
Conference Center Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2019

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES	\$ -	\$ -	\$ -
Bond Proceeds	-	-	-
Premium on Bond Proceeds	-	-	-
Misc Rev	-	-	-
Investment Earnings	5,500	5,585	85
Total revenues	5,500	5,585	85
EXPENDITURES			
General Government:			
Cost of Bond Issuance	-	-	-
Non-Departmental			-
Total general government	-	-	-
City Administration			-
Public Safety	-	-	-
Excess (Deficiency) of Revenues	-	-	-
Over expenditures	5,500	5,585	85
OTHER FINANCING SOURCES			
General Obligation Bond Proceeds	-	-	-
Operating Transfers Out	(380,222)	(380,308)	(86)
Total other financing sources (uses)	-	(380,308)	(380,308)
Net change in fund balances	5,500	(374,723)	(380,223)

Fund balances - beginning

374,723

Fund balances - ending

\$ -

Adjustments to GAAP basis:

Encumbrances

Fund balances-ending

\$ -

City of Alpharetta
Bond Construction Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2019

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES			
Bond Proceeds	\$ -	\$ -	\$ -
Premium on Bond Proceeds	-	-	-
Misc Revenue	-	-	-
Investment Earnings	70,000	700,775	630,775
Total revenues	70,000	700,775	630,775
EXPENDITURES			
General Government:			
Cost of Bond Issuance	-	-	-
Public Works	27,556,897	22,002,646	5,554,251
Recreation & Parks	10,935,750	695,198	10,240,552
Total general government	38,492,647	22,697,844	15,794,803
City Administration			
Public Safety	-	-	-
Excess (Deficiency) of Revenues			
Over expenditures	(38,422,647)	(21,997,069)	16,425,578
OTHER FINANCING SOURCES			
General Obligation Bond Proceeds	-	-	-
Operating Transfers Out			
Total other financing sources (uses)	-	-	-
Net change in fund balances	(38,422,647)	(21,997,069)	16,425,578
Fund balances - beginning		37,792,647	
Fund balances - ending		\$ 15,795,578	
Adjustments to GAAP basis:			
Encumbrances		20,081,423	
Fund balances-ending		\$ 35,877,001	

City of Alpharetta
TSPLOST Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2019

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES			
Transportation Special Purpose Local Option Sales Tax	\$ 11,100,000	\$ 8,426,065	\$ (2,673,935)
Investment Earnings	225,000	277,407	52,407
Total revenues	11,325,000	8,703,472	(2,621,528)
EXPENDITURES			
General Government:			
Cost of Bond Issuance			-
Public Works	23,118,814	5,409,561	17,709,253
Recreation & Parks			-
Total general government	23,118,814	5,409,561	17,709,253
City Administration			-
Public Safety	-	-	-
Excess (Deficiency) of Revenues			-
Over expenditures	(11,793,814)	3,293,911	15,087,725
OTHER FINANCING SOURCES			
General Obligation Bond Proceeds			-
Operating Transfers Out			-
Total other financing sources (uses)	-	-	-
Net change in fund balances	(11,793,814)	3,293,911	15,087,725
Fund balances - beginning			
		11,793,815	
Fund balances - ending			
		<u>\$ 15,087,726</u>	
Adjustments to GAAP basis:			
Encumbrances		3,690,076	
Fund balances-ending		<u>\$ 18,777,802</u>	

City of Alpharetta
Internal Service Fund - Medical Insurance
Statement of Net Position
April 30, 2019

ASSETS

Current Assets:		
Cash and Cash Equivalents & Investments	\$	697,964
Accounts Receivables (net of allowance for uncollectibles)		-
Total Current Assets		<u>697,964</u>
Noncurrent Assets:		
Restricted Cash, Cash Equivalents, and Investments		-
Total Restricted Assets		<u>-</u>
Total Noncurrent Assets		<u>-</u>
Total Assets		<u>697,964</u>

LIABILITIES

Current Liabilities:		
Accounts Payable	\$	-
Claims Payables		956,128
Accrued Interest Payable		-
Due to Other Funds		-
Total Current Liabilities		-
Current Liabilities Payable from Restricted Assets:		-
Total Current Liabilities Payable from Restricted Assets		<u>956,128</u>
Noncurrent Liabilities:		-
Other Non-Current Liabilities		-
Total Noncurrent Liabilities		<u>-</u>
Total Liabilities		<u>956,128</u>

NET ASSETS

Invested in Capital Assets, net of related debt		-
Reserved for Debt Service		-
Reserved for Encumbrances		-
Unreserved		-
Total Net Assets		<u>(258,163)</u>
Total Liabilities & Net Assets	\$	<u>697,964</u>

City of Alpharetta
Internal Service Fund - Medical Insurance
Statement of Revenues, Expenses, and Changes in Net position - Budget and Actual
For the Period Ended April 30, 2019

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES			
Investment Earnings	\$ -	\$ 139	\$ (139)
Employer Medical Contribution	6,455,648	5,311,083	(1,144,565)
Employee Medical Contribution	714,809	644,144	(70,665)
Insurance Proceeds	-	-	-
Total revenues	7,170,457	5,955,367	(1,215,090)
EXPENDITURES			
Medical Premiums	1,637,589	1,360,724	276,865
Medical Claims	5,487,755	4,552,867	934,888
Contingency	(254,826)	-	(254,826)
Total expenditures	6,870,518	5,913,592	956,926
Excess (Deficiency) of Revenues Over expenditures	299,939	41,775	(258,164)
OTHER FINANCING SOURCES			
Asset Disposition	-	-	-
Operating Transfers In	-	-	-
Operating Transfers Out	(1,500,000)	(1,500,000)	-
Total other financing sources (uses)	(1,500,000)	(1,500,000)	-
Net change in fund balances	(1,200,061)	(1,458,225)	(258,164)
Fund balances - beginning		1,200,062	
Fund balances - ending		<u><u>\$ (258,163)</u></u>	
Adjustments to GAAP basis:			
Encumbrances		-	
Misc adj			
Fund balances-ending		<u><u>\$ (258,163)</u></u>	

City of Alpharetta
Enterprise Fund -Solid Waste
Statement of Net Position
April 30, 2019

	<u>Solid Waste</u>
ASSETS	
Current Assets:	
Cash and Cash Equivalents & Investments	\$ 2,233,156
Inventories, at cost	-
Accounts Receivables (net of allowance for uncollectibles)	46,478
Prepaid Insurance Expenses	-
Total Current Assets	<u>2,279,634</u>
Noncurrent Assets:	
Restricted Cash, Cash Equivalents, and Investments	-
Total Restricted Assets	<u>-</u>
Other	-
Capital Assets	
Buildings and System	-
Machinery and Equipment	
Less Accumulated Depreciation	-
Total Capital Assets (net of accumulated depreciation)	<u>-</u>
Total Noncurrent Assets	<u>-</u>
Total Assets	<u>2,279,634</u>
LIABILITIES	
Current Liabilities:	
Accounts Payable	10,498
Accounts Payable/ Customer Credit Balances	-
Accounts Payable/ Customer Pre-Paid Service	-
Accounts Payable/ A/R Module Suspense Acct	-
Payroll Liabilities	1,228
Accrued Salaries	-
Accrued Interest Payable	-
Compensated Absences Payable	-
Notes Payable - Revenue Bonds	-
Due to Other Funds	-
Total Current Liabilities	<u>11,726</u>
Current Liabilities Payable from Restricted Assets:	
Revenue Bonds Payable	-
Total Current Liabilities Payable from Restricted Assets	<u>-</u>
Noncurrent Liabilities:	
Customer Deposits	-
Compensated Absences less Current Portion	-
Revenue Bonds Payable	-
Total Noncurrent Liabilities	<u>-</u>
Total Liabilities	<u>11,726</u>
NET ASSETS	
Invested in Capital Assets, net of related debt	-
Reserved for Debt Service	-
Reserved for Encumbrances	-
Unreserved	<u>2,267,908</u>
Total Net Assets	<u>2,267,908</u>
Total Liabilities & Net Assets	<u>\$ 2,279,634</u>

City of Alpharetta
Enterprise Fund - Solid Waste
Statement of Revenues, Expenses, and Changes in Net Position
For the Period Ended April 30, 2019

Operating revenues:	
Charges for sales and services:	
Refuse Collection charges	\$ 4,187,961
Misc Revenue	4
Total operating revenues	<u>4,187,965</u>
Operating expenses:	
Administration	3,997,903
Non-departmental	-
Total operating expenses	<u>3,997,903</u>
Operating Gain (loss)	190,063
Non-operating revenues (expenses):	
Investment earnings	<u>46,287</u>
Total non-operating revenue (expenses)	<u>46,287</u>
Income (loss) before transfers	236,349
Transfers In	-
Transfers Out	<u>-</u>
Change In Net Assets	236,349
Total net assets-beginning	<u>1,186,192</u>
Total net assets-ending (net of encumbrances)	<u>1,422,542</u>
Adjustments to GAAP basis:	
Encumbrances	845,367
Misc adj-Encumbrances Resv/Prior Year	
Total net assets-ending	<u>\$ 2,267,908</u>

City of Alpharetta
Internal Service Fund - Risk Management
Statement of Net Position
April 30, 2019

ASSETS

Current Assets:	
Cash and Cash Equivalents & Investments	\$ 1,368,757
Accounts Receivables (net of allowance for uncollectibles)	-
Total Current Assets	<u>1,368,757</u>
Noncurrent Assets:	
Restricted Cash, Cash Equivalents, and Investments	-
Total Restricted Assets	<u>-</u>
Total Noncurrent Assets	<u>-</u>
Total Assets	<u>1,368,757</u>

LIABILITIES

Current Liabilities:	
Accounts Payable	-
Claims Payables	208,069
Accrued Interest Payable	-
Due to Other Funds	-
Total Current Liabilities	<u>208,069</u>
Current Liabilities Payable from Restricted Assets:	
Total Current Liabilities Payable from Restricted Assets	<u>-</u>
Noncurrent Liabilities:	
Other Non-Current Liabilities	734,234
Total Noncurrent Liabilities	<u>734,234</u>
Total Liabilities	<u>942,303</u>

NET ASSETS

Invested in Capital Assets, net of related debt	-
Reserved for Debt Service	-
Reserved for Encumbrances	-
Unreserved	426,454
Total Net Assets	<u>426,454</u>
Total Liabilities & Net Assets	<u>\$ 1,368,757</u>

City of Alpharetta
Internal Service Fund - Risk Management
Statement of Revenues, Expenses, and Changes in Net position - Budget and Actual
For the Period Ended April 30, 2019

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES			
Investment Earnings	\$ 4,000	\$ 20,145	\$ 16,145
Charges for Service	1,446,500	1,205,416	(241,084)
Discounts	-	-	-
Insurance Proceeds	-	14,573	14,573
Total revenues	1,450,500	1,240,134	(210,366)
EXPENDITURES			
Workers Compensation Admin	-	-	-
Professional Fees	132,000	105,294	26,706
Auto Liability	170,000	163,093	6,907
Property & Equipment Liability	100,000	87,694	12,306
Fine Art Liability	2,500	2,500	-
General Liability	60,000	57,952	2,048
Law Enforcement Liability	91,500	86,283	5,217
Public Entity Liability	62,733	62,733	0
Workers Comp Excess Liability	107,000	105,684	1,316
Employee Benefits Liability	-	-	-
Criminal Liability	4,500	3,386	1,114
Cyber Liability	7,000	6,805	195
Umbrella Liability	56,000	53,745	2,255
Medical Services	35,000	1,974	33,026
Claims/Judgements	1,451	4,479	(3,028)
Claims/Vehicle	37,000	85,453	(48,453)
Claims/General	23,000	-	23,000
Claims/Public Entity	48,497	49,403	(906)
Claims/Workers Comp	512,319	216,022	296,297
Contingency	222,136	-	222,136
Total expenditures	1,672,636	1,092,499	580,137
Excess (Deficiency) of Revenues			
Over expenditures	(222,136)	147,636	369,772
OTHER FINANCING SOURCES			
Asset Disposition		-	
Operating Transfers In	-	-	-
Operating Transfers Out	-	-	-
Total other financing sources (uses)	-	-	-
Net change in fund balances	(222,136)	147,636	369,772

Fund balances - beginning

222,137

Fund balances - ending

\$ 369,772

Adjustments to GAAP basis:

Encumbrances

56,682

Misc adj

Fund balances-ending

\$ 426,454

City of Alpharetta
Statement of Net Position
OPEB Health Fund
April 30, 2019

	OPEB Plan
ASSETS	
Current Assets:	
Cash and Cash Equivalents	\$ (49,179)
Investments	1,377,458
	-
Accounts Receivables (net of allowance for uncollectibles)	6,311
Total Assets	<u>1,334,590</u>
LIABILITIES	
Current Liabilities:	
Accounts Payable	6,909
	-
Due to Other Funds	-
Total Current Liabilities	<u>6,909</u>
Current Liabilities Payable from Restricted Assets:	
	-
Total Current Liabilities Payable from Restricted Assets	<u>-</u>
Noncurrent Liabilities:	
	-
Total Noncurrent Liabilities	<u>-</u>
Total Liabilities	<u>6,909</u>
NET ASSETS	
Net Assets held in trust for pension benefits	<u>1,327,681</u>
Total Net Assets	<u>1,327,681</u>
Total Liabilities & Net Assets	<u><u>\$ 1,334,590</u></u>

City of Alpharetta
Statement of Changes in Fiduciary Net Position
OPEB Health Fund
For the Period Ended April 30, 2019

	<u>Actual Amounts</u>
Additions:	
Employer Contribution	\$ 85,000
Employee Contribution	
Total Contribution	<u>85,000</u>
Investment Income	(6,606)
Net appreciation in FMV	(3,206)
Accrued Interest & Dividends	3,153
Interest and Dividends	<u>30,677</u>
Total Investment Income	<u>24,018</u>
Total Additions (Deductions)	<u>109,018</u>
Deductions:	
Benefits payments	-
Professional Fees	3,537
Manager Fees	103
Consulting Fees	1,778
Agent Custody Fees-ADR	<u>76</u>
Total deductions	<u>5,494</u>
Net Increase (Decrease)	<u>103,524</u>
OTHER FINANCING SOURCES (USES)	
Transfers in/out	-
Net Assets held in trust for pension benefits	
Beginning of year	1,224,157
Total net assets	<u>\$ 1,327,681</u>

City of Alpharetta
Statement of Net Position
OPEB Reimbursement Fund
April 30, 2019

	<u>OPEB Plan</u>
ASSETS	
Current Assets:	
Cash and Cash Equivalents	\$ (143)
Investments	2,066,194
	-
Accounts Receivables (net of allowance for uncollectibles)	10,770
Total Assets	<u>2,076,821</u>
LIABILITIES	
Current Liabilities:	
Accounts Payable	10,245
	-
Due to Other Funds	-
Total Current Liabilities	<u>10,245</u>
Current Liabilities Payable from Restricted Assets:	
	-
Total Current Liabilities Payable from Restricted Assets	<u>-</u>
Noncurrent Liabilities:	
	-
Total Noncurrent Liabilities	<u>-</u>
Total Liabilities	<u>10,245</u>
NET ASSETS	
Net Assets held in trust for pension benefits	<u>2,066,576</u>
Total Net Assets	<u>2,066,576</u>
Total Liabilities & Net Assets	<u><u>\$ 2,076,821</u></u>

City of Alpharetta
Statement of Changes in Fiduciary Net Position
OPEB Reimbursement Fund
For the Period Ended April 30, 2019

	<u>Actual Amounts</u>
Additions:	
Employer Contribution	\$ 550,000
Employee Contribution	
Total Contribution	<u>550,000</u>
Investment Income	(17,483)
Net appreciation in FMV	9,296
Accrued Interest & Dividends	8,801
Interest and Dividends	<u>24,470</u>
Total Investment Income	<u>25,084</u>
Total Additions (Deductions)	<u>575,084</u>
Deductions:	
Benefits payments	-
Professional Fees	5,535
Manager Fees	155
Consulting Fees	2,760
Agent Custody Fees-ADR	<u>58</u>
Total deductions	<u>8,508</u>
Net Increase (Decrease)	<u>566,576</u>
OTHER FINANCING SOURCES (USES)	
Transfers in	1,500,000
Net Assets held in trust for pension benefits	
Beginning of year	-
Total net assets	<u>\$ 2,066,576</u>

City of Alpharetta
Statement of Net Position
Pension Trust Fund
April 30, 2019

	Pension Trust Fund
ASSETS	
Current Assets:	
Cash and Cash Equivalents	\$ 357,360
Investments	73,686,719
	-
Accounts Receivables (net of allowance for uncollectibles)	392,216
Total Assets	<u>74,436,295</u>
LIABILITIES	
Current Liabilities:	
Accounts Payable	473,638
	-
Due to Other Funds	-
Total Current Liabilities	<u>473,638</u>
Current Liabilities Payable from Restricted Assets:	
	-
Total Current Liabilities Payable from Restricted Assets	<u>-</u>
Noncurrent Liabilities:	
	-
Total Noncurrent Liabilities	<u>-</u>
Total Liabilities	<u>473,638</u>
NET ASSETS	
Net Assets held in trust for pension benefits	<u>73,962,658</u>
Total Net Assets	<u>73,962,658</u>
Total Liabilities & Net Assets	<u><u>\$ 74,436,295</u></u>

City of Alpharetta
Statement of Changes in Fiduciary Net Position
Pension Trust Fund
For the Period Ended April 30, 2019

	<u>Actual Amounts</u>
Additions:	
Employer Contribution	\$ 2,699,997
Employee Contribution	274,439
Total Contribution	<u>2,974,436</u>
Investment Gain/Losses	1,004,476
Net appreciation in FMV	1,035,956
Interest and Dividends	1,111,403
Accrued Interest & Dividends	(36,886)
Other Receipts	-
Total Investment Income	<u>3,114,949</u>
Total Additions (Deductions)	<u>6,089,385</u>
Deductions:	
Benefits payments	1,918,845
Custodial Fees	5,177
Administrative Fees	45,082
Legal Fees	4,325
Manager Fees	57,103
Consulting Fees	148,033
Agent Custody Fees-ADR	239,642
	-
Total deductions	<u>2,418,206</u>
Net Increase (Decrease)	<u>3,671,179</u>
Net Assets held in trust for pension benefits	
Beginning of year	70,291,479
Total net assets	<u>\$ 73,962,658</u>

City of Alpharetta
Combining Balance Sheet
Non-Major Governmental Funds
April 30, 2019

	Special Revenue					Total Non-major Governmental Funds	
	Hotel Motel	Impact Fee	Confiscated Assets	Grant Operating	E911	Debt Service Fund	Stormwater Capital Fund
ASSETS							
Cash / Cash Equivalents / Investments	\$ 2,261,058	\$ 3,317,188	\$ 528,977	\$ 50,213	\$ 960,445	\$ 1,234,040	\$ 1,166,058
Taxes Receivable	-	-	-	-	-	-	-
Pre-Paid Expenditures	-	-	-	-	-	-	-
Accounts Receivable	-	-	-	-	-	-	-
Property Taxes	-	-	-	-	-	76,144	-
Intergovernmental Receivable	-	-	-	5,283	-	-	-
Due From Other Funds	-	-	-	-	-	-	-
Restricted	-	-	-	-	-	-	-
Total Assets	2,261,058	3,317,188	528,977	55,495	960,445	1,310,184	1,166,058
LIABILITIES							
Accounts Payable	-	-	50	-	27,603	41,339	10,930
Retainage Payable	446	848	-	-	-	-	-
Intergovernmental Payable	-	-	-	-	-	-	-
Arbitrage Payable	-	-	-	-	-	-	-
Accounts payable/AR Suspense acct	-	-	-	-	-	-	-
Compensated Absences	-	-	-	-	-	-	-
Payroll Liabilities	-	-	299	-	4,961	-	-
Due to Other Fund	-	-	-	-	-	-	-
Deferred Revenue	-	-	-	5,283	-	76,127	-
Unearned Revenue	-	-	-	-	-	-	-
Total Liabilities	446	848	350	5,283	32,564	117,466	10,930
FUND BALANCES							
Restricted:							
Capital Projects	-	3,316,340	-	-	-	-	-
Law Enforcement	-	-	528,627	-	-	-	-
Promotion of Tourism	2,260,612	-	-	-	-	-	-
Emergency Telephone Activities	-	-	-	-	927,881	-	-
Debt Service	-	-	-	-	-	1,192,718	-
Assigned for: Grant Projects	-	-	-	-	-	-	-
Grant Projects	-	-	-	50,213	-	-	-
Unassigned:	-	-	-	-	-	-	1,155,128
Total Fund Balances	2,260,612	3,316,340	528,627	50,213	927,881	1,192,718	1,155,128
Total Liabilities and Fund Balances	\$ 2,261,058	\$ 3,317,188	\$ 528,977	\$ 55,495	\$ 960,445	\$ 1,310,184	\$ 1,166,058

City of Alpharetta
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Non-major Governmental Funds
For the Period Ended April 30, 2019

	Special Revenue							Total Non-major Governmental Funds
	Hotel Motel	Impact Fee	Confiscated Assets	Grant Operations	E911 Fund	Debt Service Fund	Stormwater Service Fund	
REVENUES:								
Hotel Motel Tax	\$ 6,688,757	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 6,688,757
Property tax	-	-	-	-	-	5,559,692	-	5,559,692
Charges for Service	-	-	-	-	2,818,075	-	-	2,818,075
Impact Fees	-	899,878	-	-	-	-	-	899,878
Forfeiture Income	-	-	351,565	-	-	-	-	351,565
Intergovernmental	-	-	142,590	9,541	-	-	-	152,131
Contributions & Donations	-	-	-	1,000	-	-	-	1,000
Investment Earnings	-	64,041	619	906	18,618	72,512	20,883	177,580
Other	-	-	-	-	-	-	-	-
Total revenues	6,688,757	963,919	494,775	11,447	2,836,693	5,632,204	20,883	16,648,678
EXPENDITURES:								
Tourism	2,926,331	-	-	-	-	-	-	2,926,331
Community Development	-	-	-	-	-	-	-	-
Culture/Recreation	164,391	313,606	-	8,739	-	-	7,214	493,950
Public Safety	-	40,000	289,325	22,542	3,760,725	-	-	4,112,592
Public Works	-	38,160	-	-	-	-	964,799	1,002,959
General Government	-	-	-	-	-	5,471,535	-	5,471,535
Debt Service:	-	-	-	-	-	-	-	-
Principal	200,000	-	-	-	-	-	-	200,000
Interest	779,963	-	-	-	-	-	-	779,963
Bond Issuance Costs	-	-	-	-	-	-	-	-
Total expenditures	4,070,685	391,766	289,325	31,281	3,760,725	5,471,535	972,013	14,987,329
Excess (deficiency) of revenues over expenditures	2,618,072	572,153	205,450	(19,834)	(924,032)	160,669	(951,129)	1,661,349
OTHER FINANCING SOURCES (USES):								
Transfers in / out:								
Conference Center fund	380,308	-	-	-	-	-	-	380,308
Debt service fund	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-
Operating grants fund	-	-	-	-	-	-	-	-
Capital grants fund	-	-	-	-	-	-	-	-
General fund	(2,508,284)	-	-	25,000	-	-	1,562,500	(920,784)
Budgeted Fund Balance:	-	-	-	-	-	-	-	-
Total other financing sources and (uses)	(2,127,976)	-	-	25,000	-	-	1,562,500	(540,476)
Net change in fund balances	490,096	572,153	205,450	5,166	(924,032)	160,669	611,371	1,120,873
Fund balances - beginning	1,770,516	2,744,187	323,177	45,047	1,851,913	1,032,049	543,758	8,310,647
Fund balances - ending	\$ 2,260,612	\$ 3,316,340	\$ 528,627	\$ 50,213	\$ 927,881	\$ 1,192,718	\$ 1,155,128	\$ 9,431,520

City of Alpharetta
Hotel Motel Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2019

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Hotel Motel Tax	\$ 8,600,000	\$ 6,688,757	\$ (1,911,243)
Transfers In	380,222	380,308	86
Misc Revenue	-	-	-
Investment Earnings	-	-	-
Total revenues	8,980,222	7,069,065	(1,911,157)
EXPENDITURES:			
Professional Services	3,000	-	3,000
Recreation Improvements	465,804	164,391	301,413
Alpharetta Convention & Visitor's Bureau	3,762,500	2,926,331	836,169
Alpharetta Business Community	-	-	-
Debt Service Reserve	1,500,000	-	1,500,000
Bond Principal	200,000	200,000	-
Bond Interest	779,963	779,963	1
Contingency	814,470	-	814,470
Total Expenditures	7,525,737	4,070,685	3,455,052
Excess of revenues over expenditures	1,454,485	2,998,380	1,543,895
OTHER FINANCING SOURCES (USES):			
Transfers Out	(3,225,000)	(2,508,284)	716,716
Total other financing sources and uses	(3,225,000)	(2,508,284)	716,716
Net change in fund balances	(1,770,515)	490,096	2,260,611
Fund balances - beginning	\$ 1,770,516		
Fund balances - ending	\$ 2,260,612		
Enbumbances	\$ -		
Fund balances - ending	\$ 2,260,612		

City of Alpharetta
Impact Fee Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2019

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Impact Fees	\$ 975,000	\$ 899,878	\$ (75,122)
Investment Earnings	50,000	64,041	14,041
Total Revenues	1,025,000	963,919	(61,081)
EXPENDITURES:			
Public Safety	40,000	40,000	(0)
Public Works	1,236,760	457,037	779,723
Recreation & Parks	897,299	313,606	583,693
Community Development	1,595,128	-	1,595,128
General Government	-	-	-
Total expenditures	3,769,187	810,643	2,958,544
Excess (deficiency) of revenues over expenditures	(2,744,187)	153,276	(2,897,463)
OTHER FINANCING SOURCES (USES):			
Transfers Out	-	-	-
Total other financing sources and uses	-	-	-
Net change in fund balances	(2,744,187)	153,276	(2,897,463)
Fund balances - beginning		2,744,187	
Fund balances - ending		\$ 2,897,463	
Encumbrances		418,877	
Fund balances - ending		\$ 3,316,340	

City of Alpharetta
Confiscated Assets Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2019

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Forfeiture Income	\$ 300,000	\$ 351,565	\$ 51,565
Investment Earnings	600	619	19
Intergovernmental	142,591	142,590	(1)
Misc Revenue	-	-	-
Total Revenues	443,191	494,775	51,584
EXPENDITURES:			
Public Safety	766,368	327,180	439,188
Non-Departmental	-	-	-
Total expenditures	766,368	327,180	439,188
Excess (deficiency) of revenues over expenditures	(323,177)	167,595	490,772
OTHER FINANCING SOURCES (USES):	-	-	-
Net change in fund balances	(323,177)	167,595	490,772
Fund balances - beginning		323,177	
Fund balances - ending		\$ 490,772	
Adjustments to GAAP basis:			
Encumbrances		37,855	
Fund balances - ending		\$ 528,627	

City of Alpharetta
Grant Fund - Operating
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2019

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Intergovernmental	\$ 57,806	\$ 9,541	(48,265)
Contributions & Donations	-	1,000	1,000
Discounts Taken	-	-	-
Interest Earnings	-	906	906
Transfers in	90,912	25,000	(65,912)
Contingencies	-	-	-
Total	<u>148,718</u>	<u>36,447</u>	<u>(112,271)</u>
EXPENDITURES:			
General Government	100,000	-	100,000
Community Development	-	-	-
Engineering/Public Works	-	-	-
Public Safety	84,518	45,627	38,891
Recreation & Parks	10,246	9,245	1,001
Contingencies	-	-	-
Operating Transfers Out	-	-	-
Non-Allocated	-	-	-
Total	<u>194,764</u>	<u>54,872</u>	<u>139,892</u>
Excess (deficiency) of revenues over expenditures	<u>(46,046)</u>	<u>(18,425)</u>	<u>27,621</u>
OTHER FINANCING SOURCES (USES):	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balance	<u>(46,046)</u>	<u>(18,425)</u>	<u>27,621</u>
Fund balance - beginning		<u>45,047</u>	
Fund balance - ending		<u><u>\$ 26,622</u></u>	
Adjustments to GAAP basis:			
Encumbrances		23,591	
Fund balances - ending		<u><u>\$ 50,213</u></u>	

City of Alpharetta
Emergency 911 Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2019

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Charges for Service	\$ 4,055,000	\$ 2,818,075	\$ (1,236,925)
Capital Lease			-
Investment Earnings	11,693	18,618	6,925
Total Revenues	4,066,693	2,836,693	(1,230,000)
EXPENDITURES:			
Public Safety	5,028,605	3,956,328	1,072,277
Total expenditures	5,028,605	3,956,328	1,072,277
Excess (deficiency) of revenues over expenditures	(961,912)	(1,119,636)	(157,724)
OTHER FINANCING SOURCES (USES):			
Transfers In	-	-	-
Transfers Out - Capital Project Fund	-	-	-
Total other financing sources and uses	-	-	-
Net change in fund balances	(961,912)	(1,119,636)	(157,724)
Fund balances - beginning		1,851,913	
Fund balances - ending		\$ 732,277	
Adjustments to GAAP basis:			
Encumbrances		195,604	
Fund balances - ending		\$ 927,881	

City of Alpharetta
Debt Service Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2019

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Property tax	\$ 5,134,000	\$ 5,559,692	\$ 425,692
Misc Revenue		-	-
Investment earnings	10,000	72,512	62,512
Total revenues	5,144,000	5,632,204	488,204
EXPENDITURES:			
Current:			
General government			
Finance			-
Non-departmental		-	-
Total general government	-	-	-
Debt Service:			
Principal	2,832,100	2,832,100	-
Interest	2,636,413	2,635,960	453
Contingency	702,536	-	702,536
Bond issuance costs	5,000	3,475	1,525
Total debt service	6,176,049	5,471,535	704,514
Total expenditures	6,176,049	5,471,535	704,514
Excess (Deficiency) of revenues over expenditures	(1,032,049)	160,669	1,192,718
OTHER FINANCING SOURCES (USES):			
Transfers in			-
Transfers out			-
Total other financing sources and uses	-	-	-
	(1,032,049)	160,669	1,192,718
Fund balances - beginning		1,032,049	
Fund balances - ending		\$ 1,192,718	

City of Alpharetta
Stormwater Capital Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2019

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Misc Revenue	\$ -	\$ -	\$ -
Investment Earnings	-	20,883	20,883
Total Revenues	-	20,883	20,883
EXPENDITURES:			
Public Works	2,118,757	1,799,948	318,809
Recreation & Parks	300,000	16,412	283,588
Total expenditures	2,418,757	1,816,359	602,398
Excess (deficiency) of revenues over expenditures	(2,418,757)	(1,795,476)	623,281
OTHER FINANCING SOURCES (USES):			
Transfers In	1,875,000	1,562,500	(312,500)
Transfers Out	-	-	-
Total other financing sources and uses	1,875,000	1,562,500	(312,500)
Net change in fund balances	(543,757)	(232,976)	310,781
Fund balances - beginning		543,758	
Fund balances - ending		\$ 310,782	
Adjustments to GAAP basis:			
Encumbrances		844,347	
Fund balances - ending		\$ 1,155,128	

DEVELOPMENT AUTHORITY



Revenue & Expenditure Report GAAP Financial Statements



ALPHARETTA DEVELOPMENT AUTHORITY

Financial Management Report - As of April 30, 2019

Account #	Project	Total Budget	Actuals (Collections/ Expenditures)	Forecasted Receivables/ Encumbrances	Remaining
Revenues					
99575100-346900	Bond Application Fee	\$ 50,000	\$ 50,000		\$ -
99575100-361000	Investment Earnings	-	176		(176)
99575100-389000	Miscellaneous Revenue	-	100		(100)
99575100-334310-C1528	FISERV REBA Grant	125,000	-		125,000
99575100-371000-C1532	ATC Operational Funding (COA)	125,000	125,000		-
99575100-381000-C1535	Innovation Center Operations (ATC)	13,187	13,062	2,936	3,061
	<i>subtotal</i>	\$ 313,187	\$ 188,338	\$ 2,936	\$ 127,784
(1) 99575100-395000	Carryforward Fund Balance	\$ 109,117	\$ -		\$ 109,117
	<i>subtotal</i>	\$ 109,117	\$ -		\$ 109,117
	Total	\$ 422,304	\$ 188,338		\$ 236,901
Expenditures					
99575100-571000-C1403	Local Job Creation Grant Program	\$ 32,500	\$ -	\$ -	\$ 32,500
99575100-544100-C1532	ATC Operational Funds	125,000	104,167	-	20,833
99575100-544100-C1601	High Impact Permitting Grant Program (IGA with COA)	20,948	-	-	20,948
99575100-544100-C1822	AG Tech Sponsorship	12,000	12,000	-	-
99575100-544100-C1528	FISERV REBA Grant	125,000	-	-	125,000
99575100-531100	General Supplies and Materials	1,944	1,943	-	1
	<i>subtotal</i>	\$ 317,392	\$ 118,110	\$ -	\$ 199,282
(2) 99575100-523860-C1535	Innovation Center Operations (Maintenance Contracts)	\$ 5,313	\$ 5,791	\$ 65	\$ (544)
99575100-531200-C1535	Innovation Center Operations (Miscellaneous Utilities)	609	697	-	(88)
99575100-531210-C1535	Innovation Center Operations (Water/Sewer)	95	126	-	(31)
99575100-531220-C1535	Innovation Center Operations (Natural Gas)	2,452	3,664	-	(1,212)
99575100-531230-C1535	Innovation Center Operations (Electricity)	2,485	3,417	-	(932)
	<i>subtotal</i>	\$ 10,954	\$ 13,696	\$ 65	\$ (2,807)
99575100-579000	Reserve	\$ 93,958	\$ -	\$ -	\$ 93,958
	<i>subtotal</i>	\$ 93,958	\$ -	\$ -	\$ 93,958
	Total	\$ 422,304	\$ 131,806	\$ 65	\$ 290,433

- (1) Carryforward Fund Balance represents cash available at the end of the prior fiscal year that is programmed into the current fiscal year budget. As this account represents cash already received, there will not be actual collections.
- (2) Innovation Center utilities are being funded by the Alpharetta Technology commission (ATC) on a reimbursement basis. As such, expenses will outpace budget at month end due to the billing/reimbursement delay.



ALPHARETTA DEVELOPMENT AUTHORITY

Financial Management Report - As of April 30, 2019

Account #	Project	Total Budget	Actuals (Collections/ Expenditures)	Forecasted Receivables/ Encumbrances	Remaining
Fund Balance Reconciliation					
Fund Balance (beginning of Fiscal Year)			\$ 109,118		
Revenues collected to date			188,338		
Expenditures incurred to date			(131,806)		
Fund Balance (current)			\$ 165,650		
Forecasted revenue collections			127,936		
Fund Balance (forecasted)			\$ 293,586		
Allocation of Forecasted Fund Balance:					
Spendable (available for investment by the Board)			\$ 94,304		
Non-Spendable (unspent/remaining project allocations)			199,282		
			\$ 293,586		



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GAAP



Financial Statements

City of Alpharetta
Balance Sheet
COMPONENT UNIT-DEVELOPMENT AUTHORITY
April 30, 2019

ASSETS

Current Assets:

Cash and Cash Equivalents	\$ 164,845
Investments	828
Receivables	1,572

Restricted Cash for Bond Issuance Costs	-
---	---

Total Assets	167,245
---------------------	----------------

LIABILITIES

Current Liabilities:

Accounts Payable	23
Deferred Revenue	1,572
Due to Other Funds	-

Total Current Liabilities	1,595
---------------------------	-------

Current Liabilities Payable from Restricted Assets:

	-
Total Current Liabilities Payable from Restricted Assets	-

Noncurrent Liabilities:

	-
Total Noncurrent Liabilities	-
Total Liabilities	1,595

Fund Balance

Restricted	71,346
Unassigned	94,304
Total Fund Balance	165,650

Total Liabilities & Fund Balance	\$ 167,245
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City of Alpharetta
Statement of Revenues, Expenditures, and Changes in Fund Balance
COMPONENT UNIT-DEVELOPMENT AUTHORITY
For the Period Ended April 30, 2019

	<u>Actual Amounts</u>
Revenues	
Rent/Royalties	\$ 13,062
State Grant	-
Fees	50,000
Contributions & Donations	125,000
Miscellaneous Income-Interest	176
Miscellaneous Revenue	100
	<u> </u>
Total Revenues	<u>188,338</u>
Expenditures	
Economic Development	116,167
Maintenance Contracts	5,791
Supplies	1,943
Utilities - Miscellaneous	7,905
Debt Service:	
Principal	-
Interest	-
	<u> </u>
Total Expenditures	<u>131,806</u>
Excess (deficiency) of revenues over (under) expenditures	56,532
Other Financing Sources (Uses)	
Sale of capital assets	-
	<u> </u>
Net Change in Fund Balances	56,532
Fund Balance, Beginning of Year	<u>109,118</u>
Fund Balance, End of Year	<u>\$ 165,650</u>





CITY COUNCIL MEETING STAFF REPORT

Submitting Department: Community Development

Submitted By:

Meeting Date: June 3, 2019

I. AGENDA ITEM TITLE: E-19-01: SABRI GUVEN SIGN EXCEPTION

CONSIDERATION OF A SIGN EXCEPTION TO ALLOW ONE (1) ADDITIONAL ILLUMINATED WINDOW SIGN FOR SABRI GUVEN FINE JEWELRY FOR A TOTAL OF TWO (2) ILLUMINATED WINDOW SIGNS. THE PROPERTY IS LOCATED AT 2225 OLD MILTON PARKWAY IS LEGALLY DESCRIBED AS BEING LOCATED IN LAND LOT 748, 1ST DISTRICT, 2ND SECTION, FULTON COUNTY, GEORGIA.

II. RECOMMENDATION:

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

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

EXTERNAL FUNDING SOURCES:

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

IV. REPORT IN BRIEF:

V. ALTERNATIVES:

VI. ATTACHMENTS:

Sabri Guven Sign Exception CC Staff Report, Location Map, Citi Part B, E-19-01 Sabri Guven Sign Exception Packet, Sabri Guven 2008 Zoning Plan



CITY COUNCIL MEETING STAFF REPORT

SUBMITTING DEPARTMENT: COMMUNITY DEVELOPMENT

SUBMITTED BY: KATHI COOK

DRAFTED BY: MICHAEL WOODMAN

I. AGENDA ITEM TITLE: E-19-01 SABRI GUVEN SIGN EXCEPTION

CITY COUNCIL: JUNE 3, 2019

II. RECOMMENDATION:

Approve E-19-01 Sabri Guven Sign Exception, subject to the following conditions:

1. Two (2) illuminated window signs, each no more than 3 square feet in sign area, shall be permitted for Sabri Guven. No more than one (1) illuminated window sign shall be visible from Old Milton Parkway or Haynes Bridge Road.
2. Window signage, including illuminated window signs, shall not exceed a maximum of 20% of the total window area for the Sabri Guven space.

III. REPORT IN BRIEF:

The applicant, Sabri Guven, is requesting consideration of a sign exception to allow two (2) illuminated window signs for Sabri Guven Fine Jewelry. The Unified Development Code (UDC) allows one (1) illuminated window sign per tenant space. The subject property is located at 2225 Old Milton Parkway at the southeast corner of Old Milton Parkway and Haynes Bridge Road.

DISCUSSION

The submitted request, if approved, would allow two (2) illuminated window signs for Sabri Guven Fine Jewelry. The Unified Development Code (UDC) allows one (1) illuminated window sign per tenant, not to exceed four (4) square feet in area. The applicant currently has two (2) 'OPEN' illuminated window signs, each having a sign area of three (3) square feet. The subject property is located at 2225 Old Milton Parkway at the southeast corner of Old Milton Parkway and Haynes Bridge Road.

The subject property is zoned C-2 (General Commercial) and is developed with a 1-story, 9,000 square foot retail strip center. Surrounding properties are zoned C-2 to the north and west and O-I (Office-Institutional) to the south and east. An undeveloped commercial property is located to the north, undeveloped office properties to the south and east and Alpharetta Crossing shopping center to the west.

UDC Section 2.6.12 (A)(4) Strip Shopping Centers (less than 50,000 sq. ft. enclosed leasable space), Window Signs states, "The aggregate copy area of window signs shall not exceed a maximum of 20% of the total window area of the subject tenant space. One (1) illuminated window sign is permitted for each tenant space provided that such sign does not exceed a maximum of four (4) square feet. Illuminated window signs shall be included in the maximum aggregate window sign area calculation."

The applicant currently has two (2) illuminated window signs, with the words 'OPEN', in the windows facing Old Milton Parkway and Haynes Bridge Road. Each sign has green lettering and measures 1' x 3', or three (3) square feet. Code Enforcement has notified the applicant that the additional illuminated window sign requires approval of a sign exception and the applicant has turned off the sign during the public hearing process. Sabri Guven Fine Jewelry occupies the tenant space at the corner of the building, which has frontage on both Old Milton Parkway and Haynes Bridge Road. While wall signage is typically permitted along each road frontage, illuminated window signage is limited to the tenant space.

EXCEPTION REQUIREMENTS

The City of Alpharetta Unified Development Code Article II, Section 4.5.4. outlines the criteria set forth for granting an exception to the sign regulations. The ordinance specifically states..."an exception may be granted upon a finding that":

1. There are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of size, shape or topography; or

Response: Sabri Guven Fine Jewelry is located in a corner suite with frontage along both Old Milton Parkway and Haynes Bridge Road. Therefore, only one (1) illuminated window sign in the subject tenant space would be visible from each public right-of-way.

2. The application of the Ordinance to this particular piece of property would create an unnecessary hardship; or

Response: Sabri Guven Fine Jewelry is located in a corner suite with frontage along both Old Milton Parkway and Haynes Bridge Road. Therefore, only one (1) illuminated window sign in the subject tenant space would be visible from each public right-of-way.

3. There are conditions that are peculiar to the property which adversely affect its reasonable use or usability as currently zoned; or

Response: Sabri Guven Fine Jewelry is located in a corner suite with frontage along both Old Milton Parkway and Haynes Bridge Road. Therefore, only one (1) illuminated window sign in the subject tenant space would be visible from each public right-of-way.

4. Relief, if granted, would not cause substantial detriment to the public good or impair the purpose and intent of the Ordinance.

Response: The sign exception would not cause substantial detriment to the public good as the proposal is unique given the location of the Sabri Guven Fine Jewelry tenant space at the corner of Old Milton Parkway and Haynes Bridge Road. If approved, conditions are recommended requiring compliance with the City's maximum window signage percentage.

CONCURRENCES

Staff has reviewed the application and is in general agreement with the requested sign exception. The sign exception criteria have been met and the applicant's request should not impact surrounding properties. Sabri Guven Fine Jewelry is located in a corner suite, which has

frontage along both Old Milton Parkway and Haynes Bridge Road. If approved, conditions are recommended requiring compliance with the City's maximum window signage percentage.

CITIZEN PARTICIPATION PLAN

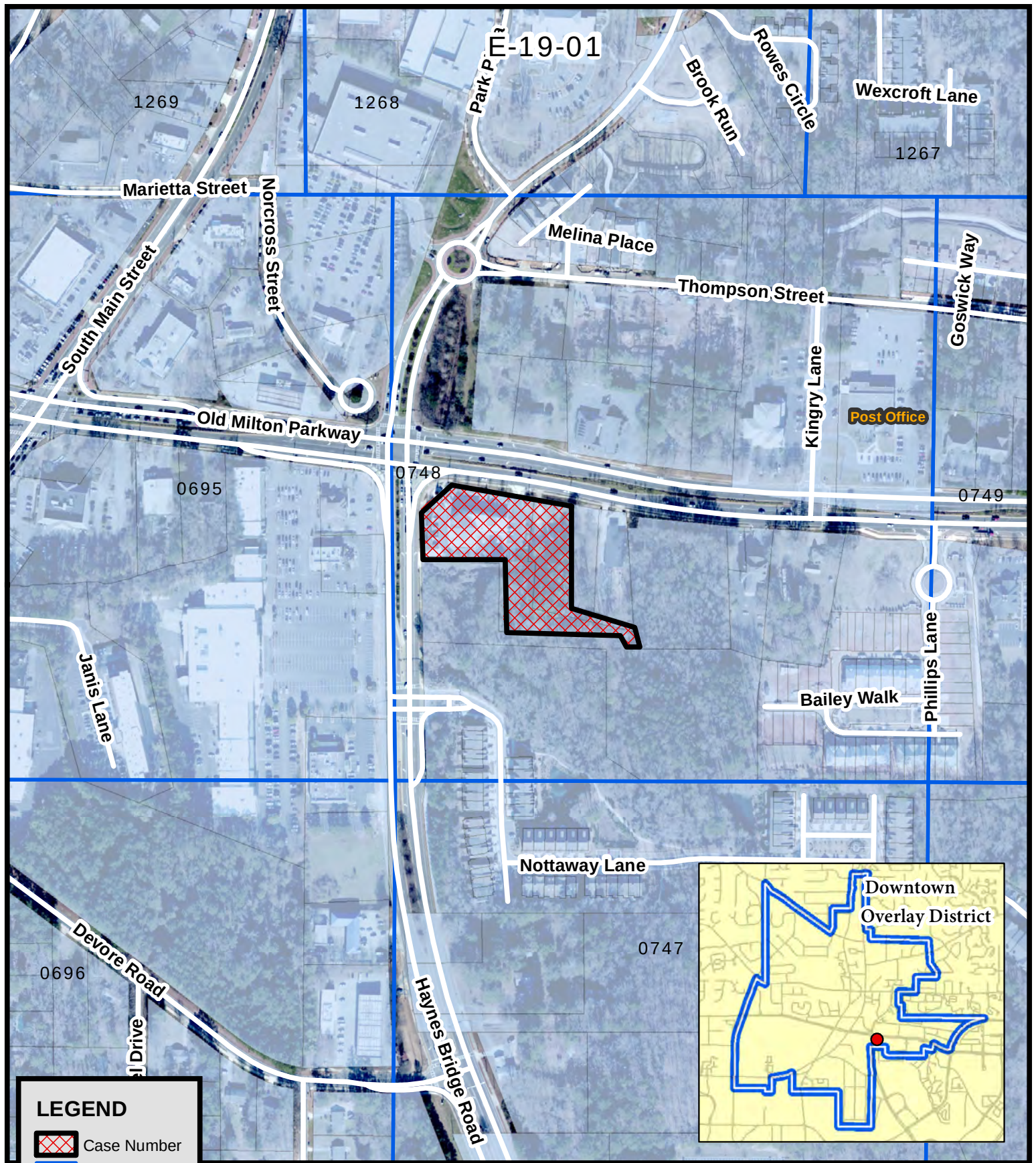
The applicant notified adjacent property owners of the sign variance request and intent for the property. The citizen participation report states that no comments were received.

COMMUNITY ZONING INFORMATION MEETING

The CZIM was held on May 8, 2019. No one signed-in and there were no comments on the request.

IV. ATTACHMENTS:

- Sign Locations & Details



Location Map
Sabri Guven Sign Exception
2225 Old Milton Parkway

E-19-01
D/LL: 1/2/748
CC Date: 6/3/19

Location Map Provided by:
Community Development - GIS



CITIZEN PARTICIPATION FORM - PART B

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

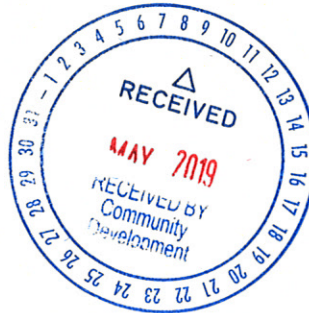
Public Hearing or Project Name: E-19-01 Sabri Guven Sign Exception

Contact Name: Seth or Jim Chandlee

Telephone: 770-826-8284

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

NONE  5/8/19

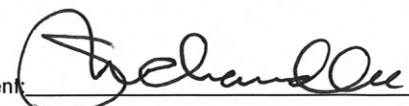


Method by which these individuals were contacted. Please mark all that apply. *Please provide samples of any and all written communications used to provide notification.*

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

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

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

Signature of Authorized Agent: 

Date: 5/8/19

Print Form

M V P INVESTMENT CO
4710 LOU IVY RD
DULUTH GA 30096

MILTON HALL LLC
2365 OLD MILTON PKY SUITE 200
ALPHARETTA GA 30009

MC BETH LAIRD G & JOHANNA V
124 NOTTAWAY LN
ALPHARETTA GA 30009-2284

ALPHARETTA BK VENTURE LLC
6400 POWERS FERRY RD SUITE 100
ATLANTA GA 30339

SEISAN MFA PROPERTIES LLC
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2325 E CAMELBACK RD SUITE 1100
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P O BOX 32025
LAKELAND FL 33802-2025

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2385 OLD MILTON PKY
ALPHARETTA GA 30009

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LAKELAND FL 33802-2018

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PLANO TX 75093

DALTEX ALPHARETTA LLC
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JOHNSON GREAG & JOHNSON LYNN PAUL
ETTE BECKMAN
119 NOTTAWAY LANE
ALPHARETTA GA 30009

METZLER ROBERT A & METZLER CYNTHIA
R
304 NOTTAWAY LANE
ALPHARETTA GA 30009

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ALPHARETTA GA 30009

DASTHAGIR GULAM & NGUYEN THAO T
113 NOTTAWAY LANE
ALPHARETTA GA 30009

April 24, 2019

Jim Chandlee
Chandlee and Sons Construction
8181 Industrial Place Suite A
Alpharetta, GA 30004

RE: E-19-01 Sabri Guven Sign Exception
(Request to put a second "OPEN" sign, approx.. 3 square feet in window)

Dear Property Owner,

Jim Chandlee, on behalf of Sabri Guven Jewelry, is requesting an exception to put a second "open" sign inside their store window for the traffic along Haynes Bridge Road. Due to the store's tinted glass, people cannot tell whether the store is open or not.

The City Council meeting is scheduled for June 3, 2019 at 6:30 p.m. The public hearing will take place at the Alpharetta City Hall Council Chambers located at 2 Park Plaza, Alpharetta, Ga.

The City will hold a COMMUNITY ZONING INFORMATION MEETING on May 8, 2019 in the Multi-Purpose Room at City Hall. This meeting is an informal, open house format to allow citizens to view current applications and communicate with applicants. Should you have any questions, please attend.

For additional information, please contact Seth Chandlee or Jim Chandlee, at 770 826-8284.

Sincerely,

Jim Chandlee

Chandlee and
Sons
Construction

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

FOR OFFICE USE ONLY

Case #: _____

☐ Fee Paid Initial: _____

COMMUNITY DEVELOPMENT DEPARTMENT

2 PARK PLAZA

ALPHARETTA, GA 30009

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

Contact Information:

Contact Name: Seth Chandlee Telephone: 678-278-9226

Address: 8181 Industrial Place Suite: A

City Alpharetta State: GA Zip: 30004 Fax: _____

Mobile Tel: 770-912-1666 Email: seth@chandlee.com

Subject Property Information:

Address: 2225 Old Milton Parkway Suite 200 Alpharetta, GA 30004 Current Zoning: _____

District: _____ Section: _____ Land Lot: _____ Parcel ID: _____

Proposed Zoning: _____ Current Use: _____

This Application For (Check All That Apply):

☐ Conditional Use

☐ Master Plan Amendment

☐ Exception

☐ Rezoning

☐ Master Plan Review

☒ Variance

☐ Public Hearing

☐ Comprehensive Plan Amendment

☐ Other (Specify): _____

APPLICANT REQUEST AND INTENT

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

Existing retail space to remain.

Applicant's Request (Please itemize the proposal):

Requesting to put a 1x3' (3 square feet) green neon "open" sign in the front window that faces Haynes Bridge Road.

To correct a current code violation.

Existing sign is 1x3' neon "open". Total square footage is 3 feet.

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

To allow customers traveling on Haynes Bridge Road to see that the retail space is "open".

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: Sabri Guven Fine Jewelry Telephone: 770-777-4800
Address: 2225 Old Milton Pkwy Suite: 200
City: Alpharetta State: GA Zip: 30009

Authorization:

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

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

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

Identify Authorized Applicant:

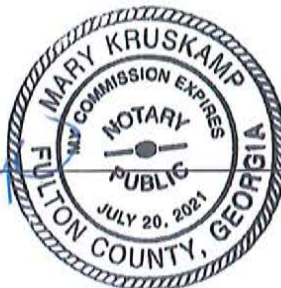
Name of Authorized Applicant: Seth Chandlee Telephone: 770-912-1666
Address: 8181 Industrial Place Suite: A
City: Alpharetta State: GA Zip: 30004

So Sworn and Attested:

Owner Signature: [Signature] Date: 4-9-19

Notary:

Notary Signature: [Signature] Date: 4/9/19



DISCLOSURE FORM

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

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

Name of Applicant or Opponent: Seth Chandlee

Subject Public Hearing Case: Sabri Guven Sign Addition

Campaign Contribution Information:

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

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

Name of Official: N/A Position: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Campaign Contribution Information:

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

Signature:  Date: _____

SIGN VARIANCE REVIEW CRITERIA

Are there exceptional conditions pertaining to the property where the sign is to be located as a result of the property size, shape, or topography which are not applicable to other lands or structures in the area? If "yes," please explain.

- ☒ Yes The building is situated so it faces two main roadways. One side faces Old Milton Parkway where a current sign is located. The proposed sign placement of an additional sign face Haynes Bridge Road.
- ☐ No

Would the applicant be deprived of rights that are commonly enjoyed by others similarly situated? If "yes," please explain.

- ☐ Yes
- ☒ No

Would granting the variance confer on the applicant any significant privileges which are denied to others similarly situated? If "yes," please explain.

- ☐ Yes
- ☒ No

Are the exceptional circumstances the result of actions of the applicant or the applicant's representatives? If "yes," please explain.

- ☐ Yes
- ☒ No

Is the requested variance the minimum necessary to allow the applicant to enjoy rights commonly enjoyed by others similarly situated? If "no," please explain.

- ☒ Yes
- ☐ No

Would granting of the variance violate more than one standard of the Unified Development Code? If "yes," please explain.

- ☐ Yes
- ☒ No

Would granting the variance result in allowing a sign that interferes with road or highway visibility or obstruct or otherwise interfere with the safe and orderly movement of traffic? On a separate sheet or sheets, please defend your response.

- ☐ Yes ☒ No

CITIZEN PARTICIPATION FORM - PART A

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

Public Hearing or Project Name:

Sabri Guven Sign Addition

Contact Name:

Seth Chandlee

Telephone:

770-912-1666

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

See attached list.

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



Letter



Personal Visits



Telephone



Group Meeting



Email



Other (Please Specify)

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

Telephone: Sim or Seth Chandlee 770-826-8284.

Sabri Guven Sign Exception

M V P INVESTMENT CO
4710 LOU IVY RD
DULUTH GA 30096

MILTON HALL LLC
2365 OLD MILTON PKY SUITE 200
ALPHARETTA GA 30009

MC BETH LAIRD G & JOHANNA V
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6400 POWERS FERRY RD SUITE 100
ATLANTA GA 30339

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3396 CAVERTON LANE
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P O BOX 32018
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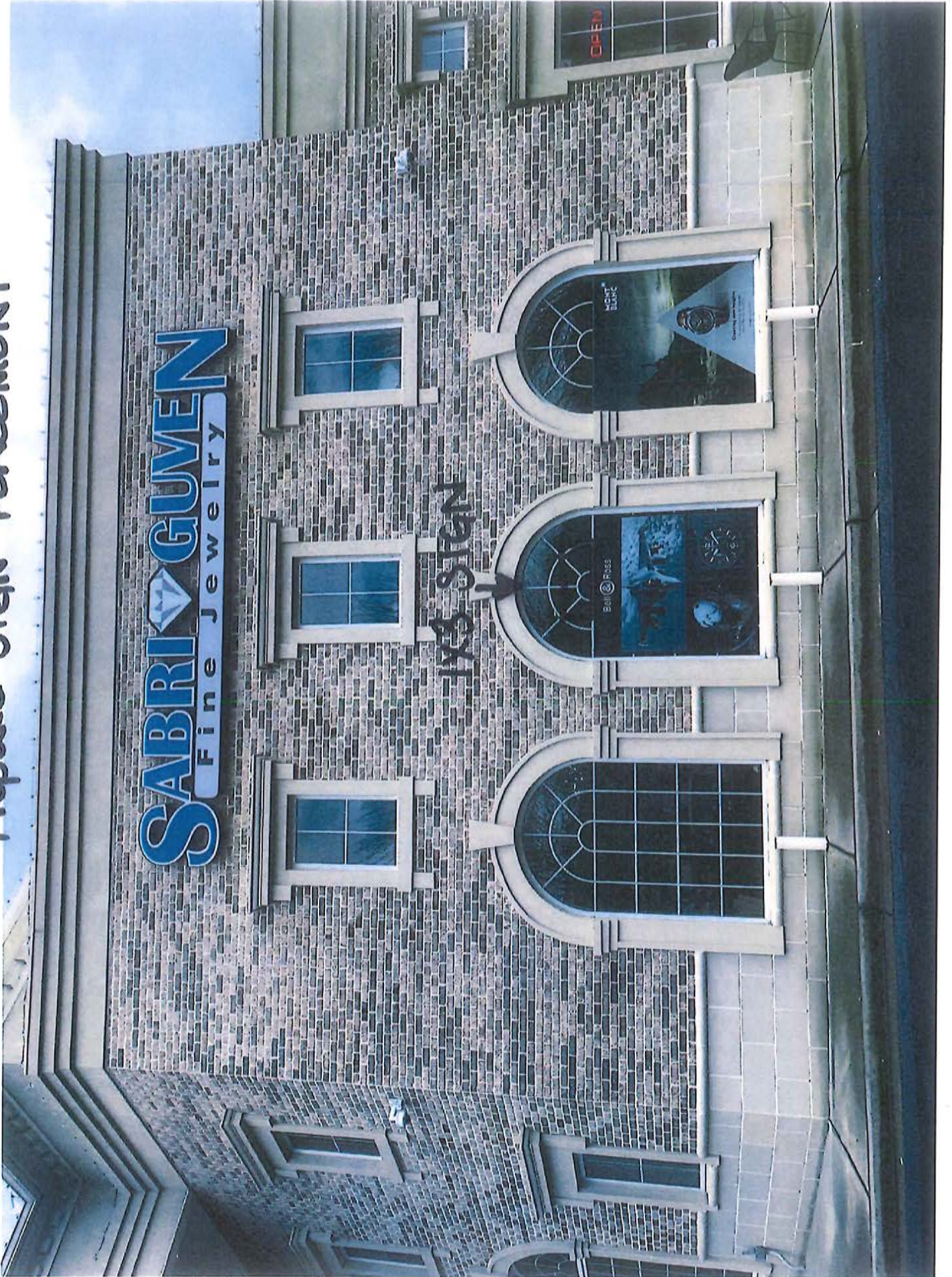
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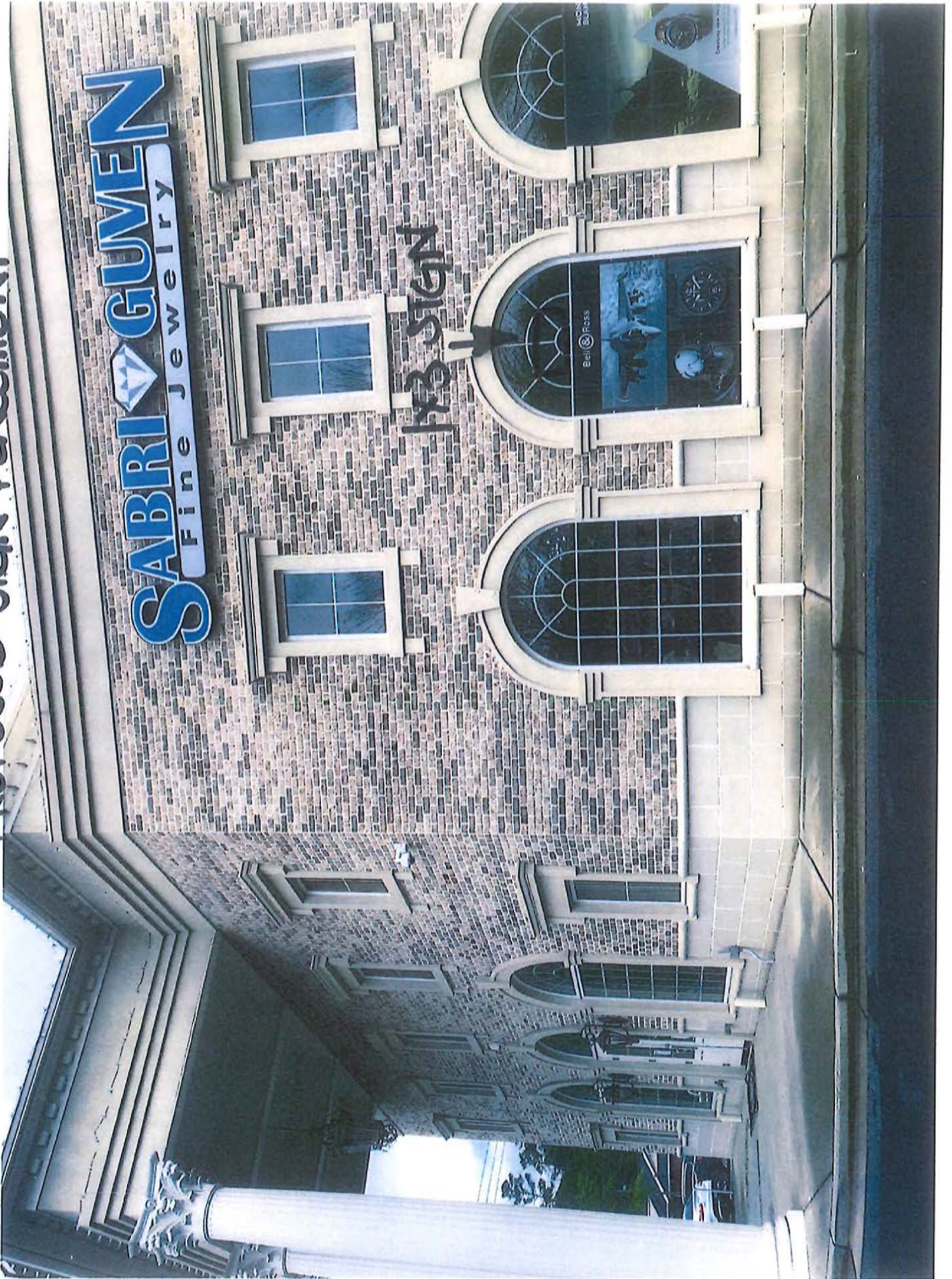
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ALPHARETTA GA 30009

Proposed SIGN PLACEMENT



PROPOSED SIGN PLACEMENT



CURRENT SIGN



CURRENT SIGN



THIS PLAN IS BASED ON CURRENT DEVELOPMENT PLANS WHICH ARE SUBJECT TO CHANGE WITHOUT NOTICE. NO GUARANTEE IS MADE THAT PROPOSED FEATURES WILL BE CONSTRUCTED OR THAT, IF CONSTRUCTED, THE NUMBER, TYPE, SIZE AND LOCATION WILL BE DEPICTED ON THIS PLAN.

- LEGEND

AC - ACRES

ACU - AIR CONDITIONING UNIT

AIF - ANGLE IRON FOUND

AKA - ALSO KNOWN AS

BC - BACK OF CURB

BL - BUILDING SETBACK LINE

BWF - BARBED WIRE FENCE

C&C - CURB & GUTTER

C/T - CRIMP TOP PIPE

CB - CATCH BASIN

CBX - CABLE TELEVISION BOX

CI - CENTER LINE

CLF - CHAIN LINK FENCE

CMF - CONCRETE MONUMENT FOUND

CNP - CORRUGATED METAL PIPE

CNF - CONCRETE NAIL FOUND

CNS - CONCRETE NAIL SET

CO - CLEANOUT

CONC - CONCRETE

CORP - US ARMY CORPS OF ENGINEER

CPP - CORRUGATED PLASTIC PIPE

CTV - CABLE TELEVISION LINE

DB, PG - DEED BOOK, PAGE

DI - DRAINAGE EASEMENT

DIP - DUCTILE IRON PIPE

DMP - DUMPSTER PAD

DWC - DOUBLE-WING CATCH BASIN

EA - EDGE OF ASPHALT

EL - ELEVATION

FL - FLARED END SECTION

FFE - FINISHED FLOOR ELEVATION

FH - FIRE HYDRANT

FKA - FORMERLY KNOWN AS

GW - GAS LINE

GM - GAS METER

GP - GUY POLE

GTMH - GREASE TRAP MANHOLE

GV - GAS VALVE

GW - GUY WIRE

HC - HANDICAP PARKING SPACE

HW - HEADWALL

HWC - HOC WIRE FENCE

IE - INVERT ELEVATION

IPF - IRON PIN FOUND

IPB - IRON PIN SET (1/2" R/B)

IPS - IRON PIPE

JB - JUNCTION BOX

LL - LAND LOT

LLL - LAND LOT LINE

LP - LIGHT POLE

LM - LAND METER

MANH - MANHOLE

MON - MONUMENT

N/F - NOW OR FORMERLY

OCS - OUTLET CONTROL STRUCTURE

O/T - OPEN TOP PIPE

P - POWER LINE

P/T - POWER & TELEPHONE LINE

PM - PLAT BOOK, PAGE

PB, PG - PLAT BOOK, PAGE

PCS - PEDESTRIAN CROSSING SIGNAL

PH - TELEPHONE(S)

P - PROPERTY LINE

PLP - POWER & LIGHT POLE

PM - POWER METER

PMH - POWER MANHOLE

POB - POINT OF BEGINNING

PP - POWER POLE

PSO - POWER STUBOUT

PTLP - POWER/TELEPHONE/ LIGHT POLE

PTP - POWER & TELEPHONE POLE

PVC - POLYVINYLCHLORIDE PIPE

R/B - REINFORCING IRON BAR

RCP - REINFORCED CONCRETE PIPE

R/W - RIGHT OF WAY

SP - SQUARE FEET

SPV - SPRINKLER VALVE

SS - SANITARY SEWER LINE

SSE - SANITARY SEWER EASEMENT

S/W - SIDEWALK

S/WB - SINGLE-WING CATCH BASIN

TB - TEMPORARY BENCHMARK

TBX - TELEPHONE BOX

TF - TRANSFORMER

TMH - TELEPHONE MANHOLE

TP - TELEPHONE POLE

TPB - TRUE POINT OF BEGINNING

TS - TELEPHONE LINE

TSB - TRAFFIC SIGNAL BOX

TSP - TRAFFIC SIGNAL POLE

UB - UNDERGROUND

UGP - UNDERGROUND POWER

UGT - UNDERGROUND TELEPHONE

VCP - VITRIFIED CLAY PIPE

WF - WOOD FENCE

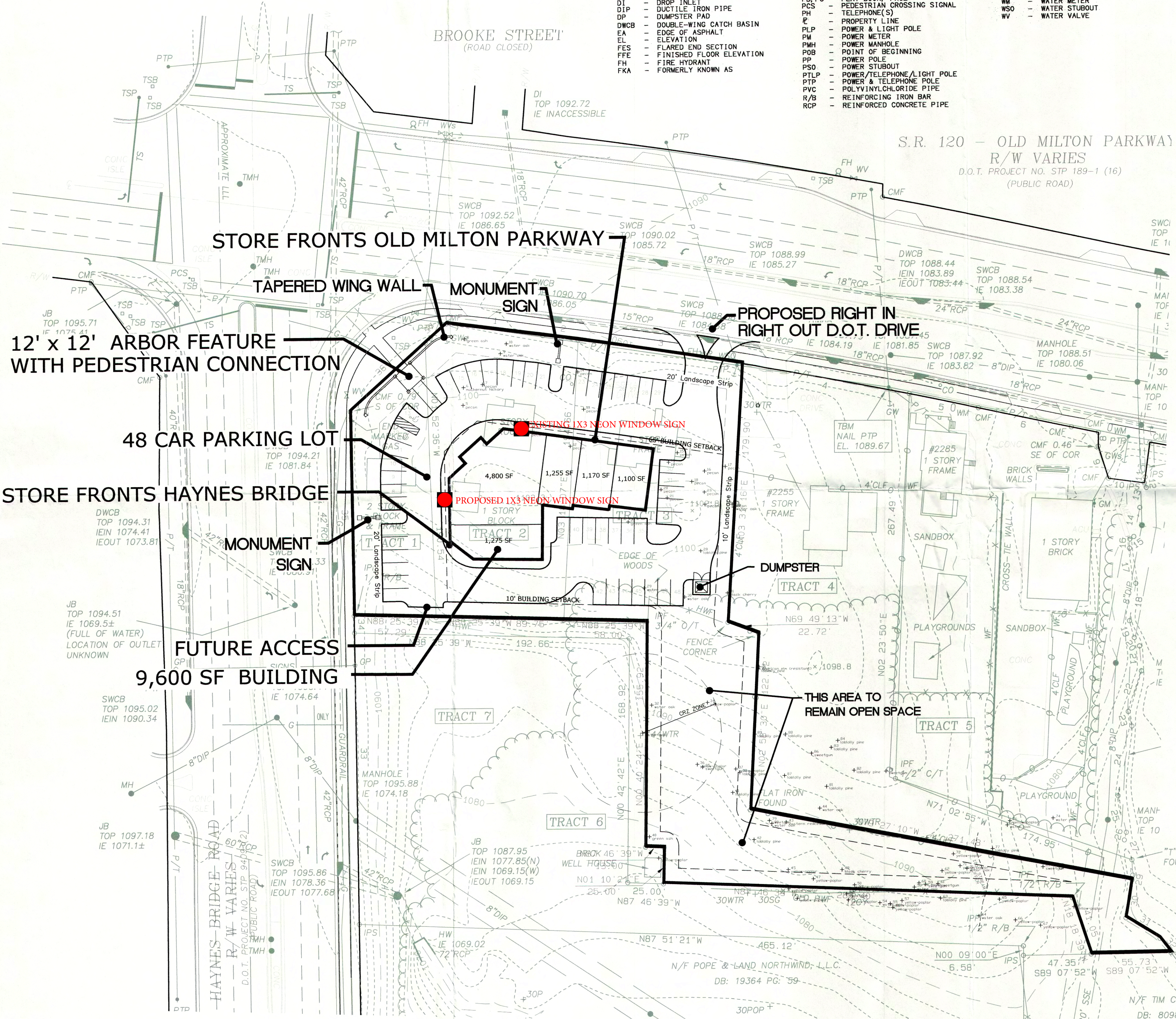
WI - WEIR INLET

WL - WATER LINE

WM - WATER METER

WS - WATER STUBOUT

WV - WATER VALVE



#	BEARING	CHORD	ARC	RADIUS
1	S82°47'24\"E		68.28'	
2	S82°36'02\"E	24.83'	24.83'	3754.72'
3	S81°31'41\"E	115.71'	115.71'	3754.72'
29	S09°36'45\"W	3.34'		
30	S09°24'16\"W	26.60'		
31	S58°46'43\"E	27.74'		
32	S37°46'41\"E	12.34'		
35	N00°41'13\"W	141.83'		
36	N48°15'42\"E	70.86'		
37	N48°15'42\"E	19.84'		

DEVELOPMENT SUMMARY:	
TOTAL SITE AREA:	174 ACRES
EXISTING ZONING:	R-12
PROPOSED ZONING:	C-2
TOTAL FOOTAGE:	9,600 SF
SITE DENSITY:	5.517 SF/ACRE
TOTAL PARKING SPACE REQUIRED:	9,600/200=48 SPACES REQUIRED
TOTAL PARKING SPACE SHOWN:	48 SPACES
REQUIRED ADA SPACES REQUIRED:	2
PROPOSED ADA SPACES:	2

OWNER/DEVELOPER:
SABRI GUVEN
4398 KIMBALL BRIDGE ROAD
ALPHARETTA, GA 30005
770-754-0881

NOTES:
SITE SHALL BE USED FOR RETAIL USE ONLY.

LANDSCAPING WILL BE PROVIDED PER THE CITY'S UDC.

SITE DETENTION SHALL BE UNDERGROUND AND DESIGNED TO CURRENT STANDARDS PER THE CITY'S UDC.

SITE IRRIGATION SYSTEM SHALL BE CONNECTED TO THE FULTON COUNTY RECLAIMED WATER SYSTEM WHEN AVAILABLE.

SURVEY NOTE:
THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A CURRENT TITLE COMMITMENT OR POLICY. THEREFORE, EXCEPTION IS MADE HEREIN TO ANY EASEMENTS, RIGHTS-OF-WAY, RESERVATIONS, OR RESTRICTIONS OF RECORD WHICH MAY EXIST THE ORIGINAL PLAT WAS INTENDED FOR THE EXCLUSIVE USE OF SLEIMAN ENTERPRISES. ANY USE BY THIRD PARTIES IS AT THEIR OWN RISK.

FLOOD NOTE:
FLOOD HAZARD AREA AS PER F.E.M.A. FLOOD INSURANCE RATE MAP FOR THE CITY OF ALPHARETTA, COUNTY OF FULTON, STATE OF GEORGIA, COMMUNITY PANEL NO. 130084 0001 B, EFFECTIVE DATE: FEBRUARY 15, 1978

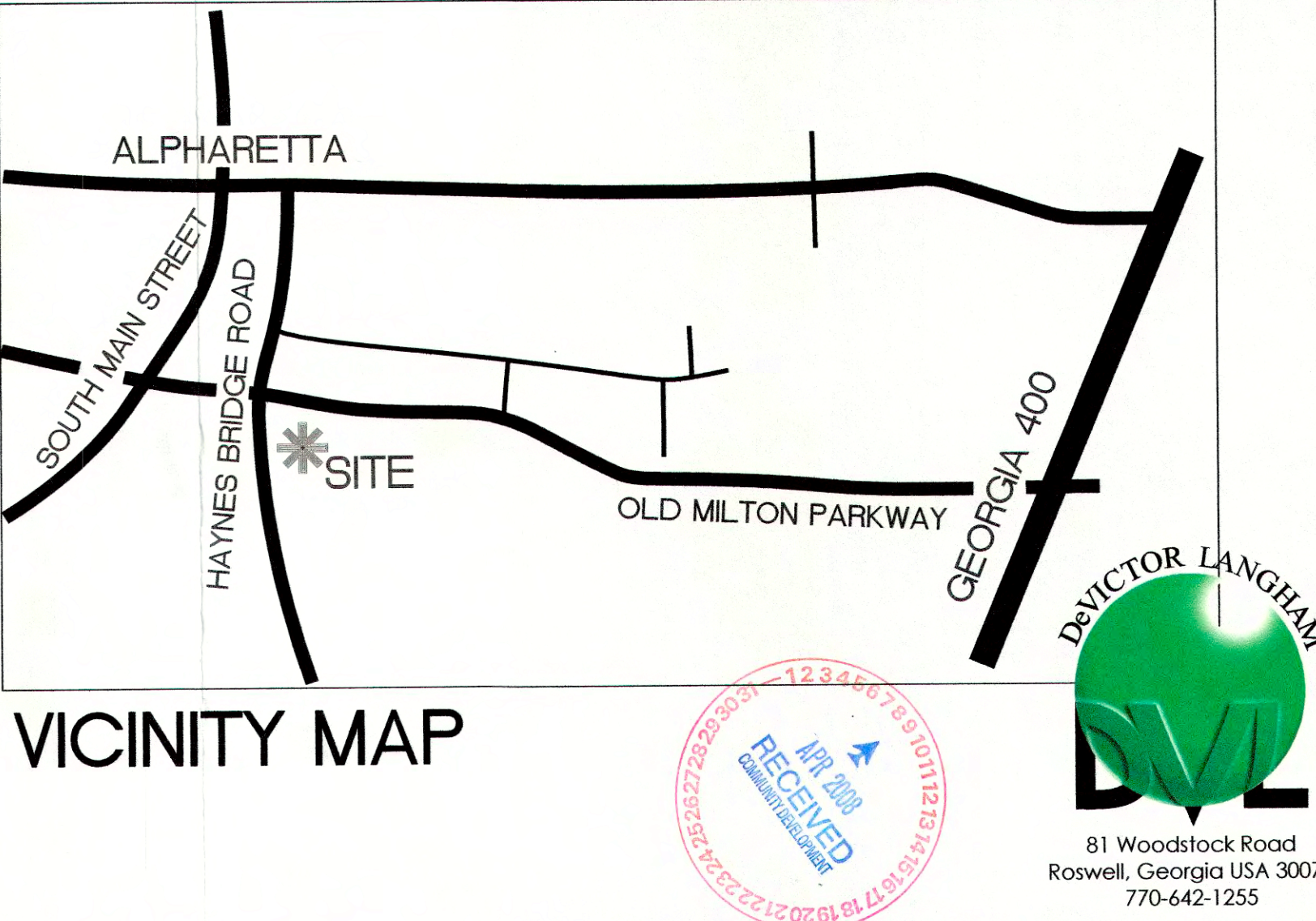
UTILITY STATEMENT:
THE UNDERGROUND UTILITIES SHOWN HEREON HAVE BEEN LOCATED FROM FIELD SURVEY DATA AND EXISTING DRAWINGS. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED. ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE, THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.

WETLAND NOTE:
WETLANDS SHOWN HEREON WERE TAKEN FROM AN ALTA/ACSM SURVEY FOR POPE AND LAND NORTHWIND, L.L.C. BY POST BUCKLEY SCHUH AND JERNIGAN, INC. DATED 3/13/95, AS LAST REVISED 3/27/95. WETLANDS ARE UNDER THE JURISDICTION OF THE U.S. ARMY CORPS OF ENGINEERS. PROPERTY OWNER MAY BE SUBJECT TO PENALTY BY LAW FOR DISTURBANCE TO THE WETLAND AREAS WITHOUT PROPER AUTHORIZATION.

- SEWER: PROVIDED BY FULTON COUNTY
- BOUNDARY AND TOPOGRAPHIC INFORMATION TAKEN FROM SURVEY FOR SLEIMAN ENTERPRISES PREPARED BY ROCHESTER AND ASSOCIATES, INC. DATED 7/1/02.
 - A FOCAL POINT FEATURE SUCH AS A FOUNTAIN OR SCULPTURE SHALL BE LOCATED AT THE CORNER OF OLD MILTON PARKWAY AND HAYNES BRIDGE ROAD TO BE APPROVED BY STAFF.
 - THE BUILDING(S) SHALL BE DESIGNED TO BE TRADITIONAL RESIDENTIAL IN CHARACTER AND HAVE A HISTORIC APPEARANCE INCORPORATING PITCHED ROOF LINES, PEDIMENTS, COLONNADES OR PORTICOS, AND DIVIDED PANE WINDOWS. BUILDINGS SHALL HAVE 8\"

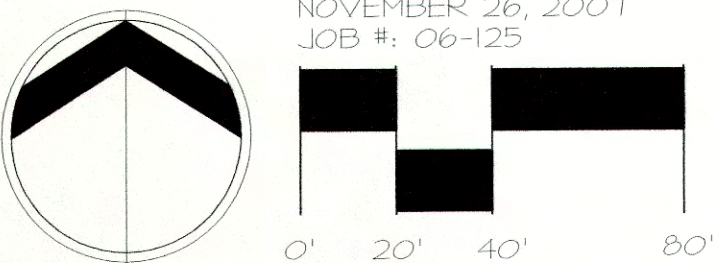
TREE SURVEY

Tag #	Diameter	Genus	Species	Common	Height	X Coordinate
1	21"	Carya	illinoensis	pecan	Medium (16 to 35')	397586.5500
2	12"	Carya	tomentosa	mockernut hickory	Medium (16 to 35')	397586.8900
3	13"	Carya	illinoensis	pecan	Medium (16 to 35')	397600.1900
4	18"	Fraxinus	pennsylvanica	green ash	Large (>35')	397587.6000
5	14"	Quercus	nigra	water oak	Large (>35')	397612.8600
6	15"	Quercus	nigra	water oak	Large (>35')	397612.0400
7	20"	Carya	illinoensis	pecan	Large (>35')	397632.5300
8	14"	Carya	illinoensis	pecan	Large (>35')	397661.2100
9	14"	Carya	illinoensis	pecan	Large (>35')	397670.7700
10	19"	Carya	illinoensis	pecan	Large (>35')	397666.7800
11	19"	Carya	illinoensis	pecan	Large (>35')	397736.0300
12	10"	Carya	illinoensis	pecan	Large (>35')	397754.8800
13	16"	Carya	illinoensis	pecan	Large (>35')	397769.4400
14	17"	Carya	illinoensis	pecan	Large (>35')	397745.9300
15	13"	Carya	illinoensis	pecan	Large (>35')	397729.8200
16	10"	Carya	illinoensis	pecan	Medium (16 to 35')	397724.4600
17	15"	Carya	illinoensis	pecan	Large (>35')	397728.7500
18	14"	Fraxinus	pennsylvanica	green ash	Medium (16 to 35')	397701.3300
19	11"	Carya	illinoensis	pecan	Large (>35')	397754.7100
20	20"	Carya	illinoensis	pecan	Large (>35')	397755.0600
21	22"	Carya	illinoensis	pecan	Large (>35')	397774.1800
22	9"	Quercus	nigra	water oak	Medium (16 to 35')	397775.0600
23	8"	Quercus	nigra	water oak	Medium (16 to 35')	397775.0600
24	17"	Pinus	taeda	loblolly pine	Large (>35')	397751.9200
25	14"	Quercus	nigra	water oak	Large (>35')	397712.3000
26	24"	Quercus	nigra	water oak	Large (>35')	397740.5200
27	10"	Pinus	serotina	black cherry	Large (>35')	397770.3800
28	45"	Quercus	nigra	water oak	Large (>35')	397712.0500
29	19"	Quercus	nigra	water oak	Large (>35')	397710.6800
30	8"	Liquidambar	styraciflua	sweetgum	Large (>35')	397756.0100
31	9"	Liquidambar	styraciflua	sweetgum	Large (>35')	397752.4100
32	15"	Liquidambar	styraciflua	sweetgum	Large (>35')	397748.6900
33	8"	Liquidambar	styraciflua	sweetgum	Large (>35')	397755.5700
34	12"	Pinus	taeda	loblolly pine	Large (>35')	397778.2900
35	12"	Liquidambar	styraciflua	sweetgum	Large (>35')	397721.3800
36	12"	Fraxinus	pennsylvanica	green ash	Large (>35')	397714.9900
37	9"	Pinus	taeda	loblolly pine	Large (>35')	397773.3500
38	8"	Pinus	taeda	loblolly pine	Medium (16 to 35')	397788.1000
39	18"	Juniperus	virginiana	eastern redcedar	Large (>35')	397810.6400
40	38"	Quercus	nigra	water oak	Large (>35')	397834.0900
41	12"	Liquidambar	styraciflua	sweetgum	Large (>35')	397811.8700
42	14"	Liquidambar	styraciflua	sweetgum	Large (>35')	397811.1700
43	15"	Liquidambar	styraciflua	sweetgum	Large (>35')	397829.3400
44	10"	Liquidambar	styraciflua	sweetgum	Large (>35')	397818.0300
45	17"	Pinus	serotina	black cherry	Large (>35')	397849.4800
46	9"	Liquidambar	styraciflua	sweetgum	Large (>35')	397853.1700
47	18"	Liquidambar	styraciflua	sweetgum	Large (>35')	397863.7600
48	8"	Liquidambar	styraciflua	sweetgum	Large (>35')	397852.5900
49	12"	Liquidambar	styraciflua	sweetgum	Large (>35')	397859.1800
50	9"	Quercus	nigra	water oak	Large (>35')	397875.7400
51	9"	Liquidambar	styraciflua	sweetgum	Large (>35')	397883.0000
52	12"	Liquidambar	styraciflua	sweetgum	Large (>35')	397884.7700
53	9"	Liquidambar	styraciflua	sweetgum	Large (>35')	397891.2900
54	8"	Quercus	nigra	water oak	Medium (16 to 35')	397899.9700
55	11"	Liquidambar	styraciflua	sweetgum	Large (>35')	397907.8300
56	11"	Acer	rubrum	red maple	Large (>35')	397903.2000
57	11"	Liquidambar	styraciflua	sweetgum	Large (>35')	397916.5000
58	10"	Liquidambar	styraciflua	sweetgum	Large (>35')	397919.4100
59	19"	Pinus	taeda	loblolly pine	Large (>35')	397918.1800
60	21"	Quercus	nigra	water oak	Large (>35')	397945.4700
61	13"	Liquidambar	styraciflua	sweetgum	Large (>35')	397959.8000
62	8"	Liquidambar	styraciflua	sweetgum	Large (>35')	397970.9300
63	13"	Liquidambar	styraciflua	sweetgum	Large (>35')	397985.4900
64	37"	Liquidambar	styraciflua	sweetgum	Large (>35')	398011.9500
65	28"	Liquidambar	styraciflua	sweetgum	Large (>35')	397990.4300
66	10"	Quercus	nigra	water oak	Large (>35')	397936.8200
67	10"	Liquidambar	styraciflua	sweetgum	Large (>35')	397932.0200
68	16"	Liquidambar	styraciflua	sweetgum	Large (>35')	397985.4900
69	9"	Quercus	nigra	water oak	Large (>35')	397908.9600
70	13"	Quercus	nigra	water oak	Large (>35')	397997.6800
71	16"	Quercus	nigra	water oak	Large (>35')	397965.6000
72	14"	Liquidambar	styraciflua	sweetgum	Large (>35')	397967.4400
73	15"	Pinus	taeda	loblolly pine	Large (>35')	397955.2300
74	20"	Liquidambar	styraciflua	sweetgum	Large (>35')	397880.5300
75	37"	Liquidambar	styraciflua	sweetgum	Large (>35')	397998.8600
76	31"	Quercus	nigra	water oak	Large (>35')	397800.5200
77	17"	Pinus	taeda	loblolly pine	Large (>35')	397838.9200
78	11"	Pinus	taeda	loblolly pine	Large (>35')	397858.1800
79	15"	Pinus	taeda	loblolly pine	Large (>35')	397842.3500
80	17"	Pinus	taeda	loblolly pine	Large (>35')	397846.9300
81	12"	Pinus	taeda	loblolly pine	Large (>35')	397828.4200
82	11"	Liquidambar	styraciflua	sweetgum	Large (>35')	397828.5200
83	18"	Pinus	taeda	loblolly pine	Large (>35')	397899.5800
84	24"	Pinus	taeda	loblolly pine	Large (>35')	397810.4500
85	18"	Pinus	taeda	loblolly pine	Large (>35')	397788.9200
86	18"	Pinus	taeda	loblolly pine	Large (>35')	397791.8200
87	12"	Ulmus	americana	American elm (resistant)	Large (>35')	397792.2900



ZONING PLAN
SABRI GUVEN FINE JEWELRY
CITY OF ALPHARETTA, GEORGIA

REVISED: APRIL 4, 2008
REVISED: MARCH 21, 2008
REVISED: JANUARY 10, 2007
REVISED: DECEMBER 4, 2007
NOVEMBER 26, 2007
JOB #: 06-125





CITY COUNCIL MEETING STAFF REPORT

Submitting Department: Finance

Submitted By:

Meeting Date: June 3, 2019

I. AGENDA ITEM TITLE: PUBLIC HEARING ON THE FISCAL YEAR 2020 BUDGET AND MILLAGE RATE LEVY

II. RECOMMENDATION:

The purpose of this hearing is to obtain public comment on the Recommended Fiscal Year 2020 Budget.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT.
BUDGET: NO

TOTAL PROJECT COST: \$141,097,168 (SEE ATTACHED
BUDGET EXCERPT).

APPROPRIATIONS:

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

EXTERNAL FUNDING SOURCES:

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

IV. REPORT IN BRIEF:

The FY 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 operating and capital budget at the May 6th, May 13th, and May 20th City Council meetings.

Tonight is the final public hearing and the final vote on the FY 2020 Budget and Millage Rate Levy with the schedule as follows:

May 28, 2019:

Public Hearing

City Council Meeting

Budget Ordinance (1st Reading)

Millage Ordinance (1st Reading)

June 3, 2019:

Public Hearing

City Council Meeting

Budget Ordinance (2nd Reading)

Millage Ordinance (2nd Reading)

There have been no changes to the budget as presented at the 1st reading.

V. ALTERNATIVES:

VI. ATTACHMENTS:

FY 2020 Budget (line-item) 6-3-2019 EXCERPT



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

June 3, 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 \$4.8 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 \$4.8 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:	30,492,500	(1)
– Solid Waste Fund:	4,180,762	
– Risk Management Fund:	1,507,300	
– Medical Insurance Fund:	7,686,909	
– OPEB Funds:	641,000	
Total	\$141,097,168	

(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 2.9% over FY 2019. This figure includes the operating initiative funding for FY 2020¹. After adjusting for operating initiative funding, **the base operational budget growth totals 1.5%**.
 - Management of personnel and compensation program to align with current market environment:
 - ✓ Staffing level at 452 full-time equivalents "FTE" (including the 8.5 FTE positions added as part of the operating initiative funding for FY 2020).
 - ✓ 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; \$321,198² incremental budget impact citywide for existing positions).
 - ✓ Coverage of Pension (Defined Benefit) costs that grow annually at a rate approximating salary growth (3% for FY 2020).
 - Targeted growth (4.8% or \$741,627) in departmental maintenance and operations budgets (General Fund) that is primarily attributable to approved operating initiatives and includes the following:
 - ✓ Increase in professional services of \$293,031 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 (\$100,000) into the operating budget (previously funded the capital allocations).
 - ✓ Increase in maintenance contracts of \$79,269 due primarily to 2020 Operating Initiative funding for a License Plate Recognition Grant Program.
 - ✓ Increase in professional services (IT) of \$525,709 due primarily to the addition of ThinkGard database backup services (previously funded through periodic capital investment), full-recognition of Microsoft Enterprise licensing

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

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

costs (FY 2019 appropriation was understated and, as a result, was funded in-part through one-time capital funding), and Operating Initiative funding (Cloud IT Services, Microsoft Azure, DUO Security Service, Patch Management Software, SpamHero Software, HRIS Management Software, Budget Preparation Software, etc.).

- ✓ 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 -4% 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
- May 13, 2019: Council Meeting
- May 20, 2019: Council Meeting

FY 2020 Budget Work Sessions

- May 28, 2019: Public Hearing and Council Meeting (tentative)
1st reading of Budget Ordinance
1st reading of Millage Rate Ordinance
- 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

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

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	

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 \$4.8 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, \$4.8 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 - 2041³: \$7.2 million (annual average). These figures include city and Development Authority obligations and span multiple Funds.

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	\$	-	\$ -
Community Development		152,077		-	138,000
Human Resources		32,000		-	-
Finance		50,000		-	-
Public Safety		272,390		133,837	54,250
Information Technology		316,721		-	(500,000)
Recreation, Parks & Cultural Services		50,000		-	-
	\$	879,688	\$	133,837	\$ (307,750)
Non-Allocated:	\$	-	\$	-	

Operating Initiative funding for FY 2020 has been programmed into the General Fund and E-911 Fund budgets.

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.

³ Represents the final maturity of the Series 2016 Alpharetta Parks and Transportation Bonds issued in FY 2017.

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 million. Recommended capital projects total \$14.7 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-SPLST 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	3,079,250	-	-	-	-	-	-	3,079,250	-	3,079,250
(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	77,500	-	-	-	-	-	-	77,500	600,000	677,500
	\$ 13,393,768	\$ 1,595,128	\$ 119,000	\$ 130,000	\$ 1,485,507	\$ 15,772,820	\$ 1,325,912	\$ 33,822,135	\$ 600,000	\$ 34,422,135
Uses:										
(2) Capital/Grant-Matching	\$ 12,564,650	\$ 191,900	\$ 119,000	\$ 130,000	\$ 1,045,000	\$ -	\$ -	\$ 14,050,550	\$ 600,000	\$ 14,650,550
	\$ 12,564,650	\$ 191,900	\$ 119,000	\$ 130,000	\$ 1,045,000	\$ -	\$ -	\$ 14,050,550	\$ 600,000	\$ 14,650,550
Non-Allocated:										
Future Capital/Grant Initiatives	\$ 829,118	\$ 1,403,228	\$ -	\$ -	\$ 440,507	\$ 15,772,820	\$ 1,325,912	\$ 19,771,585	\$ -	\$ 19,771,585

(1) Represents funding programmed within the General fund budget to cover recurring capital needs (e.g. milling & resurfacing of city roadways, fleet replacement, etc.).

(2) All Capital Initiative funding will be transferred and accounted for within the Capital Projects Fund, Stormwater Capital Fund, Impact Fee Fund, E-911 Fund, T-SPLST Capital Fund, Hotel/Motel Fund, and Operating Grant Fund.

(3) Represents capital appropriations included in the base FY 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 \$4.8 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**

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	\$	-	\$ -
Community Development		152,077		-	138,000
Human Resources		32,000		-	-
Finance		50,000		-	-
Public Safety		272,390		133,837	54,250
Information Technology		316,721		-	(500,000)
Recreation, Parks & Cultural Services		50,000		-	-
	\$	879,688	\$	133,837	\$ (307,750)
Non-Allocated:	\$	-	\$	-	

Operating Initiative funding for FY 2020 has been programmed into the General Fund and E-911 Fund budgets. 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. A component of this project will involve leveraging available resources to update other components of the Finance Department’s software capabilities (e.g. payroll).

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	\$ 4,779,250
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
Development Authority Contribution ⁶	37,500
Grant ⁷	640,000
Total Sources:	\$34,422,135

Recommended Capital Initiatives*:

Recurring Capital Initiatives	\$ 9,678,800
Recurring Stormwater/Drainage Initiatives	2,550,000
General Capital Initiatives	2,421,750
Total Uses:	\$14,650,550

Reserve for Future Capital/One-Time Investment:	\$ 829,118
T-SPLOST Non-Allocated:	\$15,772,820
Hotel/Motel Fund (facility money):	\$ 440,507
Impact Fees (Transportation):	\$ 826,691
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 \$15,306,000.

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; Wills Park Master Plan Improvements; and Downtown Parking Signage.

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 (Design of Hopewell Road at Vaughan Drive Roundabout; non-allocated).

⁴ Funding from E-911 fees allocated for replacement of Portable Radios and implementation of Mobile Dispatch functionality.

⁵ Funding from DEA forfeiture funds for the patrol rifle platform system.

⁶ Funding from the Alpharetta Development Authority to fund 50% of costs associated with the Economic Development Analysis and Strategic Plan.

⁷ 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/ UrgentPriority 2: Essential/ NeededPriority 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 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 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. Financing arrangements will be considered if it is in the City's best interest.

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

\$87,500

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.

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. **This initiative is being split funded by the City (\$37,500) and the Alpharetta Development Authority (\$37,500).**

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.

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

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).

Pedestrian Safety Improvements (Downtown)

\$200,000

Priority 1: This request is for funding to evaluate, design, and construct pedestrian safety improvements at Canton Street/Old Canton Street and neighboring areas in the Downtown utilizing the tools and recommendations set forth in the pedestrian safety study funded in FY 2019. Projects may include pedestrian refuge islands, lighting improvements, midblock crossings, intersection treatments, and signal timing adjustments. Additional improvements may consist of installing signage restricting turning movements and modifying signals to incorporate a leading pedestrian movement. Remaining funds, if any, may be used at the intersection of Mayfield Road and Alpharetta Elementary School and/or surrounding Downtown areas.

Old Roswell St Parking Lot Trash Enclosure**\$125,000**

Priority 1: This request is for funding to reconfigure and expand the dumpster enclosures servicing downtown businesses. Business user fees will cover the operational costs associated with the dumpster services.

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**Community Development****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 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 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.

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.

Pedestrian Safety Improvements \$300,000

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. 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).**

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).**

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:	30,492,500 (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	\$141,097,168

(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	2,018,666	55,227	2.8%
Legal Services	690,000	750,000	60,000	8.7%
Community Development	3,162,560	3,435,510	272,950	8.6%
Public Works	8,821,264	8,955,157	133,893	1.5%
Finance	3,366,136	3,548,890	182,754	5.4%
Public Safety	28,472,171	29,771,142	1,298,971	4.6%
Human Resources	505,846	643,973	138,127	27.3%
Municipal Court	1,096,466	1,119,715	23,249	2.1%
Recreation, Parks & Cultural Services	9,975,553	10,266,679	291,126	2.9%
Information Technology	1,742,223	2,119,345	377,122	21.6%
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	\$ 64,655,263	\$ 1,807,213	2.9%
Non-Allocated (Reserve)		320,312		
Interfund Transfer:				
Capital Project Fund	9,675,047	7,766,268		
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	\$ 29,307,901	\$ 1,327,608	4.7%
Group Insurance	8,008,808	8,506,331	497,523	6.2%
Pension (Defined Benefit)	2,599,935	2,675,532	75,597	2.9%
Pension (401A)	1,803,549	1,935,988	132,439	7.3%
OPEB/Post Employment Healthcare	593,514	566,864	(26,650)	-4.5%
Miscellaneous Benefits	2,916,427	3,100,513	184,086	6.3%
<i>subtotal</i>	<u>\$ 43,902,526</u>	<u>\$ 46,093,129</u>	<u>\$ 2,190,603</u>	<u>5.0%</u>
Maintenance and Operations:				
Professional Services	\$ 2,918,106	\$ 3,211,137	\$ 293,031	10.0%
Repair/Maintenance	1,695,541	1,703,985	8,444	0.5%
Maintenance Contracts	2,397,441	2,476,710	79,269	3.3%
Professional Services (IT)	1,437,923	1,963,632	525,709	36.6%
General Supplies	1,043,557	1,050,277	6,720	0.6%
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	1,843,889	(189,217)	-9.3%
<i>subtotal</i>	<u>\$ 15,492,028</u>	<u>\$ 16,233,655</u>	<u>\$ 741,627</u>	<u>4.8%</u>
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>	<u>\$ 765,493</u>	<u>\$ 684,789</u>	<u>\$ (80,704)</u>	<u>-10.5%</u>
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>	<u>\$ 2,688,003</u>	<u>\$ 1,643,690</u>	<u>\$ (1,044,313)</u>	<u>-38.9%</u>
Total Operating Expenditures	<u>\$ 62,848,050</u>	<u>\$ 64,655,263</u>	<u>\$ 1,807,213</u>	<u>2.9%</u>
Non-Allocated (Reserve)		320,312		
Interfund Transfer:				
Capital Project Fund	9,675,047	7,766,268		
Operating Grant Fund	30,000	-		
Stormwater Capital Fund	1,875,000	2,550,000		
Total Expenditures	<u>\$ 74,428,097</u>	<u>\$ 75,291,843</u>		

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 2.9% over FY 2019. This figure includes the operating initiative funding for FY 2020¹. After adjusting for operating initiative funding, **the base operational budget growth totals 1.5%**.
- Management of personnel and compensation program to align with current market environment:
 - Staffing level at 452 full-time equivalents “FTE” (including the 8.5 FTE positions added as part of the operating initiative funding for FY 2020).
 - Continuation of a performance-based merit program of 3% on April 1, 2020, per authorized/funded position (estimated cost of \$250,000 citywide²). 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; \$321,198³ incremental budget impact citywide for existing positions).
 - 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	30.0	2.0
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	223.5	2.5
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	12.0	1.0
subtotal	409.0	408.5	410.5	410.5	415.0	4.5
E-911 Fund (Special Revenue Fund)						
Public Safety	25.0	29.0	29.0	29.0	32.0	3.0
Information Technology	1.0	1.0	1.0	1.0	1.0	-
subtotal	26.0	30.0	30.0	30.0	33.0	3.0
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	452.0	7.5

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

² This represents the financial impact in FY 2020 (i.e. April-June 2020).

³ The General Fund increased \$357,022 while the other operating funds (combined) decreased -\$35,824.

- Targeted growth (4.8% or \$741,627) in departmental maintenance and operations budgets (General Fund) that is primarily attributable to approved 2020 Operating Initiatives and includes the following:
 - Increase in professional services of \$293,031 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 (\$100,000) into the operating budget (previously funded the capital allocations).
 - Increase in maintenance contracts of \$79,269 due primarily to 2020 Operating Initiative funding for a License Plate Recognition Grant Program.
 - Increase in professional services (IT) of \$525,709 due primarily to the addition of ThinkGard database backup services (previously funded through periodic capital investment), 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), and 2020 Operating Initiative funding (Cloud IT Services, Microsoft Azure, DUO Security Service, Patch Management Software, SpamHero Software, HRIS Management Software, Budget Preparation Software, etc.).
 - 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 -4% 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 \$2,018,666 and represents an increase of 3%, or \$55,227, 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 30%, or \$187,660, due primarily to the following activity:

- Increase in professional services of \$229,820 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 (\$100,000) into the operating budget (previously funded the capital allocations).
- All other departmental maintenance and operations budget accounts declined roughly -9% 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 \$3,435,510 and represents an increase of 9%, or \$272,950 compared to FY 2019.

The Personnel Services category increased 9%, or \$256,573, 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 2 full-time-equivalent Code Enforcement Officer positions (2020 Operating Initiative).

Base level personnel total 30 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	5.0	2.0
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	30.0	2.0

The Maintenance and Operations category increased 5%, or \$16,377, due primarily to the following activity:

- Increase in professional services (IT) of \$21,545 due primarily to the addition of ThinkGard database backup services (previously funded through periodic capital investment), 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), and equipment associated with the two new Code Enforcement Officers added for FY 2020.
- 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 \$3,548,890 and represents an increase of 5%, or \$182,754, 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 increased 6%, or \$46,081, 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.
- Increase in professional services (IT) of \$34,582 due primarily to 2020 Operating Initiative funding for new Budget Preparation Software which is partially offset 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 \$29,771,142 and represents an increase of 4.6%, or \$1,298,971, compared to FY 2019.

The Personnel Services category increased 4.5%, or \$1,102,647, 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 2.5 full-time-equivalent positions as part of the 2020 Operating Initiatives (Assistant Fire Marshal personnel - one full-time and the upgrade of one existing part-time to full-time; and one Evidence Technician position).

Base level personnel total 223.5 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	2.5	2.5	3.5	3.5	5.0	1.5
	98.5	98.5	99.5	99.5	101.0	1.5

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Variance
Civilian Positions						
Administrative Assistant II	2.0	2.0	2.0	2.0	2.0	-
Criminal Intelligence Analyst	1.0	1.0	1.0	1.0	1.0	-
Data Entry Clerk (1PT)	0.5	-	-	-	-	-
Evidence Custodian	1.0	1.0	1.0	1.0	1.0	-
Evidence Technician	-	-	-	-	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	16.5	1.0
	218.5	219.0	221.0	221.0	223.5	2.5

* Position reclassifications occurred during FY 2019.

The Maintenance and Operations category increased 6%, or \$193,585, 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 \$84,391 due primarily to new funding for a License Plate Recognition Camera Program (2020 Operating Initiative) and reflecting the true operational allocation of RAPSTC which is partially offset through revised cost estimates for janitorial services, body camera software maint., Extra Job software, automated Form software, and the elimination of timekeeping software.
- All other departmental maintenance and operations budget accounts declined roughly -5% 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 \$643,973 and represents an increase of 27%, or \$138,127, 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 increased 18%, or \$30,270, due to the addition of 2020 Operating Initiative funding for new HRIS Software.

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 \$10,266,679 and represents an increase of 3%, or \$291,126, 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 2%, or \$99,075, due primarily to the following activity:

- Increase in professional services of \$42,541 due primarily to 2020 Operating Initiative funding for implementation of Special Needs Grant Programs.
- 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 -2% (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 \$2,119,345 and represents an increase of 22%, or \$377,122, compared to FY 2019.

The Personnel Services category increased 12%, or \$188,106, 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 one CityWorks IT Administrator position (2020 Operating Initiative).

Authorized personnel total 12.0 FTEs and represent the following:

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Variance
Chief Security Officer	-	-	-	-	1.0	1.0
CityWorks IT Administrator	-	-	-	-	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	12.0	1.0

The Maintenance & Operations category increased 117%, or \$189,016, due primarily to the following activity:

- Increase in professional services (IT) of \$201,416 due primarily to 2020 Operating Initiative funding for Cloud Services (\$100,000), Microsoft Azure (\$36,000), DUO Security Service (\$25,000), Patch Management Software (\$16,000) SpamHero Software (\$15,000) and 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 monies).

- All other departmental maintenance and operations budget accounts declined roughly -13% (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 2019⁴. After adjusting for the non-allocated reserve, the true operational budget growth is minimal (3%) compared to FY 2019.

The Personnel Services category increased 6%, or \$149,885, 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 3 Communication Officer personnel (2020 Operating Initiative) with costs partially offset through a reduction in overtime due to the increased staffing.

Authorized personnel total 33.0 FTEs.

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Variance
Communications Officer	13.0	17.0	17.0	17.0	20.0	3.0
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	33.0	3.0

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

⁴ 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.

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); and \$76,777 to cover lease payments associated with the financing of replacement mobile radios.

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
 - Parks (Non-Allocated: \$523,453)
 - Roads (Hopewell Road @ Vaughan Drive Roundabout (Design) \$36,150; Non-Allocated: \$826,691)
 - 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.

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

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.

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).

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; Downtown Parking Signage \$95,000; and a non-allocated balance of \$440,507 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).

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.

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.

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).

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.

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.

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).

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).

FUND SUMMARIES



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CITYWIDE FUND SUMMARIES

FY 2020 Budget (2nd Reading)
City of Alpharetta
FY 2020 Budget
Citywide Statement of Revenues and Expenditures (by Department)

	General Fund	Special Revenue Funds					Capital Project Funds				Enterprise Fund	Internal Service Funds		Fiduciary Fund		TOTAL
		E-911 Fund	Impact Fee Fund	DEA Fund	Hotel/Motel Fund	Debt Service 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	-	-	-	-	-	77,500	-	-	-	-	-	-	50,000	581,000	990,211
<i>subtotal</i>	\$ 66,454,825	\$ 4,192,120	\$ -	\$ -	\$ 8,800,000	\$ 5,097,000	\$ 77,500	\$ -	\$ 11,400,000	\$ -	\$ 4,100,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 109,957,416
Other Financing Sources																
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,766,268	\$ 2,550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,316,268
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
<i>subtotal</i>	\$ 8,837,018	\$ 119,000	\$ 1,595,128	\$ 425,050	\$ 814,470	\$ 254,086	\$ 10,766,268	\$ 2,550,000	\$ 4,372,820	\$ 1,325,912	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 31,139,752
Total Revenues	\$ 75,291,843	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 9,614,470	\$ 5,351,086	\$ 10,843,768	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 141,097,168
EXPENDITURES:																
Mayor and City Council	\$ 382,496	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 382,496
City Administration	2,018,666	-	-	-	-	-	162,500	-	-	-	-	-	-	-	-	2,181,166
Legal Services	750,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	750,000
Community Development	3,435,510	-	-	-	95,000	-	268,000	-	-	-	-	-	-	-	-	3,798,510
Public Works	8,955,157	-	36,150	-	-	-	7,019,850	2,550,000	-	-	-	-	-	-	-	18,561,157
Finance	3,548,890	-	-	-	-	-	-	-	-	-	4,180,762	832,300	-	60,000	581,000	9,202,952
Public Safety	29,771,142	4,311,120	155,750	425,050	-	-	1,434,300	-	-	-	-	-	-	-	-	36,097,362
Human Resources	643,973	-	-	-	-	-	-	-	-	-	-	-	-	-	-	643,973
Municipal Court	1,119,715	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,119,715
Recreation, Parks & Cultural Services	10,266,679	-	-	-	950,000	-	830,000	-	-	-	-	-	-	-	-	12,046,679
Information Technology	2,119,345	-	-	-	-	-	300,000	-	-	-	-	-	-	-	-	2,419,345
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
Non-Allocated (Reserve)	320,312	-	1,403,228	-	440,507	-	829,118	-	15,772,820	1,325,912	-	-	45,000	-	-	20,136,897
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	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>subtotal</i>	\$ 64,975,575	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 6,314,470	\$ 5,351,086	\$ 10,843,768	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 127,480,900
Other Financing Uses																
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000
Interfund Transfer to Grant/Capital Funds	10,316,268	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,316,268
<i>subtotal</i>	\$ 10,316,268	\$ -	\$ -	\$ -	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,616,268
Total Expenditures	\$ 75,291,843	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 9,614,470	\$ 5,351,086	\$ 10,843,768	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 141,097,168

City of Alpharetta
FY 2020 Budget
Citywide Statement of Revenues and Expenditures (by Category)

	Enterprise Fund																TOTAL
	General Fund	Special Revenue Funds				Debt Service Fund	Capital Project Funds				Internal Service Funds	Fiduciary Fund					
		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	-	-	-	-	-	77,500	-	-	-	-	-	-	50,000	581,000	990,211	
subtotal	\$ 66,454,825	\$ 4,192,120	\$ -	\$ -	\$ 8,800,000	\$ 5,097,000	\$ 77,500	\$ -	\$ 11,400,000	\$ -	\$ 4,100,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 109,957,416	
Other Financing Sources																	
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,766,268	\$ 2,550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,316,268	
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	\$ 10,766,268	\$ 2,550,000	\$ 4,372,820	\$ 1,325,912	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 31,139,752	
Total Revenues	\$ 75,291,843	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 9,614,470	\$ 5,351,086	\$ 10,843,768	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 141,097,168	
EXPENDITURES:																	
Personnel Services	\$ 46,093,129	\$ 2,727,686	\$ -	\$ 295,050	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 79,844	\$ -	\$ -	\$ -	\$ -	\$ 49,195,709	
Maintenance and Operations	16,233,655	1,387,657	-	-	3,000	5,000	-	-	-	-	4,100,918	832,300	-	-	-	22,562,530	
Capital/Capital Lease	684,789	195,777	191,900	130,000	1,045,000	-	10,014,650	2,550,000	-	-	-	-	-	-	-	14,812,116	
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	
Non-Allocated (Reserve)	320,312	-	1,403,228	-	440,507	-	829,118	-	15,772,820	1,325,912	-	-	45,000	-	-	20,136,897	
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	\$ 64,975,575	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 6,314,470	\$ 5,351,086	\$ 10,843,768	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 127,480,900	
Other Financing Uses																	
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000	
Interfund Transfer to Grant/Capital Funds	10,316,268	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,316,268	
subtotal	\$ 10,316,268	\$ -	\$ -	\$ -	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,616,268	
Total Expenditures	\$ 75,291,843	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 9,614,470	\$ 5,351,086	\$ 10,843,768	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 141,097,168	



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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	\$ 29,307,901	\$ 1,327,608	4.7%
Group Insurance	8,008,808	8,506,331	497,523	6.2%
Pension (Defined Benefit)	2,599,935	2,675,532	75,597	2.9%
Pension (401A)	1,803,549	1,935,988	132,439	7.3%
OPEB/Post Employment Healthcare	593,514	566,864	(26,650)	-4.5%
Miscellaneous Benefits	2,916,427	3,100,513	184,086	6.3%
<i>subtotal</i>	\$ 43,902,526	\$ 46,093,129	\$ 2,190,603	5.0%
Maintenance and Operations:				
Professional Services	\$ 2,918,106	\$ 3,211,137	\$ 293,031	10.0%
Repair/Maintenance	1,695,541	1,703,985	8,444	0.5%
Maintenance Contracts	2,397,441	2,476,710	79,269	3.3%
Professional Services (IT)	1,437,923	1,963,632	525,709	36.6%
General Supplies	1,043,557	1,050,277	6,720	0.6%
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	1,843,889	(189,217)	-9.3%
<i>subtotal</i>	\$ 15,492,028	\$ 16,233,655	\$ 741,627	4.8%
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	\$ 64,655,263	\$ 1,807,213	2.9%
Non-Allocated (Reserve)		320,312		
Interfund Transfer:				
Capital Project/Grant Funds	11,580,047	10,316,268		
Total Expenditures	\$ 74,428,097	\$ 75,291,843		
<i>Personnel (full-time-equivalent)</i>	410.5	415.0		

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	2,018,666
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	3,435,510
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	3,548,890
Public Safety	24,212,086	24,672,611	25,001,343	26,161,349	28,472,171	29,771,142
Human Resources	376,580	393,603	368,722	367,541	505,846	643,973
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	10,266,679
Information Technology	1,467,121	1,520,628	1,546,560	1,602,409	1,742,223	2,119,345
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
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	\$ 64,975,575
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)	(7,766,268)
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)	\$ (6,890,801)
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>410.5</i>	<i>415.0</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	\$ 1,730,891	\$ 51,928	3.1%
Benefits	898,838	996,795	97,957	10.9%
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	-	(210,332)	-100.0%
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	33.0
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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 3%.

(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.

(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	-	-
	\$ 3,948,042	\$ 3,592,106	\$ 4,376,667	\$ 4,066,693	\$ 4,192,120
Expenditures:					
Public Safety	\$ 3,975,883	\$ 3,887,895	\$ 4,351,824	\$ 4,818,273	\$ 4,311,120
	\$ 3,975,883	\$ 3,887,895	\$ 4,351,824	\$ 4,818,273	\$ 4,311,120
Adjustments/Reconciliation:	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1)	\$ 2,122,858	\$ 1,827,070	\$ 1,851,913	\$ 1,100,333	\$ 981,333
<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	33.0

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	191,900	-	-91.2%
(1) Non-Allocated/Reserve	1,595,128	1,403,228	(191,900)	-12.0%
Total Expenditures (All Uses):	\$ 3,769,187	\$ 1,595,128	\$ (191,900)	-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	-
	\$ 1,436,446	\$ 1,467,312	\$ 1,382,634	\$ 1,025,000	\$ -
Expenditures:					
Non-Departmental	\$ 17,055	\$ -	\$ -	\$ -	\$ -
Capital	74,688	299,120	2,733,902	2,174,059	191,900
	\$ 91,743	\$ 299,120	\$ 2,733,902	\$ 2,174,059	\$ 191,900
Other Financing Sources (Uses):					
Interfund Transfer:					
Debt Service Fund	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1)	\$ 2,927,264	\$ 4,095,456	\$ 2,744,187	\$ 1,595,128	\$ 1,403,228
<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>\$ (191,900)</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%
(1) Downtown Parking Signage	-	95,000	95,000	400.0%
Non-Allocated (Reserve)	814,470	440,507	(373,963)	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
Downtown Parking Signage	-	-	-	-	95,000
	<u>\$ 5,441,275</u>	<u>\$ 6,543,171</u>	<u>\$ 7,400,615</u>	<u>\$ 8,436,267</u>	<u>\$ 9,173,963</u>
Ending Fund Balance:	<u>\$ 950,567</u>	<u>\$ 1,505,262</u>	<u>\$ 1,770,515</u>	<u>\$ 2,314,470</u>	<u>\$ 1,940,507</u>
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ 950,567</i>	<i>\$ 554,695</i>	<i>\$ 265,254</i>	<i>\$ 543,955</i>	<i>\$ (373,963)</i>

Notes:

Revenue is to be distributed to the participating entities based on their relative share. Funding for Tourism Product Development is used for debt service on the Series 2016 Conference Center Bonds or reserved for debt service/future eligible initiatives (fund balance within the Hotel/Motel Fund).

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

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



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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	\$ 7,766,268	\$ (928,797)	-10.68%
Northside Hospital Grant (Fitness Initiatives)	-	40,000	40,000	-100.00%
Development Authority Contribution	-	37,500	37,500	-100.00%
Budgeted Fund Balance	2,750,000	3,000,000	250,000	0.00%
Total Revenues (All Sources):	\$ 11,445,065	\$ 10,843,768	\$ (601,297)	-5.25%
Capital: (1)				
City Administration	\$ 243,336	\$ 162,500	\$ (80,836)	-33.22%
Community Development	170,000	268,000	98,000	57.65%
Public Works	4,268,279	7,019,850	2,751,571	64.47%
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	829,118	(2,300,632)	-73.51%
Total Expenditures (All Uses):	\$ 11,445,065	\$ 10,843,768	\$ (601,297)	-5.25%

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><u>\$ (76,062)</u></u>	<u><u>\$ 964,180</u></u>	<u><u>\$ 1,200,062</u></u>	<u><u>\$ (254,825)</u></u>	<u><u>\$ (209,825)</u></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
	\$ 108,261	\$ 120,743	\$ 101,591	\$ 105,000	\$ 60,000
Expenditures:					
OPEB Benefits	\$ 46,415	\$ 47,494	\$ 7,686	\$ 105,000	\$ 60,000
	\$ 46,415	\$ 47,494	\$ 7,686	\$ 105,000	\$ 60,000
Other Financing Sources (Uses):					
Interfund Transfer:					
Medical Insurance Fund	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance:	\$ 1,057,003	\$ 1,130,252	\$ 1,224,157	\$ 1,224,157	\$ 1,224,157
<i>Changes in Fund Balance (actual/est.)</i>	\$ 61,846	\$ 73,249	\$ 93,905	\$ -	\$ -

Notes:

Fiscal Years 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).



CITY COUNCIL MEETING STAFF REPORT

Submitting Department: Finance

Submitted By:

Meeting Date: June 3, 2019

I. AGENDA ITEM TITLE: APPROVAL OF FISCAL YEAR 2020 BUDGET AND MILLAGE RATE LEVY (2ND READING)

II. RECOMMENDATION:

The purpose of this hearing is to provide an update on the Recommended Fiscal Year 2020 Budget and adopt the following: (a) Fiscal Year 2020 Budget Ordinance (2ND READING); and (b) Fiscal Year 2020 Millage Rate Ordinance (2ND READING).

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT.
BUDGET: NO

TOTAL PROJECT COST: \$141,097,168 (SE ATTACHED
BUDGET DETAIL)

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

IV. REPORT IN BRIEF:

The FY 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 operating and capital budget at the May 6th, May 13th, and May 20th City Council meetings.

Tonight is the final hearing and the final vote on the FY 2020 Budget and Millage Rate Levy with the schedule as follows:

May 28, 2019:

Public Hearing

City Council Meeting

Budget Ordinance (1st Reading)

Millage Ordinance (1st Reading)

June 3, 2019:

Public Hearing

City Council Meeting

Budget Ordinance (2nd Reading)

Millage Ordinance (2nd Reading)

There have been no changes to the budget and millage levy as presented at the 1st reading.

The attached Budget Ordinance is substantially similar in structure as in previous years and provides authority for revenue/appropriation levels, carryforward appropriation authority, staffing level authorizations, etc.

V. ALTERNATIVES:

VI. ATTACHMENTS:

Budget Ordinance (FY 2020 Budget), Exhibit A - Legal Level of Control (FY 2020 Budget), Exhibit B - Budget Detail (FY 2020 Budget), Millage Rate Ordinance (FY 2020)



AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA, ADOPTING THE FINAL ESTIMATES OF REVENUE AND EXPENDITURES FOR THE FISCAL YEAR COMMENCING JULY 1, 2019, AND ENDING ON JUNE

30, 2020, AS ITS ANNUAL BUDGET, APPROPRIATING THE USE OF FUNDS SHOWN THEREIN AS MAY BE NEEDED OR DEEMED NECESSARY TO DEFRAY ALL EXPENDITURES AND LIABILITIES OF THE CITY FOR SUCH FISCAL YEAR; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Mayor and Council of the City of Alpharetta have held public hearing(s) upon its proposed budget for the 2019-2020 fiscal year;

WHEREAS, the proposed budget represents a balanced budget for each of the City's various funds, so that anticipated revenues equal proposed expenditures for each fund; and

WHEREAS, the 2019-2020 fiscal year budget provides a financial plan for the government, establishing appropriations for each operating department in order to extend services:

NOW, THEREFORE BE IT ORDAINED that this budget, "Exhibit A" attached hereto and by this reference made a part hereof this ordinance, shall be the City of Alpharetta's 2019-2020 fiscal year budget; and

BE IT FURTHER ORDAINED that this budget be and is hereby approved and the several items of revenues shown in the budget for each fund in the amounts anticipated are adopted and that the several amounts shown in the budget for each fund as proposed expenditures are hereby appropriated to the departments named in each fund; and

BE IT FURTHER ORDAINED that the expenditures shall not exceed the appropriations authorized by this budget or amendments thereto provided that expenditures for the fiscal year shall not exceed actual funding available; and

BE IT FURTHER ORDAINED that for the following funds, all project encumbrances and unexpended appropriations outstanding as of fiscal year end 2018-2019 shall carry forward for the same purpose. If the project is complete, the unexpended appropriations shall be re-appropriated to a reserve account.

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

BE IT FURTHER ORDAINED that for the following funds, fund balance as of fiscal year end 2018-2019, if applicable, shall be appropriated to a reserve account:

Fund 210:	Drug Enforcement Agency Fund	Fund 317:	Series 2016 Capital Improvements Bond Fund
Fund 215:	Emergency 911 Fund	Fund 335:	T-SPLOST Capital Fund
Fund 220:	Operating Grant Fund	Fund 340:	Capital Grant Fund
Fund 270:	Impact Fee Fund	Fund 410:	Debt Service Fund
Fund 275:	Hotel/Motel Fund	Fund 540:	Solid Waste Fund
Fund 301:	Capital Project Fund	Fund 600:	Risk Management Fund
Fund 302:	Storm Water Capital Project Fund	Fund 605:	Medical Insurance Fund
		Fund 790:	OPEB Trust Fund
		Fund 791:	OPEB Reimbursement Fund

BE IT FURTHER ORDAINED that the budget detail, "Exhibit B" attached hereto is hereby approved for the purposes of administering the aforementioned adopted budget and authorizing the number of positions for each employee classification; and

BE IT FURTHER ORDAINED that the Director of Finance is authorized to amend the budget to reflect expenditures and appropriations for projects/initiatives as approved by the City Council; and

BE IT FURTHER ORDAINED that the Director of Finance is authorized to amend the budget to reflect grant/contract revenues and expenditures upon receipt of an executed grant award document, intergovernmental agreement, contract, or comparable documentation; and

BE IT FURTHER ORDAINED that the Director of Finance is authorized to amend the budget to reflect actual revenue/expense activity within those funds statutorily/contractually obligated to distribute all collections to the city and other entities (e.g. Hotel/Motel Fund which distributes all tax proceeds to the City, Alpharetta Convention & Visitor's Bureau, and the Tourism Product Development – Conference Center Facility); and

BE IT FURTHER ORDAINED that the Director of Finance is authorized to amend the budget to reflect donation and/or contribution revenues and expenditures upon documented approval by the director of the benefiting department and the actual receipt of the donation and/or contribution; and

BE IT FURTHER ORDAINED that this Ordinance shall take effect as provided by law, but the budget adopted hereby shall take effect as of July 1, 2019.

ADOPTED AND APPROVED this ____ day of _____, 2019

CITY OF ALPHARETTA, GEORGIA

By: _____
Mayor

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

(SEAL)

Attest:

City Clerk

EXHIBIT A
FY 2020 Budget - Legal Level of Control (2nd Reading)

City of Alpharetta

FY 2020 Budget

Citywide Statement of Revenues and Expenditures (by Department)

	General Fund	Special Revenue Funds					Capital Project Funds				Enterprise Fund	Internal Service Funds		Fiduciary Fund		TOTAL
		E-911 Fund	Impact Fee Fund	DEA Fund	Hotel/Motel Fund	Debt Service 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	-	-	-	-	-	77,500	-	-	-	-	-	-	50,000	581,000	990,211
<i>subtotal</i>	\$ 66,454,825	\$ 4,192,120	\$ -	\$ -	\$ 8,800,000	\$ 5,097,000	\$ 77,500	\$ -	\$ 11,400,000	\$ -	\$ 4,100,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 109,957,416
Other Financing Sources																
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,766,268	\$ 2,550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,316,268
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
<i>subtotal</i>	\$ 8,837,018	\$ 119,000	\$ 1,595,128	\$ 425,050	\$ 814,470	\$ 254,086	\$ 10,766,268	\$ 2,550,000	\$ 4,372,820	\$ 1,325,912	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 31,139,752
Total Revenues	\$ 75,291,843	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 9,614,470	\$ 5,351,086	\$ 10,843,768	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 141,097,168
EXPENDITURES:																
Mayor and City Council	\$ 382,496	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 382,496
City Administration	2,018,666	-	-	-	-	-	162,500	-	-	-	-	-	-	-	-	2,181,166
Legal Services	750,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	750,000
Community Development	3,435,510	-	-	-	95,000	-	268,000	-	-	-	-	-	-	-	-	3,798,510
Public Works	8,955,157	-	36,150	-	-	-	7,019,850	2,550,000	-	-	-	-	-	-	-	18,561,157
Finance	3,548,890	-	-	-	-	-	-	-	-	-	4,180,762	832,300	-	60,000	581,000	9,202,952
Public Safety	29,771,142	4,311,120	155,750	425,050	-	-	1,434,300	-	-	-	-	-	-	-	-	36,097,362
Human Resources	643,973	-	-	-	-	-	-	-	-	-	-	-	-	-	-	643,973
Municipal Court	1,119,715	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,119,715
Recreation, Parks & Cultural Services	10,266,679	-	-	-	950,000	-	830,000	-	-	-	-	-	-	-	-	12,046,679
Information Technology	2,119,345	-	-	-	-	-	300,000	-	-	-	-	-	-	-	-	2,419,345
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
Non-Allocated (Reserve)	320,312	-	1,403,228	-	440,507	-	829,118	-	15,772,820	1,325,912	-	-	45,000	-	-	20,136,897
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	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>subtotal</i>	\$ 64,975,575	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 6,314,470	\$ 5,351,086	\$ 10,843,768	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 127,480,900
Other Financing Uses																
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000
Interfund Transfer to Grant/Capital Funds	10,316,268	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,316,268
<i>subtotal</i>	\$ 10,316,268	\$ -	\$ -	\$ -	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,616,268
Total Expenditures	\$ 75,291,843	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 9,614,470	\$ 5,351,086	\$ 10,843,768	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 141,097,168

City of Alpharetta
FY 2020 Budget
Capital Plan Use (Project Detail)

	General/ Capital Project Fund (1)	Impact Fee Fund	E-911 Fund	DEA Fund	Hotel/Motel Fund	T-SPLOST Fund	2016 Bond Fund	Total	Other Sources	Total
City Administration										
Economic Development Toolbox (Development Authority)	\$ 87,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 87,500	\$ -	\$ 87,500
Citywide Economic Development Analysis and Strategic Plan	75,000	-	-	-	-	-	-	75,000	-	75,000
Subtotal	\$ 162,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 162,500	\$ -	\$ 162,500
Community Development										
Fleet Replacement (2020 Qty: 2)	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000
Downtown Parking Signage	-	-	-	-	95,000	-	-	95,000	-	95,000
2020 Op Initiative - New Fleet/Space for Code Enf Officers	138,000	-	-	-	-	-	-	138,000	-	138,000
Design Services	80,000	-	-	-	-	-	-	80,000	-	80,000
Subtotal	\$ 268,000	\$ -	\$ -	\$ -	\$ 95,000	\$ -	\$ -	\$ 363,000	\$ -	\$ 363,000
Information Technology										
Technology Replacement (for City departments)	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ 300,000
Subtotal	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ 300,000
Public Works										
Traffic Signal System Maintenance (recurring)	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
Milling and Resurfacing (recurring)	4,500,000	-	-	-	-	-	-	4,500,000	600,000	5,100,000
Traffic Control Equipment (recurring)	100,000	-	-	-	-	-	-	100,000	-	100,000
Maintenance of Traffic Responsive System (recurring)	50,000	-	-	-	-	-	-	50,000	-	50,000
Traffic Striping and Signage (recurring)	200,000	-	-	-	-	-	-	200,000	-	200,000
Traffic Calming Improvements (recurring)	50,000	-	-	-	-	-	-	50,000	-	50,000
Bridge Maintenance (recurring)	175,000	-	-	-	-	-	-	175,000	-	175,000
Traffic Signal Pole Painting and Maintenance (recurring)	50,000	-	-	-	-	-	-	50,000	-	50,000
Tree Planting and Landscape Improvements (recurring)	100,000	-	-	-	-	-	-	100,000	-	100,000
Sidewalk Maintenance and Repair (recurring)	200,000	-	-	-	-	-	-	200,000	-	200,000
Stormwater Pipes/Structure Repair/Maintenance (recurring)	2,200,000	-	-	-	-	-	-	2,200,000	-	2,200,000
Stormwater Drainage Maint. (ponds, BMPs, sweeping, etc.)	150,000	-	-	-	-	-	-	150,000	-	150,000

**City of Alpharetta
FY 2020 Budget
Capital Plan Use (Project Detail)**

	General/ Capital Project Fund (1)	Impact Fee Fund	E-911 Fund	DEA Fund	Hotel/Motel Fund	T-SPLOST Fund	2016 Bond Fund	Total	Other Sources	Total
Stormwater Inspections (recurring)	100,000	-	-	-	-	-	-	100,000	-	100,000
Stormwater Design/Studies (recurring)	100,000	-	-	-	-	-	-	100,000	-	100,000
F-150 Vehicles (replacement; 2020 Qty: 1)	35,000	-	-	-	-	-	-	35,000	-	35,000
Department Pool Vehicles (replacement; 2020 Qty: 1)	35,000	-	-	-	-	-	-	35,000	-	35,000
F-250 Crew Cab Service Truck (replacement; 2020 Qty: 1)	61,000	-	-	-	-	-	-	61,000	-	61,000
Portable Wood Chipper (replacement)	50,000	-	-	-	-	-	-	50,000	-	50,000
Public Safety Facilities - Roof Replacement	365,000	-	-	-	-	-	-	365,000	-	365,000
Fire Station Renovations	125,000	-	-	-	-	-	-	125,000	-	125,000
Public Works Headquarters Renovations (multi-year)	40,000	-	-	-	-	-	-	40,000	-	40,000
City Hall Maintenance (recurring)	15,000	-	-	-	-	-	-	15,000	-	15,000
Alpharetta Court Facility Improvements	70,000	-	-	-	-	-	-	70,000	-	70,000
Old Roswell St. Parking Lot Trash Enclosure	125,000	-	-	-	-	-	-	125,000	-	125,000
HVAC Replacement at Detention Facility	75,000	-	-	-	-	-	-	75,000	-	75,000
Generator Replacement at City Facilities	100,000	-	-	-	-	-	-	100,000	-	100,000
Hopewell Road @ Vaughan Drive Roundabout (Design)	113,850	36,150	-	-	-	-	-	150,000	-	150,000
Pedestrian Safety Improvements (Downtown)	200,000	-	-	-	-	-	-	200,000	-	200,000
Design Services	75,000	-	-	-	-	-	-	75,000	-	75,000
City Hall Beautification	10,000	-	-	-	-	-	-	10,000	-	10,000
Subtotal	\$ 9,569,850	\$ 36,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,606,000	\$ 600,000	\$ 10,206,000
Public Safety										
Fleet Replacement (2020 Qty: 16)	\$ 716,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 716,000	\$ -	\$ 716,000
Hazardous Materials Truck and Trailer (replacement)	94,250	155,750	-	-	-	-	-	250,000	-	250,000
Public Safety Server Migration	25,000	-	-	-	-	-	-	25,000	-	25,000
Traffic Preemption System (replacement; year 2 of 2)	150,000	-	-	-	-	-	-	150,000	-	150,000
Public Safety Equipment (replacement)	220,800	-	-	-	-	-	-	220,800	-	220,800
Public Safety SCBA Replacements	98,000	-	-	-	-	-	-	98,000	-	98,000
Exhaust Removal System/Turnout Gear Lockers	76,000	-	-	-	-	-	-	76,000	-	76,000
Mobile Dispatch	-	-	91,000	-	-	-	-	91,000	-	91,000

**City of Alpharetta
FY 2020 Budget
Capital Plan Use (Project Detail)**

	General/ Capital Project Fund (1)	Impact Fee Fund	E-911 Fund	DEA Fund	Hotel/Motel Fund	T-SPLOST Fund	2016 Bond Fund	Total	Other Sources	Total
2020 Operating Initiative - Vehicle for Asst Fire Marshal position	54,250	-	-	-	-	-	-	54,250	-	54,250
Radio Replacement (qty: 10)	-	-	28,000	-	-	-	-	28,000	-	28,000
Patrol Rifle Platform System	-	-	-	130,000	-	-	-	130,000	-	130,000
Subtotal	\$ 1,434,300	\$ 155,750	\$ 119,000	\$ 130,000	\$ -	\$ -	\$ -	\$ 1,839,050	\$ -	\$ 1,839,050
Recreation, Parks & Cultural Services										
Park Enhancements (recurring)	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ 150,000
Park Repairs/Improvements (recurring)	100,000	-	-	-	-	-	-	100,000	-	100,000
Fleet Replacement (Qty: 2 - Bus/Truck)	150,000	-	-	-	-	-	-	150,000	-	150,000
Park Equipment Replacement (recurring)	120,000	-	-	-	-	-	-	120,000	-	120,000
Park System Wayfinding/Signage	-	-	-	-	100,000	-	-	100,000	-	100,000
Northside Sponsorship Activity Grant Improvements	40,000	-	-	-	-	-	-	40,000	-	40,000
Wills Park Master Plan	-	-	-	-	850,000	-	-	850,000	-	850,000
Design Services	20,000	-	-	-	-	-	-	20,000	-	20,000
Greenway Improvements/Repairs	250,000	-	-	-	-	-	-	250,000	-	250,000
Subtotal	\$ 830,000	\$ -	\$ -	\$ -	\$ 950,000	\$ -	\$ -	\$ 1,780,000	\$ -	\$ 1,780,000
TOTAL	\$ 12,564,650	\$ 191,900	\$ 119,000	\$ 130,000	\$ 1,045,000	\$ -	\$ -	\$ 14,050,550	\$ 600,000	\$ 14,650,550
NON-ALLOCATED (future capital/one-time	\$ 829,118	\$ 1,403,228	\$ -	\$ -	\$ 440,507	\$ 15,772,820	\$ 1,325,912	\$ 19,771,585		\$ 19,771,585
Budgeted as part of FY 2020 Budget									Budgeted once received	

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

Alpharetta

GEORGIA ♦ USA



Budget

Fiscal Year 2020

(July 1, 2019 through June 30, 2020)

City of Alpharetta, GA

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

Phone: (678) 297-6094
Fax: (678) 297-6063
www.alpharetta.ga.us

Annual Operating & Capital Budget (Line-item Budget Detail)



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

Operating and Capital Budget

Fiscal Year 2020

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

June 3, 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 \$4.8 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 \$4.8 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:	30,492,500	(1)
– Solid Waste Fund:	4,180,762	
– Risk Management Fund:	1,507,300	
– Medical Insurance Fund:	7,686,909	
– OPEB Funds:	641,000	
Total	\$141,097,168	

(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 2.9% over FY 2019. This figure includes the operating initiative funding for FY 2020¹. After adjusting for operating initiative funding, **the base operational budget growth totals 1.5%**.
 - Management of personnel and compensation program to align with current market environment:
 - ✓ Staffing level at 452 full-time equivalents "FTE" (including the 8.5 FTE positions added as part of the operating initiative funding for FY 2020).
 - ✓ 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; \$321,198² incremental budget impact citywide for existing positions).
 - ✓ Coverage of Pension (Defined Benefit) costs that grow annually at a rate approximating salary growth (3% for FY 2020).
 - Targeted growth (4.8% or \$741,627) in departmental maintenance and operations budgets (General Fund) that is primarily attributable to approved operating initiatives and includes the following:
 - ✓ Increase in professional services of \$293,031 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 (\$100,000) into the operating budget (previously funded the capital allocations).
 - ✓ Increase in maintenance contracts of \$79,269 due primarily to 2020 Operating Initiative funding for a License Plate Recognition Grant Program.
 - ✓ Increase in professional services (IT) of \$525,709 due primarily to the addition of ThinkGard database backup services (previously funded through periodic capital investment), full-recognition of Microsoft Enterprise licensing

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

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

costs (FY 2019 appropriation was understated and, as a result, was funded in-part through one-time capital funding), and Operating Initiative funding (Cloud IT Services, Microsoft Azure, DUO Security Service, Patch Management Software, SpamHero Software, HRIS Management Software, Budget Preparation Software, etc.).

- ✓ 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 -4% 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
- May 13, 2019: Council Meeting
- May 20, 2019: Council Meeting

FY 2020 Budget Work Sessions

- May 28, 2019: Public Hearing and Council Meeting (tentative)
 - 1st reading of Budget Ordinance*
 - 1st reading of Millage Rate Ordinance*
- 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

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

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	

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 \$4.8 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, \$4.8 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 - 2041³: \$7.2 million (annual average). These figures include city and Development Authority obligations and span multiple Funds.

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	\$	-	\$ -
Community Development		152,077		-	138,000
Human Resources		32,000		-	-
Finance		50,000		-	-
Public Safety		272,390		133,837	54,250
Information Technology		316,721		-	(500,000)
Recreation, Parks & Cultural Services		50,000		-	-
	\$	879,688	\$	133,837	\$ (307,750)
Non-Allocated:	\$	-	\$	-	

Operating Initiative funding for FY 2020 has been programmed into the General Fund and E-911 Fund budgets.

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.

³ Represents the final maturity of the Series 2016 Alpharetta Parks and Transportation Bonds issued in FY 2017.

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 million. Recommended capital projects total \$14.7 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	3,079,250	-	-	-	-	-	-	3,079,250	-	3,079,250
(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	77,500	-	-	-	-	-	-	77,500	600,000	677,500
	\$ 13,393,768	\$ 1,595,128	\$ 119,000	\$ 130,000	\$ 1,485,507	\$ 15,772,820	\$ 1,325,912	\$ 33,822,135	\$ 600,000	\$ 34,422,135
Uses:										
(2) Capital/Grant-Matching	\$ 12,564,650	\$ 191,900	\$ 119,000	\$ 130,000	\$ 1,045,000	\$ -	\$ -	\$ 14,050,550	\$ 600,000	\$ 14,650,550
	\$ 12,564,650	\$ 191,900	\$ 119,000	\$ 130,000	\$ 1,045,000	\$ -	\$ -	\$ 14,050,550	\$ 600,000	\$ 14,650,550
Non-Allocated:										
Future Capital/Grant Initiatives	\$ 829,118	\$ 1,403,228	\$ -	\$ -	\$ 440,507	\$ 15,772,820	\$ 1,325,912	\$ 19,771,585	\$ -	\$ 19,771,585

- (1) Represents funding programmed within the General fund budget to cover recurring capital needs (e.g. milling & resurfacing of city roadways, fleet replacement, etc.).
 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.
- (2) 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 \$4.8 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**

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 the General Fund and E-911 Fund budgets. 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. A component of this project will involve leveraging available resources to update other components of the Finance Department’s software capabilities (e.g. payroll).

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	\$ 4,779,250
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
Development Authority Contribution ⁶	37,500
Grant ⁷	640,000
Total Sources:	\$34,422,135

Recommended Capital Initiatives*:

Recurring Capital Initiatives	\$ 9,678,800
Recurring Stormwater/Drainage Initiatives	2,550,000
General Capital Initiatives	2,421,750
Total Uses:	\$14,650,550

Reserve for Future Capital/One-Time Investment:	\$ 829,118
T-SPLOST Non-Allocated:	\$15,772,820
Hotel/Motel Fund (facility money):	\$ 440,507
Impact Fees (Transportation):	\$ 826,691
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 \$15,306,000.

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- 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; Wills Park Master Plan Improvements; and Downtown Parking Signage.
- 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 (Design of Hopewell Road at Vaughan Drive Roundabout; non-allocated).
- ⁴ Funding from E-911 fees allocated for replacement of Portable Radios and implementation of Mobile Dispatch functionality.
- ⁵ Funding from DEA forfeiture funds for the patrol rifle platform system.
- ⁶ Funding from the Alpharetta Development Authority to fund 50% of costs associated with the Economic Development Analysis and Strategic Plan.
- ⁷ 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 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 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. Financing arrangements will be considered if it is in the City's best interest.

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 consists 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

\$87,500

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.

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. **This initiative is being split funded by the City (\$37,500) and the Alpharetta Development Authority (\$37,500).**

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.

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

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).

Pedestrian Safety Improvements (Downtown)

\$200,000

Priority 1: This request is for funding to evaluate, design, and construct pedestrian safety improvements at Canton Street/Old Canton Street and neighboring areas in the Downtown utilizing the tools and recommendations set forth in the pedestrian safety study funded in FY 2019. Projects may include pedestrian refuge islands, lighting improvements, midblock crossings, intersection treatments, and signal timing adjustments. Additional improvements may consist of installing signage restricting turning movements and modifying signals to incorporate a leading pedestrian movement. Remaining funds, if any, may be used at the intersection of Mayfield Road and Alpharetta Elementary School and/or surrounding Downtown areas.

Old Roswell St Parking Lot Trash Enclosure

\$125,000

Priority 1: This request is for funding to reconfigure and expand the dumpster enclosures servicing downtown businesses. Business user fees will cover the operational costs associated with the dumpster services.

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

Community Development

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 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 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.

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.

Pedestrian Safety Improvements \$300,000

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. 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).**

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).**

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

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:	30,492,500 (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	\$141,097,168

(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	2,018,666	55,227	2.8%
Legal Services	690,000	750,000	60,000	8.7%
Community Development	3,162,560	3,435,510	272,950	8.6%
Public Works	8,821,264	8,955,157	133,893	1.5%
Finance	3,366,136	3,548,890	182,754	5.4%
Public Safety	28,472,171	29,771,142	1,298,971	4.6%
Human Resources	505,846	643,973	138,127	27.3%
Municipal Court	1,096,466	1,119,715	23,249	2.1%
Recreation, Parks & Cultural Services	9,975,553	10,266,679	291,126	2.9%
Information Technology	1,742,223	2,119,345	377,122	21.6%
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	\$ 64,655,263	\$ 1,807,213	2.9%
Non-Allocated (Reserve)		320,312		
Interfund Transfer:				
Capital Project Fund	9,675,047	7,766,268		
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	\$ 29,307,901	\$ 1,327,608	4.7%
Group Insurance	8,008,808	8,506,331	497,523	6.2%
Pension (Defined Benefit)	2,599,935	2,675,532	75,597	2.9%
Pension (401A)	1,803,549	1,935,988	132,439	7.3%
OPEB/Post Employment Healthcare	593,514	566,864	(26,650)	-4.5%
Miscellaneous Benefits	2,916,427	3,100,513	184,086	6.3%
<i>subtotal</i>	\$ 43,902,526	\$ 46,093,129	\$ 2,190,603	5.0%
Maintenance and Operations:				
Professional Services	\$ 2,918,106	\$ 3,211,137	\$ 293,031	10.0%
Repair/Maintenance	1,695,541	1,703,985	8,444	0.5%
Maintenance Contracts	2,397,441	2,476,710	79,269	3.3%
Professional Services (IT)	1,437,923	1,963,632	525,709	36.6%
General Supplies	1,043,557	1,050,277	6,720	0.6%
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	1,843,889	(189,217)	-9.3%
<i>subtotal</i>	\$ 15,492,028	\$ 16,233,655	\$ 741,627	4.8%
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	\$ 64,655,263	\$ 1,807,213	2.9%
Non-Allocated (Reserve)		320,312		
Interfund Transfer:				
Capital Project Fund	9,675,047	7,766,268		
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 2.9% over FY 2019. This figure includes the operating initiative funding for FY 2020¹. After adjusting for operating initiative funding, **the base operational budget growth totals 1.5%**.
- Management of personnel and compensation program to align with current market environment:
 - Staffing level at 452 full-time equivalents “FTE” (including the 8.5 FTE positions added as part of the operating initiative funding for FY 2020).
 - Continuation of a performance-based merit program of 3% on April 1, 2020, per authorized/funded position (estimated cost of \$250,000 citywide²). 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; \$321,198³ incremental budget impact citywide for existing positions).
 - 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	30.0	2.0
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	223.5	2.5
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	12.0	1.0
subtotal	409.0	408.5	410.5	410.5	415.0	4.5
E-911 Fund (Special Revenue Fund)						
Public Safety	25.0	29.0	29.0	29.0	32.0	3.0
Information Technology	1.0	1.0	1.0	1.0	1.0	-
subtotal	26.0	30.0	30.0	30.0	33.0	3.0
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	452.0	7.5

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

² This represents the financial impact in FY 2020 (i.e. April-June 2020).

³ The General Fund increased \$357,022 while the other operating funds (combined) decreased -\$35,824.

- Targeted growth (4.8% or \$741,627) in departmental maintenance and operations budgets (General Fund) that is primarily attributable to approved 2020 Operating Initiatives and includes the following:
 - Increase in professional services of \$293,031 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 (\$100,000) into the operating budget (previously funded the capital allocations).
 - Increase in maintenance contracts of \$79,269 due primarily to 2020 Operating Initiative funding for a License Plate Recognition Grant Program.
 - Increase in professional services (IT) of \$525,709 due primarily to the addition of ThinkGard database backup services (previously funded through periodic capital investment), 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), and 2020 Operating Initiative funding (Cloud IT Services, Microsoft Azure, DUO Security Service, Patch Management Software, SpamHero Software, HRIS Management Software, Budget Preparation Software, etc.).
 - 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 -4% 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 \$2,018,666 and represents an increase of 3%, or \$55,227, 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 30%, or \$187,660, due primarily to the following activity:

- Increase in professional services of \$229,820 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 (\$100,000) into the operating budget (previously funded the capital allocations).
- All other departmental maintenance and operations budget accounts declined roughly -9% 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 \$3,435,510 and represents an increase of 9%, or \$272,950 compared to FY 2019.

The Personnel Services category increased 9%, or \$256,573, 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 2 full-time-equivalent Code Enforcement Officer positions (2020 Operating Initiative).

Base level personnel total 30 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	5.0	2.0
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	30.0	2.0

The Maintenance and Operations category increased 5%, or \$16,377, due primarily to the following activity:

- Increase in professional services (IT) of \$21,545 due primarily to the addition of ThinkGard database backup services (previously funded through periodic capital investment), 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), and equipment associated with the two new Code Enforcement Officers added for FY 2020.
- 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 \$3,548,890 and represents an increase of 5%, or \$182,754, 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 increased 6%, or \$46,081, 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.
- Increase in professional services (IT) of \$34,582 due primarily to 2020 Operating Initiative funding for new Budget Preparation Software which is partially offset 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 \$29,771,142 and represents an increase of 4.6%, or \$1,298,971, compared to FY 2019.

The Personnel Services category increased 4.5%, or \$1,102,647, 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 2.5 full-time-equivalent positions as part of the 2020 Operating Initiatives (Assistant Fire Marshal personnel - one full-time and the upgrade of one existing part-time to full-time; and one Evidence Technician position).

Base level personnel total 223.5 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	2.5	2.5	3.5	3.5	5.0	1.5
	98.5	98.5	99.5	99.5	101.0	1.5

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Variance
Civilian Positions						
Administrative Assistant II	2.0	2.0	2.0	2.0	2.0	-
Criminal Intelligence Analyst	1.0	1.0	1.0	1.0	1.0	-
Data Entry Clerk (1PT)	0.5	-	-	-	-	-
Evidence Custodian	1.0	1.0	1.0	1.0	1.0	-
Evidence Technician	-	-	-	-	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	16.5	1.0
	218.5	219.0	221.0	221.0	223.5	2.5

* Position reclassifications occurred during FY 2019.

The Maintenance and Operations category increased 6%, or \$193,585, 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 \$84,391 due primarily to new funding for a License Plate Recognition Camera Program (2020 Operating Initiative) and reflecting the true operational allocation of RAPSTC which is partially offset through revised cost estimates for janitorial services, body camera software maint., Extra Job software, automated Form software, and the elimination of timekeeping software.
- All other departmental maintenance and operations budget accounts declined roughly -5% 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 \$643,973 and represents an increase of 27%, or \$138,127, 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 increased 18%, or \$30,270, due to the addition of 2020 Operating Initiative funding for new HRIS Software.

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 \$10,266,679 and represents an increase of 3%, or \$291,126, 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 2%, or \$99,075, due primarily to the following activity:

- Increase in professional services of \$42,541 due primarily to 2020 Operating Initiative funding for implementation of Special Needs Grant Programs.
- 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 -2% (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 \$2,119,345 and represents an increase of 22%, or \$377,122, compared to FY 2019.

The Personnel Services category increased 12%, or \$188,106, 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 one CityWorks IT Administrator position (2020 Operating Initiative).

Authorized personnel total 12.0 FTEs and represent the following:

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Variance
Chief Security Officer	-	-	-	-	1.0	1.0
CityWorks IT Administrator	-	-	-	-	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	12.0	1.0

The Maintenance & Operations category increased 117%, or \$189,016, due primarily to the following activity:

- Increase in professional services (IT) of \$201,416 due primarily to 2020 Operating Initiative funding for Cloud Services (\$100,000), Microsoft Azure (\$36,000), DUO Security Service (\$25,000), Patch Management Software (\$16,000) SpamHero Software (\$15,000) and 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 monies).

- All other departmental maintenance and operations budget accounts declined roughly -13% (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 2019⁴. After adjusting for the non-allocated reserve, the true operational budget growth is minimal (3%) compared to FY 2019.

The Personnel Services category increased 6%, or \$149,885, 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 3 Communication Officer personnel (2020 Operating Initiative) with costs partially offset through a reduction in overtime due to the increased staffing.

Authorized personnel total 33.0 FTEs.

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Variance
Communications Officer	13.0	17.0	17.0	17.0	20.0	3.0
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	33.0	3.0

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

⁴ 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.

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); and \$76,777 to cover lease payments associated with the financing of replacement mobile radios.

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
 - Parks (Non-Allocated: \$523,453)
 - Roads (Hopewell Road @ Vaughan Drive Roundabout (Design) \$36,150; Non-Allocated: \$826,691)
 - 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.

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

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.

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).

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; Downtown Parking Signage \$95,000; and a non-allocated balance of \$440,507 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).

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.

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.

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).

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.

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.

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).

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).

FUND SUMMARIES



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CITYWIDE FUND SUMMARIES

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

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	-	-	-	-	-	77,500	-	-	-	-	-	-	-	50,000	581,000	990,211
subtotal	\$ 66,454,825	\$ 4,192,120	\$ -	\$ -	\$ 8,800,000	\$ 5,097,000	\$ 77,500	\$ -	\$ 11,400,000	\$ -	\$ 4,100,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ -	\$ 109,957,416
Other Financing Sources																	
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,766,268	\$ 2,550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,316,268
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	\$ 10,766,268	\$ 2,550,000	\$ 4,372,820	\$ 1,325,912	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,139,752
Total Revenues	\$ 75,291,843	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 9,614,470	\$ 5,351,086	\$ 10,843,768	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ -	\$ 141,097,168
EXPENDITURES:																	
Mayor and City Council	\$ 382,496	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 382,496
City Administration	2,018,666	-	-	-	-	-	162,500	-	-	-	-	-	-	-	-	-	2,181,166
Legal Services	750,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	750,000
Community Development	3,435,510	-	-	-	95,000	-	268,000	-	-	-	-	-	-	-	-	-	3,798,510
Public Works	8,955,157	-	36,150	-	-	-	7,019,850	2,550,000	-	-	-	-	-	-	-	-	18,561,157
Finance	3,548,890	-	-	-	-	-	-	-	-	-	4,180,762	832,300	-	60,000	581,000	-	9,202,952
Public Safety	29,771,142	4,311,120	155,750	425,050	-	-	1,434,300	-	-	-	-	-	-	-	-	-	36,097,362
Human Resources	643,973	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	643,973
Municipal Court	1,119,715	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,119,715
Recreation, Parks & Cultural Services	10,266,679	-	-	-	950,000	-	830,000	-	-	-	-	-	-	-	-	-	12,046,679
Information Technology	2,119,345	-	-	-	-	-	300,000	-	-	-	-	-	-	-	-	-	2,419,345
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
Non-Allocated (Reserve)	320,312	-	1,403,228	-	440,507	-	829,118	-	15,772,820	1,325,912	-	-	45,000	-	-	-	20,136,897
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	\$ 64,975,575	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 6,314,470	\$ 5,351,086	\$ 10,843,768	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ -	\$ 127,480,900
Other Financing Uses																	
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000
Interfund Transfer to Grant/Capital Funds	10,316,268	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,316,268
subtotal	\$ 10,316,268	\$ -	\$ -	\$ -	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,616,268
Total Expenditures	\$ 75,291,843	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 9,614,470	\$ 5,351,086	\$ 10,843,768	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ -	\$ 141,097,168

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	-	-	-	-	-	77,500	-	-	-	-	-	-	-	50,000	581,000	990,211
subtotal	\$ 66,454,825	\$ 4,192,120	\$ -	\$ -	\$ 8,800,000	\$ 5,097,000	\$ 77,500	\$ -	\$ 11,400,000	\$ -	\$ 4,100,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 109,957,416	
Other Financing Sources																	
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,766,268	\$ 2,550,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,316,268
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	\$ 10,766,268	\$ 2,550,000	\$ 4,372,820	\$ 1,325,912	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,139,752
Total Revenues	\$ 75,291,843	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 9,614,470	\$ 5,351,086	\$ 10,843,768	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 141,097,168	
EXPENDITURES:																	
Personnel Services	\$ 46,093,129	\$ 2,727,686	\$ -	\$ 295,050	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 79,844	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 49,195,709
Maintenance and Operations	16,233,655	1,387,657	-	-	3,000	5,000	-	-	-	-	4,100,918	832,300	-	-	-	-	22,562,530
Capital/Capital Lease	684,789	195,777	191,900	130,000	1,045,000	-	10,014,650	2,550,000	-	-	-	-	-	-	-	-	14,812,116
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
Non-Allocated (Reserve)	320,312	-	1,403,228	-	440,507	-	829,118	-	15,772,820	1,325,912	-	-	45,000	-	-	-	20,136,897
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	\$ 64,975,575	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 6,314,470	\$ 5,351,086	\$ 10,843,768	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 127,480,900	
Other Financing Uses																	
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,300,000
Interfund Transfer to Grant/Capital Funds	10,316,268	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,316,268
subtotal	\$ 10,316,268	\$ -	\$ -	\$ -	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,616,268
Total Expenditures	\$ 75,291,843	\$ 4,311,120	\$ 1,595,128	\$ 425,050	\$ 9,614,470	\$ 5,351,086	\$ 10,843,768	\$ 2,550,000	\$ 15,772,820	\$ 1,325,912	\$ 4,180,762	\$ 1,507,300	\$ 7,686,909	\$ 60,000	\$ 581,000	\$ 141,097,168	



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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	\$ 29,307,901	\$ 1,327,608	4.7%
Group Insurance	8,008,808	8,506,331	497,523	6.2%
Pension (Defined Benefit)	2,599,935	2,675,532	75,597	2.9%
Pension (401A)	1,803,549	1,935,988	132,439	7.3%
OPEB/Post Employment Healthcare	593,514	566,864	(26,650)	-4.5%
Miscellaneous Benefits	2,916,427	3,100,513	184,086	6.3%
subtotal	\$ 43,902,526	\$ 46,093,129	\$ 2,190,603	5.0%
Maintenance and Operations:				
Professional Services	\$ 2,918,106	\$ 3,211,137	\$ 293,031	10.0%
Repair/Maintenance	1,695,541	1,703,985	8,444	0.5%
Maintenance Contracts	2,397,441	2,476,710	79,269	3.3%
Professional Services (IT)	1,437,923	1,963,632	525,709	36.6%
General Supplies	1,043,557	1,050,277	6,720	0.6%
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	1,843,889	(189,217)	-9.3%
subtotal	\$ 15,492,028	\$ 16,233,655	\$ 741,627	4.8%
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%
subtotal	\$ 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%
subtotal	\$ 2,688,003	\$ 1,643,690	\$ (1,044,313)	-38.9%
Total Operating Expenditures	\$ 62,848,050	\$ 64,655,263	\$ 1,807,213	2.9%
Non-Allocated (Reserve)		320,312		
Interfund Transfer:				
Capital Project/Grant Funds	11,580,047	10,316,268		
Total Expenditures	\$ 74,428,097	\$ 75,291,843		
<i>Personnel (full-time-equivalent)</i>	410.5	415.0		

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	2,018,666
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	3,435,510
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	3,548,890
Public Safety	24,212,086	24,672,611	25,001,343	26,161,349	28,472,171	29,771,142
Human Resources	376,580	393,603	368,722	367,541	505,846	643,973
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	10,266,679
Information Technology	1,467,121	1,520,628	1,546,560	1,602,409	1,742,223	2,119,345
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
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	\$ 64,975,575
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)	(7,766,268)
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)	\$ (6,890,801)
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>410.5</i>	<i>415.0</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	\$ 1,730,891	\$ 51,928	3.1%
Benefits	898,838	996,795	97,957	10.9%
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	-	(210,332)	-100.0%
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	33.0
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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 3%.

(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.

(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	-	-
	\$ 3,948,042	\$ 3,592,106	\$ 4,376,667	\$ 4,066,693	\$ 4,192,120
Expenditures:					
Public Safety	\$ 3,975,883	\$ 3,887,895	\$ 4,351,824	\$ 4,818,273	\$ 4,311,120
	\$ 3,975,883	\$ 3,887,895	\$ 4,351,824	\$ 4,818,273	\$ 4,311,120
Adjustments/Reconciliation:	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1)	\$ 2,122,858	\$ 1,827,070	\$ 1,851,913	\$ 1,100,333	\$ 981,333
<i>Changes in Fund Balance (actual/est.) (2)(3)</i>	<i>\$ (27,841)</i>	<i>\$ (295,789)</i>	<i>\$ 24,844</i>	<i>\$ (751,580)</i>	<i>\$ (119,000)</i>
<i>Personnel (full-time-equivalent)</i>	<i>26.0</i>	<i>26.0</i>	<i>30.0</i>	<i>30.0</i>	<i>33.0</i>

Notes:

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

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	191,900		-91.2%
(1) Non-Allocated/Reserve	1,595,128	1,403,228	(191,900)	-12.0%
Total Expenditures (All Uses):	\$ 3,769,187	\$ 1,595,128	\$ (191,900)	-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	-
	\$ 1,436,446	\$ 1,467,312	\$ 1,382,634	\$ 1,025,000	\$ -
Expenditures:					
Non-Departmental	\$ 17,055	\$ -	\$ -	\$ -	\$ -
Capital	74,688	299,120	2,733,902	2,174,059	191,900
	\$ 91,743	\$ 299,120	\$ 2,733,902	\$ 2,174,059	\$ 191,900
Other Financing Sources (Uses):					
Interfund Transfer:					
Debt Service Fund	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1)	\$ 2,927,264	\$ 4,095,456	\$ 2,744,187	\$ 1,595,128	\$ 1,403,228
<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>\$ (191,900)</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%
(1) Downtown Parking Signage	-	95,000	95,000	400.0%
Non-Allocated (Reserve)	814,470	440,507	(373,963)	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
Downtown Parking Signage	-	-	-	-	95,000
	<u>\$ 5,441,275</u>	<u>\$ 6,543,171</u>	<u>\$ 7,400,615</u>	<u>\$ 8,436,267</u>	<u>\$ 9,173,963</u>
Ending Fund Balance:	<u>\$ 950,567</u>	<u>\$ 1,505,262</u>	<u>\$ 1,770,515</u>	<u>\$ 2,314,470</u>	<u>\$ 1,940,507</u>
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ 950,567</i>	<i>\$ 554,695</i>	<i>\$ 265,254</i>	<i>\$ 543,955</i>	<i>\$ (373,963)</i>

Notes:

Revenue is to be distributed to the participating entities based on their relative share. Funding for Tourism Product Development is used for debt service on the Series 2016 Conference Center Bonds or reserved for debt service/future eligible initiatives (fund balance within the Hotel/Motel Fund).

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

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



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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>
<i>Changes in Fund Balance (actual/est.)</i>	<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	\$ 7,766,268	\$ (928,797)	-10.68%
Northside Hospital Grant (Fitness Initiatives)	-	40,000	40,000	-100.00%
Development Authority Contribution	-	37,500	37,500	-100.00%
Budgeted Fund Balance	2,750,000	3,000,000	250,000	0.00%
Total Revenues (All Sources):	\$ 11,445,065	\$ 10,843,768	\$ (601,297)	-5.25%
Capital: (1)				
City Administration	\$ 243,336	\$ 162,500	\$ (80,836)	-33.22%
Community Development	170,000	268,000	98,000	57.65%
Public Works	4,268,279	7,019,850	2,751,571	64.47%
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	829,118	(2,300,632)	-73.51%
Total Expenditures (All Uses):	\$ 11,445,065	\$ 10,843,768	\$ (601,297)	-5.25%

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)	\$ -	\$ -	\$ -	\$ -	\$ -
				\$ -	\$ -
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>	\$ 156,224	\$ 9,222	\$ 52,980	\$ (855)	\$ (80,000)
<i>Personnel (full-time-equivalent)</i>	1.0	1.0	1.0	1.0	1.0

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><u>\$ 589,041</u></u>	<u><u>\$ 279,335</u></u>	<u><u>\$ 222,137</u></u>	<u><u>\$ 222,137</u></u>	<u><u>\$ 222,137</u></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><u>\$ 1,057,003</u></u>	<u><u>\$ 1,130,252</u></u>	<u><u>\$ 1,224,157</u></u>	<u><u>\$ 1,224,157</u></u>	<u><u>\$ 1,224,157</u></u>
<i>Changes in Fund Balance (actual/est.)</i>	<u>\$ 61,846</u>	<u>\$ 73,249</u>	<u>\$ 93,905</u>	<u>\$ -</u>	<u>\$ -</u>

Notes:

Fiscal Years 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).



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Mayor and City Council

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CITY COUNCIL (POST 1)



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BEN BURNETT
CITY COUNCIL (POST 2)



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KAREN RICHARD
CITY COUNCIL (POST 3)



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JIM GILVIN
MAYOR



JGilvin@alpharetta.ga.us

Mission Statement

*TO MAKE A POSITIVE DIFFERENCE in the
community by efficiently managing public resources
and providing effective services and leadership that
exceed the expectations of our citizens.*

JOHN HIPES
CITY COUNCIL (POST 4)



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JASON BINDER
CITY COUNCIL (POST 5)



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DAN MERKEL
CITY COUNCIL (POST 6)



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Mayor and City Council

Mission Statement

To make a positive difference in the community by efficiently managing public resources and providing effective services and leadership that exceed the expectations of our citizens.

Core Values

Excellence: We believe that expectations are the starting point; not the destination. Every member of the City of Alpharetta Team shall be dedicated to the pursuit of continuous improvement in our results and how they are achieved.

Stewardship: The citizens of Alpharetta have entrusted to us public resources and empowered us to protect, invest, and leverage them for the good and betterment of the community. We shall do so in a manner that reflects the highest ethics, exacting standards, and unwavering principles.

Integrity: The trust of the public is the foundation of our ability to conduct the business of local government and realize the City's mission. Every member of the City of Alpharetta Team shall maintain her or his reputation for honesty, straightforwardness, fair dealing, and a sincere desire to serve in the best interest of the community and citizens of Alpharetta

Service: The City of Alpharetta is committed to efficient, effective, and responsive service delivery that makes a positive difference in the community and the lives of those we serve. We shall proactively address issues and pursue opportunities, act with humility, and deliver more than what is expected.

Loyalty: Through our every word and action we shall serve, protect, and promote the community and citizens of Alpharetta; advance the City's mission; and support and work in unity with those with whom we serve.

Community Vision

Our Community Vision is to advance Alpharetta as a signature City by:

- ✓ *Offering the highest quality of environment for our residents and businesses;*
- ✓ *Fostering strong sense of community including safety and security; and*
- ✓ *Providing a business climate that attracts the top echelon companies.*

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission.

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 MAYOR AND CITY COUNCIL Five-year Financial Summary						
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020	
Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	-
<i>% Change</i>		0.0%	0.0%	0.0%		0.0%
<i>average 5 year percent change</i>		0.0%				
Expenditures	\$ 321,095	\$ 319,279	\$ 292,533	\$ 364,389	\$ 382,496	
<i>% Change</i>		-0.6%	-8.4%	24.6%		5.0%
<i>average 5 year percent change</i>		5.1%				

DEPARTMENT BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
MAYOR AND CITY COUNCIL
BUDGET REQUEST BY ACCOUNT**

								<i>Amended FY 2019 to FY 2020</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Expenditures									
(1) Personnel services:									
Salary	\$ 120,000	\$ 120,000	\$ 109,063	\$ 120,000	\$ -	\$ 120,000	\$ 120,000	0.0%	\$ -
Benefits	165,160	171,026	153,643	194,005	-	194,005	211,883	9.2%	17,878
subtotal	\$ 285,160	\$ 291,026	\$ 262,705	\$ 314,005	\$ -	\$ 314,005	\$ 331,883	5.7%	\$ 17,878
Maintenance and Operations:									
Professional Services	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	0.0%	\$ -
(2) IT Professional Services	1,813	1,980	2,153	2,384	-	2,384	2,613	9.6%	229
General Supplies	4,488	1,232	3,687	4,000	-	4,000	4,000	0.0%	-
Mayor	8,793	8,476	7,782	9,000	-	9,000	9,000	0.0%	-
City Council Post 1	4,460	4,835	4,916	5,000	-	5,000	5,000	0.0%	-
City Council Post 2	1,607	1,019	3,936	5,000	-	5,000	5,000	0.0%	-
City Council Post 3	5,000	1,809	689	5,000	-	5,000	5,000	0.0%	-
City Council Post 4	4,993	4,546	1,954	5,000	-	5,000	5,000	0.0%	-
City Council Post 5	1,925	659	1,316	5,000	-	5,000	5,000	0.0%	-
City Council Post 6	2,856	3,697	3,395	5,000	-	5,000	5,000	0.0%	-
subtotal	\$ 35,936	\$ 28,254	\$ 29,828	\$ 50,384	\$ -	\$ 50,384	\$ 50,613	0.5%	\$ 229
Capital:									
Machinery & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Total	\$ 321,095	\$ 319,279	\$ 292,533	\$ 364,389	\$ -	\$ 364,389	\$ 382,496	5.0%	\$ 18,107
Full-time Equivalent Positions	7.0	7.0	7.0	7.0		7.0	7.0		

Notes

- (1) Variance due primarily to growth in group insurance premiums coupled with changes in coverage elections, growth in risk management claims funding, etc.
- (2) Variance 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 monies).

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION		FY 2019 Amended Operating Budget	FY 2020 Operating Budget Request	Mayor & Council	Mayor	City Council Post 1	City Council Post 2	City Council Post 3	City Council Post 4	City Council Post 5	City Council Post 6
				1110	MCC00	MCC01	MCC02	MCC03	MCC04	MCC05	MCC06
521200	Professional Services	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
523900	IT Professional Services	2,384	2,613	2,613	-	-	-	-	-	-	-
531100	General Supplies	4,000	4,000	4,000	-	-	-	-	-	-	-
532310	Mayor	9,000	9,000	-	9,000	-	-	-	-	-	-
532320	City Council Post 1	5,000	5,000	-	-	5,000	-	-	-	-	-
532330	City Council Post 2	5,000	5,000	-	-	-	5,000	-	-	-	-
532340	City Council Post 3	5,000	5,000	-	-	-	-	5,000	-	-	-
532350	City Council Post 4	5,000	5,000	-	-	-	-	-	5,000	-	-
532360	City Council Post 5	5,000	5,000	-	-	-	-	-	-	5,000	-
532370	City Council Post 6	5,000	5,000	-	-	-	-	-	-	-	5,000
TOTAL		\$ 50,384	\$ 50,613	\$ 12,723	\$ 9,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
MAYOR & COUNCIL	10011100	521200	Professional Services	General Professional Services	5,000	5,000
				<i>subtotal</i>	5,000	5,000
	10011100	523900	IT Professional Services	Solarwinds Software Renewal	27	-
				WAP Maintenance - Aerohive	14	14
				Amazon Web Services	2	2
				Developer License for MDM	1	1
				City Circuit Connection to Internet - AT&T	43	43
				Data Circuits - ASE - AT&T	123	123
				City Circuit Connection to Internet - Charter	8	8
				Load Balancer - Citrix	3	14
				Security - Patch Mgmt	-	57
				Data Center's Uninterruptible Power System	25	30
				Citywide Microsoft Licensing	50	421
				GIS Mobile Field Mapping & Data Collection	117	3
				Drone to GIS Conversion	7	117
				Non-Xerox Printer Repair	17	11
				Filemaker Database Management for Various City Dep	13	21
				Data Center Fire Suppression System	3	3
				Firewall - Palo Alto - Veristor	58	14
				Network Vulnerability Scanner	68	71
				Asset Management - LanSweeper	5	5
				ERPM (RED Identity Mgmt)	5	14
				ManageEngine - Logging & Auditing - LogRhythm	57	114
				Security Awareness Training (knowBe4)	21	20
				Microsoft User Based Training	21	-
				Technical Support for CISCO Network	40	40
				Conversion of LIDAR Data to ArcGIS	4	4
				Firewall - Palo Alto - Veristor	-	60
				ClientVPN - Palo Alto - Veristor	13	-
				SQL Monitoring	11	11
				Wiring Services	23	23
				City Enterprise Data Management	46	-

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail			
			Datacenter Security		14	-
			Consulting Services		55	55
			Citywide Virtual Licensing		105	97
			Maintenance Extensions		95	144
			City Virus, Adware, Spyware & Threat Protection		121	-
			City Circuit Connection to Internet - Zayo		59	59
			Backup and Replication/O365 backup		-	259
			Deep Security and Officescan - Carbon Black		-	48
			Duo 2FA - 2 Factor Authentication		-	52
			ManageEngine (Ad SelfService)		23	15
			iPad Wireless Service		384	-
			Mobile Data Management		343	286
			Line and Circuit Service		108	108
			GLS Monitoring and Support		135	136
			CISCO SMARTnet Telephony and Phone App Licenses		100	100
			Cisco phone infrastructure support		10	10
			Project Event Capture - ESRI		7	-
			subtotal		2,384	2,613
	10011100	531100	General Supplies		4,000	4,000
			subtotal		4,000	4,000
MAYOR MCC00	10011100	532370	MCC00 Mayor Expense	Other Expenses	8,616	8,616
				iPad Wireless Service	384	384
			subtotal		9,000	9,000
CITY COUNCIL POST 1	10011100	532310	MCC01 Post 1 Expense		5,000	5,000
			subtotal		5,000	5,000
CITY COUNCIL POST 2	10011100	532320	MCC09 Post 2 Expense		5,000	5,000
			subtotal		5,000	5,000
CITY COUNCIL POST 3	10011100	532330	MCC10 Post 3 Expense		5,000	5,000
			subtotal		5,000	5,000
CITY COUNCIL POST 4	10011100	532340	MCC11 Post 4 Expense		5,000	5,000
			subtotal		5,000	5,000
CITY COUNCIL POST 5	10011100	532350	MCC07 Post 5 Expense		5,000	5,000
			subtotal		5,000	5,000
CITY COUNCIL POST 6	10011100	532360	MCC08 Post 6 Expense		5,000	5,000
			subtotal		5,000	5,000
					50,384	50,613



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City Administration

BOB REGUS
CITY ADMINISTRATOR

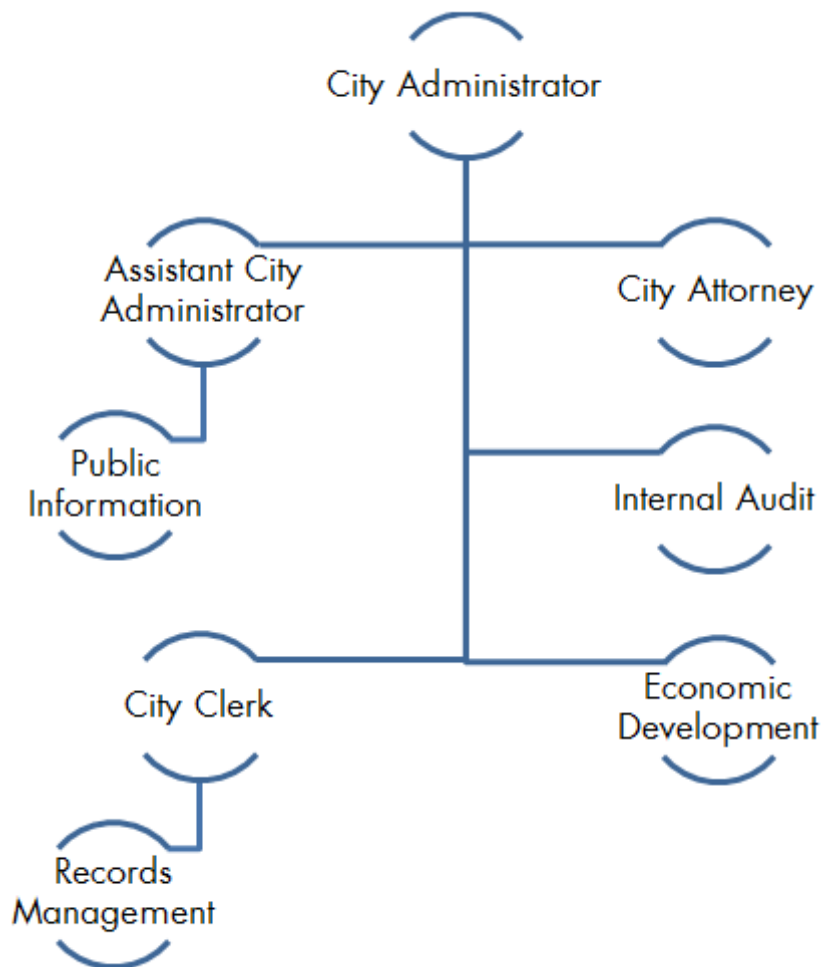


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JAMES DRINKARD
ASSISTANT CITY
ADMINISTRATOR



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Our Community Vision is to advance Alpharetta as a signature City by:

- ✓ *Offering the highest quality of environment for our residents and businesses;*
- ✓ *Fostering strong sense of community including safety and security; and*
- ✓ *Providing a business climate that attracts the top echelon companies.*

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission.

City Administration

Administration, Internal Audit, City Attorney, City Clerk, Public Information, and Economic Development

Mission Statement

The mission of the City Administrator's Office is to carry out the policies and implement the goals established by the City Council in providing services to the citizens in the most effective and economical manner while promoting awareness and understanding of services, policies, information, programs, and priorities that results in an informed and participative community.

Goals and Objectives

- ✓ To improve quality of service to citizens of the City of Alpharetta;
- ✓ To improve morale and promote teamwork among all employees;
- ✓ To improve coordination and administration of interdepartmental activities;
- ✓ To promote better communication between all levels of government and the citizens;
- ✓ To use technology to improve processes for citizen input into facets of governance;
- ✓ To increase the public/government interaction through the City's web site; and
- ✓ Oversee the Economic Development efforts for the City.

Key Issues

- ✓ Continue the development of a "customer-driven" organizational culture among the staff;
- ✓ Strengthen the relationship between the City Council and staff - building bridges in communication to facilitate the relationship;
- ✓ Continue the informative, cooperative endeavor of providing the best available information for the City Council to remain effective and successful in their offices;
- ✓ Meet the service provision and service level demand of the citizens while ensuring the most cost effective delivery of those services;
- ✓ Continue efforts toward more effective communication strategies with citizens through enhanced public awareness and public education programs;



- ✓ Seek to work with the local legislative delegation on the introduction or support of legislation that benefits the City of Alpharetta and its citizens;
- ✓ Anticipate the future population and area growth of the City as a result of continued development and annexations, ensuring staff meets the expectations of existing and new residents; and
- ✓ Continue efforts toward enhancing the compensation and benefits package to attract and retain the very best employees.

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 CITY ADMINISTRATION Five-Year Financial Summary					
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020
Revenue	\$ 13,672	\$ 21,953	\$ 15,818	\$ 6,700	\$ 6,700
% Change		60.6%	-27.9%	-57.6%	0.0%
average 5-year percent change		-6.3%			
Expenditures	\$ 1,893,792	\$ 1,980,803	\$ 2,181,453	\$ 1,963,439	\$ 2,018,666
% Change		4.6%	10.1%	-10.0%	2.8%
average 5-year percent change		1.9%			

DEPARTMENT BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
CITY ADMINISTRATION
BUDGET REQUEST BY ACCOUNT**

										<i>Amended FY 2019 to FY 2020</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMENDMENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)		
Revenue											
Charges for Services											
Parks Services Event Fees	\$ 733	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	-
Rents/Royalties	-	3,410	-	-	-	-	-	-	-	-	-
Misc. Revenue	87	7,696	490	-	-	-	-	-	-	-	-
Donation from Private Sources	-	-	4,158	-	-	-	-	-	-	-	-
(5) Alcohol Beverage Permit Fee	-	-	-	6,000	-	6,000	-	-100.0%	(6,000)		
Alcohol Beverage Admin Fee	11,900	10,150	10,150	-	-	-	6,000	-	6,000		
Public Records Request	453	498	820	500	-	500	500	0.0%	-		
City Center Facility Rental	500	200	200	200	-	200	200	0.0%	-		
Total	\$ 13,672	\$ 21,953	\$ 15,818	\$ 6,700	\$ -	\$ 6,700	\$ 6,700	0.0%	\$ -		

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
CITY ADMINISTRATION
BUDGET REQUEST BY ACCOUNT**

								<i>Amended FY 2019 to FY 2020</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMENDMENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Expenditures									
(1) Personnel Services:									
Salary	\$ 978,234	\$ 976,858	\$ 986,376	\$ 1,040,352	\$ (158,109)	\$ 882,243	\$ 807,226	-8.5%	\$ (75,017)
Benefits	425,918	422,467	431,845	507,525	(61,694)	445,831	388,415	-12.9%	(57,416)
subtotal	\$ 1,404,153	\$ 1,399,325	\$ 1,418,220	\$ 1,547,877	\$ (219,803)	\$ 1,328,074	\$ 1,195,641	-10.0%	\$ (132,433)
Maintenance and Operations:									
(2) Professional Services	\$ 93,263	\$ 154,563	\$ 293,534	\$ 165,400	\$ 14,480	\$ 179,880	\$ 409,700	127.8%	\$ 229,820
Equipment Repair/Maint.	110	-	1,373	300	-	300	-	-100.0%	(300)
(3) Advertising	91,170	161,923	184,783	176,000	515	176,515	163,200	-7.5%	(13,315)
(4) Printing and Binding	2,535	2,940	1,342	2,800	-	2,800	3,000	7.1%	200
(5) Employee Travel	30,160	37,441	38,585	25,600	(3,687)	21,913	12,500	-43.0%	(9,413)
(5) Employee Training	22,701	33,828	30,809	24,800	(1,800)	23,000	20,100	-12.6%	(2,900)
Maintenance Contracts	83,589	47,896	66,460	106,307	-	106,307	103,777	-2.4%	(2,530)
IT Professional Services	36,739	38,859	36,900	42,085	-	42,085	38,358	-8.9%	(3,727)
(3) General Supplies/Materials	124,791	84,830	80,558	79,915	(350)	79,565	69,390	-12.8%	(10,175)
Water and Sewer Utilities	152	549	178	-	-	-	-	-	-
Electricity Utilities	744	(222)	-	-	-	-	-	-	-
Small Equipment	3,560	11,928	13,045	3,000	-	3,000	3,000	0.0%	-
Non-Recurring Expenses	124	6,941	-	-	-	-	-	-	-
subtotal	\$ 489,639	\$ 581,478	\$ 747,565	\$ 626,207	\$ 9,158	\$ 635,365	\$ 823,025	29.5%	\$ 187,660

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
CITY ADMINISTRATION
BUDGET REQUEST BY ACCOUNT**

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	<i>Amended FY 2019 to FY 2020</i>	
								% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital:									
Machinery/Equipment	\$ -	\$ -	\$ 15,668	\$ -	\$ -	\$ -	\$ -	-	\$ -
subtotal	\$ -	\$ -	\$ 15,668	\$ -	\$ -	\$ -	\$ -	-	\$ -
Total	\$ 1,893,792	\$ 1,980,803	\$ 2,181,453	\$ 2,174,084	\$ (210,645)	\$ 1,963,439	\$ 2,018,666	2.8%	\$ 55,227
Full-time Equivalent Positions (1)	11.00	10.00	10.00	10.00		8.00	7.00		

Notes

- Variance 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 offset through the elimination of the Internal Audit function (one Internal Auditor position), Records Manager position, and Economic Development Director position.
- Variance is due primarily to election staffing/management costs for FY 2020 and the programming of Tech Alpharetta operational funding into the operating budget (previously funded the capital allocations). In accordance with the agreement with Fulton County, the city is responsible for full election cost coverage during those elections held when the County does not have a question on the ballot (as is anticipated for FY 2020).
- Variance is based on an overall reduction in anticipated hospitality/marketing/promotional needs and is partially offset through anticipated elections advertising costs and 2020 Operating Initiatives (Recognition of City Committees and Boards).
- (4) Variance is based on historical and year-to-date expenditure trends.
- (5) Variance is based on a reduced expectation of travel and training needs.

REVENUE SUMMARY BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Revenue Summary by Account

				FY 2019 Amended Budget	FY 2020 Recommended Budget
Division/Project	Account Number		Title		
City Admin	10013200	371000	Donation from Private Source	-	-
Economic Development	10013220	381000	Rents/Royalties	-	-
" "	10013220	389000	Misc. Revenue	-	-
City Clerk	10013300	321100	Alcohol Beverage Permit Fee	6,000	-
" "	10013300	321101	Alcohol Beverage Admin Fee	-	6,000
" "	10013300	324100	Penalty/Interest Alcoholic Bev	-	-
" "	10013300	341900	Public Records Request	500	500
" "	10013300	341901	City Center Facility Rental	200	200
Total				\$ 6,700	\$ 6,700

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2020
Statement: Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

				Economic Development		City Clerk	
ACCOUNT DESCRIPTION	FY 2019 Amended Operating Budget	FY 2020 Operating Budget Request	City Administration	Economic Development	Community Marketing & Promotions	City Clerk	Elections
			1320	1322	AED02	1330	ACC00
521200 Professional Services	\$ 179,880	\$ 409,700	\$ 121,200	\$ 140,000	\$ -	\$ 4,500	\$ 144,000
522210 Equipment Repair/Maint.	300	-	-	-	-	-	-
522320 Equipment Rental	-	-	-	-	-	-	-
523300 Advertising	176,515	163,200	5,500	-	145,700	6,000	\$6,000
523400 Printing and Binding	2,800	3,000	-	-	3,000	-	-
523500 Employee Travel	21,913	12,500	2,000	7,500	-	3,000	-
523700 Employee Training	23,000	20,100	7,500	9,000	-	3,600	-
523860 Maintenance Contracts	106,307	103,777	25,700	49,000	-	\$29,077	-
523900 IT Professional Services	42,085	38,358	23,115	7,431	-	\$7,812	-
531100 General Supplies/Materials	79,565	69,390	26,890	6,000	25,000	\$11,500	-
531600 Small Equipment	3,000	3,000	3,000	-	-	-	-
532400 Non-Recurring	-	-	-	-	-	-	-
541300 Facility Improvements	-	-	-	-	-	-	-
TOTAL	\$ 635,365	\$ 823,025	\$ 214,905	\$ 218,931	\$ 173,700	\$ 65,489	\$ 150,000

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
CITY ADMINISTRATION	10013200	521200	Professional Services	Atlanta Regional Commission	1,500	-
				Georgia Municipal Association - Dues	16,700	-
				Georgia Municipal Association - Telecom	10,000	-
				Video Production And Editing Services	1,200	1,200
				Website Function Improvements	10,000	10,000
				Marketing/Public Relations Services	100,000	100,000
				Misc. Professional/Design Services	20,000	10,000
				subtotal	159,400	121,200
	10013200	522210	Equipment Repair & Maintenance	General Repair/Maintenance (e.g. printers)	300	-
				subtotal	300	-
	10013200	523300	Advertising	Bid and Recruitment Advertising	500	500
				Marketing / Promotional Materials / Placement Advertising	15,000	5,000
				subtotal	15,500	5,500
	10013200	523500	Employee Travel	Local Mileage & Travel	3,000	2,000
				subtotal	3,000	2,000
	10013200	523700	Employee Training	Association Membership Fees	3,000	3,500
				Training and Education	3,000	4,000
				subtotal	6,000	7,500
	10013200	523860	Maintenance Contracts	Coffee and Water Cooler Service	3,000	2,500
				GRM Records Management	500	300
				GRM Shredding	100	100
				Domain Name Registration - GSA Finance	150	150
				SQ Box Solutions	3,000	3,000
				Telerik (Sitefinity CMS Enterprise) Annual Maintenance	9,300	9,300
				Siteimprove Annual Contract	4,350	4,350
				Website Hosting (Cloud)	4,000	4,000
				Survey Creator Subscription	300	400
				Government Online Forms	10,000	-
				Basecamp Subscription (Team collaboration tool)	4,000	1,000
				Mailchimp Subscription (Email Newsletter Support)	600	600
				subtotal	39,300	25,700

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
	10013200 523900	IT Professional Services	Solarwinds Software Renewal	109	-
			WAP Maintenance - Aerohive	57	56
			Amazon Web Services	7	7
			Developer License for MDM	3	3
			City Circuit Connection to Internet - AT&T	171	171
			Data Circuits ASE (AT&T)	493	491
			City Circuit Connection to Internet - Charter	31	30
			Load Balancer - Citrix	14	55
			Security - Patch Mgmt	-	228
			Data Center's Uninterruptible Power System	100	118
			Citywide Microsoft Licensing	201	1,686
			Drone to GIS Conversion	27	14
			GIS Mobile Field Mapping & Data Collection	470	469
			Non-Xerox Printer Repair	68	46
			Filemaker Software Maintenance & Support	52	82
			Data Center Fire Suppression System	11	11
			Project Event Capture - Palo Alto - Veristor	27	55
			Network Vulnerability Scanner	274	282
			Asset Management - LanSweeper	18	18
			ERPM (RED Identity Mgmt)	18	55
			Manage Engine Logging and Auditing - LogRhythm	228	456
			Security Awareness Training (KnowBe4)	82	82
			Microsoft User Based Training	82	-
			SmartNet Technical Support for CISCO Network	160	159
			Conversion of LIDAR Data to ArcGIS	15	15
			Firewall - Palo Alto - Veristor	231	241
			Client VPN - Palo Alto - Veristor	53	-
			SQL Monitoring Tool	46	46
			Wiring Services	91	91
			Datacenter Security	55	-
			Consulting Services	219	218
			City Enterprise Data Management	182	-
			Citywide Virtual Infrastructure	418	390
			Maintenance Extension	379	576
			City Virus, Adware, Spyware & Threat Protection	483	-
			City Circuit Connection to Internet - Zayo	237	237
			Backup and Replication/0365 backup	-	1,038

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
			End Point Protection - Carbon Black	-	191
			Duo 2FA - 2 Factor Authentication	-	209
			ManageEngine Ad Self-service	91	59
			iPhone Service	1,872	2,200
			Cellular iPad Service	768	984
			Cellular MiFi Service	456	456
			Mobile Data Management	343	400
			Line and Circuit Service	2,371	2,376
			GLS Monitoring and Support	2,978	2,984
			CISCO SMARTnet Telephony and Phone App Licenses	2,196	2,200
			Cisco phone infrastructure support	220	220
			Netmotion Mobility XE Software Renewal	290	290
			Digital Recorder Maintenance & Renewal	5,000	-
			Adobe Products	1,660	2,220
			Efax	540	900
			Building Access Control	1,800	-
			City Camera (Avigilon Control Center)	1,500	-
			subtotal	27,197	23,115
	10013200	531100	General Supplies & Materials		
			Catering Services - Various Meetings	200	-
			Council (facility, meals, retreat, etc.)	5,000	6,000
			Meals and Meetings	5,000	4,000
			General Supplies	8,500	8,500
			Postage Allocation - Shipping - FedEx USPS	650	500
			Promotional Events	500	500
			Subscriptions - Atlanta Business Chronicle	150	150
			Subscriptions - Atlanta Journal Constitution	300	475
			Subscriptions - Fortune	65	65
			Subscriptions - Wall Street Journal	200	200
			City Committees/Boards Recognition (2020 Operating Init.)	-	6,500
			subtotal	20,565	26,890
	10013200	531600	Small Equipment		
			Misc. Small Equipment	3,000	3,000
			subtotal	3,000	3,000
	10013200	532400	Non-Recurring Expenses		
			subtotal	-	-
Administration Total				274,262	214,905

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
ECONOMIC DEVELOPMENT	10013220	521200	Professional Services	Tech Alpharetta	-	100,000
				Miscellaneous Professional Services	-	40,000
				subtotal	-	140,000
	10013220	523500	Employee Travel		15,000	7,500
				subtotal	15,000	7,500
	10013220	523700	Employee Training	Association Membership Fees	4,000	4,000
				Training and Education	10,000	5,000
				subtotal	14,000	9,000
	10013220	523860	Maintenance Contracts	Co-Star Group	7,500	7,000
				GNFCC Chamber Economic Development	25,000	25,000
				ORACLE NetSuite (Project Mgmt/Cloud)	-	6,000
				GIS Integration to ED Website	11,000	11,000
				subtotal	43,500	49,000
	10013220	523900	IT Professional Services			
				Solarwinds Software Renewal	55	-
				WAP Maintenance - Aerohive	28	28
				Amazon Web Services - Domain Name Service	4	4
				Developer License for MDM	1	1
				City Circuit Connection to Internet - AT&T	86	86
				Data Circuits - ASE - AT&T	246	246
				City Circuit Connection to Internet - Charter	15	15
				Load Balancer - Citrix	7	27
				Security - Patch Management	-	114
				Data Center's Uninterruptible Power System	50	59
				Citywide Microsoft Licensing	100	843
				Drone to GIS Conversion	14	7
				GIS Mobile Field Mapping & Data Collection	235	234
				Non-Xerox Printer Repair	34	23
				Filemaker Software Maintenance & Support	26	41
				Data Center Fire Suppression System	5	5
				Project Event Capture - Palo Alto - Veristor	14	27
				Network Vulnerability Scanner	137	141
				Asset Management - LanSweeper	9	9
				ERPM (RED Identity Mgmt)	43	27
				Manage Engine (Logging & Auditing) - LogRhythm	114	228
				Security Awareness Training	41	41
				Microsoft User Based Training	41	-

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

				FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail		
			Technical Support for CISCO Network	80	80
			Conversion of LIDAR Data to ArcGIS	7	7
			Firewall - Palo Alto - Veristor	115	121
			SQL Monitoring Tool	23	23
			Client VPN - Palo Alto - Veristor	26	-
			Wiring Services	46	46
			Datacenter Security	27	-
			Consulting Services	109	109
			City Enterprise Data Management	91	195
			Citywide Virtual Infrastructure	209	-
			Maintenance Extension - DC Equipment Main Renewal	189	288
			City Virus, Adware, Spyware & Threat Protection	242	-
			City Circuit Connection to Internet - Zayo	119	118
			Backup and Replication/O365 backup	-	519
			End Point Protection - Carbon Black	-	96
			Duo 2FA - 2 Factor Authentication	-	105
			ManageEngine AdSelfService	46	30
			iPhone Service	1,248	550
			Cellular iPad Service	768	-
			Mobile Data Management	229	57
			Line and Circuit Service	216	216
			GLS Monitoring and Support	271	271
			CISCO SMARTnet Telephony and Phone App Licenses	200	200
			Cisco phone infrastructure support	20	20
			Netmotion Mobility XE Software Renewal	174	174
			Adobe Products	1,100	2,000
			Webloci Software	250	-
			subtotal	7,110	7,431
	10013220 531100	General Supplies	Meals and Meetings	8,000	3,000
			General Supplies	3,000	3,000
			subtotal	11,000	6,000
Economic Development Total				90,610	218,931

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project					FY 2019	FY 2020
Title	Account Number		Title	Account Detail	Adopted Budget	Recommended Budget
COMMUNITY MARKETING & PROMOTIONS AED02	10013220	523300 AED02	Advertising	Advertising/Marketing (ATL Bus. Chronicle, Appen, Pesto)	31,000	35,000
				Greater North Fulton Chamber (Membership Dues)	5,000	5,000
				Greater North Fulton Chamber (Gala Sponsorship)	5,000	5,500
				Alpharetta Chamber of Commerce Sponsorship	10,000	12,500
				HI-REZ Studios Sponsorship (HRX Expo)	15,000	15,000
				Tech. Association of GA (TAG) Bundled Sponsorships	30,000	25,000
				Greater ATL Chamber Foundation - SXSW 2018 Sponsorship	5,000	-
				Metro ATL Chamber (MAC) - IoT-ATL Sponsorship	-	7,500
				MAC - Money 20/20 Vegas Sponsorship	-	-
				MAC - Smart City Expo Sponsorship	-	9,200
				MAC - Money 2020 & InfoSec	-	14,000
				MAC - Membership Dues	-	11,000
				Miscellaneous Sponsorships (BISNOW, CFQG, etc.)	-	6,000
				Money 20/20 - INFOSEC/VEGAS (Metro Atl Chamber-MAC)	16,500	-
				SMART Cities World Congress (MAC)	10,000	-
				Silicon Valley Start-Up Trade Mission - 2X @\$5000	10,000	-
				Mobile World Congress US Sponsorship (MAC)	5,000	-
				Money 20/20 US Sponsorship (MAC)	6,500	-
				Connexx Start-Up Challenge Trade Mission	7,500	-
				subtotal	156,500	145,700
	10013220	523400 AED02	Printing and Binding	Brochures	2,800	3,000
				subtotal	2,800	3,000
	10013220	531100 AED02	General Supplies	Promotional Materials, ATC Dinner, etc.	35,000	25,000
				subtotal	35,000	25,000
Economic Development					194,300	173,700
CITY CLERK	10013300	521200	Professional Services	Muni Code - including web hosting, policy updates, etc.	4,000	4,000
				Records Management	2,000	500
				subtotal	6,000	4,500
	10013300	523300	Advertising	Bid and Recruitment Advertising	500	500
				Newspaper advertisements (incl alcohol license)	3,500	5,500
				subtotal	4,000	6,000
	10013300	523500	Employee Travel	Clerk Division Travel Expenses	2,500	3,000
				subtotal	2,500	3,000
	10013300	523700	Employee Training	Clerk Division Professional Development	2,500	3,100
				Association Membership Fees	500	500
				subtotal	3,000	3,600

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Title	Account Number	Title	Account Detail			
	10013300 523860	Maintenance Contracts	Xerox Copier Lease (FY18-WC7545/CQ8900; FY19-C8045)		3,457	1,677
			Xerox Copier Maintenance Plan		7,000	6,500
			GRM - Records Management		1,000	800
			CivicClerk Agenda Mgmt. Software Maintenance & Video Feed		6,200	13,000
			Pitney Bowes - Postage Machine		4,250	5,500
			JustFOIA (open records request)		1,600	1,600
			subtotal		23,507	29,077
	10013300 523900	IT Professional Services	Solarwinds Software Renewal		82	-
			WAP Maintenance - Aerohive		42	42
			Amazon Web Services - Domain Name Service		5	5
			Developer License for MDM		2	2
			City Circuit Connection to Internet - AT&T		129	128
			Data Circuits - ASE - AT&T		369	369
			City Circuit Connection to Internet - Charter		23	23
			Load Balancer - Citrix		10	41
			Security - Patch Mgmt		-	171
			Data Center's Uninterruptible Power System		75	89
			Citywide Microsoft Licensing		151	1,264
			Drone to GIS Conversion		21	10
			GIS Mobile Field Mapping & Data Collection		352	352
			Non-Xerox Printer Repair		51	34
			Database Management for Various City Departments		39	62
			Data Center Fire Suppression System		8	8
			Project Event Capture - Palo Alto - Veristor		21	41
			Network Vulnerability Scanner		205	212
			Asset Management - LanSweeper		14	14
			ERPM (RED Identity Mgmt)		65	41
			Manage Engine (Logging & Auditing) - LogRhythm		171	342
			Security Awareness Training (KnowBe4)		62	61
			Microsoft User Based Training		62	-
			Technical Support for CISCO Network		120	119
			Conversion of LIDAR Data to ArcGIS		11	11
			Datacenter Security		41	181
			Firewall - Palo Alto - Veristor		173	-
			Client VPN - Palo Alto - Veristor		40	-
			SQL Monitoring Tool		34	34
			Wiring Services		68	68

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project					FY 2019	FY 2020	
Title	Account Number		Title	Account Detail	Adopted Budget	Recommended Budget	
				Consulting Services	164	164	
				City Enterprise Data Management	137	292	
				Citywide Virtual Infrastructure	314	432	
				Maintenance Extension - DC Equipment Main Renewal	284	-	
				City Virus, Adware, Spyware & Threat Protection	363	-	
				City Circuit Connection to Internet - Zayo	178	177	
				Backup and Replication/O365 backup	-	778	
				End Point Protection - Carbon Black	-	143	
				Duo 2FA - 2 Factor Authentication	-	157	
				ManageEngine Ad Self-service	68	44	
				iPhone Service	624	550	
				Mobile Data Management	114	114	
				Line and Circuit Service	323	324	
				GLS Monitoring and Support	406	407	
				CISCO SMARTnet Telephony and Phone App Licenses	299	300	
				Cisco phone infrastructure support	30	30	
				Netmotion Remote Application & Data Access	116	116	
				Adobe Products	205	60	
				subtotal	6,071	7,812	
	10013300	531100	General Supplies & Materials	Pitney Bowes Postage & Supplies	5,000	5,000	
				Luncheons	500	1,250	
				City Council Events	500	1,250	
				General Office Supplies	1,000	1,000	
				Alcohol Applicant Signs	6,000	3,000	
				subtotal	13,000	11,500	
	10013300	531600	Small Equipment	subtotal	-	-	
	10013300	532400	Non-Recurring Expenses		-	-	
				subtotal	-	-	
City Clerk Total					58,078	65,489	
ELECTIONS ACC00	10013301	521200	ACC00	Professional Services	Election (Fulton County Staffing/Management)	-	144,000
				subtotal		-	144,000
	10013301	521200	ACC00	Advertising	Election Advertisements	-	6,000
				subtotal		-	6,000
City Clerk (Elections) Total						-	150,000

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

				FY 2019 Adopted Budget		FY 2020 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
INTERNAL AUDIT	10013600	522210	Equipment Repair & Maintenance			
				<i>subtotal</i>	-	-
	10013600	523500	Employee Travel	Internal Audit Travel Expenses	5,100	-
				<i>subtotal</i>	5,100	-
	10013600	523700	Employee Training	Internal Audit Prof Development	1,800	-
				<i>subtotal</i>	1,800	-
	10013600	523900	IT Professional Services			
				Solarwinds Software Renewal	27	-
				WAP Maintenance - Aerohive	14	-
				Amazon Web Services - Domain Name Service	2	-
				Developer License for MDM	1	-
				City Circuit Connection to Internet - AT&T	43	-
				Data Circuits - ASE - AT&T	123	-
				City Circuit Connection to Internet - Charter	8	-
				Load Balancer - Citrix	3	-
				Data Center's Uninterruptible Power System	25	-
				Citywide Microsoft Licensing	50	-
				GIS Mobile Field Mapping & Data Collection	117	-
				Drone to GIS Conversion	7	-
				Non-Xerox Printer Repair	17	-
				Database Management for Various City Departments	13	-
				Data Center Fire Suppression System	3	-
				Project Event Capture - Palo Alto - Veristor	7	-
				Network Vulnerability Scanner	68	-
				Asset Management - LanSweeper	5	-
				ERPM (RED Identity Mgmt)	5	-
				Manage Engine (Logging & Auditing)	57	-
				Security Awareness Training (KnowBe4)	21	-
				Microsoft User Based Training	21	-
				Technical Support for CISCO Network	40	-
				Conversion of LIDAR Data to ArcGIS	4	-
				Firewall - Palo Alto - Veristor	58	-
				Client VPN - Palo Alto - Veristor	13	-
				SQL Monitoring Tool	11	-
				Wiring Services	23	-
				City Enterprise Data Management	46	-
				Datacenter Security	14	-

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

				FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail		
			Consulting Services	55	-
			Citywide Virtual Infrastructure	105	-
			Maintenance Extension - DC Equipment Main Renewal	95	-
			City Virus, Adware, Spyware & Threat Protection	121	-
			City Circuit Connection to Internet - Zayo	59	-
			ManageEngine Ad Self-service	23	-
			Line and Circuit Service	108	-
			GLS Monitoring and Support	135	-
			CISCO SMARTnet Telephony and Phone App Licenses	100	-
			Cisco phone infrastructure support	10	-
			Visio Licenses	50	-
			subtotal	1,707	-
	10013600 531100	General Supplies & Materials	Office Supplies	150	-
			Printer Toner Cartridges	200	-
			subtotal	350	-
			Internal Audit Total	8,957	-
			City Administration Department Total	626,207	823,025

PERFORMANCE MEASUREMENTS

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City Administration Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
City Administration Department annual turnover percentage	11.0%	12.0%	0.0%	14.0%	0.0%	0.0%
Number of website hits	622,799	485,734	536,173	263,919	430,000	500,000
Website Unique Visitors	452,000	315,621	332,428	171,801	454,000	350,000
Website Page Views	1,200,000	1,144,182	1,177,294	566,390	1,210,000	1,210,000
% of Website New Visits	N/A	N/A	61%	60%	60%	60%
Facebook Followers	N/A	6,244	7,800	9,764	8,200	10,000
Twitter Followers	N/A	7,505	8,100	8,756	8,500	9,000
Personnel Assigned:	9.0 FTE	8.0 FTE	8.0 FTE	7.0 FTE	7.0 FTE	6.0 FTE
City Administrator	City Administrator	City Administrator	City Administrator	City Administrator	City Administrator	City Administrator
Asst City Admin	Asst City Admin	Asst City Admin	Asst City Admin	Asst City Admin	Asst City Admin	Asst City Admin
Executive Office Coord.	Executive Office Coord.	Executive Office Coord.	Executive Office Coord.	Executive Office Coord.	Executive Office Coord.	Executive Office Coord.
Grants Administrator	N/A	N/A	N/A	N/A	N/A	N/A
Web Administrator	Web Administrator	Web Administrator	Web Administrator	Web Administrator	Web Administrator	Web Administrator
City Clerk	City Clerk	City Clerk	City Clerk	City Clerk	City Clerk	City Clerk
Assistant City Clerk	Assistant City Clerk	Assistant City Clerk	Assistant City Clerk	Assistant City Clerk	Assistant City Clerk	Assistant City Clerk
Records Manager	Records Manager	Records Manager	Records Manager	Records Manager	Records Manager	N/A
Internal Auditor	Internal Auditor	Internal Auditor	Internal Auditor			

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City Administration - Economic Development						
Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
# of Existing business contacts	425	516	425		550	110
# of New projects	9	12	9	11	7	10
# of Major business prospects recruited	1		1		1	2
Personnel Assigned:	2.0 FTE	2.0 FTE	2.0 FTE		2.0 FTE	1.0 FTE
Economic Dev Director		Economic Dev Director	Economic Dev Director		Economic Dev Director	N/A
Economic Dev Manager		Economic Dev Manager	Economic Dev Manager		Economic Dev Manager	Economic Dev Manager



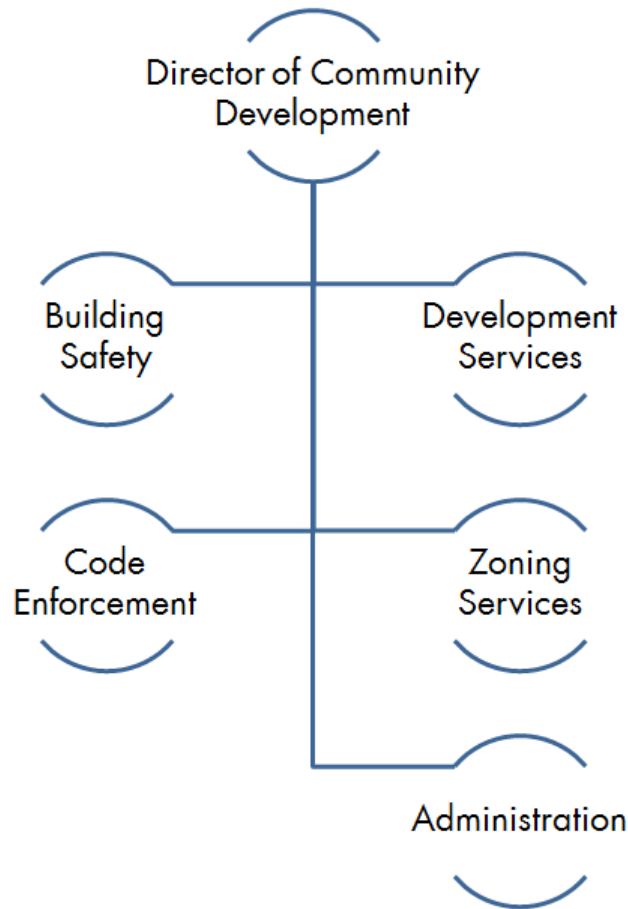
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Community Development

KATHI COOK
DIRECTOR



kcook@alpharetta.ga.us



Our Community Vision is to advance Alpharetta as a signature City by:

- ✓ *Offering the highest quality of environment for our residents and businesses;*
- ✓ *Fostering strong sense of community including safety, security; and providing multimodel connectivity;*
- ✓ *Providing a business climate that attracts the top echelon companies;*
- ✓ *Encouraging an emphasis on Arts and Culture in our community;*
- ✓ *Build on the City's heritage, while enhancing a high quality of life for our citizens.*

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission.

Community Development

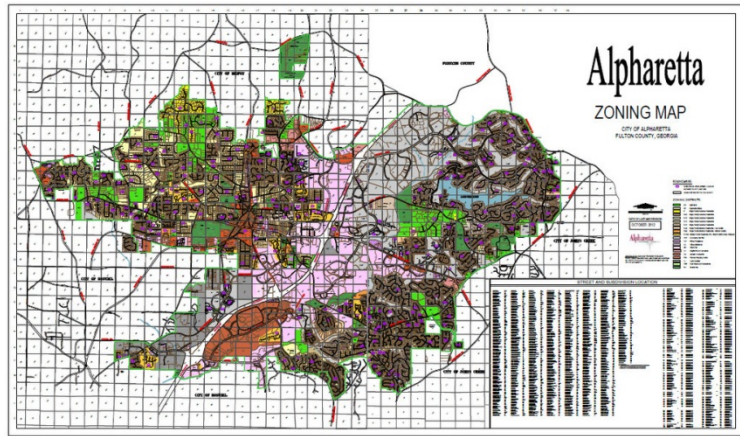
*Administration, Building Safety,
Development Services, Zoning, and Code
Enforcement*

Mission Statement

To protect and enhance the lives of Alpharetta citizens by guiding the city's growth and safeguarding the built environment.

Goals and Objectives

- ✓ Enforce the standard building code and zoning code;
- ✓ Provide building inspections within 48 hours of request;
- ✓ Provide efficient plans processing and permitting;
- ✓ Provide quality support to boards and commissions staffed by Community Development;
- ✓ Provide the highest quality of customer service;
- ✓ Maintain and update demographic, statistical and other data, maps and materials;
- ✓ Process all public hearings in the most efficient manner possible;
- ✓ Maintain and process business licenses for the City;
- ✓ Collaborate with the Community to provide planning documents for the future and
- ✓ Collaborate with the Economic Development Division (City Administration) to fulfill the vision of the City of Alpharetta as the preeminent place to live, work, learn and play.



5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 COMMUNITY DEVELOPMENT Five-Year Financial Summary					
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020
Revenue	\$ 5,370,370	\$ 5,817,299	\$ 4,706,861	\$ 4,003,500	\$ 4,474,214
<i>% Change</i>		8.3%	-19.1%	-14.9%	11.8%
<i>average 5 year percent change</i>		-3.5%			
Expenditures	\$ 2,345,022	\$ 2,631,318	\$ 2,793,574	\$ 3,162,560	\$ 3,435,510
<i>% Change</i>		12.2%	6.2%	13.2%	8.6%
<i>average 5 year percent change</i>		10.1%			

DEPARTMENT BUDGET SUMMARY

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
COMMUNITY DEVELOPMENT
BUDGET REQUEST BY ACCOUNT

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	<i>Amended FY 2019 to FY 2020</i>		
							RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue (1)									
<i>Taxes</i>									
Business and Occupational Taxes	\$ 1,112,259	\$ 1,136,506	\$ 1,120,188	\$ 1,150,000	\$ -	\$ 1,150,000	\$ 1,175,000	2.2%	\$ 25,000
Penalty/Int. on Business/Occupational Taxes	8,094	9,167	12,128	4,000	-	4,000	4,714	17.9%	714
<i>Licenses & Permits</i>									
Development Permit Fees	327,420	418,790	187,353	150,000	-	150,000	200,000	33.3%	50,000
Sign Permit Fees	27,367	23,360	25,176	25,000	-	25,000	30,000	20.0%	5,000
Occupancy Permit Fees	207,481	273,780	182,594	185,000	-	185,000	225,000	21.6%	40,000
Building Permit Fees	2,542,159	2,750,273	2,232,284	1,600,000	-	1,600,000	1,800,000	12.5%	200,000
Tree Removal Permit	8,547	8,442	6,421	7,500	-	7,500	7,500	0.0%	-
Soil Erosion Permit	52,345	74,001	44,362	30,000	-	30,000	30,000	0.0%	-
House Moving Permit	-	-	-	-	-	-	-	-	-
Penalty/Int. on other Permits	25,046	12,275	2,100	4,000	-	4,000	4,000	0.0%	-
<i>Charges for Services</i>									
Planning and Development Fees & Charges	171,205	135,072	128,040	120,000	-	120,000	125,000	4.2%	5,000
Impact Fee Administration	43,018	44,658	43,107	25,000	-	25,000	40,000	60.0%	15,000
Printing and Duplicating Services	2,502	1,667	1,426	1,000	-	1,000	1,000	0.0%	-
Plan Review	839,426	928,784	719,380	700,000	-	700,000	830,000	18.6%	130,000
<i>Fines & Forfeitures</i>									
Code Enforcement Board Fines	3,500	525	2,300	2,000	-	2,000	2,000	0.0%	-
Total	\$ 5,370,370	\$ 5,817,299	\$ 4,706,861	\$ 4,003,500	\$ -	\$ 4,003,500	\$ 4,474,214	11.8%	\$ 470,714
Expenditures									
(2) Personnel Services:									
Salaries	\$ 1,389,490	\$ 1,513,075	\$ 1,596,756	\$ 1,769,528	\$ -	\$ 1,769,528	\$ 1,871,700	5.8%	\$ 102,172
Benefits	680,819	792,632	856,492	1,049,235	-	1,049,235	1,203,636	14.7%	154,401
subtotal	\$ 2,070,309	\$ 2,305,707	\$ 2,453,248	\$ 2,818,763	\$ -	\$ 2,818,763	\$ 3,075,336	9.1%	\$ 256,573

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
COMMUNITY DEVELOPMENT
BUDGET REQUEST BY ACCOUNT**

ACCOUNT DESCRIPTION	<i>Amended FY 2019 to FY 2020</i>								
	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Maintenance and Operations:									
Professional Services	\$ 40,158	\$ 55,715	\$ 85,120	\$ 64,500	\$ -	\$ 64,500	\$ 62,500	-3.1%	\$ (2,000)
(3) Board Member Fees	10,600	11,525	10,855	13,000	-	13,000	12,500	-3.8%	(500)
Vehicle Repair/Maint.	3,082	5,316	3,465	6,000	-	6,000	5,000	-16.7%	(1,000)
(3) Advertising	19,418	18,383	20,384	22,500	-	22,500	22,000	-2.2%	(500)
(3) Printing and Binding	2,717	2,028	4,923	4,500	-	4,500	5,000	11.1%	500
(3) Employee Travel	10,685	13,846	16,988	17,500	-	17,500	17,450	-0.3%	(50)
(3) Employee Training	8,728	11,267	11,067	15,500	-	15,500	12,825	-17.3%	(2,675)
Maintenance Contracts	30,928	28,611	25,211	31,300	-	31,300	31,407	0.3%	107
(4) IT Professional Services	99,429	99,373	107,182	110,847	-	110,847	132,392	19.4%	21,545
(3) General Supplies	31,582	29,576	35,309	33,700	(3,601)	30,099	33,700	12.0%	3,601
Miscellaneous Utilities	84	-	-	-	-	-	-	-	-
(5) Fuel	7,989	13,048	14,281	14,500	-	14,500	15,500	6.9%	1,000
(3) Small Equipment	2,266	5,321	1,709	3,500	3,601	7,101	3,500	-50.7%	(3,601)
(3) Employee Uniforms	5,643	2,950	3,831	6,450	-	6,450	6,400	-0.8%	(50)
Non-Recurring Expenses	1,403	28,653	-	-	-	-	-	-	-
subtotal	\$ 274,712	\$ 325,610	\$ 340,325	\$ 343,797	\$ -	\$ 343,797	\$ 360,174	4.8%	\$ 16,377

CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
COMMUNITY DEVELOPMENT
BUDGET REQUEST BY ACCOUNT

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	<i>Amended FY 2019 to FY 2020</i>	
								% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital/Other:									
Machinery & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Workers Comp. Claims	-	-	-	-	-	-	-	-	-
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Total	\$ 2,345,022	\$ 2,631,318	\$ 2,793,574	\$ 3,162,560	\$ -	\$ 3,162,560	\$ 3,435,510	8.6%	\$ 272,950
Full-time Equivalent Positions (2)	23.0	26.0	26.0	28.0		28.0	30.0		

<i>Notes</i>	
(1)	Variance is based on year-to-date collection activity, forecasted impacts of fee adjustments implemented during FY 2019 (building permit fees), as well as a forecasted continuation of development/construction activity into FY 2020.
(2)	Variance 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 2 full-time-equivalent Code Enforcement Officer positions (2020 Operating Initiative).
(3)	Variance is based on historical and year-to-date expenditure trends.
(4)	Variance 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 monies). Additional funding was allocated for technology equipment costs for the two new Code Enforcement Officer positions (2020 Operating Initiative).
(5)	Variance due to a price fluctuations at the Fulton County Fuel Depot.

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2020
Statement: Revenue Summary by Account

Division/Project	Account Number	Title	FY 2019 Amended Budget	FY 2020 Recommended Budget
Planning and Zoning	10074100 341300	Planning and Development Fees & Charges	\$ 120,000	\$ 125,000
" "	10074100 341320	Impact Fee Administration	25,000	40,000
" "	10074100 341400	Printing and Duplicating Services	1,000	1,000
	10074100 351190	Code Enforcement Board Fines	2,000	2,000
Development Services	10074400 322992	Tree Removal Permit	7,500	7,500
" "	10074400 322994	Soil Erosion Permit	30,000	30,000
" "	10074400 324000	Penalty/Int. on other Permits	4,000	4,000
Inspections/Code Enf.	10074500 316100	Business and Occupational Taxes	1,150,000	1,175,000
" "	10074500 319400	Penalty/Int. on Business/Occupational Taxes	4,000	4,714
" "	10074500 322200	Development Permit Fees	150,000	200,000
" "	10074500 322220	House Moving Permit Fees	-	-
" "	10074500 322230	Sign Permit Fees	25,000	30,000
" "	10074500 322991	Occupancy Permit Fees	185,000	225,000
" "	10074500 323100	Building Permit Fees	1,600,000	1,800,000
" "	10074500 342201	Plan Review	700,000	830,000
Total			\$ 4,003,500	\$ 4,474,214

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION		FY 2019 Amended Operating Budget	FY 2020 Operating Budget Request	Administration	Building Safety	Development Services	Code Enforcement	Zoning
				7410	7430	7440	7450	7460
521200	Professional Services	\$ 64,500	\$ 62,500	\$ 62,500	\$ -	\$ -	\$ -	\$ -
521400	Board Member Fees	13,000	12,500	12,500	-	-	-	-
522220	Vehicle Repair/Maint.	6,000	5,000	-	-	-	5,000	-
523300	Advertising	22,500	22,000	5,000	-	-	17,000	-
523400	Printing and Binding	4,500	5,000	5,000	-	-	-	-
523500	Employee Travel	17,500	17,450	5,250	1,000	2,450	4,500	4,250
523700	Employee Training	15,500	12,825	2,000	2,325	3,000	2,500	3,000
523860	Maintenance Contracts	31,300	31,407	31,407	-	-	-	-
523900	IT Professional Services	110,847	132,392	132,392	-	-	-	-
531100	General Supplies	30,099	33,700	31,700	-	2,000	-	-
531270	Fuel	14,500	15,500	-	-	-	15,500	-
531600	Small Equipment	7,101	3,500	3,500	-	-	-	-
531700	Employee Uniforms	6,450	6,400	-	2,500	1,200	2,700	-
532400	Non-Recurring Expenses	-	-	-	-	-	-	-
542100	Machinery & Equipment	-	-	-	-	-	-	-
TOTAL		\$ 343,797	\$ 360,174	\$ 291,249	\$ 5,825	\$ 8,650	\$ 47,200	\$ 7,250

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail			
Administration	10074100 521200	Professional Services	BANK RELATED FEES		33,000	35,000
			CITYWORKS CONSULTING SERVICES		-	2,500
			MISC PROFESSIONAL FEES (E.G. ON-CALL ENGINEERING SVCS, RADIO FREQUENCY SVCS, ETC.)		20,000	22,000
			MUNICODE - UNIFIED DEVELOPMENT CODE (MUNICIPAL CODE CORP)		10,000	2,500
			ONLINE PROCESSING FEES & CLERK RECORD ACCESS		500	500
			TEMPORARY STAFFING		1,000	-
			Subtotal		64,500	62,500
	10074100 521400	Board Member Fees	ALL BOARDS - ZONING, CODE, DESIGN, DEVELOPMENT		13,000	12,500
			Subtotal		13,000	12,500
	10074100 523300	Advertising	LEGAL NOTICES, PROCUREMENT NOTICES, RECRUITMENT ADS		5,000	5,000
			Subtotal		5,000	5,000
	10074100 523400	Printing & Binding	GENERAL (PLANS, MAPS, OPEN RECORDS, etc.)		4,500	5,000
			Subtotal		4,500	5,000
	10074100 523500	Employee Travel	TRAVEL		5,250	5,250
			Subtotal		5,250	5,250
	10074100 523700	Employee Training	PROFESSIONAL DEVELOPMENT		2,325	2,000
			Subtotal		2,325	2,000
	10074100 523860	Maintenance Contracts	COFFEE SERVICE & WATER - CITY HALL BREAKROOM AND CD		4,000	4,000
			COPIER LEASE (WC7845;FY19 also includes C8070)		1,950	4,607
			COPIER MAINTENANCE PLAN (XEROX)		8,500	8,500
			OPEN RECORDS REQUEST TRACKING SUBSCRIPTION (JUSTFOIA/MCCI)		1,600	1,600
			PLOTTER MAINTENANCE CONTRACT (HP PLOTTER - REPRO PRODUCTS)		1,250	1,500
			RECORD STORAGE & SHREDDING FEES		7,000	7,000
			TRAFFIC OPTIMIZATION SOFTWARE (SYNCHRO PLUS/SIMTRAFFIC LICENSES)		3,500	500
			SEE CLICK FIX - WORK ORDER SOFTWARE		3,500	3,700
			Subtotal		31,300	31,407
	10074100 523900	IT Professional Services	2D & 3D DESIGN SOFTWARE & SUBSCRIPTION RENEWALS (DLT SOLUTIONS)		2,200	2,200
			2FA AUTHENTICATION (DUO)		-	1,465
			AD SELF SERVICE (ABRAHAMS)		-	414
			ADOBE SOFTWARE LICENSES		2,080	1,640
			ASSET MANAGEMENT (LANSWEEPER)		119	127
			CELL PHONE SERVICE (VERIZON)		720	-
			CELLULAR PHONE SERVICE - IPHONE (VERIZON)		14,352	12,100
			CELLULAR IPAD SERVICE		8,448	8,364
			CISCO NETWORK TECHNICAL SUPPORT (DISYS-SMARTNET)		1,038	1,115
			CITY INTERNET CIRCUIT CONNECTION (ZAYO BANDWIDTH)		1,542	1,657
			CITY INTERNET CIRCUIT CONNECTION - SUPPLEMENT & BACKUP (CHARTER COMM)		199	213
			CITY VIRUS, ADWARE, SPYWARE, & THREAT PROTECTION		3,143	-
			CITYWIDE ENTERPRISE DATA MANAGEMENT (VERISTOR-COMM VAULT)		1,186	-
			CITYWIDE MICROSOFT LICENSING (DELL)		1,305	11,799
			CITYWIDE MICROSOFT USER BASED TRAINING		534	-
			CITYWIDE WORK, ASSET, COMPLIANCE SOFTWARE (CITYWORKS)		28,800	28,800
			CITYWORKS CUSTOM SUPPORT		5,400	4,500
			CLIENTVPN (VERISTOR-PALO ALTOGLOBAL PROTECT)		344	-
			CONSULTING SERVICES FOR CISCO AND MICROSOFT		1,423	1,529
			DATA CENTER APC/MGE UPS SYSTEM MAINTENANCE (CRITICAL COMPONENTS - OEM ADV)		652	828
			DATA CENTER FIRE SUPPRESSION SYSTEM - INSPECTION		71	76
			DATA CIRCUITS		3,202	3,440

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

				FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail		
			DATABASE MANAGEMENT SOFTWARE MAINTENANCE/RENEWAL (FILEMAKER)	336	575
			DEVELOPER LICENSE FOR MDM	18	19
			DC EQUIPMENT MAINTENANCE RENEWAL	2,461	4,033
			DIRECTORY ANALYSIS (ZOH0)	593	
			DOMAIN NAME SERVICE (AMAZON WEB SERVICES)	47	51
			DRONE MAPPING (ERSI-DRONE2MAP)	178	96
			END POINT PROTECTION (CARBON BLACK)	-	1,338
			FIREWALL (PALO ALTO FIREWALL)	1,501	1,688
			GIS MOBILE FIELD MAPPING & DATA COLLECTION SOFTWARE MAINTENANCE/RENEWAL (ESRI)	3,054	3,281
			LOAD BALANCER (CITRIX)	89	382
			LP360 LIDAR GIS SOFTWARE/SERVER MAINTENANCE	95	102
			MANAGE ENGINE LOGGING & AUDITING (KONARK)	1,482	-
			MOBILE DATA MANAGEMENT (AIRWATCH)	3,146	2,803
			NETWORK VULNERABILITY SCANNER/SECURITY (TENABLE)	1,779	1,975
			NON-XEROX PRINTER REPAIR	445	319
			CITY CIRCUIT CONNECTION TO INTERNET (REDUNDANCY) (AT&T V3426)	1,115	1,198
			ORION NPM, NTA,IPAM, UDT (ACL COMPUTERS - SOLARWINDS)	712	-
			PHYSICAL SECURITY FOR DATA CENTER	356	-
			PROJECT EVENT CAPTURE (GEOEVENT-ESRI)	178	382
			RED IDENTITY MANAGEMENT (LIBERMAN)	119	382
			SECURITY (CLOUD MANAGEMENT SUITE)	-	1,593
			SECURITY AWARENESS TRAINING	534	573
			SIEM AND LOGGING/AUDITING	-	3,192
			SQL MONITORING TOOL (QUEST)	296	319
			REMOTE APPLICATION & DATABASE SOFTWARE (RENEWAL)	232	232
			TELEPHONY COMMUNICATIONS SERVICE & SUPPORT (AT&T V1442)	11,645	11,669
			THINKGARD BACKUP/REPLICATION	-	7,263
			VIRTUAL INFRASTRUCTURE/VMWARE VIRTUAL SERVERS AND LICENSES	2,717	2,728
			WAP MAINTENANCE (AEROHIVE)	368	395
			WIRING SERVICES (PREFERRED COMMUNICATIONS)	593	637
			2020 OPERATING INITIATIVES (NEW CODE ENFORCEMENT OFFCIERS; 2 FTE)	-	4,900
			Subtotal	110,847	132,392
	10074100	531100	General Supplies & Materials		
			BOARD & COMMISSION REFRESHMENTS	2,000	2,000
			GENERAL OFFICE SUPPLIES	26,000	26,000
			POSTAGE, FED EX, UPS	2,500	2,500
			SUBSCRIPTIONS/PUBLICATIONS	1,200	1,200
			Subtotal	31,700	31,700
	10074100	531600	Small Equipment		
			SMALL EQUIPMENT	3,500	3,500
			FURNITURE & FIXTURES FOR FRONT OFFICES	-	-
			MULTI-FUNCTION PRINTER	-	-
			Subtotal	3,500	3,500
	10074100	532400	Non-Recurring		
			COPIER LEASE BUYOUT	-	-
			Subtotal	-	-
Administration Total				271,922	291,249

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail			
Building Safety	10074300 523500	Employee Travel	BUILDING SAFETY TRAVEL		1,400	1,000
				Subtotal	1,400	1,000
	10074300 523700	Employee Training	BUILDING SAFETY PROFESSIONAL DEVELOPMENT		2,325	2,325
				Subtotal	2,325	2,325
	10074300 531700	Employee Uniforms	UNIFORMS BUILDING SAFETY		3,440	2,500
				Subtotal	3,440	2,500
Building Safety Total					7,165	5,825
Development Services	10074400 523500	Employee Travel	DEV SVCS TRAVEL		2,450	2,450
				Subtotal	2,450	2,450
	10074400 523700	Employee Training	DEV SVCS PROFESSIONAL DEVELOPMENT		3,875	3,000
				Subtotal	3,875	3,000
	10074400 531100	General Supplies & Materials	GENERAL SUPPLIES INCLUDING MATERIALS FOR NATURAL RESOURCE COMMISSION EVENTS		2,000	2,000
				Subtotal	2,000	2,000
	10074400 531700	Employee Uniforms	UNIFORMS DEVELOPMENT SERVICES		1,290	1,200
				Subtotal	1,290	1,200
Development Services Total					9,615	8,650
Code Enforcement	10074500 522220	Vehicle R & M	VEHICLE MAINTENANCE		6,000	5,000
				Subtotal	6,000	5,000
	10074500 523300	Advertising	LEGAL NOTICES/AJC, FULTON COUNTY DAILY, APPEN		17,500	17,000
				Subtotal	17,500	17,000
	10074500 523500	Employee Travel	CODE ENFORCEMENT TRAVEL		4,375	4,500
				Subtotal	4,375	4,500
	10074500 523700	Employee Training	CODE ENFORCEMENT PROFESSIONAL DEVELOPMENT		3,875	2,500
				Subtotal	3,875	2,500
	10074500 531270	Fuel	VEHICLE FUEL		14,500	15,500
				Subtotal	14,500	15,500
	10074500 531700	Employee Uniforms	UNIFORMS CODE ENFORCEMENT		1,720	1,700
			2020 OPERATING INITIATIVES (NEW CODE ENFORCEMENT OFFCIERS; 2 FTE)		-	1,000
				Subtotal	1,720	2,700
Code Enforcement Total					47,970	47,200
Zoning	10074600 523500	Employee Travel	ZONING TRAVEL		4,025	4,250
				Subtotal	4,025	4,250
	10074600 523700	Employee Training	ZONING PROFESSIONAL DEVELOPMENT		3,100	3,000
				Subtotal	3,100	3,000
	10074600 531700	Employee Uniforms	UNIFORMS ZONING		-	-
				Subtotal	-	-
Zoning Total					7,125	7,250
Community Development Department Total					343,797	360,174

PERFORMANCE MEASUREMENTS

Community Development - Administration						
Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
# of Special projects managed	16	15	16	13	13	15
Personnel Assigned:	4.0 FTE	4.0 FTE	4.0 FTE		4.0 FTE	4.0 FTE
	Director of Comm Development	Director of Comm Development	Director of Comm Development		Director of Comm Development	Director of Comm Development
	Admin Asst. II	Admin Asst. II	Admin Asst. II		Office Manager	Office Manager
	Senior Planner	Senior Planner	Senior Planner		Senior Planner	Senior Planner
	Specialized Assistant (Permits Plus)	Project Administrator	Project Administrator		Project Administrator	Project Administrator

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Community Development - Building Safety						
Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
# of New building permits issued	4,727	5,333	5,902	3,033	4,900	4,950
# of Building inspections completed	24,971	24,814	29,786	15,954	24,200	24,400
Personnel Assigned:	9.0 FTE	9.0 FTE	9.0 FTE		10.0 FTE	10.0 FTE
Building Official	Building Official	Building Official	Building Official		Building Official	Building Official
Permit Technician	Permit Technician	Permit Technician	Permit Technician		Permit Technicians (2)	Permit Technicians (2)
Building Plans Examiners (2)	Building Plans Examiners (2)	Building Plans Examiners (2)	Building Plans Examiners (2)		Building Plans Examiners (2)	Building Plans Examiners (2)
			Senior Building Inspector		Senior Building Inspector	Senior Building Inspector
Building Inspectors (5)	Building Inspectors(5)	Building Inspectors(5)	Building Inspectors (4)		Building Inspectors(4)	Building Inspectors(4)

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Community Development - Development Services						
Performance Measurements	**Actual FY 2016	*Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
Private development plans reviewed	163	162	160	82	140	140
Tree permits issued	644	978	878	533	800	800
Personnel Assigned:	3.0 FTE	6.0 FTE	6.0 FTE		6.0 FTE	6.0 FTE
Development Services Senior Engineer - Transportation	Development Services Senior Engineer - Transportation	Development Services Senior Engineer - Transportation	Development Services Senior Engineer - Transportation		Development Services Senior Engineer - Transportation	Development Services Senior Engineer - Transportation
Development Services Engineer - Stormwater	Development Services Engineer - Stormwater	Development Services Engineer - Stormwater	Development Services Engineer - Stormwater		Development Services Engineer - Stormwater	Development Services Engineer - Stormwater
		Inspectors (3)	Inspectors (3)		Inspectors (3)	Inspectors (3)
Arborist	Arborist	Arborist	Arborist		Arborist	Arborist

* Department completed a reorganization of three Inspector positions from the Public Works Department in FY 2017 to improve service and availability to our permit customers.

** Possible data loss, due to moving from a manual process to a computer based process (CityWorks)

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Community Development - Code Enforcement						
Performance Measurements	**Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
# of Code enforcement inspections completed	1,599	539	644	310	500	550
Personnel Assigned:	3.0 FTE	4.0 FTE	4.0 FTE		4.0 FTE	4.0 FTE
		Code Enforcement Manager	Code Enforcement Manager		Code Enforcement Manager	Code Enforcement Manager
	Code Enforcement Officers (3)	Code Enforcement Officers (3)	Code Enforcement Officers (3)		Code Enforcement Officers (3)	Code Enforcement Officers (3)

**Due to the new CityWorks software system, the Code Enforcement Officers are tracking violations that require action. These numbers do not reflect proactive daily patrols and interaction with citizens and businesses. The City of Alpharetta's Code Enforcement Officers are taking a more face to face, customer service approach with citizens and businesses, prior to taking any action that requires data entry. (CityWorks was implemented on October 5, 2015)

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

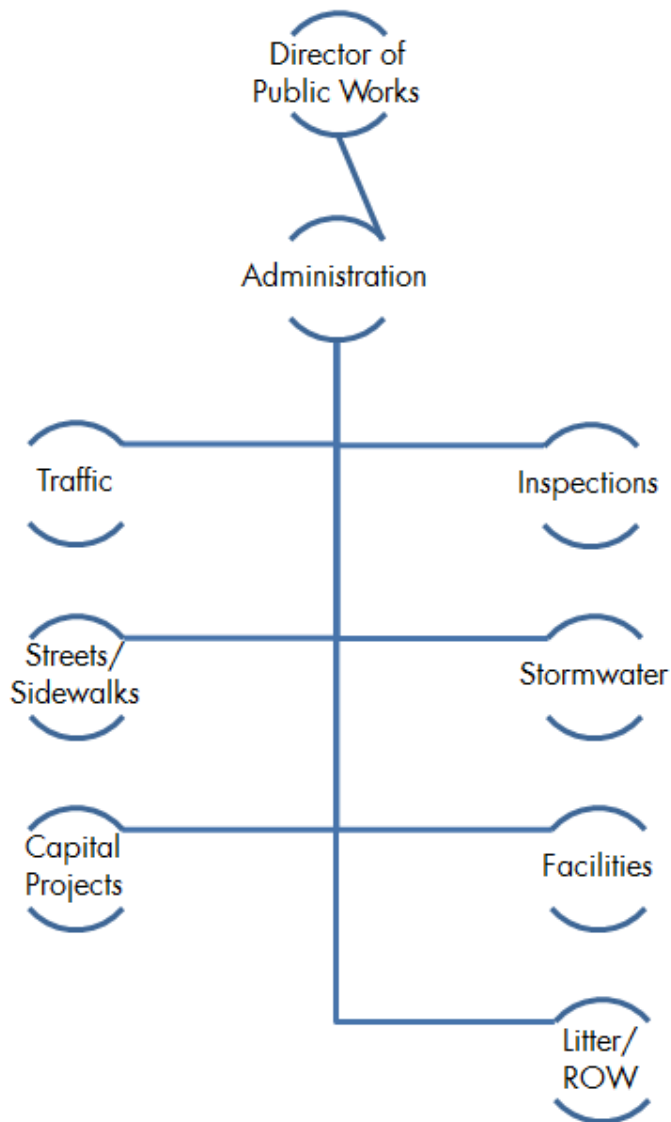
Community Development - Zoning						
Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
# of New public hearings filed	165	128	145	59	185	150
Total # of public hearings processed	177	123	132	48	187	150
# of parcels annexed	0	0	0	0	0	0
Personnel Assigned:	4.0 FTE	3.0 FTE	3.0 FTE		4.0 FTE	4.0 FTE
Zoning Administrator	Zoning Administrator	Zoning Administrator	Zoning Administrator		Zoning Administrator	Zoning Administrator
GIS Specialist/Planner	GIS Specialist/Planner	GIS Specialist/Planner	GIS Specialist/Planner		GIS Specialist/Planner	GIS Specialist/Planner
Boards Assistant	Boards Assistant				Administrative Assistant II	Administrative Assistant II
Zoning Enforcement Officer			Planning and Zoning Coordinator		Planning and Zoning Coordinator	Planning and Zoning Coordinator

Public Works

PETE SEWCZWICZ
DIRECTOR



PSewczwicz@alpharetta.ga.us



Our Community Vision is to advance Alpharetta as a signature City by:

- ✓ *Offering the highest quality of environment for our residents and businesses;*
- ✓ *Fostering strong sense of community including safety and security; and*
- ✓ *Providing a business climate that attracts the top echelon companies.*

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission.

Public Works

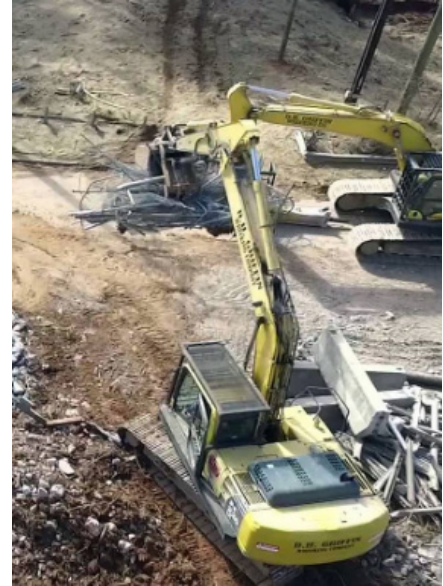
Administration, Engineering, Public Works, and Conservation

Mission Statement

The Department of Public Works is committed to providing cost effective engineering, maintenance and design solutions through the highest possible professionalism which protects, preserves and improves the City of Alpharetta's infrastructure. Our focus shall include traffic, streets, stormwater, and environmental conservation.

Goals and Objectives

- ✓ Improve and maintain the City of Alpharetta infrastructure at the highest possible level and to enhance and promote the quality of life;
- ✓ Provide engineering professionalism to ensure growth and progress for the City of Alpharetta;
- ✓ Provide consistent Public Works functions and operations that afford future excellence in growth and expansion for the City of Alpharetta;
- ✓ Improve intergovernmental relations;
- ✓ Provide more efficient support and response for the citizens of Alpharetta;
- ✓ Develop strategic, long-range plans for the future; and
- ✓ Ensure timely completion of repairs on work projects so the disruption of service to the customer is minimal.



5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 PUBLIC WORKS Five-Year Financial Summary					
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020
Revenue	\$ 54,055	\$ 79,883	\$ 70,674	\$ 82,500	\$ 82,500
<i>% Change</i>		47.8%	-11.5%	16.7%	0.0%
<i>average 5-year % change</i>		13.2%			
Expenditures	\$ 7,364,018	\$ 7,335,950	\$ 7,770,820	\$ 8,821,264	\$ 8,955,157
<i>% Change</i>		-0.4%	5.9%	13.5%	1.5%
<i>average 5-year % change</i>		5.1%			

DEPARTMENT BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
PUBLIC WORKS
BUDGET REQUEST BY ACCOUNT**

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	Amended FY 2019 to FY 2020	
								% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenues									
Donations from Private Sources:									
(1) NFCID (GA 400 Maint)	\$ 54,000	\$ 78,362	\$ 70,674	\$ 82,500	\$ -	\$ 82,500	\$ 82,500	0.0%	-
Donations from Private Sources:	55	1,521	-	-	-	-	-	-	-
Total	\$ 54,055	\$ 79,883	\$ 70,674	\$ 82,500	\$ -	\$ 82,500	\$ 82,500	0.0%	\$ -
Expenditures									
(2) Personnel Services									
Salary	\$ 2,826,562	\$ 2,788,185	\$ 2,912,994	\$ 3,097,372	\$ -	\$ 3,097,372	\$ 3,243,889	4.7%	\$ 146,517
Benefits	1,410,083	1,471,151	1,532,924	1,790,620	-	1,790,620	1,924,477	7.5%	133,857
subtotal	\$ 4,236,645	\$ 4,259,336	\$ 4,445,918	\$ 4,887,992	\$ -	\$ 4,887,992	\$ 5,168,366	5.7%	\$ 280,374

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
PUBLIC WORKS
BUDGET REQUEST BY ACCOUNT**

										Amended FY 2019 to FY 2020	
ACCOUNT DESCRIPTION		ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)	
Maintenance and Operations											
(3)	Professional Services	\$ 39,928	\$ 29,091	\$ 37,568	\$ 42,000	\$ (15,000)	\$ 27,000	\$ 19,000	-29.6%	\$ (8,000)	
	Board Member Fees	3,025	3,625	3,425	4,200	-	4,200	4,200	0.0%	-	
	Equipment Repair/Maint.	28,550	28,093	34,114	35,000	-	35,000	30,000	-14.3%	(5,000)	
	Vehicle Repair/Maint.	82,492	57,969	87,846	80,000	-	80,000	75,000	-6.3%	(5,000)	
(4)	Facility Repair/Maint.	190,802	240,020	393,039	412,700	-	412,700	458,600	11.1%	45,900	
	Equipment Rental	1,555	958	2,569	1,500	-	1,500	1,500	0.0%	-	
	Advertising	1,859	2,601	1,644	3,000	-	3,000	2,100	-30.0%	(900)	
	Printing and Binding	1,258	838	379	1,500	-	1,500	600	-60.0%	(900)	
	Employee Travel	6,687	13,342	8,538	12,000	-	12,000	16,000	33.3%	4,000	
(9)	Employee Training	7,246	9,379	12,489	12,000	15,000	27,000	32,000	18.5%	5,000	
(5)	Maintenance Contracts	642,990	641,770	759,142	894,624	-	894,624	909,902	1.7%	15,278	
(8)	IT Professional Services	170,821	164,018	179,818	172,655	-	172,655	207,239	20.0%	34,584	
	General Supplies	130,852	137,430	150,350	149,750	-	149,750	146,250	-2.3%	(3,500)	
	Miscellaneous Utilities	22,222	26,331	28,091	32,600	-	32,600	32,600	0.0%	-	
(6)	Water and Sewer Utilities	39,303	17,717	7,285	32,500	-	32,500	20,500	-36.9%	(12,000)	
	Natural Gas Utilities	7,663	7,297	5,856	8,000	-	8,000	8,000	0.0%	-	
(6)	Electricity Utilities	1,608,561	1,534,715	1,461,024	1,880,000	-	1,880,000	1,740,000	-7.4%	(140,000)	
	Fuel	47,591	43,072	49,968	55,000	-	55,000	55,000	0.0%	-	
	Food	-	-	-	-	-	-	-	-	-	
	Small Equipment	9,868	19,646	17,784	12,000	-	12,000	7,000	-41.7%	(5,000)	
	IT Equipment Refresh	-	-	-	-	-	-	-	-	-	
	Employee Uniforms	8,106	14,370	13,931	15,300	-	15,300	21,300	39.2%	6,000	
	Non-Recurring	-	1,445	-	-	-	-	-	-	-	
	subtotal	\$ 3,051,378	\$ 2,993,728	\$ 3,254,860	\$ 3,856,329	\$ -	\$ 3,856,329	\$ 3,786,791	-1.8%	\$ (69,538)	

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
PUBLIC WORKS
BUDGET REQUEST BY ACCOUNT**

								<i>Amended FY 2019 to FY 2020</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMENDMENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital/Other:									
Machinery & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Workers Comp Claims.	-	-	-	-	-	-	-	-	-
(7) Capital Lease (principal)	72,088	79,929	68,054	75,940	-	75,940	-	-100.0%	(75,940)
(7) Capital Lease (interest)	3,907	2,956	1,988	1,003	-	1,003	-	-100.0%	(1,003)
subtotal	\$ 75,996	\$ 82,885	\$ 70,042	\$ 76,943	\$ -	\$ 76,943	\$ -	-100.0%	\$ (76,943)
Total	\$ 7,364,018	\$ 7,335,950	\$ 7,770,820	\$ 8,821,264	\$ -	\$ 8,821,264	\$ 8,955,157	1.5%	\$ 133,893
Full-time Equivalent Positions (2)	55.0	52.0	52.0	52.0		52.0	52.0		

Notes

- (1) The contract for GA400 landscape interchange maintenance was procured in FY 2017 and currently has a contract amount approximating \$165,000 annually. Pursuant to a revenue sharing agreement between the City and North Fulton Community Improvement District (CID), the CID funds 50% of these contract expenses.
- (2) Variance due primarily to wage increases associated with the 3.0% performance based merit program scheduled for April 1, 2020 (contingent upon a mid-year review of revenue trends), growth in group insurance premiums, growth in risk management claims funding, etc.
- (3) Variance based on anticipated reduction in professional service (studies) needs in FY 2020.
- (4) Variance based on anticipated facility maintenance needs in FY 2020 including HVAC, flooring, painting, roof maintenance, etc.).
- (5) Variance is based on historical and year-to-date expenditure trends and a reallocation of forecasted funding for HVAC repair to the facility maintenance account offset through contract rate increases for landscape maintenance and animal control services through Fulton County.
- (6) Variance is based on historical and year-to-date expenditure trends including the forecasted impact of replacing much our lighting stock with LED fixtures (electricity).
- (7) The lease for the CityWorks work order system was paid-off during FY 2019.
- (8) Variance 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 monies).
- (9) Variance is based on anticipated department-wide programs. Prior budget years some programs were viewed as Professional Services. However, due to the continuance of these programs, it is more correctly being charged to Training for FY 2020.

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2020

Statement: Revenue Summary by Account

				FY 2019 Amended Budget	FY 2020 Recommended Budget
Division/Project	Account Number		Title		
Public Works	10041050	371001	EPW00 NFCID Contribution (GA 400 Interchange Maint.)	82,500	82,500
" "	10041050	341400	Printing Services	-	-
" "	10041050	371000	Donation from Private Sources	-	-
Conservation	10041051	371000	Donation from Private Sources	-	-
Total				\$ 82,500	\$ 82,500

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2019 Amended Operating Budget	FY 2020 Operating Budget Request	Public Works Admin.	Public Works	City Facilities	Jail Facility	City Center
			4101	4105	EPW00	EPW03	EPW04
521200 Professional Services	\$ 27,000	\$ 19,000	\$ 18,000	\$ -	\$ -	\$ -	\$ -
521400 Board Member Fees	4,200	4,200	-	-	-	-	-
522210 Equipment Repair/Maint.	35,000	30,000	-	30,000	-	-	-
522220 Vehicle Repair/Maint.	80,000	75,000	-	75,000	-	-	-
522250 Facility Repair/Maint.	412,700	458,600	-	45,000	170,000	26,600	47,000
522320 Equipment Rental	1,500	1,500	-	1,500	-	-	-
523300 Advertising	3,000	2,100	2,100	-	-	-	-
523400 Printing and Binding	1,500	600	500	-	-	-	-
523500 Employee Travel	12,000	16,000	16,000	-	-	-	-
523700 Employee Training	27,000	32,000	32,000	-	-	-	-
523860 Maintenance Contracts	894,624	909,902	105,350	-	693,350	-	93,400
523900 IT Professional Services	172,655	207,239	207,239	-	-	-	-
531100 General Supplies	149,750	146,250	20,000	90,000	18,000	-	-
531200 Miscellaneous Utilities	32,600	32,600	32,600	-	-	-	-
531210 Water and Sewer Utilities	32,500	20,500	2,500	-	-	-	16,900
531220 Natural Gas Utilities	8,000	8,000	7,000	-	-	-	1,000
531230 Electricity Utilities	1,880,000	1,740,000	1,595,000	-	-	-	140,000
531270 Fuel	55,000	55,000	-	55,000	-	-	-
531600 Small Equipment	12,000	7,000	2,500	4,500	-	-	-
531610 IT Equipment Refresh	-	-	-	-	-	-	-
531700 Employee Uniforms	15,300	21,300	-	21,300	-	-	-
532400 Non-Recurring Expenses	-	-	-	-	-	-	-
542100 Machinery & Equipment	-	-	-	-	-	-	-
581200 Capital Lease Principal	75,940	-	-	-	-	-	-
582200 Capital Lease Interest	1,003	-	-	-	-	-	-
TOTAL	\$ 3,933,272	\$ 3,786,791	\$ 2,040,789	\$ 322,300	\$ 881,350	\$ 26,600	\$ 298,300

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

ACCOUNT DESCRIPTION	Recreation & Parks Facilities	92 Milton Ave Garage	Environmental Education Workshop	Environmental Outreach
	EPW07	EPW08	EES05	EES06
Professional Services	\$ -	\$ -	\$ -	\$ 1,000
Board Member Fees	-	-	-	4,200
Equipment Repair/Maint.	-	-	-	-
Vehicle Repair/Maint.	-	-	-	-
Facility Repair/Maint.	170,000	-	-	-
Equipment Rental	-	-	-	-
Advertising	-	-	-	-
Printing and Binding	-	-	-	100
Employee Travel	-	-	-	-
Employee Training	-	-	-	-
Maintenance Contracts	17,802	-	-	-
IT Professional Services	-	-	-	-
General Supplies	-	-	4,000	14,250
Miscellaneous Utilities	-	-	-	-
Water and Sewer Utilities	-	1,100	-	-
Natural Gas Utilities	-	-	-	-
Electricity Utilities	-	5,000	-	-
Fuel	-	-	-	-
Small Equipment	-	-	-	-
IT Equipment Refresh	-	-	-	-
Employee Uniforms	-	-	-	-
Non-Recurring Expenses	-	-	-	-
Machinery & Equipment	-	-	-	-
Capital Lease Principal	-	-	-	-
Capital Lease Interest	-	-	-	-
TOTAL	\$ 187,802	\$ 6,100	\$ 4,000	\$ 19,550

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget:

FY 2020

Statement:

Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Org	Object	Project	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
Public Works Administration	10041010	521200	Professional Services	GEORGIA811 UTILITIES PROTECTION SERVICE		13,000	12,000
				PROFESSIONAL STUDIES/PLANS		28,000	6,000
				subtotal		41,000	18,000
	10041010	522210	Equipment R & M	GENERAL R&M		-	-
				subtotal		-	-
	10041010	523300	Advertising	DEPARTMENT RECRUITMENT		1,500	600
				BID ADVERTISING		1,500	1,500
				subtotal		3,000	2,100
	10041010	523400	Printing	GENERAL PRINTING (FORMS, BUSINESS CARDS, etc.)		1,400	500
				subtotal		1,400	500
	10041010	523500	Employee Travel	ADMIN DIVISION TRAVEL		12,000	16,000
				subtotal		12,000	16,000
	10041010	523700	Employee Training	PROFESSIONAL DEVELOPMENT		12,000	32,000
				subtotal		12,000	32,000
	10041010	523860	Maintenance Contracts	PITNEY BOWES		1,750	1,500
				XEROX COPIER MAINTENANCE PLAN		2,600	3,250
				N. FULTON REGIONAL RADIO AGREEMENT		38,700	38,700
				GENERATORS		27,000	25,000
				DOCUMENT STORAGE (GRM)		2,500	2,500
				JANITORIAL CONTRACT		13,000	13,000
				COFFEE AND WATER COOLER CONTRACT		4,500	4,200
				TORNADO WARNING SIRENS		13,500	13,500
				SEECCLICKFIX		3,600	3,700
				subtotal		107,150	105,350
	10041010	523900	IT Professional Services	2D & 3DDRAFTING & DESIGNING SOFTWARE		4,350	4,350
				AD SELF SERVICE		1,186	769
				ADOBE PRODUCTS		1,230	700
				ASSET MANAGEMENT		237	237
				BACKUP AND REPLICATION/OFFICE365 BACKUP		-	13,488
				CELL PHONE/iPhone/iPad SERVICE/MiFi		35,242	38,088
				CISCO NETWORK TECHNICAL SUPPORT		2,075	2,071
				CITY ENTERPRISE DATA MANAGEMENT		2,372	-
				CITY INTERNET CIRCUIT CONNECTION: AT&T		3,083	2,225
				CITY INTERNET CIRCUIT CONNECTION		2,229	3,076
				CITY INTERNET CIRCUIT CONNECTION - SUPPLEMENT & B.		397	396
				CITY VIRUS, ADWARE, SPYWARE & THREAT PROTECTION		6,285	-
				CITYWIDE MICROSOFT LICENSING		2,609	21,912

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Division/Project Title	Org	Object	Project	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
					CITYWIDE VIRTUAL INFRASTRUCTURE	5,434	5,067
					CITYWIDE WORK, ASSET, COMPLIANCE MANAGEMENT	28,800	28,800
					CITYWORKS CUSTOM SUPPORT	5,400	4,500
					CLIENT VPN	688	-
					CONSTRUCTION ESTIMATION SOFTWARE MAINTENANCE &	2,300	2,500
					CONSULTING SERVICES	2,846	2,840
					DATA CENTER FIRE SUPPRESSION SYSTEM - INSPECTION	142	142
					DATA CENTER UPS APC/MGE SYSTEM MAINT	1,304	1,538
					DATA CIRCUITS	6,404	6,389
					DATABASE MANAGEMENT SOFTWARE MAINTENANCE/RE	672	1,067
					DC EQUIPMENT MAINTENANCE RENEWAL	4,921	7,489
					DEVELOPER LICENSE FOR MDM	36	36
					DOMAIN NAME SERVICE	95	95
					DRONE TO GIS CONNECTION	356	178
					DUO 2FA AUTHENTICATION	-	2,721
					END POINT PROTECTION	-	2,485
					FIREWALL	3,002	3,136
					GIS MOBILE FIELD MAPPING & DATA COLLECTION SOFTW	6,107	6,093
					LOAD BALANCER	178	710
					LP360 LIDAR GIS SOFTWARE/SERVER MAINTENANCE	190	189
					MANAGE ENGINE PASSWORD MANAGER-DIRECTORY ANAL	2,965	-
					MICROSOFT USER BASED TRAINING	1,067	-
					NETWORK VULNERABILITY SCANNER/SECURITY	3,558	3,668
					NON-XEROX PRINTER REPAIR	889	592
					ORION NPM, NTA, IPAM, UDT,NCM	1,423	-
					PHYSICAL SECURITY	712	-
					PROJECT EVENT CAPTURE	356	710
					PUBLIC WORKS SIGN SHOP UPGRADE AND SUPPORT	600	600
					RED IDENTITY MANAGEMENT	237	710
					REMOTE APPLICATION & DATABASE SOFTWARE (RENEW/	871	871
					SECURITY AWARENESS TRAINING	1,067	1,065
					SECURITY (PATCH MANAGEMENT)	-	2,958
					SIEM AND LOGGING/AUDITING	-	5,928
					SIMTRAFFIC	3,605	-
					SQL MONITORING TOOL	593	592
					TELEPHONY COMMUNICATIONS SERVICE & SUPPORT	20,821	20,863
					VEHICLE SIMULATION SOFTWARE MAINTENANCE & SUPP	1,800	1,800
					VISIO & PROJECT LICENSES	-	1,678
					WAP MAINTENANCE	735	734
					WIRING SERVICES	1,186	1,183
					subtotal	172,655	207,239

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Division/Project Title	Org	Object	Project	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
	10041010	531100		General Supplies	SUPPLIES	18,000	20,000
					<i>subtotal</i>	18,000	20,000
	10041010	531200		Miscellaneous Utilities	GARBAGE SERVICE	11,500	11,500
					DUMPSTER HAULING	15,000	15,000
					COMCAST	600	600
					CITY OF ROSWELL GARBAGE/STORMWATER	5,500	5,500
					<i>subtotal</i>	32,600	32,600
	10041010	531210		Water and Sewer Utilities	WATER SERVICE	2,500	2,500
					<i>subtotal</i>	2,500	2,500
	10041010	531220		Natural Gas Utilities	GAS SERVICE	7,000	7,000
					<i>subtotal</i>	7,000	7,000
	10041010	531230		Electricity Utilities	ELECTRIC SERVICE	1,740,000	1,595,000
					<i>subtotal</i>	1,740,000	1,595,000
	10041010	531600		Small Equipment	SMALL EQUIPMENT	4,000	2,500
					<i>subtotal</i>	4,000	2,500
	10041010	532400		Non-Recurring	COPIER LEASE BUYOUT	-	-
					<i>subtotal</i>	-	-
	10041010	581200		Capital Lease Principal	WORK MANAGEMENT SOFTWARE LEASE	75,940	-
					<i>subtotal</i>	75,940	-
	10041010	582200		Capital Lease Interest	WORK MANAGEMENT SOFTWARE LEASE	1,003	-
					<i>subtotal</i>	1,003	-
				Administration Total		2,230,248	2,040,789
	10041050	521200		Professional Services	CONSULTING	-	-
					<i>subtotal</i>	-	-
	10041050	522210		Equipment R & M	R&M EQUIPMENT	35,000	30,000
					<i>subtotal</i>	35,000	30,000
Public Works	10041050	522220		Vehicle R&M	R&M VEHICLE	80,000	75,000
					<i>subtotal</i>	80,000	75,000

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Division/Project Title	Org	Object	Project	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
	10041050	522250		Facility R & M	FACILITY R&M (TREE REMOVAL)	45,000	45,000
					<i>subtotal</i>	45,000	45,000
	10041050	522320		Equipment Rental	RENTAL EQUIPMENT	1,500	1,500
					<i>subtotal</i>	1,500	1,500
	10041050	523500		Travel	TRAVEL	-	-
					<i>subtotal</i>	-	-
	10041050	523700		Employee Training	PROFESSIONAL DEVELOPMENT	-	-
					<i>subtotal</i>	-	-
	10041050	531100		General Supplies	SUPPLIES (TOOLS, CONSTRUCTION MATERIALS, etc.)	90,000	90,000
					<i>subtotal</i>	90,000	90,000
	10041050	531270		Fuel	FUEL - CITY VEHICLES	55,000	55,000
					<i>subtotal</i>	55,000	55,000
	10041050	531600		Small Equipment	SMALL EQUIPMENT	8,000	4,500
					<i>subtotal</i>	8,000	4,500
	10041050	531700		Uniforms	UNIFORMS AND SHOE ALLOWANCE	15,000	21,000
					PERSONAL PROTECTIVE EQUIPMENT FOR LAB	300	300
					<i>subtotal</i>	15,300	21,300
				Public Works Total		329,800	322,300
City Facilities	10041050	522210	EPW00	Equipment R & M	EQUIPMENT REPAIR	-	-
					<i>subtotal</i>	-	-
	10041050	522250	EPW00	Facility R & M	R&M CITY FACILITIES/ROW GENERAL	170,000	170,000
					<i>subtotal</i>	170,000	170,000
	10041050	523860	EPW00	Maintenance Contracts	FULTON COUNTY/ATLANTA HUMANE SOCIETY	57,500	85,000
					HVAC	40,000	20,000
					LANDSCAPE/ROW	350,000	385,000
					LANDSCAPE GA 400 INTERCHANGES	165,000	165,000
					PEST CONTROL	12,000	9,000
					FIRE EXTINGUISHER INSPECTIONS	-	7,700
					STREET SWEEPING	21,650	21,650
					<i>subtotal</i>	646,150	693,350
Jail Facility	10041050	531100	EPW00	General Supplies	OFFICE & CITY FACILITY RELATED SUPPLIES	22,500	18,000
					<i>subtotal</i>	22,500	18,000
	10041050	531600	EPW00	Small Equipment	SMALL EQUIPMENT	-	-
					<i>subtotal</i>	-	-
				City Facilities		838,650	881,350
Jail Facility	10041050	522250	EPW03	Facility R & M	JAIL FACILITY MAINTENANCE	25,000	26,600
					<i>subtotal</i>	25,000	26,600
	10041050	531100	EPW03	General Supplies	JAIL FACILITY SUPPLIES	1,000	-
					<i>subtotal</i>	1,000	-
				Jail Facility		26,000	26,600
	10041050	522250	EPW04	Facility R & M	CITY CENTER MAINTENANCE	45,000	47,000

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

							FY 2020 Recommended Budget	
Division/Project Title	Org	Object	Project	Title	Account Detail	FY 2019 Adopted Budget		
City Center	10041050	523860	EPW04	Maintenance Contracts	GENERAL MAINTENANCE CONTRACTS	15,500	15,500	
					ALARM EQUIPMENT/FIRE EXTINGUISHER INSPECTION	1,200	3,100	
					ELEVATOR MAINTENANCE/INSPECTION	7,200	7,200	
					HVAC CHILLER/COOLING TOWER MAINTENANCE/SERVICE	4,500	4,500	
					PEST CONTROL	-	1,500	
					JANITORIAL CONTRACT	57,000	57,000	
					PARKING DECK/STREET SWEEPING	4,600	4,600	
					subtotal	90,000	93,400	
	10041050	531100	EPW04	General Supplies		-	-	
					subtotal	-	-	
	10041050	531200	EPW04	Miscellaneous Utilities	CITY HALL/PARKING GARAGE (GARBAGE SERVICE)	-	-	
					subtotal	-	-	
	10041050	531210	EPW04	Water and Sewer Utilities	WATER SERVICE-CITY HALL, PARKING GARAGE, PARK	30,000	16,900	
					subtotal	30,000	16,900	
	10041050	531220	EPW04	Natural Gas Utilities	GAS SERVICE	1,000	1,000	
					subtotal	1,000	1,000	
	10041050	531230	EPW04	Electricity Utilities	ELECTRIC SERVICE-CITY HALL, PARKING GARAGE, PARK	140,000	140,000	
					subtotal	140,000	140,000	
	City Center						306,000	298,300
	Recreation and Parks Facilities	10041050	522210	EPW07	Equipment Repair & Maintenance		-	-
subtotal						-	-	
10041050		522250	EPW07	Facility Repair & Maintenance	GENERAL FACILITY REPAIR/MAINTENANCE	127,700	170,000	
					subtotal	127,700	170,000	
10041050		523860	EPW07	Maintenance Contracts	HVAC	47,000	11,742	
					PEST CONTROL	4,324	6,060	
					subtotal	51,324	17,802	
10041050		531100	EPW07	General Supplies		-	-	
					subtotal	-	-	
10041050		531600	EPW07	Small Equipment		-	-	
					subtotal	-	-	
10041050		542100	EPW07	Machinery & Equipment		-	-	
	subtotal				-	-		
Recreation and Parks Facilities Total						179,024	187,802	
92 Milton Avenue Parking Garage	10041050	531200	EPW08	Miscellaneous Utilities		-	-	
					subtotal	-	-	
	10041050	531210	EPW08	Water And Sewer Utilities		-	1,100	
					subtotal	-	1,100	
	10041050	531230	EPW08	Electricity Utilities		-	5,000	
subtotal					-	5,000		
92 Milton Ave Garage						-	6,100	

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

							FY 2020 Recommended Budget
Division/Project Title	Org	Object	Project	Title	Account Detail	FY 2019 Adopted Budget	
Environmental Education Workshop	10041051	531100	EES05	General Supplies	OFFICE & CONSERVATION RELATED SUPPLIES	4,000	4,000
					subtotal	4,000	4,000
					Environmental Education Workshop		
Environmental Outreach	10041051	521200	EES06	Professional Services	SCHOOL & RECYCLING PROGRAMS, CONSULTING	1,000	1,000
					subtotal	1,000	1,000
	10041051	521400	EES06	Board Member Fees	NATURAL RESOURCES COMMISSION	4,200	4,200
					subtotal	4,200	4,200
	10041051	523400	EES06	Printing	BUSINESS CARDS/INVITATIONS	100	100
					subtotal	100	100
	10041051	531100	EES06	General Supplies	NRC EVENTS	1,250	1,250
					LAB SUPPLIES	8,000	8,000
					OFFICE/ACTIVITY SUPPLIES	5,000	5,000
					subtotal	14,250	14,250
Environmental Outreach					19,550	19,550	
						3,933,272	3,786,791

PERFORMANCE MEASUREMENTS

Public Works Conservation						
Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
# of Events coordinated	28	32	28	12	25	25
# of Students reached	1371	943	738	36	200	200
# of Volunteers	662	542	752	231	500	500
Personnel Assigned:	1.0 FTE	1.0 FTE	1.0 FTE		1.0 FTE	1.0 FTE
	Environmental Program Coord.	Environmental Program Coord.	Environmental Program Coord.		Environmental Program Coord.	Environmental Program Coord.

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Public Works Engineering						
Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
# of Water quality samples analyzed	434	381				
# of Land disturbance inspections				COMMUNITY DEVELOPMENT		
<i>* Capital contracts include traffic, stormwater, sidewalks, infrastructure, community development, and facilities projects.</i>						
Personnel Assigned:	24.0 FTE	21.0 FTE***	22.0 FTE	22.0 FTE	22.0 FTE	22.0 FTE
Director of PW	Director of PW	Director of PW	Director of PW	Director of PW	Director of PW	Director of PW
Deputy Director	Deputy Director	Deputy Director	Deputy Director	Deputy Director	Deputy Director	Deputy Director
Project Administrator	Project Administrator	Project Administrator	Project Administrator	Project Administrator	Project Administrator	Project Administrator
	Administrative Office Coordinator	Administrative Office Coordinator	Administrative Office Coordinator	Administrative Office Coordinator	Administrative Office Coordinator	Administrative Office Coordinator
Admin Asst. II (2)	Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II
Fleet Coordinator	Fleet Coordinator	Fleet Coordinator	Fleet Coordinator	Fleet Coordinator	Fleet Coordinator	Fleet Coordinator
Civil Engineer (2)	Civil Engineer (2)	Civil Engineer (2)	Civil Engineer (2)	Civil Engineer (2)	Civil Engineer (2)	Civil Engineer (2)
Sr. Engineer (2)	Sr. Engineer (2)	Sr. Engineer (2)	Sr. Engineer (2)	Sr. Engineer (2)	Sr. Engineer (2)	Sr. Engineer (2)
Construction Mgr.	Construction Mgr.	Construction Mgr.	Construction Mgr.	Construction Mgr.	Construction Mgr.	Construction Mgr.
	Assistant Construction Mgr.	Assistant Construction Mgr.	Assistant Construction Mgr.	Assistant Construction Mgr.	Assistant Construction Mgr.	Assistant Construction Mgr.
Inspector (3)/ Senior Inspector	Senior Inspector	Senior Inspector	Senior Inspector	Senior Inspector	Senior Inspector	Senior Inspector
Sr. Engineering Technician	Public Works Supervisor	Public Works Supervisor	Public Works Supervisor	Public Works Supervisor	Public Works Supervisor	Public Works Supervisor
Engineering Technician (4)	Engineering Technician (4)	Engineering Technician (4)	Engineering Technician (4)	Engineering Technician (4)	Engineering Technician (4)	Engineering Technician (4)
Traffic Operations Manager	Traffic Operations Manager	Traffic Operations Manager	Traffic Operations Manager	Traffic Operations Manager	Traffic Operations Manager	Traffic Operations Manager
Traffic Signal Engineer	Traffic Signal Engineer	Traffic Signal Engineer	Traffic Signal Engineer	Traffic Signal Engineer	Traffic Signal Engineer	Traffic Signal Engineer
Urban Forestry Program Manager	Urban Forestry Program Manager	Urban Forestry Program Manager	Urban Forestry Program Manager	Urban Forestry Program Manager	Urban Forestry Program Manager	Urban Forestry Program Manager
Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst

***Three positions were reorganized into the Community Development Department in FY 2017 to improve service and availability to our permit customers (three Inspectors).

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

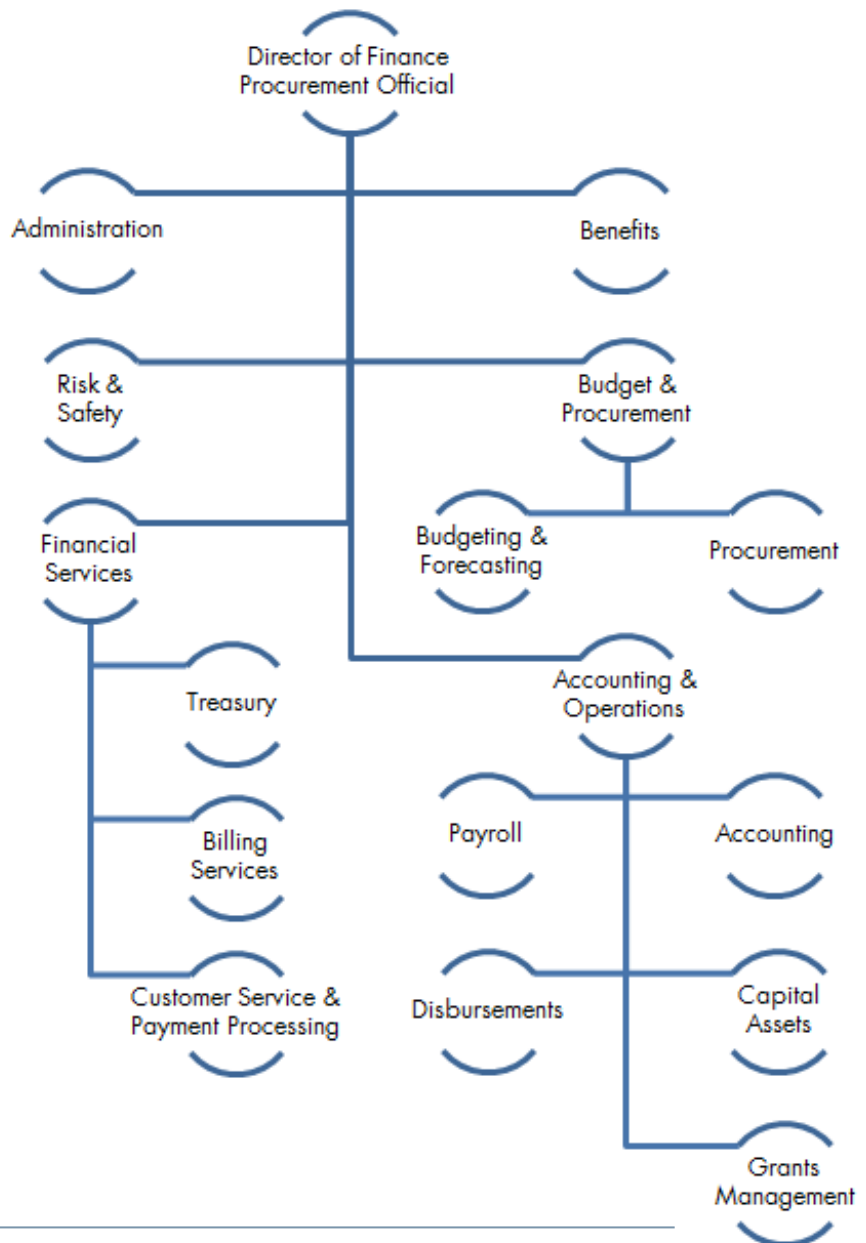
Public Works						
Public Works Operations						
Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
Average # of days to complete sidewalk work order	3.7	3.9	3.6	5.1	3.5	3.5
Average # of days to complete pothole work order	1.0	1.0	1.0	1.0	1.0	1.0
Average # of days to complete curb and gutter work order	2.5	2.3	3.0	1.1	2.5	2.5
Average # of days to complete ROW, mowing, limb work order	1.2	1.1	1.6	1.3	1.0	1.0
Average # of days to complete sink hole work order	33.3	1.0	4.8	1.0	2.5	2.5
Average # of days to complete sign replacement/upgrade work order	2.2	1.4	1.1	1.5	1.5	1.5
Average # of days to complete signal light maintenance work order	4.4	2.9	2.8	2.2	2.5	2.5
Average # of days to complete striping work order	1.4	15.2	4.5	2.1	3.5	3.5
Average # of days to complete catch basin work order	2.0	1.6	3.7	1.9	2.0	2.0
Average # of days to complete storm drain work order	5.7	2.7	5.0	3.7	3.5	3.5
Average # of days to complete facilities work order	1.2	2.1	2.3	3.4	2.5	2.5
Personnel Assigned:	30.0 FTE	30.0 FTE	29.0 FTE	29.0 FTE	29.0 FTE	29.0 FTE
PW Supervisor (3)	PW Supervisor (3)	PW Supervisor (3)	PW Supervisor (3)	PW Supervisor (3)	PW Supervisor (3)	PW Supervisor (3)
PW Crew Leader (7)	PW Crew Leader (8)	PW Crew Leader (8)	PW Crew Leader (8)	PW Crew Leader (8)	PW Crew Leader (8)	PW Crew Leader (8)
PW Tech II (8)	PW Tech II (7)	PW Tech II (7)	PW Tech II (10)	PW Tech II (10)	PW Tech II (10)	PW Tech II (10)
PW Tech I (11)	PW Tech I (11)	PW Tech I (11)	PW Tech I (6)	PW Tech I (6)	PW Tech I (6)	PW Tech I (6)
Utility Locator	Utility Locator	Utility Locator	Engineering Tech (2)	Engineering Tech (2)	Engineering Tech (2)	Engineering Tech (2)

Finance

THOMAS G. HARRIS
DIRECTOR



THarris@alpharetta.ga.us



Our Community Vision is to advance Alpharetta as a signature City by:

- ✓ *Offering the highest quality of environment for our residents and businesses;*
- ✓ *Fostering strong sense of community including safety and security; and*
- ✓ *Providing a business climate that attracts the top echelon companies.*

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission.

Finance

Administration, Accounting, Budgeting, Employee Benefits and Compensation, Procurement, Grants Management, Risk Management, Treasury, Internal and External Service

Mission Statement

The mission of the Finance Department is to plan, receive, monitor, safeguard, invest, account, and expend the financial resources of the City of Alpharetta in the highest legal, ethical, and professional standard practical, and to respond to the service needs of our internal and external customers in a timely, courteous and accurate manner.

Goals and Objectives

- ✓ Implementation of a finance/human resources system that utilizes current technology and provides heightened data analysis functionality and increases overall staff efficiencies;
- ✓ Process and procedure documentation program – conduct a comprehensive review of team processes, procedures, and practices;
- ✓ Expansion of the financial planning process – continue the development of a comprehensive long-term capital improvement program and multi-year budgeting, forecasting, and planning in order to more accurately predict our financial position in future years, and the impact current year decisions have on the city's long-range financial position;
- ✓ Update to Financial Management Program (e.g. policy revisions); and
- ✓ Design and administer innovative and cost-effective benefit programs (e.g. Health Savings Accounts and enhanced Wellness Program) that meet the needs of today's diverse workforce and enhance the city's ability to attract, retain and reward employees.



5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 FINANCE DEPARTMENT Five-Year Financial Summary					
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020
Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
<i>% Change</i>		0.0%	0.0%	0.0%	0.0%
<i>average-5 year percent change</i>		0.0%			
Expenditures	\$ 3,087,059	\$ 3,105,132	\$ 3,319,528	\$ 3,366,136	\$ 3,548,890
<i>% Change</i>		0.6%	6.9%	1.4%	5.4%
<i>average-5 year percent change</i>		3.6%			

DEPARTMENT BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
FINANCE DEPARTMENT
BUDGET REQUEST BY ACCOUNT**

										<i>Amended FY 2019 to FY 2020</i>
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMENDMENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)	
Revenues										
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-
Expenditures										
(1) Personnel Services:										
Salary	\$ 1,502,002	\$ 1,503,783	\$ 1,554,527	\$ 1,621,322	\$ -	\$ 1,621,322	\$ 1,690,777	4.3%	\$ 69,455	
Benefits	737,494	763,586	804,168	913,220	-	913,220	980,438	7.4%	67,218	
subtotal	\$ 2,239,496	\$ 2,267,369	\$ 2,358,694	\$ 2,534,542	\$ -	\$ 2,534,542	\$ 2,671,215	5.4%	\$ 136,673	
Maintenance and Operations:										
(2) Professional Fees	\$ 271,838	\$ 275,190	\$ 344,260	\$ 288,530	\$ -	\$ 288,530	\$ 335,675	16.3%	\$ 47,145	
Equipment Repair/Maint.	-	-	982	-	-	-	-	-	-	-
Vehicle Repair/Maint.	16	-	37	500	-	500	-	-100.0%	(500)	
Advertising	3,117	3,053	3,106	6,000	-	6,000	5,000	-16.7%	(1,000)	
(3) Printing and Binding	22,544	24,825	29,831	27,300	-	27,300	29,350	7.5%	2,050	
(4) Employee Travel	11,062	5,766	12,490	17,530	-	17,530	14,780	-15.7%	(2,750)	
(4) Employee Training	13,417	9,734	12,254	16,165	-	16,165	13,040	-19.3%	(3,125)	
(5) Maintenance Contracts	43,737	44,586	79,865	73,120	-	73,120	59,129	-19.1%	(13,991)	
(7) IT Professional Services	150,874	152,360	155,290	170,199	-	170,199	204,781	20.3%	34,582	
General Supplies	44,310	39,517	49,701	47,600	-	47,600	44,920	-5.6%	(2,680)	
Fuel	23	-	-	150	-	150	-	-100.0%	(150)	
Small Equipment	15,394	6,751	3,603	4,500	-	4,500	2,000	-55.6%	(2,500)	
Non-Recurring Expenses	365	-	-	-	-	-	-	-	-	-
(6) Employee Wellness Program	160,727	155,073	156,995	180,000	-	180,000	169,000	-6.1%	(11,000)	
subtotal	\$ 737,424	\$ 716,856	\$ 848,412	\$ 831,594	\$ -	\$ 831,594	\$ 877,675	5.5%	\$ 46,081	

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
FINANCE DEPARTMENT
BUDGET REQUEST BY ACCOUNT**

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	<i>Amended FY 2019 to FY 2020</i>	
								% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital/Lease/Other:									
Machinery & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Interest on Property Tax Refund(s)	2,439	11,645	1,519	-	-	-	-	-	-
Capital Lease (Principal)	104,346	106,830	109,371	-	-	-	-	-	-
Capital Lease (Interest)	3,354	2,432	1,531	-	-	-	-	-	-
subtotal	\$ 110,139	\$ 120,907	\$ 112,421	\$ -	\$ -	\$ -	\$ -	-	\$ -
Total	\$ 3,087,059	\$ 3,105,132	\$ 3,319,528	\$ 3,366,136	\$ -	\$ 3,366,136	\$ 3,548,890	5.4%	\$ 182,754
Full-time Equivalent Positions	21.5	21.5	21.5	21.5		21.5	21.5		

Notes

- (1) Variance 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.
- (2) Variance due to increases in actuarial, asset management, and investment advisor fees.
- (3) Variance due to growth in number of tax billings required (parcels, re-bills, etc.).
- (4) Variance based on revised travel and training expectations.
- (5) Variance 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.
- (6) Variance based on historical and year-to-date expenditure trends.
- (7) Variance based primarily on funding for new Budget Preparation Software (2020 Operating Initiative) and partially offset 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).

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Summary by Division/Project (Maintenance and Operatio

ACCOUNT DESCRIPTION	FY 2019 Amended Operating Budget	FY 2020 Operating Budget Request	Administration	Benefits and Wellness	
			Finance Admin.	Benefits and Wellness	Wellness Program
			1510	1511	FBW00
521200 Professional Fees	\$ 288,530	\$ 335,675	\$ 122,300	\$ 91,900	\$ 14,250
522210 Equipment Repair/Maint.	-	-	-	-	-
522220 Vehicle Repair/Maint.	500	-	-	-	-
522250 Facility Repair/Maint.	-	-	-	-	-
522320 Equipment Rental	-	-	-	-	-
523300 Advertising	6,000	5,000	-	-	-
523400 Printing and Binding	27,300	29,350	250	1,000	-
523500 Employee Travel	17,530	14,780	2,000	2,030	-
523700 Employee Training	16,165	13,040	2,790	3,000	-
523860 Maintenance Contracts	73,120	59,129	59,129	-	-
523900 IT Professional Services	170,199	204,781	204,781	-	-
531100 General Supplies/Materials	47,600	44,920	23,920	1,500	2,500
531270 Fuel	150	-	-	-	-
531600 Small Equipment	4,500	2,000	2,000	-	-
531700 Employee Uniforms	-	-	-	-	-
532400 Non-Recurring Expenses	-	-	-	-	-
532440 Wellness	180,000	169,000	-	-	169,000
542100 Machinery and Equipment	-	-	-	-	-
581200 Capital Lease Principal	-	-	-	-	-
581220 Capital Lease Interest	-	-	-	-	-
582301 Interest on Property Tax Refund	-	-	-	-	-
TOTAL	\$ 831,594	\$ 877,675	\$ 417,170	\$ 99,430	\$ 185,750

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

ns/Capital)

ACCOUNT DESCRIPTION	Accounting and Operations						
	Budget and Procurement		Financial Services				
	Risk Management	Accounting and Operations	External Audit	CAFR Publication	Budget and Procurement	PAFR Publication	
	1555	1512	FA000	FA001	1513	FBP00	1514
Professional Fees	\$ 2,300	\$ 19,500	\$ 55,000	\$ 3,600	\$ 1,000	\$ 3,425	\$ 22,400
Equipment Repair/Maint.		-	-	-	-	-	-
Vehicle Repair/Maint.		-	-	-	-	-	-
Facility Repair/Maint.		-	-	-	-	-	-
Equipment Rental		-	-	-	-	-	-
Advertising		1,000	-	-	4,000	-	-
Printing and Binding		1,800	-	1,000	2,000	1,300	22,000
Employee Travel		5,000	-	-	5,000	-	750
Employee Training		4,000	-	-	2,500	-	750
Maintenance Contracts		-	-	-	-	-	-
IT Professional Services		-	-	-	-	-	-
General Supplies/Materials		-	-	-	-	-	17,000
Fuel		-	-	-	-	-	-
Small Equipment		-	-	-	-	-	-
Employee Uniforms		-	-	-	-	-	-
Non-Recurring Expenses		-	-	-	-	-	-
Wellness		-	-	-	-	-	-
Machinery and Equipment		-	-	-	-	-	-
Capital Lease Principal		-	-	-	-	-	-
Capital Lease Interest		-	-	-	-	-	-
Interest on Property Tax Refund	-	-	-	-	-	-	-
TOTAL	\$ 2,300	\$ 31,300	\$ 55,000	\$ 4,600	\$ 14,500	\$ 4,725	\$ 62,900

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
FINANCE ADMINISTRATION	10015100 521200	Professional Fees	Bank Related Fees, Vantage Card Services	80,000	101,000
			Department of Homeland Security (SAVE ID)	300	300
			Investment Admin/Actuarial/Prof. Services	15,500	17,000
			Software development and consultations	7,000	4,000
			subtotal	102,800	122,300
	10015100 523400	Printing and Binding	Envelopes/Forms/Stock	500	250
			subtotal	500	250
	10015100 523500	Employee Travel	Travel Expenses	2,000	2,000
			subtotal	2,000	2,000
	10015100 523700	Employee Training	Professional Development	3,000	1,500
			CPA Certification	85	85
			AGA Membership	30	30
			CGFM Membership	100	100
			GGFOA Membership	50	50
			GGFOA Conference	325	450
			GFOA Membership	200	200
			NIGP Membership	100	100
			AICPA Membership	275	275
			subtotal	4,165	2,790
	10015100 523860	Maintenance Contracts	Coffee Service/Water Cooler	3,500	3,500
			Periscope Holdings License - NIGP Commodity Codes	500	550
			Copier Maintenance (Non-Xerox)/ Folder Maintenance	1,000	850
			Xerox Copier Lease (CQ9303)	4,120	2,454
			Xerox Copier Maintenance Plan	7,500	8,000
			OpenGov Financial Transparency Software	8,500	15,500
			E-Bid Systems - Bentley	9,500	9,500
			Records Storage/Shredding	4,500	3,000
			DocuSign	5,000	5,000
			Socrata - CIP Dashboard	24,000	-
			Whiteburch Software Licenses	5,000	-
			Forms Software	-	5,000
			Tyler Munis PACE	-	5,775
			subtotal	73,120	59,129

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
	10015100 523900	IT Professional Services			
			Solarwinds Software Renewal	588	
			WAP Maintenance - Aerohive	304	303
			Amazon Web Services	39	39
			Developer License for MDM	15	15
			City Circuit Connection to Internet - AT&T	922	920
			AT&T ASE	2,648	2,642
			City Circuit Connection to Internet - Charter	164	164
			Load Balancer - Citrix	74	294
			Security - Patch Mgmt	-	1,223
			Data Center's Uninterruptible Power System	539	636
			Citywide Microsoft Licensing	1,079	9,060
			Drone to GIS Conversion	147	73
			GIS Mobile Field Mapping & Data Collection	2,525	2,519
			Non-Xerox Printer Repair	368	245
			Filemaker Software Maintenance & Support	278	441
			Data Center Fire Suppression System	59	59
			Project Event Capture - ESRI	147	294
			Network Vulnerability Scanner	1,471	1,516
			Asset Management - LanSweeper	98	98
			ERPM Red Identity	466	294
			Manage Engine - LogRhythm	1,226	2,451
			Security Awareness Training	441	440
			Microsoft User Based Training	441	-
			Technical Support for CISCO Network	858	856
			Conversion of LIDAR Data to ArcGIS	78	78
			Firewall - Palo Alto - Veristor	1,241	1,296
			ClientVPN - Palo Alto - Veristor	284	-
			SQL Monitoring Tool	245	245
			Wiring Services	490	489
			Physical Security	294	-
			Consulting Services	1,177	1,174
			City Enterprise Data Management	981	-
			Citywide Virtual Infrastructure - Veristor	2,247	2,095

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
			Maintenance Extension	2,035	3,097
			City Virus, Adware, Spyware & Threat Protection	2,599	-
			City Circuit Connection to Internet - Zayo	1,275	1,272
			Backup and Replication/O365 backup	-	5,577
			Deep Security and OfficeScan - Carbon Black	-	1,027
			Duo 2FA - 2 Facotr Authentication	-	1,125
			ADSelfService	490	318
			Cellular Phone Service	360	-
			iPhone Cell Service	3,744	3,300
			iPad Cellular Service	384	492
			Data Cards	456	456
			Mobile Data Management	515	515
			Line and Circuit Service	3,988	3,996
			GLS Monitoring and Support	5,008	5,018
			CISCO SMARTnet Telephony and Phone App Licenses	3,693	3,700
			Cisco phone infrastructure support	369	370
			Netmotion <i>Mobility XE</i> Software Renewal	174	174
			Tyler Maintenance / Tyler Disaster Recovery	104,640	79,680
			Adobe Products	2,260	1,480
			Fleet Management Collective Data	7,725	7,725
			AudioTel Software - Check Posting	3,000	3,000
			IBM AS400 iSeries Maintenance	2,500	2,500
			Aquarius - Finance Document Mgmt	3,000	-
			Visio Licenses	50	-
			Budget Preparation Software (2020 Operating Initiative)	-	50,000
			subtotal	170,199	204,781
	10015100 531100	General Supplies & Material:	Wall Street Journal Subscriptions	450	450
			Lunch Meetings/Citywide Training	300	300
			AJC Newspaper	200	200
			Atlanta Business Chronicle	100	100
			Business Week	70	70
			Pitney Bowes - Mailing Supplies	300	300

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
			Postage Allocation	7,000	5,000
			General Office Supplies	15,580	16,000
			UPS & Fed Ex	1,500	1,500
			subtotal	25,500	23,920
	10015100 531600	Small Equipment	Misc. Small Equipment	4,500	2,000
			subtotal	4,500	2,000
			Administration Total	382,784	417,170
BENEFITS AND WELLNESS	10015110 521200	Professional Fees	TALX -Unemployment Services	400	400
			Morris, Manning & Martin Pension Advisory Fees	10,000	10,000
			Retirement Actuarial Services	12,000	10,000
			United States Treasury VCP Compliance Fee	2,500	2,500
			Pension Advisory Services	10,500	28,000
			Morgan Stanley Investment Advisor Fees	30,000	30,000
			Public Trust Advisor Investment Fees	-	11,000
			subtotal	65,400	91,900
	10015110 522220	Vehicle Repair & Maintenance	Vehicle Maintenance - Standard	500	-
			subtotal	500	-
	10015110 523400	Printing and Binding	Envelopes/Forms/Stock/Raffle Tickets	1,000	1,000
			subtotal	1,000	1,000
	10015110 523500	Employee Travel	Travel Expenses	2,000	2,000
			Local Mileage	30	30
			subtotal	2,030	2,030
	10015110 523700	Employee Training	Professional Development	2,000	2,000
			Association Membership Fees	1,000	1,000
			subtotal	3,000	3,000
	10015110 531100	General Supplies & Materials	Postage	200	
			General Supplies	1,000	1,000
			Publications & Subscriptions	100	-
			Pension Board Meetings Food	500	500
			subtotal	1,800	1,500
	10015110 531270	Fuel	Finance Vehicle Fuel	150	-
			subtotal	150	-
			Benefits and Wellness Total	73,880	99,430

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail				
WELLNESS	10015110 521200 FBW00	Professional Fees	EAP Services			14,250	14,250
				<i>subtotal</i>		14,250	14,250
	10015110 531100 FBW00	General Supplies	Flu Shots			500	500
			Various Vendors - Lunch & Learn			1,000	1,000
			Wellness Screening			1,000	1,000
				<i>subtotal</i>		2,500	2,500
	10015110 532440 FBW00	Employee Wellness Program	Health Screening			5,000	4,000
			CHN Wellness Initiatives + (Spouses)			175,000	165,000
				<i>subtotal</i>		180,000	169,000
				<i>Benefits and Wellness (Wellness Program) Total</i>		196,750	185,750
RISK MANAGEMENT	10015550 521200	Professional Fees	Drug Tests/HEP Vaccines			1,000	1,000
			Fitness for Duty Exams			1,000	-
			North Fulton After Hours Drug Screens			600	600
			Safety, Signage, DFWP, DDC 6 Training			750	700
				<i>subtotal</i>		3,350	2,300
				<i>Risk Management Total</i>		3,350	2,300
ACCOUNTING AND OPERATIONS	10015120 521200	Professional Fees	Arbitrage Calculations			3,000	7,500
			Auction Fees - GovDeals			12,000	12,000
			Temporary Staff			3,000	-
				<i>subtotal</i>		18,000	19,500
	10015120 523300	Advertising	Advertising for Auction			1,000	1,000
				<i>subtotal</i>		1,000	1,000
	10015120 523400	Printing and Binding	Check Stock - Checks & Deposit Slips			1,000	1,000
			Data Flow - 1099 Forms & Envelopes			400	400
			Data Flow - W-2 Forms & Envelopes			400	400
				<i>subtotal</i>		1,800	1,800
	10015120 523500	Employee Travel	Accounting Travel Expenses			2,500	2,000
			Munis Conference			3,000	3,000
				<i>subtotal</i>		5,500	5,000
	10015120 523700	Employee Training	Training and Professional Development			4,000	4,000
				<i>subtotal</i>		4,000	4,000
	10015120 542100	Machinery and Equipment	Software Applications/Upgrades/Programming			-	-
				<i>subtotal</i>		-	-
<i>Accounting and Operations Total</i>						30,300	31,300

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
EXTERNAL AUDIT	10015120 521200 FA000	Professional Fees	Mauldin & Jenkins	55,000	55,000
			<i>subtotal</i>	55,000	55,000
			<i>Accounting and Operations (External Audit) Total</i>	55,000	55,000
CAFR PUBLICATION	10015120 521200 FA001	Professional Fees	Application Fee for GFOA	600	600
			Graphic Design for CAFR	3,300	3,000
			<i>subtotal</i>	3,900	3,600
	10015120 523400 FA001	Printing and Binding	Printing of Cover, Tabs & Document	1,000	1,000
			<i>subtotal</i>	1,000	1,000
	10015120 531100 FA001	General Supplies	Mailing of Documents	-	-
			<i>subtotal</i>	-	-
			<i>Accounting and Operations (CAFR) Total</i>	4,900	4,600
BUDGET AND PROCUREMENT	10015130 521200	Professional Fees	GFOA Distinguished Budget Award	550	550
			Excellence Award for Purchasing	450	450
			<i>subtotal</i>	1,000	1,000
	10015130 523300	Advertising	Advertising Annual Budget Adoption & Mileage Rate	4,000	3,000
			Mid-Year Budget Adoption Advertising	500	500
			Legal Advertisements	500	500
			<i>subtotal</i>	5,000	4,000
	10015130 523400	Printing and Binding	Annual Operating Budget & Capital Budget	2,500	2,000
			<i>subtotal</i>	2,500	2,000
	10015130 523500	Employee Travel	Budget Dept. Travel	1,000	1,000
			GFOA Budget Seminar Travel Expenses	1,500	1,500
			Munis Conference	2,500	2,500
			<i>subtotal</i>	5,000	5,000
	10015130 523700	Employee Training	Training and Professional Development	3,500	2,500
			<i>subtotal</i>	3,500	2,500
	10015130 531100	General Supplies	General Office Supplies	300	-
			<i>subtotal</i>	300	-
			<i>Budget and Purchasing Total</i>	17,300	14,500
PAFR PUBLICATION	10015130 521200 FBP00	Professional Fees	Application Fee for GFOA	225	225
			Digital Publication Services	105	-
			Graphic Design for PAFR	3,200	3,200
			Photography Services	1,000	-
			<i>subtotal</i>	4,530	3,425

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
	10015130 523400 FBP00	Printing and Binding	Printing of PAFR Copies	2,000	1,300
			<i>subtotal</i>	2,000	1,300
			<i>Budget and Purchasing (PAFR) Total</i>	6,530	4,725
FINANCIAL SERVICES	10015140 521200	Professional Fees	FIFA's Fulton County	1,500	1,500
			Graphic Design of Tax Brochure	700	700
			Temporary Position Services	16,000	16,000
			Online Payment Service Fees - PayPal	750	3,000
			Post Office Box Rental	150	-
			Collection Fees - Penn Credit	1,200	1,200
			<i>subtotal</i>	20,300	22,400
	10015140 523400	Printing and Binding	Data Media - Tax, False Alarms	15,500	19,000
			Printing of Tax Brochure	2,500	2,500
			Tyler Tech - Forms Business Licenses	500	500
			<i>subtotal</i>	18,500	22,000
	10015140 523500	Employee Travel	Travel Expenses	1,500	750
			Munis Conference	1,500	-
			<i>subtotal</i>	3,000	750
	10015140 523700	Employee Training	Training and Professional Development	1,500	750
			<i>subtotal</i>	1,500	750
	10015140 531100	General Supplies	Associations/Memberships/Subscriptions	250	
			Educational Materials	250	
			Data Media - Postage for Tax, False Alarm & Bus License	17,000	17,000
			<i>subtotal</i>	17,500	17,000
	10015140 531600	Small Equipment		-	-
			<i>subtotal</i>	-	-
			<i>Financial Services Total</i>	60,800	62,900
			<i>Finance Department Total</i>	831,594	877,675

PERFORMANCE MEASUREMENTS

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Finance Admin Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	Target FY 2019	Target FY 2020
# of New GAAP/GASB financial requirements implemented	4	2	3	3	3
Bond rating maintained or upgraded	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA
Cash management program maximizing interest returns (all funds)	\$213,631	\$567,749	\$1,180,203	\$1,500,000	\$265,032
Personnel Assigned:	Finance Admin 2.0 FTE	Finance Admin 2.0 FTE	Finance Admin 2.0 FTE	Finance Admin 2.0 FTE	Finance Admin 2.0 FTE
	Director of Finance Office Manager	Director of Finance Office Manager	Director of Finance Office Manager	Director of Finance Office Manager	Director of Finance Office Manager
	Risk Mgmt. 1.0 FTE	Risk Mgmt. 1.0 FTE	Risk Mgmt. 1.0 FTE	Risk Mgmt. 1.0 FTE	Risk Mgmt. 1.0 FTE
	Safety/Risk Administrator	Safety/Risk Administrator	Safety/Risk Administrator	Safety/Risk Administrator	Safety/Risk Administrator

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Accounting, Budget, Procurement Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	Target FY 2019	Target FY 2020
Audited CAFR to be published within 180 days of fiscal year end	12/22/2016	11/1/2017	12/20/2018	11/1/2019	11/1/2020
GFOA Certificate of Achievement for Excellence in Financial Reporting	Yes	Yes	Yes	Yes	Yes
GFOA Outstanding Achievement in Popular Annual Financial Reporting	Yes	Yes	Yes	Yes	Yes
GFOA Distinguished Budget Award	Yes	Yes	Yes	Yes	Yes
Percentage of General Fund departments within appropriated budget*	91%	100%	91%	100%	100%
% of Budgeted employees participating in direct deposit	98%	98%	99%	100%	100%
Average # of vendor responses to Bids/Requests for Proposals	5	6	6	6	6
	Accounting Services 7.5 FTE	Accounting Services 7.5 FTE	Accounting Services 7.5 FTE	Accounting Services 7.5 FTE	Accounting Services 7.5 FTE
	Accounting & Op. Mgr.	Accounting & Op. Mgr.	Accounting & Op. Mgr.	Accounting & Op. Mgr.	Accounting & Op. Mgr.
	Chief Accountant	Chief Accountant	Chief Accountant	Chief Accountant	Chief Accountant
	Accountant (3.5)	Accountant (3.5)	Accountant (3.5)	Accountant (3.5)	Accountant (3.5)
	Payroll Coordinator	Payroll Coordinator	Payroll Coordinator	Payroll Coordinator	Payroll Coordinator
	Accounts Payable Technician	Accounts Payable Technician	Accounts Payable Technician	Accounts Payable Technician	Accounts Payable Technician
	Budget/Procurement 4 FTE	Budget/Procurement 4 FTE	Budget/Procurement 4 FTE	Budget/Procurement 4 FTE	Budget/Procurement 4 FTE
	Budget & Procurement Mgr.	Budget & Procurement Mgr.	Budget & Procurement Mgr.	Budget & Procurement Mgr.	Budget & Procurement Mgr.
	Sr. Budget & Procurement Analyst (3)	Sr. Budget & Procurement Analyst (3)	Sr. Budget & Procurement Analyst (3)	Sr. Budget & Procurement Analyst (3)	Sr. Budget & Procurement Analyst (3)
Total Personnel Assigned Internal Services:	11.5 FTE	11.5 FTE	11.5 FTE	11.5 FTE	11.5 FTE

* Legal Services is the only department that has gone over its appropriations. Legal services represents professional services expenses to a private legal firm.

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Financial Services Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	Target FY 2019	Target FY 2020
% of bills generated on time	99%	99%	99%	99%	99%
% of bills collected on time	95%	95%	95%	95%	95%
# of Real estate tax bills generated	19,407	19,673	20,152	20,674	21,294
# of Personal property tax bills	2,989	2,989	3,030	3,055	3,080
# of Liens processed	116	150	86	120	150
# of Sanitation customers	15,345	15,135	16,277	16,636	16,885
% of Delinquent sanitation Accts	<10%	<10%	<10%	<10%	<10%
Personnel Assigned:	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE
	Treasury Services Manager	Treasury Services Manager	Treasury Services Manager	Treasury Services Manager	Treasury Services Manager
	Billing Coordinator	Billing Coordinator	Billing Coordinator	Billing Coordinator	Billing Coordinator
	Cash Management Coordinator	Cash Management Coordinator	Cash Management Coordinator	Cash Management Coordinator	Cash Management Coordinator
	Billing/Collections Representative	Billing/Collections Representative	Billing/Collections Representative	Billing/Collections Representative	Billing/Collections Representative
	Customer Account Representative	Customer Account Representative	Customer Account Representative	Customer Account Representative	Customer Account Representative

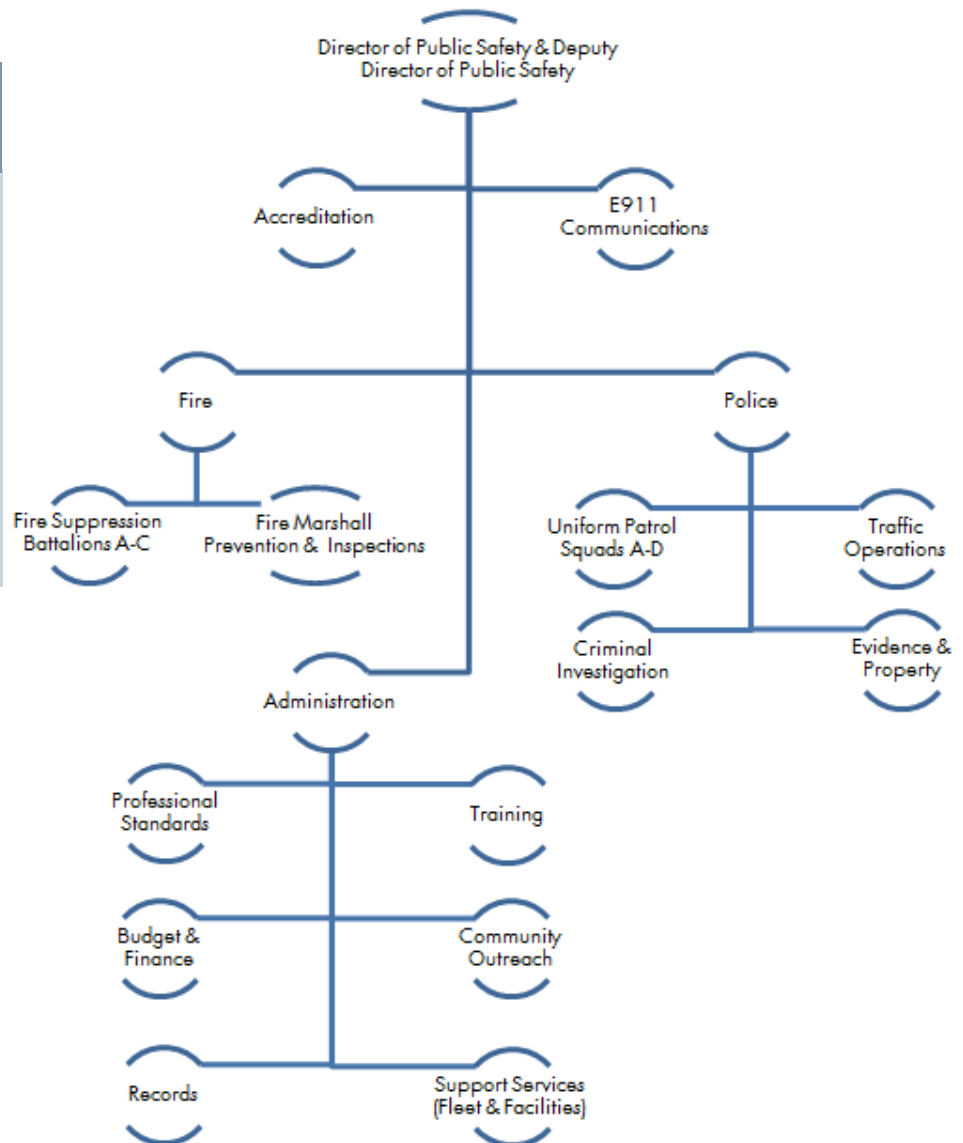
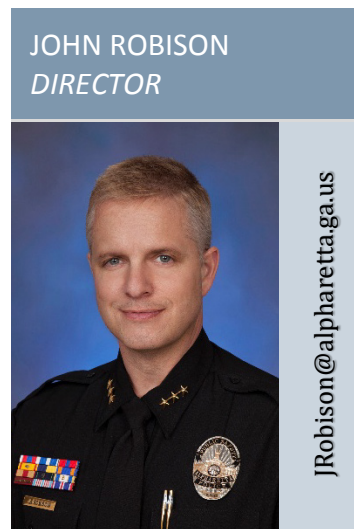
EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Benefits & Compensation Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	Target FY 2019	Target FY 2020
% of Employees enrolled in group insurance	90%	90%	82%	90%	90%
% of Employees enrolled in deferred compensation	80%	80%	77%	80%	80%
Personnel Assigned:	2.0 FTE	2.0 FTE	2.0 FTE	2.0 FTE	2.0 FTE
	Benefits Manager	Benefits Manager	Benefits Manager	Benefits Manager	Benefits Manager
	Benefits Coordinator	Benefits Coordinator	Benefits Coordinator	Benefits Coordinator	Benefits Coordinator



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Public Safety



Our Community Vision is to advance Alpharetta as a signature City by:

- ✓ *Offering the highest quality of environment for our residents and businesses;*
- ✓ *Fostering strong sense of community including safety and security; and*
- ✓ *Providing a business climate that attracts the top echelon companies.*

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission.

Public Safety

*Administration, Police, Fire, and Emergency
911*

Mission Statement

Public Safety: It is the **Mission** of the **Alpharetta Department of Public Safety** to **Enhance** the **Quality of Life** of those that **Live, Work, and Play** in the **City of Alpharetta**.

Police Services strives to ensure the highest quality of life for its citizens through developing and maintaining partnerships with the community. We take pride in the fact that all contacts with the public are professional and at all times personify the highest levels of honor, integrity, ethics and justice, entrusted to us by those we are sworn to serve.

Fire and Emergency Services is a proactive, customer oriented emergency services provider. Our objective is to provide the best possible fire and emergency medical services. Our goal is to maximize the saving of lives, minimize the loss of property and avoid loss whenever possible through prevention and education.

Goals and Objectives

Police Services

- ✓ Crime Prevention – Partner with the community through the Alpharetta Community of Excellence (ACE) program, Crime-Free Multifamily Housing, and building partnerships and mitigating problems through education and enforcement;
- ✓ Uniform Patrol - Increase visible presence in the community with an emphasis on residential neighborhoods;
- ✓ Criminal Investigation - Maintain a case clearance rate above national averages through strong local investigative efforts and appropriate partnerships with other federal, state and local law enforcement agencies; and
- ✓ Traffic Safety - Identify and address traffic and pedestrian concerns through engineering, education, and enforcement. Build an effective strategy utilizing a collaborative effort between city departments.



Fire Services

- ✓ Maintain a minimum on-duty staffing level of not less than 24 Firefighter/EMT or Paramedics at all times;
- ✓ Assure all firefighters are certified at the National Professional Qualifications Firefighter II Level;
- ✓ Maintain a minimum of 240 hours of annual training and career development for each career firefighter;
- ✓ Place the first fire apparatus on the scene of an emergency within five minutes of dispatch at least 90% of the time;
- ✓ Place a minimum of 15 firefighters on the scene of a structure fire within seven minutes of dispatch at least 90% of the time;
- ✓ Place an advance life support paramedic on the scene of a medical emergency within five minutes of dispatch at least 90% of the time;
- ✓ Present programs of fire safety education to 80% of all preschool children and 95% of all first and fourth grade students who reside within the City; and
- ✓ Conduct a fire safety inspection and/or design a pre-fire plan for every non-residential occupancy annually.



5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 PUBLIC SAFETY DEPARTMENT Five-Year Financial Summary					
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020
Revenue	\$ 3,387,302	\$ 3,462,364	\$ 2,865,213	\$ 3,222,650	\$ 2,875,250
<i>% Change</i>		2.2%	-17.2%	12.5%	-10.8%
<i>average 5 year percent change</i>		-3.3%			
Expenditure	\$ 24,672,611	\$ 25,001,343	\$ 26,161,349	\$ 28,472,171	\$ 29,771,142
<i>% Change</i>		1.3%	4.6%	8.8%	4.6%
<i>average 5 year percent change</i>		4.8%			

DEPARTMENT BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
PUBLIC SAFETY DEPARTMENT
BUDGET REQUEST BY ACCOUNT**

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	<i>Amended FY 2019 to FY 2020</i>	
								% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue (1)									
Licenses & Permits:									
Alcoholic Beverage Permits	\$ 582,812	\$ 618,767	\$ 670,979	\$ 670,000	-	\$ 670,000	\$ 670,000	0.0%	\$ -
Other Permits	800	950	-	750	-	750	750	0.0%	-
Fire Permits	26,043	30,245	36,356	25,000	-	25,000	25,000	0.0%	-
Penalties/Interest (Permits)	2,900	1,400	5,835	1,000	-	1,000	1,000	0.0%	-
Intergovernmental:									
City of Milton (Public Safety)	60,000	60,000	60,000	60,000	-	60,000	60,000	0.0%	-
Charges for Services									
Public Safety Reports	26,268	29,543	17,315	25,000	-	25,000	25,000	0.0%	-
Public Safety Services	213,580	211,103	50,870	210,000	-	210,000	210,000	0.0%	-
Dangerous Driving Course	-	2,930	8,287	6,000	-	6,000	6,000	0.0%	-
False Alarm Fees	44,346	48,098	50,336	40,000	-	40,000	40,000	0.0%	-
False Alarm Registration	9,417	7,700	6,149	7,500	-	7,500	7,500	0.0%	-
Penalties/Int. (False Alarms)	3,826	2,894	1,765	2,500	-	2,500	2,500	0.0%	-
Fire Building Plan Review	170,450	147,619	86,884	140,000	-	140,000	140,000	0.0%	-
Fire Inspection Fees	3,325	3,525	1,475	2,000	-	2,000	2,000	0.0%	-
Fines & Forfeitures:									
Municipal Court Fines	2,198,202	2,225,129	1,793,974	1,975,000	-	1,975,000	1,675,000	-15.2%	(300,000)
Red Light Camera Citations	7,080	-	-	-	-	-	-	-	-
School Bus Camera Citations	-	18,120	15,540	10,000	-	10,000	10,000	0.0%	-
Sale of Confiscated Assets	1,037	925	1,908	500	-	500	500	0.0%	-
Contributions from Private Sources:									
Donations/Private Sources	952	3,555	1,075	-	2,400	2,400	-	-100.0%	(2,400)
Other:									
Miscellaneous Revenue	1,780	1,696	5,372	-	-	-	-	-	-
Reimb. Extra Job (vehicle)	34,483	48,165	51,093	45,000	-	45,000	-	-100.0%	(45,000)
Total	\$ 3,387,302	\$ 3,462,364	\$ 2,865,213	\$ 3,220,250	\$ 2,400	\$ 3,222,650	\$ 2,875,250	-10.8%	\$ (347,400)

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
PUBLIC SAFETY DEPARTMENT
BUDGET REQUEST BY ACCOUNT

								<i>Amended FY 2019 to FY 2020</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMENDMENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Expenditures									
Personnel Services: (2)									
Salaries	\$ 14,177,726	\$ 14,046,360	\$ 14,859,259	\$ 15,454,620	\$ 50,000	\$ 15,504,620	\$ 16,249,491	4.8%	\$ 744,871
Benefits	7,369,728	7,570,874	7,776,161	8,985,184	-	8,985,184	9,342,960	4.0%	357,776
subtotal	\$ 21,547,454	\$ 21,617,234	\$ 22,635,420	\$ 24,439,804	\$ 50,000	\$ 24,489,804	\$ 25,592,451	4.5%	\$ 1,102,647
Maintenance and Operations:									
(3) Professional Services	\$ 251,627	\$ 219,430	\$ 115,484	\$ 258,832	\$ -	\$ 258,832	\$ 248,457	-4.0%	\$ (10,375)
(4) Equipment Repair/Maint.	42,902	72,760	43,899	63,750	8,232	71,982	65,135	-9.5%	(6,847)
(4) Vehicle Repair/Maint.	386,953	385,013	389,789	420,000	-	420,000	400,000	-4.8%	(20,000)
(5) Facility Repair/Maint.	38,280	37,958	17,101	40,000	-	40,000	24,000	-40.0%	(16,000)
Equipment Rental	2,309	-	-	3,000	(830)	2,170	1,500	-30.9%	(670)
Advertising	322	2,224	1,859	400	-	400	2,000	400.0%	1,600
Printing and Binding	3,982	4,417	1,105	4,750	-	4,750	2,250	-52.6%	(2,500)
(6) Employee Travel	116,285	103,299	120,290	130,500	5,000	135,500	118,500	-12.5%	(17,000)
(6) Employee Training	103,419	121,710	103,713	114,600	5,000	119,600	103,600	-13.4%	(16,000)
(7) Maintenance Contracts	244,950	293,924	394,940	477,332	984	478,316	562,707	17.6%	84,391
(8) IT Professional Services	537,412	551,245	607,628	610,615	-	610,615	772,953	26.6%	162,338
General Supplies	252,921	247,884	298,807	315,400	(52,869)	262,531	309,850	18.0%	47,319
Miscellaneous Utilities	12,091	12,192	10,929	14,600	-	14,600	14,100	-3.4%	(500)
Water and Sewer Utilities	15,440	15,910	17,221	21,000	-	21,000	21,000	0.0%	-
(4) Natural Gas Utilities	18,316	17,586	18,897	23,000	-	23,000	22,000	-4.3%	(1,000)
(4) Electricity Utilities	133,107	125,390	123,068	160,000	-	160,000	150,000	-6.3%	(10,000)
(4) Fuel	304,980	304,871	348,500	335,000	-	335,000	383,000	14.3%	48,000
(9) Small Equipment	81,372	109,370	91,558	132,138	(158)	131,980	122,100	-7.5%	(9,880)
Employee Uniforms	188,875	193,291	197,978	226,500	-	226,500	224,250	-1.0%	(2,250)
Non-Recurring Expenses	29,244	14,900	44,508	-	37,041	37,041	-	-100.0%	(37,041)
subtotal	\$ 2,764,789	\$ 2,833,373	\$ 2,947,275	\$ 3,351,417	\$ 2,400	\$ 3,353,817	\$ 3,547,402	5.8%	\$ 193,585

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
PUBLIC SAFETY DEPARTMENT
BUDGET REQUEST BY ACCOUNT**

								<i>Amended FY 2019 to FY 2020</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMENDMENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital/Lease:									
Machinery & Equipment	\$ -	\$ 27,765	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Workers Comp. Claims	4,620	-	-	-	-	-	-	-	-
(10) Capital Lease Principal	338,844	489,795	498,788	548,438	-	548,438	559,281	2.0%	10,843
(10) Capital Lease Interest	16,903	33,176	79,866	80,112	-	80,112	72,008	-10.1%	(8,104)
subtotal	\$ 360,367	\$ 550,736	\$ 578,654	\$ 628,550	\$ -	\$ 628,550	\$ 631,289	0.4%	\$ 2,739
Total	\$ 24,672,611	\$ 25,001,343	\$ 26,161,349	\$ 28,419,771	\$ 52,400	\$ 28,472,171	\$ 29,771,142	4.6%	\$ 1,298,971
Full-time Equivalent Positions (9)	218.5	219.0	221.0	221.0		221.0	223.5		

Notes:	
(1)	Variance is primarily due to a reduction in court fine revenue based on year-to-date citation and collection activity. HIDTA Grant was previously recorded in the General Government Division.
(2)	Variance 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 Assistant Fire Marshal personnel (one full-time and the upgrade of one existing part-time to full-time) and one Evidence Technician position.
(3)	Variance based primarily on historical and year-to-date expenditure trends for GBI fingerprint checks.
(4)	Variance based primarily on historical and year-to-date expenditure trends.
(5)	Starting in fiscal year 2019, the Public Works Department became the primary responsible entity for facility maintenance. As the transition continues, department funding for facility maintenance will continue to transfer to Public Works.
(6)	Variance based on revised expectations of training and certification needs.
(7)	Variance due primarily to new funding for a License Plate Recognition Camera Program (2020 Operating Initiative) and reflecting the true operational allocation of RAPSTC which is partially offset through revised cost estimates for janitorial services, body camera software maint., Extra Job software, automated Form software, and the elimination of timekeeping software.
(8)	Variance 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 monies).
(9)	Variance based on a reduction in anticipated small equipment needs.

REVENUE SUMMARY BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020
Statement: Revenue Summary by Account

Division/Project	Account Number	Title	FY 2019 Amended Budget	FY 2020 Recommended Budget
PS Administration	10031100 321100	Alcoholic Beverage Permits	\$ 670,000	\$ 670,000
" "	10031100 321900	Precious Metal Permit Fee	750	750
" "	10031100 324100	Penalties/Interest (Permits)	1,000	1,000
" "	10031100 337051	City of Milton (Public Safety)	60,000	60,000
" "	10031100 351360	Sale of Confiscated Assets	500	500
" "	10031100 371000	Donations/Private Sources	2,400	-
Police Logistics	10031200 342101	Public Safety Reports	25,000	25,000
" "	10031200 342102	Public Safety Services	210,000	210,000
" "	10031200 342130	False Alarm Fees	40,000	40,000
" "	10031200 342132	False Alarm Registration	7,500	7,500
" "	10031200 342133	Penalties/Int. (False Alarms)	2,500	2,500
" "	10031200 389001	Reimb. Extra Job (vehicle)	45,000	-
Police Traffic Control	10031240 351170	Municipal Court Fines	1,975,000	1,675,000
" "	10031240 351191	Red Light Camera Citations	-	-
" "	10031240 351193	School Bus Camera Citations	10,000	10,000
" "	10031240 342103 PAD05	Dangerous Driving Course	6,000	6,000
Fire Logistics	10031500 342102	Public Safety Services	-	-
" "	10031500 371000	Donations/Private Sources	-	-
Fire Prevention/Insp.	10031520 322993	Fire Permits	25,000	25,000
" "	10031520 342201	Fire Building Plan Review	140,000	140,000
" "	10031520 342202	Fire Inspection Fees	2,000	2,000
" "	10031520 371000	Donations/Private Sources	-	-
Total			\$ 3,222,650	\$ 2,875,250

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget:

FY 2020

Statement:

Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

			Public Safety Administration			
ACCOUNT DESCRIPTION	FY 2019 Amended Operating Budget	FY 2020 Operating Budget Request	Public Safety Admin.	Professional Standards	Public Safety Training	Community Services
			3110	PAD00	PAD01	PAD03
521200 Professional Services	\$ 258,832	\$ 248,457	\$ 148,425	\$ 11,000	\$ 4,500	\$ -
522210 Equipment Repair/Maint.	71,982	65,135	1,500	-	-	-
522220 Vehicle Repair/Maint.	420,000	400,000	-	-	-	-
522250 Facility Repair/Maint.	40,000	24,000	9,000	-	-	-
522320 Equipment Rental	2,170	1,500	-	-	-	-
523300 Advertising	400	2,000	2,000	-	-	-
523400 Printing and Binding	4,750	2,250	1,500	-	-	-
523500 Employee Travel	135,500	118,500	-	2,000	46,000	5,000
523700 Employee Training	119,600	103,600	-	1,500	49,000	3,500
523860 Maintenance Contracts	478,316	562,707	332,942	1,000	181,703	300
523900 IT Professional Services	610,615	772,953	772,953	-	-	-
531100 General Supplies/Materials	262,531	309,850	53,500	-	11,000	4,000
531200 Miscellaneous Utilities	14,600	14,100	7,000	-	-	-
531210 Water and Sewer Utilities	21,000	21,000	7,000	-	-	-
531220 Natural Gas Utilities	23,000	22,000	4,000	-	-	-
531230 Electricity Utilities	160,000	150,000	75,000	-	-	-
531270 Fuel	335,000	383,000	-	-	-	-
531600 Small Equipment	131,980	122,100	20,000	-	3,500	1,500
531700 Employee Uniforms	226,500	224,250	-	-	-	750
532400 Non-Recurring Expenses	37,041	-	-	-	-	-
542100 Machinery & Equipment	-	-	-	-	-	-
581200 Capital Lease Principal	548,438	559,281	559,281	-	-	-
582200 Capital Lease Interest	80,112	72,008	72,008	-	-	-
TOTAL	\$ 3,982,367	\$ 4,178,691	\$ 2,066,109	\$ 15,500	\$ 295,703	\$ 15,050

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

ACCOUNT DESCRIPTION	Public Safety Administration					Police Criminal Investigations	
	Evidence	Armory	Public Affairs	Recruiting	Police Logistics	Police Criminal Investigations	Intelligence Unit/Special Investigations
	PAD04	PAD06	PAD07	PAD08	3120	3121	PCI00
Professional Services	\$ 750	\$ -			\$ -	\$ 33,682	\$ 4,200
Equipment Repair/Maint.	-	2,500			13,385	-	-
Vehicle Repair/Maint.	-	-			285,000	-	-
Facility Repair/Maint.	-	-			-	-	-
Equipment Rental	-	-			-	-	1,500
Advertising	-	-			-	-	-
Printing and Binding	-	-			-	-	-
Employee Travel	-	-	4,000	2,000	-	9,000	10,000
Employee Training	-	-	2,500	1,500	-	4,000	6,000
Maintenance Contracts	-	-	1,062	1,500	-	-	17,000
IT Professional Services	-	-			-	-	-
General Supplies/Materials	7,500	87,500	2,000	6,350	3,000	5,000	2,500
Miscellaneous Utilities	-	-			-	-	-
Water and Sewer Utilities	-	-			-	-	-
Natural Gas Utilities	-	-			-	-	-
Electricity Utilities	-	-			-	-	-
Fuel	-	-			310,000	-	-
Small Equipment	3,200	-	3,000	1,000	7,900	6,000	9,000
Employee Uniforms	-	-			105,000	-	-
Non-Recurring Expenses	-	-			-	-	-
Machinery & Equipment	-	-			-	-	-
Capital Lease Principal	-	-			-	-	-
Capital Lease Interest	-	-			-	-	-
TOTAL	\$ 11,450	\$ 90,000	\$ 12,562	\$ 12,350	\$ 724,285	\$ 57,682	\$ 50,200

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

ACCOUNT DESCRIPTION	Police SWAT	Police Uniform Patrol			Police Traffic Control		Police Jail	Fire Logistics
		Police Uniform Patrol	K-9 Program	Public Safety Reservists	Police Traffic Control	Dangerous Driving Course		
	3122	3123	PUP00	PUP01	3124	PAD05	3125	3150
Professional Services	\$ -	\$ -	\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment Repair/Maint.	500	-	-	-	6,250	-	1,000	30,000
Vehicle Repair/Maint.	-	-	-	-	-	-	-	115,000
Facility Repair/Maint.	-	-	-	-	-	-	-	-
Equipment Rental	-	-	-	-	-	-	-	-
Advertising	-	-	-	-	-	-	-	-
Printing and Binding	-	-	-	-	-	-	-	-
Employee Travel	5,000	9,000	5,000	-	4,500	-	-	-
Employee Training	4,600	7,000	4,000	-	2,000	-	-	-
Maintenance Contracts	-	8,100	-	-	1,100	-	13,700	-
IT Professional Services	-	-	-	-	-	-	-	-
General Supplies/Materials	3,000	1,000	10,000	1,500	3,000	2,500	6,500	2,000
Miscellaneous Utilities	-	-	-	-	-	-	1,100	-
Water and Sewer Utilities	-	-	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-	-	-
Electricity Utilities	-	-	-	-	-	-	-	-
Fuel	-	-	-	-	-	-	-	73,000
Small Equipment	2,000	10,000	-	-	3,000	4,000	1,000	3,000
Employee Uniforms	1,500	-	-	15,000	1,000	-	-	95,000
Non-Recurring Expenses	-	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-	-
Capital Lease Principal	-	-	-	-	-	-	-	-
Capital Lease Interest	-	-	-	-	-	-	-	-
TOTAL	\$ 16,600	\$ 35,100	\$ 26,500	\$ 16,500	\$ 20,850	\$ 6,500	\$ 23,300	\$ 318,000

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

ACCOUNT DESCRIPTION	Fire Suppression					
	Fire Suppression	Fire Reservists/ Volunteers	Emergency Medical Services	Special Events Team	Incident Response	Fire Prevention & Inspection
	3151	PFS00	PFS01	PFS02	PFS03	3152
Professional Services	\$ -	\$ -	\$ 36,500	\$ -	\$ -	\$ 1,900
Equipment Repair/Maint.	7,500	-	-	500	2,000	-
Vehicle Repair/Maint.	-	-	-	-	-	-
Facility Repair/Maint.	15,000	-	-	-	-	-
Equipment Rental	-	-	-	-	-	-
Advertising	-	-	-	-	-	-
Printing and Binding	-	-	-	-	-	750
Employee Travel	10,000	-	3,000	-	-	4,000
Employee Training	13,000	-	2,000	-	-	3,000
Maintenance Contracts	4,300	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-
General Supplies/Materials	18,000	8,500	55,000	500	4,000	12,000
Miscellaneous Utilities	6,000	-	-	-	-	-
Water and Sewer Utilities	14,000	-	-	-	-	-
Natural Gas Utilities	18,000	-	-	-	-	-
Electricity Utilities	75,000	-	-	-	-	-
Fuel	-	-	-	-	-	-
Small Equipment	16,500	-	4,000	4,000	9,000	10,500
Employee Uniforms	-	5,500	-	500	-	-
Non-Recurring Expenses	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Capital Lease Principal	-	-	-	-	-	-
Capital Lease Interest	-	-	-	-	-	-
TOTAL	\$ 197,300	\$ 14,000	\$ 100,500	\$ 5,500	\$ 15,000	\$ 32,150

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
PUBLIC SAFETY ADMINISTRATION	10031100	521200	Professional Services	BANK FEES	1,750	3,000
				CALEA ANNUAL CONTINUATION CONTRACT - ACCREDITATION	4,100	4,700
				FIRE ACCREDITATION/INTERNATIONAL ASSOC. OF FIRE CHIEFS	100	1,225
				GA DEPT. OF LABOR (ELEVATOR INSPECTIONS)	2,700	2,700
				GBI/FINGERPRINTING CHECKS	150,000	125,000
				GCIC CONNECTION FEES	10,000	10,000
				IACP NET YEARLY FEES	1,500	1,500
				PHOTOGRAPHY	500	-
				STATE CERTIFICATION	300	300
				subtotal	170,950	148,425
	10031100	522210	Equipment Repair & Maintenance	EQUIPMENT R & M	3,000	1,500
				subtotal	3,000	1,500
	10031100	522250	Facility Repair & Maintenance	GENERAL FACILITY REPAIR AND MAINTENANCE	15,000	9,000
				subtotal	15,000	9,000
	10031100	523300	Advertising	BID/RECRUITMENT ADVERTISING	400	2,000
				subtotal	400	2,000
	10031100	523400	Printing & Binding	CITATIONS, FORMS, DOCUMENTS	4,000	1,500
				subtotal	4,000	1,500
	10031100	523500	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	-	-
				subtotal	-	-
	10031100	523700	Employee Training	PROFESSIONAL DEVELOPMENT		
				subtotal	-	-
	10031100	523860	Maintenance Contracts	COFFEE SERVICE	13,000	14,000
				COPIER LEASES (COPIER REFRESH IN 18 - XEROX WC7845)	1,950	1,950
				COPIER MAINTENANCE PLAN FOR XEROX EQP	25,000	22,000
				CALEA ADD-ON SUBSCRIPTION	500	500
				CRIMEREPORTS PLUS SUBSCRIPTION	3,000	3,000
				ELEVATOR	2,500	2,500
				EMPLOYEE DOC/RECOGNITION SOFTWARE (GUARDIAN TRACKING)	5,000	6,000
				YEARLY FIELD TRAINING TRACKING SERVICE	1,800	1,800
				GENERATOR SERVICE	5,220	5,220
				FIRE ALARM MONITORING	500	500
				INNOVATIVE DATA SOLUTIONS	5,000	5,000
				JANITORIAL CONTRACT -	55,000	50,000
				OPEN RECORDS REQUEST TRACKING SUBSCRIPTION (JUSTFOIA)	1,600	1,600
				RECORD STORAGE & SHREDDING FEES	10,000	9,000
				BODY CAMERAS	135,000	120,000
				TIME KEEPING SOFTWARE MAINTENANCE	17,500	-
				RMS BIKE REGISTRATION SOFTWARE	-	2,300
				EXTRA JOB TRACKING SOFTWARE	-	5,800

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

				FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail		
			FORMSTACK SOFTWARE	-	4,300
			2 FACTOR AUTHENTICATION	-	10,152
			LICENSE PLATE RECOGNITION CAMERA PROGRAM (2020 OPERATING INIT.)	-	67,320
			subtotal	282,570	332,942
10031100	523900	IT Professional Services	ORION NPM, NTA, IPAM,UDT (ACL COMPUTERS - SOLARWINDS)	6,131	-
			WAP MAINTENANCE	3,167	3,160
			DOMAINE NAME SERVICE (AMAZON WEB SERVICES)	408	408
			DEVELOPER LICENSE FOR MDM	154	154
			CITY CIRCUIT CONNECTION TO INTERNET (REDUNDANCY) (AT&T)	9,604	9,583
			DATA CIRCUITS (ASE) (AT&T)	27,585	27,522
			CITY INTERNET CIRCUIT CONNECTION - SUPPLEMENT & BACKUP (CHARTER COMM)	1,711	1,708
			LOAD BALANCER (NETSCALER)	766	3,058
			SECURITY - PATCH MGMT	-	12,742
			DATA CENTER APC/MGE UPS SYSTEM MAINTENANCE (CRITICAL COMPONENTS -OEM	5,619	6,626
			CITYWIDE MICROSOFT LICENSING (DELL)	11,239	94,391
			DRONE TO GIS CONVERSION	1,532	765
			GIS MOBILE FIELD MAPPING & DATA COLLECTION SOFTWARE	26,308	26,249
			PRINTER REPAIR (NON-XEROX EQP)	3,831	2,548
			DATABASE MANAGEMENT SOFTWARE MAINTENANCE/RENEWAL (FILEMAKER)	2,894	4,598
			DATA CENTER FIRE SUPPRESSION SYSTEM - INSPECTION	614	612
			PROJECT EVENT CAPTURE (GEOEVENT - ESRI)	1,532	3,058
			SECURITY (NETWORK VULNERABILITY SCANNER)	15,325	15,800
			ASSET MGMT (LANSWEEPER)	1,022	1,019
			ERPM (RED IDENTITY MGMT)	4,853	3,058
			MANAGE ENGINE PASSWORD MANAGER PRO (LogRhythm)	12,771	25,534
			SECURITY AWARENESS TRAINING	4,598	4,587
			MICROSOFT USER TRAINING	4,598	-
			CISCO NETWORK TECHNICAL SUPPORT (PRESIDIO-SMARTNET)	8,940	8,919
			LP360 LIDAR GIS SOFTWARE/SERVER MAINTENANCE	817	815
			FIREWALL (PALO ALTO FIREWALL)	12,931	13,507
			CLIENT VPN (VERISTOR PALO ALTO)	2,963	-
			SQL MONITORING TOOL	2,554	2,548
			TELEPHONE WIRING SERVICES (PREFERRED COMM)	5,108	5,097
			PHYSICAL SECURITY (DATACENTER SECURITY)	3,065	-
			CONSULTING SERVICES	12,260	12,232
			CITY ENTERPRISE DATA MANAGEMENT (VERISTOR-COMMVAULT)	10,217	-
			CITYWIDE VIRTUAL INFRASTRUCTURE (VERISTOR)	23,409	21,827
			DATA CENTER EQUIPMENT MAINTENANCE EXTENSION	21,200	32,262
			CITY VIRUS, ADWARE, SPYWARE & THREAT PROTECTION	27,075	-

EXHIBIT B
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City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
			CITY INTERNET CIRCUIT CONNECTION (ZAYO)	13,282	13,252
			BACKUP AND REPLICATION 0365 - THINKGARD	-	58,102
			DEEP SECURITY & OFFICESCAN - CARBON BLACK	-	10,703
			DUO 2FA - 2 FACTOR AUTHENTICATION	-	11,722
			ADSELFERVICE (ZOHO)	5,108	3,313
			CELLULAR PHONE SERVICE (VERIZON)	3,240	1,080
			IPHONE SERVICE (VERIZON)	58,656	48,400
			CELLULAR IPAD SERVICE	4,608	9,840
			CELLULAR MIFI SERVICE (VERIZON)	60,192	60,192
			MOBILE DATA MANAGEMENT (AIRWATCH)	9,095	9,209
			TELEPHONY (LINE AND CIRCUIT SERVICE) (AT&T V1442)	21,880	21,924
			TELEPHONY (GLS MONITORING AND SUPPORT) (AT&T V1442)	27,475	27,530
			TELEPHONY (CISCO SMARTNET AND PHONE APP LICENSES)	20,259	20,300
			TELEPHONY (CISCO PHONE INFRASTRUCTURE SUPPORT)	2,026	2,030
			REMOTE APPLICATION & DATABASE SOFTWARE (RENEWAL)	8,884	8,884
			FIRE & EMS RECORDS MANAGEMENT SOFTWARE MAINTENANCE (ACS FIREHOUSE)	30,000	43,000
			DSL/INTERNET CONNECTIVITY (AT&T V673)	1,200	1,200
			BODY CAMERA CIRCUIT TO INTERNET (AT&T)	14,000	14,000
			CRABAPPLE CID (METRO E CIRCUIT)	15,000	15,000
			K9 VEHICLE TEMPERATURE ALERTS (AT&T)	864	1,100
			ADOBE SOFTWARE LICENSES	1,645	900
			FLEET MANAGEMENT (COLLECTIVE DATA)	1,250	1,250
			VISIO LICENSES (DELL)	15,800	17,521
			DIGITAL IN-CAR VIDEO SYSTEM MAINTENANCE & SUPPORT (L3 COMM)	12,000	10,014
			BUILDING ACCESS CONTROL	-	2,000
			CITY CAMERA (MC DEAN)	1,500	6,000
			DIGITAL PALM SCANNER MAINTENANCE & SUPPORT (MORPHO TRUST)	1,200	5,200
			LAW ENF DOCUMENT ACCESSING VIA VIDEO CONFERENCING SOFTWARE MAIN &	3,400	4,900
			LAW ENFORCEMENT TRAINING TRACKING SOFTWARE MAINTENANCE & SUPPORT	50	-
			LAW ENFORCEMENT VIDEO MONITORING, RECORDING, ARCHIVING, CASE MGMT	1,200	-
			subtotal	610,615	772,953
10031100	531100	General Supplies & Materials	OFFICE SUPPLIES	45,000	45,000
			CELL PHONE ACCESSORIES	1,500	1,500
			TONER CARTRIDGES	7,000	7,000
			subtotal	53,500	53,500
10031100	531200	Miscellaneous Utilities	GARBAGE SERVICE	6,500	6,000
			CABLE/TV SERVICE/BACKUP INTERNET	1,000	1,000
			subtotal	7,500	7,000

EXHIBIT B
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City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title					Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
	10031100	531210	Water & Sewer Utilities	WATER SERVICE				7,000	7,000
							<i>subtotal</i>	7,000	7,000
	10031100	531220	Natural Gas Utilities	GAS SERVICE				5,000	4,000
							<i>subtotal</i>	5,000	4,000
	10031100	531230	Electricity Utilities	ELECTRIC SERVICE				85,000	75,000
							<i>subtotal</i>	85,000	75,000
	10031100	531600	Small Equipment	SMALL EQUIPMENT				20,238	20,000
							<i>subtotal</i>	20,238	20,000
	10031100	581200	Capital Lease Principal	FIRE TRUCK LEASE (2011 SERIES - 1 PUMPER)				51,214	52,451
				AIR/LIGHT TRUCK LEASE (2012 SERIES - 1 AIR/LIGHT TRUCK)				44,458	45,359
				FIRE TRUCK LEASE (2015 SERIES - 1 PUMPER)				44,865	45,429
				FIRE TRUCK LEASE (2016A - 2 PUMPERS)				94,228	95,957
				FIRE TRUCK LEASE (2016B - 2 PUMPERS)				106,879	109,096
				FIRE TRUCK LEASE (2016C - 1 AERIAL LADDER)				80,478	82,288
				CARDIAC MONITOR LEASE (2016 - 9 HEART MONITORS)				79,266	80,660
				TASER LEASE (XFER FROM DEA; 2019 OPERATING INITIATIVE)				47,050	48,041
							<i>subtotal</i>	548,438	559,281
	10031100	582200	Capital Lease Interest	FIRE TRUCK LEASE (2011 SERIES - 1 PUMPER)				2,275	1,543
				AIR/LIGHT TRUCK LEASE (2012 SERIES - 1 AIR/LIGHT TRUCK)				2,223	1,693
				FIRE TRUCK LEASE (2015 SERIES - 1 PUMPER)				8,211	8,658
				FIRE TRUCK LEASE (2016A - 2 PUMPERS)				14,755	13,026
				FIRE TRUCK LEASE (2016B - 2 PUMPERS)				21,699	19,482
				FIRE TRUCK LEASE (2016C - 1 AERIAL LADDER)				24,630	22,820
				CARDIAC MONITOR LEASE (2016 - 9 HEART MONITORS)				4,423	3,618
				TASER LEASE (XFER FROM DEA; 2019 OPERATING INITIATIVE)				1,896	1,168
							<i>subtotal</i>	80,112	72,008
Administration Total								1,893,323	2,066,109
PROFESSIONAL STANDARDS	10031100	521200	PAD00	Professional Services	BACKGROUND CHECKS			250	500
					LAW ENFORCEMENT EXAMS, OTHER PROFESSIONAL SERVICES			250	1,000
					POLYGRAPH SERVICES			9,000	9,500
							<i>subtotal</i>	9,500	11,000
	10031100	531100	PAD00	General Supplies & Materials	FOOD & GENERAL SUPPLIES FOR INTERVIEW PANELS			-	-
							<i>subtotal</i>	-	-
	10031100	531500	PAD00	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES			2,000	2,000
							<i>subtotal</i>	2,000	2,000
	10031100	531700	PAD00	Employee Training	PROFESSIONAL DEVELOPMENT			1,500	1,500
							<i>subtotal</i>	1,500	1,500

EXHIBIT B
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City of Alpharetta

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Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title		Account Detail		
	10031100	523860	PAD00	Maintenance Contracts	HR SOFTWARE FOR PROF STANDARDS	1,000	1,000
					<i>subtotal</i>	1,000	1,000
					<i>Professional Standards Total</i>	14,000	15,500
PUBLIC SAFETY TRAINING	10031100	521200	PAD01	Professional Services	MISC. PROFESSIONAL FEES, PARAMEDIC/EMT LICENSING FEES	2,000	4,500
					<i>subtotal</i>	2,000	4,500
	10031100	523400	PAD01	Printing & Binding	MISC. PRINTING	-	-
					<i>subtotal</i>	-	-
	10031100	523500	PAD01	Employee Travel	DEPARTMENT TRAVEL/TRAINING	30,000	24,000
					ACCREDITATION/EMERGENCY MANAGEMENT	2,000	1,000
					COMMAND COLLEGE	4,500	4,500
					TRAINING	6,000	5,000
					EXECUTIVE	10,000	8,000
					ADMIN	4,000	2,500
					RECORDS	2,000	1,000
					<i>subtotal</i>	58,500	46,000
	10031100	523700	PAD01	Employee Training	DEPARTMENT TRAVEL/TRAINING	45,000	32,000
					ACCREDITATION/EMERGENCY MANAGEMENT	1,500	1,500
					COMMAND COLLEGE	5,500	5,500
					TRAINING	2,000	2,000
					EXECUTIVE	5,000	5,000
					ADMIN	1,500	1,500
					RECORDS	1,500	1,500
					<i>subtotal</i>	62,000	49,000
	10031100	523860	PAD01	Maintenance Contracts	GUN RANGES & OTHER TRAINING FACILITIES	13,500	13,500
					TRACK RENTAL (VEHICLE MANEUVER TRAINING)	5,000	5,000
					RAPSTC FEE	120,000	163,203
					<i>subtotal</i>	138,500	181,703
	10031100	531100	PAD01	General Supplies & Materials	TEXTBOOK, TARGETS AND GENERAL TRAINING SUPPLIES	11,000	11,000
					<i>subtotal</i>	11,000	11,000
	10031100	531600	PAD01	Small Equipment	SMALL EQUIPMENT	3,500	3,500
					<i>subtotal</i>	3,500	3,500
					<i>Public Safety Training Total</i>	275,500	295,703
COMMUNITY SERVICES	10031100	522210	PAD03	Equipment Repair & Maintenance	BICYCLES, VIDEO EQUIPMENT, ETC.	-	-
					<i>subtotal</i>	-	-
	10031100	523500	PAD03	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	4,000	5,000
					<i>subtotal</i>	4,000	5,000
	10031100	523700	PAD03	Employee Training	PROFESSIONAL DEVELOPMENT	2,500	3,500
					<i>subtotal</i>	2,500	3,500

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail			
	10031100	523860	PAD03	Maintenance Contracts	SURVEY MONKEY	300	300
					<i>subtotal</i>	300	300
	10031100	531100	PAD03	General Supplies & Materials	CITIZENS ACADEMY, NEIGHBORHOOD MEETINGS, NATIONAL NIGHT OUT EDUCATIONAL MATERIALS	2,500	2,000
						3,000	2,000
					<i>subtotal</i>	5,500	4,000
	10031100	531600	PAD03	Small Equipment	BICYCLES, VIDEO EQUIPMENT, ETC.	1,500	1,500
					<i>subtotal</i>	1,500	1,500
	10031100	531700	PAD03	Uniforms	BIKE TEAM	1,000	750
					<i>subtotal</i>	1,000	750
<i>Community Services Total</i>						14,800	15,050
EVIDENCE	10031100	521200	PAD04	Professional Services	DESTRUCTION SERVICES	800	750
					<i>subtotal</i>	800	750
	10031100	523400	PAD04	Printing & Binding	PROPERTY DISPOSAL FORMS	-	-
					<i>subtotal</i>	-	-
	10031100	523500	PAD04	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	-	-
					<i>subtotal</i>	-	-
	10031100	523700	PAD04	Employee Training	PROFESSIONAL DEVELOPMENT	-	-
					<i>subtotal</i>	-	-
	10031100	523860	PAD04	Maintenance Contracts	EVIDENCE TRACKER SOFTWARE	-	-
					<i>subtotal</i>	-	-
	10031100	531100	PAD04	General Supplies & Materials	EVIDENCE SUPPLIES	7,500	7,500
					<i>subtotal</i>	7,500	7,500
	10031100	531600	PAD04	Small Equipment	NEW EVIDENCE TECH POSITION (2020 OPERATING INITIATIVE)	-	3,200
					<i>subtotal</i>	-	3,200
<i>Evidence Total</i>						8,300	11,450
ARMORY	10031100	522210	PAD06	Equipment Repair & Maintenance	WEAPON REPAIR AND MAINTENANCE	1,000	2,500
					<i>subtotal</i>	1,000	2,500
	10031100	531100	PAD06	General Supplies & Materials	AMMUNITION, ALL TYPES	85,000	81,000
					CLEANING SUPPLIES - GUNS	500	500
					GUN SIGHTS, MAGAZINES, ETC.	6,800	6,000
					<i>subtotal</i>	92,300	87,500
	10031100	532400	PAD06	Non-Recurring		-	-
					<i>subtotal</i>	-	-
<i>Armory Total</i>						93,300	90,000
PUBLIC AFFAIRS	10031100	522210	PAD07	Equipment Repair & Maintenance		-	-
					<i>subtotal</i>	-	-
	10031100	523500	PAD07	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	4,000	4,000
					<i>subtotal</i>	4,000	4,000

EXHIBIT B
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City of Alpharetta

Budget: FY 2020

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Division/Project Title	Account Number	Title	Account Detail		FY 2019 Adopted Budget	FY 2020 Recommended Budget
	10031100	523700	PAD07 Employee Training	PROFESSIONAL DEVELOPMENT	2,500	2,500
				<i>subtotal</i>	2,500	2,500
	10031100	523860	PAD07 Maintenance Contracts	ADOBE CREATIVE CLOUD	1,062	1,062
				<i>subtotal</i>	1,062	1,062
	10031100	531100	PAD07 General Supplies & Materials		2,750	2,000
				<i>subtotal</i>	2,750	2,000
	10031100	531600	PAD07 Small Equipment		3,000	3,000
				<i>subtotal</i>	3,000	3,000
				<i>Public Affairs Total</i>	13,312	12,562
RECRUITING	10031100	522210	PAD08 Equipment Repair & Maintenance		-	-
				<i>subtotal</i>	-	-
	10031100	523500	PAD08 Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	2,000	2,000
				<i>subtotal</i>	2,000	2,000
	10031100	523700	PAD08 Employee Training	PROFESSIONAL DEVELOPMENT	1,500	1,500
				<i>subtotal</i>	1,500	1,500
	10031100	523860	PAD08 Maintenance Contracts	APPLICANT STACK LICENSE	1,500	1,500
				<i>subtotal</i>	1,500	1,500
	10031100	531100	PAD08 General Supplies & Materials	TESTING/LAW ENFORCEMENT EDUCATION/EXAMS	2,000	2,000
				RECRUITMENT ADVERTISING	2,000	2,000
				GENERAL SUPPLIES FOR INTERVIEW PANELS	850	850
				SUPPLIES & MATERIALS	1,500	1,500
				<i>subtotal</i>	6,350	6,350
	10031100	531600	PAD08 Small Equipment		1,000	1,000
				<i>subtotal</i>	1,000	1,000
				<i>Recruiting Total</i>	12,350	12,350
POLICE LOGISTICS	10031200	522210	Equipment Repair & Maintenance	GENERAL EQUIPMENT REPAIR	6,500	2,500
				AED PADS/BATTERIES REPLACEMENT	-	10,885
				<i>subtotal</i>	6,500	13,385
	10031200	522220	Vehicle Repair & Maintenance	R&M	285,000	285,000
				<i>subtotal</i>	285,000	285,000
	10031200	523500	Employee Travel	TRAVEL EXPENSES		
				<i>subtotal</i>	-	-
	10031200	531100	General Supplies & Materials	GENERAL SUPPLIES, MAP BOOKS, EDUCATIONAL MATERIALS	4,000	3,000
				<i>subtotal</i>	4,000	3,000
	10031200	531270	Fuel	VEHICLE FUEL	275,000	310,000
				<i>subtotal</i>	275,000	310,000
	10031200	531600	Small Equipment	SMALL EQUIPMENT	7,900	7,900
				<i>subtotal</i>	7,900	7,900

EXHIBIT B
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City of Alpharetta

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Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

								FY 2019 Adopted Budget	FY 2020 Recommended Budget	
Division/Project Title		Account Number		Title		Account Detail				
		10031200	531700	Employee Uniforms		CLOTHING ALLOWANCE		20,000	20,000	
						UNIFORMS & DUTY GEAR		85,000	85,000	
						subtotal		105,000	105,000	
								Police Logistics Total	683,400	724,285
POLICE CRIMINAL INVESTIGATIONS	10031210	521200	Professional Services		ONLINE DATABASE SUBSCRIPTIONS & SERVICES (NOT PUBLICATIONS)			2,500	2,500	
					INVESTIGATION EXPENSES			5,500	3,000	
					THOMSON REUTERS WEST - CLEAR LAW ENFORCEMENT GATEWAY			9,000	19,750	
					ESO GPS TRACKING			432	432	
					LEADS ONLINE			8,000	8,000	
					subtotal			25,432	33,682	
	10031210	522210	Equipment Repair & Maintenance		EVIDENCE EQUIPMENT R&M			-	-	
					subtotal			-	-	
	10031210	522320	Equipment Rental		UNDERCOVER CAR RENTAL			1,000	-	
					subtotal			1,000	-	
10031210	523500	Employee Travel		ADMINISTRATIVE & TRAINING TRAVEL EXPENSES			9,000	9,000		
				subtotal			9,000	9,000		
10031210	523700	Employee Training		PROFESSIONAL DEVELOPMENT			6,000	4,000		
				subtotal			6,000	4,000		
10031210	531100	General Supplies & Materials		SUPPLIES			5,000	5,000		
				subtotal			5,000	5,000		
10031210	531600	Small Equipment		SMALL EQUIPMENT (COMPUTER EQUIPMENT, PHONE EQUIPMENT, ETC)			6,000	6,000		
				subtotal			6,000	6,000		
								Police Criminal Investigations Total	52,432	57,682
INTELLIGENCE UNIT/SPECIAL INVESTIGATIONS	10031210	521200	PCI00	Professional Services	INVESTIGATION EXPENSES			4,000	3,000	
					FORENSIC TOOLKIT SOFTWARE			1,200	1,200	
					subtotal			5,200	4,200	
	10031210	522320	PCI00	Equipment Rental	UNDERCOVER CAR RENTAL			2,000	1,500	
					subtotal			2,000	1,500	
	10031210	523500	PCI00	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES			9,000	10,000	
					subtotal			9,000	10,000	
	10031210	523700	PCI00	Employee Training	PROFESSIONAL DEVELOPMENT			6,000	6,000	
					subtotal			6,000	6,000	
	10031210	523860	PCI00	Maintenance Contracts	DIGITAL STAKEOUT			13,500	7,000	
				CALLYO			2,400	2,500		
				CELLEBRITE			10,000	7,500		
				subtotal			25,900	17,000		
10031210	531100	PCI00	General Supplies & Materials	GENERAL OFFICE SUPPLIES AND INVESTIGATIVE SUPPLIES			2,500	2,500		
				subtotal			2,500	2,500		

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City of Alpharetta
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						FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number			Title	Account Detail		
	10031210	531600	PCI00	Small Equipment	SMALL EQUIPMENT (COMPUTER EQUIPMENT, PHONE EQUIPMENT, ETC)	9,000	9,000
					subtotal	9,000	9,000
	Police Special Investigations Total					59,600	50,200
POLICE SWAT	10031220	522210		Equipment Repair & Maintenance	SWAT COMMUNICATION GEAR	500	500
					subtotal	500	500
	10031220	523500		Employee Travel	TRAINING RELATED TRAVEL	5,000	5,000
					subtotal	5,000	5,000
	10031220	523860		Maintenance Contracts		-	-
					subtotal	-	-
	10031220	523700		Employee Training	SWAT MEMBERSHIPS TRAINING	600	600
						3,000	4,000
					subtotal	3,600	4,600
	10031220	531100		General Supplies & Materials	BATTERIES & GENERAL SUPPLIES	4,000	3,000
					subtotal	4,000	3,000
	10031220	531600		Small Equipment	GENERAL SMALL EQUIPMENT	2,000	2,000
					subtotal	2,000	2,000
	10031220	531700		Employee Uniforms	UNIFORMS	2,500	1,500
					subtotal	2,500	1,500
	Police SWAT Total					17,600	16,600
POLICE UNIFORM PATROL	10031230	522210		Equipment Repair & Maintenance	WEAPON R & M	-	-
					subtotal	-	-
	10031230	522320		Equipment Rental		-	-
					subtotal	-	-
	10031230	523500		Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	9,000	9,000
					subtotal	9,000	9,000
	10031230	523700		Employee Training	PROFESSIONAL DEVELOPMENT	7,000	7,000
					subtotal	7,000	7,000
	10031230	523860		Maintenance Contracts	AGENCY 360 (FTO software) FINGERPRINT ID SOFTWARE	1,600	1,600
						6,500	6,500
				subtotal	8,100	8,100	
	10031230	531100		General Supplies & Materials	CODE BOOKS & MANUALS	1,000	1,000
					subtotal	1,000	1,000
	10031230	531600		Small Equipment	GENERAL SMALL EQUIPMENT BREACHING EQUIPMENT AND BALLISTIC SHIELDS (2019 Operating Initiative)	5,000	10,000
						12,000	-
					subtotal	17,000	10,000
	Police Uniform Patrol Total					42,100	35,100
K-9 PROGRAM	10031230	521200	PUP00	Professional Services	K-9 CERTIFICATION	2,000	2,000
					VETERINARIAN CARE	5,000	5,500
						subtotal	7,000

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta
Budget:
Statement:

FY 2020
Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

							FY 2019 Adopted Budget	FY 2020 Recommended Budget	
Division/Project Title	Account Number			Title	Account Detail				
PUBLIC SAFETY RESERVISTS	10031230	523500	PUP00	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES		4,000	5,000	
						subtotal	4,000	5,000	
	10031230	523700	PUP00	Employee Training	PROFESSIONAL DEVELOPMENT		3,000	4,000	
						subtotal	3,000	4,000	
	10031230	531100	PUP00	General Supplies & Materials	DOG FOOD		6,000	6,000	
					K-9 SUPPLIES		4,000	4,000	
						subtotal	10,000	10,000	
	10031230	523860	PUP00	Maintenance Contracts	K9 VISUAL PRO		200	-	
						subtotal	200	-	
	10031230	532400	PUP00	Non-Recurring Expenses	REPLACEMENT DOGS (1 IN 2018)		-	-	
						subtotal	-	-	
	Police K-9 Total							24,200	26,500
		10031230	522320	PUP01	Equipment Rental	VEHICLE & OTHER EQUIPMENT RENTAL		-	-
						subtotal	-	-	
		10031230	523500	PUP01	Employee Travel	TRAVEL EXPENSES			
					subtotal	-	-		
	10031230	531100	PUP01	General Supplies & Materials	GIFT CARDS		1,500	1,500	
					subtotal	1,500	1,500		
	10031230	531700	PUP01	Employee Uniforms	STIPEND		15,000	15,000	
					subtotal	15,000	15,000		
Police Reservists Total							16,500	16,500	
POLICE TRAFFIC CONTROL	10031240	521200		Professional Services	2018 INITIATIVES (ELECTRONIC WARRANT INTERFACE BLOOD DRAWS)				
						subtotal	-	-	
	10031240	522210		Equipment Repair & Maintenance	ALCO SENSORS		500	500	
					INTOXILYZERS		500	500	
					PTT INSTALLATIONS		250	250	
					RADARS & LASERS REPAIR & CERTIFICATIONS		8,000	5,000	
						subtotal	9,250	6,250	
	10031240	523500		Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES		7,000	4,500	
						subtotal	7,000	4,500	
	10031240	523700		Employee Training	PROFESSIONAL DEVELOPMENT		5,000	2,000	
						subtotal	5,000	2,000	
	10031240	523860		Maintenance Contracts	CRASH DATA REPORTING SOFTWARE		1,100	1,100	
						subtotal	1,100	1,100	
	10031240	531100		General Supplies & Materials	GENERAL SUPPLIES		-	-	
					ACCIDENT RECONSTRUCTION SUPPLIES		580	580	
				ALCO GAS FOR CALIBRATION		275	275		
				ALCO SENSOR MOUTH PIECES		500	500		
				CUSTOM LASER BATTERIES		500	500		

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta
Budget: FY 2020
Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget	
Division/Project Title	Account Number		Title		Account Detail		
					INTOXIMETER SUPPLIES	500	500
					SPECIAL EVENT SUPPLIES/CHECKPOINT SUPPLIES	645	645
					subtotal	3,000	3,000
	10031240	531600		Small Equipment	GENERAL SMALL EQUIPMENT	3,000	3,000
					subtotal	3,000	3,000
	10031240	531700		Employee Uniforms	MOTOR UNIFORMS	1,000	1,000
					subtotal	1,000	1,000
Police Traffic Control Total						29,350	20,850
DANGEROUS DRIVING COURSE	10031240	522210	PAD05	Equipment Repair & Maintenance	COURSE EQUIPMENT REPAIR	-	-
					subtotal	-	-
	10031240	522320	PAD05	Equipment Rental	COURSE EQUIPMENT RENTAL	-	-
					subtotal	-	-
	10031240	531100	PAD05	General Supplies & Materials	COURSE SUPPLIES	2,500	2,500
					subtotal	2,500	2,500
	10031240	531600	PAD05	Small Equipment	GENERAL SMALL EQUIPMENT	3,500	4,000
					subtotal	3,500	4,000
Dangerous Driving Course Total						6,000	6,500
POLICE JAIL	10031250	521200		Professional Services			
					subtotal	-	-
	10031250	522210		Equipment Repair & Maintenance	GENERAL EQUIPMENT REPAIR	1,000	1,000
					subtotal	1,000	1,000
	10031250	523860		Maintenance Contracts	COPIER SUPPLIES	3,000	4,200
					GEORGIA TECHNOLOGY AUTHORITY - WAN, DATA CONNECTION TO VPNN	10,000	9,500
					subtotal	13,000	13,700
	10031250	531100		General Supplies & Materials	JAIL OPERATING SUPPLIES	4,000	6,500
				subtotal	4,000	6,500	
	10031250	531200		Miscellaneous Utilities	TV SERVICE	1,100	1,100
					subtotal	1,100	1,100
	10031250	531600		Small Equipment		1,000	1,000
					subtotal	1,000	1,000
Police Jail Total						20,100	23,300
FIRE LOGISTICS	10031500	522210		Equipment Repair & Maintenance	EQUIPMENT REPAIR & MAINTENANCE	30,000	30,000
					subtotal	30,000	30,000
	10031500	522220		Vehicle Repair & Maintenance	R&M	135,000	115,000
					subtotal	135,000	115,000
	10031500	523500		Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES		
					subtotal	-	-
	10031500	523700		Employee Training	PROFESSIONAL DEVELOPMENT		
					subtotal	-	-

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
	10031500	531100	General Supplies & Materials	GENERAL SUPPLIES &, MAP BOOKS	1,500	2,000
				<i>subtotal</i>	1,500	2,000
	10031500	531270	Fuel	VEHICLE FUEL & EMERGENCY FUEL	60,000	73,000
				<i>subtotal</i>	60,000	73,000
	10031500	531600	Small Equipment	MISC. SMALL EQUIPMENT	3,000	3,000
				<i>subtotal</i>	3,000	3,000
	10031500	531700	Employee Uniforms	FOOTWEAR REIMBURSEMENTS	10,000	10,000
				STATION UNIFORMS	50,000	50,000
				TURNOUT GEAR	35,000	35,000
				<i>subtotal</i>	95,000	95,000
<i>Fire Logistics Total</i>					324,500	318,000
FIRE SUPPRESSION	10031510	522210	Equipment Repair & Maintenance	MISC. EQUIPMENT REPAIR	10,000	7,500
				<i>subtotal</i>	10,000	7,500
	10031510	522250	Facility Repair & Maintenance	GENERAL FACILITY REPAIRS	25,000	15,000
				<i>subtotal</i>	25,000	15,000
	10031510	523500	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	12,000	10,000
				<i>subtotal</i>	12,000	10,000
	10031510	523700	Employee Training	PROFESSIONAL DEVELOPMENT	10,000	13,000
				<i>subtotal</i>	10,000	13,000
	10031510	523860	Maintenance Contracts	STATION FLOOR CLEANING	4,100	4,300
				<i>subtotal</i>	4,100	4,300
	10031510	531100	General Supplies & Materials	GENERAL OPERATIONAL SUPPLIES	12,000	18,000
				<i>subtotal</i>	12,000	18,000
	10031510	531200	Miscellaneous Utilities	CABLE/TV SERVICE	2,000	2,000
				GARBAGE SERVICE	4,000	4,000
				<i>subtotal</i>	6,000	6,000
	10031510	531210	Water & Sewer Utilities	WATER SERVICE	14,000	14,000
				<i>subtotal</i>	14,000	14,000
	10031510	531220	Natural Gas Utilities	GAS SERVICE	18,000	18,000
				<i>subtotal</i>	18,000	18,000
	10031510	531230	Electricity Utilities	ELECTRIC SERVICE	75,000	75,000
				<i>subtotal</i>	75,000	75,000
	10031510	531600	Small Equipment	SMALL EQUIPMENT	16,500	16,500
				<i>subtotal</i>	16,500	16,500
<i>Fire Suppression Total</i>					202,600	197,300
FIRE RESERVISTS/ VOLUNTEER	10031510	531100	PFS00 General Supplies & Materials	GENERAL FIREFIGHTING SUPPLIES	5,000	5,500
				CERT TIER 2 SUPPLIES	3,000	3,000
				<i>subtotal</i>	8,000	8,500

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2019 Adopted Budget	FY 2020 Recommended Budget	
Division/Project Title	Account Number			Title	Account Detail			
EMERGENCY MEDICAL SVCS	10031510	531700	PFS00	Uniforms	VOLUNTEER UNIFORMS	4,000	3,500	
					VOLUNTEER UNIFORMS/TURNOUT GEAR	2,500	2,000	
					subtotal	6,500	5,500	
	Fire Reservists Total					14,500	14,000	
	10031511	521200	PFS01	Professional Services	BIO HAZARD WASTE DISPOSAL	5,000	5,000	
					MEDICAL DIRECTOR STIPEND	31,500	31,500	
					subtotal	36,500	36,500	
	10031511	523500	PFS01	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	3,000	3,000	
					subtotal	3,000	3,000	
	10031511	523700	PFS01	Employee Training	PROFESSIONAL DEVELOPMENT	2,000	2,000	
					subtotal	2,000	2,000	
	10031511	531100	PFS01	General Supplies & Materials	MEDICAL SUPPLIES	55,000	55,000	
					subtotal	55,000	55,000	
	10031511	531600	PFS01	Small Equipment	SMALL EQUIPMENT	4,000	4,000	
					subtotal	4,000	4,000	
	EMS Total					100,500	100,500	
	SPECIAL EVENTS TEAM	10031510	522210	PFS02	Equipment Repair & Maintenance	VARIOUS EQUIPMENT REPAIRS	500	500
						subtotal	500	500
		10031510	531100	PFS02	General Supplies & Materials	GENERAL CLEANING SUPPLIES	500	500
					subtotal	500	500	
10031510		531600	PFS02	Small Equipment	SMALL EQUIPMENT	2,000	4,000	
					SE TEAM ARMOR (TACTICAL HELMETS/VESTS); (2019 Operating Initiative)	14,000	-	
					subtotal	16,000	4,000	
10031510		531700	PFS02	Employee Uniforms	TURN OUT GEAR	500	500	
				subtotal	500	500		
Special Events Total					17,500	5,500		
INCIDENT RESPONSE	10031510	522210	PFS03	Equipment Repair & Maintenance	EQUIPMENT REPAIR & MAINTENANCE ITEMS	2,000	2,000	
					subtotal	2,000	2,000	
	10031510	523400	PFS03	Printing & Binding	VARIOUS PRINTING	-	-	
					subtotal	-	-	
	10031510	531100	PFS03	General Supplies & Materials	FIREFIGHTER SUPPLIES/REHAB SUPPLIES	4,000	4,000	
					subtotal	4,000	4,000	
	10031510	531600	PFS03	Small Equipment	GENERAL SMALL EQUIPMENT	9,000	9,000	
				subtotal	9,000	9,000		
Incident Response Total					15,000	15,000		

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
FIRE PREVENTION AND INSPECTION	10031520	521200	Professional Services	ASSOCIATION FEES	200	400
				EVIDENCE TESTING	1,250	1,500
				subtotal	1,450	1,900
	10031520	523400	Printing & Binding	FIRE INSPECTION REMINDERS & SIGNAGE	750	750
				subtotal	750	750
	10031520	523500	Employee Travel	ADMINISTRATIVE & TRAINING TRAVEL EXPENSES	2,000	4,000
				subtotal	2,000	4,000
	10031520	523700	Employee Training	PROFESSIONAL DEVELOPMENT	2,000	3,000
				subtotal	2,000	3,000
	10031520	531100	General Supplies & Materials	CODE BOOKS, OFFICE SUPPLIES	2,250	2,250
				EDUCATIONAL MATERIALS	15,000	9,000
				PHOTO, EVIDENCE COLLECTION	750	750
				subtotal	18,000	12,000
10031520	531600	Small Equipment	SMALL EQUIPMENT	5,000	5,000	
			NEW ASSISTANT FIRE MARSHAL POSITIONS (2020 OPERATING INITIATIVE)	-	5,500	
			subtotal	5,000	10,500	
Fire Prevention Total					29,200	32,150
Public Safety Department Total					3,979,967	4,178,691

PERFORMANCE MEASUREMENTS

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

**Public Safety Department
Performance Measures
Police**

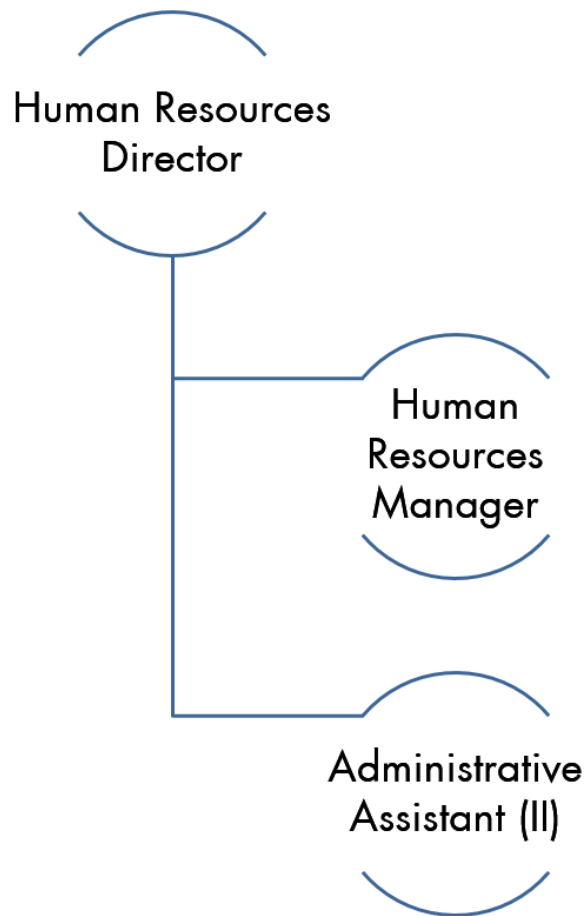
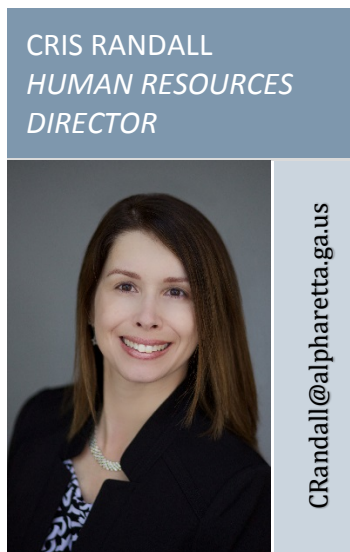
		Actual 2014	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Department Target	Results
Uniform Crime Reports - Part 1								
Reported	No.	1,339	1,229	1,369	1,286	1,299	N/A	N/A
	No. reported per 1,000 population	22.28	19.50	21.92	19.68	19.88	< 39.29	-19.41
Arrests	No. (total)	302.00	252.00	269.00	187	168	N/A	N/A
	% arrested of Part 1 Crimes	22.55%	20.50%	19.27%	14.54%	12.93%	N/A	N/A
	No. (juvenile only)	49	57	66	70	52	N/A	N/A
	% juvenile arrests per total UCR Part 1 arrests	16.23%	22.62%	24.54%	5.44%	30.95%	< 20.02%	10.93%
	No. arrests per 1,000 population	5.03%	4.00%	4.22%	4.10%	2.57%	< 9.72	-7.15%
	No. arrests per sworn FTE	2.80	2.29	2.49	1.70	1.53	< 5.16	-3.63
Assigned	No.	423	525	644	478	466	N/A	N/A
	% assigned	31.59%	43.72%	46.13%	37.17%	35.87%	N/A	N/A
Cleared	No.	158	200	202	144	122	N/A	N/A
	% assigned	37.35%	38.10%	14.47%	11.20%	9.39%	N/A	N/A
	No. cleared per sworn FTE	1.46	1.82	1.87	1.31	1.11	N/A	N/A
Uniform Crime Reports - Part 2								
	No. drug arrests	254	244	226	210	153	N/A	N/A
	No. drug arrests per 1,000 population	4.23	3.87	3.55	3.21	2.34	< 5.88	-3.54
	No. juvenile drug arrests	17	22	23	9	9	N/A	N/A
	% juvenile drug arrests	6.69%	9.02%	10.18%	4.29%	5.88%	< 13%	-7.12%
Arrests - General	No. total arrests	1,368	1,050	1,086	1,029	868	N/A	N/A
	No. total arrests per 1,000 population	22.76	16.66	17.05	15.75	13.28	< 68.52	-55.24
	No. DUI arrests	347	244	274	332	293	N/A	N/A
	No. DUI arrests per 1,000 population	5.77	3.87	4.30	5.08	4.48	> 6.96	-2.48
Traffic Accidents	No. fatal traffic accidents	0	2	2	4	5	N/A	N/A
	No. fatal traffic accidents per 1,000 population	0.00	0.03	0.03	0.06	0.08	N/A	N/A
911 Calls	No. incoming calls	45,019	44,087	45,033	37,448	45,707	N/A	N/A
	Avg. ring time in seconds	6.05	<5.0	13.94	12.29	12.70	<20.00	-7.30

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Public Safety Department
Performance Measures
Fire

	2014	2015	2016	2017	2018
	Incidents	Incidents	Incidents	Incidents	Incidents
FIRES					
Structure Fires	62	62	61	60	32
Vehicle Fires	23	25	23	28	22
Other Fires	60	56	46	43	46
Total Fires	145	143	130	131	100
Overheat	4	6	4	5	2
RESCUE CALLS					
Emergency Medical Treatment	3,434	3,475	3354	3373	3011
All Others	71	78	68	84	63
Total Rescue Calls	3,505	3,553	3422	3457	3074
Hazardous Condition Calls	176	155	169	160	121
Service Calls	846	703	640	946	726
Good Intent Calls	1,150	1,272	1468	1753	2424
Calls	12	2	1	15	1
Special Incident Calls	20	7	10	19	3
Unknown Incident Type	0	0	0	0	0
FALSE CALLS					
Malicious Calls	20	11	10	21	16
Other False Calls	621	648	661	771	749
Total False Calls	641	659	671	792	765
TOTAL CALLS	6,499	6,500	6515	7278	7216

Human Resources



Our Community Vision is to advance Alpharetta as a signature City by:

- ✓ *Offering the highest quality of environment for our residents and businesses;*
- ✓ *Fostering strong sense of community including safety and security; and*
- ✓ *Providing a business climate that attracts the top echelon companies.*

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission.

Human Resources

Administration, Employee Recruitment and Retention

Mission Statement

It is the mission of the Human Resources Team to recruit, retain, and develop an efficient, creative, and professional workforce capable of meeting the current and future needs and expectations of the City of Alpharetta and the citizens and customers whom we exist to serve.

Synopsis

To successfully carryout our core mission, the Human Resources Team shall:



- ✓ Ensure that employees are provided the same concern, respect, and caring attitude within the organization that they are expected to share with every customer, both external and internal;
- ✓ Act as a catalyst enabling all employees to contribute at optimum levels towards the success of the community and the City of Alpharetta;
- ✓ Establish, administer, and effectively communicate sound policies, rules, and practices that treat employees with dignity and equality while maintaining compliance with employment and labor laws, organizational directives, and the vision and values of the City of Alpharetta;
- ✓ Consult with senior management and supervisory personnel on human resources matters regarding staffing, organizational effectiveness, training and development, motivation and discipline, compliance, and related matters; and
- ✓ Work in support of the Benefits Team (Finance Department) to develop and provide a competitive salary and benefit package that supports our employees and meets the needs and goals of the City of Alpharetta.

Goals and Objectives

- ✓ Develop and maintain appropriate personnel policies and procedures that provide flexibility in the management of personnel while maintaining compliance with current employment law and practice so as to effectively protect the City;
- ✓ Develop and deliver effective training programs to all employees so as to constantly improve customer service delivery, efficiency of operations, and the overall effectiveness and professionalism of the organization;
- ✓ Identify and develop internal talent;

- ✓ Develop and maintain a Strategic Human Resources Plan to ensure continuity of operations, effective succession planning in key positions, appropriate staffing to meet City goals and customer service expectations, and anticipate fiscal needs and impacts;
- ✓ Improve operational efficiency and reduce costs by elevating the overall health of our employees; and
- ✓ Elevate and maintain morale by improving communications with employees and fostering an information rich environment.

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 HUMAN RESOURCES Five-Year Financial Summary						
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020	
Revenue	\$ 61	\$ 60	\$ -	\$ -	\$ -	
<i>% Change</i>		0.0%	0.0%	0.0%	0.0%	
<i>Average 5 year percent change</i>		0.0%				
Expenditures	\$ 393,603	\$ 368,722	\$ 367,541	\$ 505,846	\$ 643,973	
<i>% Change</i>		-6.3%	-0.3%	37.6%	27.3%	
<i>Average 5 year percent change</i>		14.6%				

DEPARTMENT BUDGET SUMMARY

CITY OF ALPHARETTA
PROPOSED BUDGET FY 2020
HUMAN RESOURCES
BUDGET REQUEST BY ACCOUNT

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	<i>Amended FY 2019 to FY 2020</i>	
								% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
Public Records Requests	\$ 61	\$ 60	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Total	\$ 61	\$ 60	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Expenditures									
(1) Personnel Services:									
Salary	\$ 133,854	\$ 136,357	\$ 139,789	\$ 146,646	\$ 52,700	\$ 199,346	\$ 274,215	37.6%	74,869
Benefits	51,344	54,645	56,846	62,528	19,500	82,028	115,016	40.2%	32,988
Citywide Tuition Reimbursement Program	59,028	34,007	30,999	55,000	-	55,000	55,000	0.0%	-
subtotal	\$ 244,226	\$ 225,008	\$ 227,634	\$ 264,174	\$ 72,200	\$ 336,374	\$ 444,231	32.1%	\$ 107,857
Maintenance and Operations:									
Professional Services	\$ 56,368	\$ 59,420	\$ 58,933	\$ 62,350	\$ -	\$ 62,350	\$ 63,000	1.0%	\$ 650
Employee Recruitment	1,516	1,321	1,338	2,000	-	2,000	2,000	0.0%	-
(2) Employee Travel	1,326	521	216	2,000	-	2,000	4,000	100.0%	2,000
(2) Employee Training	2,946	4,194	2,084	4,250	-	4,250	7,000	64.7%	2,750
Maintenance Contracts	1,382	1,435	1,084	2,050	-	2,050	1,450	-29.3%	(600)
(4) IT Professional Services	5,269	5,165	5,476	5,547	-	5,547	40,567	631.3%	35,020
(3) General Supplies	8,151	6,613	5,955	8,825	-	8,825	6,725	-23.8%	(2,100)
(5) Small Equipment	-	-	-	-	2,800	2,800	-	-100.0%	(2,800)
Non-Recurring Expenses	113	113	-	-	-	-	-	-	-
Employee Recognition Program	72,307	64,933	64,821	79,650	-	79,650	75,000	-5.8%	(4,650)
subtotal	\$ 149,377	\$ 143,714	\$ 139,906	\$ 166,672	\$ 2,800	\$ 169,472	\$ 199,742	17.9%	\$ 30,270

**CITY OF ALPHARETTA
PROPOSED BUDGET FY 2020
HUMAN RESOURCES
BUDGET REQUEST BY ACCOUNT**

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	<i>Amended FY 2019 to FY 2020</i>	
								% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital:									
Machinery & Equipment	-	-	-	-	\$ -	-	-	-	-
subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Total	\$ 393,603	\$ 368,722	\$ 367,541	\$ 430,846	\$ 75,000	\$ 505,846	\$ 643,973	27.3%	\$ 138,127
Full-time Equivalent Positions	2.0	2.0	2.0	2.0		3.0	3.0		

Notes

- (1) Variance 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.
- (2) Variance is based on a forecast of needs due to the addition of the Human Resources Director position.
- (3) Variance is based on year-to-date and historical expenditure trends.
- (4) Variance 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 monies). Additional funding is allocated for new HRIS Software (2020 Operating Initiative).
- (5) FY 2019 includes one-time funding for the purchase of a color multi-function printer.

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION		FY 2019 Amended Operating Budget	FY 2020 Operating Budget Request	Human Resources	Recruitment and Employment	Citywide Training
				1840	HRD00	HRD01
521200	Professional Services	\$ 62,350	\$ 63,000	\$ -	\$ 38,000	\$ 25,000
521300	Employee Recruitment	2,000	2,000	-	2,000	
523500	Employee Travel	2,000	4,000	4,000		
523700	Employee Training	4,250	7,000	7,000		
523860	Maintenance Contracts	2,050	1,450	1,450		
523900	IT Professional Services	5,547	40,567	40,567		
531100	General Supplies/Materials	8,825	6,725	5,225	350	1,150
531600	Small Equipment	2,800	-	-	-	-
532400	Non-Recurring Expenses	-	-	-	-	
532420	Employee Recognition Program	79,650	75,000	-	75,000	
542100	Machinery and Equipment	-	-	-		
TOTAL		\$ 169,472	\$ 199,742	\$ 58,242	\$ 115,350	\$ 26,150

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	FY 2019 Adopted Budget	FY 2020 Recommended Budget
HUMAN RESOURCES	10018400 523500	Employee Travel	Human Resources Travel	2,000 4,000
		<i>subtotal</i>	2,000	4,000
	10018400 523700	Employee Training	Professional Development (incl. Software Training)	4,250 7,000
		<i>subtotal</i>	4,250	7,000
	10018400 523860	Maintenance Contracts	Copier Maintenance	900 500
			GRM Shredding	150 150
			GRM Records Management	1,000 800
		<i>subtotal</i>	2,050	1,450
	10018400 523900	IT Professional Services	Solarwinds Software Renewal	55 -
			WAP Maintenance - Aerohive	28 42
			Domain Name Service - Amazon Web Services	4 5
			Developer License for MDM	1 2
			City Circuit Connection to Internet - AT&T	86 128
			Data Circuits - ASE - AT&T	246 369
			City Circuit Connection to Internet - Charter	15 23
			Load Balancer - Citrix	7 41
			Security - Patch Mgmt	- 171
			Data Center's Uninterruptible Power System	50 89
			Citywide Microsoft Licensing	100 1,264
			Drone to GIS Conversion	14 10
			GIS Mobile Field Mapping & Data Collection	235 352
			Non-Xerox Printer Repair	34 34
			Database Management for Various City Departments	26 62
			Data Center Fire Suppression System	5 8
			Project Event Capture - ESRI	14 41
			Network Vulnerability Scanner	137 212
			Asset Management	9 14
			ERPM (RED Identity Mgmt)	43 41
			Manage Engine (Logging & Security) - LogRhythm	114 342
			Security Awareness Training (KnowBe4)	41 61
			Microsoft User Based Training	41 -
			Technical Support for CISCO Network	80 119
			Conversion of LIDAR Data to ArcGIS	7 11
			Firewall - Palo Alto - Veristor	115 181
			Client VPN - Palo Alto - Veristor	26 -
			SQL Monitoring	23 34
			Wiring Services	46 68
			Datacenter Security	27 -
			Consulting Services	109 164

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title			
				City Enterprise Data Management	91	-
				Citywide Virtual Infrastructure	209	292
				Maintenance Extension	189	432
				City Virus, Adware, Spyware & Threat Protection	242	-
				City Circuit Connection to Internet - Zayo	119	177
				Backup and Replication/O365 backup	-	778
				Deep Security and Officescan	-	143
				Duo 2FA - 2 Factor Authentication	-	157
				Directory Analysis - ManageEngine Products	-	-
				Manage Engine (Ad Self Service)	46	44
				Line and Circuit Service	539	540
				GLS Monitoring and Support	677	678
				CISCO SMARTnet Telephony and Phone App Licenses	499	500
				Cisco phone infrastructure support	50	50
				Netmotion <i>Mobility XE</i> Software Renewal	58	58
				Tyler Finance/HR ERP	1,090	830
				HRIS Software (2020 Operating Initiative)	-	32,000
				subtotal	5,547	40,567
	10018400	531100	General Supplies & Materials	Publications/Subscriptions (e.g., FLSA Guide)	725	725
				General Office Supplies, postage, etc.	4,000	4,500
				Retirement Gifts	2,000	-
				subtotal	6,725	5,225
	10018400	531600	Small Equipment	Printer Repairs/Replacement	-	-
				subtotal	-	-
	10018400	532400	Non-Recurring Expenses		-	-
				subtotal	-	-
Human Resource Total					20,572	58,242
RECRUITMENT AND EMPLOYMENT HRD00	10018400	521200 HRD00	Professional Services	Occupational Medicine	20,000	20,000
				Pre-Employment/Psychological/Other Evaluations	15,500	18,000
				Compensation Comparison	1,850	-
				subtotal	37,350	38,000
	10018400	521300 HRD00	Employee Recruitment	Employment Verification	2,000	2,000
				subtotal	2,000	2,000
	10018400	531100 HRD00	General Supplies & Materials	General Supplies	800	300
				Postage (USPS, Fed Ex, etc.)	150	50
				subtotal	950	350
	10018400	532400 HRD00	Non-Recurring Expenses		-	-
				subtotal	-	-

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget:

FY 2020

Statement:

Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title					Account Number	Title	FY 2019 Adopted Budget	FY 2020 Recommended Budget
					10018400 532420 HRD00	Employee Recognition Program		
						Performance Recognition Program	5,000	5,000
						Employee Appreciation Days (2)	24,450	24,300
						Flowers for City Employees/Donations	4,000	2,500
						Payroll Summary (\$50 Gift Check -Dec)	45,000	42,000
						Gift Certificates (Municipal Court, City Attorney)	1,200	1,200
						<i>subtotal</i>	79,650	75,000
						<i>Recruitment and Employment Total</i>	119,950	115,350
CITYWIDE TRAINING HRD01					10018400 521200 HRD01	Professional Services		
						HR/Customer Service/Sexual Harassment Training	25,000	25,000
						<i>subtotal</i>	25,000	25,000
					10018400 531100 HRD01	General Supplies		
						Handbook/Course Materials - Seasonal PT	400	400
						Miscellaneous Classrooms & Training Supplies	750	750
						<i>subtotal</i>	1,150	1,150
						<i>Citywide Training Total</i>	26,150	26,150
						<i>Human Resource Department Total</i>	166,672	199,742

PERFORMANCE MEASUREMENTS

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Administration Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
Human Resources annual turnover percentage	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
City-wide turnover percentage	9.08%	10.13%	9.40%	5.20%	11.00%	10.00%
Total # full-time equivalents (full-time, part-time, seasonal, and elected)	527	532	528	535	546	552
HR staff to total full-time equivalent employee ratio	263.5:1	266:01:00	264:01:00	267.5:1	182:01:00	184:01:00
Personnel Assigned:	1.0 FTE	1.0 FTE	1.0 FTE		1.0 FTE	1.0 FTE
	Admin Assistant II	Admin Assistant II	Admin Assistant II		Admin Assistant II	Admin Assistant II

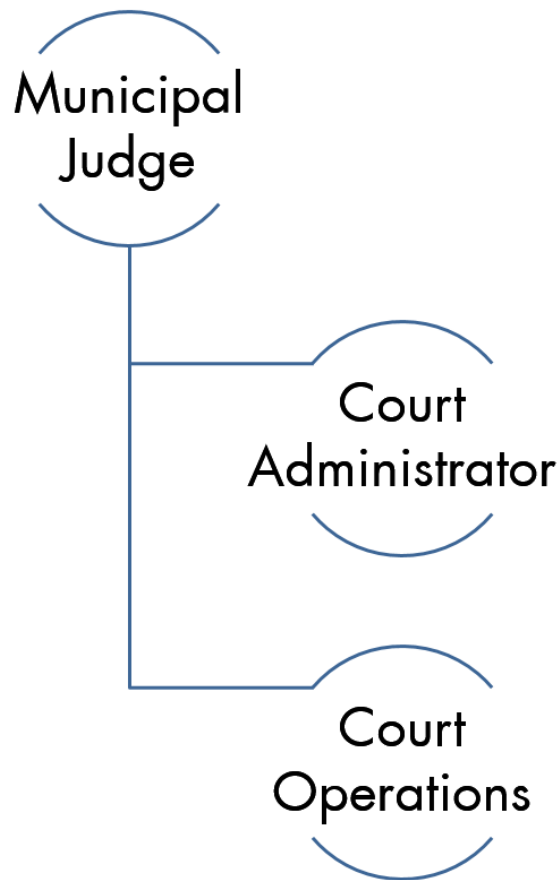
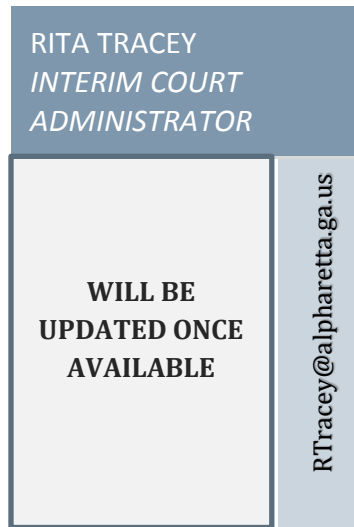
EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Employment & Retention Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
Average cost per hire - Permanent	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
Average cost per hire - Seasonal	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
# of Resumes reviewed & logged	689	1068	775	400	937	1100
# of Qualified applications processed	138	213	155	80	187	220
# of New hires - Permanent	34	42	48	30	45	50
# of New hires - Seasonal	52	48	50	0	60	65
# of Internal promotions	15	15	19	20	30	35
# of separations	95	106	105	92	107	110
% of Employees rated "Exceeds" on annual merit review	11.3%	11.5%	17.7%	0.0%	19.0%	20.5%
% of Employees rated "Meets" on annual merit review	88.7%	88.5%	82.9%	0.0%	81.0%	79.5%
% of Employees underperforming on annual performance review	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
% of Employees on "Performance Improvement Plan"	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total # of employees enrolled in Education Programs						
Doctorate Degree	0	1	2	2	2	2
Master's Degree	7	5	3	2	4	4
Bachelor's Degree	18	14	12	6	9	12
Associate's Degree	2	5	3	1	2	2
Certificate Programs	2	0	0	0	0	2
Total # of employees receiving tuition reimbursement	29	25	20	11	17	22
Total dollar amount of tuition reimbursement	\$53,867	\$36,407	\$30,189	\$15,548	\$41,000	\$55,000
* Employee review percentage not 100% due to the impact of new hires, vacancies, turnover, and leaves of absence.						
Personnel Assigned:	1.0 FTE	1.0 FTE	1.0 FTE	2.0 FTE	2.0 FTE	
				Human Resources Director	Human Resources Director	
	Human Resources Manager	Human Resources Manager	Human Resources Manager	Human Resources Manager	Human Resources Manager	



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Municipal Court



Our Our Community Vision is to advance Alpharetta as a signature City by:

- ✓ *Offering the highest quality of environment for our residents and businesses;*
- ✓ *Fostering strong sense of community including safety and security; and*
- ✓ *Providing a business climate that attracts the top echelon companies.*

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission.

Municipal Court

Administration, Employee Recruitment and Retention

Mission Statement

To grow and maintain sufficient staffing, infrastructure and general court services for the City of Alpharetta; to educate and inform persons who attend court; to ensure the citizens' rights are observed and protected; to achieve justice and fundamental fairness in all matters including cases that go to trial and those that are settled pre-trial; and to efficiently and responsibly serve all citizens living in the community.

Goals and Objectives

- ✓ Provide professional, quality service;
- ✓ Monitor court sessions and continue to improve efficiency;
- ✓ Develop operations guide to use internally;
- ✓ Implement the new eCourts software system;
- ✓ Develop activity reports;
- ✓ Enhance reporting to state and city departments;
- ✓ Review and enhance current reports/forms;
- ✓ Enhance the current data that is shared between Court/Police;
- ✓ Review, improve, and update day to day operations;
- ✓ Provide proper training to insure compliance with all State laws and regulations; and
- ✓ Continue to cross-train employees.

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 MUNICIPAL COURT Five-Year Financial Summary						
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020	
Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>% Change</i>		0.0%	0.0%	0.0%	100.0%	
average 5-year percent change		25.0%				
Expenditures	\$ 955,841	\$ 953,791	\$ 983,191	\$ 1,096,466	\$ 1,119,715	
<i>% Change</i>		-0.2%	3.1%	11.5%	2.1%	
<i>Average 5-year percent change</i>		4.1%				

DEPARTMENT BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
MUNICIPAL COURT
BUDGET REQUEST BY ACCOUNT**

								<i>Amended FY 2019 to FY 2020</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMENDMENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
(1) Intergovernmental:									
N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Expenditures									
(2) Personnel Services:									
Salary	\$ 391,112	\$ 397,085	\$ 417,971	\$ 437,852	\$ -	\$ 437,852	\$ 467,283	6.7%	\$ 29,431
Benefits	200,297	208,407	219,276	246,746	-	246,746	251,692	2.0%	4,946
subtotal	\$ 591,408	\$ 605,493	\$ 637,247	\$ 684,598	\$ -	\$ 684,598	\$ 718,975	5.0%	\$ 34,377
Maintenance and Operations:									
(3) Professional Services	\$ 234,204	\$ 243,316	\$ 243,994	\$ 253,000	\$ -	\$ 253,000	\$ 246,250	-2.7%	\$ (6,750)
Equipment Repair/Maint.	-	-	348	-	-	-	200	-	200
Facility Repair/Maint.	6,237	283	943	500	-	500	500	0.0%	-
Advertising	245	224	117	250	-	250	225	-10.0%	(25)
(3) Printing and Binding	8,423	18,169	10,249	19,000	-	19,000	14,000	-26.3%	(5,000)
(4) Employee Travel	3,229	1,473	4,137	3,500	-	3,500	5,000	42.9%	1,500
(4) Employee Training	1,640	1,289	2,341	2,000	-	2,000	2,400	20.0%	400
(5) Maintenance Contracts	14,621	14,082	13,098	54,300	-	54,300	50,400	-7.2%	(3,900)
(6) IT Professional Services	33,675	32,290	34,176	34,893	-	34,893	39,340	12.7%	4,447
General Supplies	12,007	11,891	10,528	13,100	-	13,100	12,600	-3.8%	(500)

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
MUNICIPAL COURT
BUDGET REQUEST BY ACCOUNT**

								<i>Amended FY 2019 to FY 2020</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMENDMENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Miscellaneous Utilities	721	706	706	825	-	825	825	0.0%	-
Water and Sewer Utilities	582	601	2,088	1,000	-	1,000	2,500	150.0%	1,500
Natural Gas Utilities	1,953	2,036	2,436	2,500	-	2,500	2,500	0.0%	-
Electricity Utilities	21,215	20,386	20,243	25,000	-	25,000	23,000	-8.0%	(2,000)
(3) Small Equipment	-	1,553	541	2,000	-	2,000	1,000	-50.0%	(1,000)
Non-Recurring	-	-	-	-	-	-	-	-	-
subtotal	\$ 338,751	\$ 348,298	\$ 345,944	\$ 411,868	\$ -	\$ 411,868	\$ 400,740	-2.7%	\$ (11,128)
Capital:									
Machinery & Equipment	\$ 25,681	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
subtotal	\$ 25,681	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Total	\$ 955,841	\$ 953,791	\$ 983,191	\$ 1,096,466	\$ -	\$ 1,096,466	\$ 1,119,715	2.1%	\$ 23,249
Full-time Equivalent Positions	9.0	9.0	9.0	8.0		8.0	8.0		

Notes

- (1) Please note: Departmental operations often impact numerous revenue sources that are accounted elsewhere within the city's budget. For example, the Municipal Court Department is instrumental in the collection of Municipal Court Fine revenues. These revenues are accounted for in the Public Safety Department but are reliant, in part, on the work of the Municipal Court Department.
- (2) Variance due primarily to wage increases associated with the 3.0% 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.
- (3) Variances 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.
- (4) Variances based on a forecasted focus on training and professional development.
- (5) Variances based on a reduction in funding needs for copier consumables, document scanning initiatives, etc.
- (6) Variance 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 monies).

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

			Court Services	
ACCOUNT DESCRIPTION	FY 2019 Amended Operating Budget	FY 2020 Operating Budget Request	Court Services	Contracted Services
			2650	SCS00
521200 Professional Services	\$ 253,000	\$ 246,250	\$ 19,750	\$ 226,500
522210 Equipment Repair/Maint.	-	200	200	-
522250 Facility Repair/Maint.	500	500	500	-
523300 Advertising	250	225	225	-
523400 Printing and Binding	19,000	14,000	2,000	12,000
523500 Employee Travel	3,500	5,000	5,000	-
523700 Employee Training	2,000	2,400	2,400	-
523860 Maintenance Contracts	54,300	50,400	50,400	-
523900 IT Professional Services	34,893	39,340	39,340	-
531100 General Supplies/Materials	13,100	12,600	12,600	-
531200 Miscellaneous Utilities	825	825	825	-
531210 Water and Sewer Utilities	1,000	2,500	2,500	-
531220 Natural Gas Utilities	2,500	2,500	2,500	-
531230 Electricity Utilities	25,000	23,000	23,000	-
531600 Small Equipment	2,000	1,000	1,000	-
532400 Non-Recurring	-	-	-	-
542100 Machinery and Equipment	-	-	-	-
	\$ 411,868	\$ 400,740	\$ 162,240	\$ 238,500

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
Court Services	10026500 521200		Professional Services	Revenue Collection Fees- Amex, Vantage, Certegy, VeriSign	24,000	19,000
				PayPal - Online Ticket Payments	-	750
				subtotal	24,000	19,750
	10026500 522210		Equipment Repair & Maintenance	General Repair/Maintenance (e.g. printers)	-	200
				subtotal	-	200
	10026500 522250		Facility Repair & Maintenance	General Repair/Maintenance (e.g. Security System)	500	500
				subtotal	500	500
	10026500 523300		Advertising	Legal Advertising	250	225
				subtotal	250	225
	10026500 523400		Printing and Binding	General Printing (Brochures, Sentencing Forms, etc.)	3,000	2,000
				subtotal	3,000	2,000
	10026500 523500		Employee Travel	Courts Travel	3,500	5,000
				subtotal	3,500	5,000
	10026500 523700		Employee Training	Courts Professional Development	2,000	2,400
				subtotal	2,000	2,400
	10026500 523860		Maintenance Contracts	Copier Consumables/Maintenance	8,500	7,000
				Pitney Bowes Mail Machine	1,500	1,250
				Coffee and Water Cooler Service	1,400	1,400
				Shredding Services	1,000	750
				Security System Monitoring	500	-
				Digital Scanning/Records Management Initiatives	2,000	-
				Records Storage	4,500	4,500
				Janitorial Services	17,400	18,000
				Court Case Management System (eCourts - 2018 Initiative)	17,500	17,500
				subtotal	54,300	50,400
	10026500 523900		IT Professional Services	Solarwinds Software Renewal	246	
				Aerohive - WAP Maintenance	127	113
				Domain Name Service - Amazon Web Services	16	15
				Apple Developer License	6	6
				City Circuit Connection to Internet - AT&T	386	342
				ASE Data Circuits - AT&T	1,108	983
				City Circuit Connection to Internet - Charter	69	61
				Load Balancer - Citrix	31	109
				Security - Patch Mgmt	-	455
				Data Center's Uninterruptible Power System	226	237
				Citywide Microsoft Licensing	452	3,371
				Drone to GIS Conversion	62	27
				GIS Mobile Field Mapping & Data Collection	1,057	937
				Non-Xerox Printer Repair	154	91
				Database Management for Various City Departments	116	164

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
			Data Center Fire Suppression System	25	22
			Project Event Capture - ESRI	62	109
			Network Vulnerability Scanner	616	564
			Asset Management - LanSweeper	41	36
			ERPM (RED Identity Manager)	41	109
			ManageEngine (Logging & Auditing) - Log Rhythm	513	912
			Security Awareness Training	185	164
			Microsoft User Based Training	185	-
			Technical Support for CISCO Network	359	319
			Conversion of LIDAR Data to ArcGIS	33	29
			Firewall - Veristor - Palo Alto	520	482
			ClientVPN - Veristor - Palo Alto	119	-
			SQL Monitoring	103	91
			Wiring Services	205	182
			Datacenter Security	123	-
			Consulting	493	437
			City Enterprise Data Management - CommVault - Veristor	410	-
			Citywide Virtual Infrastructure - Vmware - Veristor	941	780
			City Virus, Adware, Spyware & Threat Protection	1,088	-
			City Circuit Connection to Internet - Zayo	534	473
			Maintenance Extensions - DC Equip Main - Veristor	852	1,152
			Backup and Replication/O365 backup	-	2,075
			Deep Security and Officescan	-	382
			Duo 2FA - 2 Factor Authentication	-	419
			Manage Engine (Ad Self Service)	205	118
			iPhone Service	624	-
			Mobile Data Management	57	-
			Line and Circuit Service	3,234	3,240
			GLS Monitoring and Support	4,060	4,068
			CISCO SMARTnet Telephony and Phone App Licenses	2,994	3,000
			Cisco phone infrastructure support	299	300
			Netmotion Mobility XE - Remote Application & Data Access	116	116
			Recording of Proceedings	1,100	1,200
			Court Case Management System	6,100	6,400
			GCIC Connection	-	650
			Scanning Document Management	2,500	2,500
			Support for Court Scanner	1,600	1,600
			OSSI Software Maintenance & Licensing	500	500
			subtotal	34,893	39,340

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail			
	10026500	531100	General Supplies & Materials	General Office Supplies	7,000	7,000
				Pitney Bowes - Postage Refill & Ink Cartridges	4,500	4,000
				GA Attorney Update Publication	350	350
				LexisNexis/Matthew Bender (Criminal/Traffic Law Manual)	400	400
				Muni Code	350	350
				Legal Supplies Manuals/Subscriptions	500	500
				<i>subtotal</i>	13,100	12,600
	10026500	531200	Misc. Utilities	BFI - Garbage Service	825	825
				<i>subtotal</i>	825	825
	10026500	531210	Water & Sewer	Fulton Cty - Water Service	1,000	2,500
				<i>subtotal</i>	1,000	2,500
	10026500	531220	Natural Gas	Gas Service	2,500	2,500
				<i>subtotal</i>	2,500	2,500
	10026500	531230	Electric	GA Power - Electric Service	25,000	23,000
				<i>subtotal</i>	25,000	23,000
	10026500	531600	Small Equipment	General Small Equipment	2,000	1,000
				<i>subtotal</i>	2,000	1,000
	10026500	532400	Non-Recurring		-	-
				<i>subtotal</i>	-	-
				<i>Court Services Total</i>	166,868	162,240
Contracted Services	10026500	521200 SCS00	Professional Services	Court Appointed Attorneys	15,000	12,000
				Solicitor Fees	130,000	132,000
				Substitute Solicitor Fees	5,000	2,500
				Substitute Judge Fees	43,000	45,000
				Court Reporters	1,000	-
				Translators	35,000	35,000
				<i>subtotal</i>	229,000	226,500
	10026500	523400 SCS00	Printing	Patterson Pope - File Folders & Labels	16,000	12,000
				<i>subtotal</i>	16,000	12,000
				<i>Contracted Services Total</i>	245,000	238,500
				<i>Municipal Court Department Total</i>	411,868	400,740

PERFORMANCE MEASUREMENTS

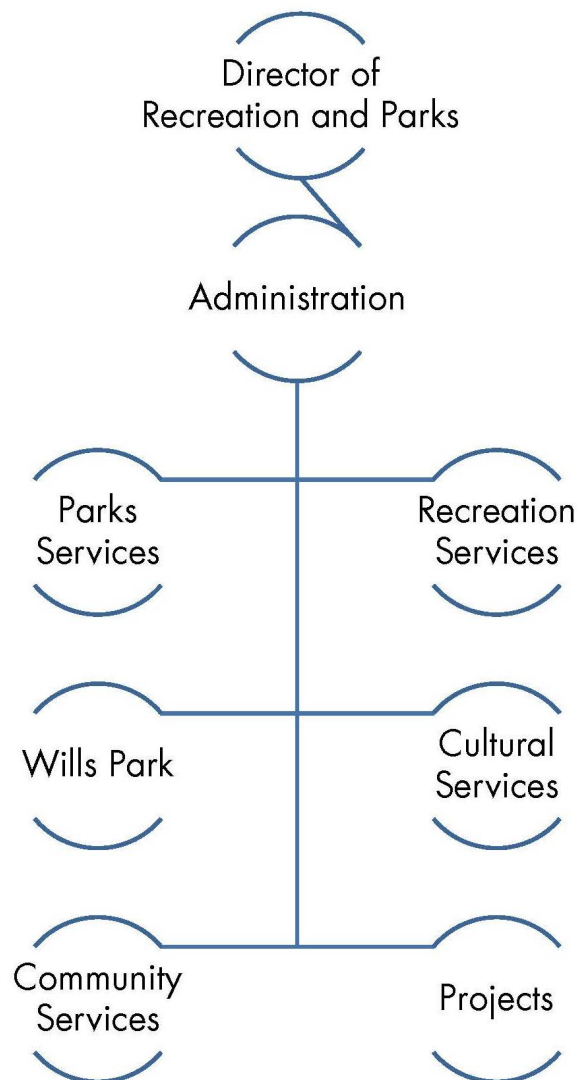
EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Municipal Court Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	Target FY 2019	Target FY 2020
# of Citations received to process	15,113	13,559	12,830	13,000	13,000
Total # of cases disposed	15,045	14,353	10,803	11,000	11,000
# of Court sessions	230	232	242	236	235
Annual deposits (Court Fines)	\$2,198,202	\$2,225,129	\$1,793,974	\$1,675,000	\$1,675,000
Personnel Assigned:	9.0 FTE	9.0 FTE	9.0 FTE	8.0 FTE	8.0 FTE
Municipal Judge	Municipal Judge	Municipal Judge	Municipal Judge	Municipal Judge	Municipal Judge
Court Administrator	Court Administrator	Court Administrator	Court Administrator	Court Administrator	Court Administrator
Deputy Clerk III	Deputy Clerk III	Deputy Clerk III	Deputy Clerk III	Deputy Clerk III	Deputy Clerk III
Deputy Clerk II (5)	Deputy Clerk II (5)	Deputy Clerk II (5)	Deputy Clerk II (5)	Deputy Clerk II (4)	Deputy Clerk II (4)
Deputy Clerk I	Deputy Clerk I	Deputy Clerk I	Deputy Clerk I	Deputy Clerk I	Deputy Clerk I



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Recreation, Parks and Cultural Services



Our Community Vision is to advance Alpharetta as a signature City by:

- ✓ *Offering the highest quality of environment for our residents and businesses;*
- ✓ *Fostering strong sense of community including safety and security; and*
- ✓ *Providing a business climate that attracts the top echelon companies.*

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission.

Recreation, Parks & Cultural Services

Administration, Parks Services, Recreation Services, Wills Park, Cultural Services, Community Services, Projects

Mission Statement

The Alpharetta Recreation and Parks Department strives to promote the highest quality recreation programs and park facilities to our citizens consistent with our core values of Excellence, Stewardship, Integrity, Service and Loyalty.

Goals and Objectives

- ✓ Implement Recreation and Parks Master Plan 2025 as funded and prioritized by City Officials;
- ✓ Develop a short/long term facility maintenance plan for all department facilities;
- ✓ Implement new programs where there is a need to serve residents;
- ✓ Finalize preferred route for northern Greenway extension;
- ✓ Complete construction on the new Alpharetta Arts Center;
- ✓ Complete renovation of the City Pool;
- ✓ Utilize City work order management system; and
- ✓ Increase revenues through increased participation and sponsorships.



Youth Athletics

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 RECREATION, PARKS & CULTURAL SERVICES Five-year Financial Summary					
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020
Revenue	\$ 2,703,163	\$ 2,532,283	\$ 2,761,477	\$ 2,860,698	\$ 2,719,450
<i>% Change</i>		-6.3%	9.1%	3.6%	-4.9%
<i>average 5 year percent change</i>		0.3%			
Expenditures	\$ 8,127,231	\$ 8,353,856	\$ 8,586,625	\$ 9,975,553	\$ 10,266,679
<i>% Change</i>		2.8%	2.8%	16.2%	2.9%
<i>average 5 year percent change</i>		6.2%			

*2015-2016 Variance due primarily to the transfer of the City's Special Event Division from the City Administration Department to the Recreation & Parks Department. The Special Events Division includes 3 full-time-equivalent positions (2 full time; 2 part-time) and associated maintenance and operations funding.

DEPARTMENT BUDGET SUMMARY

CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
RECREATION, PARKS & CULTURAL SERVICES
BUDGET REQUEST BY ACCOUNT

Amended FY 2019 to FY 2020

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue (1),(3)									
Intergovernmental:									
(9) City of Milton (Recreation)	\$ 435,916	\$ 362,607	\$ 461,661	\$ 400,000	\$ -	\$ 400,000	\$ -	-100.0%	\$ (400,000)
Charges for Services:									
Aquatics Fees	109,891	107,727	158,113	185,000	-	185,000	225,000	21.6%	40,000
Arts Program Fees	59,998	33,892	29,978	160,000	-	160,000	120,000	-25.0%	(40,000)
Community Center Fees	497,895	571,512	583,458	580,000	-	580,000	600,000	3.4%	20,000
Community Ctr Bldg. Rental	56,450	11,938	1,210	10,000	-	10,000	10,000	0.0%	-
Adult Activity Ctr Fees	32,310	27,121	23,582	25,000	-	25,000	25,000	0.0%	-
Adult Activity Ctr Bldg. Rental	3,208	4,275	4,025	3,000	-	3,000	3,000	0.0%	-
Adult Activity Ctr Trip Fees	35,198	50,354	39,201	40,000	12,842	52,842	40,000	-24.3%	(12,842)
Equestrian Ctr Fees	349,129	246,730	300,412	335,000	-	335,000	335,000	0.0%	-
Equestrian Ctr Permit Fees	-	-	-	-	-	-	-	-	-
Bike Share Fees	-	3,456	4,875	-	-	-	-	-	-
Wills Park Rec Ctr Fees	163,664	171,620	177,401	185,000	-	185,000	185,000	0.0%	-
Wills Park Rec Ctr Bldg. Rental	-	-	192	-	-	-	-	-	-
Wills Park Rec Ctr Permit Fees	14,790	16,530	19,658	16,000	-	16,000	16,000	0.0%	-
Athletics Fees	377,091	406,848	362,424	360,000	-	360,000	360,000	0.0%	-
Athletics Field Rental Fees	24,913	41,099	40,622	21,700	-	21,700	21,700	0.0%	-
Athletics Soccer Doc Fees	43,017	40,539	42,686	40,000	-	40,000	40,000	0.0%	-
Recreation Services	-	-	-	-	-	-	-	-	-
Open Gym Fees	3,015	5,144	5,943	5,000	-	5,000	5,000	0.0%	-
(9) Non-Resident Rec Fees	261,895	269,660	273,280	250,000	-	250,000	510,000	104.0%	260,000
Taste of Alpharetta	136,006	88,834	139,327	140,000	-	140,000	140,000	0.0%	-
Alpharetta Arts Streetfest	-	-	-	20,000	-	20,000	-	-100.0%	(20,000)
Alpharetta Room	230	-	-	-	-	-	-	-	-
Other Events	3,900	8,288	28,952	8,000	-	8,000	28,000	250.0%	20,000

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
RECREATION, PARKS & CULTURAL SERVICES
BUDGET REQUEST BY ACCOUNT**

Amended FY 2019 to FY 2020

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Public Works Event Fees	3,532	1,573	1,209	1,500	-	1,500	1,500	0.0%	-
Fire Services Event Fees	3,110	1,771	1,029	1,750	-	1,750	1,750	0.0%	-
Police Services Event Fees	8,374	2,563	2,318	2,500	-	2,500	2,500	0.0%	-
Parks Services Event Fees	35,408	28,491	27,397	30,000	-	30,000	30,000	0.0%	-
Food Truck Thursdays	18,752	10,175	11,950	10,000	-	10,000	10,000	0.0%	-
Contributions from Private Sources:									
Donations/Private Sources	19,188	11,644	15,595	-	18,406	18,406	10,000	-45.7%	(8,406)
Contra Revenue/Donations	-	-	-	-	-	-	-	-	-
Other:									
Rents/Royalties	-	-	-	-	-	-	-	-	-
Miscellaneous Revenue	6,284	7,893	4,979	-	-	-	-	-	-
Total	\$ 2,703,163	\$ 2,532,283	\$ 2,761,477	\$ 2,829,450	\$ 31,248	\$ 2,860,698	\$ 2,719,450	-4.9%	\$ (141,248)

Expenditures

(1) Personnel Services:

Salaries	\$ 2,374,821	\$ 2,435,501	\$ 2,473,917	\$ 2,656,709	\$ -	\$ 2,656,709	\$ 2,768,921	4.2%	\$ 112,212
Seasonal Salaries	401,979	388,193	434,473	646,627	9,380	656,007	661,039	0.8%	5,032
Benefits	1,350,050	1,389,475	1,399,446	1,613,759	620	1,614,379	1,695,686	5.0%	81,307
subtotal	\$ 4,126,850	\$ 4,213,170	\$ 4,307,836	\$ 4,917,095	\$ 10,000	\$ 4,927,095	\$ 5,125,646	4.0%	\$ 198,551

CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
RECREATION, PARKS & CULTURAL SERVICES
BUDGET REQUEST BY ACCOUNT

								<i>Amended FY 2019 to FY 2020</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMENDMENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
(11) Maintenance and Operations:									
(8) (10) Professional Services	\$ 1,202,049	\$ 1,267,772	\$ 1,262,105	\$ 1,706,510	\$ 48,504	\$ 1,755,014	\$ 1,797,555	2.4%	\$ 42,541
Board Member Fees	4,475	4,375	3,225	4,500		4,500	4,500	0.0%	-
(2) Equipment Repair/Maint.	57,583	44,667	47,091	67,300	(200)	67,100	56,550	-15.7%	(10,550)
(2) Vehicle Repair/Maint.	25,962	28,436	18,448	25,000	-	25,000	23,000	-8.0%	(2,000)
(2) Grounds Repair/Maint.	367,022	450,005	536,794	498,000	7,459	505,459	540,500	6.9%	35,041
(3) Facility Repair/Maint.	148,063	153,355	42,833	26,000	5,000	31,000	25,500	-17.7%	(5,500)
Land/Building Rental	20,388	18,205	17,728	23,200	(3,200)	20,000	20,000	0.0%	-
Equipment Rental	164,166	180,140	193,853	235,000	(63,630)	171,370	184,628	7.7%	13,258
(4) Advertising	40,211	34,763	23,840	75,575	(4,589)	70,986	65,303	-8.0%	(5,683)
Printing and Binding	45,822	43,641	45,478	65,850	5,964	71,814	55,488	-22.7%	(16,326)
(12) Employee Travel	8,418	17,858	14,558	29,200	(8,256)	20,944	26,950	28.7%	6,006
(12) Employee Training	13,163	17,631	11,322	27,950	(6,424)	21,526	33,450	55.4%	11,924
Maintenance Contracts	629,687	618,415	639,970	722,622	31,152	753,774	754,588	0.1%	814
(7) IT Professional Services	210,039	223,440	237,209	226,004	-	226,004	261,279	15.6%	35,275
General Supplies	328,682	344,833	346,740	468,770	(34,783)	433,987	410,842	-5.3%	(23,145)
(5) Miscellaneous Utilities	57,280	61,292	65,804	65,000	-	65,000	68,200	4.9%	3,200
(5) Water and Sewer Utilities	90,185	82,713	78,177	94,500	-	94,500	92,500	-2.1%	(2,000)
(5) Natural Gas Utilities	16,509	15,570	15,472	21,000	-	21,000	18,000	-14.3%	(3,000)
(5) Electricity Utilities	436,707	407,841	504,694	453,654	(475)	453,179	519,200	14.6%	66,021
(9) Fuel	29,124	29,529	33,926	37,000	-	37,000	45,600	23.2%	8,600
(6) Small Equipment	42,650	56,683	54,782	53,600	50,615	104,215	54,300	-47.9%	(49,915)
Employee Uniforms	21,178	15,092	24,462	25,975	2,375	28,350	29,600	4.4%	1,250
Non-Recurring Expenses	2,958	3,073	860	-	6,736	6,736	-	-100.0%	(6,736)
subtotal	\$ 3,962,322	\$ 4,119,328	\$ 4,219,372	\$ 4,952,210	\$ 36,248	\$ 4,988,458	\$ 5,087,533	2.0%	\$ 99,075

CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
RECREATION, PARKS & CULTURAL SERVICES
BUDGET REQUEST BY ACCOUNT

Amended FY 2019 to FY 2020

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital/Other:									
Machinery & Equipment	\$ 38,059	\$ 21,358	\$ 59,417	\$ 65,000	\$ (5,000)	\$ 60,000	\$ 53,500	-10.8%	\$ (6,500)
subtotal	\$ 38,059	\$ 21,358	\$ 59,417	\$ 65,000	\$ (5,000)	\$ 60,000	\$ 53,500	-10.8%	\$ (6,500)
Total	\$ 8,127,231	\$ 8,353,856	\$ 8,586,625	\$ 9,934,305	\$ 41,248	\$ 9,975,553	\$ 10,266,679	2.9%	\$ 291,126
Full-time Equivalent Positions	51.0	51.0	51.0	51.0		51.0	51.0		

Notes

- (1) Variance due primarily to wage increases associated with the 3.0% 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.
- (2) Variance based on historical and year-to-date expenditure trends including reductions for equipment/vehicle repair and maintenance which is offset through increases in grounds repair and maintenance. The increase in parklands have contributed to the growth in grounds repair and maintenance costs.
- (3) Starting in fiscal year 2019, the Public Works Department became the primary responsible entity for facility maintenance. As the transition continues, department funding for facility maintenance will continue to transfer to Public Works.
- (4) Variance based on historical, year-to-date, and a forecast of expenditure trends for community services advertising needs.
- (5) Variance based primarily on updated cost trends on the new facilities opened during FY 2019 (expanded Wills Park Pool, Cultural Arts Center).
- (6) Variance due primarily to one-time expenditures during FY 2019 (office furniture, nutcrackers, snow machines) that will not continue into FY 2020.
- (7) Variance 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 monies).
- (8) The Intergovernmental Agreement with Milton for Recreational Services was cancelled during FY 2019. As such, Milton Residents will now be registering and paying program fees under a Non-Resident classification. It is anticipated that the net loss of revenues will approximate -\$200,000. This figure will be mitigated over time through a reduction of program fees (e.g. instructor fees) on the expenditure side as fewer classes are managed/offered.
- (9) Variance due to price fluctuations at Fulton County Fuel Depot.
- (10) Variance is partially due to reallocation of the \$10,000 donation to the Friends of the Library from General Government into the departmental budget. In addition, during FY 2019, the department absorbed the operations of the Wills Park Pool concession stand (Golden Age Club - GAC - used to manage concessions). To offset the GAC's lost revenue, the City is providing \$8,000 annually for (5) years. FY2020 is the first year to budget this expense. Main drive of the variance is the implementation of a Special Needs Grant Program (2020 Operating Initiative) aimed at delivering programs directly to individuals and/or families with special needs.
- (11) During FY2019, the department went through a major reorganization, creating a Health & Wellness, Downtown District, and Community Agriculture Divisions, adding Marketing and Brew Moon Fest-Fall projects, and renaming some of their projects to better align their budget with current operations.
- (12) Variance based on historical and year-to-date expenditure trends as well as a forecast of certification and training needs.

REVENUE SUMMARY BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget:

FY 2020

Statement:

Revenue Summary by Account

Division/Project	Account Number	Title	FY 2019 Amended Budget	FY 2020 Recommended Budget
Rec Administration	10061100 337051	City of Milton (Recreation IGA)	\$ 400,000	\$ -
" "	10061100 347990	Non-Resident Rec Fees	250,000	510,000
" "	10061100 347995	Open Gym Fees	5,000	5,000
" "	10061100 371000	Donations/Private Sources	8,406	-
Aquatics	10061240 347010	Aquatics Fees	185,000	225,000
Athletics	10061300 347250	Athletics Fees	360,000	360,000
" "	10061300 347254	Athletics Field Rental Fees	21,700	21,700
" "	10061300 347255	Athletics Soccer Doc Fees	40,000	40,000
Cultural Arts	10061350 347020	Arts Program Fees	60,000	20,000
Cultural Arts Center	10061360 347020	Arts Program Fees	3,000	3,000
" "	10061360 347020 RCA07	Arts Program Fees	22,000	22,000
" "	10061360 347020 RCA08	Arts Program Fees	70,000	70,000
" "	10061360 347020 RCA10	Arts Program Fees	5,000	5,000
Community Center	10061400 347210	Community Center Fees	580,000	600,000
" "	10061400 347211	Community Ctr Bldg. Rental	10,000	10,000
Adult Activity Center	10061450 347220	Adult Activity Ctr Fees	25,000	25,000
" "	10061450 347221	Adult Activity Ctr Bldg. Rental	3,000	3,000
" "	10061450 347222	Adult Activity Ctr Trip Fees	52,842	40,000
Equestrian Center	10061500 347230	Equestrian Ctr Fees	335,000	335,000
Wills Park Rec Ctr	10061550 347240	Wills Park Rec Ctr Fees	185,000	185,000
" "	10061550 347242	Wills Park Rec Ctr Permit Fees	16,000	16,000
	10061650 371000 C1926	Donation From Private Sources (Northside MOU)	10,000	10,000
Special Events	10061900 347500	Taste of Alpharetta	140,000	140,000
" "	10061900 347501	Alpharetta Arts Streetfest	20,000	-
" "	10061900 347503	Other Events	8,000	28,000
" "	10061900 347504	Public Works Event Fees	1,500	1,500
" "	10061900 347505	Fire Services Event Fees	1,750	1,750
" "	10061900 347506	Police Services Event Fees	2,500	2,500
" "	10061900 347507	Parks Services Event Fees	30,000	30,000
" "	10061900 347508	Food Truck Thursdays	10,000	10,000
" "	10061900 371000	Donation From Private Sources	-	-
Total			\$ 2,860,698	\$ 2,719,450

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

				Aquatics		
ACCOUNT DESCRIPTION	FY 2019 Amended Operating Budget	FY 2020 Operating Budget Request	Recreation Admin.	Aquatics	Special Events	Swim Team
			6110	6124	RAQ00	RAQ01
521200 Professional Services	\$ 1,755,014	\$ 1,797,555	\$ 10,805	\$ 15,000	\$ 2,350	\$ 21,500
521400 Board Member Fees	4,500	4,500	4,500	-	-	-
522210 Equipment Repair/Maint.	67,100	56,550	4,000	2,500	-	-
522220 Vehicle Repair/Maint.	25,000	23,000	23,000	-	-	-
522240 Grounds Repair/Maint.	505,459	540,500	-	-	-	-
522250 Facility Repair/Maint.	31,000	25,500	-	2,500	-	-
522310 Land/Building Rental	20,000	20,000				
522320 Equipment Rental	171,370	184,628	-	-	-	-
523300 Advertising	70,986	65,303	-	-	-	-
523400 Printing and Binding	71,814	55,488	500	300	-	-
523500 Employee Travel	20,944	26,950	4,500	-	-	-
523700 Employee Training	21,526	33,450	3,000	8,000	-	-
523860 Maintenance Contracts	753,774	754,588	56,038	43,000	-	-
523900 IT Professional Services	226,004	261,279	261,279	-	-	-
531100 General Supplies	433,987	410,842	11,472	10,720	500	13,300
531200 Miscellaneous Utilities	65,000	68,200	65,000	-	-	-
531210 Water and Sewer Utilities	94,500	92,500	92,500	-	-	-
531220 Natural Gas Utilities	21,000	18,000	18,000	-	-	-
531230 Electricity Utilities	453,179	519,200	509,200	-	-	-
531270 Fuel	37,000	45,600	28,000	-	-	-
531600 Small Equipment	104,215	54,300	2,500	3,500	-	-
531700 Employee Uniforms	28,350	29,600	1,200	6,950	-	-
532400 Non-Recurring Expenses	6,736	-	-	-	-	-
542100 Machinery & Equipment	60,000	53,500	-	-	-	-
TOTAL	\$ 5,048,458	\$ 5,141,033	\$ 1,095,494	\$ 92,470	\$ 2,850	\$ 34,800

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

	Aquatics		Athletics					Athletics
ACCOUNT DESCRIPTION	Swimming Lessons	Aquatic - Fitness Programs	Athletics	Basketball	Soccer	Softball	Adult Volleyball	Instructional Sports
	RAQ02	RAQ03	6130	RAL00	RAL03	RAL04	RAL06	RAL08
Professional Services	\$ 35,000	\$ 4,000	\$ -	\$ 31,800	\$ 121,500	\$ 31,000	\$ 8,000	\$ 113,000
Board Member Fees	-	-	-	-	-	-	-	-
Equipment Repair/Maint.	-	-	-	-	-	-	-	-
Vehicle Repair/Maint.	-	-	-	-	-	-	-	-
Grounds Repair/Maint.	-	-	-	-	-	-	-	-
Facility Repair/Maint.	-	-	-	-	-	-	-	-
Land/Building Rental	-	-	-	-	20,000	-	-	-
Equipment Rental	-	-	-	-	-	-	-	-
Advertising	-	-	-	-	-	-	-	-
Printing and Binding	-	-	100	-	-	-	-	-
Employee Travel	-	-	-	-	-	-	-	-
Employee Training	-	-	-	-	-	-	-	-
Maintenance Contracts	-	-	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-	-
General Supplies	100	-	3,400	22,500	29,250	3,700	1,525	-
Miscellaneous Utilities	-	-	-	-	-	-	-	-
Water and Sewer Utilities	-	-	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-	-	-
Electricity Utilities	-	-	-	-	-	-	-	-
Fuel	-	-	-	-	-	-	-	-
Small Equipment	-	-	2,000	-	4,000	-	-	-
Employee Uniforms	-	-	-	-	-	-	-	-
Non-Recurring Expenses	-	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-	-
TOTAL	\$ 35,100	\$ 4,000	\$ 5,500	\$ 54,300	\$ 174,750	\$ 34,700	\$ 9,525	\$ 113,000

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

	Cultural Arts Services				Cultural Arts Center
ACCOUNT DESCRIPTION	Cultural Services	Arts & History Supported Events	Community Supported Arts Programs	Historic Preservation	Cultural Arts Center
	6135	RCA03	RCA05	RCA06	6136
Professional Services	\$ 2,600	\$ 9,000	\$ 60,000	\$ 10,000	\$ -
Board Member Fees	-	-	-	-	-
Equipment Repair/Maint.	-	-	-	-	2,000
Vehicle Repair/Maint.	-	-	-	-	-
Grounds Repair/Maint.	-	-	-	-	-
Facility Repair/Maint.	-	-	-	-	-
Land/Building Rental	-	-	-	-	-
Equipment Rental	-	5,500	-	-	-
Advertising	2,000	3,500	4,000	2,500	3,000
Printing and Binding	-	1,500	2,000	1,000	2,000
Employee Travel	5,000	-	-	-	-
Employee Training	3,200	-	-	-	-
Maintenance Contracts	-	-	-	3,000	2,000
IT Professional Services	-	-	-	-	-
General Supplies	1,600	3,500	7,000	500	10,550
Miscellaneous Utilities	-	-	-	-	-
Water and Sewer Utilities	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-
Electricity Utilities	-	-	-	-	-
Fuel	-	-	-	-	-
Small Equipment	-	-	-	-	-
Employee Uniforms	400	-	-	-	-
Non-Recurring Expenses	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-
TOTAL	\$ 14,800	\$ 23,000	\$ 73,000	\$ 17,000	\$ 19,550

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

	Cultural Arts Center				Community Center			
ACCOUNT DESCRIPTION	Summer Camps	Art Programs	Lectures & Presentations	Special Events Gallery Shows	Community Center	Special Events	Gymnastics	Performing Arts Programs
	RCA07	RCA08	RCA09	RCA10	6140	RCC00	RCC01	RCC04
Professional Services	\$ 14,000	\$ 120,000	\$ 6,000	\$ 12,500	\$ -	\$ 3,450	\$ 285,000	\$ 70,000
Board Member Fees	-	-	-	-	-	-	-	-
Equipment Repair/Maint.	-	-	-	-	4,050	-	-	-
Vehicle Repair/Maint.	-	-	-	-	-	-	-	-
Grounds Repair/Maint.	-	-	-	-	-	-	-	-
Facility Repair/Maint.	-	-	-	-	-	-	-	-
Land/Building Rental	-	-	-	-	-	-	-	-
Equipment Rental	-	-	-	5,000	-	3,500	-	3,000
Advertising	-	3,750	2,000	3,500	-	-	-	-
Printing and Binding	-	2,500	-	-	500	-	-	-
Employee Travel	-	-	-	-	-	-	-	-
Employee Training	-	-	-	-	-	-	-	-
Maintenance Contracts	-	-	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-	-
General Supplies	3,200	5,750	-	3,000	9,000	3,500	-	200
Miscellaneous Utilities	-	-	-	-	-	-	-	-
Water and Sewer Utilities	-	-	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-	-	-
Electricity Utilities	-	-	-	-	-	-	-	-
Fuel	-	-	-	-	-	-	-	-
Small Equipment	-	-	-	-	7,000	-	-	-
Employee Uniforms	250	-	-	-	-	-	-	-
Non-Recurring Expenses	-	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-	-
TOTAL	\$ 17,450	\$ 132,000	\$ 8,000	\$ 24,000	\$ 20,550	\$ 10,450	\$ 285,000	\$ 73,200

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

	Community Center			Adult Activity Center				
ACCOUNT DESCRIPTION	Special Needs Programs	Speciality Camps/ Programs	Wills Park Day Camp	Adult Activity Center	Special Events	Senior Recreational Programs	Tennis	Equestrian Center
	RCC05	RCC06	RCC09	6145	RAA00	RAA01	RAA02	6150
Professional Services	\$ 57,000	\$ 22,000	\$ 29,000	\$ 12,000	\$ 2,600	\$ 46,000	\$ -	\$ 850
Board Member Fees	-	-	-	-	-	-	-	-
Equipment Repair/Maint.	-	-	-	2,000	-	-	-	8,500
Vehicle Repair/Maint.	-	-	-	-	-	-	-	-
Grounds Repair/Maint.	-	-	-	-	-	-	-	47,000
Facility Repair/Maint.	-	-	-	-	-	-	-	3,000
Land/Building Rental	-	-	-	-	-	-	-	-
Equipment Rental	9,500	-	30,500	-	550	-	-	5,000
Advertising	-	-	-	-	-	-	-	-
Printing and Binding	-	-	-	250	300	-	-	-
Employee Travel	-	-	-	-	-	-	-	2,000
Employee Training	-	-	-	-	-	-	-	1,500
Maintenance Contracts	-	-	-	-	-	-	-	150,000
IT Professional Services	-	-	-	-	-	-	-	-
General Supplies	3,500	-	10,350	6,400	5,000	2,000	1,500	105,200
Miscellaneous Utilities	-	-	-	-	-	-	-	-
Water and Sewer Utilities	-	-	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-	-	-
Electricity Utilities	-	-	-	-	-	-	-	-
Fuel	-	-	-	-	-	-	-	5,600
Small Equipment	-	-	-	3,600	-	1,500	200	4,000
Employee Uniforms	-	-	-	-	-	-	-	1,200
Non-Recurring Expenses	-	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-	10,000
TOTAL	\$ 70,000	\$ 22,000	\$ 69,850	\$ 24,250	\$ 8,450	\$ 49,500	\$ 1,700	\$ 343,850

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

	Wills Park Recreation Center				Health & Wellness			
ACCOUNT DESCRIPTION	Wills Park Recreation Center	Special Events	Fitness Programs	Recreation Services	Fitness Activities	Outdoor Programming	Eastern District	Northern District
	6155	RWP00	RWP01	6160	RHW01	RHW02	6170	6175
Professional Services	\$ -	\$ 33,000	\$ 48,500	\$ -	\$ 24,250	\$ 13,500	\$ -	\$ -
Board Member Fees	-	-	-	-	-	-	-	-
Equipment Repair/Maint.	-	-	-	-	-	-	1,500	1,000
Vehicle Repair/Maint.	-	-	-	-	-	-	-	-
Grounds Repair/Maint.	-	-	-	-	-	-	88,500	75,000
Facility Repair/Maint.	-	-	-	-	-	-	-	-
Land/Building Rental	-	-	-	-	-	-	-	-
Equipment Rental	-	2,000	-	-	-	-	1,500	7,000
Advertising	-	-	-	-	-	-	-	-
Printing and Binding	-	-	-	-	-	-	-	-
Employee Travel	-	-	-	6,950	-	-	1,000	500
Employee Training	-	-	-	7,700	-	-	1,500	750
Maintenance Contracts	-	-	-	2,050	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-	-
General Supplies	4,800	1,250	-	-	7,250	-	825	1,600
Miscellaneous Utilities	-	-	-	-	-	-	-	-
Water and Sewer Utilities	-	-	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-	-	-
Electricity Utilities	-	-	-	-	-	-	-	-
Fuel	-	-	-	-	-	-	-	-
Small Equipment	1,500	-	-	-	-	-	2,500	5,000
Employee Uniforms	-	200	-	5,500	-	-	1,100	2,000
Non-Recurring Expenses	-	-	-	-	-	-	-	-
Machinery & Equipment	3,500	-	-	-	-	-	10,000	7,500
TOTAL	\$ 9,800	\$ 36,450	\$ 48,500	\$ 22,200	\$ 31,500	\$ 13,500	\$ 108,425	\$ 100,350

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

ACCOUNT DESCRIPTION	Southern District	Downtown District	City Center Park Maintenance	Community Services		
				Community Services	Downtown Decorations	Alpharetta Arts Streetfest
	6180	6185	RPM01	6190	RSE00	RSE01
Professional Services	\$ -	\$ -	\$ -	\$ -	\$ 81,750	\$ 10,875
Board Member Fees	-	-	-	-	-	-
Equipment Repair/Maint.	1,000	-	-	-	-	-
Vehicle Repair/Maint.	-	-	-	-	-	-
Grounds Repair/Maint.	95,000	-	40,000	-	-	-
Facility Repair/Maint.	-	-	-	-	-	-
Land/Building Rental	-	-	-	-	-	-
Equipment Rental	3,000	-	-	-	-	2,000
Advertising	-	-	-	-	-	-
Printing and Binding	-	-	-	-	-	-
Employee Travel	1,500	-	-	5,000	-	-
Employee Training	1,500	-	-	5,800	-	-
Maintenance Contracts	-	52,000	110,000	5,500	-	-
IT Professional Services	-	-	-	-	-	-
General Supplies	450	-	-	5,750	2,000	2,000
Miscellaneous Utilities	-	-	-	3,200	-	-
Water and Sewer Utilities	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-
Electricity Utilities	-	-	-	9,000	-	-
Fuel	-	-	-	-	-	-
Small Equipment	4,000	-	-	-	-	-
Employee Uniforms	1,750	-	-	1,500	-	-
Non-Recurring Expenses	-	-	-	-	-	-
Machinery & Equipment	2,500	-	-	-	-	-
TOTAL	\$ 110,700	\$ 52,000	\$ 150,000	\$ 35,750	\$ 83,750	\$ 14,875

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

ACCOUNT DESCRIPTION	Community Services						
	Scarecrow Harvest	Mayor's Challenge	Old Soldier's Day	Taste of Alpharetta	Season of Celebration	European Market	Wire & Wood
	RSE02	RSE03	RSE04	RSE05	RSE06	RSE12	RSE13
Professional Services	\$ 24,100	\$ 1,300	\$ 3,375	\$ 137,075	\$ 39,225	\$ 4,800	\$ 88,800
Board Member Fees	-	-	-	-	-	-	-
Equipment Repair/Maint.	-	-	-	-	-	-	-
Vehicle Repair/Maint.	-	-	-	-	-	-	-
Grounds Repair/Maint.	-	-	-	-	-	-	-
Facility Repair/Maint.	-	-	-	-	-	-	-
Land/Building Rental	-	-	-	-	-	-	-
Equipment Rental	1,300	1,500	6,300	34,000	13,000	1,100	24,500
Advertising	-	-	-	-	-	-	-
Printing and Binding	1,000	-	-	12,800	1,500	-	6,000
Employee Travel	-	-	-	-	-	-	-
Employee Training	-	-	-	-	-	-	-
Maintenance Contracts	-	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-	-
General Supplies	5,400	-	1,700	9,000	2,300	-	2,000
Miscellaneous Utilities	-	-	-	-	-	-	-
Water and Sewer Utilities	-	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-	-
Electricity Utilities	-	-	-	-	-	-	-
Fuel	-	-	-	-	-	-	-
Small Equipment	-	-	-	-	-	-	-
Employee Uniforms	-	-	-	-	-	-	-
Non-Recurring Expenses	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-
TOTAL	\$ 31,800	\$ 2,800	\$ 11,375	\$ 192,875	\$ 56,025	\$ 5,900	\$ 121,300

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

	Community Services					
ACCOUNT DESCRIPTION	Farmers Market	Brew Moon Fest - Summer	Grilling & Gridiron	Food Trucks	Memorial Day	Brooke St Park Concert Series
	RSE14	RSE19	RSE20	RSE23	RSE24	RSE26
Professional Services	\$ 1,200	\$ 7,225	\$ 5,400	\$ 50,100	\$ 500	\$ 46,750
Board Member Fees	-	-	-	-	-	-
Equipment Repair/Maint.	-	-	-	-	-	-
Vehicle Repair/Maint.	-	-	-	-	-	-
Grounds Repair/Maint.	-	-	-	-	-	-
Facility Repair/Maint.	-	-	-	-	-	-
Land/Building Rental	-	-	-	-	-	-
Equipment Rental	-	1,000	1,500	13,000	-	400
Advertising	-	-	-	-	-	-
Printing and Binding	-	-	-	1,000	-	500
Employee Travel	-	-	-	-	-	-
Employee Training	-	-	-	-	-	-
Maintenance Contracts	-	-	-	-	-	-
IT Professional Services	-	-	-	-	-	-
General Supplies	-	-	-	500	-	-
Miscellaneous Utilities	-	-	-	-	-	-
Water and Sewer Utilities	-	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-	-
Electricity Utilities	-	500	-	-	-	-
Fuel	-	-	-	-	-	-
Small Equipment	-	-	-	-	-	-
Employee Uniforms	-	-	-	-	-	-
Non-Recurring Expenses	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
TOTAL	\$ 1,200	\$ 8,725	\$ 6,900	\$ 64,600	\$ 500	\$ 47,650

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

	Community Services			Parks Maintenance	
ACCOUNT DESCRIPTION	Brew Moon Fest - Fall	Marketing	Community Agriculture	Western District	Playground Maintenance
	RSE27	RSE28	6191	6195	RPM00
Professional Services	\$ 7,225	\$ 9,950	\$ 1,200	\$ 1,500	\$ -
Board Member Fees	-	-	-	-	-
Equipment Repair/Maint.	-	-	-	30,000	-
Vehicle Repair/Maint.	-	-	-	-	-
Grounds Repair/Maint.	-	-	-	170,000	25,000
Facility Repair/Maint.	-	-	-	20,000	-
Land/Building Rental	-	-	-	-	-
Equipment Rental	1,000	-	1,728	6,250	-
Advertising	-	41,053	-	-	-
Printing and Binding	-	17,738	-	4,000	-
Employee Travel	-	-	-	500	-
Employee Training	-	-	-	500	-
Maintenance Contracts	-	-	-	331,000	-
IT Professional Services	-	-	-	-	-
General Supplies	-	1,000	10,500	74,300	-
Miscellaneous Utilities	-	-	-	-	-
Water and Sewer Utilities	-	-	-	-	-
Natural Gas Utilities	-	-	-	-	-
Electricity Utilities	500	-	-	-	-
Fuel	-	-	-	12,000	-
Small Equipment	-	-	5,000	8,000	-
Employee Uniforms	-	-	-	7,550	-
Non-Recurring Expenses	-	-	-	-	-
Machinery & Equipment	-	-	-	20,000	-
TOTAL	\$ 8,725	\$ 69,741	\$ 18,428	\$ 685,600	\$ 25,000

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail			
Recreation	10061100	521200	Professional Services	PROFESSIONAL STUDIES (ARCHITECTS, ENGINEERS, CITYWORKS TRAINING, etc.)	30,000	8,000
				BANK FEES (e.g. TRANSACTION FEES)	1,000	1,000
Administration				GRPA AGENCY DUES: AGENCYU, DIRECTOR, BOARD, 2 ADMIN STAFF	400	605
				GRPA DISTRICT 7 MEMBERSHIP DUES/BANQUET	350	350
				MILTON CENTER IGA (ANNUAL CAPITAL CONTRIBUTION)	5,000	-
				NRPA ANNUAL AGENCY/BOARD MEMBERSHIP	725	850
				subtotal	37,475	10,805
	10061100	521400	Board Member Fees	MONTHLY MEETINGS	4,500	4,500
				subtotal	4,500	4,500
	10061100	522210	Equipment Repair & Maintenance	GENERAL REPAIR & MAINTENANCE (incl. CALL BOX MAINT.)	4,500	4,000
				subtotal	4,500	4,000
	10061100	522220	Vehicle Repair & Maintenance	PREVENTIVE MAINTENANCE & REPAIRS	25,000	23,000
				subtotal	25,000	23,000
	10061100	523300	Advertising	BID ADVERTISING, RECRUITMENT ADVERTISING, ETC	1,000	-
				PROMOTIONS AND MARKETING	4,000	-
				REVUE, SPORTING KID, ANSWER BOOK, AES PTA, MHS PTA	4,000	-
				subtotal	9,000	-
	10061100	523400	Printing & Binding	LEISURE GUIDE & PROGRAM BROCHURES DESIGN & PRINTING FEES	9,500	-
				GENERAL PRINTING NEEDS (NAME PLAQUES, SIGNS, BANNERS, etc.)	1,000	500
				subtotal	10,500	500
	10061100	523500	Employee Travel	DIVISION TRAVEL - GRPA CONFERENCE FOR THREE, NRPA CONFERENCE FOR ONE	6,500	4,500
				subtotal	6,500	4,500
	10061100	523700	Employee Training	DIVISION TRAINING - NRPA, GRPA, CITY WORKS ETC FOR MORGAN AND KURT	3,500	3,000
				subtotal	3,500	3,000
	10061100	523860	Maintenance Contracts	COFFEE & WATER SERVICE	8,200	8,200
				DOCUSIGN MAINTENANCE AGREEMENT	-	4,200
				XEROX COPIER LEASE (FY18 CQ9303; FY19 C8055)	4,909	2,403
				XEROX COPIER LEASE (FY18 WC7545; FY19 C8045)	2,088	1,677
				XEROX COPIER CONSUMABLES/MAINTENANCE PLAN	16,500	18,500
				JANITORIAL CONTRACT (CRABAPPLE - SENIOR SERVICES AREA; REC CLASSROOM)	19,000	-
				POSTAGE MACHINE MAINTENANCE	1,400	1,248
				BIKE SHARE PROGRAM (5 LOCATIONS) - ZAGSTER	24,680	18,640
				LICENSE AGREEMENT - ASCAP	650	-
				LICENSE AGREEMENT - BMI	675	-
				LICENSE AGREEMENT - SESAC	1,300	-
				SEE CLICK FIX APP	800	800
				RECORD STORAGE & SHREDDING	370	370
				subtotal	80,572	56,038
	10061100	523900	IT Professional Services	ADOBE SOFTWARE LICENSES (CDW)	2,475	3,640
				AD SELF SERVICE (ABRAHAMS)	-	754
				2FA AUTHENTICATION	-	2,669
				ANTI-VIRUS SOFTWARE RENEWAL (CITY VIRUS, ADWARE, SPYWARE & THREAT PROTECTION)	6,164	-
				ASSET MANAGEMENT (LANSWEEPER)	233	232
				AVIGILON CONTROL CENTER-CITY CAMERA (MC DEAN)	1,000	1,000
				CELLULAR PHONE SERVICE	9,360	5,760
				CELLULAR IPAD SERVICE (VERIZON)	3,072	4,428
				CELLULAR IPHONE SERVICE (VERIZON)	13,728	16,500

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
			CELLULAR MIFI (VERIZON)	1,368	1,368
			CISCO NETWORK TECHNICAL SUPPORT (PRESIDIO - SMARTNET)	2,035	2,031
			CLIENTVPN (PALO ALTO GLOBAL PROTECT)	675	-
			CITY CIRCUIT CONNECTION TO INTERNET (AT&T)	2,187	3,017
			CITY ENTERPRISE DATA MANAGEMENT (VERISTOR - COMMVAULT)	2,326	-
			CITY INTERNET CIRCUIT CONNECTION (ZAYO BANDWIDTH)	3,024	2,182
			CITY INTERNET CIRCUIT CONNECTION - SUPPLEMENT & BACKUP (CHARTER COMMUNICATIONS)	390	389
			CITYWIDE MICROSOFT LICENSING (DELL)	2,559	21,491
			CITYWIDE VIRTUAL INFRASTRUCTURE	5,330	4,969
			CITYWIDE WORK, ASSET, COMPLIANCE & MANAGEMENT SOFTWARE (CITYWORKS)	6,400	6,400
			CONSULTING SERVICES - GIS/NETWORK	2,791	2,785
			CUSTOM CITYWORKS SUPPORT	1,200	1,000
			DATA CENTER APC/MGE UPS SYSTEM MAINTENANCE (CRITICAL COMPONENTS - OEM ADV)	1,279	1,509
			DATA CENTER FIRE SUPPRESSION SYSTEM - INSPECTION	140	139
			DATA CIRCUIT (AT&T - ASE)	6,281	6,266
			DATABASE MANAGEMENT SOFTWARE MAINTENANCE/RENEWAL (FILEMAKER)	659	1,047
			DEVELOPER LICENSE FOR MDM (APPLE)	35	35
			DIRECTORY ANALYSIS (MANAGEENGINE ZOHOO CORPORATION)	1,163	-
			DOMAIN NAME SERVICE (AMAZON WEB SERVICES)	93	93
			DRONE MAPPING FOR GIS CONVERSION	349	174
			DSL/INTERNET CONNECTIVITY/GCIC CONNECTION & REMOTE PARK SITES (AT&T CORP)	2,400	2,400
			END POINT PROTECTION	-	2,437
			ERPM (RED IDENTITY MANAGEMENT)	1,105	696
			FIREWALL (PALO ATLO FIREWALL)	2,944	3,075
			GIS MOBILE FIELD MAPPING & DATA COLLECTION SOFTWARE MAINTENANCE/RENEWAL	5,990	5,976
			GREENWAY CALLBOX SERVICES (AT&T MOBILITY)	2,940	2,940
			HISTORICAL PRESERVATION ARCHIVING SOFTWARE LICENSE RENEWAL (PAST PERFECT)	600	600
			LOAD BALANCER (CITRIX)	174	696
			SIEM & LOGGING/AUDITING	2,908	5,814
			LP360 LIDAR GIS SOFTWARE/SERVER MAINTENANCE	186	186
			MAINTENANCE EXTENSION (DC EQUIPMENT MAINTENANCE RENEWAL)	4,827	7,345
			MICROSOFT USER BASED TRAINING	1,047	-
			MOBILE DATA MANAGEMENT (AIRWATCH)	1,716	2,231
			NETWORK VULNERABILITY SCANNER (TENABLE)	3,489	3,597
			ORION NPM, NTA, IPAM, UDT (ACL COMPUTERS - SOLARWINDS)	1,396	-
			PAYPHONE SERVICE (INTERSTATE)	5,000	5,000
			PHYSICAL SECURITY FOR DATA CENTER	698	-
			PRINTER REPAIR (NON-XEROX)	872	580
			PROJECT EVENT CAPTURE (GEOEVENT-ESRI)	349	696
			REC & PARK APPLICATION MANAGEMENT SOFTWARE (ACTIVENET/MISC CASH RECEIPTS)	80,000	80,000
			REMOTE APPLICATION & DATABASE SOFTWARE (INSIGHT/NETMOTION)	1,219	1,219
			SECURITY - CLOUD MANAGEMENT SUITE	-	2,901
			SECURITY AWARENESS TRAINING (KNOWBE4)	1,047	1,044
			SQL MONITORING TOOL	582	580
			TELEPHONE WIRING SERVICES	1,163	1,160
			TELEPHONY COMM SERVICES & SUPPORT (LINE & CIRCUIT, GLS MONITORING)	26,115	26,167
			THINKGARD - BACKUP AND REPLICATION	-	13,229

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

				FY 2019 Adopted Budget	FY 2020 Recommended Budget	
Division/Project Title	Account Number		Title	Account Detail		
				VISIO LICENSES (DELL)	200	113
				WAP MAINTENANCE	721	719
				subtotal	226,004	261,279
	10061100	531100	General Supplies & Materials	APPRECIATION/HOLIDAY/BUSINESS LUNCHESES	4,000	4,000
				LAMINATING SUPPLIES	300	-
				GENERAL SUPPLIES (TONER, ENVELOPES, etc.)	5,000	7,000
				POSTAGE	500	352
				POSTAGE MACHINE SUPPLIES	150	120
				YEARLY BULK MAIL PERMIT RENEWAL	175	-
				subtotal	10,125	11,472
	10061100	531200	Misc. Utilities	GARBAGE SERVICE	60,000	62,000
				SATELLITE/CABLE SERVICE	3,000	3,000
				subtotal	63,000	65,000
	10061100	531210	Water & Sewer Utilities	WATER	94,500	92,500
				subtotal	94,500	92,500
	10061100	531220	Natural Gas Utilities	NATURAL GAS SERVICE	21,000	18,000
				subtotal	21,000	18,000
	10061100	531230	Electricity Utilities	ELECTRIC SERVICE	424,154	509,200
				MILTON CENTER	20,000	-
				subtotal	444,154	509,200
	10061100	531270	Fuel	FUEL	24,000	28,000
				subtotal	24,000	28,000
	10061100	531600	Small Equipment	SMALL EQUIPMENT	2,500	2,500
				subtotal	2,500	2,500
	10061100	531700	Employee Uniforms	STAFF SHIRTS	1,200	1,200
				subtotal	1,200	1,200
				Administration Total	1,068,030	1,095,494
Aquatics	10061240	521200	Professional Services	AQUATIC EXAMINER SERVICE, INSTRUCTORS, ETC. (2019 Operating Initiative)	15,000	15,000
				subtotal	15,000	15,000
	10061240	522210	Equipment Repair & Maintenance	POOL EQUIPMENT REPAIRS (PUMPS, BOILERS, VALVES, etc.)	5,500	2,500
				subtotal	5,500	2,500
	10061240	522250	Facility Repair & Maintenance	GENERAL REPAIR & MAINTENANCE	3,000	2,500
				subtotal	3,000	2,500
	10061240	523400	Printing & Binding	SIGNS & BANNERS	-	300
				subtotal	-	300
	10061240	523700	Employee Training	AQUATICS STAFF PROFESSIONAL DEVELOPMENT (40 guards @\$200)	2,250	8,000
				subtotal	2,250	8,000
	10061240	523860	Maintenance Contracts	POOL SERVICE	-	17,000
				POOL SERVICE CHEMICALS	20,000	26,000
				subtotal	20,000	43,000
	10061240	531100	General Supplies & Materials	GENERAL FIRST AID SUPPLIES	500	500
				POOL CHEMICALS (CHLORINE, CARBON DIOXIDE, ETC.)	23,000	8,000
				POOL SUPPLIES (EQUIPMENT, OFFICE SUPPLIES, ETC.)	1,000	1,000
				POOL HOLDER PACKETS & PASSES	750	250
				POOL OPERATIONS MANUALS	200	200
				POOL PERMITS	770	770
				subtotal	26,220	10,720

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta
Budget: FY 2020
Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title		Account Detail		
	10061240	531600	Small Equipment		SMALL EQUIPMENT (E.G. VACUUM)	1,000	3,500
					subtotal	1,000	3,500
	10061240	531700	Employee Uniforms		SEASONAL EMPLOYEES FIRST AID FANNY PACKS/WHISTLES (40 guards)	200	750
					SEASONAL EMPLOYEES GUARD SUITS (40 guards)	2,300	4,000
					SEASONAL EMPLOYEES HATS (40 guards)	200	200
					SEASONAL EMPLOYEE STAFF SHIRTS (50 guards & staff)	1,000	2,000
					subtotal	3,700	6,950
					Aquatics Total	76,670	92,470
Aquatics - Special Events	10061240	521200	RAQ00	Professional Services	DJ FOR POOL PARTIES	700	350
					MOVIE VENDOR FOR DIVE IN	2,000	2,000
					subtotal	2,700	2,350
	10061240	531100	RAQ00	General Supplies & Materials	DECORATIONS FOR THEME PARTIES	500	200
					DOOR PRIZES	250	100
					REFRESHMENTS	500	200
					subtotal	1,250	500
					Aquatics (Special Events) Total	3,950	2,850
Aquatics - Swim Team	10061240	521200	RAQ01	Professional Services	SWIM COACH FEES - TEAM 1: RHODES	13,000	13,000
					SWIM COACH FEES - TEAM 2: BERENGUER	2,000	2,400
					MASTER SWIM COACH	1,500	3,500
					DIVE TEAM COACH	2,000	2,600
					subtotal	18,500	21,500
	10061240	531100	RAQ01	General Supplies & Materials	MEET FEES & PARTICIPANT RIBBONS	4,500	4,500
					MASTER SWIM SUPPLIES	3,400	3,400
					SWIM TEAM CAPS - COAST SWIM TEAM	600	600
					SWIM TEAM CAPS - SHARKS SWIM TEAM	3,000	3,000
					EQUIPMENT FOR WATER POLO AND DIVE - MOVED FROM AQUATICS MACH/EQUIP	9,000	-
					SWIM TEAM T-SHIRTS - SHARKS SWIM TEAM	1,300	1,300
					SWIM TEAM T-SHIRTS - COAST SWIM TEAM	500	500
					subtotal	22,300	13,300
					Aquatics (Swim Team) Total	40,800	34,800
Aquatics - Swimming Lessons	10061240	521200	RAQ02	Professional Services	INSTRUCTOR FEES FOR SWIM LESSONS	35,000	35,000
					subtotal	35,000	35,000
	10061240	531100	RAQ02	General Supplies & Materials	SWIM LESSON EQUIPMENT	100	100
					subtotal	100	100
					Aquatics (Swimming Lessons) Total	35,100	35,100
Aquatics - Fitness Program	10061240	521200	RAQ03	Professional Services	INSTRUCTOR FEES FOR AQUATIC FITNESS PROGRAM	1,500	4,000
					subtotal	1,500	4,000
					Aquatics (Fitness Program) Total	1,500	4,000
Athletics	10061300	523400	Printing & Binding		BANNERS & SIGNS	500	100
					subtotal	500	100
	10061300	523500	Employee Travel		ATHLETICS STAFF TRAVEL	2,000	-
					subtotal	2,000	-
	10061300	523700	Employee Training		ATHLETICS STAFF PROFESSIONAL DEVELOPMENT	2,000	-
					subtotal	2,000	-
	10061300	523860	Maintenance Contracts		ARPDATHLETICS.ORG - QUICK SCORES HOST	500	-
					subtotal	500	-

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2019 Adopted Budget	FY 2020 Recommended Budget	
Division/Project Title	Account Number		Title		Account Detail			
Athletics - Basketball	10061300	531100		General Supplies & Materials	GENERAL OFFICE SUPPLIES, TONER, ENVELOPES POSTAGE	3,400 250	3,400 -	
					subtotal	3,650	3,400	
	10061300	531600		Small Equipment	SMALL EQUIPMENT	2,000	2,000	
					subtotal	2,000	2,000	
	10061300	531700		Employee Uniforms	SEASONAL EMPLOYEES STAFF SHIRTS	900	-	
					subtotal	900	-	
	Athletics Total					11,550	5,500	
	10061300	521200	RAL00	Professional Services	COACH CERTIFICATION FEES OFFICIALS FOR 2 SEASONS OFFICIALS FOR TEEN LEAGUES OFFICIALS FOR YOUTH BASKETBALL LEAGUE PLAYER DEVELOPMENT CLINICS	800 5,000 5,000 25,000 1,000	800 3,500 3,500 23,000 1,000	
					subtotal	36,800	31,800	
	10061300	531100	RAL00	General Supplies & Materials	BASKETBALL EQUIPMENT PLAYER AWARDS PLAYER UNIFORMS - TEEN LEAGUE PLAYER UNIFORMS - YOUTH LEAGUE	2,500 2,500 4,000 22,000	2,000 2,500 3,000 15,000	
				subtotal	31,000	22,500		
Athletics (Basketball) Total						67,800	54,300	
Athletics - Lacrosse	10061300	521200	RAL01	Professional Services	LEAGUE TOURNAMENT FEES OFFICIALS	3,000 10,000	- -	
					subtotal	13,000	-	
	10061300	531100	RAL01	General Supplies & Materials	LACROSSE BALLS, NETS & GOALIE EQUIPMENT	2,250	-	
					subtotal	2,250	-	
Athletics (Lacrosse) Total						15,250	-	
Athletics - Soccer	10061300	521200	RAL03	Professional Services	DIRECTOR OF COACHING FEES OFFICIALS FOR REC LEAGUE OFFICIALS FOR SELECT LEAGUES PLAYER LEAGUE FEES	47,500 25,000 24,000 25,000	47,500 25,000 24,000 25,000	
					subtotal	121,500	121,500	
	10061300	522310	RAL03	Land/Building Rental	BRIDGEWAY CHRISTIAN ACADEMY FIELD RENTAL	20,000	20,000	
					subtotal	20,000	20,000	
	10061300	531100	RAL03	General Supplies & Materials	GENERAL SOCCER SUPPLIES PLAYER AWARDS FOR REC LEAGUES PLAYER UNIFORMS - REC LEAGUES	750 3,500 25,000	750 3,500 25,000	
					subtotal	29,250	29,250	
	10061300	561600	RAL03	Small Equipment	GOALS, NETS, WAGONS, SANDBAGS, FLAGS, ETC.	6,000	4,000	
					subtotal	6,000	4,000	
	Athletics (Soccer) Total						176,750	174,750
	Athletics - Softball	10061300	521200	RAL04	Professional Services	UMPIRES FOR ALL LEAGUES	37,000	31,000
						subtotal	37,000	31,000
		10061300	531100	RAL04	General Supplies & Materials	FIRST AID & MISC SUPPLIES PLAYER AWARDS FOR TOURNAMENT WINNERS PLAYER SHIRTS	250 1,200 3,000	- 1,200 2,500
						subtotal	4,450	3,700
Athletics (Softball) Total						41,450	34,700	

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta
Budget: FY 2020
Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2019 Adopted Budget	FY 2020 Recommended Budget	
Division/Project Title	Account Number			Title	Account Detail			
Athletics - Volleyball	10061300	521200	RAL06	Professional Services	INSTRUCTOR/OFFICIALS FEES	12,000	8,000	
						subtotal	12,000	8,000
	10061300	531100	RAL06	General Supplies & Materials	PLAYER SHIRTS AND GENERAL SUPPLIES	2,200	1,525	
					subtotal	2,200	1,525	
Athletics (Adult & Youth Volleyball) Total						14,200	9,525	
Athletics - Instructional Sports	10061300	521200	RAL08	Professional Services	INSTRUCTOR COSTS - INSTRUCTIONAL SPORTS CLASSES AND CAMPS	-	90,000	
						INSTRUCTOR COSTS - SPORTYKES	-	23,000
					subtotal	-	113,000	
Athletics (Instructional Sports) Total						-	113,000	
Cultural Services	10061350	521200		Professional Services	PHOTOGRAPHER (EVENTS, ADVERTISING, ETC.)	600	600	
						GRAPHIC DESIGNER	2,000	2,000
						subtotal	2,600	2,600
	10061350	523300		Advertising	GENERAL (SCULPTURE LAUNCH, PERFORMANCE, ETC.)	2,000	2,000	
						subtotal	2,000	2,000
	10061350	523500		Employee Travel	ARTS MANAGER, SUPERVISOR AND COORDINATOR TRAVEL	375	375	
						LOCAL MILEAGE, CONFERENCE TRAVEL	4,625	4,625
						subtotal	5,000	5,000
	10061350	523700		Employee Training	ARTS MANAGER, SUPERVISOR AND COORDINATOR TRAINING/PROFESSIONAL MEMBERSHIPS	375	375	
						PROFESSIONAL DEVELOPMENT, MEMBERSHIPS, ASSOCIATIONS, ETC.	2,825	2,825
						subtotal	3,200	3,200
	10061350	531100		General Supplies & Materials	GENERAL OFFICE SUPPLIES	1,600	1,600	
						subtotal	1,600	1,600
	10061350	531700		Employee Uniforms	SEASONAL EMPLOYEE STAFF SHIRTS	400	400	
						subtotal	400	400
Cultural Services Total						14,800	14,800	
Cultural Services - Arts & History Supported Events	10061350	521200	RCA03	Professional Services	ENTERTAINMENT (ART SHOWS)	2,500	2,500	
						SOUND, STAGE, & LIGHTING EQUIPMENT	1,500	1,500
						MUSICIANS	2,500	2,500
						GRAPHIC DESIGNER	2,500	2,500
						subtotal	9,000	9,000
	10061350	523300	RCA03	Advertising	NEWSPAPER, ONLINE, ETC.	3,500	3,500	
						subtotal	3,500	3,500
	10061350	522320	RCA03	Equipment Rental	TRASH, PORTAPOTTIES, ETC.	2,000	2,000	
						RENTALS - TABLES, CHAIRS, GLASSES, ETC.	3,500	3,500
						subtotal	5,500	5,500
	10061350	523400	RCA03	Printing & Binding	PROGRAM FLYERS, BANNERS, SIGNS, ETC.	1,500	1,500	
						subtotal	1,500	1,500
	10061350	531100	RCA03	General Supplies & Materials	ARTS & CRAFTS SUPPLIES	300	300	
						SHOW SUPPLIES, INVITATIONS, HOSPITALITY	3,200	3,200
						subtotal	3,500	3,500
Cultural Services (Arts & History Supported Events) Total						23,000	23,000	
Cultural Services - Community Supported Arts Programs	10061350	521200	RCA05	Professional Services	SUPPORT FOR COMMUNITY ARTS ORGANIZATIONS	50,000	50,000	
						FRIENDS OF THE LIBRARY DONATION	-	10,000
						subtotal	50,000	60,000
	10061350	523300	RCA05	Advertising	NEWSPAPER, ONLINE, ETC.	4,000	4,000	
					subtotal	4,000	4,000	

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title		Account Detail		
	10061350	523400	RCA05	Printing & Binding	PROGRAM FLYERS, BANNERS, SIGNS, ETC.	2,000	2,000
					subtotal	2,000	2,000
	10061350	531100	RCA05	General Supplies & Materials	FINE ARTS - BETA CLUB MURALS, POETRY , ETC. - PAINTS, BRUSHES, ETC.	4,000	4,000
					TECHNOLOGY - TECH INCORPORATED IN ART PROGRAMS	2,000	2,000
					OTHER ARTS - CULINARY	1,000	1,000
					subtotal	7,000	7,000
Cultural Services (Community Supported Arts Programs) Total						63,000	73,000
Cultural Services - Historic Preservation	10061350	521200	RCA06	Professional Services	RADAR SCANNING, BRUSH CLEARING, ETC.	10,000	10,000
					subtotal	10,000	10,000
	10061350	523300	RCA06	Advertising	NEWSPAPER, ONLINE, ETC.	2,500	2,500
					subtotal	2,500	2,500
	10061350	523400	RCA06	Printing & Binding	PROGRAM FLYERS, BANNERS, SIGNS, ETC.	1,000	1,000
					subtotal	1,000	1,000
	10061350	523860	RCA06	Maintenance Contracts	HISTORICAL MARKERS (PAINTING, REVISIONS, MOVING), MUSEUM	3,000	3,000
				subtotal	3,000	3,000	
	10061350	531100	RCA06	General Supplies & Materials	GENERAL (E.G. TOMBSTONE CLEANING SUPPLIES, ETC.)	500	500
					subtotal	500	500
Cultural Services (Historic Preservation) Total						17,000	17,000
Cultural Arts Center	10061360	522210		Equipment Repair & Maintenance	ARTS EQUIPMENT (KILN, POTTERY WHEELS, LIGHT BOARD, ETC.)	2,000	2,000
					subtotal	2,000	2,000
	10061360	523300		Advertising	GENERAL (MARKETING PLAN, SOCIAL MEDIA, NEWSPAPER, ETC.)	4,000	3,000
					subtotal	4,000	3,000
	10061360	523400		Printing & Binding	PROGRAM FLYERS, BANNERS, SIGNS, ETC.	6,000	2,000
					subtotal	6,000	2,000
	10061360	523860		Maintenance Contracts	COPIER MAINTENANCE (INCL. CONSUMABLES)	2,000	2,000
					subtotal	2,000	2,000
	10061360	531100		General Supplies & Materials	GENERAL SUPPLIES (POSTAGE, ENVELOPES, OFFICE SUPPLIES, ETC.)	2,550	2,550
					JANITORIAL SUPPLIES (FOR QUICK CLEANUP BETWEEN PROGRAMS)	1,500	1,500
				BREAKROOM SUPPLIES	1,200	1,200	
				INTERCHANGEABLE OUTSIDE ENTRY WALL ART (2X A YEAR)	800	800	
				VOLUNTEER PROGRAMS (FOOD, T-SHIRTS, AWARDS, ETC.)	4,500	4,500	
					subtotal	10,550	10,550
Cultural Arts Center Total						24,550	19,550
Cultural Arts Center - Summer Camps	10061360	521200	RCA07	Professional Services	INSTRUCTOR FEES	12,000	14,000
					subtotal	12,000	14,000
	10061360	531100	RCA07	General Supplies & Materials	GENERAL CAMP SUPPLIES	3,200	3,200
					subtotal	3,200	3,200
	10061360	531700	RCA07	Employee Uniforms	STAFF SHIRTS	250	250
					subtotal	250	250
Cultural Arts Center (Summer Camps) Total						15,450	17,450
Cultural Arts Center - Art Programs	10061360	521200	RCA08	Professional Services	INSTRUCTOR FEES	28,000	26,000
					FINE ARTS INSTRUCTOR FEES (DRAWING, PAINTING, CLAY, ETC.)	20,000	18,000
					PERFORMING ARTS INSTRUCTOR FEES (DRAMA, MUSIC, DANCE, ETC.)	30,000	28,000
					TECH ARTS INSTRUCTOR FEES (PHOTOSHOP, 3D PRINTING, CAD, ETC.)	30,000	28,000
					OTHER INSTRUCTOR FEES (WRITING, CULINARY, ART HISTORY, ETC.)	20,000	18,000
					GRAPHIC DESIGNER	2,000	2,000
					subtotal	130,000	120,000
	10061360	523300	RCA08	Advertising	NEWSPAPER, ONLINE, ETC.	5,000	3,750

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail		FY 2019 Adopted Budget	FY 2020 Recommended Budget
	10061360	523400 RCA08	Printing & Binding	PROGRAM FLYERS, BANNERS, SIGNS, ETC.	<i>subtotal</i> 5,000	3,750
					4,500	2,500
					<i>subtotal</i> 4,500	2,500
	10061360	531100 RCA08	General Supplies & Materials	ART SUPPLIES PAINT, BRUSHES	750	750
				FINE ARTS SUPPLIES (PAINT, BRUSHES, CANVAS, GIFFIN GRIPS, ETC.)	1,750	1,750
				PERFORMING ARTS SUPPLIES (GOBOS, PROPS, SCRIPT COPIES, ETC.)	1,000	1,000
				TECH ARTS SUPPLIES (PROGRAMS, SOFTWARE LICENSES, ETC.)	1,250	1,250
				OTHER SUPPLIES (MAT BOARD, MUSEUM TRIP TICKETS, CUTLERY, ETC.)	1,000	1,000
					<i>subtotal</i> 5,750	5,750
				Cultural Arts Center (Art Programs) Total	145,250	132,000
Cultural Arts Center - Lectures & Presentations	10061360	521200 RCA09	Professional Services	6 GUEST LECTURES (ARTIST WITH AIRFARE, HOTEL, ETC.)	6,000	6,000
					<i>subtotal</i> 6,000	6,000
	10061360	523300 RCA09	Advertising	NEWSPAPER, ONLINE, ETC.	3,000	2,000
					<i>subtotal</i> 3,000	2,000
				Cultural Arts Center (Lectures & Presentations) Total	9,000	8,000
Cultural Arts Center - Special Events Gallery Shows	10061360	521200 RCA10	Professional Services	ART SHOWS	10,000	10,000
				MUSIC (BANDS FOR LAWN SHOWS, ETC.)	2,500	2,500
					<i>subtotal</i> 12,500	12,500
	10061360	522320 RCA10	Equipment Rental	PORTABLE GALLERY WALLS (SETUP, LOGISTICS, ETC.)	2,000	2,000
				RENTALS - TABLES, CHAIRS, GLASSES, ETC.	3,000	3,000
					<i>subtotal</i> 5,000	5,000
	10061360	523300 RCA10	Advertising	NEWSPAPER, ONLINE, ETC.	3,500	3,500
					<i>subtotal</i> 3,500	3,500
	10061360	531100 RCA10	General Supplies & Materials	SHOW SUPPLIES, INVITATIONS, HOSPITALITY	3,000	3,000
					<i>subtotal</i> 3,000	3,000
				Cultural Arts Center (Special Events Gallery Shows) Total	24,000	24,000
Community Center	10061400	522210	Equipment Repair & Maintenance	AALCO BASKETBALL GOAL (2 GYMS @ \$1700)	3,400	3,400
				AUTOMATIC DOOR REPAIRS	750	-
				SOUND SYSTEM REPAIRS	300	300
				SECURITY CAMERAS, SECURITY DOOR & SECURITY SYSTEM REPAIRS	350	350
					<i>subtotal</i> 4,800	4,050
	10061400	523400	Printing & Binding	BANNERS & SIGNS	200	500
					<i>subtotal</i> 200	500
	10061400	523500	Employee Travel	COMMUNITY CENTER STAFF TRAVEL	2,200	-
					<i>subtotal</i> 2,200	-
	10061400	523700	Employee Training	COMMUNITY CENTER STAFF PROFESSIONAL DEVELOPMENT	2,200	-
					<i>subtotal</i> 2,200	-
	10061400	523860	Maintenance Contracts	ATHLETICS DOMAIN	50	-
					<i>subtotal</i> 50	-
	10061400	531100	General Supplies & Materials	OFFICE SUPPLIES (PAPER, ENVELOPES, etc.)	8,500	8,500
				FIRST AID SUPPLIES	500	500
				POSTAGE	500	-
					<i>subtotal</i> 9,500	9,000

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta
Budget: FY 2020
Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

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Division/Project Title	Account Number		Title		Account Detail		
	10061400	531600		Small Equipment	REPLACE VARIOUS GYMNASISTICS EQUIPMENT (PIT CUBES, MATS, ETC.>)	4,000	3,000
					SMALL EQUIPMENT	4,000	4,000
					BASKETBALL FOAM PADS	1,000	-
					subtotal	9,000	7,000
	10061400	531700		Employee Uniforms	SEASONAL EMPLOYEE STAFF SHIRTS	350	-
					STAFF/FACILITY SHIRTS	350	-
					subtotal	700	-
Community Center Total						28,650	20,550
Community Center - Special Events	10061400	521200	RCC00	Professional Services	DISC JOCKEY (FATHER/DAUGHTER, DROOL IN THE POOL)	700	1,050
					ENTERTAINMENT (JINGLE JOLLY JAM)	400	400
					ENTERTAINMENT (PARENTS NIGHT OUT)	500	500
					ENTERTAINMENT (FATHER/DAUGHTER DANCE)	600	600
					ENTERTAINMENT (SNORES N S'MORES)	300	300
					PHOTOGRAPHER	600	600
					DISC JOCKEY (DROOL IN THE POOL)	350	-
					RACE MANAGEMENT & FINISH LINE	2,500	-
					subtotal	5,950	3,450
	10061400	522320	RCC00	Equipment Rental	RENTAL OF CHAIRS/TABLES FOR F/D DANCE AND INFLATABLES (TOUCH A TRUCK)	1,000	3,500
					subtotal	1,000	3,500
	10061400	531100	RCC00	General Supplies & Materials	DECORATIONS (JINGLE JOLLY JAM)	200	-
					EVENT AWARDS, T-SHIRTS, WATER, OTHER FOOD (OLD SOLDIERS DAY RACE)	4,250	-
					DECORATIONS FOR F/D DANCE	600	-
					EVENT DECORATIONS, FOOD & SUPPLIES	1,600	3,500
					subtotal	6,650	3,500
Community Center (Special Events) Total						13,600	10,450
Community Center - Gymnastics	10061400	521200	RCC01	Professional Services	INSTRUCTOR FOR RECREATIONAL GYMNASISTICS - RELATED PROGRAMS	170,000	170,000
					INSTRUCTOR FOR TEAM GYMNASISTICS - RELATED PROGRAMS	115,000	115,000
					subtotal	285,000	285,000
Community Center (Gymnastics) Total						285,000	285,000
Community Center - Instructional Sports	10061400	521200	RCC02	Professional Services	INSTRUCTOR COSTS - INSTRUCTIONAL SPORTS CLASSES AND CAMPS	90,000	-
					INSTRUCTOR COSTS - SPORTYKES	23,000	-
					subtotal	113,000	-
Community Center (Instructional Sports) Total						113,000	-
Community Center - Performing Arts Programs	10061400	521200	RCC04	Professional Services	INSTRUCTOR COST FOR YOUTH & ADULT	72,500	70,000
					subtotal	72,500	70,000
	10061400	522320	RCC04	Equipment Rental	RENTAL & TECHNICIANS FEES FOR DANCE RECITAL	3,000	3,000
					subtotal	3,000	3,000
	10061400	531100	RCC04	General Supplies & Materials	RECITAL SUPPLIES	400	200
					subtotal	400	200
Community Center (Performing Arts) Total						75,900	73,200
Community Center - Special Needs Programs	10061400	521200	RCC05	Professional Services	CAMP FIELD TRIPS	7,500	7,000
					SPECIAL NEEDS GRANT PROGRAM (2020 OPERATING INITIATIVE)	-	50,000
					subtotal	7,500	57,000
	10061400	522320	RCC05	Equipment Rental	LEASED BUS WITH AC FOR CAMP	9,000	4,000
					CAMP HAPPY HEARTS FACILITY RENTAL (LIONHEART SCHOOL)	5,000	5,500
					subtotal	14,000	9,500

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
	10061400 531100 RCC05	General Supplies & Materials	CAMPER SHIRTS	1,000	1,000
			SUPPLIES FOR 8 WEEKS OF CAMP	4,400	2,500
			subtotal	5,400	3,500
			Community Center (Special Needs) Total	26,900	70,000
COMMUNITY CENTER SPECIALTY PROGRAMS/CAMPS	10061400 521200 RCC06	Professional Services	INSTRUCTOR FEES (CAKE DECORATING - CUPCAKES BY DSGNZ, BACH TO ROCK, LITTLE VET)	-	5,000
			INSTRUCTOR COSTS - RECREATIONAL VARIOUS PROGRAMS (LEGO CAMP)	11,000	17,000
			subtotal	11,000	22,000
	10061400 531100 RCC06	General Supplies & Materials	MISC PROGRAM/CAMP SUPPLIES	1,200	-
			subtotal	1,200	-
			Community Center (Specialty Programs/Camps)	12,200	22,000
Community Center - Babysitter Boot Camp	10061400 521200 RCC07	Professional Services	INSTRUCTOR FEES	9,000	-
			subtotal	9,000	-
			Community Center (Babysitter Boot Camp) Total	9,000	-
Community Center - Outdoor Recreation Programs	10061400 521200 RCC08	Professional Services	INSTRUCTOR COSTS - TREE CLIMBING	1,000	-
			INSTRUCTOR COSTS - BIKE RIDING, FLY FISHING, RUNNING	12,500	-
			subtotal	13,500	-
			Community Center (Outdoor Recreation) Total	13,500	-
Community Center - Wills Park Day Camp	10061400 521200 RCC09	Professional Services	9 FIELD TRIPS	-	29,000
			subtotal	-	29,000
	10061400 522320 RCC09	Equipment Rental	BUS SERVICE / INFLATABLES	-	30,500
			subtotal	-	30,500
	10061400 531100 RCC09	General Supplies & Materials	ART & CRAFT SUPPLIES	-	3,000
			BOARD GAMES, BALLS, BATS, ETC.	-	4,000
			PARENT HANDBOOK & REGISTRATION FORMS	-	350
			PARTICIPANT T-SHIRTS	-	3,000
			subtotal	-	10,350
			Community Center (Wills Park Day Camp) Total	-	69,850
Adult Activity Center	10061450 521200	Professional Services	GRAPHIC DESIGN & LAYOUT OF MONTHLY NEWSLETTER	3,000	4,000
			GOLDEN AGE CLUB/CONCESSION STAND PMT: 2 OF 5	-	8,000
			MISC PROFESSIONAL SERVICES	250	-
			subtotal	3,250	12,000
	10061450 522210	Equipment Repair & Maintenance	EQUIPMENT REPAIRS (KILN, GYM EQP, VACUUMS, ETC.)	2,000	2,000
			subtotal	2,000	2,000
	10061450 523400	Printing & Binding	EVENT SIGNAGE/BANNERS & BUILDING SIGNS	250	250
			subtotal	250	250
	10061450 523500	Employee Travel	ADULT ACTIVITY CENTER STAFF TRAVEL	1,000	-
			subtotal	1,000	-
	10061450 523700	Employee Training	ADULT ACTIVITY CENTER STAFF PROFESSIONAL DEVELOPMENT	500	-
			subtotal	500	-
	10061450 531100	General Supplies & Materials	BUSINESS CARDS & ENVELOPES	500	500
			OFFICE SUPPLIES, NAME BADGES, FILM, FIRST AID	4,500	5,500
			POSTAGE	1,000	-
			PRINTER & COPIER TONER	400	400
			subtotal	6,400	6,400

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Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

								FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title		Account Detail				
	10061450	531600		Small Equipment	FITNESS EQUIPMENT (RECUMBENT BIKE, ELLIPTICAL, TREADMILL)		3,000	3,000	
					GENERAL SMALL EQUIPMENT		600	600	
						subtotal	3,600	3,600	
	10061450	531700		Employee Uniforms	SEASONAL STAFF SHIRTS (BUS DRIVERS & FACILITY STAFF)		500	-	
					STAFF SHIRTS (FOR FACILITY TECHNICIAN)		75	-	
					EMPLOYEE WORK BOOTS		100	-	
					EMPLOYEE WORK PANTS		100	-	
						subtotal	775	-	
Adult Activity Center Total								17,775	24,250
Adult Activity Center - Special Events	10061450	521200	RAA00	Professional Services	ENTERTAINMENT FOR SPECIAL EVENTS		600	600	
					DJ'S QUARTERLY SPECIAL EVENTS		1,500	1,400	
					SANTA & MRS. CLAUS		600	600	
						subtotal	2,700	2,600	
	10061450	522320	RAA00	Equipment Rental	STAGE/SOUND SYSTEM		550	550	
						subtotal	550	550	
	10061450	523400	RAA00	Printing & Binding	EVENT SIGNAGE		-	300	
						subtotal	-	300	
	10061450	531100	RAA00	General Supplies & Materials	BREAKFAST WITH SANTA GIVEAWAYS		500	500	
					BREAKFAST WITH THE CLAUSES		500	500	
				GAMES & PRIZES FOR QUARTERLY SPECIAL EVENTS		5,000	4,000		
					subtotal	6,000	5,000		
Adult Activity Center (Special Events) Total								9,250	8,450
Adult Activity Center - Senior Recreational Programs	10061450	521200	RAA01	Professional Services	TRAVEL INITIATIVES (FUNDED THROUGH FEES)		30,000	30,000	
					INSTRUCTOR FEES FOR ADULT FITNESS PROGRAMS		11,500	11,000	
					PICKLEBALL PROGRAM		12,000	5,000	
						subtotal	53,500	46,000	
	10061450	531100	RAA01	General Supplies & Materials	CERAMIC SUPPLIES		525	500	
					STAIN GLASS SUPPLIES		525	500	
					WOODWORKING SUPPLIES		525	-	
					VETERANS APPRECIATION BREAKFAST DECORATIONS/GIVEAWAYS		1,000	1,000	
						subtotal	2,575	2,000	
	10061450	531600	RAA01	Small Equipment	SMALL EQUIPMENT		2,000	1,500	
					subtotal	2,000	1,500		
Adult Activity Center (Senior Recreational Programs) Total								58,075	49,500
Adult Activity Center - Tennis	10061450	521200	RAA02	Professional Services	INSTRUCTOR FEES		20,000	-	
						subtotal	20,000	-	
	10061450	531100	RAA02	General Supplies & Materials	TENNIS/GENERAL SUPPLIES (NETS, SCOREBOARD SET, ETC.)		1,000	500	
					REPLACE WINDSCREENS		1,500	1,000	
						subtotal	2,500	1,500	
	10061450	531600	RAA02	Small Equipment	PLAYER BENCH REPLACEMENT		500	200	
					subtotal	500	200		
Adult Activity Center (Tennis) Total								23,000	1,700
Equestrian Center	10061500	521200		Professional Services	STABLE LICENSE and LEAGUE OF AGRICULTURE & EQUINE FACILITY FEE		850	850	
						subtotal	850	850	

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Budget: FY 2020

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Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
	10061500 522210	Equipment Repair & Maintenance	GENERAL REPAIRS	3,500	3,000
			PMA'S REPAIRS TO GATOR & GOLF CART	500	500
			REPAIRS TO ARENA DRAGS & HAND EQUIPMENT	2,500	2,000
			REPAIRS TO FREEZERS/REFRIGERATORS	1,000	1,000
			REPAIRS TO PA SYSTEM OF OFFICES, BARNs, RINGS	2,000	2,000
			subtotal	9,500	8,500
	10061500 522240	Grounds Repair & Maintenance	EQUESTRIAN CENTER GROUNDS R & M, INCL FENCE REPAIR	38,000	40,000
			STALL MAINTENANCE GROUND R & M	2,000	2,000
			EQUESTRIAN GROUNDS BEAUTIFICATION (PLANTS, TREES, & UNDERBRUSH REMOVAL)	5,000	5,000
			subtotal	45,000	47,000
	10061500 522250	Facility Repair & Maintenance	GENERAL REPAIR (STALLS, ELECTRICAL, etc.)	3,000	3,000
			subtotal	3,000	3,000
	10061500 522320	Equipment Rental	GENERAL RENTALS (PA SYSTEM, WATER TRAILER, etc.)	5,000	5,000
			subtotal	5,000	5,000
	10061500 523500	Employee Travel	EQUESTRIAN CENTER MGR TRAVEL EXPENSES	2,000	2,000
			subtotal	2,000	2,000
	10061500 523700	Employee Training	EQUESTRIAN CENTER MGR PROFESSIONAL DEVELOPMENT	1,500	1,500
			subtotal	1,500	1,500
	10061500 523860	Maintenance Contracts	SHAVINGS, MANURE REMOVAL	140,000	150,000
			subtotal	140,000	150,000
	10061500 531100	General Supplies & Materials	GENERAL OFFICE SUPPLIES	200	200
			SHAVINGS	100,000	105,000
			subtotal	100,200	105,200
	10061500 531270	Fuel	EQUIPMENT FUEL	3,000	5,600
			subtotal	3,000	5,600
	10061500 531600	Small Equipment	HAND TOOLS: BLOWER/CHAIN SAW/HAND TOOLS	4,000	4,000
			subtotal	4,000	4,000
	10061500 531700	Employee Uniforms	STANDARD UNIFORMS, SAFETY SHOES, & ACCESSORIES	1,200	1,200
			subtotal	1,200	1,200
	10061500 542100	Machinery & Equipment	GENERAL MACHINERY & EQUIPMENT	10,000	10,000
			subtotal	10,000	10,000
			Equestrian Center Total	325,250	343,850
Wills Park Recreation Center	10061550 523500	Employee Travel	WILLS PARK TRAVEL	750	-
			subtotal	750	-
	10061550 523700	Employee Training	WILLS PARK PROFESSIONAL DEVELOPMENT	1,000	-
			subtotal	1,000	-
	10061550 531100	General Supplies & Materials	BASKETBALL, PING PONG, FOOSBALL EQUIPMENT	250	250
			BREAKROOM SUPPLIES	350	-
			ENVELOPES, BUSINESS CARDS	150	-
			JANITORIAL SUPPLIES	200	-
			FIRST AID/MEDICAL SUPPLIES	500	-
			OFFICE & GENERAL SUPPLIES	3,500	4,350
			POSTAGE	100	-
			TONERS	200	200
			subtotal	5,250	4,800
	10061550 531600	Small Equipment	TABLE TENNIS EQUIPMENT	-	1,500
			subtotal	-	1,500

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City of Alpharetta

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Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
	10061550 531700	Employee Uniforms	DAY CAMP SEASONAL EMPLOYEES STAFF SHIRTS	2,000	-
			SEASONAL EMPLOYEES BACK PACKS	250	-
			STAFF SHIRTS (INCLUDING FACILITY TECH UNIFORM ALLOWANCE)	250	-
			subtotal	2,500	-
	10061550 542100	Machinery & Equipment	MACHINERY & EQUIPMENT	7,500	3,500
			subtotal	7,500	3,500
			Wills Park Recreation Center Total	17,000	9,800
Wills Park Recreation Center - Special Events	10061550 521200 RWP00	Professional Services	ENTERTAINMENT (JULY 4TH)	6,000	3,000
			FIREWORKS	30,000	30,000
			subtotal	36,000	33,000
	10061550 522320 RWP00	Equipment Rental	INFLATABLES - JULY 4TH	4,000	1,000
			SOUND SYSTEM, STAGE, TENTS FOR JULY 4TH	4,000	1,000
			subtotal	8,000	2,000
	10061550 531100 RWP00	General Supplies & Materials	CHILDREN'S EVENT GIVEAWAYS (JULY 4)	500	-
			SUPPLIES FOR JULY 4	2,000	500
			SUPPLIES FOR SPECIAL EVENTS	4,000	750
			subtotal	6,500	1,250
	10061550 531700 RWP00	Employee Uniforms	STAFF & VOLUNTEER SHIRTS (JULY 4)	2,200	200
			subtotal	2,200	200
			Wills Park Recreation Center (Special Events) Total	52,700	36,450
Wills Park Recreation Center - Fitness Programs	10061550 521200 RWP01	Professional Services	INSTRUCTOR FEES (KARATE - ADAMS)	13,500	13,500
			INSTRUCTOR FEES (STEP AEROBICS - AEROBIC FITNESS)	7,500	-
			INSTRUCTOR FEES (TENNIS - GESSNER)	25,000	35,000
			INSTRUCTOR FEES (CAKE DECORATING - CUPCAKES BY DSIGNZ)	750	-
			INSTRUCTOR FEES (ADULT FITNESS & HULA HOOP)	3,500	-
			INSTRUCTOR FEES (YOUTH FITNESS - LIL VIBE)	1,000	-
			subtotal	51,250	48,500
	10061550 531100 RWP01	General Supplies & Materials	SUPPLIES FOR ALL HEALTH AND WELLNESS PROGRAMS	3,000	-
			subtotal	3,000	-
			Wills Park Recreation Center (Fitness Programs) Total	54,250	48,500
Wills Park Recreation Center - Wills Park Day Camp	10061550 521200 RWP02	Professional Services	8 FIELD TRIPS	21,000	-
			subtotal	21,000	-
	10061550 522320 RWP02	Equipment Rental	BUS SERVICE	19,000	-
			INFLATABLES	3,500	-
			subtotal	22,500	-
	10061550 531100 RWP02	General Supplies & Materials	ART & CRAFT SUPPLIES	3,000	-
			BOARD GAMES, BALLS, BATS, ETC.	3,500	-
			PARENT HANDBOOK & REGISTRATION FORMS	350	-
			PARTICIPANT T-SHIRTS	2,550	-
			subtotal	9,400	-
			Wills Park Recreation Center (Day Camp) Total	52,900	-
Recreation Services	10061600 523500	Employee Travel	STAFF TRAVEL-FORMERLY IN ATHLETICS	-	2,000
			STAFF TRAVEL-FORMERLY IN COMMUNITY CENTER	-	2,200
			STAFF TRAVEL-FORMERLY IN ADULT ACTIVITY CENTER	-	1,000
			STAFF TRAVEL-FORMERLY IN WILLS PARK RECREATION CENTER	-	750
			STAFF TRAVEL-REC SERVICES MANAGER (NRPA, GRPA)	-	1,000
			subtotal	-	6,950

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Division/Project Title	Account Number	Title	Account Detail			
	10061600 523700	Employee Training	STAFF TRAINING-FORMERLY IN ATHLETICS	-		2,000
			STAFF TRAINING-FORMERLY IN COMMUNITY CENTER	-		2,200
			STAFF TRAINING-FORMERLY IN ADULT ACTIVITY CENTER	-		1,000
			STAFF TRAINING-FORMERLY IN WILLS PARK RECREATION CENTER	-		2,000
			STAFF TRAINING-REC SERVICES MANAGER	-		500
			subtotal	-		7,700
	10061600 523860	Maintenance Contracts	ARPDATHLETICS.ORG - QUICK SCORES HOST	-		500
			ATHLETICS DOMAIN NAME	-		50
			APP FEES (RAINOUT LINE, WHEN TO WORK)	-		1,500
			subtotal	-		2,050
	10061600 531700	Employee Uniforms	SEASONAL EMPLOYEES STAFF SHIRTS-FORMERLY IN ATHLETICS	-		900
			SEASONAL EMPLOYEE STAFF SHIRTS-FORMERLY IN COMMUNITY CENTER	-		350
			STAFF/FACILITY SHIRTS-FORMERLY IN COMMUNITY CENTER	-		400
			SEASONAL STAFF SHIRTS (BUS DRIVERS & FACILITY STAFF)-FORMERLY IN ADULT ACTIVITY CENTER	-		400
			FACILITY TECH WORK BOOTS, PANTS, SHIRTS	-		850
			DAY CAMP SEASONAL EMPLOYEES STAFF SHIRTS-FORMERLY IN WILLS PARK REC CENTER	-		2,000
			SEASONAL EMPLOYEES BACK PACKS-FORMERLY IN WILLS PARK REC CENTER	-		450
			STAFF SHIRTS HEALTH & WELLNESS	-		150
			subtotal	-		5,500
			Recreation Services Total	-		22,200
Health & Wellness	10061650 521200	Professional Services		-		-
			subtotal	-		-
	10061650 522320	Equipment Rental		-		-
			subtotal	-		-
	10061650 531100	General Supplies & Materials		-		-
			subtotal	-		-
			Health and Wellness Total	-		-
Health & Wellness - Fitness Activities	10061650 521200 RHW01	Professional Services	INSTRUCTOR FEES - STEP AEROBICS	-		7,500
			INSTRUCTOR FEES - YOGA	-		750
			INSTRUCTOR FEES - ADULT FITNESS & HULA HOOP	-		3,500
			INSTRUCTOR FEES - YOUTH FITNESS/LIL VIBE	-		1,000
			INSTRUCTOR FEES - GENERAL HEALTH & WELLNESS	-		2,500
			INSTRUCTOR FEES - BABYSITTER BOOT CAMP	-		9,000
			subtotal	-		24,250
	10061650 531100 RHW01	General Supplies & Materials	SUPPLIES FOR ALL HEALTH AND WELLNESS PROGRAMS	-		7,250
			subtotal	-		7,250
			Health and Wellness (Fitness Activities) Total	-		31,500
Health & Wellness - Outdoor Programming	10061650 521200 RHW02	Professional Services	INSTRUCTOR FEES - OUTDOOR RECREATION PROGRAMS	-		12,500
			INSTRUCTOR FEES - TREE CLIMBING	-		1,000
			subtotal	-		13,500
			Health and Wellness (Outdoor Programming) Total	-		13,500
Eastern District	10061700 522210	Equipment Repair & Maintenance	VARIOUS EQUIPMENT SUPPLIES	1,500		1,500
			subtotal	1,500		1,500
	10061700 522240	Grounds Repair & Maintenance	BALL FIELD & MATERIALS (INFIELD MIX, SAND, ETC.)	5,000		5,000
			BALL FIELD & TENNIS LIGHT REPAIRS	10,000		10,000
			CHALK & FIELD PAINT	4,000		4,000
			FENCE REPAIRS	4,500		4,500

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Division/Project Title	Account Number	Title	Account Detail			
			GENERAL GROUNDS REPAIRS		10,000	10,000
			HANDRAIL REPAIRS		4,000	-
			INFIELD IRRIGATION ON BASEBALL FIELDS		4,000	4,000
			LAKE/IRRIGATION PUMP/REPAIR EXPENSES		4,000	4,000
			MATERIALS FOR TRAIL REPAIRS (M10 SAND, SLATE, ETC.)		4,000	4,000
			SEPTIC TANK PUMPING		3,000	3,000
			SOD FOR WB SOCCER/WINDWARD SOCCER/BASEBALL FIELDS		15,000	15,000
			TREE REMOVAL		10,000	10,000
			STRIPING OF IN-PARK ROADWAY		5,000	5,000
			PARK BEAUTIFICATION (PLANTS, TREES & UNDERBRUSH CLEARING)		10,000	10,000
			subtotal		92,500	88,500
	10061700 522320	Equipment Rental	AUGER, LIFTS, PORTALETS @ WINDWARD SOCCER		1,000	1,500
			subtotal		1,000	1,500
	10061700 523500	Employee Travel	WEBB BRIDGE PARK TRAVEL		1,000	1,000
			subtotal		1,000	1,000
	10061700 523700	Employee Training	WEBB BRIDGE PARK PROFESSIONAL DEVELOPMENT		1,500	1,500
			subtotal		1,500	1,500
	10061700 531100	General Supplies & Materials	ENVELOPES, BUSINESS CARDS		75	75
			JANITORIAL SUPPLIES		250	250
			MEDICAL SUPPLIES		300	300
			OFFICE SUPPLIES		200	200
			subtotal		825	825
	10061700 531600	Small Equipment	HAND TOOLS: BLOWER/CHAIN SAW/HAND TOOLS		4,000	2,500
			subtotal		4,000	2,500
	10061700 531700	Employee Uniforms	STANDARD UNIFORMS		750	750
			EMPLOYEE WORK BOOTS		350	350
			subtotal		1,100	1,100
	10061700 542100	Machinery & Equipment	EQUIPMENT		10,000	10,000
			subtotal		10,000	10,000
			Eastern District Total		113,425	108,425
Northern District	10061750 522210	Equipment Repair & Maintenance	SMALL EQUIPMENT REPAIRS		1,000	1,000
			subtotal		1,000	1,000
	10061750 522240	Grounds Repair & Maintenance	ELECTRICAL/LIGHTING SERVICE		-	5,000
			FENCE REPAIRS		-	2,000
			GENERAL REPAIR/MAINTENANCE		35,000	18,000
			SOFTBALL FIELD EQUIPMENT (BASES, HOME PLATES, ETC.)		20,000	20,000
			SEPTIC TANK PUMPING (7 TANKS)		5,000	5,000
			TREE PRUNING/REMOVAL		5,000	15,000
			PARK BEAUTIFICATION (PLANTS, TREES & UNDERBRUSH CLEARING)		10,000	10,000
			subtotal		75,000	75,000
	10061750 522320	Equipment Rental	LIFT/AUGERS/ETC.		2,000	2,000
			PORT - A - LETS		3,500	5,000
			subtotal		5,500	7,000
	10061750 523500	Employee Travel	COGBURN RD PARK TRAVEL		750	500
			subtotal		750	500
	10061750 523700	Employee Training	NORTH PARK PROFESSIONAL DEVELOPMENT		1,000	750
			subtotal		1,000	750

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					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail			
	10061750	531100	General Supplies & Materials	OFFICE SUPPLIES, FIRST AID SUPPLIES, ETC.	1,350	1,350
				JANITORIAL SUPPLIES	250	250
				subtotal	1,600	1,600
	10061750	531600	Small Equipment	GENERAL SMALL EQUIPMENT	5,000	5,000
				subtotal	5,000	5,000
	10061750	531700	Employee Uniforms	STANDARD UNIFORMS	1,250	1,250
				EMPLOYEE WORK BOOTS	750	750
				subtotal	2,000	2,000
	10061750	542100	Machinery & Equipment	GENERAL EQUIPMENT	10,000	7,500
				subtotal	10,000	7,500
				Northern District Total	101,850	100,350
Southern District	10061800	522210	Equipment Repair & Maintenance	CHAIN SAW SHARPENING/REPAIRS, ETC.	1,500	1,000
				subtotal	1,500	1,000
	10061800	522240	Grounds Repair & Maintenance	GROUND REPAIRS FOR GREENWAY AND UNION HILL	10,000	10,000
				TREE REMOVAL SERVICE	25,000	50,000
				LEVELING UNEVEN AREAS OF TRAIL (TRIP HAZARDS) 120 ln ft. @ \$40.00 ft.	5,000	-
				GREENWAY TRAIL, BRIDGE REPAIRS, BOARDWALK REPAIRS	20,000	25,000
				SIDEWALK REPAIRS	7,500	-
				PAVILION STAINING/SEALING	8,000	-
				PARK BEAUTIFICATION (PLANTS, TREES & UNDERBRUSH CLEARING)	10,000	10,000
				subtotal	85,500	95,000
	10061800	522320	Equipment Rental	DUST MOPS FOR UNION HILL	500	-
				GOLF CARTS FOR GREENWAY TOUR	-	1,000
				LIFT/AUGERS/SMALLER TRACKHOES/SKIDSTEERS	1,000	-
				PORT - A - LETS (GW)	1,500	2,000
				subtotal	3,000	3,000
	10061800	523500	Employee Travel	ROCK MILL PARK/GREENWAY TRAVEL	1,500	1,500
				subtotal	1,500	1,500
	10061800	523700	Employee Training	ROCK MILL PARK/GREENWAY PROFESSIONAL DEVELOPMENT	1,500	1,500
				subtotal	1,500	1,500
	10061800	531100	General Supplies & Materials	ENVELOPES, BUSINESS CARDS	50	-
				FIRST AID SUPPLIES (ROCK MILL & UNION HILL)	500	-
				GENERAL SUPPLIES	-	-
				JANITORIAL SUPPLIES	250	250
				OFFICE SUPPLIES	200	200
				subtotal	1,000	450
	10061800	531600	Small Equipment	HAND TOOLS: BLOWER/CHAIN SAW/HAND TOOLS	4,000	4,000
				subtotal	4,000	4,000
	10061800	531700	Employee Uniforms	STANDARD UNIFORMS	1,250	1,250
				WORK BOOTS	500	500
				subtotal	1,750	1,750
	10061800	542100	Machinery & Equipment	GENERAL EQUIPMENT	2,500	2,500
				subtotal	2,500	2,500
				Southern District Total	102,250	110,700
Downtown District	10061850	523860	Maintenance Contracts	DOWNTOWN PLANTERS, INCLUDING (2) SEASONAL PLANTINGS	52,000	52,000
				subtotal	52,000	52,000
				Downtown District Total	52,000	52,000

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
City Center Park Maintenance	10061850	522240 RPM01	Grounds Repair & Maintenance		
			DRAINAGE IMPROVEMENTS	-	5,000
			FOUNTAIN REPAIR/PLANT REPLACEMENT/TREE REMOVAL	-	35,000
			subtotal	-	40,000
	10061850	523860 RPM01	Maintenance Contracts		
			CITY CENTER PARK MAINTENANCE (INCLUDING FOUNTAINS AND LIBRARY)	-	110,000
			subtotal	-	110,000
			City Center Park Maintenance Total	-	150,000
Community Services	10061900	521200	Professional Services		
			FLIPFILM ANNUAL RENEWAL	500	-
			PROFESSIONAL EVENT PLANNING FOR ADDITIONAL EVENTS	10,000	-
			ELECTRICAL SERVICES	3,000	-
			subtotal	13,500	-
	10061900	522320	Equipment Rental		
			SELF STORAGE	250	-
			TEMPORARY GARBAGE SERVICE - 45 ROSWELL ST	1,200	-
			EVENT BOXES	2,500	-
			subtotal	3,950	-
	10061900	523400	Printing and Binding		
			ENVELOPES, GENERAL PRINTING	3,000	-
			subtotal	3,000	-
	10061900	523500	Employee Travel		
			LOCAL MILEAGE AND TRAVEL	5,000	5,000
			subtotal	5,000	5,000
	10061900	523700	Employee Training		
			ASSOCIATION MEMBERSHIP FEES	800	800
			PROFESSIONAL DEVELOPMENT	5,000	5,000
			subtotal	5,800	5,800
	10061900	523860	Maintenance Contracts		
			COPIER MAINTENANCE & SUPPLIES - PAGEPACK	2,000	-
			MUSIC LICENSING - ASCAP/BMI/SESAC	2,500	2,500
			ONLINE EVENT APPLICATION SERVICE (STOOGE SOFTWARE)	3,000	3,000
			subtotal	7,500	5,500
	10061900	522310	Land/Building Rental		
			MILTON CENTER PARKING LOT RENTAL	2,000	-
			subtotal	2,000	-
	10061900	531100	General Supplies & Materials		
			SUBSCRIPTIONS	250	250
			EVENT/TRASH BOXES	-	3,000
			OFFICE SUPPLIES	2,000	2,000
			POSTAGE	250	250
			LUNCH/DINNER MEETINGS WITH ORGANIZATIONS	250	250
			subtotal	2,750	5,750
	10061900	531200	Misc. Utilities		
			(2) PERMANENT GARBAGE DUMPSTERS IN DOWNTOWN	2,000	2,000
			TEMPORARY GARBAGE SERVICE FOR EVENTS - 45 ROSWELL ST	-	1,200
			subtotal	2,000	3,200
	10061900	531230	Electricity		
			ELECTRIC SERVICE	9,000	9,000
			subtotal	9,000	9,000
	10061900	531700	Employee Uniforms		
			STAFF CLOTHING	750	1,500
			subtotal	750	1,500
			Community Services Total	55,250	35,750
DOWNTOWN DECORATIONS RSE00	10061900	521200 RSE00	Professional Services		
			ELECTRICAL SERVICES, INCLUDING HOOK UP FOR TREE	3,000	1,500
			HOLIDAY WREATHS FOR CITY HALL & DOWNTOWN	600	-
			HOLIDAY DECORATING/LIGHTING (PURCHASE, INSTALL, REMOVAL, ETC.)	80,000	80,250
			subtotal	83,600	81,750
	10061900	531100 RSE00	General Supplies		
			HAY & DELIVERY	2,000	2,000
			subtotal	2,000	2,000
			Community Services (Downtown Decorations) Total	85,600	83,750
ALPHARETTA ARTS STREETFEST RSE01	10061900	521200 RSE01	Professional Services		
			PROFESSIONAL EVENT PLANNING	5,000	5,000
			ENTERTAINMENT & RECYCLING ART VENDOR (BUBBLE VENDOR, STORYTELLER, PETTING FARM, MUSIC)	2,500	2,500
			STREET SWEEPER	425	425
			OVERNIGHT SECURITY SERVICES	1,400	1,200
			STAGE, SOUND, & LIGHTING	2,000	-

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget:

FY 2020

Statement:

Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
			ELECTRICAL SERVICES	1,750	1,750
			<i>subtotal</i>	13,075	10,875
	10061900	522320 RSE01	Equipment Rental	2,000	2,000
			PORTABLE TOILETS & DUMPSTERS	600	-
			GOLF CARTS	2,500	-
			TENTS, TABLES, CHAIRS & 2-WAY RADIOS	<i>subtotal</i>	2,000
	10061900	523300 RSE01	Advertising	7,500	-
			EVENT ROAD CLOSINGS, ONLINE, ETC.	<i>subtotal</i>	-
	10061900	523400 RSE01	Printing and Binding	7,500	-
			APPLICATIONS, RIBBONS, PLAQUES	300	-
			LAMP POST BANNERS FOR DOWNTOWN	1,000	-
			MAPS & POSTERS	1,200	-
			<i>subtotal</i>	2,500	-
	10061900	531100 RSE01	General Supplies	5,000	2,000
			MISC FAMILY ACTIVITIES	<i>subtotal</i>	2,000
			<i>Community Services (Alpharetta Arts Streetfest) Total</i>	33,175	14,875
SCARECROW HARVEST RSE02	10061900	521200 RSE02	Professional Services	1,000	1,400
			ELECTRICAL SERVICES	4,500	3,500
			MISC FAMILY ACTIVITIES	500	-
			GRAPHIC DESIGNER	500	-
			INTERACTIVE MAP DEVELOPER	1,000	1,000
			MUSICIANS	500	500
			PHOTOGRAPHER	5,300	2,300
			STAGE, SOUND, & LIGHTING/STAGE MGMT.	425	400
			STREET SWEEPER	-	15,000
			EVENT MANAGEMENT SPECIAL EVENTS	<i>subtotal</i>	13,725
	10061900	522320 RSE02	Equipment Rental	1,200	-
			PORTABLE TOILETS	1,300	1,300
			TENTS, TABLES, CHAIRS & 2-WAY RADIOS	<i>subtotal</i>	2,500
	10061900	523300 RSE02	Advertising	1,000	-
			EVENT, ROAD CLOSINGS, ONLINE, ETC.	<i>subtotal</i>	1,000
	10061900	523400 RSE02	Printing and Binding	1,500	500
			MAPS & POSTERS	1,000	-
			NEW LAMP POST BANNERS FOR DOWNTOWN	-	500
			PLAQUES/RIBBONS	<i>subtotal</i>	2,500
	10061900	531100 RSE02	General Supplies	4,000	4,000
			HAY DELIVERY FOR STAGING OF SCARECROWS	200	200
			MAILINGS AND POSTAGE	1,000	1,000
			VARIOUS SUPPLIES, INCL. CHILDREN'S AREA SUPPLIES & SKIRTING	200	200
			VOLUNTEER SNACKS	<i>subtotal</i>	5,400
			<i>Community Services (Scarecrow Harvest) Total</i>	25,125	31,800
MAYOR'S CHALLENGE RSE03	10061900	521200 RSE03	Professional Services	400	400
			STREET SWEEPER	750	900
			ELECTRICAL SERVICES	<i>subtotal</i>	1,150
	10061900	522320 RSE03	Equipment Rental	1,500	1,500
			PORTABLE TOILETS	200	-
			TABLES, TENTS, & CHAIRS	<i>subtotal</i>	1,700
	10061900	523300 RSE03	Advertising	175	-
			ADVERTISING	<i>subtotal</i>	175
			<i>Community Services (Mayor's Challenge) Total</i>	3,025	2,800

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number			Title	Account Detail		
OLD SOLDIER'S DAY RSE04	10061900	521200 RSE04	Professional Services	PARADE TRANSPORTATION - TROLLEY, SHUTTLE, GOLF CARTS	2,000	-	
				GRAPHIC DESIGNER	60	-	
				ELECTRICAL SERVICES	125	250	
				PHOTOGRAPHER	400	400	
				STREET SWEEPER	425	425	
				STAGE, SOUND, & LIGHTING	2,300	2,300	
				subtotal	5,310	3,375	
	10061900	522320 RSE04	Equipment Rental	PORTABLE TOILETS	1,200	1,000	
				PARADE TRANSPORTATION - TROLLEY, SHUTTLE	-	1,000	
				2-WAY RADIOS	400	300	
				GOLF CARTS	1,900	2,000	
				TABLES, TENTS, & CHAIRS	1,200	2,000	
				subtotal	4,700	6,300	
	10061900	523300 RSE04	Advertising	EVENT, ROAD CLOSINGS, ONLINE, ETC.	2,000	-	
	10061900	523400 RSE04	Printing and Binding	PHOTOS & APPLICATIONS	200	-	
				POSTER, FLYERS, PROGRAMS - BROCHURES & INSERTS	2,200	-	
				LAMP POST BANNERS FOR DOWNTOWN	800	-	
				subtotal	3,200	-	
	10061900	531100 RSE04	General Supplies	GENERAL SUPPLIES, INCL CANDY FOR PARADE GIVE-AWAY	2,500	1,500	
				POSTAGE	250	-	
				T-SHIRTS FROM AMERICAN LEGION	325	-	
				VOLUNTEER SNACKS	150	200	
				subtotal	3,225	1,700	
				Community Services (Old Soldier's Day) Total			
TASTE OF ALPHARETTA RSE05	10061900	521200 RSE05	Professional Services	EVENT MANAGEMENT SERVICES	23,000	33,000	
				ENTERTAINMENT	5,000	5,000	
				BUSES/SHUTTLE	1,500	-	
				CREDIT CARD FEES	1,575	1,575	
				GRAPHIC DESIGNER	2,000	-	
				INTERACTIVE MAP DEVELOPER	500	-	
				TOA VENDOR PAYOUT	75,000	75,000	
				PHOTOGRAPHER	500	500	
				STAGE, SOUND, & LIGHTING	12,000	12,000	
				STREET SWEEPER	750	750	
				ELECTRICAL SERVICES	9,250	9,250	
				subtotal	131,075	137,075	
	10061900	522320 RSE05	Equipment Rental	PORTABLE TOILETS	5,000	5,000	
				BARRIER WALL RENTALS	-	1,000	
				LED DISPLAY	2,500	2,500	
				GOLF CARTS	2,000	2,100	
				KITCHEN EQUIPMENT FOR COMPETITION AREA	2,000	2,000	
				2-WAY RADIOS	400	400	
				TENTS, TABLES, CHAIRS & COMPETITION STAGE	20,000	21,000	
				subtotal	31,900	34,000	
	10061900	523300 RSE05	Advertising	EVENT, ROAD CLOSINGS, MOBILE APPS, ONLINE, ETC.	9,000	-	
				subtotal	9,000	-	
	10061900	523400 RSE05	Printing and Binding	POSTER, MAP, FLYERS, BROCHURES	3,000	3,000	
				TICKETS	3,000	3,300	
				GROUND BANNERS, KIOSKS, STAGES, & FLAGS	5,000	5,000	
				LAMP POST BANNERS FOR DOWNTOWN	1,500	1,500	
				subtotal	12,500	12,800	

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget:

FY 2020

Statement:

Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title		Account Detail		
	10061900	531100	RSE05	General Supplies	CAR DETAIL	150	-
					MAILINGS & POSTAGE	1,000	-
					GENERAL SUPPLIES	1,000	1,000
					AWARDS	2,000	2,000
					T-SHIRTS	4,500	5,000
					VOLUNTEER FOOD - BREAKFAST, LUNCH, & JUDGES LUNCH	1,000	1,000
					subtotal	9,650	9,000
					Community Services (Taste of Alpharetta) Total	194,125	192,875
SEASON OF CELEBRATION RSE06	10061900	521200	RSE06	Professional Services	MISC FAMILY ACTIVITIES	2,000	1,500
					SANTA	1,200	800
					ELECTRICAL SERVICES	1,800	5,000
					EVENT MGMT SVCS	-	11,000
					GRAPHIC DESIGNER	500	-
					STAGE, SOUND, & LIGHTING, INCL BAND AND EMCEE	20,000	20,000
					STREET SWEEPING	500	425
					PHOTOGRAPHER	-	500
					subtotal	26,000	39,225
	10061900	522320	RSE06	Equipment Rental	PORTABLE TOILETS	2,200	2,200
					TENTS, TABLES & CHAIRS	6,500	6,500
					2-WAY RADIOS	300	300
					SNOW	14,000	4,000
					FENCING/BARRICADES	2,000	-
					subtotal	25,000	13,000
	10061900	523300	RSE06	Advertising	EVENT, ROAD CLOSINGS, ONLINE, ETC.	3,600	-
					subtotal	3,600	-
	10061900	523400	RSE06	Printing and Binding	PROGRAMS, POSTERS, FLYERS, BANNERS	1,500	1,500
					subtotal	1,500	1,500
	10061900	531100	RSE06	General Supplies	DUMPSTERS AND RECYCLING BINS	300	300
					GENERAL SUPPLIES-FIREWOOD, FIRESTARTERS, MARSHMALLOWS, CRAFT SUPPLIES	2,000	2,000
					VOLUNTEER SNACKS	400	-
					subtotal	2,700	2,300
					Community Services (Season of Celebration) Total	58,800	56,025
EUROPEAN MARKET RSE12	10061900	521200	RSE12	Professional Services	ELECTRICAL SERVICES	600	400
					STREET SWEEPER	500	400
					EVENT COORDINATOR	2,600	4,000
					subtotal	3,700	4,800
	10061900	522320	RSE12	Equipment Rental	PORTABLE TOILETS	950	950
					DUMPSTERS & RECYCLING BINS	150	150
					subtotal	1,100	1,100
					Community Services (European Market) Total	4,800	5,900
WIRE & WOOD RSE13	10061900	521200	RSE13	Professional Services	PHOTOGRAPHER - PHOTO BOOTH	1,000	2,800
					GRAPHIC DESIGNER	1,000	-
					EVENT DÉCOR (MILTON AVE LIGHTS)	-	3,500
					EVENT PRODUCTION COMPANY	20,000	25,000
					INTERACTIVE MAP DEVELOPER	500	-
					SECURITY GUARDS	-	500
					STREET SWEEPER	800	500
					OFF-STAGE ENTERTAINMENT	-	2,000
					MUSICAL TALENT TRAVEL/LODGING	1,500	8,500

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
			ELECTRICAL SERVICES	4,000	6,000
			STAGE, SOUND, & LIGHTING	28,000	30,000
			MUSICAL TALENT	-	10,000
			subtotal	56,800	88,800
	10061900	522310 RSE13	Land/Building Rental	1,200	-
			40 OLD ROSWELL ST	1,200	-
	10061900	522320 RSE13	Equipment Rental	3,500	3,500
			PORTABLE TOILETS	6,700	2,500
			FENCE RENTAL	1,500	1,500
			GOLF CARTS	2,400	-
			LAND RENTALS	500	500
			2-WAY RADIOS	27,000	14,500
			TABLES, TENTS, TENT LIGHTING & CHAIRS	-	2,000
			HEATERS	41,600	24,500
	10061900	523300 RSE13	Advertising	5,000	-
				5,000	-
	10061900	523400 RSE13	Printing and Binding	7,500	6,000
			LAMP POST BANNERS, A-FRAME VENUE SIGNS, GROUND BANNERS, BROCHURES, ETC.	7,500	6,000
	10061900	531100 RSE13	General Supplies	2,000	2,000
			T-SHIRTS, 2 DAY ARTIST HOSPITALITY TENT/VOLUNTEERS	2,000	2,000
			Community Services (Wire & Wood) Total	114,100	121,300
FARMER'S MARKET RSE14	10061900	521200 RSE14	Professional Services	-	1,200
			ELECTRICAL SERVICES	1,200	1,200
	10061900	522320 RSE14	Equipment Rental	1,200	-
			PORTABLE TOILETS	1,200	-
			Community Services (Farmers Market) Total	1,200	1,200
RESTHAVEN CEMETERY TOURS RSE15	10061900	521200 RSE15	Professional Services	450	-
			ELECTRICAL SERVICES	300	-
			PHOTOGRAPHER	3,500	-
			STAGE, SOUND, & LIGHTING	7,500	-
			THEATRICAL COMPANY, WRITERS, ACTORS, COSTUMES	500	-
			GRAPHIC DESIGNER	12,250	-
	10061900	522320 RSE15	Equipment Rental	100	-
			PORTABLE TOILETS	2,200	-
			TABLES, TENTS, AND CHAIRS	2,300	-
	10061900	523300 RSE15	Advertising	1,800	-
				1,800	-
	10061900	523400 RSE15	Printing and Binding	500	-
				500	-
	10061900	531100 RSE15	General Supplies	500	-
			FOOD FOR ACTORS (AS PER RIDER)	500	-
			Community Services (Resthaven Cemetery Tours) Total	17,350	-
BREW MOON FEST- SUMMER RSE19	10061900	521200 RSE19	Professional Services	5,800	5,800
			STAGE, SOUND, & LIGHTING	600	1,000
			ELECTRICAL SERVICES	-	425
			STREET SWEEPING	6,400	7,225
	10061900	522320 RSE19	Equipment Rental	1,000	1,000
			PORTABLE TOILETS	1,000	1,000
	10061900	531230 RSE19	Electric Utilities	500	500
				500	500
			Community Services (Brew Moon Fest - June) Total	7,900	8,725

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

						FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number			Title	Account Detail		
GRILLING & GRIDIRON RSE20	10061900	521200	RSE20	Professional Services	STAGE, SOUND, & LED SCREEN	4,650	4,650
					ELECTRICAL SERVICES	750	750
					PHOTOGRAPHER	300	-
					FACE PAINTING	500	-
					STREET SWEEPING	400	-
					subtotal	6,600	5,400
	10061900	522320	RSE20	Equipment Rental	PORTABLE TOILETS	700	500
					MOONWALKS/INFLATABLES	700	-
					TABLES, TENTS, & CHAIRS	1,500	1,000
	10061900	523300	RSE20	Advertising	subtotal	2,900	1,500
						1,000	-
	10061900	523400	RSE20	Printing and Binding	subtotal	1,000	-
						500	-
	Community Services (Grilling and Gridiron) Total						500
FOOD TRUCKS RSE23	10061900	521200	RSE23	Professional Services	ARTIST BOOKING FEES	11,000	6,900
					ENTERTAINMENT - MUSICIANS	-	-
					PHOTOGRAPHER	13,500	13,500
					ELECTRICAL SERVICES	-	600
					STAGE, SOUND, & LIGHTING	500	3,000
					EVENT MANAGEMENT	-	12,000
	10061900	522320	RSE23	Equipment Rental	subtotal	-	21,000
					TABLES, TENTS, & CHAIRS	14,000	50,100
					DUMPSTERS & RECYCLING BINS	20,000	-
					MOONWALKS/INFLATABLES	1,000	-
					COMMUNITY CONNECTION	1,500	-
					PORTABLE TOILETS	-	10,000
	10061900	523300	RSE23	Advertising	subtotal	3,000	3,000
						25,500	13,000
	10061900	523400	RSE23	Printing and Binding	subtotal	3,000	-
						2,500	1,000
	10061900	531100	RSE23	General Supplies	subtotal	2,500	1,000
						500	500
	Community Services (Food Trucks) Total						500
MEMORIAL DAY EVENT RSE24	10061900	521200	RSE24	Professional Services	ELECTRICAL SERVICES	45,500	64,600
					STAGE, SOUND, & LIGHTING	500	500
					ENTERTAINMENT	1,500	-
					subtotal	500	-
	10061900	522320	RSE24	Equipment Rental	DUMPSTERS & RECYCLING BINS	2,500	500
					TABLES, TENTS, & CHAIRS	100	-
					PORTABLE TOILETS	650	-
					subtotal	500	-
	10061900	531100	RSE24	General Supplies	subtotal	1,250	-
						250	-
Community Services (Memorial Day Event) Total						250	-
VETERANS DAY EVENT RSE25	10061900	521200	RSE25	Professional Services	ELECTRICAL SERVICES	4,000	500
					SOUND & STAGE	500	-
					ENTERTAINMENT	1,500	-
					subtotal	500	-

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta
Budget: FY 2020
Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
	10061900	522320 RSE25	Equipment Rental		
			DUMPSTERS & RECYCLING BINS	100	-
			TABLES, TENTS, & CHAIRS	650	-
			PORTABLE TOILETS	500	-
			subtotal	1,250	-
	10061900	531100 RSE25	General Supplies	250	-
			subtotal	250	-
			Community Services (Veterans Day Event) Total	4,000	-
BROOKE ST PARK CONCERT SERIES RSE26	10061900	521200 RSE26	Professional Services	42,750	30,000
			MUSICIAN/BAND FEES	-	750
			ELECTRICAL SERVICES	-	12,000
			EVENT MANAGEMENT SERVICES	-	4,000
			STAGE, SOUND & LIGHTING	-	-
			subtotal	42,750	46,750
	10061900	522320 RSE26	Equipment Rental	1,500	400
			PORTABLE TOILETS, DUMPSTERS, & RECYCLING BINS	1,500	400
	10061900	523300 RSE26	Advertising	5,000	-
			subtotal	5,000	-
	10061900	523400 RSE26	Printing and Binding	1,200	500
			subtotal	1,200	500
	10061900	531100 RSE26	General Supplies	750	-
			subtotal	750	-
			Community Services (Brooke St Park Concert Series) Total	51,200	47,650
BREW MOON FEST-FALL RSE27	10061900	521200 RSE27	Professional Services	-	5,800
			STAGE, SOUND, & LIGHTING	-	1,000
			ELECTRICAL SERVICES	-	425
			STREET SWEEPING	subtotal	-
				-	7,225
	10061900	522320 RSE27	Equipment Rental	-	1,000
			PORTABLE TOILETS	subtotal	-
				-	1,000
	10061900	531230 RSE27	Electric Utilities	-	500
			subtotal	-	500
			Community Services (Brew Moon Fest-Fall) Total	-	8,725
MARKETING RSE28	10061900	521200 RSE28	Professional Services	-	9,950
			GRAPHIC DESIGNER	subtotal	-
				-	9,950
	10061900	523300 RSE28	Advertising	-	-
			PRINT COMMUNITY SERVICES		27,564
			RECREATION		6,739
			ONLINE COMMUNITY SERVICES		1,000
			RECREATION		1,300
			SOCIAL MEDIA DEPARTMENT OVERALL		250
			ART & CULTURE		1,300
			COMMUNITY SERVICES		1,400
			RECREATION		1,500
			subtotal	-	41,053
	10061900	523400 RSE28	Printing and Binding	-	4,000
			DEPARTMENT OVERALL		1,000
			ART & CULTURE		2,000
			COMMUNITY SERVICES		10,738
			RECREATION	subtotal	-
				-	17,738

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail			
	10061900	531100 RSE28	General Supplies	SUBSCRIPTIONS (Canva/Rec, Art, Ag)		1,000
				<i>subtotal</i>	-	1,000
				<i>Community Services (Marketing) Total</i>	-	69,741
COMMUNITY AGRICULTURE	10061910	521200	Professional Services	INSTRUCTOR FEES	-	1,200
				<i>subtotal</i>	-	1,200
	10061910	522320	Equipment Rental	PORTABLE TOILETS & DUMPSTERS RENTALS	-	1,728
				<i>subtotal</i>	-	1,728
	10061910	531100	General Supplies	FARM SUPPLIES	-	10,500
				<i>subtotal</i>	-	10,500
	10061910	531600	Small Equipment	VARIOUS SMALL EQUIPMENT	-	5,000
				<i>subtotal</i>	-	5,000
				<i>Community Agriculture Total</i>	-	18,428
Western District	10061950	521200	Professional Services	UTILITY LOCATES IN ALL PARKS	3,000	1,500
				<i>subtotal</i>	3,000	1,500
	10061950	522210	Equipment Repair & Maintenance	GENERAL EQUIPMENT REPAIRS	7,000	7,000
				PMA'S ENGINE REPAIRS, ETC.	20,000	15,000
				TIRES, TIRE SERVICE	8,000	8,000
				<i>subtotal</i>	35,000	30,000
	10061950	522240	Grounds Repair & Maintenance	GENERAL GROUNDS MAINTENANCE	115,000	115,000
				PAVILION STAINING/SEALING	5,000	-
				PARK BEAUTIFICATION (PLANTS, TREES & UNDERBRUSH CLEARING)	10,000	10,000
				TREE PRUNING/REMOVAL	10,000	45,000
				<i>subtotal</i>	140,000	170,000
	10061950	522250	Facility Repair & Maintenance	FLOOR REFINISHING, PAINTING, ETC.	20,000	20,000
				<i>subtotal</i>	20,000	20,000
	10061950	522320	Equipment Rental	DUST MOPS & DOOR MATS	500	-
				PORT-A-LETS FOR JULY 4TH AT WILLS PARK	4,000	4,000
				RENTAL OF SOD CUTTERS, PACKERS, LIFTS, TRUCKS	2,000	2,250
				<i>subtotal</i>	6,500	6,250
	10061950	523400	Printing & Binding	PARK SIGN REPLACEMENT	2,000	4,000
				<i>subtotal</i>	2,000	4,000
	10061950	523500	Employee Travel	PARKS MAINTENANCE TRAVEL	1,500	500
				<i>subtotal</i>	1,500	500
	10061950	523700	Employee Training	PARK MAINTENANCE PROFESSIONAL DEVELOPMENT	2,000	500
				<i>subtotal</i>	2,000	500
	10061950	523860	Maintenance Contracts	JANITORIAL SERVICES	56,000	75,000
				LANDSCAPE SERVICE	256,000	256,000
				<i>subtotal</i>	312,000	331,000
	10061950	531100	General Supplies & Materials	FIRST AID SUPPLIES FOR WILLS PARK	2,000	-
				GENERAL OFFICE SUPPLIES	4,000	4,000
				LETTERHEAD, ENVELOPES, BUSINESS CARDS	500	-
				PAPER PRODUCTS, CLEANING SUPPLIES, TRASH BAGS	70,000	70,000
				TONER CARTRIDGES	700	-
				WATER CUPS/WATER FOUNTAIN CARTRIDGES	300	300
				<i>subtotal</i>	77,500	74,300

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta
Budget: FY 2020
Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
	10061950	531270	Fuel	GAS, DIESEL, OIL FOR ALL PARK EQUIPMENT	10,000	12,000
				<i>subtotal</i>	10,000	12,000
	10061950	531600	Small Equipment	HAND TOOLS & SMALL EQUIPMENT	10,000	8,000
				<i>subtotal</i>	10,000	8,000
	10061950	531700	Employee Uniforms	STANDARD UNIFORMS	3,000	4,000
				SAFETY SHOES	1,350	1,350
				SEASONAL EMPLOYEE UNIFORMS	200	200
				STAFF SHIRTS	500	500
				UNIFORM ACCESSORIES (GLOVES, HATS, BRACES, GOGGLES)	1,500	1,500
				<i>subtotal</i>	6,550	7,550
	10061950	542100	Machinery & Equipment	GENERAL M & E	25,000	20,000
				<i>subtotal</i>	25,000	20,000
<i>Parks Maintenance Total</i>					651,050	685,600
Parks Maintenance - Playground Maintenance	10061950	522240	RPM00	Grounds Repair & Maintenance	25,000	25,000
				<i>subtotal</i>	25,000	25,000
<i>Parks Maintenance (Playground Maintenance) Total</i>					25,000	25,000
City Center Park Maintenance	10061950	522240	RPM01	Grounds Repair & Maintenance	5,000	-
				DRAINAGE IMPROVEMENTS	30,000	-
				FOUNTAIN REPAIR/PLANT REPLACEMENT/TREE REMOVAL	<i>subtotal</i>	35,000
				<i>subtotal</i>	35,000	-
	10061950	523860	RPM01	Maintenance Contracts	125,000	-
				CITY CENTER PARK MAINTENANCE (INCLUDING FOUNTAINS AND LIBRARY)	<i>subtotal</i>	125,000
				<i>subtotal</i>	125,000	-
<i>City Center Park Maintenance Total</i>					160,000	-
<i>Recreation and Parks Department Total</i>					5,017,210	5,141,033

PERFORMANCE MEASUREMENTS

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Recreation, Parks & Cultural Services - Rec Admin						
Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
Recreation & Parks turnover percentage	10%	10%	8%	8%	8%	8%
Annual Activity Enrollments as in RecWare and ActiveNet	18,054	16,517	19,126	10,209	21,039	23,143
# of Part-time hours used	43,467	40,525	43,495	33,392	47,845	52,629
Personnel Assigned:	5.0 FTE	5.0 FTE	5.0 FTE	4.0 FTE	4.0 FTE	
Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks
Deputy Director	Deputy Director	Deputy Director	Deputy Director	Project Manager	Project Manager	Project Manager
Office Manager	Office Manager	Office Manager	Office Manager	Admin Office Coor	Admin Office Coor	Admin Office Coor
Customer Service Rep	Customer Service Rep	Admin Assistant I	Admin Assistant I	Admin Assistant II	Admin Assistant II	Admin Assistant II
Mkt/Accreditation Coordinator	Mkt/Accreditation Coordinator	Mkt/Accreditation Coordinator	Mkt/Accreditation Coordinator			

Recreation, Parks & Cultural Services - Adult Activity						
Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
Total # of Participants per year*	29,209	37,263	29,194	15,789	32,000	32,000
(Res / Non-Res)	12,096/17,113	26,048/11,215	11970/17224	6522/9267	14000/18000	13000/18000
Total # of Building rentals	49	55	42	50	50	50
Total # of Day trips taken	98	96	97	98	100	100
Total # of Overnight trips taken using City buses	7	0	5	6	6	6
Personnel Assigned:	4.0 FTE	4.0 FTE	4.0 FTE	4.0 FTE	4.0 FTE	4.0 FTE
Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II
Recreation Coord	Recreation Coord	Recreation Coord	Recreation Coord	Recreation Coord	Recreation Coord	Recreation Coord
Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I
Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Recreation, Parks & Cultural Services - Aquatics						
Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target** FY 2019	Target FY 2020
% of Days pool facilities were open during pool season (93 days)	99%	100%	100%	100%	100%	100%
Average daily attendance at City pool	198	204	290	400	400	400
Hours of lifeguard training per person	20	15	24	10	25	25
# of Swim lessons held	111	108	152	50	150	150
# of Swim lessons participants	649	617	836	211	700	850
(resident / non-resident)	428/221	386/231	522/314	149/62	550/150	600/200
Swim teams participants	234	217	225	N/A	170	200
(resident / non-resident)	147/87	139/78	142/83	N/A	140/30	150/50
C.O.A.S.T. participants	55	35	38	39	40	45
(resident / non-resident)	30/24	18/17	28/10	19/20	20/20	25/20
# of Pool passes sold	357	121	320	504	500	600
(resident / non-resident)	76	67/54	165/155	407/97	400/100	450/150
<i>* Pool season spans two fiscal years</i>						
Personnel Assigned:						
Employees are hired seasonally. Aquatics is overseen by Rec.Services Mgr & Aquatics Coordinator						

* Pool closed for renovation July 1, 2017 - June 30, 2018

Recreation, Parks & Cultural Services - Health & Wellness				
	Actual	YTD (Dec. 2018)	Target	Target
Performance Measurements	FY 2018	FY 2019	FY 2019	FY 2020
# of Participants in aerobics	264	498	375	375
(resident / non-resident)	165/99	253/245	250/125	250/125
# of Participants in Yoga (Adults & Kids)	180	54	60	75
(resident / non-resident)	105/67	33/21	40/20	50/25
# of Participants in tennis	630	227	550	550
(resident / non-resident)	360/270	126/101	375/175	375/175
# of Participants in Couch to 5K	20	10	15	20
(resident / non-resident)	8/12	4/6	8/7	12/8
# Participants in Babysitter Bootcamp				
Classes and Camps	129	43	*75	100
(resident / non-resident)	50/79	22/21	55/20	60/40
# of Participants in Cooking Classes and				
Camps	N/A	5	30	35
(resident / non-resident)		5/0	20/10	25/10
# of HW special events	0	0	1	3
	0			
Personnel Assigned:	1.0 FTE		1.0 FTE	1.0 FTE
	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II

New area of programming launched July 2018.

* Numbers projected to be lower due to Milton MOU expiration.

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Recreation, Parks & Cultural Services - Athletics						
Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
# of Participants - Adult Basketball						
2 Seasons-25 teams	74	279 w/42 teams	376/36 teams	171/20 teams	250/22	300-25
(resident / non-resident)	43/317	122/157	136/240	73/98	145/105	160/140
# of Participants - Adult Softball						
3 Seasons-170 teams	804 w/126 teams	1528 w/126 teams	1734/114 teams	910/78 teams	1200/100	1200/100
(resident / non-resident)	510/294	766/762	501/1233	407/503	500/700	500/700
# of Participants - Teen Basketball						
2 Season-12 teams	200	273 w/28 teams	230/20 teams	146/16 teams	100	120
(resident / non-resident)	n/a	199/74	95/135	44/90	50/50	70/50
# of Participants - Youth Basketball						
75 Teams	620	611 w/76 teams	584	621	500	530
(resident / non-resident)	382/238	352/259	331/253	366/255	320/180	350/180
# of Participants - Youth Soccer						
70 Teams	940	927 w/85 teams	897	461	425	450
(resident / non-resident)	737/203	707/220	583/314	304/157	300/125	300/150

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Recreation, Parks & Cultural Services - Athletics						
Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
# of Participants - Youth Travel Soccer						
40 Teams (2 seasons)	894	1063 w/88 teams	1079	586	500	525
(resident / non-resident)	442/452	535/528	509/570	254/332	250/250	275/250
Personnel Assigned:	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE
Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II
Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician
Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I
Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Recreation, Parks & Cultural Services - Community Center						
Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
# of Participants in summer camp	1187	1200	1181	1140	1000	1200
(resident / non-resident)	1130/57	1140/60	641/540	288/552	650/350	700/500
# of Participants in dance, including camps	886	647	812	394	300	350
(resident / non-resident)	507/379	417/230	434/378	192/202	200/100	225/125
# of Participants in gymnastics, including camps	4561	3747	3846	1736	1300	1500
(resident / non-resident)	2,244/2,317	2031/1716	2105/1741	882/854	900/400	1000/500
# of Participants in instructional sports, including camps	1,024	1,008	Moved to Will Park			
(resident / non-resident)	577/447	571/437				
# of Participants in Outdoor Programs	80	32	Moved to Health & Wellness			
(resident / non-resident)	38/42	22/8				
# of Participants in Specialty Recreation Programs (LEGO, Drumtastic, Bach to Rock)	301	199	182	48	100	140
				29/19	60/40	80/40
(resident/non-resident)	140/616	99/100	96/86			
# of Part-time hours used	3,850	3,287	**12,205	**7575	13,000	13,000
Personnel Assigned:	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE	5.0 FTE	
	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Services Manager	Recreation Services Manager	
	Recreation Coord (2)	(Recreation Coord (2)	Recreation Coord (2)	Recreation Spv II (1)	Recreation Spv II(1)	
				Recreation Coord (1)	Recreation Coord (1)	
	Customer Service Representative	Customer Service Representative	Admin Assistant I	Admin Assistant I	Admin Assistant I	
	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician	

Recreation, Parks & Cultural Services - Cultural Arts						
Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
# of Participants in youth art classes	93	416	303	186	502	577
(resident/Milton/non-resident)	49/44	186/148/82	157/48/98	79/59/48	228/73/201	262/84/231
# of Participants in adult art classes	348	293	348	178	416	478
(resident/Milton/non-resident)	186/162	164/57/72	180/99/69	94/56/28	227/115/74	261/132/85
# of Participants in summer camp	231	301	261	155	284	327
(resident/Milton/non-resident)	146/85	148/114/39	130/94/20	75/47/33	124/112/48	143/129/55
Personnel Assigned:	1.0 FTE	1.0 FTE	5.0 FTE		5.0 FTE	5.0 FTE
	Arts Coordinator	Arts Coordinator	Cultural Arts		Cultural Arts	Cultural Arts
			Manager		Manager	Manager
			Cultural Arts		Cultural Arts	Cultural Arts
			Supervisor		Supervisor	Supervisor
			Arts Coordinator		Arts Coordinator	Arts Coordinator
			Admin Assistant I		Admin Assistant I	Admin Assistant I
			Facility Tech		Facility Tech	Facility Tech

Recreation, Parks & Cultural Services - Equestrian Center						
Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
Total # of Equestrian event dates	100	97	107	60	99	107
Total # dog show events	24	24	17	8	17	24
Total # other event dates hosted at equestrian center	44	58	68	23	77	83
Total attendance at events	125,000	130,000	135,000	70,000	145,000	150,000
# of Arenas/rings maintained	5	5	5	5	5	5
# Of Part-time hours used	194	287	113	237	500	1520
Personnel Assigned:	4.0 FTE	4.0 FTE	4.0 FTE	4.0 FTE	4.0 FTE	4.0 FTE
	Equestrian Mgr.	Equestrian Mgr.	Wills Park Manager	Wills Park Manager	Wills Park Manager	Wills Park Manager
	Parks Maintenance Tech II	Parks Maintenance Tech II	Parks Maintenance Tech II	Parks Maintenance Tech II	Parks Maintenance Tech II	Parks Maintenance Tech II
	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Recreation, Parks & Cultural Services - Community Services Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
# of Total Approved Events:						
Exclusive City Events	50	50	18	45	45	45
City Partnered Events	38	38	15	36	36	36
Outside Event Applications Processed	N/A	N/A	N/A	27		30
Approved / Denied	N/A	N/A	N/A	26 Approved / 1 Denied	25 Approved / 5 Denied	25 Approved / 5 Denied
Film Permit Requests Processed	N/A	N/A	N/A	9	10	10
Approved / Denied	N/A	N/A	N/A	7 Approved / 2 Denied	8 Approved / 2 Denied	8 Approved / 2 Denied
Estimated Attendance for:						
Taste of Alpharetta	30,000 (rain)	30,000 (rain)	35,000	N/A	35,000	35,000
Mayor's Challenge	1,250	2,100	2,400	2,100	2,100	2,100
Old Soldier's Day Parade	7,000	7,500	6,000	5,000	5,000	5,000
Season of Celebration	10,000	10,000	10,000	2000 (rain)	10,000	10,000
Alpharetta Arts StreetFest	20,000	26,000	15,000	N/A	15,000	15,000
Scarecrow Harvest	6,000	6,500	7,000	8,000	8,000	8,000
Wire & Wood	1,700	1,200 (rain)	1,500	15,000	15,000	15,000
Food Trucks	27,000	27,000	10,000	21,000	23,000	23,000
Restless In Resthaven	450	400	300	300	0	0
Grilling & Gridiron	1,500	1,650	1,800	2,000	2,000	2,000
Volunteer Recruitment:						
Taste of Alpharetta (Non-City Staff)	N/A	N/A	N/A	N/A	N/A	4
Season of Celebration	N/A	N/A	N/A	N/A	N/A	40
Scarecrow Harvest	N/A	N/A	N/A	N/A	N/A	50
Wire & Wood	N/A	N/A	N/A	N/A	N/A	5
Community Agriculture	N/A	N/A	N/A	N/A	N/A	200
TOTAL	N/A	N/A	325	N/A	N/A	299

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

Recreation, Parks & Cultural Services - Community Services Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
Target Budget Measurement:						
Taste of Alpharetta	N/A	N/A	N/A	N/A	N/A	192,875
Food Trucks	N/A	N/A	N/A	N/A	N/A	64,600
Arts Streetfest	N/A	N/A	N/A	N/A	N/A	14,875
Season of Celebration	N/A	N/A	N/A	N/A	N/A	56,025
Scarecrow Harvest	N/A	N/A	N/A	N/A	N/A	31,800
Wire & Wood	N/A	N/A	N/A	N/A	N/A	121,300
Brooke Street Park Concert Series	N/A	N/A	N/A	N/A	N/A	47,650
Community Agriculture	N/A	N/A	N/A	N/A	N/A	16,700
Marketing for Department	N/A	N/A	N/A	N/A	N/A	69,741
TOTAL	N/A	N/A	N/A	N/A	N/A	615,566
Sponsorship Revenue Raised:						
Taste of Alpharetta	N/A	N/A	N/A	N/A	N/A	52,500
Food Truck Alley	N/A	N/A	N/A	N/A	N/A	37,500
Season of Celebration	N/A	N/A	N/A	N/A	N/A	20,000
Scarecrow Harvest	N/A	N/A	N/A	N/A	N/A	10,000
Wire & Wood	N/A	N/A	N/A	N/A	N/A	90,000
Brooke Street Park Concert Series	N/A	N/A	N/A	N/A	N/A	80,000
TOTAL (minus 20% commission)	N/A	N/A	N/A	N/A	N/A	232,000
Personnel Assigned:	3.0 FTE	3.0 FTE	3.0 FTE	4.0 FTE	4.0 FTE	
	Special Events Manager	Special Events Manager	Special Events Manager	Community Services Manager	Community Services Manager	
	Special Events Coord. (1 FT; 2PT)	Special Events Coord. (1 FT; 2 PT)	Special Events Coord. (1 FT; 2 PT)	Marketing Coordinator(1PT)	Marketing Coordinator(1PT)	
				Special Events Coordinator (2FT/1PT)	Special Events Coordinator (2FT/1PT)	
Effective July 1, 2015, the City's Special Event Division is being transferred from the City Administration Department to the Recreation & Parks Department. The Special Events Division includes 3 full-time-equivalent positions (2 full time; 2 part-time). Division performance data is being shown herein for comparison purposes. Effective January 1, 2018 Special Events will now be called Community Services Division. The performance measurements are being updated for FY2020. The historical values are not available for the new measurements.						

Recreation, Parks & Cultural Services - Parks Maintenance						
Performance Measurements	Actual FY 2016	Actual FY 2017	Actual FY 2018	YTD (Dec. 2018) FY 2019	Target FY 2019	Target FY 2020
# of Athletic fields maintained*	32	33	33	33	33	33
# of Park acres maintained	320	322	322	322	322	322
# of Greenway acres maintained	252	252	252	252	252	252
# of Playground inspections	96	96	96	96	96	96
# of Park/playground injuries	0	1	0	0	0	0
# of Athletic field preparations	6,087	6,375	5,832	5,832	5,832	5,832
# of Park mowings	40	40	40	40	40	40
# of Athletic field mowings	80	80	80	80	80	80
# of Buildings maintained	37	37	36	36	36	36
# of Restrooms maintained	54	54	55	55	55	55
# of Pavilions maintained	15	15	15	15	15	15
# of Hours utilized for trash pickup	9,125	9,100	10,220	10,220	10,220	10,220
# of Part-time hours used	7,615	6,587	6,454	4,208	7,000	8,000
# of Vehicles maintained	15	15	16	16	16	17
# of Vehicle-related accidents	1	1	1	0	1	0
# of Work days missed due to accidents	0	0	0	0	0	0
Personnel Assigned:	21.0 FTE	21.0 FTE	19.0 FTE	19.0 FTE	19.0 FTE	19.0 FTE
Park Services Manager	Park Services Manager	Park Services Manager	Park Services Manager	Park Services Manager	Park Services Manager	Park Services Manager
Park Supervisor II (4)	Park Supervisor II (4)	Park Supervisor II (4)	Park Supervisor II (3)	Park Supervisor II (3)	Park Supervisor II (3)	Park Supervisor II (3)
				Park Crew Leader (1)	Park Crew Leader (1)	Park Crew Leader (1)
Park Maintenance Tech II (4)	Park Maintenance Tech II (4)	Park Maintenance Tech II (4)	Park Maintenance Tech II (4)	Park Maintenance Tech II (3)	Park Maintenance Tech II (3)	Park Maintenance Tech II (3)
Park Maintenance Tech I (11)	Park Maintenance Tech I (11)	Park Maintenance Tech I (11)	Park Maintenance Tech I (10)	Park Maintenance Tech I (10)	Park Maintenance Tech I (10)	Park Maintenance Tech I (10)
Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II



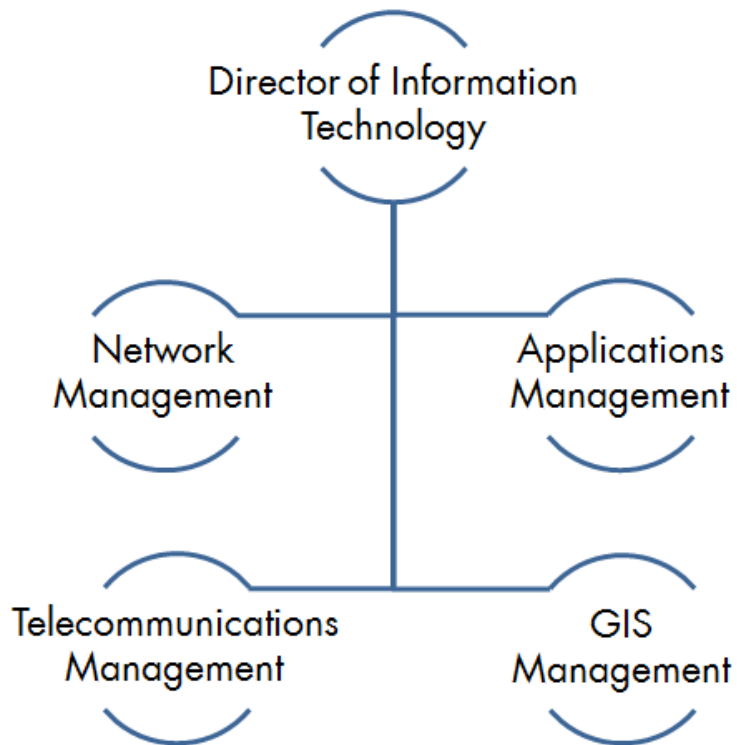
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Information Technology

RANDY BUNDY
DIRECTOR



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Our Community Vision is to advance Alpharetta as a signature City by:

- ✓ *Offering the highest quality of environment for our residents and businesses;*
- ✓ *Fostering strong sense of community including safety and security; and*
- ✓ *Providing a business climate that attracts the top echelon companies.*

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals, and objectives to facilitate achievement of our mission.

Information Technology

Administration, Network, and Systems

Mission Statement

Information Technology's mission is to provide high quality technology products, services and human resources to City departments that enable them to accomplish their goals and objectives. The Information Technology Department strives to continuously improve the delivery of services and minimize costs while accommodating future City growth.

Goals and Objectives

As we accomplish our mission, the City of Alpharetta Information Technology Department will be known to provide high quality services by:

- ✓ Being recognized by City departments as having a high level of skill and knowledge;
- ✓ Providing excellent serves to all City departments as measured by the City's performance standards;
- ✓ Acquiring and supporting proven, sustainable technology solutions that are continually maintained and updated; and
- ✓ Helping City departments to improve and extend the functionality of major systems by offering systems integration and software development services.



Network Administration

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 INFORMATION TECHNOLOGY Five-year Financial Summary						
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020	
Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>% Change</i>		0.0%	0.0%	0.0%		0.0%
<i>average 5 year percent change</i>		0.0%				
Expenditures	\$ 1,520,628	\$ 1,546,560	\$ 1,602,409	\$ 1,742,223	\$ 2,119,345	\$ 2,119,345
<i>% Change</i>		1.7%	3.6%	8.7%		21.6%
<i>average 5 year percent change</i>		8.9%				

DEPARTMENT BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
INFORMATION TECHNOLOGY
BUDGET REQUEST BY ACCOUNT**

										<i>Amended FY 2019 to FY 2020</i>
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)	
Revenues										
N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-
Expenditures										
(1) Personnel Services:										
Salary	\$ 962,790	\$ 977,041	\$ 994,117	\$ 1,035,294	\$ -	\$ 1,035,294	\$ 1,153,360	11.4%	\$ 118,066	
Benefits	427,335	461,708	484,710	545,985	-	545,985	616,025	12.8%	70,040	
subtotal	\$ 1,390,125	\$ 1,438,749	\$ 1,478,827	\$ 1,581,279	\$ -	\$ 1,581,279	\$ 1,769,385	11.9%	\$ 188,106	
Maintenance and Operations:										
Professional Services	\$ 8,306	\$ 23,060	\$ 24,140	\$ 24,000	\$ -	\$ 24,000	\$ 24,000	0.0%	\$ -	
Equipment Repair/Maint.	940	-	-	-	-	-	-	-	-	
Advertising	129	1,409	395	1,000	-	1,000	500	-50.0%	(500)	
Employee Travel	18,693	12,456	24,292	20,000	-	20,000	20,000	0.0%	-	
(2) Employee Training	29,117	16,698	18,766	30,000	-	30,000	20,000	-33.3%	(10,000)	
Maintenance Contracts	3,090	2,878	3,341	3,650	-	3,650	3,350	-8.2%	(300)	
(4) IT Professional Services	50,932	37,786	43,936	62,694	-	62,694	264,110	321.3%	201,416	
(3) General Supplies	13,016	12,361	7,481	14,100	-	14,100	12,000	-14.9%	(2,100)	
(3) Small Equipment	5,526	-	45	4,300	-	4,300	6,000	39.5%	1,700	
(3) Employee Uniforms	829	1,079	1,185	1,200	-	1,200	-	-100.0%	(1,200)	
Non-Recurring	(75)	83	-	-	-	-	-	-	-	
subtotal	\$ 130,503	\$ 107,811	\$ 123,583	\$ 160,944	\$ -	\$ 160,944	\$ 349,960	117.4%	\$ 189,016	

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
INFORMATION TECHNOLOGY
BUDGET REQUEST BY ACCOUNT**

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	<i>Amended FY 2019 to FY 2020</i>	
								% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Capital/Other:									
Machinery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Workers Comp Claims	-	-	-	-	-	-	-	-	-
subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total	\$ 1,520,628	\$ 1,546,560	\$ 1,602,409	\$ 1,742,223	\$ -	\$ 1,742,223	\$ 2,119,345	21.6%	\$ 377,122
Full-time Equivalent Positions	11.0	11.0	11.0	11.0		11.0	12.0		

Notes

- (1) Variance 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 one CityWorks IT Administrator position (2020 Operating Initiative).
- (2) Variances based on revised travel/training priorities for FY 2020.
- (3) Variance based on historical and year-to-date expenditure trends.
- (4) Variance due primarily to 2020 Operating Initiative funding for Cloud Services (\$100,000), Microsoft Azure (\$36,000), DUO Security Service (\$25,000), Patch Management Software (\$16,000) SpamHero Software (\$15,000) and 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 monies).

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION		FY 2019 Amended Operating Budget	FY 2020 Operating Budget Request	Information Technology
				1735
521200	Professional Services	\$ 24,000	\$ 24,000	\$ 24,000
522210	Equipment Repair/Maint.	-	-	-
523300	Advertising	1,000	500	500
523500	Employee Travel	20,000	20,000	20,000
523700	Employee Training	30,000	20,000	20,000
523860	Maintenance Contracts	3,650	3,350	3,350
523900	IT Professional Services	62,694	264,110	264,110
531100	General Supplies/Materials	14,100	12,000	12,000
531600	Small Equipment	4,300	6,000	6,000
531700	Employee Uniforms	1,200	-	-
532400	Non-Recurring	-	-	-
542100	Machinery & Equipment	-	-	-
TOTAL		\$ 160,944	\$ 349,960	\$ 349,960

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
Information Technology	10017350	521200 Professional Services	Computer Refurbishing	-	-
			Temporary Help- (Interns)	24,000	24,000
			subtotal	24,000	24,000
	10017350	523300 Advertising	Bid/Recruitment Advertising	1,000	500
			subtotal	1,000	500
	10017350	523500 Employee Travel	Travel Expenses	20,000	20,000
			subtotal	20,000	20,000
	10017350	523700 Employee Training	Professional Development	30,000	20,000
			subtotal	30,000	20,000
	10017350	523860 Maintenance Contracts	Water - Annual Maintenance Contract	550	550
			Copier Consumables/Maintenance	1,500	1,300
			GRM Records Management	100	-
			Repro Products - Annual Plotter Maintenance	1,500	1,500
			subtotal	3,650	3,350
	10017350	523900 IT Professional Services	Solarwinds Software Renewal	301	-
			WAP Maintenance - Aerohive	156	155
			Domain Name Service - Amazon Web Services	20	20
			Developer License for MDM	8	8
			City Circuit Connection to Internet - AT&T	472	471
			Data Circuits - ASE - AT&T	1,355	1,352
			City Circuit Connection to Internet - Charter	84	84
			Load Balancer Citrix	38	150
			Security - Patch Mgmt	-	626
			Data Center's Uninterruptible Power System	276	325
			Citywide Microsoft Licensing	552	4,635
			Drone to GIS Conversion	75	38
			GIS Mobile Field Mapping & Data Collection	1,292	1,289
			Non-Xerox Printer Repair	188	125
			Database Management for Various City Departments	142	226
			Data Center Fire Suppression System	30	30
			Project Event Capture - ESRI	75	150
			Network Vulnerability Scanner	753	776
			Asset Management	50	50
			ERPM (RED Identity Mgmt.)	50	150
			ManageEngine (Logging & Auditing) LogRhythm	627	1,254
			Security Awareness Training (KnowBe4)	226	225
			Microsoft User Training	226	-

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
			Technical Support for CISCO Network	439	438
			Conversion of LIDAR Data to ArcGIS	40	40
			Firewall - Palo Alto - Veristor	635	663
			Client VPN - Palo Alto - Veristor	145	-
			SQL Monitoring	125	125
			Wiring Services	251	250
			Consulting Services	602	601
			Datacenter Security (Physical Security)	151	-
			City Enterprise Data Management	502	-
			Citywide Virtual Infrastructure	1,150	1,072
			Maintenance Extension - Veristor	1,041	1,584
			City Virus, Adware, Spyware & Threat Protection	1,330	-
			City Circuit Connection to Internet - Zayo	652	651
			Backup and Replication/O365 backup	-	2,853
			Deep Security and Officescan	-	526
			Duo 2FA - 2 Facotr Authentication	-	573
			ManageEngine (Ad Self Service)	251	163
			iPhone Service	8,112	7,150
			iPad Service	1,920	492
			Data Cards	456	456
			Mobile Data Management	1,373	1,144
			Line and Circuit Service	2,910	2,916
			GLS Monitoring and Support	3,654	3,662
			CISCO SMARTnet Telephony and Phone App Licenses	2,695	2,700
			Cisco phone infrastructure support	269	270
			Netmotion <i>Mobility XE</i> Software Renewal	465	465
			Support for Live Streaming Council Mtgs (CivicPlus)	15,000	20,000
			Service for Live Streaming	3,000	3,000
			Adobe Products	2,290	3,120
			Visio Licenses	2,400	1,357
			Efax	540	900
			Trust Seal/SSL Certificate Renewals	1,500	2,000
			Terminal Application	800	800
			ServiceUpTime	1,000	-
			Cloud Services	-	100,000
			Microsoft Azure	-	36,000
			DUO Security Service	-	25,000

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
			Patch Management Software	-	16,000
			SpamHero Software	-	15,000
			<i>subtotal</i>	62,694	264,110
	10017350	531100 General Supplies & Materials	General Office Supplies/Postage	14,100	12,000
			<i>subtotal</i>	14,100	12,000
	10017350	531600 Small Equipment	Equipment Replacement - Misc. Hardware	4,300	3,000
			CityWorks Admin position (2020 Operating Init.)	-	3,000
			<i>subtotal</i>	4,300	6,000
	10017350	531700 Employee Uniforms	Uniforms	1,200	-
			<i>subtotal</i>	1,200	-
	10017350	532400 Non-Recurring		-	-
			<i>subtotal</i>	-	-
Information Technology Department Total				160,944	349,960

PERFORMANCE MEASUREMENTS

Information Technology Department

Performance Measures (Calendar Year Stats)

	Actual CYear 2014	Actual CYear 2015	Actual CYear 2016	Actual CYear 2017	Actual CYear 2018	Department Target	Results
Telephone							
Repairs							
Number	79	74	68	54	66		66
Number resolved w/in 24 hours	64	58	60	47	44		44
% resolved w/in 24 hours	81.01%	78.38%	88.24%	87.04%	66.67%	60.00%	A
Service Requests							
Number	175	165	158	133	144		144
Number resolved on time	157	150	144	130	135		135
% resolved on time	89.71%	90.91%	91.14%	97.74%	93.75%	90.00%	A
Network							
Repairs							
Number	245	221	256	318	288		288
Number resolved w/in 24 hours	218	199	220	260	259		259
% resolved w/in 24 hours	88.98%	90.05%	85.94%	81.76%	89.93%	80.00%	A
Service Requests							
Number	276	242	281	299	274		274
Number resolved on time	259	222	253	279	240		240
% resolved on time	93.84%	91.74%	90.04%	93.31%	87.59%	90.00%	B
Outages							
Number (including maintenance)	25	35	37	21	17		17
Avg. duration in hours	1.13	0.98	1.16	0.92	1.30		1.30
							A
Applications							
Repairs							
Number	576	713	751	872	934		934
Number resolved w/in 24 hours	431	475	535	706	775		775
% resolved w/in 24 hours	74.83%	66.62%	71.24%	80.96%	82.98%	70.00%	A
Desktop							
Repairs							
Number	1,262	1,184	1,099	946	988		946
Number resolved w/in 24 hours	799	758	750	728	711		728
% resolved w/in 24 hours	63.31%	64.02%	68.24%	76.96%	71.96%	60.00%	A
Service Requests							
Number	818	848	929	888	844		844
Number resolved on time	758	798	851	822	784		784
% resolved on time	92.67%	94.10%	91.60%	92.57%	92.89%	90.00%	A
Helpdesk							
Number total calls	3,584	4,245	4,089	4,318	3,841		3,841
Number resolved w/in 4 hours	1,215	1,444	1,406	1,698	1,391		1,391
Number resolved w/in 8 hours	387	481	501	777	684		684
% resolved w/in 8 hours	44.70%	45.35%	46.64%	57.32%	54.02%	40.00%	A
GIS							
Number total cases	299	313	354	322	268		268
Number resolved on time	265	271	295	280	222		222
% resolved on time	88.63%	86.58%	83.33%	86.96%	82.84%	80.00%	A
Emails							
Number	839,876	1,084,321	1,389,156	1,756,752	2,178,655		2,178,655
SPAM blocked	438,543	513,423	699,478	867,581	999,346		999,346
Viruses blocked	245,219	258,777	428,777	421,483	447,831		447,831
% SPAM	52.22%	47.35%	50.35%	49.39%	45.87%		45.87%
% viruses	29.20%	23.87%	30.87%	23.99%	20.56%		20.56%
Servers							
Avg. number	124	118	183	177	118		118
% availability (including maint.)	99.85%	99.80%	99.84%	99.88%	99.24%	99.00%	A

LEGEND

A = met or exceeded target
B = within 15% of target
C = missed target by more than 15%



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GENERAL GOVERNMENT

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 GENERAL GOVERNMENT Five-year Financial Summary					
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020
Revenue	\$ 53,552,984	\$ 53,139,334	\$ 55,570,782	\$ 64,252,049	\$ 65,133,729
<i>% Change</i>		-0.8%	4.6%	15.6%	1.4%
<i>average 5 year percent change</i>		5.2%			
Expenditures	\$ 9,970,239	\$ 11,636,338	\$ 15,029,900	\$ 14,268,050	\$ 12,280,270
<i>% Change</i>		16.7%	29.2%	-5.1%	-13.9%
<i>average 5 year percent change</i>		6.7%			

GENERAL GOVERNMENT

BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
GENERAL GOVERNMENT
BUDGET REQUEST BY ACCOUNT**

Amended FY 2019 to FY 2020

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMENDMENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue (1)									
Taxes:									
Real Property - Current Year	\$ 20,393,409	\$ 19,779,392	\$ 21,154,929	\$ 22,680,000	\$ 1,400,000	\$ 24,080,000	\$ 23,500,000	-2.4%	\$ (580,000)
Real Property - Prior Year	170,532	736,270	378,803	125,000	-	125,000	170,000	36.0%	45,000
Motor Vehicle Tax	390,577	243,436	182,797	115,000	-	115,000	95,000	-17.4%	(20,000)
Motor Vehicle Title Tax/Fee	1,132,961	854,978	933,613	900,000	-	900,000	1,025,000	13.9%	125,000
Intangibles Tax	587,184	608,388	544,529	550,000	-	550,000	575,000	4.5%	25,000
Real Estate Transfer Tax	360,735	369,743	374,353	300,000	-	300,000	425,000	41.7%	125,000
Franchise Taxes	-	-	-	-	-	-	-	-	-
Franchise Taxes (electric)	4,855,997	4,635,877	4,454,157	4,500,000	-	4,500,000	4,545,000	1.0%	45,000
Franchise Taxes (gas)	325,383	324,347	338,466	325,000	-	325,000	340,000	4.6%	15,000
Franchise Taxes (cable)	429,365	441,476	431,687	450,000	-	450,000	810,000	80.0%	360,000
Franchise Taxes (telephone)	1,019,644	955,643	953,150	925,000	-	925,000	875,000	-5.4%	(50,000)
Local Option Sales and Use Tax	14,953,985	14,943,853	15,907,320	15,650,000	-	15,650,000	16,450,000	5.1%	800,000
Alcohol Beverage Excise Tax	2,053,173	2,113,121	2,210,031	2,200,000	-	2,200,000	2,300,000	4.5%	100,000
Insurance Premium Tax	3,313,175	3,588,813	3,813,796	3,900,000	-	3,900,000	4,200,000	7.7%	300,000
Financial Institution Tax	548,175	426,015	440,947	425,000	-	425,000	435,000	2.4%	10,000
General Property	226,648	80,439	29,343	110,000	-	110,000	110,000	0.0%	-
Alcohol Beverage Excise Tax (penalties)	2,593	790	385	500	-	500	500	0.0%	-
FIFA and Publication Charges	7,362	2,112	2,065	2,000	-	2,000	2,000	0.0%	-
Intergovernmental Funding:									
Federal Grant/HIDTA Overtime Reimbursement	-	-	80,317	-	50,000	50,000	50,000	0.0%	-
Interest Earnings:									
Interest Earnings	119,786	136,336	227,599	150,000	-	150,000	200,000	33.3%	50,000
Other/Miscellaneous:									
Rents and Royalties	39,021	38,921	38,821	38,922	-	38,922	38,922	0.0%	-
Miscellaneous Revenue	25,343	35,726	61,774	11,249	-	11,249	24,822	120.7%	13,573

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
GENERAL GOVERNMENT
BUDGET REQUEST BY ACCOUNT**

							<i>Amended FY 2019 to FY 2020</i>		
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMENDMENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Discounts Taken	432	336	421	-	-	-	-	-	-
Sale of Capital Assets	91,757	102,226	115,822	75,813	-	75,813	80,913	6.7%	5,100
Sale of Non-Capital Assets	75,749	52,817	20,956	43,500	-	43,500	44,554	2.4%	1,054
Other Financing Sources:									
Hotel/Motel Fund	2,429,994	2,661,700	2,874,701	2,868,750	356,250	3,225,000	3,300,000	2.3%	75,000
Capital Project Fund	-	6,579	-	-	-	-	-	-	-
Fund Balance	-	-	-	6,100,065	-	6,100,065	5,537,018	-9.2%	(563,047)
Total	\$ 53,552,984	\$ 53,139,334	\$ 55,570,782	\$ 62,445,799	\$ 1,806,250	\$ 64,252,049	\$ 65,133,729	1.4%	\$ 881,680
Expenditures (2)									
Other:									
Ins. Premiums (Risk Fund)	\$ 607,000	\$ 640,000	\$ 665,000	\$ 689,500	\$ -	\$ 689,500	\$ 667,500	-3.2%	\$ (22,000)
Police Activity League Donation	35,000	35,000	-	-	-	-	-	-	-
Friends of the Library Donation	10,000	10,000	10,000	10,000	(10,000)	-	-	-	-
Reserve for Operating Initiatives	-	-	-	130,000	(130,000)	-	-	-	-
Reserve (Non-Allocated)	-	-	-	-	-	-	320,312	-	320,312
Gwinnett Tech Bond (principal)	170,000	170,000	175,000	180,000	-	180,000	190,000	5.6%	10,000
Gwinnett Tech Bond (interest)	120,340	116,940	111,840	106,590	-	106,590	101,190	-5.1%	(5,400)
Contingency	84,663	114,541	45,697	670,000	1,041,913	1,711,913	685,000	-60.0%	(1,026,913)
subtotal	\$ 1,027,003	\$ 1,086,481	\$ 1,007,537	\$ 1,786,090	\$ 901,913	\$ 2,688,003	\$ 1,964,002	-26.9%	\$ (724,001)
Transfers-Out:									
Capital Projects Fund	\$ 8,943,236	\$ 8,854,857	\$ 12,747,363	\$ 8,695,065	\$ 979,982	\$ 9,675,047	\$ 7,766,268	-19.7%	\$ (1,908,779)
Stormwater Capital Fund	-	1,675,000	1,255,000	1,875,000	-	1,875,000	2,550,000	36.0%	675,000
Operating Grant Fund	-	20,000	20,000	30,000	-	30,000	-	-100.0%	(30,000)
subtotal	\$ 8,943,236	\$ 10,549,857	\$ 14,022,363	\$ 10,600,065	\$ 979,982	\$ 11,580,047	\$ 10,316,268	-10.9%	\$ (1,263,779)
Total	\$ 9,970,239	\$ 11,636,338	\$ 15,029,900	\$ 12,386,155	\$ 1,881,895	\$ 14,268,050	\$ 12,280,270	-13.9%	\$ (1,987,780)

Notes

- (1) Variances based on year-to-date collection trends and forecasted market conditions. Please refer to the *Budget Narrative* section of this document for detailed information.
- (2) Please refer to the *Budget Narrative* section of this document for detailed information.

E-911 Fund

The Organizational Chart is included under the *Public Safety* tab of this document.

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 PUBLIC SAFETY DEPARTMENT E-911 FUND (FUND 215) Five-year Financial Summary					
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020
Revenue	\$ 3,948,042	\$ 3,592,106	\$ 4,376,667	\$ 5,028,605	\$ 4,311,120
<i>% Change</i>		-9.0%	21.8%	40.0%	-14.3%
<i>average 5 year percent change</i>		9.6%			
Expenditures	\$ 3,975,883	\$ 3,887,895	\$ 4,351,824	\$ 5,028,605	\$ 4,311,120
<i>% Change</i>		-2.2%	11.9%	29.3%	-14.3%
<i>average 5 year percent change</i>		6.2%			
Budget figures may include non-operating accounts such as reserve and carryforward fund balance. For an accurate comparison to prior-year actual activity, these accounts should be removed from the budgetary figures.					

FUND BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
PUBLIC SAFETY DEPARTMENT
E-911 COMMUNICATIONS
BUDGET REQUEST BY ACCOUNT**

Amended FY 2019 to FY 2020

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
Charges for Services:									
E-911 Service Fees (land lines)	\$ 1,591,022	\$ 1,144,641	\$ 1,422,708	\$ 1,545,000	\$ -	\$ 1,545,000	\$ 1,500,000	-2.9%	\$ (45,000)
E-911 Service Fees (cell phones)	1,326,614	1,389,695	1,408,676	1,420,000	-	1,420,000	1,450,000	2.1%	30,000
E-911 Prepaid Service Fees (cell phones)	102,710	115,397	86,883	140,000	-	140,000	200,000	42.9%	60,000
Intergovernmental:									
City of Milton	921,918	936,865	941,752	950,000	-	950,000	1,025,000	7.9%	75,000
Interest:	5,777	5,508	12,542	11,693	-	11,693	17,120	46.4%	5,427
Miscellaneous:	-	-	82		-	-		-	-
Other:									
Mobile Radio Lease Financing	-	-	504,024	-	-	-	-	-	-
Carryforward Fund Balance	-	-	-	85,500	876,412	961,912	119,000	-87.6%	(842,912)
Total Revenue	\$ 3,948,042	\$ 3,592,106	\$ 4,376,667	\$ 4,152,193	\$ 876,412	\$ 5,028,605	\$ 4,311,120	-14.3%	\$ (717,485)
Expenditures									
(1) Personnel Services:									
Salary	\$ 1,543,676	\$ 1,509,989	\$ 1,600,698	\$ 1,678,963	\$ -	\$ 1,678,963	\$ 1,730,891	3.1%	\$ 51,928
Benefits	690,105	670,701	719,446	898,838	-	898,838	996,795	10.9%	97,957
subtotal	\$ 2,233,781	\$ 2,180,691	\$ 2,320,143	\$ 2,577,801	\$ -	\$ 2,577,801	\$ 2,727,686	5.8%	\$ 149,885
Maintenance and Operations:									
(2) Professional Services	\$ 20,019	\$ 15,567	\$ 43,496	\$ 39,250	\$ 14,899	\$ 54,149	\$ 26,500	-51.1%	\$ (27,649)
Equipment Repair/Maint.	3,883	2,845	2,494	5,000	-	5,000	4,500	-10.0%	(500)
Facility Repair/Maint.	108	2,950	-	4,000	-	4,000	-	-100.0%	(4,000)
Land & Building Rental	37,721	37,721	37,721	37,722	-	37,722	37,722	0.0%	-
(3) Communications	401,071	334,214	320,229	454,000	(5,300)	448,700	428,000	-4.6%	(20,700)
Printing and Binding	-	1,467	1,213	3,000	-	3,000	1,500	-50.0%	(1,500)
Employee Travel	13,449	17,528	12,032	17,000	-	17,000	15,000	-11.8%	(2,000)
Employee Training	15,498	18,955	23,696	22,000	-	22,000	24,000	9.1%	2,000
(4) Maintenance Contracts	60,363	344,658	431,863	501,045	92,996	594,041	493,400	-16.9%	(100,641)
IT Professional Services	278,723	224,542	239,899	240,902	11,300	252,202	269,115	6.7%	16,913
General Supplies	6,598	8,621	11,938	15,000	-	15,000	14,000	-6.7%	(1,000)

CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
PUBLIC SAFETY DEPARTMENT
E-911 COMMUNICATIONS
BUDGET REQUEST BY ACCOUNT

							<i>Amended FY 2019 to FY 2020</i>		
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMENDMENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Miscellaneous Utilities	2,850	2,476	3,129	4,541	-	4,541	5,500	21.1%	959
Water and Sewer Utilities	177	171	194	350	-	350	220	-37.1%	(130)
Natural Gas Utilities	920	825	1,074	1,200	-	1,200	1,200	0.0%	-
Electricity Utilities	34,534	31,795	30,981	42,000	-	42,000	42,000	0.0%	-
Small Equipment	12,386	8,080	8,037	15,000	-	15,000	10,000	-33.3%	(5,000)
Employee Uniforms	10,767	11,675	9,724	15,000	-	15,000	15,000	0.0%	-
Non-Recurring	1,686	-	-	-	-	-	-	-	-
subtotal	\$ 900,751	\$ 1,064,091	\$ 1,177,720	\$ 1,417,010	\$ 113,895	\$ 1,530,905	\$ 1,387,657	-9.4%	\$ (143,248)
Capital/Lease:									
(5) Machinery & Equipment	\$ 832,107	\$ 274,221	\$ 504,024	\$ 23,500	\$ -	\$ 23,500	\$ 28,000	19.1%	\$ 4,500
(5) North Fulton Radio System (COA Only)	9,244	343,748	-	-	72,660	72,660	91,000	25.2%	18,340
(5) Facility Improvements	-	25,144	273,160	50,000	479,525	529,525	-	-100.0%	(529,525)
Capital Lease (Principal/Interest)	-	-	76,777	83,882	-	83,882	76,777	-8.5%	(7,105)
subtotal	\$ 841,351	\$ 643,113	\$ 853,961	\$ 157,382	\$ 552,185	\$ 709,567	\$ 195,777	-72.4%	\$ (513,790)
Non-Allocated (Operating Initiatives)	\$ -	\$ -	\$ -	\$ -	\$ 210,332	\$ 210,332	\$ -	-100.0%	\$ (210,332)
subtotal	\$ -	\$ -	\$ -	\$ -	\$ 210,332	\$ 210,332	\$ -	-100.0%	\$ (210,332)
Total Expenditures	\$ 3,975,883	\$ 3,887,895	\$ 4,351,824	\$ 4,152,193	\$ 876,412	\$ 5,028,605	\$ 4,311,120	-14.3%	\$ (717,485)
Full-time Equivalent Positions (1)	26.0	30.0	30.0	30.0		30.0	33.0		

Notes:

- (1) Variance 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 3 Communication Officer personnel (2020 Operating Initiative) with costs partially offset through a reduction in overtime due to the increased staffing.
- (2) Variance due primarily to one-time 911 CALEA Accreditation fees in FY 2019 that will not continue into FY 2020.
- (3) Variance due primarily to the elimination of E911 cost recovery fee obligations under recent state law changes
- (4) Variance due primarily to a carryforward of encumbrance appropriations during FY 2019 that will not continue into FY 2020
- (5) Variance due to capital initiatives that concluded in FY 2019 (PS Headquarters Expansion) and New Capital Initiatives (radios, mobile dispatch).

REVENUE SUMMARY BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta
Budget: FY 2020
Statement: Revenue Summary by Account

Project #/Title		Account Details			FY 2019 Amended Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title			
E-911 Operations	21531800	337051	City of Milton Intergovernmental Agreement	\$	950,000	\$ 1,025,000
"	21531800	342500	E-911 Service Fees (land lines)		1,545,000	1,500,000
"	21531800	342510	E-911 Service Fees (cell phones)		1,420,000	1,450,000
"	21531800	342520	E-911 Prepaid Service Fees (cell phones)		140,000	200,000
"	21531800	361000	Interest Earnings		11,693	17,120
"	21531800	393500	Mobile Radio Lease Financing		-	-
"	21531800	395000	Carryforward Fund Balance		961,912	119,000
Total				\$	5,028,605	\$ 4,311,120

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION		FY 2019 Amended Operating Budget	FY 2020 Operating Budget Request	E-911 Operations	E911 COA Support Services
				3180	PEM00/PEM02/PEM04/C1609
521200	Professional Services	\$ 54,149	\$ 26,500	\$ 26,500	\$ -
522210	Equipment Repair/Maint.	5,000	4,500	2,500	2,000
522250	Facility Repair/Maint.	4,000	-	-	-
522310	Land & Building Rental	37,722	37,722	37,722	-
523200	Communications	448,700	428,000	428,000	-
523300	Advertising	-	-	-	-
523400	Printing and Binding	3,000	1,500	1,500	-
523500	Employee Travel	17,000	15,000	15,000	-
523700	Employee Training	22,000	24,000	24,000	-
523860	Maintenance Contracts	594,041	493,400	64,400	429,000
523900	IT Professional Services	252,202	269,115	107,465	161,650
531100	General Supplies/Materials	15,000	14,000	14,000	-
531200	Miscellaneous Utilities	4,541	5,500	5,500	-
531210	Water and Sewer Utilities	350	220	220	-
531220	Natural Gas Utilities	1,200	1,200	1,200	-
531230	Electricity Utilities	42,000	42,000	42,000	-
531600	Small Equipment	15,000	10,000	10,000	-
531700	Employee Uniforms	15,000	15,000	15,000	-
532400	Non-Recurring	-	-	-	-
541300	Facility Improvements	529,525	-	-	-
542100	Machinery & Equipment	23,500	28,000	28,000	-
542400	NF Radio System (COA Only)	72,660	91,000	91,000	-
581200	Capital Lease Principal	75,000	69,301	-	69,301
582200	Capital Lease Interest	8,882	7,476	-	7,476
579000	Non-Allocated	210,332	-	-	-
TOTAL		\$ 2,450,804	\$ 1,583,434	\$ 914,007	\$ 669,427

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta
Budget: FY 2020
Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title	Account Detail		
E911 Operations	21531800 521200		Professional Services	APPLICANT BACKGROUND CHECKS	1,000	1,000
				APPLICANT TESTING (SELECT ADVANTAGE/GJ/KG)	3,000	2,000
				EFD RECERTIFICATION FEES	750	1,000
				GA TECHNOLOGY AUTHORITY (WAN SERVICE - GA TECHNOLOGY)	14,000	12,000
				HEARING IMPAIRED TRANSLATION SERVICES	1,500	1,500
				INTERPRETATION SERVICES (LANGUAGE LINE)	3,000	3,000
				911 CALEA Accreditation (on-going)	4,000	6,000
				911 CALEA Accreditation (one-time startup)	12,000	-
				subtotal	39,250	26,500
	21531800 522210		Equipment Repair & Maintenance	GENERAL REPAIR & MAINTENANCE	3,000	2,500
				subtotal	3,000	2,500
	21531800 522250		Facilities Repair & Maintenance	REPAIR & MAINTENANCE	4,000	-
				subtotal	4,000	-
	21531800 522310		Land & Building Rental	LEASE FOR BUILDING SPACE	37,722	37,722
				subtotal	37,722	37,722
	21531800 523200		Communications	BELLSOUTH SERVICE	409,000	420,000
				AT&T PRI FOR OUTBOUND CALLS	8,000	8,000
				E911 COST RECOVERY (WIRELESS SUBSCRIPTION - PHASE II) (AT&T V 9333)	30,000	-
				NexGen 911 (one-time setup); (2019 Operating Initiatives)	7,000	-
				subtotal	454,000	428,000
	21531800 523300		Advertising	RECRUITMENT ADVERTISING	-	-
				subtotal	-	-
	21531800 523400		Printing & Binding	VARIOUS PRINTING	3,000	1,500
				subtotal	3,000	1,500
	21531800 523500		Employee Travel	TRAINING RELATED TRAVEL	17,000	15,000
				subtotal	17,000	15,000
	21531800 523700		Employee Training	TRAINING	22,000	24,000
				subtotal	22,000	24,000
	21531800 523860		Maintenance Contracts	COPIER MAINTENANCE	3,000	3,000
				WATER SVC (ROYAL CUP)	550	600
				JANITORIAL SERVICES (AMERICAN FACILITY SERVICES)	8,500	9,500
				RECORD STORAGE & SHREDDING	300	300
				911 CALL CENTER VIPER VOIP SOFTWARE MAINTENANCE (IMPLEMENTED IN FY 2016)	37,080	-
				SMARTPREPARE & SMART911 (AT&T MOBILITY V672)	45,500	45,500
				E-AGENT SOFTWARE	-	3,000
				ALARM INTERFACE MODULE (IMPLEMENTED IN 2018)	2,500	2,500
				subtotal	97,430	64,400
	21531800 523900		IT Professional Services	ORION NPM, NTA, IPAM, UDT (ACL COMPUTERS - SOLARWINDS)	821	
				WAP MAINTENANCE	424	423
				DOMAIN NAME SERVICE	55	55
				DEVELOPER LICENSE FOR MDM	21	21
				CITY CIRCUIT CONNECTION TO INTERNET (REDUNDANCY) (AT&T)	1,286	1,283
				DATA CIRCUITS (ASE) (AT&T)	3,694	3,686
				CITY INTERNET CIRCUIT CONNECTION - SUPPLEMENT & BACKUP (CHARTER COMM)	229	229
				LOAD BALANCER (CITRIX)	103	410
				SECURITY - PATCH MGMT		1,706
				DATA CENTER APC/MGE UPS SYSTEM MAINTENANCE (CRITICAL COMPONENTS - OEM ADV)	753	887
				CITYWIDE MICROSOFT LICENSING (DELL)	1,505	12,642
				DRONE TO GIS CONVERSION	205	102

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta
Budget: FY 2020
Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
			GIS MOBILE FIELD MAPPING & DATA COLLECTION SOFTWARE MAINTENANCE/RENEWAL (ESRI)	3,523	3,515
			PRINTER REPAIR (NON-XEROX)	513	341
			DATABASE MANAGEMENT SOFTWARE MAINTENANCE/RENEWAL (FILEMAKER)	388	616
			DATA CENTER FIRE SUPPRESSION SYSTEM - INSPECTION	82	82
			PROJECT EVENT CAPTURE (GEOEVENT-ESRI)	205	410
			SECURITY (NETWORK VULNERABILITY SCANNER)	2,053	2,116
			ASSEST MANAGEMENT	137	137
			ERPM (RED IDENTITY MGMT)	137	410
			MANAGE ENGINE (LOGGING & AUDITING) - LOGRHYTM	1,710	3,420
			SECURITY AWARENESS TRAINING	616	614
			MICROSOFT USER BASED TRAINING	616	-
			CISCO NETWORK TECHNICAL SUPPORT (PRESIDIO-SMARTNET)	1,197	1,195
			LP360 LIDAR GIS SOFTWARE/SERVER MAINTENANCE	109	109
			FIREWALL (PALO ALTO FIREWALL)	1,732	1,809
			CLIENTVPN (PALO ALTO GLOBAL PROTECT)	397	-
			SQL MONITORING	342	341
			TELEPHONE WIRING SERVICES (PREFERRED COMMUNICATIONS)	684	683
			DATACENTER SECURITY	410	-
			CONSULTING SERVICES	1,642	1,638
			CITY ENTERPRISE DATA MANAGEMENT (VERISTOR-COMM VAULT)	1,368	-
			CITYWIDE VIRTUAL INFRASTRUCTURE	3,135	2,923
			MAINTENANCE EXTENSION (DC EQUIPMENT MAINTENANCE RENEWAL)	2,839	4,321
			ANTI-VIRUS SOFTWARE RENEWAL (CITY VIRUS, ADWARE, SPYWARE & THREAT PROTECTION)	3,626	-
			CITY INTERNET CIRCUIT CONNECTION (ZAYO BANDWIDTH)	1,779	1,775
			BACKUP AND REPLICATION O365 - THINKGARD		7,782
			DEEP SECURITY & OFFICESCAN		1,433
			DUO 2FA - 2 FACTOR AUTHENTICATION		1,570
			MANAGE ENGINE (AD SELFSERVICE)	684	444
			CELLULAR PHONE SERVICE (VERIZON)	1,800	2,370
			MOBILE DATA MANAGEMENT		172
			TELEPHONY COMMUNICATION SERVICE (CLUB Bill)	323	324
			TELEPHONY COMMUNICATION SERVICE (GLS)	406	407
			TELEPHONY COMMUNICATIONS SERVICE (CISCO SMARTNET)	299	300
			TELEPHONY COMMUNICATION SERVICE (INFRASTRUCTURE SUPPORT)	30	30
			REMOTE APPLICATION & DATABASE ACCESS (NETMOTION)	174	174
			GCIC CONNECTION CAPABILITY	1,700	1,560
			EMERGENCY MEDICAL DISPATCHER SOFTWARE MAINTENANCE & SUPPORT (PRIORITY DISPATCH)	30,000	30,000
			911 RECORDING SOFTWARE MAINTENANCE & SUPPORT	10,500	13,000
			subtotal	84,252	107,465
21531800	531100	General Supplies & Materials	AWARDS, FOOD, ETC.	4,000	3,000
			OFFICE SUPPLIES, MAPS, ATLAS, DIRECTORIES, RADIO BATTERIES & HEADSETS	11,000	11,000
			subtotal	15,000	14,000
21531800	531200	Misc Utilities	BACKUP MODEM SERVICE	2,916	3,100
			CABLE/TV SERVICE	125	200
			GARBAGE	1,500	2,200
			subtotal	4,541	5,500
21531800	531210	Water & Sewer Utilities	WATER	350	220
			subtotal	350	220

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta
Budget: FY 2020
Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Division/Project Title					Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
	21531800	531220		Natural Gas Utilities		NATURAL GAS		1,200	1,200
							<i>subtotal</i>	1,200	1,200
	21531800	531230		Electricity Utilities		ELECTRICITY		42,000	42,000
							<i>subtotal</i>	42,000	42,000
	21531800	531600		Small Equipment		SMALL EQUIPMENT		15,000	10,000
							<i>subtotal</i>	15,000	10,000
	21531800	531700		Employee Uniforms		UNIFORMS		15,000	15,000
							<i>subtotal</i>	15,000	15,000
	21531800	542100		Machinery & Equipment		AUDIO RECORDER SYSTEM (2019 CAPITAL INITIATIVE)		23,500	-
	21531800	542400	C2008	Radios		MOBILE DISPATCH (2020 CAPITAL INITIATIVE)		-	91,000
	21531800	542100	PEM02	Machinery & Equipment		RADIO REPLACEMENT (2020 CAPITAL INITIATIVE)		-	28,000
							<i>subtotal</i>	23,500	119,000
	21531800	579000		Reserve for Operating Initiatives				-	-
							<i>subtotal</i>	-	-
E-911 Operations Total								\$ 878,245	\$ 914,007
E911 COA Support Services	21531800	522210	PEM00	Equipment Repair & Maintenance		RADIO REPAIRS		2,000	2,000
							<i>subtotal</i>	2,000	2,000
	21531800	523860	PEM00	Maintenance Contracts		NORTH FULTON REGIONAL RADIO OPERATIONAL COSTS		375,000	415,000
						WEATHER MONITORING (TELVENT)		7,000	4,000
						OSSI - SUNGARD ONESOLUTION FIELD TRAINING ONLINE APP		11,615	-
						GENERAL MAINTENANCE CONTRACTS		10,000	10,000
							<i>subtotal</i>	403,615	429,000
	21531800	523900	PEM00	IT Professional Services		OSSI SOFTWARE MAINTENANCE		155,000	160,000
						WEATHER ALERT SOFTWARE MAINTENANCE (FEDERAL SIGNAL SYSTEMS)		1,650	1,650
							<i>subtotal</i>	156,650	161,650
	21531800	532400	PEM00	Non-Recurring				-	-
							<i>subtotal</i>	-	-
	21531800	542100	PEM00	Machinery & Equipment		PUBLIC SAFETY EQUIPMENT		-	-
	21531800	542100	PEM02	Machinery & Equipment		RADIO REPLACEMENT		-	-
	21531800	542100	PEM04	Machinery & Equipment		E-911 VOIP PHONE SYSTEM UPGRADE		-	-
	21531800	541300	C1229	Facility Improvements		ROOF REPLACEMENTS (2019 CAPITAL INITIATIVE)		50,000	-
	21531800	541300	C1609	Facility Improvements		PS HEADQUARTERS IMPROVEMENTS		-	-
							<i>subtotal</i>	50,000	-
	21531800	581200	PEM00	Capital Lease Principal		MOBILE RADIOS UPGRADE/REPLACEMENT		75,000	69,301
							<i>subtotal</i>	75,000	69,301
	21531800	582200	PEM00	Capital Lease Interest		MOBILE RADIOS UPGRADE/REPLACEMENT		8,882	7,476
							<i>subtotal</i>	8,882	7,476
E-911 COA Support Services Total								696,147	669,427
E-911 Fund Total								1,574,392	1,583,434

IMPACT FEE FUND

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 IMPACT FEE FUND (FUND 270) Five-Year Financial Summary					
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020
Revenue	\$ 1,436,446	\$ 1,467,312	\$ 1,382,634	\$ 3,769,187	\$ 1,595,128
<i>% Change</i>		2.1%	-5.8%	172.6%	-57.7%
<i>average 5-year % change</i>		27.8%			
Expenditures	\$ 91,743	\$ 299,120	\$ 2,733,902	\$ 3,769,187	\$ 1,595,128
<i>% Change</i>		226.0%	814.0%	37.9%	-57.7%
<i>average 5-year % change</i>		255.1%			
Budget figures may include non-operating accounts such as reserve and carryforward fund balance. For an accurate comparison to prior-year actual activity, these accounts should be removed from the budgetary figures.					

FUND BUDGET SUMMARY

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
IMPACT FEE FUND (FUND 270)
BUDGET REQUEST BY ACCOUNT

										<i>Amended FY 2019 to FY 2020</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMENDMENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)		
Revenue											
Charges for Services:											
Impact Fees											
Roads	\$ 371,478	\$ 313,980	\$ 255,071	\$ -	\$ 250,000	\$ 250,000	\$ -	-100.0%	\$ (250,000)		
Parks	879,760	988,049	1,022,419	45,000	505,000	550,000	-	-100.0%	(550,000)		
Public Safety	174,430	147,448	69,100	-	175,000	175,000	-	-100.0%	(175,000)		
Interest:	10,779	17,834	36,045	-	50,000	50,000	-	-100.0%	(50,000)		
Budgeted Fund Balance:											
(1) Roads	-	-	-	450,000	1,371,114	1,821,114	862,841	-52.6%	(958,273)		
Parks	-	-	-	75,000	777,299	852,299	523,453	-38.6%	(328,846)		
Public Safety	-	-	-	40,000	30,774	70,774	208,834	195.1%	138,060		
Total	\$ 1,436,446	\$ 1,467,312	\$ 1,382,634	\$ 610,000	\$ 3,159,187	\$ 3,769,187	\$ 1,595,128	-57.7%	\$ (2,174,059)		
Expenditures											
(2) Capital:											
Public Safety - HQ Expansion	\$ 74,688	\$ 83,598	\$ 520,464	\$ -	\$ -	\$ -	\$ -	-	\$ -		
Public Safety - HQ Furniture	-	-	-	40,000	-	40,000	-	-100.0%	(40,000)		
Public Safety - HAZMAT Truck/Trailer	-	-	-	-	-	-	155,750	-	155,750		
Roads - Rucker Rd Corridor Imp.	-	-	-	-	1,150,000	1,150,000	-	-100.0%	(1,150,000)		
Roads - Northwinds Temp Traffic	-	42,564	-	-	-	-	-	-	-		
Roads - Wills Rd Widening	-	-	-	-	14,460	14,460	-	-100.0%	(14,460)		
Roads - Park Plaza Signalization	-	-	-	72,300	-	72,300	-	-100.0%	(72,300)		
Roads - Hopewell Road @ Vaughan Drive Roundabout (Design)	-	-	-	-	-	-	36,150	-	36,150		
Parks - Alpharetta Arts Center	-	172,957	1,113,438	-	13,606	13,606	-	-100.0%	(13,606)		
Parks - City Center Sidewalks	-	-	-	-	300,000	300,000	-	-100.0%	(300,000)		
Parks - Wills Park Pool Expansion	-	-	1,100,000	-	-	-	-	-	-		
Parks - Design/Construction of new Park Spaces	-	-	-	120,000	313,693	433,693	-	-100.0%	(433,693)		
Parks - Cultural Arts/Parkland Acquisition	-	-	-	-	150,000	150,000	-	-100.0%	(150,000)		

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
IMPACT FEE FUND (FUND 270)
BUDGET REQUEST BY ACCOUNT

<i>Amended FY 2019 to FY 2020</i>									
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Other:									
Impact Fee Administration	12,993	-	-	-	-	-	-	-	-
Professional Services	4,063	-	-	-	-	-	-	-	-
(1),(2) Non-Allocated/Reserve									
Roads	-	-	-	377,700	485,141	862,841	826,691	-4.2%	(36,150)
Parks	-	-	-	-	523,453	523,453	523,453	0.0%	-
Public Safety	-	-	-	-	208,834	208,834	53,084	-74.6%	(155,750)
Total	\$ 91,743	\$ 299,120	\$ 2,733,902	\$ 610,000	\$ 3,159,187	\$ 3,769,187	\$ 1,595,128	-57.7%	\$ (2,174,059)

Notes:

- (1) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carryforward for FY 2020 will occur subsequent to adoption of the budget.
- (2) Please refer to the Capital Initiative section of this document for detailed information on the Impact Fee funded capital investment for FY 2020.
- (3) Impact Fee monies for FY's 2015-2017 were reserved for future system improvements.

DRUG ENFORCEMENT AGENCY FUND

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 PUBLIC SAFETY DEPARTMENT DRUG ENFORCEMENT AGENCY FUND (FUND 210) Five-Year Financial Summary						
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020	
Revenue	\$ 245,786	\$ 221,232	\$ 353,951	\$ 766,368	\$ 425,050	
% Change		-10.0%	60.0%	116.5%	-44.5%	
Average 5-year % change		30.5%				
Expenditures	\$ 477,682	\$ 513,144	\$ 1,481,721	\$ 766,368	\$ 425,050	
% Change		7.4%	188.8%	-48.3%	-44.5%	
Average 5-year % change		25.8%				
Budget figures may include non-operating accounts such as reserve and carryforward fund balance. For an accurate comparison to prior-year actual activity, these accounts should be removed from the budgetary figures.						

FUND BUDGET SUMMARY

CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
PUBLIC SAFETY DEPARTMENT
DRUG ENFORCEMENT AGENCY FUND (FUND 210)
BUDGET REQUEST BY ACCOUNT

Amended FY 2019 to FY 2020

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
Fines & Forfeitures:									
Confiscation (Federal Seizure)	\$ 208,012	\$ 192,009	\$ 188,334	\$ -	\$ 300,000	\$ 300,000	\$ -	-100.0%	\$ (300,000)
Confiscation (State Seizure)	36,340	28,007	54,664	-	-	-	-	-	-
Interest:	1,435	1,216	752	-	600	600	-	-100.0%	(600)
Other:									
Sale of Capital Assets	-	-	14,366	-	-	-	-	-	-
SWAT Equipment (Milton/Roswell Contribution)	-	-	95,834	-	142,591	142,591	-	-100.0%	(142,591)
(1) Budgeted Fund Balance (Federal)	-	-	-	287,507	151,485	438,992	425,050	-3.2%	(13,942)
(1) Budgeted Fund Balance (State)	-	-	-	-	(115,815)	(115,815)	-	-100.0%	115,815
Total	\$ 245,786	\$ 221,232	\$ 353,951	\$ 287,507	\$ 478,861	\$ 766,368	\$ 425,050	-44.5%	\$ (341,318)

Expenditures

DEA Seizure

(2) Personnel Services:

Salary	\$ 158,963	\$ 152,825	\$ 172,189	\$ 171,319	\$ -	\$ 171,319	\$ 173,072	1.0%	\$ 1,753
Benefits	94,834	78,837	99,454	116,188	-	116,188	121,978	5.0%	5,790
subtotal	\$ 253,798	\$ 231,662	\$ 271,642	\$ 287,507	\$ -	\$ 287,507	\$ 295,050	2.6%	\$ 7,543

Maintenance and Operations:

Professional Services	\$ 19,807	\$ 3,180	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Maintenance Contracts	-	-	12,960	-	-	-	-	-	-
Employee Travel	138	-	-	-	-	-	-	-	-
Employee Training	-	-	-	-	21,974	21,974	-	-100.0%	(21,974)
General Supplies & Materials	-	12,291	-	-	-	-	-	-	-
Small Equipment	-	43,268	-	-	-	-	-	-	-
Employee Uniforms	-	73,730	-	-	-	-	-	-	-
Non-Recurring Expenses	-	-	-	-	-	-	-	-	-
subtotal	\$ 19,945	\$ 132,469	\$ 12,960	\$ -	\$ 21,974	\$ 21,974	\$ -	-100.0%	\$ (21,974)

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
PUBLIC SAFETY DEPARTMENT
DRUG ENFORCEMENT AGENCY FUND (FUND 210)
BUDGET REQUEST BY ACCOUNT**

										<i>Amended FY 2019 to FY 2020</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMENDMENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)		
Capital/Other:											
North Fulton Radio System/Body Camera Program	\$ -	\$ -	\$ 69,400	\$ -	\$ 15,140	\$ 15,140	\$ -	-100.0%	\$ (15,140)		
Headquarters Expansion	-	-	600,000	-	-	-	-	-	-		
(3) Machinery & Equipment	126,830	36,092	99,877	-	18,429	18,429	130,000	605.4%	111,571		
Fleet	-	-	126,055	-	-	-	-	-	-		
Patrol Rifle Platform System	-	-	-	-	-	-	-	-	-		
Taser Lease (Principal)	48,347	45,227	46,129	-	-	-	-	-	-		
Taser Lease (Interest)	598	3,719	2,816	-	-	-	-	-	-		
subtotal	\$ 175,776	\$ 85,037	\$ 944,278	\$ -	\$ 33,569	\$ 33,569	\$ 130,000	287.3%	\$ 96,431		
State Seizure											
Maintenance and Operations:											
Employee Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		
SWAT Equipment	-	-	207,615	-	-	-	-	-	-		
Non-Recurring Expenses	28,164	63,975	45,225	-	20,000	20,000	-	-100.0%	(20,000)		
subtotal	\$ 28,164	\$ 63,975	\$ 252,841	\$ -	\$ 20,000	\$ 20,000	\$ -	-100.0%	\$ (20,000)		
Other											
(1) Reserve (DEA Seizure)	\$ -	\$ -	\$ -	\$ -	\$ 396,543	\$ 396,543	\$ -	-100.0%	\$ (396,543)		
(1) Reserve (State Seizure)	-	-	-	-	6,775	6,775	-	-100.0%	(6,775)		
subtotal	\$ -	\$ -	\$ -	\$ -	\$ 403,318	\$ 403,318	\$ -	-100.0%	\$ (403,318)		
Total	\$ 477,682	\$ 513,144	\$ 1,481,721	\$ 287,507	\$ 478,861	\$ 766,368	\$ 425,050	-44.5%	\$ (341,318)		
Full-time Equivalent Positions (3)	3.0	3.0	3.0	3.0		3.0	3.0				

Notes

- (1) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carryforward for FY 2020 will occur subsequent to adoption of the budget.
- (2) Variance due primarily to wage increases associated with the 3% performance-based merit program schedules for April 1, 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.
- (3) Please refer to the Capital Initiatives section of this document for detailed descriptions.

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2020
Statement: Revenue Summary by Account

				FY 2019 Amended Budget	FY 2020 Recommended Budget
Division/Project	Account Number		Title		
Federal Seizure	21031110	351300	Confiscation (Federal Seizure)	\$ 300,000	\$ -
" "	21031110	361000	Interest Earnings	600	-
" "	21031110	395000	Carryforward Fund Balance (Federal Seizure)	438,992	425,050
State Seizure	21031120	351301	Confiscation (State Seizure)	-	-
" "	21031120	336000 C1817	SWAT Equipment (Milton/Roswell Contribution)	142,591	-
" "	21031120	395000	Carryforward Fund Balance (State Seizure)	(115,815)	-
Total				\$ 766,368	\$ 425,050

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION	FY 2019 Amended Operating Budget	FY 2020 Operating Budget Request	Federal Seizure	State Seizure
			3111	3112
521200 Professional Services	\$ -	\$ -	\$ -	\$ -
523500 Employee Travel	-	-	-	-
523700 Employee Training	21,974	-	-	-
523860 Maintenance Contracts	-	-	-	-
531100 General Supplies/Materials	-	-	-	-
531270 Fuel	-	-	-	-
531600 Small Equipment	-	-	-	-
531700 Employee Uniforms	-	-	-	-
532400 Non-Recurring Expenses	20,000	-	-	-
541300 Facility Improvements	-	-	-	-
542100 Machinery and Equipment	18,429	130,000	130,000	-
542100 SWAT Equipment	-	-	-	-
542200 SWAT Equipment	-	-	-	-
542200 Fleet	-	-	-	-
542400 Body Camera Program	15,140	-	-	-
579000 Reserve	403,318	-	-	-
581200 Taser Lease (Principal)*	-	-	-	-
582200 Taser Lease (Interest)*	-	-	-	-
TOTAL	\$ 478,861	\$ 130,000	\$ 130,000	\$ -

* The FY 2019 Recommended Budget includes the reallocation of the Taser lease funding to the General Fund.

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

					FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number		Title			
FEDERAL SEIZURE	21031110	521200	Professional Services	GCIC CONNECTION ACCESS - 2 STEP AUTHENTICATION	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	523500	Employee Travel	TRAINING TRAVEL COSTS	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	523700	Employee Training	TUITION FEES	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	531100	General Supplies & Materials	GENERAL SUPPLIES OFFICE SUPPLIES	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	531270	Fuel	FUEL PURCHASES	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	531600	Small Equipment	SI UNIT EQUIPMENT GENERAL SMALL EQUIPMENT	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	531700	Employee Uniforms	SI UNIT EMPLOYEE UNIFORMS	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	541300 C1630	PS Headquarters Expansion		-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	542100 C2009	Machinery & Equipment	PATROL RIFLE PLATFORM SYSTEM (2020 CAPITAL REQUEST)	-	130,000
				<i>subtotal</i>	\$ -	\$ 130,000
	21031110	542200	Fleet		-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	579000	Reserve for Future Investment		-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	581200 C1623	Taser Lease (Principal)*		-	-
				<i>subtotal</i>	\$ -	\$ -
	21031110	582200 C1623	Taser Lease (Interest)*		-	-
				<i>subtotal</i>	\$ -	\$ -
Federal Seizure Total					-	130,000
STATE SEIZURE	21031120	523500	Employee Travel	TRAVEL	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031120	531600	Small Equipment	MISC SMALL EQUIPMENT	-	-
				<i>subtotal</i>	\$ -	\$ -
	21031120	532400	Non-Recurring Expenses	MISC. NON-RECURRING EXPENSES	-	-
				<i>subtotal</i>	\$ -	\$ -
State Seizure Total					-	-
DEA Fund Total					\$ -	\$ 130,000

* The FY 2019 Recommended Budget includes the reallocation of the Taser lease funding to the General Fund.

HOTEL/MOTEL FUND

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 HOTEL/MOTEL FUND (FUND 275) Five-Year Financial Summary					
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020
Revenue	\$ 6,391,842	\$ 7,097,865	\$ 7,665,868	\$ 10,750,737	\$ 9,614,470
<i>% Change</i>		11.0%	8.0%	40.2%	-10.6%
<i>average 5-year % change</i>		12.2%			
Expenditures	\$ 5,441,275	\$ 6,543,170	\$ 7,400,614	\$ 10,750,737	\$ 9,614,470
<i>% Change</i>		20.3%	13.1%	45.3%	-10.6%
<i>average 5-year % change</i>		17.0%			

FUND BUDGET SUMMARY

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
HOTEL/MOTEL FUND (FUND 275)
BUDGET REQUEST BY ACCOUNT**

Amended FY 2019 to FY 2020

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
Other Taxes:									
Hotel/Motel Taxes	\$ 6,388,501	\$ 7,097,864	\$ 7,665,868	\$ 7,650,000	\$ 950,000	\$ 8,600,000	\$ 8,800,000	2.3%	\$ 200,000
Hotel/Motel Taxes (Penalties/Interest)	3,341	1	-	-	-	-	-	-	-
Other:									
Transfer-in from Conference Center Fund	-	-	-	-	380,222	380,222	-	-100.0%	(380,222)
Budgeted Fund Balance	-	-	-	-	1,770,515	1,770,515	814,470	-54.0%	(956,045)
Total	\$ 6,391,842	\$ 7,097,865	\$ 7,665,868	\$ 7,650,000	\$ 3,100,737	\$ 10,750,737	\$ 9,614,470	-10.6%	\$ (1,136,267)
Expenditures									
Other:									
Alpharetta Business Community	\$ 220,403	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
Alpharetta Convention & Visitor's Bureau	2,790,878	3,105,316	3,353,817	3,346,875	415,625	3,762,500	3,850,000	2.3%	87,500
City of Alpharetta	2,429,994	2,661,700	2,874,701	2,868,750	356,250	3,225,000	3,300,000	2.3%	75,000
subtotal	\$ 5,441,275	\$ 5,767,016	\$ 6,228,518	\$ 6,215,625	\$ 771,875	\$ 6,987,500	\$ 7,150,000	2.3%	\$ 162,500
Facility Portion of the Hotel/Motel Tax:									
Professional Svcs (Bond Admin)	\$ -	\$ 525	\$ 6,525	\$ 3,000	\$ -	\$ 3,000	\$ 3,000	0.0%	\$ -
Series 2016 Bonds	-	775,629	779,963	979,963	-	979,963	975,963	-0.4%	(4,000)
Alpharetta Arts Center	-	-	385,609	-	164,392	164,392	-	-100.0%	(164,392)
Equestrian Center Foundation Match	-	-	-	250,000	-	250,000	-	-100.0%	(250,000)
(1) Park System Wayfinding Signage	-	-	-	51,412	-	51,412	100,000	94.5%	48,588
(1) Wills Park Master Plan Imp.	-	-	-	-	-	-	850,000	-	850,000
(1) Downtown Parking Signage	-	-	-	-	-	-	95,000	-	95,000
Non-Allocated Reserve	-	-	-	150,000	664,470	814,470	440,507	-45.9%	(373,963)
Debt Service Reserve	-	-	-	-	1,500,000	1,500,000	-	-100.0%	(1,500,000)
subtotal	\$ -	\$ 776,154	\$ 1,172,096	\$ 1,434,375	\$ 2,328,862	\$ 3,763,237	\$ 2,464,470	-34.5%	\$ (1,298,767)
Total	\$ 5,441,275	\$ 6,543,170	\$ 7,400,614	\$ 7,650,000	\$ 3,100,737	\$ 10,750,737	\$ 9,614,470	-10.6%	\$ (1,136,267)

Notes:

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

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



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DEBT SERVICE FUND

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 DEBT SERVICE FUND (FUND 410) Five-Year Financial Summary					
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020
Revenue	\$ 3,528,539	\$ 5,576,525	\$ 5,259,600	\$ 6,176,049	\$ 5,351,086
<i>% Change</i>		58.0%	-5.7%	17.4%	-13.4%
<i>average 5-year % change</i>		14.1%			
Expenditures	\$ 3,559,998	\$ 5,140,171	\$ 5,477,957	\$ 6,176,049	\$ 5,351,086
<i>% Change</i>		44.4%	6.6%	12.7%	-13.4%
<i>average 5-year % change</i>		12.6%			

FUND BUDGET SUMMARY

CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
DEBT SERVICE FUND (FUND 410)
BUDGET REQUEST BY ACCOUNT

Amended FY 2019 to FY 2020

Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue										
(1) Property Taxes:										
	Current Year	\$ 3,417,288	\$ 5,367,318	\$ 5,099,934	\$ 5,090,000	\$ -	\$ 5,090,000	\$ 5,050,000	-0.8%	\$ (40,000)
	Delinquent	33,839	128,331	94,326	20,000	-	20,000	20,000	0.0%	-
	Motor Vehicle	58,587	59,542	39,890	24,000	-	24,000	15,000	-37.5%	(9,000)
	Delinquent	10,247	10,354	4,994	-	-	-	-	-	-
Interest:		8,578	10,979	20,456	10,000	-	10,000	12,000	20.0%	2,000
Other:										
	Miscellaneous	-	1	-	-	-	-	-	-	-
	Transfer-In (Impact Fee Fund)	-	-	-	-	-	-	-	-	-
	Refunding Bond Proceeds	-	-	-	-	-	-	-	-	-
(1) Budgeted Fund Balance		-	-	-	329,513	702,536	1,032,049	254,086	-75.4%	(777,963)
	Total	\$ 3,528,539	\$ 5,576,525	\$ 5,259,600	\$ 5,473,513	\$ 702,536	\$ 6,176,049	\$ 5,351,086	-13.4%	\$ (824,963)

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
DEBT SERVICE FUND (FUND 410)
BUDGET REQUEST BY ACCOUNT**

										<i>Amended FY 2019 to FY 2020</i>	
Notes	ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)	
Expenditures											
	Maintenance & Operations:										
	Professional Services	\$ -	\$ 2,350	\$ 3,300	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	0.0%	\$ -	
	Debt Service (Principal & Interest):										
	City of Alpharetta										
	General Obligation Bonds (GO)										
	Series 2006	1,289,600	-	-	-	-	-	-	-	-	
	Series 2012	1,497,900	1,500,100	1,483,900	1,478,950	-	1,478,950	1,485,350	0.4%	6,400	
	Series 2014 (refunding)	647,246	1,936,513	1,935,477	1,933,622	-	1,933,622	1,930,948	-0.1%	(2,674)	
	Series 2016	-	1,576,014	1,930,788	1,930,788	-	1,930,788	1,929,788	-0.1%	(1,000)	
	Development Authority of Alpharetta										
	Series 2009 (refunding)	125,252	125,194	124,493	125,153	-	125,153	-	-100.0%	(125,153)	
	Other Uses:										
	Transfer to Capital Project Fund	-	-	-	-	-	-	-	-	-	
	(2) Debt Service Reserve	-	-	-	-	702,536	702,536	-	-100.0%	(702,536)	
	Total	\$ 3,559,998	\$ 5,140,171	\$ 5,477,957	\$ 5,473,513	\$ 702,536	\$ 6,176,049	\$ 5,351,086	-13.4%	\$ (824,963)	

Notes:

- (1) FYs 2015-2018 utilize available fund balance to offset a portion of the debt service requirements.
- (2) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2020 will occur subsequent to adoption of the budget.

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2020
Statement: Revenue Summary by Account

				FY 2019 Amended Budget	FY 2020 Recommended Budget
Division/Project	Account Number		Title		
Debt Service Fund	41090100	311100	Property Taxes (Current Year)	\$ 5,090,000	\$ 5,050,000
" "	41090100	311200	Property Taxes (Delinquent)	20,000	20,000
" "	41090100	311310	Motor Vehicle Taxes	24,000	15,000
" "	41090100	319100	Property Taxes (Penalties/Interest)	-	-
" "	41090100	361000	Investment Earnings	10,000	12,000
" "	41090100	395000	Carryforward Fund Balance	1,032,049	254,086
Total				\$ 6,176,049	\$ 5,351,086

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Summary by Division/Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION		FY 2019 Amended Operating Budget	FY 2020 Operating Budget Request	Admin	Series 2016 GO Bond	Series 2014 GO Bond (R)	Series 2012 GO Bond	Series 2009 Development Authority Revenue Refunding Bond
					D1601	D1400	D1201	D1203
521200	Professional Services	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -
581100	Principal	2,832,100	2,785,000	-	440,000	1,645,000	700,000	-
582100	Interest	2,636,413	2,561,086	-	1,489,788	285,948	785,350	-
579000	Contingency	702,536	-	-	-	-	-	-
TOTAL		\$ 6,176,049	\$ 5,351,086	\$ 5,000	\$ 1,929,788	\$ 1,930,948	\$ 1,485,350	\$ -

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Division/Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	FY 2019 Adopted Budget	FY 2020 Recommended Budget
Administration	41090100 521200	Professional Services		
		Bond Administration Fees	5,000	5,000
		subtotal	\$ 5,000	\$ 5,000
Series 2016 GO Bond	41090100 581100 D1601	Principal	420,000	440,000
		subtotal	\$ 420,000	\$ 440,000
	41090100 582100 D1601	Interest	1,510,788	1,489,788
		subtotal	\$ 1,510,788	\$ 1,489,788
Series 2014 GO Bond	41090100 581100 D1400	Principal	1,610,000	1,645,000
		subtotal	\$ 1,610,000	\$ 1,645,000
	41090100 582100 D1400	Interest	323,622	285,948
		subtotal	\$ 323,622	\$ 285,948
Series 2012 GO Bond	41090100 581100 D1201	Principal	680,000	700,000
		subtotal	\$ 680,000	\$ 700,000
	41090100 582100 D1201	Interest	798,950	785,350
		subtotal	\$ 798,950	\$ 785,350
Series 2006 GO Bond	41090100 581100 D1202	Principal	-	-
		subtotal	\$ -	\$ -
	41090100 582100 D1202	Interest	-	-
		subtotal	\$ -	\$ -
Series 2009 Development	41090100 581100 D1203	Principal	122,100	-
		subtotal	\$ 122,100	\$ -
Authority Revenue Bond (Refunding)	41090100 582100 D1203	Interest	3,053	-
		subtotal	\$ 3,053	\$ -
Debt Service Fund Total			\$ 5,473,513	\$ 5,351,086

SOLID WASTE FUND

The Organizational Chart is included under the *Finance* tab of this document.

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 FINANCE DEPARTMENT SOLID WASTE FUND (FUND 540) Five-Year Financial Summary					
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020
Revenue	\$ 3,233,631	\$ 3,284,129	\$ 3,871,624	\$ 4,359,146	\$ 4,180,762
<i>% Change</i>		1.6%	17.9%	12.6%	-4.1%
<i>average 5-year % change</i>		7.0%			
Expenditures	\$ 3,077,407	\$ 3,274,907	\$ 3,818,643	\$ 4,359,146	\$ 4,180,762
<i>% Change</i>		6.4%	16.6%	14.2%	-4.1%
<i>average 5-year % change</i>		8.3%			
Budget figures may include non-operating accounts such as reserve and carryforward fund balance. For an accurate comparison to prior-year actual activity, these accounts should be removed from the budgetary figures.					

FUND BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
FINANCE DEPARTMENT
SOLID WASTE FUND (FUND 540)
BUDGET REQUEST BY ACCOUNT**

Amended FY 2019 to FY 2020

	ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue										
	Licenses and Permits:									
	Solid Waste Permits (Penalties/Interest)	\$ 743	\$ 71	\$ 50	\$ -	\$ -	\$ -	\$ -	-	\$ -
	Charges for Services:									
(2)	Solid Waste Collection Fees	3,153,739	3,218,198	3,777,854	3,953,000	-	3,953,000	4,014,000	1.5%	61,000
	Solid Waste Tag Fees	992	294	1,308	1,000	-	1,000	1,500	50.0%	500
	Solid Waste Commercial Hauler Fees	24,991	27,950	27,189	25,000	-	25,000	25,000	0.0%	-
	Solid Waste Fees (Penalties/Interest)	44,189	28,522	45,199	30,000	-	30,000	40,000	33.3%	10,000
	Bad Check Fees	379	100	263	300	-	300	262	-12.7%	(38)
	Interest Earnings:	8,598	8,994	19,817	8,654	-	8,654	20,000	131.1%	11,346
	Other:									
	Miscellaneous Revenue	-	-	(56)	-	-	-	-	-	-
(4)	Carryforward Fund Balance	-	-	-	-	341,192	341,192	80,000	-76.6%	(261,192)
	Total	\$ 3,233,631	\$ 3,284,129	\$ 3,871,624	\$ 4,017,954	\$ 341,192	\$ 4,359,146	\$ 4,180,762	-4.1%	\$ (178,384)
Expenditures										
(1)	Personnel Services:									
	Salaries	\$ 19,785	\$ 37,248	\$ 38,117	\$ 39,552	\$ -	\$ 39,552	\$ 40,773	3.1%	\$ 1,221
	Benefits	15,601	32,753	33,224	37,357	-	37,357	39,071	4.6%	1,714
	subtotal	\$ 35,386	\$ 70,001	\$ 71,341	\$ 76,909	\$ -	\$ 76,909	\$ 79,844	3.8%	\$ 2,935

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
FINANCE DEPARTMENT
SOLID WASTE FUND (FUND 540)
BUDGET REQUEST BY ACCOUNT**

									<i>Amended FY 2019 to FY 2020</i>	
	ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMENDMENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Maintenance and Operations:										
(2)	Professional Services	\$ 3,070,236	\$ 3,164,395	\$ 3,659,933	\$ 3,885,400	\$ 855	3,886,255	\$ 4,044,400	4.1%	\$ 158,145
	Printing and Binding	15,266	17,721	24,481	19,200	-	19,200	22,202	15.6%	3,002
	Employee Travel	-	-	-	1,500	-	1,500	-	100.0%	(1,500)
	Employee Training	-	-	-	500	-	500	-	-100.0%	(500)
	IT Professional Services	4,444	4,567	6,999	4,945	-	4,945	4,816	-2.6%	(129)
	General Supplies and Materials	25,413	26,633	35,869	29,500	-	29,500	29,500	0.0%	-
	subtotal	\$ 3,115,359	\$ 3,213,316	\$ 3,727,282	\$ 3,941,045	\$ 855	\$ 3,941,900	\$ 4,100,918	4.0%	\$ 159,018
Other:										
	Bad Debt Expense	\$ (73,338)	\$ (8,410)	\$ 20,021	\$ -	\$ -	\$ -	\$ -	-	\$ -
	Tyler (Munis) Software	-	-	-	-	-	-	-	-	-
(3)	Non-Allocated/Reserve	-	-	-	-	340,337	340,337	-	-100.0%	(340,337)
	subtotal	\$ (73,338)	\$ (8,410)	\$ 20,021	\$ -	\$ 340,337	\$ 340,337	\$ -	-100.0%	\$ (340,337)
	Total	\$ 3,077,407	\$ 3,274,907	\$ 3,818,643	\$ 4,017,954	\$ 341,192	\$ 4,359,146	\$ 4,180,762	-4.1%	\$ (178,384)
Full-time Equivalent Positions		1.0	1.0	1.0	1.0		1.0	1.0		

Notes	
(1)	Variance due primarily to wage increases associated with the 3% performance-based merit program scheduled for April 1, 2020 (contingent upon a mid-year review of revenue trends) and growth in group insurance premiums.
(2)	This activity is primarily attributable to our private solid waste hauling contract .
(3)	Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2020 will occur subsequent to adoption of the budget.

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget:

FY 2020

Statement:

Revenue Summary by Account

Division/Project		Account Number	Title	FY 2019 Amended Budget	FY 2020 Recommended Budget
Solid Waste Administration		54015450 324110	Solid Waste Permits (Penalties/Interest)	\$ -	\$ -
" "		54015450 344110	Solid Waste Collection Fees	3,928,000	3,980,000
" "		54015450 344110 FSW00	Solid Waste Collection Fees (Downtown Sanitation Initiatives)	25,000	34,000
" "		54015450 344111	Solid Waste Tag Fees	1,000	1,500
" "		54015450 344140	Solid Waste Commercial Hauler Fees	25,000	25,000
" "		54015450 349900	Solid Waste Fees (Penalties/Interest)	30,000	40,000
" "		54015450 349930	Bad Check Fees	300	262
" "		54015450 361000	Interest Earnings	8,654	20,000
" "		54015450 389000	Miscellaneous Revenue	-	-
" "		54015450 395000	Carryforward Fund Balance	341,192	80,000
Total				\$ 4,359,146	\$ 4,180,762

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION		FY 2019 Amended Budget	FY 2020 Budget Request	Solid Waste Admin	Downtown Sanitation Initiatives
				15450	FSW00
521200	Professional Services	\$ 3,886,255	\$ 4,044,400	\$ 4,010,400	\$ 34,000
523400	Printing and Binding	19,200	22,202	22,202	-
523500	Employee Travel	1,500	-	-	-
523700	Employee Training	500	-	-	-
523900	IT Professional Services	4,945	4,816	4,816	-
531100	General Supplies/Materials	29,500	29,500	29,500	-
579000	Reserve	340,337	-	-	-
TOTAL		\$ 4,282,237	\$ 4,100,918	\$ 4,066,918	\$ 34,000

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020
Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
SOLID WASTE ADMINISTRATION	54015450 521200	Professional Services	Sanitation Collection Fees	3,250,000	3,400,000
			Glass Recycling Fees	580,000	580,000
			Garbage Tags	2,500	2,500
			Recycling/Hazardous Waste Collection Event	27,000	27,000
			Graphic Designer (brochures)	900	900
			subtotal	3,860,400	4,010,400
	54015450 523400	Printing and Binding	Sanitation Bill Statement (printing)	18,000	20,000
			Sanitation Brochure (printing)	1,200	2,202
			subtotal	19,200	22,202
	54015450 523500	Employee Travel	Software/Professional Development Conf.	1,500	-
			subtotal	1,500	-
	54015450 523700	Employee Training	Software/Professional Development Conf.	500	-
			subtotal	500	-
	54015450 523900	IT Professional Services	WAP Maintenance	14	14
			Domain Name Service - Amazon Web Services	3	2
			Developer License for MDM	1	1
			City Circuit Connection to Internet - AT&T	43	43
			Data Circuits (ASE) (AT&T)	123	123
			City Circuit Connection to Internet - Charter	8	8
			Load Balance	3	14
			Security - Patch Mgmt		57
			Data Center's Uninterruptible Power System	25	30
			Citywide Microsoft Licensing	50	421
			Drone to GIS Conversion	7	
			GIS Mobile Field Mapping & Data Collection	117	117
			Non-Xerox Printer Repair	17	11
			Database Management for Various City Departments	13	21
			Data Center Fire Suppression System	3	3
			Project event capture (Geevent - ESRI)	7	14
			Security (Tenable)	68	71
			Asset Mgmt (Lansweeper)	5	5
			ERPM - Red Identity Mgmt	22	14
			LogRhythm - Logging/Auditing		114
			Physical Security	14	20
			Technical Support for CISCO Network	100	40
			Conversion of LIDAR Data to ArcGIS	4	4

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

City of Alpharetta

Budget: FY 2020
Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

Division/Project Title	Account Number	Title	Account Detail	FY 2019 Adopted Budget	FY 2020 Recommended Budget
			Firewall	58	60
			SQL Monitoring Tool	11	11
			Wiring Services	23	23
			Consulting Services	55	55
			Citywide Virtual Infrastructure	105	99
			Maintenance Extensions	95	144
			City Circuit Connection to Internet - Zayo	59	59
			Backup and Replication/O365 backup		259
			Carbon Black		48
			Duo 2FA		52
			AdSelfService	23	15
			Line and Circuit Service	108	108
			GLS Monitoring and Support	135	136
			CISCO SMARTnet Telephony and Phone App Licenses	40	100
			Cisco phone infrastructure support	10	10
			Tyler Finance/ HR ERP	3,270	2,490
			Security Awareness Training (KnowBe4)	21	
			Microsoft User Training	21	
			Solarwinds Software Renewal	27	
			City Enterprise Data Management	46	
			City Virus, Adware, Spyware & Threat Protection	121	
			Client VPN	13	
			Manage Engine	57	
			subtotal	4,945	4,816
			General Supplies	2,000	2,000
	54015450 531100	General Supplies/Materials	Sanitation Bill Statement (postage)	27,500	27,500
			subtotal	29,500	29,500
			Administration Total	\$ 3,916,045	\$ 4,066,918
DOWNTOWN	54015450 521200 FSW00	Professional Services	Dumpster	25,000	34,000
SANITATION			subtotal	25,000	34,000
			Downtown Sanitation Initiatives Total	\$ 25,000	\$ 34,000
			Solid Waste Fund Total	\$ 3,941,045	\$ 4,100,918



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RISK MANAGEMENT FUND

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 RISK MANAGEMENT FUND (FUND 600) Five-Year Financial Summary					
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020
Revenue	\$ 1,291,522	\$ 1,413,028	\$ 1,400,421	\$ 1,672,636	\$ 1,507,300
<i>% Change</i>		9.4%	-0.9%	19.4%	-9.9%
<i>average 5-year % change</i>		4.5%			
Expenditures	\$ 1,070,391	\$ 1,722,734	\$ 1,457,620	\$ 1,672,636	\$ 1,507,300
<i>% Change</i>		60.9%	-15.4%	14.8%	-9.9%
<i>average 5-year % change</i>		12.6%			
Budget figures may include non-operating accounts such as reserve and carryforward fund balance. For an accurate comparison to prior-year actual activity, these accounts should be removed from the budgetary figures.					

FUND BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
RISK MANAGEMENT FUND (FUND 600)
BUDGET REQUEST BY ACCOUNT**

Amended FY 2019 to FY 2020

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
Charges for Services:									
Risk Fund	\$ 1,262,000	\$ 1,310,000	\$ 1,335,000	\$ 1,446,500	\$ -	\$ 1,446,500	\$ 1,499,800	3.7%	\$ 53,300
Interest Earnings:	3,984	4,754	9,247	4,000	-	4,000	7,500	87.5%	3,500
Other:									
General Fund Transfer	-	-	-	-	-	-	-	-	-
Insurance Proceeds	25,537	98,274	56,175	-	-	-	-	-	-
(1) Budgeted Fund Balance	-	-	-	-	222,136	222,136	-	-100.0%	(222,136)
Total	\$ 1,291,522	\$ 1,413,028	\$ 1,400,421	\$ 1,450,500	\$ 222,136	\$ 1,672,636	\$ 1,507,300	-9.9%	\$ (165,336)
Expenditures									
(2) Maintenance and Operations:									
Professional Services	\$ 93,457	\$ 121,077	\$ 131,408	\$ 132,000	\$ -	\$ 132,000	\$ 135,300	2.5%	\$ 3,300
Insurance Premiums									
Vehicle Insurance	135,169	143,111	159,588	170,000	-	170,000	170,000	0.0%	-
Property and Equipment Insurance	84,628	83,823	92,197	100,000	-	100,000	95,000	-5.0%	(5,000)
Fine Art Insurance	-	-	-	-	2,500	2,500	3,500	40.0%	1,000
General Liability Insurance	54,387	56,244	56,626	60,000	-	60,000	60,000	0.0%	-
Law Enforcement Liability Insurance	93,429	94,931	85,194	94,000	(2,500)	91,500	92,500	1.1%	1,000
Public Entity Liability Insurance	49,295	57,900	58,077	60,000	2,733	62,733	65,000	3.6%	2,267
Workers Compensation Excess Liability Insurance	87,050	100,239	103,609	107,000	-	107,000	107,000	0.0%	-
Criminal Liability Insurance	4,075	4,275	3,386	4,500	-	4,500	4,000	-11.1%	(500)
Cyber Liability	6,584	6,806	6,394	7,000	-	7,000	7,000	0.0%	-
Umbrella Liability Insurance	53,602	56,725	52,782	56,000	-	56,000	56,000	0.0%	-
Medical Services (PS Custody)	6,608	12,408	40,155	35,000	-	35,000	15,000	-57.1%	(20,000)

EXHIBIT B
FY 2020 Budget - Detail (2nd Reading)

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
RISK MANAGEMENT FUND (FUND 600)
BUDGET REQUEST BY ACCOUNT**

Amended FY 2019 to FY 2020

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Claims and Judgments	402,107	985,195	662,032	625,000	(623,549)	1,451	-	-100.0%	(1,451)
Vehicle	-	-	-	-	37,000	37,000	34,000	-8.1%	(3,000)
Property and Equipment	-	-	-	-	-	-	45,000	-	45,000
General Liability	-	-	-	-	23,000	23,000	28,000	21.7%	5,000
Law Enforcement Liability	-	-	-	-	-	-	-	-	-
Public Entity Liability	-	-	6,172	-	48,497	48,497	-	-100.0%	(48,497)
Workers Compensation	-	-	-	-	512,319	512,319	590,000	15.2%	77,681
Criminal Liability	-	-	-	-	-	-	-	-	-
Cyber Liability	-	-	-	-	-	-	-	-	-
Umbrella Liability	-	-	-	-	-	-	-	-	-
subtotal	\$ 1,070,391	\$ 1,722,734	\$ 1,457,620	\$ 1,450,500	\$ -	\$ 1,450,500	\$ 1,507,300	3.9%	\$ 56,800
Other:									
(1) Reserve	-	-	-	-	222,136	222,136	-	-100.0%	(222,136)
Total	\$ 1,070,391	\$ 1,722,734	\$ 1,457,620	\$ 1,450,500	\$ 222,136	\$ 1,672,636	\$ 1,507,300	-9.9%	\$ (165,336)

Notes:

- (1) Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carryforward for FY 2020 will occur subsequent to adoption of the budget.
- (2) Variances are based on current year-to-date premium expenditures and actuarial loss projections for risk claims (workers compensation, general liability, auto liability, etc.).
- (3) Claims and Judgement appropriations were broken-out into subcategories starting in FY 2019.

REVENUE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget:

FY 2020

Statement:

Revenue Summary by Account

Division/Project		Account Number	Title	FY 2019 Amended Budget	FY 2020 Recommended Budget
Risk and Safety Fund		60015550 341751	Risk Fund Charges for Services	\$ 1,446,500	\$ 1,499,800
" "		60015550 361000	Interest Earnings	4,000	7,500
" "		60015550 391100	Transfer-In from General Fund	-	-
" "		60015550 392300	Insurance Proceeds	-	-
" "		60015550 395000	Budgeted Fund Balance	222,136	-
Total				\$ 1,672,636	\$ 1,507,300

EXPENDITURE SUMMARY BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Summary by Project (Maintenance and Operations/Capital)

ACCOUNT DESCRIPTION		FY 2019 Amended Budget	FY 2020 Recommended Budget	Risk and Safety
				1555
521200	Professional Services	\$ 132,000	\$ 135,300	\$ 135,300
523110	Vehicle Insurance Premiums	170,000	170,000	170,000
523120	Property/Equipment Insurance Premiums	100,000	95,000	95,000
523125	Fine Art Insurance	2,500	3,500	3,500
523130	General Liability Insurance Premiums	60,000	60,000	60,000
523140	Law Enforcement Liability Insurance Premiums	91,500	92,500	92,500
523150	Public Entity Liability Insurance Premiums	62,733	65,000	65,000
523160	Workers Compensation Excess Liability Insurance Premiums	107,000	107,000	107,000
523180	Criminal Liability Insurance Premiums	4,500	4,000	4,000
523185	Cyber Liability Insurance Premiums	7,000	7,000	7,000
523190	Umbrella Liability Insurance Premiums	56,000	56,000	56,000
523195	Medical Services (PS Custody)	35,000	15,000	15,000
552200	Claims and Judgments	1,451	-	-
552201	Vehicles (Claims)	37,000	34,000	34,000
552202	Property/Equipment (Claims)	-	45,000	45,000
552203	General Liability (Claims)	23,000	28,000	28,000
552204	Law Enforcement Liability (Claims)	-	-	-
552206	Public Entity Liability (Claims)	48,497	-	-
552207	Workers Compensation (Claims)	512,319	590,000	590,000
552208	Criminal Liability (Claims)	-	-	-
552209	Cyber Liability (Claims)	-	-	-
552210	Umbrella Liability (Claims)	-	-	-
579000	Reserve	222,136	-	-
TOTAL		\$ 1,672,636	\$ 1,507,300	\$ 1,507,300

EXPENDITURE LINE-ITEM DETAIL BY **DIVISION/PROJECT**

City of Alpharetta

Budget: FY 2020

Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

				FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail		
Risk and Safety	60015550 521200	Professional Services	Risk/Claims Administration Service Fees	22,250	25,000
			GA Subsequent Injury Trust Fund Assessment	30,000	30,000
			Actuarial Analysis	11,000	11,500
			Workers Compensation Annual Assessment (State of GA)	6,000	5,500
			Insurance Package (Professional Services)	7,500	7,500
			Insurance Brokerage Service Fee	50,000	50,000
			3E Spill/Poison Hotline	-	800
			National Safety Council (Dues/Membership)	-	1,500
			Alternative Fuel and Highway Impact Fees	2,750	-
			Post Drug Testing	2,500	3,500
			subtotal	132,000	135,300
	60015550 523110	Vehicle Insurance Premiums	Insurance Premiums	170,000	170,000
			subtotal	170,000	170,000
	60015550 523120	Property/Equipment Insurance Premiums	Property/Equipment Insurance	100,000	95,000
			subtotal	100,000	95,000
	60015550 523125	Fine Art Insurance Premiums	Insurance Premiums	-	3,500
			subtotal	-	3,500
	60015550 523130	General Liability Insurance Premiums	Insurance Premiums	60,000	60,000
			subtotal	60,000	60,000
	60015550 523140	Law Enforcement Liability Insurance Premiums	Insurance Premiums	94,000	92,500
			subtotal	94,000	92,500
	60015550 523150	Public Entity Liability Insurance Premiums	Management Liability/Employment Practices		
			Insurance Premiums	60,000	65,000
			subtotal	60,000	65,000
	60015550 523160	Workers Compensation Excess Liability Insurance Premiums	Insurance Policy Premiums (Audit)	2,000	2,000
			Excess Liability Insurance Premiums	105,000	105,000
			subtotal	107,000	107,000
	60015550 523180	Criminal Liability Insurance Premiums	Insurance Premiums	4,500	4,000
			subtotal	4,500	4,000

City of Alpharetta

Budget: FY 2020
Statement: Expenditure Detail by Project (Maintenance and Operations/Capital)

				FY 2019 Adopted Budget	FY 2020 Recommended Budget
Division/Project Title	Account Number	Title	Account Detail		
	60015550 523185	Cyber Liability Insurance Premiums	Insurance Premiums	7,000	7,000
			subtotal	7,000	7,000
	60015550 523190	Umbrella Liability Insurance Premiums	Insurance Premiums	56,000	56,000
			subtotal	56,000	56,000
	60015550 523195	Medical Services (PS Custody)	Medical Costs for individuals under custody	35,000	15,000
			subtotal	35,000	15,000
	60015550 552200	Claims and Judgments	Claims and Judgments	625,000	-
			subtotal	625,000	-
	60015550 552201	Vehicle (Claims)	Claims and Judgments	-	34,000
			subtotal	-	34,000
	60015550 552202	Property/Equipment (Claims)	Claims and Judgments (e.g. PS Equipment)	-	45,000
			subtotal	-	45,000
	60015550 552203	General Liability (Claims)	Claims and Judgments	-	28,000
			subtotal	-	28,000
	60015550 552204	Law Enforcement Liability (Claims)	Claims and Judgments	-	-
			subtotal	-	-
	60015550 552206	Public Entitiy Liability (Claims)	Claims and Judgments	-	-
			subtotal	-	-
	60015550 552207	Workers Compensation (Claims)	Claims and Judgments	-	590,000
			subtotal	-	590,000
	60015550 552208	Criminal Liability (Claims)	Claims and Judgments	-	-
			subtotal	-	-
	60015550 552209	Cyber Liability (Claims)	Claims and Judgments	-	-
			subtotal	-	-
	60015550 552210	Umbrella Liability (Claims)	Claims and Judgments	-	-
			subtotal	-	-
Risk Management Fund				\$ 1,450,500	\$ 1,507,300



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MEDICAL INSURANCE FUND

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 MEDICAL INSURANCE FUND (FUND 605)					
Five-Year Financial Summary					
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020
Revenue	\$ 6,559,028	\$ 6,742,205	\$ 6,999,839	\$ 8,370,517	\$ 7,686,909
<i>% Change</i>		100.0%	3.8%	19.6%	-8.2%
<i>average 5-year % change</i>		28.8%			
Expenditures	\$ 6,635,089	\$ 5,701,963	\$ 6,763,958	\$ 8,370,517	\$ 7,686,909
<i>% Change</i>		100.0%	18.6%	23.8%	-8.2%
<i>average 5-year % change</i>		33.6%			

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.

FUND BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
MEDICAL INSURANCE FUND (FUND 605)
BUDGET REQUEST BY ACCOUNT**

								<i>Amended FY 2019 to FY 2020</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND- MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
Charges for Services:									
Medical Insurance Premiums									
Employer Contribution	\$ 5,802,177	\$ 6,007,327	\$ 6,249,906	\$ 6,455,648	\$ -	\$ 6,455,648	\$ 6,972,100	8.0%	\$ 516,452
Employee Contribution	715,904	734,753	749,815	714,809	-	714,809	714,809	0.0%	-
Medical Fund Charges	40,831	-	-	-	-	-	-	-	-
Interest:	116	126	119	-	-	-	-	-	-
Other:									
Budgeted Fund Balance	-	-	-	1,500,000	(299,940)	1,200,060	-	-100.0%	(1,200,060)
Total	\$ 6,559,028	\$ 6,742,205	\$ 6,999,839	\$ 8,670,457	\$ (299,940)	\$ 8,370,517	\$ 7,686,909	-8.2%	\$ (683,608)
Expenditures									
Maintenance and Operations:									
Medical Premiums	\$ 1,341,840	\$ 1,347,126	\$ 1,506,906	\$ 1,637,589	\$ -	\$ 1,637,589	\$ 1,750,000	6.9%	\$ 112,411
Other:									
Medical Claims	5,293,250	4,354,837	5,257,053	5,487,755	-	5,487,755	5,891,909	7.4%	404,154
Reserve:	-	-	-	45,113	(299,940)	(254,827)	45,000	-117.7%	299,827
Transfers-Out:									
OPEB Trust Fund	-	-	-	1,500,000	-	1,500,000	-	-100.0%	(1,500,000)
Total	\$ 6,635,089	\$ 5,701,963	\$ 6,763,958	\$ 8,670,457	\$ (299,940)	\$ 8,370,517	\$ 7,686,909	-8.2%	\$ (683,608)



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OPEB TRUST FUND

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 OPEB HEALTH TRUST FUND (FUND 790) Five-Year Financial Summary						
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020	
Revenue	\$ 108,261	\$ 120,743	\$ 101,591	\$ 105,000	\$	60,000
<i>% Change</i>		11.5%	-15.9%	3.4%		-42.9%
<i>average 5-year % change</i>		-11.0%				
Expenditures	\$ 46,415	\$ 47,494	\$ 7,686	\$ 105,000	\$	60,000
<i>% Change</i>		2.3%	-83.8%	1266.1%		-42.9%
<i>average 5-year % change</i>		285.4%				

FUND BUDGET SUMMARY

CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
OPEB HEALTH TRUST FUND (FUND 790)
BUDGET REQUEST BY ACCOUNT

Amended FY 2019 to FY 2020

ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND-MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
Miscellaneous Revenue:									
OPEB Health Trust Funding									
Employer Contribution	\$ 85,000	\$ 85,000	\$ 85,200	\$ 85,000	\$ -	\$ 85,000	\$ 30,000	-64.7%	\$ (55,000)
Employee Contribution	20,416	29,283	-	20,000	-	20,000	20,000	0.0%	-
OPEB Health Reimbursement Benefit									
Employer Contribution	-	-	-	550,000	(550,000)	-	-	-	-
Interest:	2,846	6,460	16,391	-	-	-	10,000	-	10,000
Transfer-In:									
Medical Insurance Fund	-	-	-	1,500,000	(1,500,000)	-	-	-	-
Total	\$ 108,261	\$ 120,743	\$ 101,591	\$ 2,155,000	\$ (2,050,000)	\$ 105,000	\$ 60,000	-42.9%	\$ (45,000)
Expenditures									
Maintenance and Operations:									
OPEB Benefits	\$ 46,415	\$ 47,494	\$ 7,686	\$ 105,000	\$ -	\$ 105,000	\$ 60,000	-42.9%	\$ (45,000)
OPEB Health Reimbursement Benefits	-	-	-	2,050,000	(2,050,000)	-	-	-	-
Reserve:									
OPEB Trust Fund	-	-	-	-	-	-	-	-	-
OPEB Health Reimbursement Benefits	-	-	-	-	-	-	-	-	-
Total	\$ 46,415	\$ 47,494	\$ 7,686	\$ 2,155,000	\$ (2,050,000)	\$ 105,000	\$ 60,000	-42.9%	\$ (45,000)

Notes:

Fiscal Years 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.

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).



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OPEB REIMBURSEMENT **FUND**

5-YEAR FINANCIAL SUMMARY

CITY OF ALPHARETTA RECOMMENDED BUDGET FY 2020 OPEB REIMBURSEMENT TRUST FUND (FUND 791) Five-Year Financial Summary					
	Actual FY 2016	Actual FY 2017	Actual FY 2018	Amended Budget FY 2019	Recommended Budget FY 2020
Revenue	\$ -	\$ -	\$ -	\$ 2,050,000	\$ 581,000
<i>% Change</i>		-	-	-	-71.7%
<i>average 5-year % change</i>		-			
Expenditures	\$ -	\$ -	\$ -	\$ 2,050,000	\$ 581,000
<i>% Change</i>		-	-	-	-71.7%
<i>average 5-year % change</i>		-			

FUND BUDGET SUMMARY

**CITY OF ALPHARETTA
RECOMMENDED BUDGET FY 2020
OPEB REIMBURSEMENT TRUST FUND (FUND 791)
BUDGET REQUEST BY ACCOUNT**

								<i>Amended FY 2019 to FY 2020</i>	
ACCOUNT DESCRIPTION	ACTUAL FY 2016	ACTUAL FY 2017	ACTUAL FY 2018	ADOPTED BUDGET FY 2019	BUDGET AMEND-MENTS	AMENDED BUDGET FY 2019	RECOMMENDED BUDGET FY 2020	% INCREASE (DECREASE)	\$ INCREASE (DECREASE)
Revenue									
Miscellaneous Revenue:									
OPEB Health Reimbursement Benefit									
Employer Contribution	\$ -	\$ -	\$ -	\$ -	\$ 550,000	\$ 550,000	\$ 575,000	4.5%	\$ 25,000
Interest:	-	-	-	-	-	-	6,000	-	6,000
Transfer-In:									
Medical Insurance Fund	-	-	-	-	1,500,000	1,500,000	-	-100.0%	(1,500,000)
Total	\$ -	\$ -	\$ -	\$ -	\$ 2,050,000	\$ 2,050,000	\$ 581,000	-71.7%	\$ (1,469,000)
Expenditures									
Maintenance and Operations:									
OPEB Health Reimbursement Benefits	\$ -	\$ -	\$ -	\$ -	\$ 2,050,000	\$ 2,050,000	\$ 581,000	-71.7%	\$ (1,469,000)
Reserve:	-	-	-	-	-	-	-	-	-
OPEB Health Reimbursement Benefits	-	-	-	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ 2,050,000	\$ 2,050,000	\$ 581,000	-71.7%	\$ (1,469,000)

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).



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APPENDIX

Alpharetta Convention & Visitors Bureau Fiscal Year 2020 Budget

Alpharetta Convention & Visitors Bureau Fiscal Year 2020 Adopted Budget

Occupancy Tax Revenues	\$ 3,675,000
Interest Income	1,600
Accumulated Surplus	607,184
TOTAL REVENUE	\$ 4,283,784
Salary & Benefits	\$ 1,120,508
Accounting & Legal Fees	20,000
Advertising	
<i>Georgia/Metro Atlanta Ads</i>	283,280
<i>National/Regional Ads</i>	770,045
Business License	350
Computer Equipment	16,500
Business Development	
Ameris Bank Amphitheatre	128,000
Conference Center	500,000
Meeting Planners FAMs	75,000
Braves	16,500
Computer Software/Maintenance	58,660
Research	25,600
Contingency Fund	68,175
Insurance	3,700
Meeting Expenses	46,800
Membership Dues	27,856
Subscriptions	750
Office Equipment/Leases	9,640
Office Rent (utilities, cleaning, security)	93,755
Office Supplies/Furniture	30,670
Postage/Shipping	39,000
Premiums/Gifts	39,500
Printing/Production	185,750
Taxes/Leased Equipment	1,000
Public Relations	210,800
Sponsorships/Bid Fees	337,300
Telephone/ISP	30,000
Tradeshows/Conference/Professional Development	138,645
Staff Development	6,000
TOTAL EXPENSES	\$ 4,283,784



www.alpharetta.ga.us



AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA, TO FIX THE AD VALOREM TAX RATE OF THE CITY OF ALPHARETTA, GEORGIA FOR THE FISCAL YEAR COMMENCING JULY 1, 2019, AND ENDING JUNE 30, 2020; AND FOR OTHER PURPOSES.

BE IT ORDAINED by the Mayor and City Council of the City of Alpharetta, Georgia as follows:

SECTION I: The ad valorem tax rate for the City of Alpharetta, Georgia for the 2019 calendar year, on property subject to ad valorem taxation by the City is hereby fixed at \$5.750 on forty percent (40%) of each \$1,000.00 of property subject to ad valorem tax by the City.

SECTION II: Said rate of \$5.750 on forty percent (40%) of each \$1,000.00 of taxable property is hereby levied as follows:

(a) For General Government purposes \$4.820 on forty percent (40%) of each \$1,000.00 of taxable property.

(b) For the purpose of retiring outstanding General Obligation bonds, \$0.930 on forty percent (40%) of each \$1,000.00 of taxable property.

SECTION III: All ordinances and parts of ordinances in conflict herewith are hereby repealed.

ADOPTED AND APPROVED this ____ day of _____, 2019.

CITY OF ALPHARETTA, GEORGIA

By: _____
Mayor

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

(SEAL)

Attest:

City Clerk



CITY COUNCIL MEETING STAFF REPORT

Submitting Department: Recreation and Parks
Submitted By: Ruby Flynn
Meeting Date: June 3, 2019

I. AGENDA ITEM TITLE: ON CALL PARK TRAIL CONSTRUCTION SERVICES (RFQ 19-1005)

II. RECOMMENDATION:

Award RFQ #19-1005 to Steele & Associates Incorporated as an On-Call contract to provide Park Trail construction services to support the City's Construction of New Park Space initiative and authorize the Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: YES

INCLUDED IN CURRENT FY
OPRT. BUDGET: NO

TOTAL PROJECT COST: CONTRACT COSTS WILL BE FUNDED
THROUGH CURRENT CAPITAL APPROPRIATIONS.

APPROPRIATIONS:

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

EXTERNAL FUNDING SOURCES:

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

IV. REPORT IN BRIEF:

The award of this Request for Qualifications is for a trail construction company to build natural trails as the City develops it's community parks. The awarded vendor will provide the necessary labor, equipment and materials to construct trails in designated parks as designed by one of our on-call design firms.

In an effort to execute Council's Design and Construction of new Park Spaces capital initiative, an RFQ was prepared by a Committee including representatives from Alpharetta Recreation, Parks and Cultural Services, and Community Development as well as Finance. RFQ 19-1005 was advertised through March with proposals received by April 18, 2019.

The City received a total of five (5) responses which were submitted to the Evaluation Committee for review and ranking.

The Evaluation Committee met May 9, 2019 to tabulate the overall scores. Each proposal was evaluated based on the following criteria: Firm experience (25%); Project Manager/Project Team Qualifications (25%), Professional Trail Builder Association (PTBA) certified (10%); Reference/Completed Project (40%). There were no submittals that qualified for Alpharetta Vendor Preference. The resulting scores were as follows (ranking of "1" to "5" with "5" being the highest):

1. Steele & Associates Inc.: 4.95
2. Integrated Construction & Nobility Inc.: 4.09
3. Tri-Scapes Inc.: 3.57
4. Excellere Construction LLC: 2.85
5. Chattahoochee Group Inc.: 2.72

Staff found the two highest scoring companies, Steele & Associates and Integrated Construction & Nobility, Inc. to be the most experienced in construction of the natural trails which are the type of trails that are being designed in the majority of our new park construction plans. Their body of work reflected a specific experience to the construction of walking trails. The other interested companies had a broader scope of experience with limited work in this specific area. These two

firms came highly recommended from other local governments such as Forsyth County, Gwinnett County, Rockdale County, and the City of Roswell which are engaged in similar construction initiatives. Their experience expands from walking trails to boardwalks, mountain bike trails, and equestrian trails which are all potential projects that the City may pursue.

Staff recommends awarding RFQ 19-1005 to two on-call firms to service the construction of our new park trails to Steele & Associates and Integrated Construction & Nobility, Inc. The intent is to request an updated proposal from each firm as specific projects arise. A decision will be made at the time of construction on which firm will provide the best value to perform the work..

V. ALTERNATIVES:

VI. ATTACHMENTS:

Steele and Assoc. Attachment A - SAI Qualification Documents for Alpharetta (2), Steele and Assoc. Attachment A - SAI Qualification Documents for Alpharetta (1), RFQ 19-1005 Team Evaluation, 00 RFQ 19-1005 On-Call Park Trail Construction Services, 0 Cover - Table of Contents, 1. Cover Letter, 2. Company Profile, 3. References-Sample Projects, 4. Resumes and Key Experience, Appendix A- Required Forms, Appendix B- Additional Information

**CITY OF ALPHARETTA
REQUEST FOR QUALIFICATIONS (RFQ)
(THIS IS NOT AN ORDER)**



Finance Department
2 Park Plaza
Alpharetta, GA 30009
P: (678) 297-6052
F: (678) 297-6093
purchasing@alpharetta.ga.us

RFQ TITLE: ON-CALL PARK TRAIL CONSTRUCTION SERVICES

RFQ #: 19-1005

RFQ RESPONSE DUE DATE/TIME: APRIL 18, 2019 10:00 AM

RFQ ISSUE DATE: MARCH 14, 2019

NUMBER OF PAGES: 32

SINGLE POINT OF CONTACT DURING PROCUREMENT PROCESS

PROCUREMENT AGENT: ABIGAIL (ABBY) SHIPP

City of Alpharetta Phone: 678-297-6052 FAX: 678-297-6093

Finance Department Email: purchasing@alpharetta.ga.us

2 Park Plaza

Alpharetta, GA 30009

Procurement Website: <https://www.ebidexchange.com/alpharetta>

INSTRUCTIONS TO SUBMIT A STATEMENT OF QUALIFICATION (SOQ):

1. CITY HALL NORMAL HOURS FOR DELIVERIES: MON-THURS 8:30 AM-5:00 PM; FRI 8:30 AM-4:30 PM
2. SOQ RESPONSE MUST BE SEALED IN OPAQUE PACKAGING; NO FAXED OR EMAILED RESPONSES ACCEPTED
3. SUBMIT UNBOUND (3-RING BINDER OK) **ONE** PAPER ORIGINAL WITH ORIGINAL SIGNATURES; **FIVE** PAPER COPIES OF ORIGINAL; AND **SIX** CD-ROM/FLASH DRIVE COPY OF ORIGINAL
4. NO PUBLIC OPENING WILL BE HELD FOR RFQ RESPONSES

RETURN SEALED SOQ TO:

CITY OF ALPHARETTA
FINANCE DEPARTMENT
CITY HALL 1ST FLOOR CASHIER'S OFFICE
2 PARK PLAZA
ALPHARETTA, GA 30009
ATTN: ABIGAIL (ABBY) SHIPP

EXTERIOR OF OFFEROR'S SEALED ENVELOPE/PACKAGE MUST NOTE:

Offeror's Name and Address
RFQ Title & Number as noted on top of this page
RFQ Due Date & Time as noted on top of this page
(or as may be changed by Official Written Addendum)

THIS PAGE MUST BE COMPLETED, SIGNED, AND RETURNED WITH EACH RESPONSE

By signing and returning this form with an SOQ, the authorized signer and represented firm have read, understand, and agree to information within this Request for Qualifications and with required and informational documents, files, and/or forms posted to webpage for this RFQ and made part of this RFQ and any contract that may be awarded as a result of response to this RFQ. Furthermore, Offeror acknowledges and agrees that Offeror has carefully examined and fully understands the provisions and requirements of this RFQ, has made a personal examination of the site of the proposed work (if applicable), is satisfied as to the actual conditions and requirements of the proposed Work, and hereby proposes and agrees that if Offeror's SOQ is accepted, Offeror will contract with the City in full conformance with the Contract Documents.

FIRM/ OFFEROR NAME:

Steele & Associates Inc.

FIRM/OFFEROR MAILING ADDRESS:

7561 Industrial Ct, Alpharetta GA 30004

FIRM/ OFFEROR PHONE NUMBER(S):

678-614-8300

FIRM/ OFFEROR FAX NUMBER(S):

770-475-8167

EMAIL ADDRESS FOR OFFEROR'S CONTACT:

Aaron Steele @ Tailored Trails.net

AUTHORIZED OFFEROR SIGNATURE:

Aaron Steele

PRINTED NAME OF SIGNER:

Aaron Steele

OFFEROR FEDERAL I.D. NUMBER:

58-1209305

OFFEROR DUNS NUMBER:

036454288



RFQ 19-005 "On Call Park Trail Construction Services"

Steele & Associates Inc.
7561 Industrial Ct.
Alpharetta, GA 30004

To whom it may concern,

Steele & Associates is a fourth generation family business that has been working continuously since 1952. We are a current member of the Professional Trailbuilders Association in good standing, and we have a long portfolio of trail and greenway work that makes us uniquely qualified. Beyond the multitude of individual projects, we have held the annual trail construction and repair contract in Gwinnett county since 2007.

Our primary office is located on McFarland Pkwy and Hwy 9 just north of the Forsyth/Fulton border, so we are very close to Alpharetta, and we can respond very quickly when needed. We have attached a statement of qualifications that delves further into our history, equipment and personell. It also includes a variety information sheets for recent projects that will lend perspective to the types of work we have performed.

Aaron Steele will be the project manager for the duration of the project, and he can be reached at (678) 614-8300. You can find our company address, email addresses and other contact information on the other attached forms in this package.

Please review the submitted information, and let us know if there are any questions or concerns. We hope that we are fortunate enough to be able to work with you all very soon!

Thank you,

Aaron Steele
Project Manager

**Affidavit Verifying Contractor Participation in Federal Work
Authorization Program (E-Verify/I-9)**

GEORGIA

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

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

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

40641
Federal Work Authorization (E-Verify) User Identification Number

2/2007
Date of Authorization

Steele & Associates, Inc.
Name of Contractor

On-call Park Trail Construction
Name of Project

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

Executed on April 15, 2019 in Alpharetta (city), GA (state).

[Signature]
Signature of Authorized Officer or Agent

Aaron Steele
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE 15 DAY OF April, 2019.

Lauren Huntsman
NOTARY PUBLIC

My Commission Expires:

9/9/19



City of Alpharetta Disclosure Form and Certificate of Non-Collusion

**DISCLOSURE FORM and CERTIFICATE OF NON-COLLUSION**

Bidder must disclose any possible conflict of interest with any City of Alpharetta (City) elected official and/or employee and if a known relationship exists between any principal or employee of your corporation, firm, team, organization, or person and any City elected official and/or employee. Relationship may consist of financial, personal, or family relations or may be in the form of campaign contributions to elected officials.

If, to your knowledge, no relationship exists, this shall be stated in your response. Failure to disclose such a relationship (or lack thereof) may result in response being declared non-responsive and will not be considered further. If already awarded, may result in cancellation of a purchase and/or contract as a result of your response.

Check one of the following, as it applies to your firm and this request. Use additional forms if needed:

- ☒ **No known relationship exists.** *If this box checked, skip to signature and firm information at bottom of form.*
- ☐ **Relationship does exist.** *If this box checked, include the name and position of the City Official to whom a campaign contribution was made or official/employee relationship. Use a separate form for each official to whom a contribution has been made within the past two (2) years or for additional official/employee relationships.*

Elected Official name and position:	
Amount/Value of Contribution:	
Date and description of Contribution:	
List other Relationship Type and name of City Employee/Official:	

By signing this form, I certify that:

- As an officer of this firm, or per the attached letter of authorization, I am duly authorized to certify the information provided herein is accurate and true; and my firm shall comply with all State and Federal Equal Opportunity and Non-Discrimination requirements and conditions of employment.
- That the firm's response is made without prior understanding, agreement, or connection with any corporation, firm, team, organization, or person submitting a response for the same materials, supplies, equipment, opportunity, or services and is in all respects fair and without collusion or fraud. My firm understands and agrees that bid/proposal collusion is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards; and
- That the provisions of the Official Code of Georgia Annotated, Sections 45-10-20 et seq. have not been violated and will not be violated in any respect. O.C.G.A. 45-10-20 through 45-10-28 provide that it is unlawful for a state [City] employee to transact business with the agency by which that person is employed for himself, on behalf of a business in which the employee or his/her spouse or dependents has a substantial interest, or on behalf of anyone as agent, broker, dealer, or representative. Transacting business in defined as selling real property, personal property, or services, or purchasing surplus real or personal property.

Firm's Full Legal Name:
(PLEASE TYPE OR PRINT)

Steele + Associates Inc.

Authorized Signature:

Aaron Steele

Printed Name and Title of Person
Signing:

Aaron Steele

Date:

4/15/19

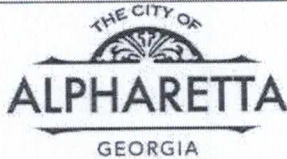
Firm's Address:

7561 Industrial Ct. Alpharetta GA 30004

Contact's Email Address:

aaron.steele@tailoredtrails.net

**This form must be completed in its entirety, signed by the firm's authorized signer and returned with your response in order for the response to be eligible for consideration.*

**Certification Regarding Debarment, Suspension, Proposed
Debarment, and Other Responsibility Matters****CERTIFICATION REGARDING DEBARMENT,
SUSPENSION, PROPOSED DEBARMENT,
AND OTHER RESPONSIBILITY MATTERS**

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

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

Firm's Full Legal Name:
(PLEASE TYPE OR PRINT)

Steele + Associates Inc.

Authorized Signature:

Printed Name and Title of
Person Signing:

Arn Steele
Arn Steele

Date:

4/15/19

Firm's Address:

7861 Industrial Ct. Alpharetta, GA 30004

Contact's Email Address:

arnsteele@tailoredtrails.net

**This form must be completed in its entirety, signed by the firm's authorized signer and returned with your response in order for the response to be eligible for consideration.*

Form W-9
(Rev. November 2017)
Department of the Treasury
Internal Revenue Service

Give Form to the requester. Do not send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Steele & Associates, Inc.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions. 7501 Industrial court	Requester's name and address (optional)
6 City, state, and ZIP code Alpharetta, GA 30004	
7 List account number(s) here (optional)	

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

Social security number

or

Employer identification number

58 - 1209305

Under penalties of perjury, I certify that:

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

**Sign
Here**

Signature of
U.S. person ▶

Date: _____

4/15/19

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

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

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

- Form 1099-INT (interest earned or paid)

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

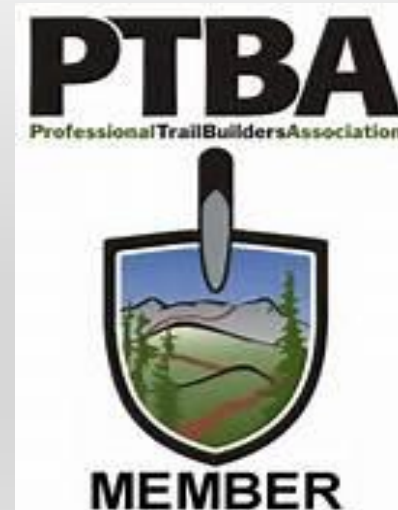
Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

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



Prepared for: Alpharetta, GA
RFQ: 19-1005
On-Call Park Trail Construction Services

7561 Industrial Ct.
Alpharetta, GA 30004
Office: (770) 475-8199
Fax: (770) 475-8167
Project Manager/Estimator: Aaron Steele
Aaronsteele@TailoredTrails.net
www.TailoredTrails.net





Introduction And History

- Steele & Associates Inc. (SAI) is a fourth generation, family owned company that has been active in the construction industry for over 66 years. We have been building natural surface trails and concrete greenways in the Atlanta area professionally for over a decade, and have been trail enthusiasts for many years prior to that. Our home office is located in southern Forsyth county, and we also have a field office/yard facility in southern Gwinnett - both of which are conveniently located adjacent to Hall county.
- Starting out as a utility contractor in 1951, SAI owns and operates a wide array of construction equipment; some that is specific for trail construction projects. The equipment combined with our knowledge and passion for building sustainable trail systems, that has enabled us to develop and utilize equipment and construction practices that are effective in the most environmentally sensitive of areas, as well as built trails that provide the safest and most desirable routes for the users.
- In 1996, project manager Aaron Steele was looking for an Eagle scout project, and having had years of experience with hiking, backpacking and mountain biking he was interested in possibly building a nature trail. The search led to Mimosa elementary school in Roswell GA, which had a small area of unused forested area behind the school, with very little outdoor recreation options for the children. The end result was the construction of a 1000' nature trail and outdoor classroom including a large gazebo. The trail was well received by the school and the students, and that experience fueled the desire to incorporate trails into both his professional life later on. In the process of completing utility projects for the forest service, and various government agencies, SAI had the opportunity to build and repair small sections of trails that were disturbed by construction, but it wasn't until 2007 that we had our first real opportunity to build a large trail system from scratch.



- In the summer of 2007, we were awarded the first of two consecutive multi-year trail construction demand services contracts by Gwinnett county. Over the course of the next eight years, we have built many miles of mountain bike single track, equestrian, and pedestrian hiking trail. The range of our services included everything from complete trail design and layout to turn key construction of multi-loop trail systems, and both contracts included a significant amount of trail repair and reconstruction work. We were tasked with individual work orders ranging from simple drainage repairs, to re-routes of large section of trail that was either poorly designed or badly damaged.
- Beginning in 2010, we constructed our first greenway segment with the installation of Ivy Creek Greenway phase 1 to connect George Pierce park to the existing Suwanee greenway. This trail was a just over a mile of 6" thick, 10' wide concrete trail that included boardwalks, scenic overlooks, and small connection trails to tie other amenities in the park together. Ever since, we have renovated greenway segments on Ivy Creek phase 4, installed a new segment for the city of Johns Creek, and most recently, completed a 1 ½ mile conversion and reroute of the woodland and beach trails at Little Mulberry park, and the first phase of the Brushy Creek greenway for the city of Suwanee. We recently completed the fourth phase of the South Fork trail for Dekalb county and the PATH foundation, and we are currently working on an extension of the Big Creek greenway for Forsyth County.
- As a trail construction contractor, we have worked to continue to grow and expand our horizons. In 2016 we were accepted as a member of the prestigious Professional Trail Builders Association, as one of only three members in the state of Georgia. This alliance allows us to connect regularly with our industry peers to increase our knowledge and experience, as well as teach others. We are one of only two members in the state as of June 2018.
- In 2017, Tailored Trails was established as a more marketable entity, and a way to make it more clear what our focus was to prospective clients. Our website, www.tailoredtrails.net was created.

Firm Key Personnel Experience

- Aaron Steele has been a project manager with Steele & Associates Inc. for over fourteen years. Starting in 2008, Steele undertook its largest trail job to date with Harbins park in Dacula Georgia. Ever since, Steele has built and repaired dozens of miles of equestrian, hiking and mountain bike trails. He has also overseen the construction of multiple concrete greenway trails, and more recently boardwalks and elevated sidewalks for the city of Johns Creek as well as the Mulberry trail system construction for Gwinnett county. He has attended training courses provided by the Professional Trail Builders Association as well as studied construction means and methods from IMBA and other colleagues in the trail construction field. He has partnered directly with SORBA chapters, primarily in Gwinnett county to ensure that the best practices were followed for the construction of mountain bike single track. This included both hand built and machine built trails. He has completed the OSHA 30 hr. certification, and competent person trenching and grading certification. He is a Level 1A certified from the Georgia soil and water conservation commission. Aaron would be the project manager for duration of the contract, and act as the liaison between the owner and SAI. He is typically on site with the crew about 1/3 of the time.
- Bobby Russell has been with Steele for nearly thirty years, and is our primary trail construction superintendent. Bobby has been managing our trail work for the last seven years, and many of the projects on the above list are a result of his work. He has considerable experience with both natural surface trail design and construction, and concrete trails of all sizes. He is an expert operator, and has been trained to recognize both the flow of the trail, as well as the hydrology of the area to prevent water from being an erosive factor. Most recently, he directly supervised all construction of the Mulberry concrete and natural surface trails from start to finish. Bobby has completed his OSHA 30-hour certification, GUCA confined space trained, and is a licensed construction superintendent. He is also level 1A certified from the Georgia soil and water conservation commission. As the superintendent, Bobby is responsible for the day to day operations in the field, and will be on site 100% of the time.
- Brandon Foreman is our trail foreman. He has been with Steele for over 10 years, and has been working on the trail crew for eight years. He has worked on almost every trail project we have participated in professionally, and he has a wealth of experience. Typically, he is responsible for operating the Dingo during natural surface trail construction as well as being responsible for completing the finishing and cleaning of the trail behind the excavator. He has completed his OSHA 10-hour certification, GDOT flagging course, GUCA confined space certified and has been safety trained on all equipment owned by SAI. Brandon will be on site 100% of the time as the project foreman.

Reference & Current Projects

References Contact Information:

- Bette Conaway: Gwinnett County GA Senior Park Planner (678) 822-8840
- Marcie Moore: Gwinnett County GA Greenspace Coordinator (770) 362-5008
- Andrew Hammer: Rockdale County GA Parks Project Manager (770) 278-7091
- Matthew Pate: Forsyth County Trail Directors (404) 784-6073
- Kevin McCauley: Blue Heron Nature Preserve Director (404) 455-3650
- Rusty Andrews: Peachstate Construction Project Manager (404) 886-4954
- Brian Green: Nature Bridges Project Manager (850) 685-6644
- Stephen Rhoades: Forsyth County Capital Projects Mgr (678) 965-8863
- Jim Garrigus: Vice President of Development St. Bourke Asset Management (770) 294-9401
- Keith Hightower: A.V.P. of Hayes James Engineering (770) 923-1600 X155

Current Workload:

- We are working with Blue Heron nature preserve on a full renovation and expansion of their trail system including hiking paths, timber stairs, FRP bridges and a timber boardwalk. We are also in the final phase of a new 5 mile mountain bike trail system at the South Rockdale Community park in coordination with Rockdale county and SORBA mountain bike group.



Firm Understanding, Approach & Equipment

- When planning a trail construction project, one of the most important considerations (aside from the land itself) is the end user. Even though a trail may look great on a topographic map, hikers, equestrian riders, and mountain bikers may all disagree on the most important features that makes a great trail. After a trail design has been laid out, we utilize Trimble and Google software to map the trail route(s) precisely and utilize that information to create precise GPS coordinates that are then loaded onto a hand held GPS unit. At that point, we send a layout crew (usually led by one of our project managers or superintendents) into the field to mark the trail with high visibility flagging tape. With their trail building expertise, the layout crew can make field adjustments to take advantage of better drainage, or more interesting features such as a scenic vista, or an interesting rock outcrop that might not be as obvious during the design phase. Once the trail has been flagged, we generally find it that it is helpful to walk the trail with an owner's representative to review the layout and approve any potential reroutes prior to the commencement of construction.
- Once the layout design has been agreed upon, we typically mobilize a three or four-man crew for work involving the construction of natural surface trails. The mini excavator leads the way to remove obstructions and create a rough trail bed and its thumb is utilized as necessary to remove small trees and obstructions and carefully move them out of the way. This technique has proven to be far less destructive than cutting trees with a chainsaw, because falling trees often damage their surroundings. The Dingo uses a bucket attachment to remove and/or distribute excess dirt, as well as a hydraulic grapple to move large tree sections or boulders as necessary.
- Typically, hand finishing is utilized in environmentally sensitive areas. Rocks and roots are carefully removed using metal tine rakes and machetes, and backslopes are finished with mattocks and pulaskis. This is all completed prior to compaction using a hydraulic plate compactor attachment for the Dingo, or using a small gas powered plate compactor.

Firm Understanding, Approach & Equipment Continued



- Alternatively, a "York Rake" attachment (connected to an ATV) can also be used during this process to quickly remove any unwanted rocks or roots from the trail bed. The back slope is created initially by the mini excavator, and finished using hand tools. Finally, the Dingo's hydraulic compaction plate is used on the trail bed so that all destabilized soil is compacted and covered before the end of each work day. Upon completion of the trail, we conduct a final inspection with the Owner's representative and take care of any punch list items as necessary before demobilization.
- The equipment to be used has been carefully selected to (a) minimize our impact on the environment and (b) maximize our ability to efficiently create and shape the trail. Our primary tools are a Kubota KX-91 and Kubota U17 mini excavators. Both have rubber tracks which are less damaging to the soil and root systems of the trees, and both are small machines with widths of 5 foot or less. In addition, both have a "thumb" attachment which allows the operator to carefully grab debris and small trees and remove them without having to excavate and disturb the surrounding soil. We also employ the use of a small, 3' wide walk behind skid steer machine manufactured by Toro (called the "Dingo"). The Dingo also has rubber tracks and has a quick coupling system that allows it to utilize a variety of attachments. One of the most important attachments is a compaction plate which uses the hydraulic power of the Dingo to compact and vibrate the soil once it has been prepared, producing an extremely flat and hard finished surface.
- We typically use Polaris ATVs and UTVs to carry both tools and members of the crew to and from the work site. These machines all have rubber tires and they are both light enough and compact enough to limit disturbance of the environment to a minimum. Finally, we have two dump vehicles; A Benford mini dump that is approximately 5' wide helps move large quantities of material, while our Komatsu CD-60R tracked dump can move large quantities of material in hard to reach places. When not being used as a dump vehicle, it can be outfitted with our custom built 4 CY concrete mixer that we use to deliver and pour concrete back into difficult terrain; usually for greenways. Beyond that, the rest of the work that typically required can be done using a variety of simple hand tools to clean up and finish the trail.

Additional Information:

- We would propose to only use full time, professional trail construction crews on this project. Volunteers are helpful when it comes to reducing price, but they are typically untrained and unreliable.
- Our crews are all based in Atlanta, and our yard is in Norcross. We would be able to respond quickly during construction and after for any work needed.
- We also build a variety of structures such as boardwalks, bridges, and have many options for drainage solutions if the need arises.
- The following sheets have pictures and information on some of our projects over the last few years. Please let us know if you would like any further information on any of these.

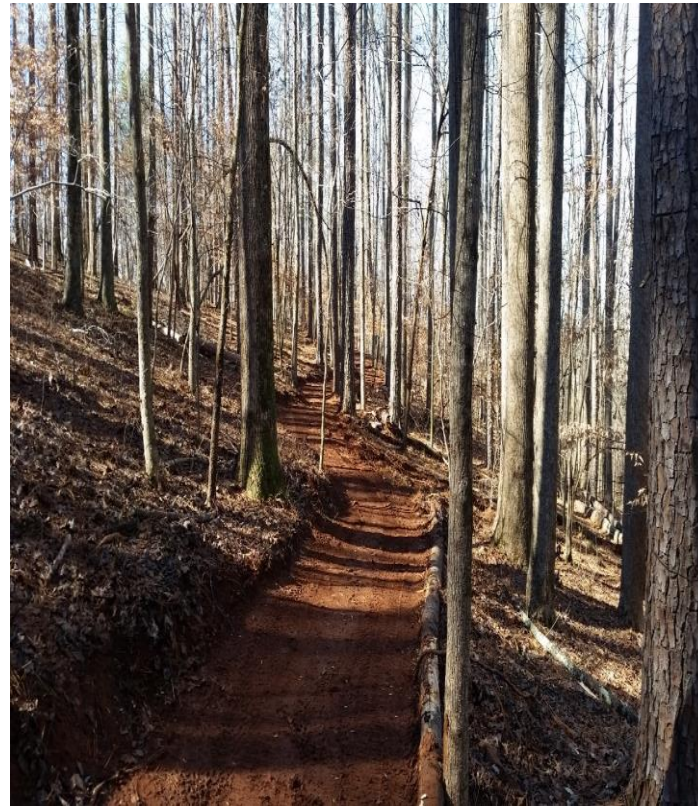
Firm Experience; Harbins Park Equestrian Trails 1-4. Gwinnett County, GA

The equestrian trails at Harbins park in northern Gwinnett County Georgia were approximately 7 miles of 5' wide natural surface trails. The trails made a series of four stacking loops with each having its own unique terrain features such as pine forest, or savannah like grass fields. All of the trails were rough cut with machines, (5' wide Takeuchi TB053, and Toro Dingo with various attachments) and then hand finished. A 2% out slope was maintained throughout, and the back slope was hand cut and finished. The entire trail was compacted using a hydraulic plate compactor on a Toro Dingo.



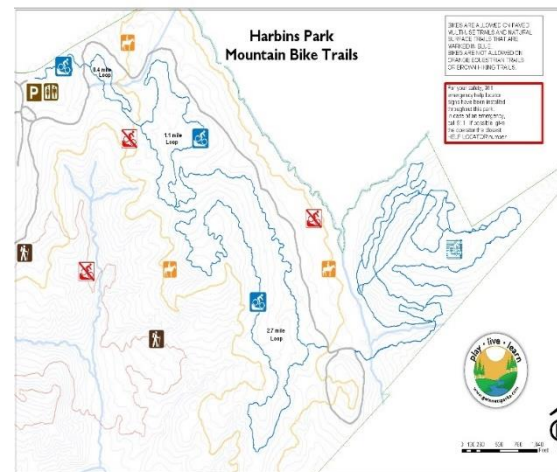
Harbins Park Hiking Trail. Gwinnett County, GA

The primary hiking trail at Harbins park was a 4.5 mile, 5' wide natural surface loop that traversed some of the most scenic views of the entire park. Trail construction was the same as the equestrian trails with a machine rough cut, and hand finish.



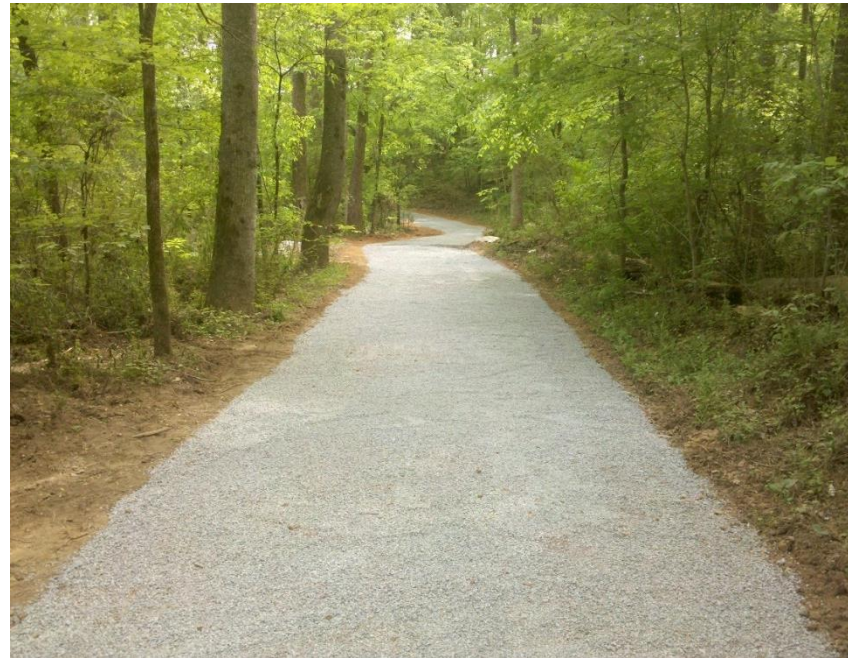
Harbins Park Mountain Bike Trails 1-4. Gwinnett County, GA

Mountain bike trails 1-4 were four stacked loops starting at the main parking lot, and stretching back to the farthest corner of the property. The total length of the four trails was 7 miles. All mountain bike trails at this park were single track, 18" wide trail. We made the trail bed 3' wide during initial construction so that trees would not be too close to the trail, and also to allow our dingo to pass. Once the corridor was cleared with the small Caterpillar excavator (CAT025) which is 3' wide, we did all of the finishing and cleaning by hand. The difficulty levels of the trails ranged from moderate, to highly technical. We partnered with the Gwinnett chapter of SORBA to ensure that all of our mountain bike trails were the best we could possibly offer with the terrain given.



Ivy Creek Greenway Phase 4 Renovation. Gwinnett County, GA

The Ivy Creek Greenway is a mixture of natural surface trails and impervious paving such as concrete and asphalt. Phase four is a three-mile trail segment near the Mall of Georgia in Buford. The trail had been heavily damaged by rain and flooding and was nearly wiped out altogether. We were contracted by Gwinnett county to clean out all of the storm debris and damaged trees, and then resurface the trail to make it usable again. Once all of the debris was removed, we installed filter fabric under what was to be the trail bed, and then topped that with six inches of granite 57 stone gravel. We then installed six inches of crushed stone base and compacted the entire surface to have a smooth and durable surface for people to run and bike on.



Ivy Creek Hiking Trail. Gwinnett County, GA

The Ivy Creek nature trail is a 1-mile-long natural surface trail that will branch off of the still under construction third phase of the Ivy Creek Greenway. This trail is a 5' wide trail that was a complete design build and incorporated a 24' long wood bridge. The project was located on land managed by the Corps. of Engineers, and so coordination and protection of the waterways was of the utmost importance.



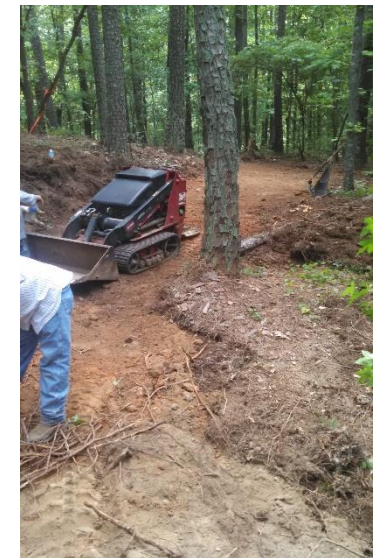
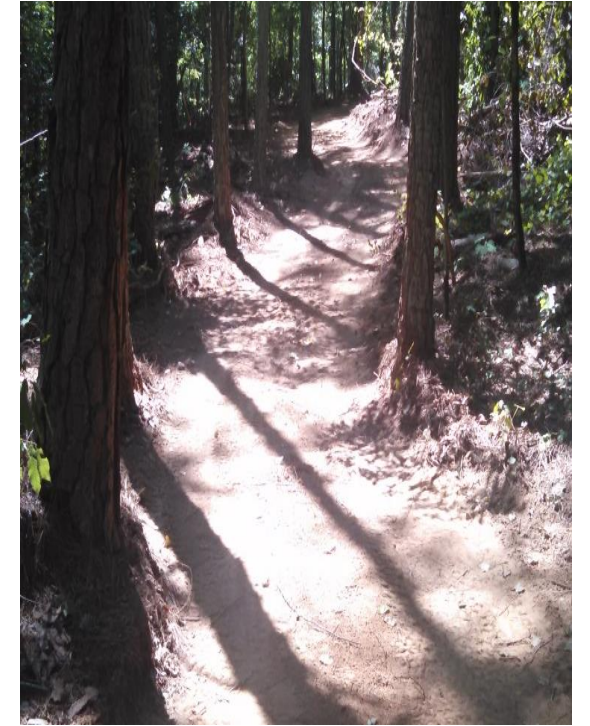
Abbotts Bridge Elevated Trail. Johns Creek, GA

This project involved construction of a 365 LF elevated bridge/sidewalk to span a very narrow section of SR 120/Abbotts Bridge Rd. where there was previously a very narrow shoulder adjacent to a large drop off, and was very dangerous for pedestrians. The bridge was constructed using driven piles into the sloped shoulder next to the road.



Black Rock Hiking Trail. Rockdale County, GA

The Black Rock trail is a 1.2 mile, 4' wide compacted earth trail with two wood bridges that spans through dense pine thickets, and crosses large granite outcrops with delicate ecosystems that were critical to preserve.



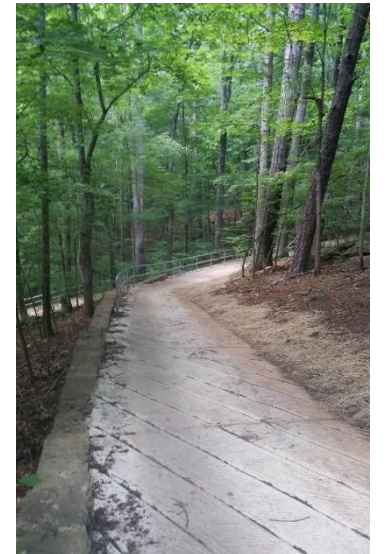
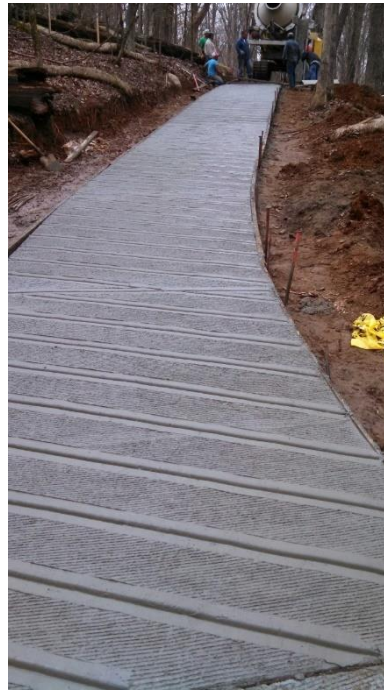
Lost Corners Trail Design/Build. Sandy Springs, GA

The Lost Corners property is a 100+ year old family homestead that has been deeded to the city of Sandy Springs with the agreement that it would be preserved as passive green space in the midst of development and the urbanization of the rest of city. We were contracted to design and build a multi loop trail system with a total length of 0.8 miles with two wood bridges over a stream that divides the property. Project completed in October 2014.



Little Mulberry Greenway and Natural Surface Hiking Trail. Gwinnett County, GA

Little Mulberry is a ten-year-old park in the Gwinnett county park system. The project includes a concrete trail is a six-foot-wide trail, at a total length of two miles. Also, the natural surface trail is 4-foot-wide with a total length of 1.2 miles built primarily with a Kubota Kx-91 mini excavator. A majority of the concrete trail was built over an existing aggregate trail that had been poorly designed, and was in dire need of re-routes and grading to facilitate positive drainage. Also included in the project was a large amount of masonry work for new benches and plaza areas, handrail installation, and five wooden bridges and five heavy duty concrete bridges to span the various creek crossings. Project completed in August 2015.



Zonolite Park Trail Renovation. DeKalb County, GA

Zonolite park is a small space located in a revitalized area of Atlanta in the Druid Hills area. The site was formerly a heavy industrial plant that has since been converted into an eclectic mix of upscale offices and trendy businesses. The trail itself lies completely in a flood plain. The project consisted of converting 1,000 linear feet of muddy unusable trail, into a raised turnpike trail using pressure treated timbers, filter fabric, geo-grid as the frame. We then installed 4" of 57 stone granite gravel, and 2" of slate chips to create a durable and comfortable walking surface that would be both resistant to the wet conditions, and easy to maintain long term. Project completed in December 2015.



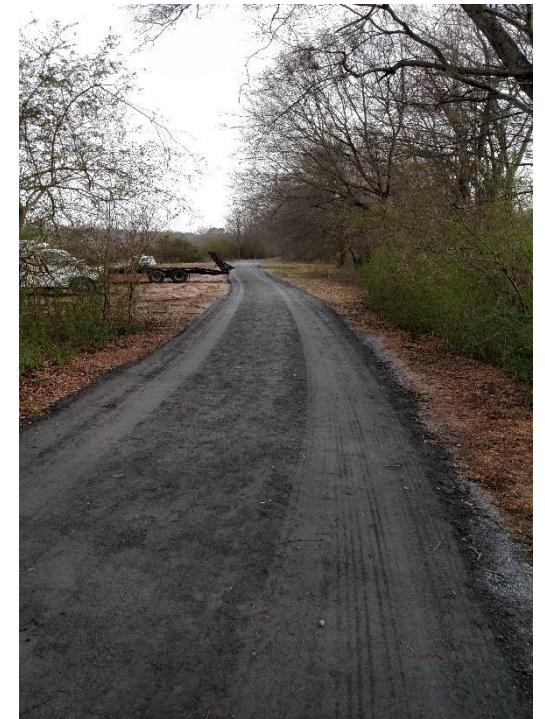
Peachtree Park Nature Trail Rehabilitation Buckhead, GA

The Peachtree Park nature and fitness trail is a privately owned and maintained neighborhood trail that was built in a partnership with the city of Atlanta and city of Buckhead along with the Peachtree Park neighborhood HOA. The trail is approximately $\frac{1}{4}$ mile long and has been renovated to improve drainage, add a more durable slate trail surface and add features such as the fieldstone ditch crossing, Victor Stanley benches, and FIT Trail fitness stations. A number of re-routes and trail closures were necessary to create positive drainage as the original trail was nearly exclusively a fall line trail that was badly scoured. It is now a functional and well used trail. Project completed in October 2017.



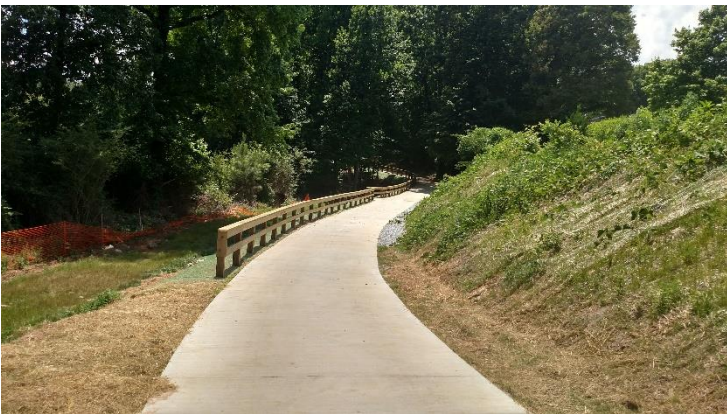
Chattahoochee Pointe Park 5km Trail

Chattahoochee Pointe Park is owned by Forsyth county GA, north of Atlanta. The park was 5 years old when SAI was contracted to replace an aging 1km trail, and expand the network to a full 5km to allow local sports clubs and schools a venue to hold cross country events. This trail is an 8' wide multi use path constructed using a filter fabric base, 2" of GAB, and topped with 2" of M10 granite fines which are bound with a polymer mix used by the military to make temporary runways. This project also included significant storm water upgrades, and a 10' wide timber bridge. This is a beautiful park hidden in an otherwise dense suburban area, and it runs adjacent to the Chattahoochee river. Project completed in August 2017.



South Fork Greenway Phase 4 DeKalb County GA.

The South fork greenway is located in Decatur GA, and built by the Dekalb county parks department in coordination with GDOT. This trail connection provides access through difficult terrain to allow access for Mason Mill park to several adjacent neighborhoods. The trail is 12' wide, 6" concrete, and the boardwalks are all pressure treated pine with 8" driven timber piles. We also had miscellaneous masonry, retaining walls and utility work that was complete. Finished July 2017.



Lanierland Hiking Trails

Forsyth County, GA

Lanierland is a new park at the North end of Forsyth county. The property was previously used as a concert venue near the outlet malls on GA 400. The trail is two stacked loops of 5' wide natural surface hiking trail with a total length of 2.1 miles. The property is a mix of heavily wooded slopes, and thick grass flat fields, which leaves users with a variety of terrain to experience. Completed February 2018.



Bridges of Kennesaw Phase 3

Kennesaw, GA

The third phase of the bridges of Kennesaw project included a new bridge over Procter creek as well as new hiking trails to connect the third phase to the existing first and second. New drainage pipes were installed with rip rap to allow water from the street above to drain past the trail and into the creek without causing damage. Slate chips were used to line the new trail as well as rehabilitate the old trail. Fieldstone armoring was installed to harden the low point in the trail adjacent to the existing benches. Completed 10/2018.



Blue Heron Nature Preserve

Blue Heron is a collection of properties in the heart of Buckhead GA near Atlanta where forested greenspace is limited. We have built or renovated more than three miles of trails, installed timber puncheon and boardwalk, timber steps and fieldstone armoring. This ongoing project is awaiting approval for a pair of FRP bridges that will connect all of the properties to one another. Eventually, this will connect all three of their primary properties to an adjacent elementary school.



RFQ Evaluation / Scoring Sheet (Detail)
On-Call Park Trail Construction Services
RFQ # 19-1005

OFFERORS	Steele & Associates Inc	Chattahoochee Group Inc	Integrated Construction & Nobility Inc	Excellere Construction LLC	Tri Scapes
Scoring Instructions: 1. Score each criteria for each SOQ using a scale of 1 - 5; 5 = highest score available for any criteria. 2. Scores should be noted for each criteria as this will be the basis for evaluation. 3. Weights will be applied to combined scores. 4. Cost will be evaluated separately.					
CRITERIA					
Firm Experience (25%)	1.25	0.75	1.10	0.65	1.00
Project Manager/Project Team Qualifications and Certifications (25%)	1.20	0.75	1.05	0.90	0.95
Professional TrailBuilder Association (PTBA) Membership (10%)	0.50	0.10	0.10	0.10	0.10
Reference/Completed Projects (40%)	2.00	1.12	1.84	1.20	1.52
Total SOQ Score %	4.95	2.72	4.09	2.85	3.57

Firm Experience (25%)						
Reviewer 1	5	3	5	3	5	
Reviewer 2	5	4	4	4	4	
Reviewer 3	5	3	4	2	5	
Reviewer 4	5	3	4	2	3	
Reviewer 5	5	2	5	2	3	
Average Score	5.00	3.00	4.40	2.60	4.00	
Weighted Firm Experience	1.25	0.75	1.10	0.65	1.00	

Project Manager/Project Team Qualifications and Certifications (25%)						
Reviewer 1	5	3	5	4	4	
Reviewer 2	5	4	4	4	4	
Reviewer 3	5	3	3	3	4	
Reviewer 4	5	3	4	4	4	
Reviewer 5	4	2	5	3	3	
Average Score	4.80	3.00	4.20	3.60	3.80	
Weighted Qualifications and Certifications	1.20	0.75	1.05	0.90	0.95	

Professional TrailBuilder Association (PTBA) Membership (10%)						
Reviewer 1	5	1	1	1	1	
Reviewer 2	5	1	1	1	1	
Reviewer 3	5	1	1	1	1	
Reviewer 4	5	1	1	1	1	
Reviewer 5	5	1	1	1	1	
Average Score	5.00	1.00	1.00	1.00	1.00	
Weighted PTBA Membership	0.50	0.10	0.10	0.10	0.10	

Reference/Completed Projects (40%)						
Reviewer 1	5	3	5	3	4	
Reviewer 2	5	3	5	4	4	
Reviewer 3	5	3	4	3	4	
Reviewer 4	5	3	4	3	4	
Reviewer 5	5	2	5	2	3	
Average Score	5.00	2.80	4.60	3.00	3.80	
Weighted References/Completed Projects	2.00	1.12	1.84	1.20	1.52	



ORIGINAL



**Integrated Construction
and Nobility, Inc.**



**Request for Qualifications #RFQ 19-1005
On-Call Park Trail Construction Services**

RFQ Closing Date:
April 18, 2019
10:00 A.M.

CITY OF ALPHARETTA
REQUEST FOR QUALIFICATIONS (RFQ)
(THIS IS NOT AN ORDER)



Finance Department
2 Park Plaza
Alpharetta, GA 30009
P: (678) 297-6052
F: (678) 297-6093
purchasing@alpharetta.ga.us

RFQ TITLE: ON-CALL PARK TRAIL CONSTRUCTION SERVICES
RFQ #: 19-1005
RFQ RESPONSE DUE DATE/TIME: APRIL 18, 2019 10:00 AM
RFQ ISSUE DATE: MARCH 14, 2019
NUMBER OF PAGES: 32

SINGLE POINT OF CONTACT DURING PROCUREMENT PROCESS

PROCUREMENT AGENT: ABIGAIL (ABBY) SHIPP
City of Alpharetta Phone: 678-297-6052 FAX: 678-297-6093
Finance Department Email: purchasing@alpharetta.ga.us
2 Park Plaza Procurement Website: <https://www.ebidexchange.com/alpharetta>
Alpharetta, GA 30009

INSTRUCTIONS TO SUBMIT A STATEMENT OF QUALIFICATION (SOQ):

1. CITY HALL NORMAL HOURS FOR DELIVERIES: MON-THURS 8:30 AM-5:00 PM; FRI 8:30 AM-4:30 PM
2. SOQ RESPONSE MUST BE SEALED IN OPAQUE PACKAGING; NO FAXED OR EMAILED RESPONSES ACCEPTED
3. SUBMIT UNBOUND (3-RING BINDER OK) **ONE** PAPER ORIGINAL WITH ORIGINAL SIGNATURES; **FIVE** PAPER COPIES OF ORIGINAL; AND **SIX** CD-ROM/FLASH DRIVE COPY OF ORIGINAL
4. NO PUBLIC OPENING WILL BE HELD FOR RFQ RESPONSES

RETURN SEALED SOQ TO:

CITY OF ALPHARETTA
FINANCE DEPARTMENT
CITY HALL 1ST FLOOR CASHIER'S OFFICE
2 PARK PLAZA
ALPHARETTA, GA 30009
ATTN: ABIGAIL (ABBY) SHIPP

EXTERIOR OF OFFEROR'S SEALED ENVELOPE/PACKAGE MUST NOTE:

Offeror's Name and Address
RFQ Title & Number as noted on top of this page
RFQ Due Date & Time as noted on top of this page
(or as may be changed by Official Written Addendum)

THIS PAGE MUST BE COMPLETED, SIGNED, AND RETURNED WITH EACH RESPONSE

By signing and returning this form with an SOQ, the authorized signer and represented firm have read, understand, and agree to information within this Request for Qualifications and with required and informational documents, files, and/or forms posted to webpage for this RFQ and made part of this RFQ and any contract that may be awarded as a result of response to this RFQ. Furthermore, Offeror acknowledges and agrees that Offeror has carefully examined and fully understands the provisions and requirements of this RFQ, has made a personal examination of the site of the proposed work (if applicable), is satisfied as to the actual conditions and requirements of the proposed Work, and hereby proposes and agrees that if Offeror's SOQ is accepted, Offeror will contract with the City in full conformance with the Contract Documents.

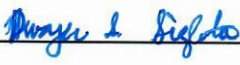
FIRM/ OFFEROR NAME: Integrated Construction and Nobility, Inc.
FIRM/OFFEROR MAILING ADDRESS: 228 Old Driver Road, Whitesburg, GA 30185
FIRM/ OFFEROR PHONE NUMBER(S): 770-618-2945
FIRM/ OFFEROR FAX NUMBER(S): 770-838-7091
EMAIL ADDRESS FOR OFFEROR'S CONTACT: ssingleton@ICAN1.com
AUTHORIZED OFFEROR SIGNATURE: 
PRINTED NAME OF SIGNER: Dwayne S Singleton
OFFEROR FEDERAL I.D. NUMBER: 46-2875266
OFFEROR DUNS NUMBER: 036559553



Table of Contents

1. Cover Letter
2. Company Profile
3. References/Sample Projects
4. Resumes and Key Experience

Appendix A: Required Forms

Appendix B: Additional Information



**Integrated Construction
and Nobility, Inc.**

City of Alpharetta
Finance Department
City Hall 1st Floor Cashiers Office
2 Park Plaza
Alpharetta, Ga. 30009
Attn: Abigail Shipp

RFQ# 19-1005 On-Call Park Trail Construction Services

Mrs. Shipp,

Thank you for the opportunity to submit the RFQ for the On-Call Park Trail Construction Services. Integrated Construction and Nobility Inc. is an industry leader in municipal and recreational contracting in the Atlanta area. ICAN has completed over 50 million dollars of recreational park and site improvements for over 18 Metro Atlanta municipalities since 2013. One of ICAN's major buckets of business is in multi-use trail construction, where we have completed over 20 miles of trail systems. ICAN currently maintains a 14 Million Dollar Single Project Surety Limit, and 25 Million Dollar Aggregate Program Limit. ICAN is currently a little over 50% of its overall working surety capacity.

With ICAN having worked with more than 18 municipal agencies around metro Atlanta, we have extensive knowledge of the processes, procedures and special inspections required in making the construction process seamless. Our goal at ICAN is to leave a legacy of Customer Satisfaction that sets us aside from other general contractors. Our proactive approach to identifying issues before they arise opening a segway to minimize project delays and disputes. Our selection process of subcontractors doesn't always allow for the low bidder which keeps our quality and performance above industry standards. ICAN is known for the ability to be Solution Providers thru the whole construction process. Our acute attention to detail, quality, and the characteristics mentioned above has led ICAN to be an On-Call Service Provider for five municipal agencies. We encourage all members of the selection committee to read thru our reference letters to get a true feeling of the Integrity and Capability of the team members at ICAN.

In closing, we consider ourselves as a unique Construction Team. Our owners are very active in daily operations, and combine with a little under 50 years of experience. We would consider ourselves as one of the few contractors located in the southeast that can truly call ourselves multi use trail builders. We encourage you to visit our reference letters included and reach out to our references to be a part of the experiences from ICAN.

Best Regards,

Scott Singleton

2.5.1 Company Profile

Integrated Construction and Nobility INC. is a Municipal Recreational General Contractor located at 3335 Carrollton Villa Rica Hwy, Carrollton, GA 30116, and mailing address at 228 Old Driver Road Whitesburg, GA 30185, both located in Carroll County Georgia. Scott Singleton will serve as the primary point of contact as well as the authorized Electronic Signer for ICAN with contact information listed below.

Integrated Construction and Nobility Inc.
Scott Singleton
Managing Partner/CEO
3335 Carrollton Villa Rica Hwy
Carrollton, Ga. 30116
(C) 678.618.2945
(O) 770.577.7001
(F) 770.838.7091
Email: ssingleton@ican1.com
Website: www.icanconstruction.com
Dunns and Bradstreet# 036559553
General Contractor License Number: GCCO004495
GDOT Certification: 13613 Pre-qualified rating \$44,400,000.00

ICAN is an S-Corporation located in Whitesburg, Georgia where interested members reside in Carroll County and Douglas County, Georgia. ICAN originated in 1998 starting out as a civil engineering and construction management firm, evolving into a 20 million dollar General Contracting Company in 2013. Mike and Heather Singleton have maintained ownership of both organizations since their inception.

In late 2013, ICAN made a strategic acquisition of Tommy Murray Construction to broaden its multi-use trail, bridge building, carpentry and boardwalk construction services in order to strengthen its in house capabilities. ICAN currently serves as an on-call service provider for Cobb County DOT, Cobb County Parks, the City of Brookhaven, and the City of Marietta, and is pre-qualified for up to \$44,400,000.00 in GDOT Contracts. The operating entity and its acquisitions combine for a little under 50 years of operations.

2.5.2 References/Sample Projects

Project Name 1: Willeo Trail Bull Sluice Phase

Project Location: 9135 Willeo Road, Roswell Ga.30075

Project Description: In 2015 ICAN was prequalified and eventually became the selected contractor for the Willeo Trail Bull Sluice Phase of the Roswell Greenbelt Trail. With very challenging working conditions, ICAN had to develop a strategy to construct most of the multi-use trail in the waters of the Chattahoochee River. With very high rain events during project construction, ICAN was challenged to the max with rising water conditions along the river.

Project Characteristics: Erosion Control

3200 LF Elevated Boardwalk

40' Pedestrian Bridge

Overlooks

900' 12' Concrete Trail

Clean Water Cells

Water retention Curtains

Deep Foundation Helical Piers

Bridge Abutments

Pilings

Pavilion

Landscaping

Owners Name and Contact Information: Jeff Pruitt

City of Roswell

Deputy Director of Operations

(C) 770.641.3705

jpruitt@roswellgov.com

Project Delivery Method: Hard Bid (Low Bid) \$2,542,453.00

Project Budget: \$3,000,000.00

Project Completion Cost: \$2,692,491.31

Project Manager: Tommy Murray

Project Start and Completion Dates: December 2015-September 2017

Schedule Completion Time vs. Actual Completion: 4 Months Early

Project Architect Contact Info: AEC

David Walker

770.641.1942

404.567.0496

dww@aecatl.com

Project Name 2: Lake Spivey Phase II

Project Location: 8255 Clubhouse Way, Jonesboro, Ga. 30236

Project Description: In October 2016, ICAN was selected by the Clayton County Parks and Recreation to construct a little over a mile of 12' Wide Multi-use Concrete Trail thru the Lake Spivey Golf Course and tying into International Park. The golf course was open for play during construction, ICAN had to be sensitive to play while maintaining access as the trail also became a cart path thru construction. In early 2018 ICAN was awarded Phase III of the Greenway continuing a little over 3000 LF of 12' Concrete Multi use trail which was completed in the summer of 2018. Just recently ICAN was awarded a 1.8 million dollar Phase IV of the Greenbelt which will connect Phase III and Phase I together.

Project Characteristics: 5,355 LF of 12' Wide Concrete Multi use Path

Concrete Bridge Abutments

Large Concrete Retaining Walls

Deep Pile Foundations

Trail Head
Pocket Parks
Signage
Storm Drainage
Landscaping
Demolition

Asphalt Parking Lot
180' Clear Span Steel Bridge
Traffic Control
Fencing and Golf Netting
Irrigation
Grading

Owners Name and Contact Information: Troy Hodges

Director of Parks and Recreation
Clayton County
(C) 678.618.0938

Email: troy.hodges@claytoncountyga.gov

Project Delivery Method: Hard Bid (Low Bid) \$1,173,734.27

Project Budget: \$1,500,000.00

Project Completion Cost: \$1,173,734.27

Project Manager: Scott Singleton

Project Start and Completion Dates: October 2016-January 2017(Complete)

Schedule Completion Time vs. Actual Completion: 3 Months Ahead of Schedule

Project Architect Contact Info: Jonathan McCaig

Project Manager
Path Foundation
Atlanta Ga, 30324
(404) 433.1900

jonathan@pathfoundation.org

www.pathfoundation.org

Project Name 3: Pernshol Park and Trail

Project Location: 4575 North Shallowford Road, Dunwoody Ga. 30338

Project Description: In May of 2015 ICAN was awarded the Pernshol Park and Trail Project. This portion of the Greenbelt was the gateway project connecting two of Dunwoody's largest Passive Recreation Parks. The project was finished under budget and ahead of schedule. ICAN is currently under contract with the City of Dunwoody to complete another multi-use concrete path connecting two future parks.

Project Characteristics: 3000 SF Restroom/Pavilion Building

1.5 Miles Concrete Multi-Use Trail

Wooden Boardwalks

Infrastructure

Playground

Streetscapes

Traffic Print

Athletic Field

Asphalt Parking Lots

125' Steel Clear Span Bridge

Retaining Walls

Bio Retention Ponds

Hard Surface Courts

Site Lighting

Landscaping

Granite Walls

Owners Name and Contact Information: Brent Walker

Parks Director
City of Dunwoody
(C) 678.382.6850

Email: brent.walker@dunwoodyga.gov

Project Delivery Method: Hard Bid (Low Bid) \$2,829,159.00

Project Budget: \$3,000,000

Project Completion Cost: \$2,829,159.00

Project Manager: Seth Lambert

Project Start and Completion Dates: June 2015-May2016

Schedule Completion Time vs. Actual Completion: 1 Month Over Scheduled Completion Due To Rain

Project Architect Contact Info: Aaron St. Pierre

Associate Vice President Landscape Architecture

220 West Crogan Street Suite 100

Lawrenceville, GA 30046

P. 770.338.0117

astpierre@lose.design

Project Name 4: Towne Lake Trail

Project Location: 150 Dupree Road Woodstock Ga 30188

Project Description: In December 2016 ICAN was awarded the Towne Lake Pass Trail located in Woodstock Ga. Having some very adverse topography, limited access, and swampy conditions conventional construction was not able to be used and ICAN had to innovate to get construction complete. Design slopes were at max elevation requirements as well making it very time consuming to ensure gradients were maintained.

Project Characteristics: 2 Miles of 10' Concrete Trail Construction

1800 LF of Elevated Boardwalk

80' Steel Clear Span Bridge

Deep Foundations

Trail Under Stone Bridge Parkway

CIP Walls

1200 LF 5' Concrete

Fencing

Bridge Abutments

Storm Drainage

Landscaping

Grading

Owners Name and Contact Information: Judd Martin

Project Manger

Cherokee County

(C) 770.547.2831

Email: jmartin@cherokeeega.gov

Project Delivery Method: Hard Bid (Low Bid) \$2,735,275.26

Project Budget: \$3,000,000.00

Project Completion Cost: \$2,735,275.26

Project Start and Completion Dates: 2016-2017

Project Manager: Tommy Murray

Schedule Completion Time vs. Actual Completion: On Schedule

Project Architect Contact Info: Melissa Crosby

Environmental and Infrastructure

220 West Crogran Street, Suite 100

Lawrenceville, GA 30046

(404) 229.2780

Melissa.crosby@woodplc.com



Scott Singleton

Senior Project Manager/CEO

RESPONSIBILITIES

Scott's emphasis at Integrated Construction and Nobility is to procure and create a critical path for project execution. His expertise in contracting is on the management of horizontal and vertical construction services. This involves infrastructure, hardscapes, amenities, and vertical components involved with most municipal recreational park facilities, pedestrian improvements, residential and commercial development. With nearly 28 years of experiencing in the industry, Scott has developed extensive knowledge of the ins and outs, the ability to overcome adverse construction conditions, and cultivated industry-wide relationships.

- Value engineering
- Estimating
- Feasibility analysis
- Scheduling
- Startup
- Subcontractor meetings
- Monitoring of daily construction and operation activities
- Weekly financial and schedule variance meetings
- Formal communication/coordination of sub-contractors and consultants; as well as closeout
- Tracking and evaluating job progress to ensure that the critical paths as well as comprehensive expectations are being exceeded above customer expectations.

EDUCATION

University of West Georgia, Bachelor's Degree in Business Management

EXPERIENCE

Ruby Collins, 1992-1998
Singleton Land Surveying Company, Inc., 1998
Georgia Development Partners, 2008
Integrated Construction and Nobility, Inc., 2013

NOTABLE PROJECTS

- Under pass on Interstate 400, Buckhead
- Storm and sewer interceptor tunnel project, City of Atlanta
- Metro Atlanta Marta Stations and Water Treatment Facilities
- Municipal park projects
- Major pedestrian improvements and park projects, Cobb County Parks and Recreation, the City of Newnan, and DeKalb County



Tommy Murray

Project Manager/Site

RESPONSIBILITIES

At Integrated Construction and Nobility, Tommy's primary responsibility is to execute the critical path and budget created by their team of estimators and project engineers. His project responsibilities include project scheduling, submittals, coordination of sub-contractors, day to day personnel management, and closeout. He will also track and evaluate job progress consistently to ensure that the critical paths at hand as well as comprehensive expectations are being exceeded above customer satisfaction. These measurements are critical in creating and maintaining effective relationships with owners, architects and engineers, and is a top-down criteria for management at ICAN.

- Pre-Construction
- Scheduling
- Contracting Sub-Contractors
- RFI's
- Submittal's
- Pay Applications
- Rain Logs
- Value Engineering
- Closeouts

EXPERIENCE

Murray Construction, 1996-2013

Integrated Construction and Nobility, Inc., 2013-
Current

NOTABLE PROJECTS

- 23 Multi Use Projects
- Kenworth Park Redevelopment
- Elizabeth Porter Park
- Sweat Mountain Redevelopment
- Sewell Park Redevelopment
- Wild Horse Creek Park
- Kenworth Road Realignment
- Willeo Trail Bull Sluice
- Towne Lake Trail
- Jim Miller Park
- Perry Parham Park
- Noonday Creek Office
- Kirby Park



Mike Singleton

Managing Partner, Project Engineer/Land Surveyor/Civil Engineer

RESPONSIBILITIES

While being an active owner in the day to day activities at Integrated Construction and Nobility, Michael's responsibilities are to oversee the day to day construction layout and project engineering, while providing support to its project management team. His tenure and extensive knowledge in the construction industry, is on the management and layout of horizontal construction projects that consist of wide range of infrastructure improvements, streetscapes, hardscapes, amenities and vertical components involved with all municipal recreational park facilities, pedestrian improvements, as well as residential and commercial development. With nearly 25 years of experience in the industry, Michael has developed a wide range of proven construction knowledge when it comes to the processes involved in planning and executing the construction of large multi-phase projects while working alongside the project design team, to give the owner what they expect.

His project responsibilities include evaluating the design intent to try and eliminate issues before the first shovel goes in the ground. By having the staff and resource to conduct a very thorough preconstruction discovery, it tends to eliminate delays and issues associated from normal construction activates eliminating change orders and overall project frustrations.

EDUCATION

Southern Polytechnic State University

EXPERIENCE

Vansant, Turner, Hughes, and Associates, 1986
Ruby Collins, 1992
Singleton Land Surveying Company, Inc., 1997
Integrated Construction and Nobility, Inc., 2013

NOTABLE PROJECTS

- Ga. 400 construction project under the financial building
- Medical Center Marta Station near North Side Hospital
- 36 hole golf course development known as Mirror Lake, Villa Rica, GA
- Aquatic recreational center, Newnan, GA
- Wild Horse Creek Park
- Franklin Gateway
- Elizabeth Porter Park
- Kenworth Park Redevelopment
- Lake Spivey Multi Use Trail Phase II&III
- Sweat Mountain Park



Seth Lambert

Project Manager/Site

RESPONSIBILITIES

Seth's emphasis at Integrated Construction and Nobility is the creation and execution of the critical path. His expertise in contracting is on the management of horizontal and vertical construction services, that involves infrastructure, hardscapes, amenities, and vertical components involved with most municipal recreational park facilities, pedestrian improvements, residential and commercial development. With nearly 18 years of experience in the industry, Seth's construction tenure has allowed him to put a place holder in almost all construction related municipals, which has developed extensive knowledge of the processes and approach it takes to deliver a project on-time while doing so under budget.

- Value engineering
- Estimating
- Feasibility analysis
- Scheduling
- Startup
- Subcontractor meetings
- Monitoring of daily construction and operation activities
- Weekly financial and schedule variance meetings
- Formal communication/coordination of sub-contractors and consultants; as well as closeout

- Tracking and evaluating job progress to ensure that the critical paths as well as comprehensive expectations are being exceeded above customer expectations.

EDUCATION

University of West Georgia, Bachelor's Degree in Business Management

EXPERIENCE

Hardin Construction, 1998-2006

Haney Development, LLC, 2006-2008

Moses-Wilson-Cooley Construction, 2008-2011

Integrated Construction and Nobility, Inc., 2011-2018

NOTABLE PROJECTS

- Peachtree Pointe, \$40 Million (multi-story office building & parking deck)
- Georgia World Congress Center Phase IV, \$350 Plus Million (convention center/plaza/pedestrian bridge adjacent to Marta Transit tunnels & The Georgia Dome)
- Avenues at West Cobb Shopping Center \$18 Million
- Marriott Ocean Watch-Myrtle Beach, SC \$80 Million (condominiums)
- Mounty Holly Church-65,000 SQFT sanctuary, nursery, & offices



STATE OF GEORGIA

Brian P. Kemp, Secretary of State
Board for Residential and General Contractors
General Contractor Qualifying Agent

License No. GCQA004493

Status: Active

Dwayne Scott Singleton
228 Old Driver Road
Whitesburg GA 30185

Issued: 10/10/2014

Expires: 6/30/2020



Company Name: Integrated Construction & Nobility Inc
Company License: GCCO004495

Real-time license verification is available at sos.georgia.gov/PLB

Above is your license issued by the Georgia State Board of Residential and General Contractors. A pocket-sized license card is below. Please make note of the expiration date on your license. It is your responsibility to renew your license before it expires. License renewals may be completed prior to the expiration date via the Board's website or by obtaining a paper renewal from the Board office.

Reminder: It is your responsibility to keep your insurance current. Please provide the Board with a copy of your Certificate of Insurance each time your insurance is renewed. The Board does receive copies of cancellation notices which will affect the status of your license.

It is the licensee's responsibility to notify the board office immediately of any change of name or address. You may update your address online at the board's website at www.sos.ga.gov/plb/contractors/.

You may contact the Board at:

GEORGIA STATE BOARD FOR RESIDENTIAL & GENERAL CONTRACTORS

237 COLISEUM DRIVE, MACON, GEORGIA 31217-3858

478-207-2440 (phone) website: www.sos.ga.gov/plb/contractors/



STATE OF GEORGIA

Brian P. Kemp, Secretary of State
Board for Residential and General Contractors
General Contractor Qualifying Agent
License No. GCQA004493 - Active

Dwayne Scott Singleton
228 Old Driver Road
Whitesburg GA 30185

Issued: 10/10/2014
Expires 6/30/2020

Company Name: Integrated Construction & Nobility Inc
Company License: GCCO004495

Real-time license verification is available at sos.georgia.gov/PLB



September 14, 2017

CERTIFICATE OF QUALIFICATION
Vendor ID: 13613

Integrated Construction and Nobility, Inc.
228 Old Driver Road
Whitesburg, GA 30185

In accordance with The Rules and Regulations governing the Prequalification of Prospective Bidders, the Georgia Department of Transportation has assigned the following Rating. This Certificate of Qualification is effective on the date of issue and cancels and supersedes any Certificates previously issued:

MAXIMUM CAPACITY RATING

\$44,400,000

CERTIFICATE EXPIRES

August 31, 2019

The total amount of incomplete work, regardless of its location and with whom it is contracted, whether in progress or awarded but not yet begun, shall not exceed the Maximum Capacity Rating. If dissatisfied with the Rating, we direct you to the Appeals Procedures in §672-5-.08 (1) & (2) and §672-1-.05, Rules of the State Department of Transportation.

In order to be continuously eligible to bid with this Department, your next application for prequalification must be submitted before the expiration date. If you desire to submit an application some intermediate period before the expiration date, your Rating will be reviewed on the basis of the new application.

This Prequalification Certificate is issued for contractors to be eligible for work with the Georgia Department of Transportation (GDOT) only. GDOT does not certify contractors as eligible to do business with entities other than GDOT.

Sincerely,

A handwritten signature in blue ink, appearing to read "Marc Mastronardi", is written over a horizontal line.

Marc Mastronardi, P.E.
Chairman, Prequalification Committee/Contractors

MM:ASB

Carroll County
Department of Community Development
423 College St
Carrollton, GA, 30117
(770) 830-5861

Occupational Tax Certificate

Year 2019

Intergrated Construction & Nobility
3335 CARROLLTON VR HWY
Carrollton, GA, 30116

Date Issued: April 10, 2019
License #: 2019-000386
SIC Code #: 72
Tax Class: 3

In consideration of which Carroll County, Georgia, has granted a certificate for carrying on the business of:
land development (baseball fields, sidewalks etc.)

Owner: Heather Singleton

This certificate expires December 31, 2019

With a grace period until April 15, 2020



Administrative Assistant
The Corporation of the Carroll County

POST IN A CONSPICUOUS PLACE

This Certificate is not transferable and is subject to be revoked if abused.



SNELLINGS WALTERS

INSURANCE AGENCY

April 17, 2019

City Of Alpharetta

Re: Surety reference –
Integrated Construction and Nobility, Inc.
RFQ# 19-1005 On-Call Park Trail Construction Services

To Whom It May Concern:

Please allow this letter to serve as a surety bonding reference for the above mentioned contractor. We have handled the bonds for this account since their inception and can recommend them without reservation. At present the surety we have their account written through is the Merchants Bonding Company whose Federal Treasury listing is shown below:

Merchants Bonding Company {Mutual} {NAIC #14494}

BUSINESS ADDRESS: P.O. Box 14498, Des Moines, IA 50306 - 3498. PHONE: 515-243-8171.
UNDERWRITING LIMITATION b/: \$8,495,000. SURETY LICENSES c,f/: AL, AK, AZ, AR, CA, CO, CT, DE, DC, FL, GA, HI, ID, IL, IN, IA, KS, KY, LA, ME, MD, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, OH, OK, OR, PA, RI, SC, SD, TN, TX, UT, VT, VA, WA, WV, WI, WY.
INCORPORATED IN: Iowa.

The current program limits are up to \$14,000,000 single projects with \$25,000,000 worth of backlog subject to mutually acceptable contractual language. The contractor is currently at less than 60% capacity as of the date of this letter. Should you require any further information please don't hesitate to ask.

Sincerely,

Allan B. Webb, AAI



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/31/2019

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

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

PRODUCER SSI: Haddle-Alliance Insurance P.O. Box 1117 Douglasville GA 30133	CONTACT NAME: Jonathan Hall		
	PHONE (A/C, No, Ext): 16787159513	FAX (A/C, No): 770-439-5821	
	E-MAIL ADDRESS: jhall@southernstatesinsurance.com		
INSURED Integrated Construction & Nobility, Inc. 228 Old Driver Road Whitesburg GA 30185	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: WESTFIELD INSURANCE COMPANIES		24112
	INSURER B: CHUBB		12777
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

COVERAGES**CERTIFICATE NUMBER:** 1460190929**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☐ ☐ GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:	Y	Y	CWP3353075	2/1/2019	2/1/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY	Y		CWP3353075	2/1/2019	2/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$			CWP3353075	2/1/2019	2/1/2020	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WCP5426046	2/1/2019	2/1/2020	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B A	Pollution Builders Risk Equipment			CPY G28149694 003 CWP3353075	8/6/2018 2/1/2019	8/6/2019 2/1/2020	Pollution Liability 1,000,000 Builders Risk 89,778 Rented & Leased Equip 150,000

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

CERTIFICATE HOLDER**CANCELLATION**FOR INSURANCE VERIFICATION ONLY
USA

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

AUTHORIZED REPRESENTATIVE

City of Alpharetta Disclosure Form and Certificate of Non-Collusion**DISCLOSURE FORM and CERTIFICATE OF NON-COLLUSION**

Bidder must disclose any possible conflict of interest with any City of Alpharetta (City) elected official and/or employee and if a known relationship exists between any principal or employee of your corporation, firm, team, organization, or person and any City elected official and/or employee. Relationship may consist of financial, personal, or family relations or may be in the form of campaign contributions to elected officials.

If, to your knowledge, no relationship exists, this shall be stated in your response. Failure to disclose such a relationship (or lack thereof) may result in response being declared non-responsive and will not be considered further. If already awarded, may result in cancellation of a purchase and/or contract as a result of your response.

Check one of the following, as it applies to your firm and this request. Use additional forms if needed:

- ☒ **No known relationship exists.** *If this box checked, skip to signature and firm information at bottom of form.*
- ☐ **Relationship does exist.** *If this box checked, include the name and position of the City Official to whom a campaign contribution was made or official/employee relationship. Use a separate form for each official to whom a contribution has been made within the past two (2) years or for additional official/employee relationships.*

Elected Official name and position:	
Amount/Value of Contribution:	
Date and description of Contribution:	
List other Relationship Type and name of City Employee/Official:	

By signing this form, I certify that:

- As an officer of this firm, or per the attached letter of authorization, I am duly authorized to certify the information provided herein is accurate and true; and my firm shall comply with all State and Federal Equal Opportunity and Non-Discrimination requirements and conditions of employment.
- That the firm's response is made without prior understanding, agreement, or connection with any corporation, firm, team, organization, or person submitting a response for the same materials, supplies, equipment, opportunity, or services and is in all respects fair and without collusion or fraud. My firm understands and agrees that bid/proposal collusion is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards; and
- That the provisions of the Official Code of Georgia Annotated, Sections 45-10-20 et seq. have not been violated and will not be violated in any respect. O.C.G.A. 45-10-20 through 45-10-28 provide that it is unlawful for a state [City] employee to transact business with the agency by which that person is employed for himself, on behalf of a business in which the employee or his/her spouse or dependents has a substantial interest, or on behalf of anyone as agent, broker, dealer, or representative. Transacting business in defined as selling real property, personal property, or services, or purchasing surplus real or personal property.

Firm's Full Legal Name:
(PLEASE TYPE OR PRINT) Integrated Construction and Nobility, Inc.

Authorized Signature: *Dwayne S. Singleton*

Printed Name and Title of Person
Signing: Dwayne S Singleton, President

Date: 4/18/2019

Firm's Address: 3335 Carrollton Villa Rica Hwy, Carrollton, GA 30116

Contact's Email Address: ssingleton@ICAN1.com

**This form must be completed in its entirety, signed by the firm's authorized signer and returned with your response in order for the response to be eligible for consideration.*

Certification Regarding Debarment, Suspension, Proposed Debarment, and Other Responsibility Matters

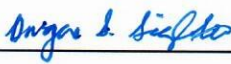


CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS

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

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

Firm's Full Legal Name:
(PLEASE TYPE OR PRINT) Integrated Construction and Nobility, Inc.

Authorized Signature: 

Printed Name and Title of
Person Signing: Dwayne S Singleton, President

Date: 4/18/2019

Firm's Address: 3335 Carrollton Villa Rica Hwy, Carrollton, GA 30116

Contact's Email Address: ssingleton@ICAN1.com

**This form must be completed in its entirety, signed by the firm's authorized signer and returned with your response in order for the response to be eligible for consideration.*

Request for Taxpayer Identification Number and Certification (W-9)

Form W-9 (Rev. November 2017) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification ▶ Go to www.irs.gov/FormW9 for instructions and the latest information.	Give Form to the requester. Do not send to the IRS.
1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Integrated Construction and Nobility, Inc.		
2 Business name/disregarded entity name, if different from above		
Print or type. See Specific Instructions on page 3.	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.	
	☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.	
	☐ Other (see instructions) ▶ _____	
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)	
5 Address (number, street, and apt. or suite no.) See instructions. 228 Old Driver Road		Requester's name and address (optional)
6 City, state, and ZIP code Whitesburg, GA 30185		
7 List account number(s) here (optional)		
Part I Taxpayer Identification Number (TIN) Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later. Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.		
Social security number or Employer identification number 4 6 - 2 8 7 5 2 6 6		
Part II Certification Under penalties of perjury, I certify that:		
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and 3. I am a U.S. citizen or other U.S. person (defined below); and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.		
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.		
Sign Here	Signature of U.S. person ▶ <i>Danya L. Lighter</i> Date ▶ 4/18/2019	
General Instructions Section references are to the Internal Revenue Code unless otherwise noted. Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9 . Purpose of Form An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following: • Form 1099-DIV (dividends, including those from stocks or mutual funds) • Form 1099-MISC (various types of income, prizes, awards, or gross proceeds) • Form 1099-B (stock or mutual fund sales and certain other transactions by brokers) • Form 1099-S (proceeds from real estate transactions) • Form 1099-K (merchant card and third party network transactions) • Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition) • Form 1099-C (canceled debt) • Form 1099-A (acquisition or abandonment of secured property) Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN. If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.		

**Affidavit Verifying Contractor Participation in Federal Work
Authorization Program (E-Verify/I-9)**

GEORGIA

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

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

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

676929

Federal Work Authorization (E-Verify) User Identification Number

5/31/2013

Date of Authorization

Integrated Construction and Nobility, Inc.

Name of Contractor

ON-CALL PARK TRAIL CONSTRUCTION SERVICES

Name of Project

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

Executed on April, 18, 2019 in Carrollton (city), GA (state).

A handwritten signature in blue ink, appearing to read "Dwayne S. Singleton".

Signature of Authorized Officer or Agent

Dwayne S Singleton, President

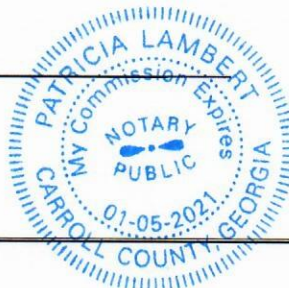
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN-BEFORE ME ON THIS THE 18 DAY OF April, 2019.

A handwritten signature in blue ink, appearing to read "Patricia Lambert".

NOTARY PUBLIC

My Commission Expires:

January 5, 2021



Donald J. Horton
38 Hill Street
Roswell, Ga 30075

January 5, 2017

Scott Singleton. Vice President
Integrated Construction & Nobility
228 Old Driver Road
Whitesburg, GA 30185

Dear Scott,

I am writing today to commend the work your company did on the latest phase of the Riverwalk, in Roswell Georgia. The Riverwalk was not an easy project, due to the deep drilling required. Your company showed great determination in completing the project. I also appreciated the attention to detail and the quality of labor that was put into this job.

As I walked the boardwalk with my wife, it was notable how accessible the walkway is for the physically handicapped and its safety for small children. I appreciate the round-over edge on the railings and the effort to smooth any rough areas that might cause splinters.

The City of Roswell strives to be the premier riverside community connecting strong neighborhoods and the entrepreneurial spirit. The Riverwalk is a great example of the investment the City of Roswell is willing to make to improve the quality of life for families.

Often, people do not take the time to say thank you for a job well done. I wanted to make certain this one was made in a timely manner. Your excellent work met and exceeded everyone's expectations. Thank you and please give my best regards to the employees who worked on this project.

Sincerely,

Donald J. Horton
Post 3 Councilmember, Mayor Pro Tem

38 Hill Street, Roswell, GA 30075
www.roswellgov.com



Post Office Box 14327
Atlanta, Georgia 30324
404 875 7284 TEL
404 875 3242 FAX
pathfoundation.org
path@pathfoundation.org

Executive Director
Ed McBrayer

BOARD OF DIRECTORS

William C. Fowler, *Chair*
Alexander C. Taylor, *Vice Chair*
Brian Cosgray, *Secretary*
Harry L. Anderson, *Treasurer*
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Jennifer Dorian
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Sam Friedman
Bo Heiner
B. Harvey Hill, Jr.
Warren Y. Jobe
James C. Kennedy
Sarah K. Kennedy
E. Cody Laird, Jr.
Carol Muldawer
Laura Richards
Charles Shufeldt
C. Austin Stephens

To whom it may concern:

The PATH Foundation is a non-profit organization that has aided in the construction of over 270 miles of trails for over 26 years in Georgia, South Carolina, and Mississippi. Path recently had the opportunity to work with Integrated Construction and Nobility to complete a one-mile addition at the Lake Spivey Golf Course located in Clayton County Ga, bringing ICAN's constructed multi-purpose trail to near 23 miles. While this project brought its own unique set of challenges being an active Golf Course; Construction Manager Ryan Rayburn was able to lead his team to complete construction with very little to no disruption in the day to day activities of the golf course. The project also had a 180' multi span bridge that had to be constructed over a large ravine nearly 20' in elevation, a pocket park, structural slabs, utilities, handrail, fencing, golf netting, and landscaping.

During construction ICAN was able to identify issues ahead of time, to allow construction to proceed without interruption. Their level of Professionalism and Integrity when dealing with businesses, homeowners, and members of the community were of excellence. The project was completed 2 months ahead of schedule and under budget. With only a few items to address on the punch list, ICAN's ability to manage the details and perform quality control during construction lends themselves to be a leader in this division.

Having had the opportunity to interact daily with Ryan and other team members at ICAN, it is a great pleasure to write this letter of recommendation on behalf of this organization and look forward to working with them on future projects.

Sincerely,

Jonathan McCaig
Project Manager
PATH Foundation
www.pathfoundation.org
404-433-1900 (m)



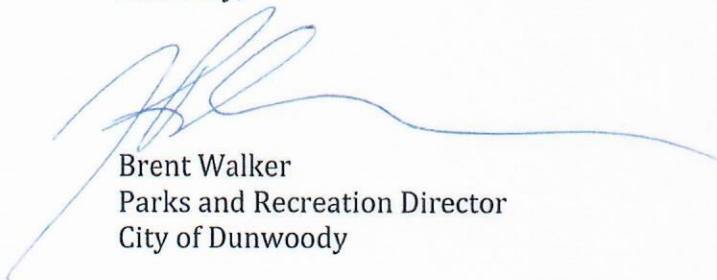
41 Perimeter Center East, Suite 250
Dunwoody, Georgia 30346
P (678) 382-6700
dunwoodyga.gov

November 2, 2016

To Whom It May Concern:

I have had the pleasure of working with Integrated Construction and Nobility as they were contracted by the City of Dunwoody to construct Pernoshal Park, a 5 acre community park consisting of playfields, basketball courts, multi-use trail and a pavilion. I found them to be very approachable and understanding of the City's needs. They were compliant of all our requests and were extremely professional in the way they conducted business. I would recommend them for any construction needs you may have.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brent Walker", is written over a horizontal line. The signature is fluid and cursive.

Brent Walker
Parks and Recreation Director
City of Dunwoody

Denis Shortal Mayor
Eric Linton, ICMA-CM City Manager
Sharon Lowery, CMC City Clerk

Pam Tallmadge City Council Post 1
Jim Riticher City Council Post 2
Doug R. Thompson City Council Post 3

Terry Nall City Council Post 4
Lynn Deutsch City Council Post 5
John Heneghan City Council Post 6

Member

American Society of
Landscape Architects

American Institute of
Architects

American Society of
Civil Engineers

American Planning
Association

March 16, 2015

Re: Letter of Reference for Integrated Construction and Nobility, Inc.

To Whom it May Concern:

My firm, Lose & Associates, Inc., recently completed the design and construction administration services for Kennworth Park, a \$1.76 million project for our client, Cobb County Parks, Recreation and Cultural Affairs Department. During our time of construction administration services for the County, I had the pleasure of working with Integrated Construction and Nobility, Inc. (ICAN), who served as the General Contractor. This project consisted of demolishing and reconstructing two existing restroom/concession buildings, as well as the renovation of five softball fields. In order to meet the County's service delivery requirements, the project had a strict timeline and limited budget. I am pleased to report that despite these restrictions, as well as adverse weather conditions, ICAN successfully delivered the facility two months ahead of schedule while also giving the County a deductive change order of \$20,000 at the end of the project.

It takes a dedicated team of professionals to achieve this level of excellence. Despite the challenges of site and vertical construction, as well as coordination with several municipalities, ICAN's team excelled at every opportunity through effective project management and communication.

As our firm's representative for this project, I am pleased to say Scott Singleton, Tommy Murray, and the rest of ICAN's team personified the level of character and professional integrity necessary for successful project delivery. We feel that ICAN shares our firm's values of commitment to our clients and excellence in our product delivery. As such, I am happy to recommend ICAN for future projects and we look forward to future opportunities to work together with them.

Sincerely,
LOSE & ASSOCIATES, INC.



Aaron St. Pierre, ASLA, RLA, CID
Director of Landscape Architecture
astpierre@loseassoc.com



CITY COUNCIL MEETING STAFF REPORT

Submitting Department: Recreation and Parks
Submitted By: Amanda Musilli
Meeting Date: June 3, 2019

I. AGENDA ITEM TITLE: ON-CALL ELECTRICAL SERVICE FOR EVENTS (RFP 19-111)

II. RECOMMENDATION:

Award RFP 19-111 to Meer Electric, Inc. for a 5-year service contract to provide electrical services on an on-call basis for the Recreation, Parks and Cultural Service Department's special events and authorize the Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: YES

TOTAL PROJECT COST: \$35,000.00

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
Professional Services (multiple accounts)	\$35,000.00

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
-	\$0.00

IV. REPORT IN BRIEF:

The award of this Request-for-Proposals (RFP) is for licensed and qualified electrical contractors to provide electrical services on an on-call basis for the Recreation, Parks and Cultural Service Department's (Recreation Department) special events. The scope-of-work include providing all labor, services, logistical planning, security, supervision, equipment, tools, materials, and incidentals required to meet the on-call electrical service needs of the City's special events and holiday decorations. Having an electrical services contractor on-call provides the flexibility needed for the Community Services Division to quickly and efficiently address unforeseen electrical needs during events, that may occur during the year. All services shall be performed in accordance with the standard electrical codes and all applicable Federal, State, and local laws, ordinances, rules as well as regulations and codes. The contract will not guarantee a certain amount of hours or annual sum. Rather, work will be performed and billed on an hourly basis in accordance with the cost submission provided in response to RFP 19-111. Subcontractors are not allowed for this contract.

In an effort to lock-in service pricing and give staff a formalized point-of-contact for on-call electrical services, an RFP was prepared by a Committee including representatives from the Recreation Department as well as Finance. RFP 19-111 was advertised in February/March 2019 with proposals received on March 21, 2019.

The City received a total of two (2) responses which were submitted to the Evaluation Committee for review and ranking.

The Evaluation Committee met on March 28, 2019 to tabulate the overall scores. Each proposal was evaluated based on the following criteria: method of providing services (42%); qualifications, past experience, and references (55%); and Alpharetta vendor preference (3%). The resulting scores were as follows (ranking of "1" to "5" with "5" being the highest):

- 4.75 Meer Electric, Inc.
- 1.38 LMI Systems, Inc.

The high scoring firm, Meer Electric, is our current electrical services provider for special events. Staff has found them to be knowledgeable, responsive, and focused on delivering excellent service. From a cost perspective, Meer Electric and LMI Systems proposed similar hourly rates per classification (Master, Journeyman, and Apprentice labor rates). The main differentiating factor pertains to minimum staffing as Meer Electric typically sends out a minimum of two (Master/Journeyman and an Apprentice) staff members to a job. LMI Systems did not specify their minimum staffing levels.

With these factors in mind, staff recommends award of RFP 19-111 to Meer Electric, Inc.

V. ALTERNATIVES:

VI. ATTACHMENTS:

Meer Electric On-Call Electrical Services for Events RFP #19-111, RFP 19-111 On-Call Electrical Services for Community Services Events_Final, RFP 19-111 Team Scoresheet

**CITY OF ALPHARETTA
REQUEST FOR PROPOSALS (RFP)
(THIS IS NOT AN ORDER)**



Finance Department
2 Park Plaza
Alpharetta, GA 30009
P: (678) 297-6052
F: (678) 297-6093
purchasing@alpharetta.ga.us

RFP TITLE: **ON-CALL ELECTRICAL SERVICES FOR EVENTS**
RFP #: **19-111**
RFP RESPONSE DUE DATE/TIME: **MARCH 21, 2019 10:00 AM**
RFP ISSUE DATE: **FEBRUARY 21, 2019**
NUMBER OF PAGES: **44**

SINGLE POINT OF CONTACT DURING PROCUREMENT PROCESS

PROCUREMENT AGENT: **Abigail Shipp**
City of Alpharetta Phone: 678-297-6052 FAX: 678-297-6093
Finance Department Email: purchasing@alpharetta.ga.us
2 Park Plaza Procurement Website: <https://www.ebidexchange.com/alpharetta>
Alpharetta, GA 30009

INSTRUCTIONS TO SUBMIT A PROPOSAL:

1. CITY HALL NORMAL HOURS FOR DELIVERIES: MON-THURS 8:30 AM-5:00 PM; FRI 8:30 AM-4:30 PM
2. PROPOSAL PACKAGE MUST BE SEALED IN OPAQUE PACKAGING; NO FAXED OR EMAILED RESPONSES ACCEPTED
3. SUBMIT UNBOUND (3-RING BINDER OK) **ONE** PAPER ORIGINAL WITH ORIGINAL SIGNATURES; **FOUR** PAPER COPY OF ORIGINAL; AND **ONE** CD-ROM/FLASH DRIVE COPY OF ORIGINAL
4. **ONE** COST PROPOSAL ORIGINAL IN SEPARATE SEALED ENVELOPE
5. NO PUBLIC OPENING WILL BE HELD FOR RFP RESPONSES

DELIVER SEALED PROPOSAL TO:

CITY OF ALPHARETTA
FINANCE DEPARTMENT
CITY HALL 1ST FLOOR CASHIER'S OFFICE
2 PARK PLAZA
ALPHARETTA, GA 30009
ATTN: ABIGAIL SHIPP

EXTERIOR OF OFFEROR'S SEALED ENVELOPE/PACKAGE MUST NOTE:

Offeror's Name and Address
RFP Title & Number as noted on top of this page
RFP Due Date & Time as noted on top of this page
(or as may be changed by Official Written Addendum)

THIS PAGE MUST BE COMPLETED, SIGNED, AND RETURNED WITH EACH RESPONSE

By signing and returning this form with a Proposal, the authorized signer and represented firm have read, understand, and agree to information within this Request for Proposal and with required and informational documents, files, and/or forms posted to webpage for this RFP and made part of this RFP and any contract that may be awarded as a result of response to this RFP. Furthermore, Offeror acknowledges and agrees that Offeror has carefully examined and fully understands the provisions and requirements of this RFP, has made a personal examination of the site of the proposed work (if applicable), is satisfied as to the actual conditions and requirements of the proposed Work, and hereby proposes and agrees that if Offeror's Proposal is accepted, Offeror will contract with the City in full conformance with the Contract Documents.

FIRM/OFFEROR NAME: **Meer Electrical Contractors, Inc., dba Meer Electric**
FIRM/OFFEROR MAILING ADDRESS: **405 Tidwell Drive, Alpharetta, GA 30004**
FIRM/OFFEROR PHONE NUMBER(S): **770-993-8028**
FIRM/OFFEROR FAX NUMBER(S): **770-998-8709**
EMAIL ADDRESS FOR OFFEROR'S CONTACT: **peter@meerelectric.com**
AUTHORIZED OFFEROR SIGNATURE: 
PRINTED NAME OF SIGNER: **Peter F. Meer**
OFFEROR FEDERAL I.D. NUMBER: **58-1564690**
OFFEROR DUNS NUMBER: **10-863-7570**

MEER ELECTRIC

City of Alpharetta, GA

*RFP # 19-111, ON-CALL ELECTRICAL
SERVICES FOR EVENTS*

SECTION 2



Meer Electric

405 Tidwell Drive • Alpharetta, Georgia 30004 • 770-993-8028

City of Alpharetta, GA

RFP # 19-111, ON-CALL ELECTRICAL
SERVICES FOR EVENTS

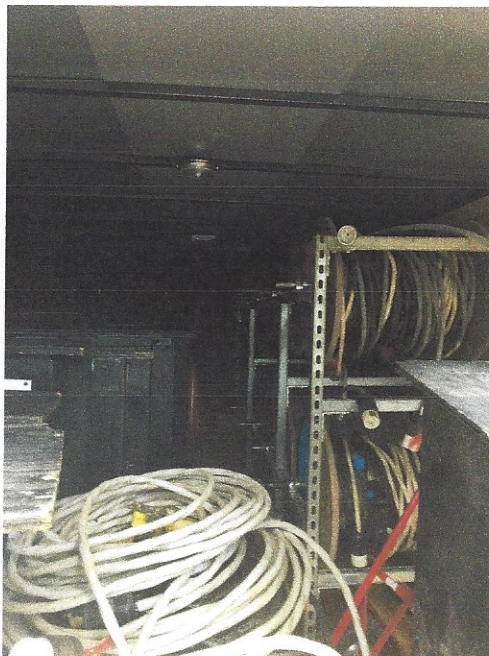
SECTION 2: SCOPE OF PROJECT/SPECIFICATIONS

Section 2.3

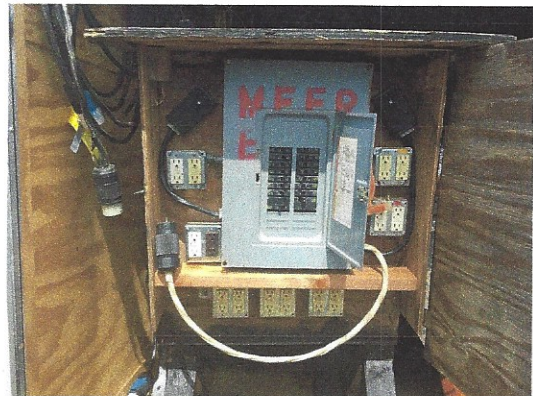
Meer Electric understands and will comply with all requirements of this Section.

Section 2.4

Meer Electric has reviewed and understands the requirements for all Special Events listed in Section 2.4. As we have been providing power for these Special Events for a number of years, we are well aware of the challenges that are involved in successfully meeting the power needs for each Event. We have created a "Special Events Unit", as seen below, to be prepared for any temporary power applications. Peter Meer, Vice President and Chief Operations Officer of Meer Electric, has been coordinating with City of Alpharetta Community Services Staff to meet all vendor power requirements prior to, during and after the Events. We provide Electricians and Helpers as needed based on the size and scope of the Event. The Meer Electric Team is dedicated to ensuring the success of all City of Alpharetta Special Events.



Cabling with Connectors



Electrical Subpanels



"Service is Our Most Important Product"

MEER ELECTRIC

City of Alpharetta, GA

*RFP # 19-111, ON-CALL ELECTRICAL
SERVICES FOR EVENTS*

SECTION 3



Meer Electric

405 Tidwell Drive • Alpharetta, Georgia 30004 • 770-993-8028

City of Alpharetta, GA

RFP # 19-111, ON-CALL ELECTRICAL
SERVICES FOR EVENTS

SECTION 3: OFFEROR QUALIFICATIONS

Meer Electrical Contractors, Inc. (Meer Electric) was established and incorporated in March of 1984 by Rick and Judy Meer in Roswell, Georgia, as a commercial, new construction electrical contracting company. We completed electrical installations in hotels, schools, office buildings and other commercial buildings. In 1989/1990, we phased into doing primarily commercial and residential service work. In 2013, Meer Electric relocated to 305 Tidwell Drive in Alpharetta. In the years since we became a service company, Meer Electric has been awarded On-Call Service Contracts in Roswell, Alpharetta, Milton, Cherokee County, Sandy Springs, and several other counties and municipalities for many different types of services including Special Events.

As a member of the Independent Electrical Contractors Association, we are able to educate and train our personnel in the Apprenticeship Program offered by the Association. The Apprenticeship Program is a four-year program which includes at least 4,000 hours of on-the-job training in addition to class time. As our Apprentices progress and are qualified, they are promoted to Technician at Meer Electric. Several of our Technicians have moved up to Sales and Supervisor positions, including our son, Peter, who is now Vice President and Chief Operations Officer. Every employee has undergone a background and E-Verify check, drug testing, and is required to wear a Meer Electric uniform. Many of our employees have been with Meer Electric for over 5 years, some as long as 23 years. Six members of our team hold Master Electrical Licenses in the State of Georgia. Only one license is required by the State for the company.

As our company has grown over the past 35 years, we pride ourselves in earning a reputation for dependability, professionalism, expertise, and our customer satisfaction attitude. We understand the importance of quick response time and getting the job done right when a business or organization has an electrical problem or need, or an event that needs uninterrupted power to be a success for the participants. We have the highly qualified personnel and specialty equipment needed to get the job done. Peter Meer will continue to be the single point of contact. He is always available by cell at 404-550-7658 or peter@meerelectric.com. Our mailing address is 405 Tidwell Drive, Alpharetta, GA 30004.

The Authorized Signer – Electronic Signature is Judy Meer, Secretary/Treasurer of Meer Electric. Her email address is judy@meerelectric.com.

Over the years, we have provided the City of Alpharetta with quality service for maintenance of city facilities as well as for the wonderful events sponsored by the City. We appreciate the opportunity to submit this Proposal in order to continue providing dependable service for Alpharetta's Special Events.

Thank you,

"Service is Our Most Important Product"

MEER ELECTRIC

City of Alpharetta, GA

RFP # 19-111, ON-CALL ELECTRICAL
SERVICES FOR EVENTS

SECTION 3: 3.2.2 REFERENCES

City of Roswell
Roswell Town Square
Rusty Pruitt, Parks Services Manager
rpruitt@roswellgov.com
Cell: 404-408-8461

9/15/18 – 9/16/18

Roswell Arts Festival – Set up for Event. Provide generator and 3 panels. Pick up and Clean up.
Technicians on call if needed. Total Amount: \$1,906.16

11/28/18 – 12/5/18

City of Roswell Christmas Tree Lighting in The Square – Replaced GFCI's in Park not working. Checked
Christmas Tree Lights and ran new extension cord. Technicians on call if needed.
Total Amount: \$1,174.44

Star House Foundation
Roswell Town Square
Stephanie Christiansen, Executive Director
Stephanie.c@starhousefoundation.org
Phone: 678-571-0558

Roswell Beer Festival – Set up for Event. Provide generator. Ensure that vendors set up without issues.
Total Amount: Donation

American Cancer Society/Southeast Region
Webb Bridge Middle School, Alpharetta
Jewel Anderson, Community Development Manager
Jewel.anderson@cancer.org
Phone: 1-800-227-2345

Relay for Life – Provide and set up generator and panel for Event. Ensure no issues with vendors.
Total Amount: Donation

MEER ELECTRIC

City of Alpharetta, GA

RFP # 19-111, ON-CALL ELECTRICAL
SERVICES FOR EVENTS

SECTION 3: 3.2.3 RESUMES AND EXPERIENCE OF KEY PERSONNEL

Peter F. Meer

Peter has 30 years of experience in all aspects of electrical work with Meer Electric. He attended Southern Technical Institute from 1989 to 1991 at which time he came to work at Meer Electric full time. He holds a State of Georgia Electrical Contractors License – Non Restricted, EN214347. It expires 6/30/2020. Peter is the COO of the company and is responsible for Customer Relations, Estimating, and Project Management for contractor and specialty electrical jobs.

Richard L. McClure

Richard joined the Meer Electric team in 2001 and has been one of our best Technicians. He has learned through on-the-job training and is also experienced in all aspects of electrical work. In 2018, he was promoted to Field Supervisor. Customer service and satisfaction is his personal goal. Richard also holds a State of Georgia Electrical Contractors License – Non Restricted, EN215989. It expires 6/30/2020.

Robert Snodgrass

Robert was hired in 2013 and enrolled in the Independent Electrical Contractors Association Apprenticeship Program. He graduated from the 4 year Program in 2017 and has become a valuable member of the Meer Electric Team. He is knowledgeable, responsible, and ready to take on challenging work. He enjoys being part of the Special Events projects.

SECTION 3: 3.2.4 METHOD OF PROVIDING SERVICES

Peter Meer is the Project Manager and will be available for meetings or emails to schedule and coordinate the work plan. Meer Electric has been providing On-Call Electrical Services for Events to the City of Alpharetta since 2006. We not only know what is required for each event, but we have created a Special Events Unit (see pictures under Section 2.3 and 2.4) that is equipped with 28 temporary panels with 10 GFCI protected outlets on each one. We have miles of special cables with connectors ready to be safely installed to get power to the panels. We also provide generators, if necessary. Our technicians and helpers have had experience in arriving at the appointed set up time and work efficiently to get everything ready before the start time. Depending on the size of the Event, the necessary number of staff will be sent to prepare the site. They will return when the Event is scheduled to conclude to do the disconnect and clean up. When it is required, especially for the larger Events, there will be technicians onsite for the duration and clean up at the end. On-call response times when Meer Electric personnel are not on site, should be under an hour. Peter Meer can be reached at 404-550-7658 and he will dispatch someone to the Event Site as quickly as possible if he is unable to be there sooner.

3.2.5 Available Resources

1. See Appendix F for Insurance Certificate and Business License.
2. Resources: Meer Electric employs 12 Technicians and 10 Helpers. We do not use Subcontractors. As stated in Section 2.4 and Section 3.2.4, we have specialized materials and equipment designed to be used for power sources for Special Events applications. All Technicians are supplied with company cell phones for communication. We use an ATV when needed on site for quick response to any issues.
3. Meer Electric is located 4.7 miles from Downtown Alpharetta.

APPENDIX A: REQUIRED FORMS

Forms required to be returned with every response to this request. These forms are necessary to ensure compliance with various laws as described within the procurement.

Instructions for Submitting Required Forms

One completed original of each form listed below shall be returned within the sealed 'Original' Response package. Vendor's response may be declared non-responsive if all forms are not returned complete with all information, signatures, and notarized (if required).

1. Disclosure Form and Certificate of Non-Collusion
2. Certification Regarding Debarment, Suspension, Proposed Debarment, and Other Responsibility Matters
3. IRS Form W-9 (Request for Taxpayer Identification Number and Certification)
4. E-Verify/I-9 (Affidavit Verifying Contractor Participation in Federal Work Authorization Program)

City of Alpharetta Disclosure Form and Certificate of Non-Collusion

**DISCLOSURE FORM and CERTIFICATE OF NON-COLLUSION**

Bidder must disclose any possible conflict of interest with any City of Alpharetta (City) elected official and/or employee and if a known relationship exists between any principal or employee of your corporation, firm, team, organization, or person and any City elected official and/or employee. Relationship may consist of financial, personal, or family relations or may be in the form of campaign contributions to elected officials.

If, to your knowledge, no relationship exists, this shall be stated in your response. Failure to disclose such a relationship (or lack thereof) may result in response being declared non-responsive and will not be considered further. If already awarded, may result in cancellation of a purchase and/or contract as a result of your response.

Check one of the following, as it applies to your firm and this request. Use additional forms if needed:

- ☒ **No known relationship exists.** *If this box checked, skip to signature and firm information at bottom of form.*
- ☐ **Relationship does exist.** *If this box checked, include the name and position of the City Official to whom a campaign contribution was made or official/employee relationship. Use a separate form for each official to whom a contribution has been made within the past two (2) years or for additional official/employee relationships.*

Elected Official name and position:	
Amount/Value of Contribution:	
Date and description of Contribution:	
List other Relationship Type and name of City Employee/Official:	

By signing this form, I certify that:

- As an officer of this firm, or per the attached letter of authorization, I am duly authorized to certify the information provided herein is accurate and true; and my firm shall comply with all State and Federal Equal Opportunity and Non-Discrimination requirements and conditions of employment.
- That the firm's response is made without prior understanding, agreement, or connection with any corporation, firm, team, organization, or person submitting a response for the same materials, supplies, equipment, opportunity, or services and is in all respects fair and without collusion or fraud. My firm understands and agrees that bid/proposal collusion is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards; and
- That the provisions of the Official Code of Georgia Annotated, Sections 45-10-20 et seq. have not been violated and will not be violated in any respect. O.C.G.A. 45-10-20 through 45-10-28 provide that it is unlawful for a state [City] employee to transact business with the agency by which that person is employed for himself, on behalf of a business in which the employee or his/her spouse or dependents has a substantial interest, or on behalf of anyone as agent, broker, dealer, or representative. Transacting business is defined as selling real property, personal property, or services, or purchasing surplus real or personal property.

Firm's Full Legal Name:
(PLEASE TYPE OR PRINT)

Meer Electrical Contractors, Inc., dba Meer Electric

Authorized Signature:

Judy Meer

Printed Name and Title of Person

Signing:

Judy Meer, CFO

Date:

Firm's Address:

405 Tidwell Drive, Alpharetta, GA 30004

Contact's Email Address:

judy@meerelectric.com

**This form must be completed in its entirety, signed by the firm's authorized signer and returned with your response in order for the response to be eligible for consideration.*

**Certification Regarding Debarment, Suspension, Proposed
Debarment, and Other Responsibility Matters****CERTIFICATION REGARDING DEBARMENT,
SUSPENSION, PROPOSED DEBARMENT,
AND OTHER RESPONSIBILITY MATTERS**

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

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

Firm's Full Legal Name:
(PLEASE TYPE OR PRINT) Meer Electrical Contractors, Inc., dba Meer Electric

Authorized Signature: *Judy Meer*

Printed Name and Title of
Person Signing: Judy Meer, CFO

Date: 3/19/19

Firm's Address: 405 Tidwell Drive, Alpharetta, GA 30004

Contact's Email Address: judy@meerelectric.com

**This form must be completed in its entirety, signed by the firm's authorized signer and returned with your response in order for the response to be eligible for consideration.*

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Meer Electrical Contractors, Inc.		
	2 Business name/disregarded entity name, if different from above Meer Electric		
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ►		
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)		
	5 Address (number, street, and apt. or suite no.) See instructions. 405 Tidwell Drive		Requester's name and address (optional)
	6 City, state, and ZIP code Alpharetta, GA 30004		
	7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

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

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

Social security number								
			-				-	
or								
Employer identification number								
5	8	-	1	5	6	4	6	9 0

Part II Certification

Under penalties of perjury, I certify that:

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

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

Sign
Here

Signature of
U.S. person ►

Judy Meer

Date ►

3/19/19

General Instructions

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

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

Purpose of Form

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

- Form 1099-INT (interest earned or paid)

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

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

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

**Affidavit Verifying Contractor Participation in Federal Work
Authorization Program (E-Verify/I-9)****AFFIDAVIT VERIFYING CONTRACTOR
PARTICIPATION IN FEDERAL WORK
AUTHORIZATION PROGRAM**

GEORGIA

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

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

107624

Federal Work Authorization (E-Verify) User Identification Number

March 17, 2008

Date of Authorization

Meer Electric

Name of Contractor

Alpharetta On-Call Electrical Services for Special Events

Name of Project

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

Executed on March, 19, 2019 in Alpharetta (city), GA (state).

Judy Meer
Signature of Authorized Officer or Agent

Judy Meer, CFO

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE 19 DAY OF March, 2019.

Diane M Darcy
NOTARY PUBLIC

My Commission Expires:

01/26/2020

Diane M Darcy
NOTARY PUBLIC
Fulton County, GEORGIA
My Comm. Expires
01/26/2020

MEER ELECTRIC

City of Alpharetta, GA

*RFP # 19-111, ON-CALL ELECTRICAL
SERVICES FOR EVENTS*

APPENDIX F

Section 3: 3.2.5 Available Resources

1. Insurance Certificate Attached
Business License and Qualifying Electrical License Attached



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/19/2019

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

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

PRODUCER PointeNorth Insurance Group, LLC PO Box 724728 Atlanta GA 31139		CONTACT NAME: Brenda Durham PHONE (A/C, No, Ext): (770) 858-7540 FAX (A/C, No): (770) 858-7545 E-MAIL ADDRESS: bdurham@pointenorthins.com	
INSURED Meer Electrical Contractors Inc, DBA: Meer Electric Related to Meer 405 Tidwell Drive Alpharetta GA 30004		INSURER(S) AFFORDING COVERAGE INSURER A: Cincinnati Insurance Company INSURER B: Insurance Company of the West INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 10677	

COVERAGES**CERTIFICATE NUMBER:** CL1912878382**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Contractual Liability ☒ Crime/Fidelity Limit -50,000 GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:			EPP 0058858	02/01/2019	02/01/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Employee Benefits \$ 1,000,000
	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			EPP 0058858	02/01/2019	02/01/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 500,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist \$ 500,000
	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED \$ RETENTION \$			EPP 0058858 - Follows Form	02/01/2019	02/01/2020	COMBINED SINGLE LIMIT \$ 3,000,000 EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ OTHER
	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WGA5035900 02	02/01/2019	02/01/2020	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Inland Marine -Contractors Equipment Installation Floater			EPP 0058858	02/01/2019	02/01/2020	Leased & Rented 200,000 Deductible 500 Installation Floater 30,000

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

CERTIFICATE HOLDER**CANCELLATION**

City of Alpharetta

2 Park Plaza
Alpharetta

GA 30009

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

AUTHORIZED REPRESENTATIVE

William H. Dukes

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FORSYTH COUNTY

20 BUSINESS LICENSE 19



MEER ELECTRICAL CONTRACTORS, INC.
BUSINESS NAME

July 08, 2013
ORIGINAL ISSUE DATE

405 TIDWELL DR
STREET ADDRESS

December 31, 2019
EXPIRATION DATE

L201300518
BUSINESS LICENSE NUMBER

238210
NAICS CODE

MEER, RICHARD & JUDITH
BUSINESS OWNER

Amy Konrad
LICENSE OFFICIAL



STATE OF GEORGIA
Brian P. Kemp, Secretary of State
State Construction Industry Licensing Board
Electrical Contractor- Non Restricted
License No. EN003389 Status: Active

Richard J Meer
10850 Shagbark Trail
Roswell GA 30075

Issued: 4/1/1982
Expires: 6/30/2020



Real-time license verification is available at sos.georgia.gov/PLB

The Certificate above may be used for wall display.



Licensee Information

Roswell GA 30075

Lic #:	EN214347	Profession:	Electrical Contractor	Type:	Electrical Contractor- Non Restricted
Secondary:		Method:	Examination	Status:	Active
Issued:	4/14/2006	Expires:	6/30/2020	Last Renewal Date:	6/22/2018

No Prerequisite Information

Please see Documents section below for any Public Board Orders

No Other Documents

This website is to be used as a primary source verification for licenses issued by the Professional Licensing Boards. Paper verifications are available for a fee. Please contact the Professional Licensing Boards at 478-207-2440.

**CITY OF ALPHARETTA
REQUEST FOR PROPOSALS (RFP)
(THIS IS NOT AN ORDER)**



Finance Department
2 Park Plaza
Alpharetta, GA 30009
P: (678) 297-6052
F: (678) 297-6093
purchasing@alpharetta.ga.us

RFP TITLE:	ON-CALL ELECTRICAL SERVICES FOR EVENTS
RFP #:	19-111
RFP RESPONSE DUE DATE/TIME:	MARCH 21, 2019 10:00 AM
RFP ISSUE DATE:	FEBRUARY 21, 2019
NUMBER OF PAGES:	44

SINGLE POINT OF CONTACT DURING PROCUREMENT PROCESS

PROCUREMENT AGENT:	<u>Abigail Shipp</u>
City of Alpharetta	Phone: 678-297-6052 FAX: 678-297-6093
Finance Department	Email: purchasing@alpharetta.ga.us
2 Park Plaza	Procurement Website: https://www.ebidexchange.com/alpharetta
Alpharetta, GA 30009	

INSTRUCTIONS TO SUBMIT A PROPOSAL:

1. CITY HALL NORMAL HOURS FOR DELIVERIES: MON-THURS 8:30 AM–5:00 PM; FRI 8:30 AM–4:30 PM
2. PROPOSAL PACKAGE MUST BE SEALED IN OPAQUE PACKAGING; NO FAXED OR EMAILED RESPONSES ACCEPTED
3. SUBMIT UNBOUND (3-RING BINDER OK) **ONE** PAPER ORIGINAL WITH ORIGINAL SIGNATURES; **FOUR** PAPER COPY OF ORIGINAL; AND **ONE** CD-ROM/FLASH DRIVE COPY OF ORIGINAL
4. **ONE** COST PROPOSAL ORIGINAL IN SEPARATE SEALED ENVELOPE
5. NO PUBLIC OPENING WILL BE HELD FOR RFP RESPONSES

DELIVER SEALED PROPOSAL TO:

CITY OF ALPHARETTA
FINANCE DEPARTMENT
CITY HALL 1ST FLOOR CASHIER'S OFFICE
2 PARK PLAZA
ALPHARETTA, GA 30009
ATTN: ABIGAIL SHIPP

EXTERIOR OF OFFEROR'S SEALED ENVELOPE/PACKAGE MUST NOTE:

Offeror's Name and Address
RFP Title & Number as noted on top of this page
RFP Due Date & Time as noted on top of this page
(or as may be changed by Official Written Addendum)

THIS PAGE MUST BE COMPLETED, SIGNED, AND RETURNED WITH EACH RESPONSE

By signing and returning this form with a Proposal, the authorized signer and represented firm have read, understand, and agree to information within this Request for Proposal and with required and informational documents, files, and/or forms posted to webpage for this RFP and made part of this RFP and any contract that may be awarded as a result of response to this RFP. Furthermore, Offeror acknowledges and agrees that Offeror has carefully examined and fully understands the provisions and requirements of this RFP, has made a personal examination of the site of the proposed work (if applicable), is satisfied as to the actual conditions and requirements of the proposed Work, and hereby proposes and agrees that if Offeror's Proposal is accepted, Offeror will contract with the City in full conformance with the Contract Documents.

FIRM/OFFEROR NAME:

FIRM/OFFEROR MAILING ADDRESS:

FIRM/OFFEROR PHONE NUMBER(S):

FIRM/OFFEROR FAX NUMBER(S):

EMAIL ADDRESS FOR OFFEROR'S CONTACT:

AUTHORIZED OFFEROR SIGNATURE:

PRINTED NAME OF SIGNER:

OFFEROR FEDERAL I.D. NUMBER:

OFFEROR DUNS NUMBER:

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SECTION 1: SCHEDULE OF EVENTS

SINGLE POINT OF CONTACT:

- Any vendor interested in responding to the procurement is not allowed to communicate with any City staff or elected officials regarding the procurement, except for communication with or at the direction of the City Procurement Agent in charge of the solicitation as designated by the City Procurement Officer and, if applicable, authorized communications at the Pre-Conference or Site Visit.
- Any unauthorized contact may disqualify the Vendor from further consideration.
- Single point of contact information is located on cover page of this document.

EVENT

DATE

- RFP Issue Date..... Thursday, February 21, 2019, 9:00 AM**
- Deadline for Receipt of Written Questions Tuesday, March 12, 2019, 4:00 PM**
 - Submit each written question or request for information separately using the question tab and entry field found within the solicitation posting at <https://www.ebidexchange.com/alpharetta> See Appendix D, Section A.2.4
- Deadline for Posting of Written Answers Friday, March 15, 2019, 4:00 PM**
 - Answers to questions for clarification can be found within the question tab found within the solicitation posting at <https://www.ebidexchange.com/alpharetta>. All substantial changes to scope, specs, etc. will be posted by written addendum. See Appendix D, Section A.2.5
- RFP Response (Proposal) Due Date/Time Thursday, March 21, 2019 10:00 AM**
 - Regardless of cause, late responses will not be accepted and will automatically be disqualified from further consideration. See Appendix D, Section A.4

CITY HALL NORMAL HOURS OF OPERATION FOR RECEIPT OF DELIVERIES:

Monday – Thursday 8:30 AM – 5:00 PM;
Friday 8:30 AM – 4:30 PM

Offeror is notified that no one will be available to accept packages outside posted normal business hours for City Hall. Any Proposal left prior to opening time, left after closing times, or left with someone other than 1st floor Customer Service or Finance Procurement Team will be at Offeror's risk.

It shall be the Offeror's sole risk to assure delivery to the receptionist's desk at the designated location by the designated RFP Response (Proposal) Due Date/Time noted on Cover Page, page 1 and in Section 1 Schedule of Events of this document.

Late responses will not be opened and may be returned to the Offeror at the expense of the Offeror or destroyed if requested or no reply from Offeror within 72 hours of City's email response.

(All time references in this document are to be understood as local, Eastern Time for our City.)

SECTION 2: SCOPE OF PROJECT/SPECIFICATIONS

2.1 City's Intent

The City of Alpharetta is requesting proposals from licensed and qualified electrical contractors to provide electrical services on an on-call basis for the Recreation, Parks and Cultural Service Department's Community Services Division's special events. At this time, the City offers (45) special events for the year, including recurring events from April – October, plus numerous partnered events throughout the year. All events are subject to change. In addition to the special events, there are electrical service needs associated with the holiday decorations in downtown. The electrical contractor shall have a commercial license and all certifications necessary to perform the duties described in the RFP. All services shall be performed in accordance with the standard electrical codes and all applicable Federal, State, and local laws, ordinances, rules as well as regulations and codes. The contract will not guarantee a certain amount of hours or annual sum. Subcontractors are not allowed for this contract.

The City's intent is to award a 5-year contract.

2.2 Organization of Proposal

Each proposal must be organized in the order set forth below. Paper 'Original' and each paper 'Copy' shall have tabs separating each section. Original, all paper copies, and digital copies must contain same information. Original Proposal and all Copies must be submitted in a sealed envelope/package. Cost Proposal to be within a sealed envelope within the sealed Proposal package.

1. **Cover Page** – Offeror's authorized official to complete, sign, and return with proposal response;
2. **Section 2.3, Scope of Work and Section 2.4 Project Specific Requirements** – include all requested documents, information, etc. Explain any exceptions, clarifications, etc.;
3. **Section 3, Offeror Qualifications** – include all requested documents and information;
4. **Required Forms** – Complete each Appendix A Required Forms as directed on each form and each applicable Appendix B Optional and Informational Forms as directed on each form;
5. **Additional Appendices** (ONLY if applicable) – include all requested documents and information;
6. **Addenda Acknowledgement** (ONLY if applicable) – if any addenda are formally issued by the City.
7. **Section 4 – Cost Proposal and Proposal Price Certification** to be within a sealed envelope within the sealed Proposal package.

2.3 Scope of Work

The scope of work for this request includes, but may not be limited to, supplying all labor, services, security, supervision, equipment, tools, materials and incidentals required to meet the on-call electrical service needs for the City's special events and holiday decorations.

All services shall be performed in accordance with the standard electrical codes and all applicable Federal, State, and local laws, ordinances, rules as well as regulations and codes.

All work to be performed by a State of Georgia licensed electrician.

Contractor shall work with the City's event management services company, holiday décor contractor, staging contractors, other city contracted vendors, and Georgia Power to facilitate electrical services to the special events and holiday decorations.

Contractor must be available by phone, email, or in person to answer all participating vendor, holiday décor contractor, staging contractor and other city contracted vendor's questions, regarding power needs before and during the special events.

The contractor shall apply for, and make available upon request, the applicable City permits for these services for each event.

All work performed under this contract is subject to inspection by Georgia Power, the City of Alpharetta's Code Enforcement, the City of Alpharetta Fire Marshall, etc.

The contractor's employees must wear company uniforms, identification badges and appropriate safety equipment as well as be fluent in English.

Two months prior to each event, the contractor must test all permanently installed outlets as provided on the event layout and/or at locations specified by Community Services staff. The contractor will ensure the existing outlets are in proper working order. If they are not in proper working order, contractor must advise Community Services staff with quote to complete the needed repair. This may include the downtown area, City Center, Village Green, Brooke Street Park, etc. Upon completion, the contractor will notify the Community Services staff, event management service provider, event coordinator or other designated party. Refer to Project Specific Requirements for any exceptions.

The contractor must meet in person with Community Services staff, the event management services staff, the event coordinator or other City contracted vendors, starting at a minimum of two months prior to the event for logistical planning/consultation services. Depending on the complexity of the event(s), additional meetings or site inspection(s) may be required. Refer to Project Specific Requirements for details.

Approximately four weeks prior to each event, the City will provide an event layout to the electrical contractor. The event layout is subject to change. Refer to Project Specific Requirements for any exceptions.

Upon arrival on event day, the contractor must check in with Community Services staff, the event management services provider, event coordinator or other parties as designed by the City,

The contractor must have all tools and items on-site on the event day(s) to address the event's electrical needs as time is of the essence.

The contractor may be required to handle portable walkie-talkie radio to be in constant contact with Community Services staff or other designated parties.

All electrical equipment, including, but not limited to, temporary panels, shore lines, extension cords, etc. shall be installed in a neat, safe, and professional manner with all exposed cords securely taped down to pavement, or covered to prevent trip hazards. All equipment, including, but not limited to, temporary panels, shore lines, extension cords, etc. shall be removed at the close of the event.

Contractor shall ensure that the work area is clean and free of any debris at the end of the each day's work. All debris shall be disposed of offsite by the contractor in accordance with all applicable codes, ordinances, and laws pertaining to the disposal of the material.

All events are rain or shine.

Upon request, the contractor will provide quotes to Community Services staff for budgetary estimates prior to the start of the new fiscal year and/or as events are modified.

2.4 Project Specific Requirements

At this time, the City offers (45) special events for the year, including events from April – October, plus numerous “partnered events” throughout the year. All events are subject to change. In addition to the special events, there are electrical service needs associated with the holiday decorations in downtown.

Special Events

Taste of Alpharetta

May

Event Description: This is Alpharetta’s largest food festival with more than (65) restaurants, participating in a “taste-of” sampling. It includes fun outdoor activities for all ages, live music, culinary competitions, and dinner “sampling” with a large variety of cuisine. It occurs on the first Thursday of May each year. The event hours are 5 pm- 10 pm. The estimated attendance is 35,000 people.

Specifications:

- Logistical planning meetings start four months prior to the event with a maximum of ten meetings.
- Electrician to check all permanently installed outlets three months prior to event at the locations specified by Community Services staff.
- Electrician to provide onsite staff for the day of event. Current estimated staffing needs are (6) staff members onsite from 9 am – midnight.
- The event layout will be provided approximately two weeks prior to the event. The event layout is subject to change.
- Electrician to provide total (50) dedicated Quad 20 amp GFCI outlets, connected to existing power
- Electrician to provide (23) spider boxes with 10 – 20 amp dedicated GFCI outlets, connected to existing power source.
- Electrician to provide (5) portable light plants with (4) 1000 watt light bulbs, and place on-site at location provided by Community Services staff.
- Electrician to provide (1) 200 amp temporary pole, 5 – 20 amp GFCI dedicated outlets.
- Electrician to provide (2) 20 KW generators for use and 1- 80 KW for use.
- Electrician to provide (4) 20 KW generators for back-up at event, if needed.
- Electrician to manage and handle electrician calls (radio provided by City and phone) during event for the (100+) vendors at event. Approximately (60 – 65) of these vendors are restaurants with multiple electrical needs such as ovens, coolers, fryers, etc.
- Electrician to have final check of outlets two weeks prior to event and report to Community Services staff and Georgia Power when completed.
- Upon request of the Community Services Manager, city staff or the event management service contractor, some power lines on ground will need to be properly covered.
- Electrician to remove all their equipment at the close of event. This may be at 2 am of the following morning.

Alpharetta Arts Streetfest

May

Event Description: This is a 3-day arts partnered festival, featuring more than (80) artisans, musicians, sponsors, and children’s activities over Memorial Day Weekend. The event includes (1) stage, approximately (5) food trucks, and various other food vendors. Vendor/artist set-up is Friday; Event is Saturday, Sunday and Monday. The event hours are 10 am – 5 pm for all three days. The estimated attendance is 15,000 people.

Specifications:

- Logistical planning meetings start three months prior to the event with a maximum of six meetings.
- Contractor is to provide onsite staff for the day of the event. Current estimated staffing need is (1) staff member for a minimum of three hours. Times are approximately 7 am – 10 am.

- Electrician to provide all necessary temporary panels for a variety of vendors as well as provide (20) temporary quad GFCI outlets connected to existing services.
- Electrician to have final check of outlets three days prior to event and report to Community Services Events staff when completed.
- Electrician to ensure that existing outlets in downtown area are in working order, as specified on event layout.
- Electrician to contact Georgia Power representative and facilitate all electrical services to ensure all power needs are addressed.
- Power lines on ground at the stage and at one or two additional locations, as specified by Community Services Manager, city staff, or event management service contractor, will need to be properly covered.

Memorial Day**May**

Event Description: This is a partnered event, celebrating of our country and honoring our fallen heroes. The event hours at 8 am – noon. The estimated average attendance is 1,000 people.

Specifications:

- There will be a maximum of three logistical planning meetings.
- Installation and removal of the large flag on the City Hall building.
- Electrician to provide onsite staff for day of event for a minimum of two hours. This is subject to change.
- Electrician to have final check of outlets three days prior to event and report to Community Services staff when completed.

Brew Moon Fest - Summer**June**

Event Description: This partnered event features music, dancing, brews, wine, food trucks, and much more in downtown Alpharetta. The event hours are 5 pm – 11:30 pm. The estimated average attendance is 6,000 people.

Specifications:

- There will be a maximum of four logistical planning meetings.
- Electrician is to provide onsite staff for the day of the event for a minimum of five hours.
- Electrician to provide all necessary panels for a variety of vendors, including stage vendor, five or six food trucks, beer trucks, refrigerated trucks and other food vendors, etc.
- Electrician to have final check of outlets two weeks prior to the event and report to Event Coordinator when completed.

Old Soldiers Day Parade**Aug**

Event Description: In conjunction with American Legion Post 201, this is a program and parade, honoring our veterans of all wars and recognizes their service to our country. The festivities include a performance by the City Band, a memorial service dedicated to our veterans, a parade with floats, local high school bands, and other entertainment. The event hours are 8 am – 12:30 pm, with the parade ending at noon. The estimated attendance is 1,500 people.

Specifications:

- Electrician arrival at 6:00 am for electrical setup and return after event for removal of electrical panel at stage.
- Electricity to be provided for the stage and possibly one vendor.

Mayor's Challenge**Aug**

Event Description: This is a one day, partnered, 5K event, attracting local employees, residents, and runners. It is a night of food, music and friendly competition, benefitting local and international charities. The event hours are 5 pm – 9 pm. The estimated average attendance is 2,000 people.

Specifications:

- Electrician to test permanently installed outlets one month prior to event at the locations specified by Community Services staff.
- Electrician to have final check of outlets 3 days prior to event and report to Community Services staff when completed.
- Electrician to provide onsite staff for day of event for a minimum of three hours. Electrician arrival at time to be determined by Community Services staff.
- Electrician to provide all necessary panels for a variety of vendors, including but not limited to inflatables, food trucks with 240 volt requirements, stage, other food vendors, etc.

Grilling & Gridiron**Sept**

Event Description: This is a one day event, benefitting the Lionheart School, where attendees watch Southeastern Conference Football on a giant LED screen while participating in grilling companionships and enjoying tailgating samples. The event hours are 11 am – 8 pm. The estimated attendance is 1,500 people.

Specifications:

- Electrician to test permanently installed outlets one month prior to event at the locations specified by Community Services staff.
- Electrician to have final check of outlets 3 days prior to event and report to Community Services staff when completed.
- Electrician to provide onsite staff for day of event for minimum of two hours.
- Electrician to provide (16) temporary quad GFCI outlets, connected to existing services. All material for connection supplied by electrician. They will be used for variety of vendors, including inflatables, cotton candy machine, beer truck, food trucks, other vendors, etc.

European Market**Sept**

Event Description: This is a Saturday and Sunday partnered event, providing a European-style shopping experience with an eclectic mix of local artisans and other vendors. The event hours are 10 am - 6 pm on both days. The estimated attendance is 2,500 people.

Specifications:

- There will be a maximum of three logistical planning meetings.
- Electrician to provide a bucket truck to run center panel line in center of Milton Avenue on Friday afternoon before 4:30 pm. This panel will need to be removed on Sunday night at close of event, using a bucket truck.
- Electrician to provide on-site staff for the days of event for a minimum of four hours. Electrician arrival at 8 am.
- Electrician to provide (8) temporary quad GFCI outlets connected to existing services to be removed at end of event. They will be used for a variety of European Market vendors.
- Electrician to have final check of outlets 3 days prior to event and report to Community Services staff when completed.

Brew Moon Fest – Fall**Sept or Oct**

Event Description: This partnered event features music, dancing, brews, wine, food trucks, and much more in downtown Alpharetta. The event hours are 5 pm – 11:30 pm. The estimated average attendance is 6,000 people.

Specifications:

- There will be a maximum of four logistical planning meetings.
- Electrician is to provide onsite staff for the day of the event for a minimum of five hours.
- Electrician to provide all necessary panels for a variety of vendors, including stage vendor, five or six food trucks and other food vendors, etc.
- Electrician to have final check of outlets two weeks prior to the event and report to Event Coordinator when completed.

Scarecrow Harvest**Oct**

Event Description: This is a one day event, where our local elementary students create life-size scarecrows and place them in assigned outdoor street locations. The event is a fun, family fall festival, celebrating the scarecrows and is a thank you to the community. The event hours are 10 am – 2 pm. The estimated attendance is 2,000 people.

Specifications:

- In addition to the logistical planning meetings with Community Services staff, the electrician must attend and assist in the logistical planning meetings with the City and the Alpharetta Business Associations. There will be a maximum of six logistical planning meetings.
- Electrician to provide onsite staff from 8 am – 11: 30 am.
- Electrician to provide (16) temporary quad GFCI outlets, connected to existing services. They will be used by a variety of vendors, including inflatables, cotton candy machine, stage, food trucks and other food vendors, etc.
- Electrician to have final check of outlets 3 days prior to event and report to Community Services staff when completed.

Wire and Wood**Oct**

Event Description: This is a Friday and Saturday singer/songwriter event, featuring more than (20) artists, performing on four to six outdoor stages in the downtown area and Brooke Street Park. Event times are Friday, 6 pm – 10 pm, and Saturday, 3 pm - midnight. Event times could be extended. The estimated average attendance is 7,500 people per day.

Specifications:

- Logistical planning meetings start four months prior to the event.
- Electrician must work closely with sound and stage production team prior and during event.
- Electrician to provide onsite staff for both days of event, including for sound checks and onsite problem resolution. Friday's estimated arrival time is 8 am and Saturday's estimated arrival time is 11 am.
- Electrician to provide a minimum of (6) temporary panels, or more if needed, as well as (16) temporary quad GFCI outlets, connected to existing services. There will be a variety of vendors, including four to six stages, eight to ten food trucks, and various other food vendors.
- The City prefers that all food trucks are connected to shore lines; however, the electrical contractor will work with the food truck vendors to determine the best approach for their electrical needs.
- Electrician to have final check of outlets three days prior to event and report to Community Services staff upon completion.

Restless in Resthaven**Oct**

Event Description: This is a two day, interactive historic street theatre tour of downtown Alpharetta and the Resthaven Cemetery. This is a partnered event. There are three, or possibly four, one-hour downtown walking tours each day. Tours begin at approximately 5pm, 6:30 pm, and 8 pm. The estimated average attendance is 300 people.

Specifications:

- There will be a maximum of three logical planning meetings.
- Electrician to check permanently installed outlets, located 25 feet above ground on power poles, two months prior to event at the locations specified by Community Services staff.
- Electrician to provide all cords needed to install outlets 100 feet from power poles for microphones and lighting in the downtown cemetery.
- Electrician to have final check of outlets 3 days prior to event and report to Community Services staff when completed.

Holiday Decorations**Nov - Dec****Specifications:**

- Electrician must meet with Community Services and/or city contracted vendor(s), starting four months prior to November 20th to discuss and plan for downtown holiday lighting.
- Electrician to meet with Holiday Lighting décor staff as needed.
- Electrician to verify all light photo cells are properly covered to ensure holiday lights and décor do not turn on until the designated date and time.
- Electrician to work directly with Georgia Power representative to facilitate electrical service to downtown area outlets.
- From approximately November 21st through January 14th, electrician must be on call to drive downtown every Saturday and Sunday night to ensure all lights are working at City Park, City Hall, City Center, Village Green, Main Street and Milton Avenue. Additional areas may be added as needed.
- During normal business hours, electrician must be available to test and reset GFCIs after rain storms and/or upon request of the Community Services staff. This will include all GFCIs in the downtown area that are affected by the holiday decor. Coordinate this schedule with Community Services staff.
- Electrician to connect peripheral lighting on the downtown businesses.
- Electrician to remove all their equipment at the close of holiday season on January 14th or as specified by Community Services staff.

Season of Celebration**Dec**

Event Description: This is an annual community event, celebrating the holiday season with tree lighting, snow falling, visits from Santa, children's activities, live music, food trucks, and charitable donations. The event hours are 5 pm until 10 pm. The estimated average attendance is 6,000 people.

Specifications:

- Logistical planning meetings start three months prior to the event with a maximum of eight meetings.
- Test run of holiday tree and other lights several times before actual event.
- Electrician to provide onsite staff for day of event for a minimum of six hours, including activating the switch for the lighting at the designated time.
- Electrician is to provide five or more temporary panels for a variety of vendors as well as provide (24) temporary quad GFCI outlets, connected to existing services.
- Electrician to work directly with stage company to coordinate the stage logistics.

- Electrician is to provide 240 volt shore line connections for approximately (10) food trucks and various other food vendors.
- Electrician to provide (1) portable light plant with (4) 1000 watt light bulbs and place on-site at location designated by Community Services staff.
- Electrician to have final check of outlets three days prior to event and report to Community Services upon completion.
- Electrician to ensure existing outlets in downtown area, including in the downtown city park, are in working order as specified on the event layout.

Recurring Events

Food Trucks

April – Oct

Event Description: This is a weekly event from 5 pm to 9pm from April – Oct. It includes food trucks, music, games and community spirit in outdoor setting. There are approximately (23) food truck events each year. The estimated average attendance is 1,000 people per event.

Specifications:

- There will be a maximum of three logistical planning meetings.
- Upon request of the Community Services staff, the electrician to provide onsite staff for day of event, starting at 3 pm.
- Electrician to provide all necessary panels for a variety of vendors, including inflatables, cotton candy machine, stage, food trucks, etc.
- Electrician to have final check of outlets three days prior to event and report to Community Services staff when completed.

Farmers Market

April - Oct

Event Description: This is a weekly, partnered event from April – Oct. There are approximately (26) individual events each year. The event times are 8 am – 1 pm. The estimated average attendance is 1,000 people per event.

Specifications:

- Electrician to check all permanently installed outlets one month prior to event at the locations specified by Community Services staff.

Brooke Street Park Concert Series

May - Sept

Event Description: This is an outdoor concert series on Saturday evenings, featuring a variety of musicians and acts, in the Brooke Street Park behind City Hall. The event hours are 6 pm – 10 pm. At this time, there are (10) concerts planned for calendar year 2019. The estimated attendance is approximately 300 – 1,500 people per concert.

Specifications:

- Electrician may need to provide panels upon request by outside vendors, including food trucks or other food vendors.
- Electrician to check permanently installed outlets, at the locations specified by Community Services staff, one month prior to event.
- Electrician to have final check of outlets 3 days prior to event and report to Community Services staff upon completion.

2.5 ePayables

Replying to this RFQ confirms Offeror's agreement to accept electronic payment (ePayables) of invoices if awarded a contract.

2.6 Contract Term

The Contract is for a term of five years commencing [insert date], and terminating [insert date], as further provided for in the Contract and in accordance with O.C.G.A. § 36-60-13.

The term of the Contract may be extended by the City, with the written consent of the Contractor, for such additional period of time as may be necessary or advantageous to the City.

The Contract price(s) and/or rates for the above-stated contract term will remain as offered in the Contractor's proposal cost submission and accepted/awarded by the City Council. For any such renewal term commencing after the first two (2) years of this Contract, prices may be increased by the lesser of three percent (3%) or the Consumer Price Index factor (US City Average – All Items; most recent month). Contractor shall provide the City with the subsequent prices or rates for any renewal term, if different from the then existing prices or rates, at least ninety (90) days prior to the expiration of the then existing term. Subsequent prices or rates are guaranteed for a minimum of twelve (12) months.

For any automatic renewal of the contract required pursuant to O.C.G.A. § 36-60-13, notice of intent to not renew will be given to the Contractor in writing by the City, no less than thirty (30) days before the expiration date of the initial term of the contract.

2.7 Subcontractor Reporting

For all applicable projects totaling over \$50,000.00 and with a service related component, the City requires contractors to agree to the public disclosure of the names of any first-tier subcontractors engaged to perform services in relation to the contract.

Contractors are required to inform relevant subcontractors that the subcontractor's participation in fulfilling the contract may be publicly disclosed.

The contractor shall provide a list of subcontractors to the City with each invoice or application for payment submitted. The list shall include the subcontractor's name and scope of service provided.

2.8 Allowed Truck Routes

Certain trucks may travel in and through the City of Alpharetta using only those streets and roads highlighted in the Truck Route Map provided in Appendix E and also available for review online at:

<http://www.alpharetta.ga.us/government/departments/public-works/alpharetta-truck-routes>.

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

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

12) Windward Parkway (SR 9 to Union Hill Road)

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

SECTION 3: OFFEROR QUALIFICATIONS**3.1 City's Right to Investigate**

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

3.2 Offeror Informational Requirements

In determining the capabilities of an Offeror to perform the services specified herein, the following informational requirements must be met by the Offeror. Failure to include all of the elements specified may be cause for rejection. Additional information may be provided, but should be brief and relevant to the goals of this RFP.

This portion of the Proposal shall be limited to a maximum length of three (3) single sided, letter-sized pages. Font size shall be restricted to 10 point or larger. Excessive information will not be considered favorably.

Each proposal shall provide the following information:

3.2.1 Cover Letter and Company Profile: Provide a Cover Letter including a brief business profile and a summary describing why your firm/team is qualified for this project. At a minimum, state the following:

1. Business name and home office address, identify whether this or another office address is responsible for work of this project,
2. Offeror shall specify how long the individual/company submitting the Proposal has been in the business of providing services similar to those requested in this RFP.
3. Identify one contact person. This person shall be the single point of contact on behalf of the Offeror firm/team, responsible for correspondence to and from the organization and the City. If necessary, the City will send all Project-related communications to this contact person. (This may be the person registered in our eBid system.) Include the following contact information:
 - mailing address,
 - telephone number, and
 - e-mail address.
4. **Authorized Signer – Electronic Signature for contract execution:** the City uses DocuSign to electronically deliver contracts to the awarded contractor for digital signing. To enable routing of contracts digitally for execution, include the following information for contractor's authorized signer. This employee must have the authority to bind the firm in the contract process:
 - Authorized signer's name as it should be listed for signing,
 - Authorized signer's title
 - Authorized signer's email address

3.2.2 References: Offeror shall provide a minimum of three (3) references, not including the City of Alpharetta, for each item/service proposed in this RFP. The references may include any government,

university, or similar entity where the Offeror, preferably within the last three (3) years, has successfully completed projects, which are similar in goals, scope, and complexity to the project describe herein.

At a minimum, the Offeror shall provide:

- the referenced company's name,
- the location where the service was provided,
- contact person(s),
- contact person's telephone number,
- contact person's email address,
- a complete description of the item/service type and dates provided, and
- project contract value/budget

These references may be contacted to verify Offeror's ability to perform the contract. The City reserves the right to use any information or additional references deemed necessary to establish the ability of the Offeror to perform the conditions of this request. Negative references may be grounds for Proposal disqualification.

3.2.3 Resumes and Experience of Key Personnel:

Offeror shall provide resumes or summaries of qualification, work experience, education, skills, etc. for all lead personnel, project manager, etc. as applicable. Resumes may be included in an Appendix and will not count toward the page limit. For each resume, provide:

- name,
- State of Georgia professional licensing/electrical contractor number, class, expiration, and cardholder's name.
- years of experience performing similar work,
- qualifications, skills, etc.
- length of employment with current employer

3.2.4 Method of Providing Services: Offeror shall provide a description of the work plan and the methods to be used that will convincingly demonstrate to the City what the Offeror intends to do, the timeframes necessary to accomplish the Work, and how the Work will be accomplished. Include information for on-call response times.

3.2.5 Available Resources:

1. **Insurance:** Provide a copy of the firm's certificate of insurance showing the firm's current limits of liability for commercial general liability, workers compensation, business automobile liability, and professional liability insurance.
 - a. Insurance evidence may be included in an Appendix to the proposal. It does not count toward the page limit.
2. **Resources:** Demonstrate capability to provide resources, including equipment, staffing, sub-contractors, and any other resources necessary to meet project requirements.
 - a. Resource evidence may be included in an Appendix to the proposal. It does not count toward the page limit.
3. **Proximity to City of Alpharetta**

3.3 General Insurance Requirements

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

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

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

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

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

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

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

SECTION 4: COST PROPOSAL

4.1 Schedule of Items

- a. Offerors **must** respond to this RFP by utilizing the Cost Proposal form provided. (This form may also be provided by City as a separate, fillable Excel worksheet.)
- b. Offeror's authorized official shall complete, sign, and return one (1) Paper Original of the Cost Proposal and Proposal Price Certification within the sealed proposal package in a separate, sealed, opaque envelope marked with following information found on Cover Page, page 1 and in Section 1 Schedule of Events of this document:
 - **Cost Proposal**
 - Offeror's Name,
 - RFP #,
 - RFP Title, and
 - Due Date/Time.
- c. The Cost Proposal form will be used as the primary representation of each Offeror's cost/price, and will be used extensively during proposal evaluations and ranking.
- d. Additional information should be included as necessary to explain in detail the Offeror's cost/price.
- e. Additional Cost proposal sheets shall not be included in proposal original or copy (paper or digital).
- f. **Deliveries:** In the event there are to be deliveries on site, all goods and materials will be F.O.B. Destination, Freight Prepaid and Allowed. The onsite delivery/destination address shall in all cases be confirmed with the City's designated project manager for the project. All deliveries will be to a

location within the City of Alpharetta.

- g. No freight or postage charges will be paid by the City of Alpharetta unless such charges are included and accepted in the Proposal price and contract award by the City. The Contractor, at Contractor's expense, will arrange to have someone onsite to inspect and accept delivery. The Contractor has sole responsibility for securing all materials at the Project site.
- h. **Taxes:** No sales tax will be charged on any orders.

Sales Tax Exempt# 301-682441

Federal Tax Identification# 58-6011454

Copies of the City's Sales and Use Tax Certificate of Exemption and Form W-9, Taxpayer Identification and Certification are available upon request.

Description	Per Hour Rate
Licensed Master Electrician Labor Rates:	
Regular Hourly Rate, Monday – Friday, 8:30 am – 5 pm	\$ _____
After Hours Rate, Monday – Friday, after 5 pm	\$ _____
Weekend Rate	\$ _____
Holiday Rate	\$ _____
Licensed Journeyman Labor Rates:	
Regular Hourly Rate, Monday – Friday, 8:30 am – 5 pm	\$ _____
After Hours Rate, Monday – Friday, after 5 pm	\$ _____
Weekend Rate	\$ _____
Holiday Rate	\$ _____
Apprentice (Helper) Labor Rates:	
Regular Hourly Rate, Monday – Friday, 8:30 am – 5 pm	\$ _____
After Hours Rate, Monday – Friday, after 5 pm	\$ _____
Weekend Rate	\$ _____
Holiday Rate	\$ _____
Consultation Services, including logistical planning services	\$ _____
Other Fees:	
Mark-up on Materials	_____ %
Minimum Charges	\$ _____
Trip Charges	\$ _____

Award will consider price, but price will not be the sole, determining factor.

Proposal Price Certification

In compliance with Section 2 Scope of Project/Specifications, the undersigned offers and agrees that if this Proposal is accepted by the City Council within one hundred twenty (120) days of the date of RFP Proposal Response Due Date/Time, that the undersigned will furnish any or all of the deliverables upon which prices are quoted, at the price set opposite each, to the designated point(s) within the time specified.

COMPANY _____

ADDRESS _____

AUTHORIZED SIGNATURE(S) _____

PRINT / TYPE NAME(S) AND TITLE(S) _____

CONTACT INFO: PHONE NUMBER _____

CONTACT INFO: E-MAIL ADDRESS _____

4.2 Invoicing, Payment Processing, and ePayables

Replying to this RFP confirms Offeror's agreement to accept electronic payment (ePayables) of invoices if awarded a contract.

The City agrees to pay the Contractor in current funds for the performance of the Contract subject to additions and deductions as provided in the Contract, and, if applicable, to make payments in the manner and on the periodic basis agreed to by the City during the pre-construction meeting or prior to the commencement of the Work. Upon completion of the Work or, if agreed to by the City, upon completion of certain portions thereof, the Contractor shall submit an invoice detailing the appropriate charges as currently allowed. Upon request, the contractor shall provide with each invoice or application for payment submitted, a list of subcontractors that have provided a service or services to the City. The list shall include the subcontractor's name and scope of service provided.

The City will process approved payment requests under this Project to the awarded Contractor only. Payment to subcontractors and suppliers is the responsibility of the Contractor. The City will not entertain any other payment arrangements.

Invoices shall be submitted to:

City of Alpharetta
Recreation, Parks and Cultural Services Department
2 Park Plaza
Alpharetta, GA 30009

Upon receipt of invoice and inspection and acceptance of the Work, the City will render payment. All such invoices will be paid within forty-five (45) days by the City unless any items thereon are questioned, in which event payment will be withheld pending verification of the amount claimed and the validity of the claim. The Contractor will provide complete cooperation during any such investigation.

Offerors, who are individuals, shall provide their social security numbers on Page 1 of this RFP. Offerors that are proprietorships, partnerships, limited liability companies, corporations, or other legal entities, shall provide their federal employer identification number on Page 1 of this RFP. All Offerors shall provide a completed and signed W-9 located in Appendix A: Required Forms.

4.3 Alpharetta Vendor Preference (a.k.a. Local Vendor)

It is the policy of the City to invest in the local community when appropriate through securing goods/services from local businesses at competitive pricing and terms. This is to encourage local businesses to compete for City Business for formal procurement with a contract value of \$50,000.01 to \$500,000.00.

To apply for the Alpharetta Vendor Preference the Vendor must meet the following requirements:

- Has a permanent place of business with full-time employee(s) within City limits for a minimum of six months prior to the issuance date of any formal solicitation to which said business is responding;
- The permanent place of business must distribute goods/services and cannot be a post office box or a residence;
- Has a valid business license from the City; and
- Is not delinquent on any taxes/fees owed to the City (e.g. property taxes, business license fees, etc.).

Vendors must complete the **Local Vendor Certification** form located in Appendix B: Optional and Information Forms. Every Vendor seeking qualification for local preference must include the completed form and all required documentation noted on the form in the Vendor's response to this RFP.

An Alpharetta vendor that has submitted the Local Vendor Certification Form with all required information and has been confirmed as eligible for preference by City personnel will be given preference of three percent (3.00%), or equivalent unit of measure, shall be provided as an evaluation criterion to any approved Alpharetta Vendor's proposal.

SECTION 5: EVALUATION CRITERIA

All proposals received will be reviewed by the Procurement Agent to ensure that all administrative requirements of the RFP package have been met, such as all documents requiring a signature have been signed and submitted. Failure to meet these requirements may be cause for rejection. Only responsive proposals will be given to Evaluation Committee for further review.

The Evaluation Committee will evaluate the remaining proposals and determine a ranking based on the information provided in response to this RFP. Proposals will be evaluated based on stated evaluation criteria. In ranking against stated criteria, the City may consider such factors as accepted industry standards and a comparative evaluation of all other qualified RFP responses in terms of differing price, quality, quantity, and contractual factors. These rankings will be used to determine the most advantageous offering to the City.

Any proposal that fails to achieve a passing ranking for any part/section for which a passing ranking is indicated will be eliminated from further consideration.

After completing the initial ranking, the Evaluation Committee may create a shortlist made up of a grouping of the highest-ranking Offerors. In the event of a shortlist, Offerors may be asked to arrange a site visit; may be invited for a presentation or interview; or may be asked to supply additional information for evaluation. Once all evaluations are complete, the Evaluation Committee may either recommend to award to the highest-ranking Offeror or if necessary, to seek discussion/negotiation or a "best and final offer" in order to determine the highest-ranking Offeror.

Each criteria will be scored for each proposal using a scale of 0 - 5; 5 = highest score available for any criteria.

Phase I

Each Offeror will be evaluated individually using weights for each criterion below. A short-list may be developed from the highest scoring Offerors.

Method of Providing Services	42%
Qualifications, Past Experience, and References	55%
Alpharetta Vendor Preference	3%
Phase I Total	100%

Phase II

A short-list of the most qualified Offerors will be developed from Phase I. If the City's Evaluation Committee finds it advantageous to request further discussion of the scope of work, then shortlisted firms may be invited for an interview/presentation. If the City's team decides to forego the interviews and presentations, the shortlisted firms will then be ranked only on cost proposals.

Costs	50%
Interview	50%
Phase II Total	100%

APPENDIX A: REQUIRED FORMS

Forms required to be returned with every response to this request. These forms are necessary to ensure compliance with various laws as described within the procurement.

Instructions for Submitting Required Forms

One completed original of each form listed below shall be returned within the sealed 'Original' Response package. Vendor's response may be declared non-responsive if all forms are not returned complete with all information, signatures, and notarized (if required).

1. Disclosure Form and Certificate of Non-Collusion
2. Certification Regarding Debarment, Suspension, Proposed Debarment, and Other Responsibility Matters
3. IRS Form W-9 (Request for Taxpayer Identification Number and Certification)
4. E-Verify/I-9 (Affidavit Verifying Contractor Participation in Federal Work Authorization Program)

City of Alpharetta Disclosure Form and Certificate of Non-Collusion**DISCLOSURE FORM and CERTIFICATE OF NON-COLLUSION**

Bidder must disclose any possible conflict of interest with any City of Alpharetta (City) elected official and/or employee and if a known relationship exists between any principal or employee of your corporation, firm, team, organization, or person and any City elected official and/or employee. Relationship may consist of financial, personal, or family relations or may be in the form of campaign contributions to elected officials.

If, to your knowledge, no relationship exists, this shall be stated in your response. Failure to disclose such a relationship (or lack thereof) may result in response being declared non-responsive and will not be considered further. If already awarded, may result in cancellation of a purchase and/or contract as a result of your response.

Check one of the following, as it applies to your firm and this request. Use additional forms if needed:

- ☐ **No known relationship exists.** *If this box checked, skip to signature and firm information at bottom of form.*
- ☐ **Relationship does exist.** *If this box checked, include the name and position of the City Official to whom a campaign contribution was made or official/employee relationship. Use a separate form for each official to whom a contribution has been made within the past two (2) years or for additional official/employee relationships.*

Elected Official name and position:	
Amount/Value of Contribution:	
Date and description of Contribution:	
List other Relationship Type and name of City Employee/Official:	

By signing this form, I certify that:

- As an officer of this firm, or per the attached letter of authorization, I am duly authorized to certify the information provided herein is accurate and true; and my firm shall comply with all State and Federal Equal Opportunity and Non-Discrimination requirements and conditions of employment.
- That the firm's response is made without prior understanding, agreement, or connection with any corporation, firm, team, organization, or person submitting a response for the same materials, supplies, equipment, opportunity, or services and is in all respects fair and without collusion or fraud. My firm understands and agrees that bid/proposal collusion is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards; and
- That the provisions of the Official Code of Georgia Annotated, Sections 45-10-20 et seq. have not been violated and will not be violated in any respect. O.C.G.A. 45-10-20 through 45-10-28 provide that it is unlawful for a state [City] employee to transact business with the agency by which that person is employed for himself, on behalf of a business in which the employee or his/her spouse or dependents has a substantial interest, or on behalf of anyone as agent, broker, dealer, or representative. Transacting business in defined as selling real property, personal property, or services, or purchasing surplus real or personal property.

Firm's Full Legal Name:
(PLEASE TYPE OR PRINT)

Authorized Signature:

Printed Name and Title of Person
Signing:

Date:

Firm's Address:

Contact's Email Address:

**This form must be completed in its entirety, signed by the firm's authorized signer and returned with your response in order for the response to be eligible for consideration.*

Certification Regarding Debarment, Suspension, Proposed Debarment, and Other Responsibility Matters



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

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

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

Firm's Full Legal Name:
(PLEASE TYPE OR PRINT)

Authorized Signature:

Printed Name and Title of
Person Signing:

Date:

Firm's Address:

Contact's Email Address:

**This form must be completed in its entirety, signed by the firm's authorized signer and returned with your response in order for the response to be eligible for consideration.*

Request for Taxpayer Identification Number and Certification (W-9)

Form <b style="font-size: 1.5em;">W-9 (Rev. November 2017) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification ► Go to www.irs.gov/FormW9 for instructions and the latest information.	Give Form to the requester. Do not send to the IRS.																																																																						
1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.																																																																								
2 Business name/disregarded entity name, if different from above																																																																								
Print or type. See Specific Instructions on page 3.	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.																																																																							
	☐ Individual/sole proprietor or single-member LLC																																																																							
	☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►																																																																							
	☐ Other (see instructions) ►																																																																							
☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate		4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>																																																																						
5 Address (number, street, and apt. or suite no.) See instructions.		Requester's name and address (optional)																																																																						
6 City, state, and ZIP code																																																																								
7 List account number(s) here (optional)																																																																								
Part I Taxpayer Identification Number (TIN) Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later. Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.																																																																								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="10" style="text-align: center;">Social security number</td> </tr> <tr> <td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td> </tr> <tr> <td colspan="5" style="text-align: center;">-</td> <td colspan="5" style="text-align: center;">-</td> </tr> <tr> <td colspan="10" style="text-align: center;">or</td> </tr> <tr> <td colspan="10" style="text-align: center;">Employer identification number</td> </tr> <tr> <td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td><td style="width: 20%;"> </td> </tr> <tr> <td colspan="5" style="text-align: center;">-</td> <td colspan="5" style="text-align: center;">-</td> </tr> </table>			Social security number																				-					-					or										Employer identification number																				-					-				
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Part II Certification Under penalties of perjury, I certify that:																																																																								
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest and dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and 3. I am a U.S. citizen or other U.S. person (defined below); and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.																																																																								
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.																																																																								
Sign Here	Signature of U.S. person ►	Date ►																																																																						
General Instructions Section references are to the Internal Revenue Code unless otherwise noted. Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9 .																																																																								
Purpose of Form An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.																																																																								
• Form 1099-DIV (dividends, including those from stocks or mutual funds) • Form 1099-MISC (various types of income, prizes, awards, or gross proceeds) • Form 1099-B (stock or mutual fund sales and certain other transactions by brokers) • Form 1099-S (proceeds from real estate transactions) • Form 1099-K (merchant card and third party network transactions) • Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition) • Form 1099-C (canceled debt) • Form 1099-A (acquisition or abandonment of secured property) Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN. <i>If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.</i>																																																																								
Cat. No. 10231X		Form W-9 (Rev. 11-2017)																																																																						

**Affidavit Verifying Contractor Participation in Federal Work
Authorization Program (E-Verify/I-9)****AFFIDAVIT VERIFYING CONTRACTOR
PARTICIPATION IN FEDERAL WORK
AUTHORIZATION PROGRAM**

GEORGIA

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

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

Federal Work Authorization (E-Verify) User Identification Number

Date of Authorization

Name of Contractor

Name of Project

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

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

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

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

NOTARY PUBLIC

My Commission Expires:

APPENDIX B: OPTIONAL AND INFORMATIONAL FORMS

- **Optional Forms:** Submit with procurement response only if relevant.
 1. **Local Vendor Certification Form**
 - Return completed form with copy of current business license.
 - To apply for the Alpharetta Vendor Preference the Vendor must meet the following requirements:
 - o Has a permanent place of business with full-time employee(s) within City limits for a minimum of six months prior to the issuance date of any formal solicitation to which said business is responding;
 - o The permanent place of business must distribute goods/services and cannot be a post office box or a residence;
 - o Has a valid business license from the City; and
 - o Is not delinquent on any taxes/fees owed to the City (e.g. property taxes, business license fees, etc.).
 2. **Notice of 'No Bid'** Only return if relevant.
- **Informational Forms:** To be held on file by Bidders/Contractors and available to City for review upon request:
 3. Affidavit Verifying Subcontractor Participation in Federal Work Authorization Program (E-Verify/I-9) *(if using subcontractor(s) – Prime Contractor to retain on file)*
 4. Affidavit Verifying Sub-Subcontractor Participation in Federal Work Authorization Program (E-Verify/I-9) *(if using sub-subcontractor(s) – Prime Contractor to retain on file)*

Local Vendor Certification Form

City of Alpharetta Local Vendor Certification Form



Finance Department
2 Park Plaza
Alpharetta, GA 30009
Phone: 678-297-6094
Fax: 678-297-6063
www.alpharetta.ga.us

The City of Alpharetta has enacted an Alpharetta Vendor Preference (a.k.a. Local Vendor Preference) which applies to all formal procurements between \$50,000.01 and \$500,000.00 excluding Public Works Construction Projects (\$100,000.00 and greater), grant funded projects, and other exceptions as set forth in Section III(E) of the Alpharetta Purchasing Policy.

Invitation to Bid (ITB): An Alpharetta Vendor will be given preference in contract award if their responsive and responsible bid is within 3% of the low-bid offered by a non-Alpharetta vendor.

Request for Proposal (RFP): An Alpharetta Vendor will be provided a preference of 3% as an evaluation criterion.

Alpharetta Vendors must submit this form with their ITB/RFP to receive the preference.

Qualifications

A person or business entity must meet ALL of the following criteria to qualify as an Alpharetta Vendor. Please check all that apply.

- ☐ Has a permanent place of business with full-time employee(s) within City limits for a minimum of six months prior to the issuance date of any formal solicitation to which the business will be responding. The permanent place of business must distribute goods/services and cannot be a post office box or a residence.
- ☐ Has a valid business license from the City.
- ☐ Is not delinquent on any taxes/fees owed to the City (e.g. property taxes, business license fees, false alarm fees, etc.).

Certification

Business/Company Name:

Current Business/Company Address:

If the business has been located at the above address for less than six months, please provide the previous physical address below.

Previous Business/Company Address:

The place of business identified above employs the following number of full-time employee(s):

City of Alpharetta Business License #

Please provide a copy of you current City of Alpharetta Occupational Tax Certificate Business Registration (a.k.a. Business License) with your ITB/RFP response.

Business Representative Approval/Contact Information

Name (print):

Date:

Position Title:

Phone #:

Signature:

E-mail:

This Section is for City Use Only

Qualifications Verification:

Date:

Notice of "No Bid" Form**CITY OF ALPHARETTA
NOTICE OF "NO BID"**

Finance Department
2 Park Plaza
Alpharetta, GA 30009
P: (678) 297-6052
F: (678) 297-6093
purchasing@alpharetta.ga.us

SOLICITATION # _____ CLOSING/DUE DATE _____

IMPORTANT NOTICE – Please read

It is important to the City of Alpharetta to receive a reply from all invited bidders. There is no obligation to submit a bid, quotation, or proposal.

INSTRUCTIONS:

If you are unable, or do not wish to participate on this bid, quotation, or proposal, please complete this form in full and forward to the City's procurement division at the contact information provided below.

State your reason for not participating by checking the applicable space(s) or by explaining briefly in the space provided. If submitting a Notice of "No Bid", it is not necessary to return any other bid/quotation/proposal information in connection with this solicitation.

1. We do not manufacture/supply the commodity _____
2. We do not manufacture/supply to the specification _____
3. Cannot handle due to present work load _____
4. Quantity/job too large _____
5. Quantity/job too small _____
6. Cannot meet delivery/completion requirements _____
7. Agreements with distributors/dealers do not permit us to sell direct _____
8. Licensing restrictions _____

Other reasons/additional comments: _____

Do you wish to bid on these goods/services in the future? Yes _____ No _____

Firm Name _____

Firm Address _____

Signature of Person Authorized to Bind this Firm _____

Date _____

Typed or Printed Name and Title _____

Phone Number and E-mail Address _____

Email, Fax, or Mail to the Procurement Agent in charge of this solicitation at the contact number/address listed in Section 1.0. Mark the correspondence as "Notice of No Bid".

Affidavit Verifying Subcontractor Participation in Federal Work Authorization Program (E-Verify/I-9)



AFFIDAVIT VERIFYING SUBCONTRACTOR PARTICIPATION IN FEDERAL WORK AUTHORIZATION PROGRAM

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

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

Federal Work Authorization (E-Verify) User Identification Number

Date of Authorization

Name of Subcontractor

Name of Project

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

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

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

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

NOTARY PUBLIC

My Commission Expires

Affidavit Verifying Sub-Subcontractor Participation in Federal Work Authorization Program (E-Verify/I-9)



AFFIDAVIT VERIFYING SUB-SUBCONTRACTOR PARTICIPATION IN FEDERAL WORK AUTHORIZATION PROGRAM

GEORGIA

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

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

Federal Work Authorization (E-Verify) User Identification Number

Date of Authorization

Name of Sub-subcontractor

Name of Project

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

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

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

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

NOTARY PUBLIC

My Commission Expires

APPENDIX C: SAMPLE DOCUMENT**Subcontractor Participation List**

To: City of Alpharetta, Georgia

From: [Contractor/Consultant Name]

Re: [Contract or Purchase Order No.], [Project Name]

Date: [Date of Accompanying Invoice]

Is the accompanying invoice the final invoice for this project? _____ Yes _____ No

Select one of the following:

_____ No subcontractors providing a service have been utilized on this project.

_____ Below is a list of all subcontractors which have provided a service on this project.

	Subcontractor Name	Scope of Services
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		

Add additional pages as needed to list all subcontractors.

APPENDIX D: PROCUREMENT INFORMATION

A. VENDOR INSTRUCTIONS

A.1 **Single Point of Contact**

- Any vendor interested in responding to the procurement is not allowed to communicate with any City staff or elected officials regarding the procurement, except for communication with or at the direction of the City Procurement Agent in charge of the solicitation as designated by the City Procurement Officer and, if applicable, authorized communications at the Pre-Conference or Site Visit.
- Any unauthorized contact may disqualify the Vendor from further consideration.
- Single point of contact information is located on cover page of this document

A.2 **Required Review**

A.2.2 Review: Vendors should carefully review the procurement in its entirety including all instructions, requirements, specifications, addenda, and terms/conditions. Vendor shall promptly notify the Procurement Agent, identified as single point of contact for this solicitation, in writing according to Appendix D, Section A.2.4 Form of Questions concerning any ambiguity, inconsistency, unduly restrictive specifications, or error that may be discovered upon examination of the procurement.

A.2.3 Addenda: The City may revise the procurement by issuing an addendum prior to the Response Due Date/Time. The addendum will be posted on the City's website alongside the posting of the original procurement document at <https://www.ebidexchange.com/alpharetta>. Any publicly issued addendum will become part of the procurement documents for the project and part of any subsequent contract.

- Any material changes to the procurement, including changes to the Scope of Project/Specifications/Statement of Work, Schedule of Events, etc., will be formally communicated through an addendum that will be added to the solicitation posting, which can be found at <https://www.ebidexchange.com/alpharetta>.
- Any other form of interpretation, correction, or change to the procurement will not be binding upon the City.
- Vendors replying to the request must sign and return any addendum acknowledgement page with their response.
- Failure to submit the procurement response in accordance with an addendum may be cause for rejection.
- In unusual circumstances, the City may postpone an opening/due date and time in order to notify vendors of an addendum and to give vendors sufficient time to respond to the addendum.
- It is the vendor's responsibility to review the Schedule of Events and the web page for additional documents and/or addenda issued for the project.

A.2.4 **Form of Questions:**

- Questions must be addressed in writing using the question tab found within the solicitation posting at <https://www.ebidexchange.com/alpharetta>. Registration and login are required to view documents, ask questions, and view the City's responses.
- Questions must be received by the City on or before time and date noted in Section 1 Schedule of Events.
- Each question must be submitted separately.
- Each question must provide clear reference to the section, page, and item in question.
- Questions received after the deadline may not be considered.

A.2.5 **City's Answers:**

- The City will provide official written answers to all written questions received on or before Question Deadline noted in procurement Section 1 Schedule of Events.

- Answers to questions for clarification can be found within the question tab found within the solicitation posting at <https://www.ebidexchange.com/alpharetta>. Registration and login are required to view documents, ask questions, and view the City's responses.
- All questions will be answered within the question tab or in an officially posted addendum.

A.3 Pre-Conference, Site Visit (If Offered)

(1) If Offered, the date and time of a pre-bid conference or site visit will be noted in Section 1 Schedule of Events.

- **Mandatory Pre-Bid or Pre-Proposal Conference or Site Visit:** Mandatory pre-bid or pre-proposal conference or site visit will start on time. Late attendees may not be admitted or allowed to sign-in. Bids or Proposals will only be accepted from Vendors that were in attendance and signed-in at the meeting.
- **Voluntary Pre-Bid or Pre-Proposal Conference or Site Visit:** Participation in the conference is optional. However, it is advisable that all interested parties participate.
- For either Mandatory or Voluntary Conference, Event Registration prior to the conference is requested, but not necessary to attend. Registration may be completed at the Events tab found within the solicitation posting at <https://www.ebidexchange.com/alpharetta>
 - All responses to questions at the Pre- Conference or Site Visit will be oral and in no way binding on the City. (See Section A.2)

A.4 Submitting a Response to an ITB, RFP, RFQ

A.4.1 Failure to Comply with Instructions: The City may choose not to evaluate, may deem non-responsive, and/or may disqualify from further consideration any response that fails to comply with the instructions, is difficult to understand, is difficult to read, or is missing any requested information.

A.4.2 Standard Forms: Vendors **must** respond to the procurement by completing the standard forms set forth in Appendix A: Required Forms. The standard forms include legal requirements that must be met before the contract award process commences. See procurement Appendix A: Required Forms for further instructions.

A.4.3 Standard Contract: By submitting a response to the procurement, Vendor agrees to execute a contract materially incorporating those certain provisions set forth in all procurement documents and including, but not limited to Appendix D, Section C. Additional Terms and Conditions upon contract award by the City Council. However, the City notifies and the Vendor acknowledges that Additional Terms and Conditions does not define the total extent of the contract language.

A.4.4 Vendor's Signature:

- The Cover Page of the procurement and any other pages requiring signatures must be completed and signed in ink by an individual authorized to legally bind the entity submitting the response and must be submitted with the response.
- The Bid or Proposal Price Certification with Vendor's signature in response to the procurement represents, warrants, and guarantees that the prices quoted have been established without collusion and without effort to preclude the City from obtaining the best possible supply or service.
- By signing and submitting a response to the procurement, Vendor acknowledges and agrees that the Vendor has carefully examined and fully understands the provisions and requirements of this procurement; has made a personal examination of the Project site (if applicable); is satisfied as to the actual conditions, specifications/scope of work, and requirements; and hereby agrees that if Vendor's bid/proposal is accepted, Vendor will enter into a contract with the City and perform same in full conformance with the Contract Documents.
- Proof of authority of the person signing the response must be furnished upon request.

A.4.5 Organization of Response: Each response must be organized in the order set forth in Section 2.2 of the Procurement.

A.4.6 Late Submissions, Withdrawals, and Corrections:

Late Response: Regardless of cause, late responses will not be accepted and will automatically be disqualified from further consideration. It shall be the Vendor's sole risk to assure delivery to the receptionist's desk at the designated office by the designated Response Due Date/Time as noted in Section 1 Schedule of Events. Late responses will not be opened and may be returned to the Vendor at the expense of the Vendor or destroyed if requested.

Response Withdrawal: A Vendor requesting to withdraw their Bid/Proposal prior to the Response Due Date/Time as noted in Section 1 Schedule of Events may submit a letter to the Procurement Agent for this procurement (noted on cover page of procurement) requesting to withdraw. The letter must be on company letterhead and signed by an individual authorized to legally bind the firm.

A Vendor requesting to withdraw after the Response Due Date/Time as noted in Section 1 Schedule of Events will be required to submit a letter with documented facts supporting the reason for withdrawal within two (2) business days of the Response Due Date/Time. The letter must be on company letterhead and signed by an individual authorized to legally bind the firm. The Vendor must present clear and convincing evidence that an unintentional error was made. The Procurement Officer will review the withdrawal request and a judgment will be made. Generally for Bids, withdrawal is not permitted after Bids are opened (for reasons other than obvious clerical errors).

Response Correction: If an error is discovered prior to the Response Due Date/Time as noted in Section 1 Schedule of Events, the Vendor can submit a corrected response. The corrected response should be clearly marked to indicate that it replaces the original response.

For Bids (ITB) with public openings, if an obvious clerical error not involving unit pricing is discovered after the Bid has been opened, the Bidder may submit a letter to the designated Procurement Agent within two (2) business days of opening requesting that the error be corrected. The letter must be on company letterhead and signed by an individual authorized to legally bind the firm or subject legal entity. The Bidder must present clear and convincing evidence that an unintentional error was made. The Procurement Officer will review the correction request and a judgment will be made. Generally, modifications to opened Bids for reasons other than obvious clerical errors are not permitted. No changes to any unit price will be made after the bids are opened. Errors in the mathematical extension of the quantities and unit prices will be corrected by the City and the revised total bid amounts are then to be used to determine the lowest reliable bidder.

A.4.7 Notice of "No Bid": It is important to the City of Alpharetta to receive a reply from all invited Vendors. There is no obligation to submit a bid, quotation, or proposal; however, if the vendor is unable or do not wish to participate in a procurement and the "Notice of No Bid" is not executed and returned to the City, the firm may be deleted from our list of qualified Bidders/Offerors. This form is located in Appendix B: Optional and Informational Forms.

A.5 Cost of Preparing a Response

A.5.1 City Not Responsible for Preparation Costs: The costs for developing and delivering bids, responses, proposals, or submissions to the procurement and any subsequent presentations of the procurement as requested by the City are entirely the responsibility of the Vendor. The City is not liable for any expense incurred by the Vendor in the preparation and presentation of their response.

A.5.2 All Timely Submitted Materials Become City Property: All materials submitted, including those from awarded Vendor as well as those from unsuccessful Vendors, in response to the procurement become the property of the City and are to be appended to any formal documentation, which would further define or expand any contractual relationship between the City and Vendor resulting from the procurement process.

A.6 Accessing Procurement Opportunities and Vendor Registration

A.6.1 Accessing Procurement Opportunities Online: Vendors interested in responding to the procurement can locate all associated documents at <https://www.ebidexchange.com/alpharetta>. Registration and login at this eBid Systems site are required to view/download documents and view/ask questions.

A.6.2 Vendor Registration: Vendors may also register as a vendor with the City by going to www.alpharetta.ga.us, select the **Business** dropdown, and then choose **Vendors**. Web based registration is the method of registration used by the City for all transactions such as contracts,

purchase orders, payments, etc. A Vendor may submit a response without first entering vendor registration, but online registration is required of an awarded contractor.

A.7 Alpharetta Vendor Preference (a.k.a. Local Vendor)

It is the policy of the City to invest in the local community when appropriate through securing goods/services from local businesses at competitive pricing and terms. This is to encourage local businesses to compete for City Business for formal procurement with a contract value of \$50,000.01 to \$500,000.00. If applicable to this procurement, the form can be found in Information Forms.

Vendors must complete the **Local Vendor Certification** form in Appendix B: Optional and Information Forms. Every Vendor seeking qualification for local preference must include the completed form and all required documentation noted on the form in the Vendor's response to this procurement.

To apply for the Alpharetta Vendor Preference, the Vendor must meet the following requirements:

- Has a permanent place of business with full-time employee(s) within City limits for a minimum of six months prior to the issuance date of any formal solicitation to which said business is responding;
- The permanent place of business must distribute goods/services and cannot be a post office box or a residence;
- Has a valid business license from the City; and
- Is not delinquent on any taxes/fees owed to the City (e.g. property taxes, business license fees, etc.).

B. RESPONSE RECEIPT AND EVALUATION PROCESS

B.1 Authority

The procurement is issued under the authority of the City of Alpharetta Procurement Policy and applicable law. The City has the authority to reject any and all Bids and to waive technicalities and informalities as further set forth in this section.

B.2 ITB: Receipt of Bids and Public Inspection

B.2.1 ITB Public Information:

During the opening of Bids, the Bidder's name, Bid amount and other pertinent information will be read aloud and recorded. No other information will be disclosed at that time. Each Bid and all information received in response to an ITB, including copyrighted material, is deemed "public record" in accordance with O.C.G.A § 50-18-70, et seq., and will be subject to public inspection and copying shortly after Bid opening with the following four exceptions:

1. bona fide trade secrets that have been specifically identified, properly marked, separated, and documented and to which the Bidder has attached an affidavit declaring that such specific information constitutes a trade secret pursuant to Article 27 of Chapter 1 of Title 10 of the Official Code of Georgia Annotated, will not be disclosed; provided however, if the City determines that such specifically identified information does not in fact constitute a trade secret, the City will notify the Bidder of its intent to disclose such information prior to its initial disclosure as required by law;
2. matters involving individual safety, as determined by the City, may be withheld from disclosure;
3. any company financial information in the form of records containing tax matters or tax information that is confidential under state or federal law, which has been requested by the City to determine vendor responsibility, unless prior written consent has been given by the Bidder will not be disclosed;
4. any document or record, or portion thereof, containing information exempt from disclosure pursuant to O.C.G.A. § 50-18-70, et seq., may be withheld from disclosure as determined by the City; and
5. any other document or record, or portion thereof, mandated by law to be kept confidential, as determined by the City.

All open records requests must be presented in writing with specific items requested. The Open Records Request form is available from the City's main website and requested through the City Clerk's office.

B.2.2 Procurement Agent's Review of Bids: The Procurement Agent in charge of the solicitation will open and review the Bids and separate out any information that meets the referenced exceptions in *Section B.2.1* above, providing the following conditions have been met:

1. Documents or records containing information that the Bidder wishes to keep confidential must be specifically identified and clearly marked and separated from the rest of the Bid;
2. The Bid does not contain any such confidential material in the cost/price section; and
3. An affidavit from the Bidder specifically identifying information as a trade secret and declaring that such information constitutes a trade secret pursuant to Article 27 of Chapter 1 of Title 10 of the Official Code of Georgia Annotated is attached to each separated document or record in the Bid that Bidder wishes to be kept confidential because it contains trade secrets.

Information separated out under this process will be available for initial review only by the Procurement Officer, Procurement Agent, and limited other designees. Bidders acknowledge that the act of separating out such information by the Procurement Agent does not operate to exempt such information from disclosure as a public record; rather, the disclosure of such information is governed by O.C.G.A. § 50-18-70, et seq. Bidders should be prepared to pay all legal costs and fees associated with defending a claim for confidentiality in the event an (open records) request is submitted by another party and the City determines that such information is subject to disclosure.

B.3 RFP/RFQ: Receipt of Proposals or Statements of Qualifications, Public Inspection

B.3.1 RFP/RFQ Public Information:

Upon receipt of all sealed proposals, only the name of each supplier and the date and time of receipt shall be recorded. No other information will be disclosed nor shall the proposals be considered open record until after council award. All information received in response to an RFP or an RFQ, including copyrighted material, is deemed public information and will be made available for public viewing and copying shortly after the council award with the following five exceptions:

1. bona fide trade secrets that have been specifically identified, properly marked, separated, and documented and to which the Offeror has attached an affidavit declaring that such specific information constitutes a trade secret pursuant to Article 27 of Chapter 1 of Title 10 of the Official Code of Georgia Annotated, will not be disclosed; provided however, if the City determines that such specifically identified information does not in fact constitute a trade secret, the City will notify the Offeror of its intent to disclose such information prior to its initial disclosure as required by law;
2. matters involving individual safety, as determined by the City, may be withheld from disclosure;
3. any company financial information in the form of records containing tax matters or tax information that is confidential under state or federal law, which has been requested by the City to determine vendor responsibility, unless prior written consent has been given by the Offeror will not be disclosed;
4. any document or record, or portion thereof, containing information exempt from disclosure pursuant to O.C.G.A. § 50-18-70, et seq., may be withheld from disclosure as determined by the City; and
5. any other document or record, or portion thereof, mandated by law to be kept confidential, as determined by the City.

All open records requests must be presented in writing with specific items requested. The Open Records Request form is available from the City's main website and requested through the City Clerk's office.

B.3.2 Procurement Agent's Review of Proposals and SOQs: The Procurement Agent in charge of the solicitation will open and review the Proposals or Statements of Qualifications (SOQ) and separate out any information that meets the referenced exceptions in *Section B.3.1* above, providing the following conditions have been met:

1. Documents or records containing information that the Offeror wishes to keep confidential must be specifically identified and clearly marked and separated from the rest of the Proposal or SOQ;

2. The Proposal or SOQ does not contain any such confidential material in the cost/price section; and
3. An affidavit from the Offeror specifically identifying information as a trade secret and declaring that such information constitutes a trade secret pursuant to Article 27 of Chapter 1 of Title 10 of the Official Code of Georgia Annotated is attached to each separated document or record in the Proposal or SOQ that Offeror wishes to be kept confidential because it contains trade secrets.

Information separated out under this process will be available for initial review only by the Procurement Officer, Procurement Agent, and limited other designees. Offerors acknowledge that the act of separating out such information by the Procurement Agent does not operate to exempt such information from disclosure as a public record; rather, the disclosure of such information is governed by O.C.G.A. § 50-18-70, et seq. Offerors should be prepared to pay all legal costs and fees associated with defending a claim for confidentiality in the event an (open records) request is submitted by another party and the City determines that such information is subject to disclosure.

B.4 Classification and Evaluation of Responses

B.4.1 Initial Classification of Responses as Responsive and Responsible:

All responses will initially be classified as either “responsive” or “nonresponsive”.

1. Responses may be found nonresponsive any time during the evaluation process if
 - any of the required information is not provided;
 - the submitted price is found to be excessive or inadequate; or
 - the Bid, Proposal, or SOQ does not comply with the plans and specifications as described and required by the procurement.
 - Submissions found nonresponsive will not be considered further.
2. The Procurement Officer or designee will determine whether a Bidder has met the standards of responsibility – i.e., whether the Bidder has the capability in all respects to perform fully and reliably the requirements of this ITB and resulting contract based on the factors below. Such a determination may be made at any time during the evaluation of a Bid response if information surfaces that would result in a determination of non-responsibility.
 - If a Bidder is found non-responsible, the determination must be in writing, made a part of the procurement file, and mailed to the affected Bidder.

(2) Invitation to Bid (ITB):

B.4.2 Evaluation of Bids: During the evaluation of the Bids, the City reserves the right to request clarification of Bid responses, if deemed necessary for a complete evaluation of Bids. See Appendix D, Section A.4.6, Late Submissions, Withdrawals, and Corrections for allowable corrections.

Award will be made to the responsive and responsible Bidder whose Bid is most economical according to designated criteria.

The determination of the lowest responsive and responsible Bidder may involve all or some of the following factors. The City shall be the judge of the factors and will make the award in the best interest of the City.

- | | |
|---|--|
| • price; | • experience; |
| • conformity to specifications; | • delivery promise; |
| • financial ability to meet the contract; | • terms of payment; |
| • previous performance; | • compatibility as required; |
| • facilities and equipment; | • other costs; |
| • availability of repair parts; | • and other objective and accountable factors, if any. |

B.4.3 Completeness of Bid: Selection and award will be based on the Bidder's Bid. Submitted responses may not include references to information located elsewhere, such as Internet websites or libraries, unless specifically requested.

B.4.4 Contract Award Based on Bid Response: Contract award, if any, will be made by City Council upon recommendation, to the Bidder providing the lowest responsive and responsible Bid and who provides all required documents.

- **Electronic Signature:** The City of Alpharetta may elect to electronically deliver contracts to the awarded contractor for digital signing. Both State of Georgia and Federal law recognize and uphold the use of electronic signatures. DocuSign is the City's current electronic signature solution allowing users to route and sign contracts and agreements securely.

(3) Request for Proposals (RFP):

B.4.5 Evaluation of Proposals: All responsive proposals will be evaluated based on stated evaluation criteria within the RFP. The City shall be the judge of the factors and will make the award in the best interest of the City.

B.4.6 Completeness of Proposals: Selection and award will be based on the Offeror's Proposal and other items outlined in the RFP. Submitted responses may not include references to information located elsewhere, such as Internet websites or libraries, unless specifically requested.

B.4.7 Opportunity for Discussion/Negotiation and/or Oral Presentation/ Product Demonstration: After receipt of all proposals and prior to the determination of the award, the City may initiate discussions with one or more Offerors should clarification or negotiation be necessary. Offerors may also invite Offerors to a Presentation and Interview and/or product demonstration to clarify their RFP response or to further define their offer. In either case, Offerors should be prepared to send qualified personnel to the City to discuss technical and contractual aspects of the proposal. Oral presentations and product demonstrations, if requested, shall be at the Offeror's expense.

B.4.8 Best and Final Offer: The "Best and Final Offer" is an option available to the City under the RFP process which permits the City to request a "best and final offer" from one or more Offerors if additional information is required to make a final decision. Offerors may be contacted asking that they submit their "best and final offer", which must include any and all discussed and/or negotiated changes.

B.4.9 Evaluation Committee Recommendation for Award: The Evaluation Committee will provide a written recommendation for award to the Procurement Agent that contains the ranking and related supporting documentation for its decision. The Procurement Agent will review the recommendation to ensure its compliance with the RFP process and criteria before concurring with the Evaluation Committee's recommendation.

B.4.10 Contract Award: Contract award, if any, will be made by City Council upon recommendation from the Evaluation Committee to the highest-ranking Offeror who provides all required documents and successfully completes the negotiation process.

- **Electronic Signature:** The City of Alpharetta may elect to electronically deliver contracts to the awarded contractor for digital signing. Both State of Georgia and Federal law recognize and uphold the use of electronic signatures. DocuSign is the City's current electronic signature solution allowing users to route and sign contracts and agreements securely.

(4) Request for Qualifications (RFQ):

B.4.11 Evaluation of SOQs: The Evaluation Committee will evaluate the Statements of Qualifications (SOQ) and recommend whether to award to the highest-ranking Offeror or add to the Approved list to participate in any subsequent RFP or ITB process; or if necessary, to seek additional information in order to determine the highest-ranking Offeror(s).

All responsive SOQs will be evaluated based on stated evaluation criteria within the RFQ. These rankings will be used to determine the most advantageous offering(s) to the City.

B.4.12 Completeness of SOQs: Selection and award will be based on the Offeror's SOQ and other items outlined in the RFQ. Submitted responses may not include references to information located elsewhere, such as Internet websites or libraries, unless specifically requested. Information or materials presented by Offerors outside the formal SOQ or additional information, if requested, will not

be considered, will have no bearing on any award, and may result in the Offeror being disqualified from further consideration.

B.4.13 Opportunity for Interview: After receipt of all SOQs and prior to the determination of the award (or addition to Approved list for subsequent RFP or ITB process), the City may invite Offerors to an interview to clarify their RFQ response or to further define the SOQ. Offerors should be prepared to send qualified personnel to the City to discuss technical and contractual aspects of the SOQ. Interviews, if requested, shall be at the Offeror's expense.

B.4.14 Evaluation Committee Recommendation for Award or Shortlisted Offeror List: The Evaluation Committee will provide a written recommendation to council for any award. If it is determined to be necessary, the Evaluation Committee may develop and present a shortlist including the highest ranked Qualified Contractors to the Procurement Officer that contains the ranking and related supporting documentation for its decision. The Procurement Officer will review the recommendation to ensure its compliance with the RFQ process and criteria before concurring with the Evaluation Committee's recommendation.

Only the Offerors included in the shortlist may be invited to participate in any subsequent RFP/ITB or interviews for the good/service detailed herein. Contract award, if any, will be made through the RFP/ITB to the highest-ranking Offeror(s)/Bidder(s) who provides all required documents and successfully completes the contract negotiation process.

RFQ's may not result directly in a Contract Award. An RFQ may be Step 1 of a two-step process followed by an RFP or ITB to be issued only to shortlisted Offerors determined through SOQ evaluation to be Qualified Offerors.

B.5 City's Rights Reserved

While the City has every intention to award a contract as a result of the procurement process, issuance of the ITB, RFP, or RFQ in no way constitutes a commitment by the City to award and execute a contract. Upon a determination such actions would be in its best interest, the City, in its sole discretion, reserves the right to:

- cancel or terminate the ITB, RFP, or RFQ at any time. A notice of cancellation will be issued on the City's website. If the ITB, RFP, or RFQ is cancelled, the City will not reimburse any vendor for the preparation of their Response. Responses may be returned, at Vendor's expense, upon request if unopened;
- reject any or all Bids, responses, or submissions received in response to the ITB, RFP, or RFQ;
- waive and/or amend any technicalities or informalities, or undesirable, inconsequential, or inconsistent provisions or specifications of the ITB, RFP, or RFQ which would not have significant impact on any Bid or response;
- not award a contract if it is in the best interest of the City not to proceed with contract execution; and
- terminate any contract if the City determines adequate funds are not available.

C. ADDITIONAL TERMS AND CONDITIONS

Certain City standard terms and conditions, which will be incorporated into the Contract, are set forth below ("Terms and Conditions"). Vendors should notify the City of any Terms and Conditions that either preclude them from responding to this procurement or add unnecessary cost. This notification must be made by the deadline for receipt of written questions or with the Vendor's response. Any requests received prior to the deadline for receipt of questions for material, substantive, important exceptions to the Terms and Conditions will be addressed by formal written addendum issued by the designated Procurement Agent. The City reserves the right to address any non-material, minor, and/or insubstantial exceptions to the Terms and Conditions.

C.1 Additional Contract Provisions and Terms

The procurement, including all documents and appendices attached hereto, referenced herein and/or incorporated herein, and any addenda hereto, and the response of the awarded Contractor, including any amendments thereto, will be incorporated into the Contract (as previously set forth, all of such documents are collectively referred to as the "Contract Documents").

The Terms and Conditions set forth herein do not define the total extent of the contract language. In the event of a conflict or dispute as to the duties and responsibilities of the City and Contractor under any resulting Contract Documents, the Contract, will govern in accordance to the order of precedence set forth therein.

C.2 Performance Prior to Contract Execution

The successful Contractor shall not begin performance of the Project prior to the execution of a formal written contract by the City and the successful Contractor. Any Contractor beginning performance prior to the execution of the Contract shall be deemed to be proceeding at the Contractor's risk, and shall not be entitled to any compensation for such performance. Under such circumstances, the City reserves the right to withdraw or cancel the award of the procurement.

C.3 Subcontractors

The lowest responsive and responsible Contractor will be the prime contractor if a contract is awarded and executed and shall be responsible, in total, for all work of any subcontractors. All subcontractors, if any, must be listed in the Contractor's response to this procurement. The City reserves the right to approve all subcontractors. The Contractor shall be responsible to the City for the negligent acts and negligent omissions of all subcontractors or agents and of persons directly or indirectly employed by such subcontractors, and for the acts and omissions of persons employed directly by the Contractor. Further, nothing contained within the procurement, or otherwise in the Contract Documents created as a result of any contract award derived from the procurement, shall create any contractual relationships between any subcontractor of the Contractor and the City.

C.4 Independent Contractor

The Contractor shall at all times be acting as an independent contractor and not be considered or deemed to be an agent, employee, joint venture, or partner of the City. The Contractor shall have no authority to contract for or bind City in any manner. Neither the Contractor nor its employees are employees of the City. The Contractor shall have and maintain the responsibility for and control of the rendition of the Work (including, the services performed) under the Contract, the discipline of its employees, and other matters incident to the performance of the Work (services, duties, and responsibilities as described and contemplated in the Contract). The Contractor is required to supply the City with proof of compliance with the Workers' Compensation Act while performing work for the City. Proof of compliance must be received with the Contractor's response to the procurement at the address listed on the Cover Page of the procurement.

C.5 Compliance with Illegal Immigration Reform and Enforcement Act

E-Verify Program:

The City of Alpharetta is committed to compliance with Federal and State laws requiring the verification of newly hired employees to ensure they are lawfully entitled to work in the United States. As such, the City shall not enter into a contract for the physical performance of services unless the Contractor registers and participates in a federal work authorization program (E-Verify). Further, Contractors submitting a Bid or Proposal for the physical performance of service shall include a fully executed E-Verify affidavit as part of their Response to the procurement.

Requirement to Participate in a Federal Work Authorization Program (E-Verify):

No Contractor shall submit a response for the physical performance of service unless the Contractor participates in a Federal Work Authorization Program and complies with the requirements of O.C.G.A. § 13-10-91.

- (5) Pursuant to O.C.G.A. § 13-10-91, the Contractor represents, warrants, acknowledges, and/or agrees that:
 - a. The Contractor has registered and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees;

- b. Subcontractors shall not enter into any contract with the Contractor for the physical performance of services within the State of Georgia unless such subcontractor registers and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees; and
 - c. Sub-subcontractors shall not enter into any contract with a subcontractor or sub-subcontractor for the physical performance of services within the State of Georgia unless such sub-subcontractor registers and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees.
- (6) As of the date of enactment of O.C.G.A. § 13-10-91, the applicable federal work authorization program is "E-Verify"

(<https://e-verify.uscis.gov/enroll/StartPage.aspx?JS=YES>), operated by the United States Citizenship and Immigration Services Bureau of the United States Department of Homeland Security. Information and instructions regarding E-Verify program registration, corporate administrator registration, and designated agent registration can be found at such website address.

Contractor, Subcontractor, and Sub-subcontractor Evidence of Compliance:

- (1) The Contractor, if entering a contract with the City providing the physical performance of services, shall comply with the requirements of O.C.G.A. § 13-10-91.
- (2) Pursuant to O.C.G.A. §13-10-91, in the event the Contractor employs or contracts with a subcontractor in connection with a covered contract, Contractor shall secure from such subcontractor attestation of the subcontractor's compliance with O.C.G.A. § 13-10-91 by the subcontractor's execution of the subcontractor affidavit, the form of which is provided in *Appendix A* hereof, and maintain records of such attestation for inspection by the City at any time. Such subcontractor affidavit shall become a part of the contractor/subcontractor agreement.
- (3) Pursuant to O.C.G.A. §13-10-91, in the event the Contractor employs or contracts with a subcontractor that employs or contracts with any sub-subcontractor, the subcontractor will secure from such sub-subcontractor attestation of the sub-subcontractor's compliance with O.C.G.A. § 13-10-91 by the sub-subcontractor's execution of the sub-subcontractor affidavit, the form of which is also provided in *Appendix A* hereof, and maintain records of such attestation for inspection by the City at any time. Such sub-subcontractor affidavit shall become a part of the subcontractor/sub-subcontractor agreement.
- (4) The Contractor shall comply with any and all other applicable requirements and provisions of O.C.G.A. § 13-10-91 and other applicable rules and regulations promulgated in relation thereto.
- (5) All portions of contracts pertaining to compliance with O.C.G.A. § 13-10-91 and all other applicable rules and regulations promulgated in relation thereto, and any affidavit related hereto, shall be open for public inspection in this State at reasonable times during normal business hours.

Forms necessary to ensure compliance with this section are included in Required Forms and must be received at the address listed on the procurement's Cover Page prior to review of Contractor's response.

C.6 Compliance with Laws

The Contractor shall, in performance of work under the Contract, fully comply with all applicable federal, state, or local laws, rules, and regulations, including, but not limited to, the Civil Rights Act of 1964, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. Any subletting or subcontracting by the Contractor subjects subcontractors to the same provision. The Contractor agrees that the hiring of persons to perform the contract will be made on the basis of merit and qualifications and there will be no discrimination based upon race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin by the persons performing the contract.

C.7 Compliance with Title VI of the Civil Rights Act of 1964

The City of Alpharetta, as a federal grant recipient, conforms to Title VI of the Civil Rights Act of 1964 and its amendments. Title VI of the Civil Rights Act of 1964 requires that no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of,

or be subjected to discrimination under any program or activity receiving Federal financial assistance. Presidential Executive Order 12898 addresses environmental justice in minority and low-income populations. Presidential Executive Order 13166 addresses services to those individuals with limited English proficiency.

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

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

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

C.8 Substitutions and Change Orders

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

Where specific employees are proposed by the Contractor for the work, those employees shall perform the work as long as those employees work for the Contractor, either as employees or subcontractors, unless the City agrees to a replacement or requests same based on an objective standard of review of past performance. Requests for any substitution will be reviewed and may be approved by the City at its sole discretion. Verbal agreements to the contrary will not be recognized. In the event a substitution of a Contractor employee is required due to termination of employment by Contractor, Contractor shall provide the City with prompt written notice of the need for such substitution and shall cooperate with the City in providing a replacement.

C.9 Contract Termination

The City may, by written notice to the Contractor, terminate the Contract without cause; provided, the City must give notice of termination to the Contractor at least 14 days prior to the effective date of termination.

D. DEFINITIONS OF CERTAIN TERMS

The intent and meaning of the following terms, which may be used throughout the ITB process, shall be interpreted as follows:

Bid: The response submitted by a Bidder to an Invitation to Bid (ITB) to provide goods or services at the prices quoted.

Bidder: One who submits a response to an ITB.

Bonds:

Bid Bond: An insurance agreement, accompanied by a monetary commitment, by which a third party (the surety) accepts liability and guarantees that the bidder will not withdraw the bid. The bidder will furnish bonds in the required amount and if the contract is awarded to the bonded bidder, the bidder will accept the contract as bid, or else the surety will pay a specific amount. A Bid Deposit may be accepted in lieu of the Bid Bond.

Labor and Materials Bond (Payment Bond): A financial or contractual instrument, issued by a surety that guarantees that subcontractors will be paid for labor and materials expended on the contract. Acceptable forms of payment bonds may include cashier's check, certified check, or irrevocable letter of credit issued by a financial institution; a surety or blanket bond; United States Treasury bond; or certificate of deposit.

Performance Bond: An instrument executed, subsequent to award, by a successful bidder that protects the public entity from loss due to the bidder's inability to complete the contract as agreed. A risk mechanism that secures the fulfillment of all contract requirements. *May be referred to as a Completion Bond.*

Contract: The formal written agreement executed by the City and the Contractor setting forth the obligations of the parties thereunder, including, but not limited to, the performance of the Work/Services and the basis of payment.

Contract Documents: Collectively refer to the ITB, RFP, or RFQ as issued by the City and including all appendices attached, referenced, and/or incorporated in the request; addenda; and Bid or proposal of awarded contractor including any amendments thereto.

Contractor: The successful Bidder or Offeror to whom (or which) a contract resulting from the ITB, RFP, or RFQ is awarded by the City, and who (or which) has executed a formal written contract with the City to furnish goods, services, or construction for an agreed upon price.

DOAS: The State of Georgia's Department of Administrative Services.

Ineligible Vendor List: List maintained by the procurement team of vendors that are not eligible to provide any commodities or services to the City due to non-performance (see Penalties for Non-Performance section for more information). The length of time a vendor remains on the Ineligible Vendor List is dependent upon the severity of the performance problem(s), not to exceed three years

Invitation to Bid (also known as ITB, Competitive Sealed Bids, Request for Bids, or Bid): The method of procurement when the cost of goods and/or services is \$50,000.01 or greater, where there are clear and defined specifications available, and where cost is the primary basis of award. Evaluation is based solely on the response to the criteria set forth in the Bid document. This process does not include discussion or negotiations with bidders.

Legal Organ: The local newspaper selected for the posting of legal notices and advertisements for the City to reach the most citizens in an economical manner. At the time of this publication, our legal organ is the Alpharetta-Roswell Revue & News.

NIGP: National Institute of Governmental Purchasing whose mission is to develop, support and promote the public procurement profession through premier educational and research programs, professional support, and advocacy initiatives that benefit members and constituents.

Offeror: One who submits a response to a Request for Proposal (RFP) or Request for Qualifications (RFQ).

Procurement Agent: Procurement team member representing the primary public contact for these procurement processes: facilitating, issuing, and receiving Bids, Proposals, and Statements of Qualifications.

Procurement Officer: Director of Finance or his/her designee.

Project: The entire services, function, construction, work product, improvement, repairs, deliverables, and/or goods to be performed, provided, and/or supplied as set forth in the ITB, RFP, or RFQ and the Contract Documents and as generally described in the title to this ITB, RFP, or RFQ.

Proposal: A document submitted by an Offeror in response to an RFP to be used as the basis for evaluation, for negotiations, for entering into a contract.

Request for Proposals (also called RFP, Formal Sealed Proposal, or Proposal): The method of procurement when the cost of goods and/or services is \$50,000.01 or greater and where the Competitive Sealed Bid method is neither practical nor advantageous and cost is not the primary consideration. This process does provide for the negotiation of terms, including price, prior to contract award.

Request for Qualifications (also called RFQ, Request for Qualified Contractors, or RFQC): The Formal Request for Qualifications is a prequalification process used to obtain statements of qualifications from contractors prior to issuing the solicitation. An RFQ is often Step 1 of a two-step process followed by an RFP or ITB to be issued only to Providers/Suppliers determined to be Qualified Providers/Suppliers.

Response: Synonymous with Bid, Proposal, or Statement of Qualifications (SOQ).

Responsible: The contractor has the capacity in all respects to perform fully the contract requirements, and the experience, integrity, perseverance, reliability, facilities, equipment, and credit which will assure good faith performance. Must possess the full capability, including financial and technical, to perform as contractually required. Must be able to fully document the ability to provide good faith performance.

Responsive: The contractor has submitted a Bid/Proposal that conforms in all material respects to the requirements stated in the solicitation document, including all form and substance.

Scope of Work/Project: A detailed, written description of the contractual requirements for materials and services contained within a Competitive Sealed Bid/ Request for Proposal. A well-conceived and clearly written scope serves many purposes including:

- Establishing a clear understanding of what is needed;
- Encouraging competition in the marketplace and promoting economic stimulus;
- Satisfying a critical need of government; and
- Obtaining the best value for the taxpayer.

Specifications: A precise description of the physical or functional characteristics of a product, good, or construction item. A description of goods and/or services. A description of what the purchaser seeks to buy and what a bidder must be responsive to in order to be considered for award of a contract. Specifications generally fall under the following categories: design, performance, combination (design and performance), brand name or approved equal, qualified products list and samples. May also be known as a purchasing description.

Statement of Qualifications (also called SOQ): Response to an RFQ which includes the qualifications of the contractor to provide or supply the requested services.

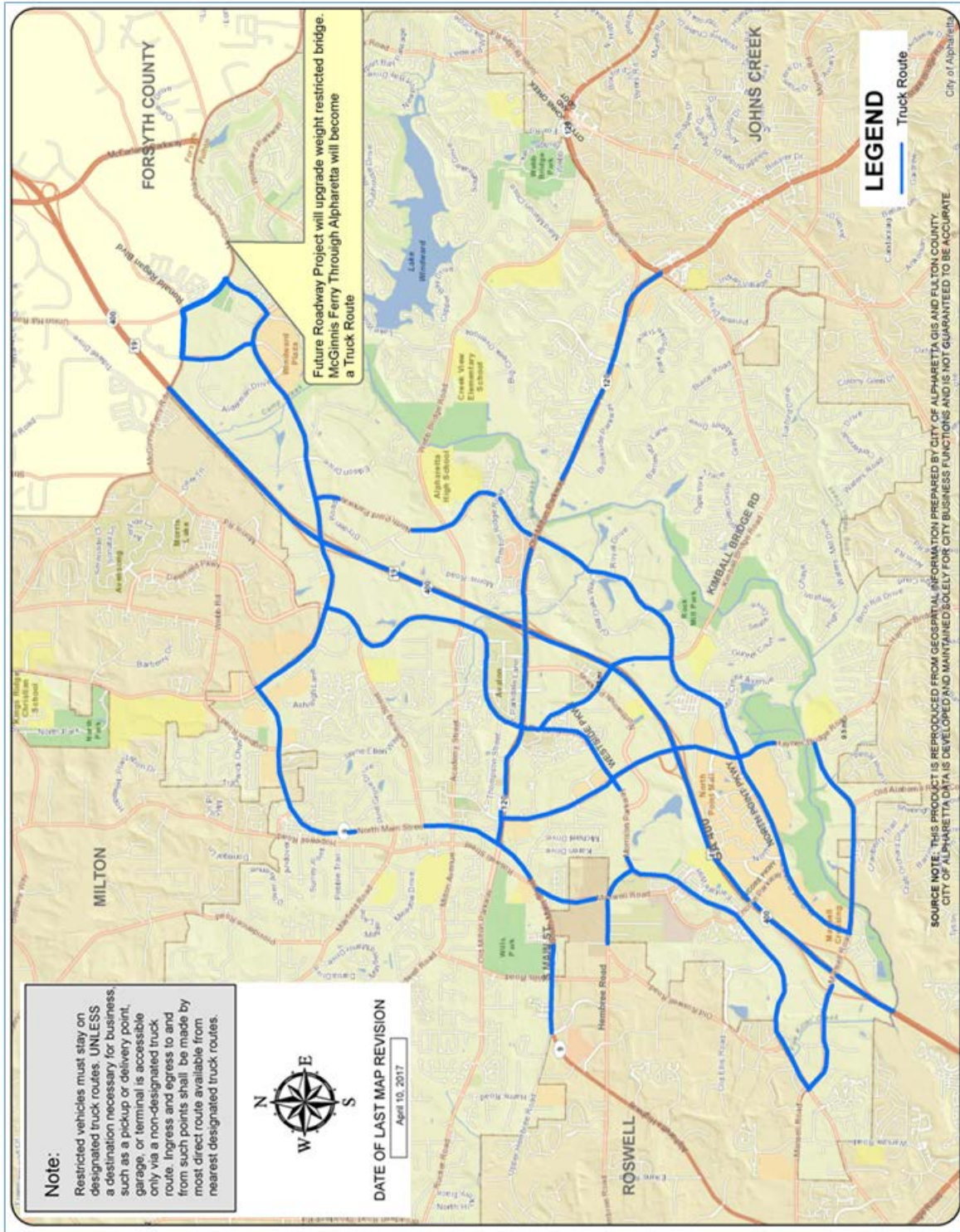
Subcontractor: Any person or business entity employed to perform part of a contractual obligation under the control of the principal contractor. Any supplier, distributor, or firm that furnishes supplies or services to a prime contractor or another subcontractor.

Title VI of the Civil Rights Act of 1964 states: No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

- **Complaint:** Any verbal or written communication received by the City of Alpharetta from members of the public referencing a general complaint regarding the inequitable distribution of benefits, services, amenities, programs or activities financed in whole or in part with federal funds is perceived as an informal charge. A complaint is further defined as any written complaint by an individual or group seeking to remedy perceived discrimination by policies, practices or decisions, which have an adverse impact resulting in inequitable distribution of benefits, services, amenities, programs or activities financed in whole or in part with federal funds.

Vendor: A supplier/seller of goods and/or services. Synonymous with Bidder, Offeror, or Contractor within City's formal procurement.

Work: The furnishing of all labor, materials, equipment, superintendence, and other incidentals necessary or convenient to the successful completion of the Project, including the performance of all services and requirements set forth in the ITB, RFP, or RFQ hereof as the Scope of Work or Specification (in accordance with the specifications provided therein), and the carrying out of all obligations, duties, and responsibilities imposed by the Contract Documents in the provision thereof.

APPENDIX E: ALLOWED TRUCK ROUTE MAPOnline: <http://www.alpharetta.ga.us/government/departments/public-works/alpharetta-truck-routes>

RFP Evaluation / Scoring Sheet (Detail)
On-Call Electrical Services for Events
RFP # 19-111

OFFERORS	LMI Systems Inc	Meer Electric
Scoring Instructions: 1. Score each criteria for each proposal using a scale of 1 - 5; 5 = highest score available for any criteria. 2. Scores should be noted for each criteria as this will be the basis for evaluation. 3. Weights will be applied to combined scores. 4. Cost will be evaluated separately.		
CRITERIA		
Phase I		
Method of Providing Services (42%)	0.42	2.00
Qualifications, Past Experience, and References (55%)	0.96	2.75
Local Vendor Preference (LVP) (3%)	-	-
Total Proposal Score % (Cost not Opened-Scored)	1.38	4.75
Ranking	2nd	1st

Phase 2

Costs (50%)

	Per Position (Minimum Staffing TBD)	Per Position (Minimum Staffing of 2)
Master Electrician Hourly Labor Rates:		
Regular Hourly Rate, Monday – Friday, 8:30 am – 5 pm	62.00	60.00
After Hours Rate, Monday – Friday, after 5 pm	62.00	60.00
Weekend Rate	62.00	60.00
Holiday Rate	62.00	60.00
Journeyman Hourly Labor Rates:		
Regular Hourly Rate, Monday – Friday, 8:30 am – 5 pm	62.00	60.00
After Hours Rate, Monday – Friday, after 5 pm	62.00	60.00
Weekend Rate	62.00	60.00
Holiday Rate	62.00	60.00
Apprentice (Helper) Hourly Labor Rates:		
Regular Hourly Rate, Monday – Friday, 8:30 am – 5 pm	62.00	1 helper included. Additional helpers are \$48/hr each
After Hours Rate, Monday – Friday, after 5 pm	62.00	1 helper included. Additional helpers are \$48/hr each
Weekend Rate	62.00	1 helper included. Additional helpers are \$48/hr each
Holiday Rate	62.00	1 helper included. Additional helpers are \$48/hr each
Hourly Consultation Services, including logistical planning services	75.00	120.00
Other Fees:		
Mark-up on Materials	10%	75%
Minimum Charges	62.00	125.00
Trip Charges	62.00	65.00
Master Electrician Hourly Rate Score	5.00	5.17
Hourly Consultation Services Score	5.00	3.13
Trip Charge Score	5.00	4.77
Average Cost Score	5.00	4.35
Weighted Average Cost Score	2.50	2.18



CITY COUNCIL MEETING STAFF REPORT

Submitting Department: Recreation and Parks
Submitted By: Ruby Flynn
Meeting Date: June 3, 2019

I. AGENDA ITEM TITLE: EQUESTRIAN CENTER STALL CLEANING (ITB # 19-013)

II. RECOMMENDATION:

Award ITB 19-013 to Mass Services Inc. (dba The Dumpster Company) for a 5-year service contract to provide stall cleaning and waste removal services for the Wills Park Equestrian Center and authorize the Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY
OPRT. BUDGET: YES

TOTAL PROJECT COST: \$150,000.00. COSTS WILL FLUCTUATE
DEPENDING ON EVENT ACTIVITY (2018 WAS A STRONG YEAR FOR
EQUESTRIAN CENTER EVENTS).

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
Maintenance Contracts (10061500-523860)	\$150,000.00

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
N/A	\$0.00

IV. REPORT IN BRIEF:

The award of this Invitation to Bid (ITB) is for providing the service of the cleaning and removal of waste generated from horse shows and events at the Wills Park Equestrian Center. Responsibilities under this contract would include the cleaning of stalls, removing organic waste from stables, and transporting material to an approved landfill. The awarded vendor shall provide the necessary labor, tools and equipment to execute this service.

The current contract with Mass Services, Inc. expires on June 30, 2019.

In anticipation of the expiration of the existing contract an ITB was prepared by representatives from the Recreation, Parks and Cultural Services Divisions as well as Finance. ITB 19-013 was advertised during April 2019 with proposals received on May 3, 2019.

The City received a total of two (2) responses:

1. Hood Landscape & Erosion
2. Mass Services Inc. dba The Dumpster Company

Pricing was provided for multiple services with the detail as follows:

- Cleaning per Stall: Hood Landscape & Erosion (\$25.88); Mass Services Inc. (\$6.95)
- Roll-off Container (per pickup): Hood Landscape & Erosion (\$500); Mass Services Inc. (\$145)
- Dumping Fees (per ton): Hood Landscape & Erosion (\$55); Mass Services Inc. (\$69.50)

Pricing was then estimated based on FY 2018 activity (4,950 stalls cleaned; 423 roll-off container loads;

1,237 tons of waste removed) which indicates that Mass Services Inc. is significantly cheaper than Hood Landscape & Erosion. A savings of over 50%. (estimated at \$400K for Hood Landscape & Erosion vs \$180K for Mass Services Inc.).

Mas Services is the low cost bidder on this project and has been the provider of this service since 1997. Staff has found them to be knowledgeable, responsive, and focused on delivering excellent service. With these factors in mind, staff recommends award of ITB 19-013 to Mass Services Inc. (dba The Dumpster Company).

V. ALTERNATIVES:

VI. ATTACHMENTS:

ITB 19-013 Stall Cleaning Final, Stall Cleaning Bid Tabulation 2019

**CITY OF ALPHARETTA
INVITATION TO BID (ITB)
(THIS IS NOT AN ORDER)**



Finance Department
2 Park Plaza
Alpharetta, GA 30009
P: (678) 297-6052
F: (678) 297-6093
purchasing@alpharetta.ga.us

ITB TITLE:	STALL CLEANING	
ITB #:	19-013	
ITB RESPONSE DUE DATE/TIME:	FRIDAY, MAY 3, 2019	10:00 AM
ITB ISSUE DATE:	THURSDAY, APRIL 4, 2019	
NUMBER OF PAGES:	33	

SINGLE POINT OF CONTACT DURING PROCUREMENT PROCESS

PROCUREMENT AGENT:	Abigail (Abby) Shipp
City of Alpharetta	Phone: 678-297-6052 FAX: 678-297-6093
Finance Department	Email: purchasing@alpharetta.ga.us
2 Park Plaza	Procurement Website: https://www.ebidexchange.com/alpharetta
Alpharetta, GA 30009	

INSTRUCTIONS TO SUBMIT A BID:

1. CITY HALL NORMAL HOURS FOR DELIVERIES: MON-THURS 8:30 AM–5:00 PM; FRI 8:30 AM–4:30 PM
2. BID RESPONSE MUST BE SEALED IN OPAQUE PACKAGING; NO FAXED OR EMAILED RESPONSES ACCEPTED
3. SUBMIT UNBOUND (3-RING BINDER OK) **ONE** PAPER ORIGINAL WITH ORIGINAL SIGNATURES; **TWO** PAPER COPY OF ORIGINAL; AND **ONE** CD-ROM/FLASH DRIVE COPY OF ORIGINAL
4. PUBLIC BID OPENING AT 2 PARK PLAZA, ALPHARETTA, GA CONFERENCE ROOM #240

RETURN SEALED BID TO:

CITY OF ALPHARETTA
FINANCE DEPARTMENT
CITY HALL 1ST FLOOR CASHIER'S OFFICE
2 PARK PLAZA
ALPHARETTA, GA 30009
ATTN: ABIGAIL SHIPP

EXTERIOR OF BIDDER'S SEALED ENVELOPE/PACKAGE MUST NOTE:

Bidder's Name and Address
ITB Title & Number as noted on top of this page
ITB Due Date & Time as noted on top of this page
(or as may be changed by Official Written Addendum)

THIS PAGE MUST BE COMPLETED, SIGNED, AND RETURNED WITH EACH RESPONSE

By signing and returning this form with a Bid, the authorized signer and represented firm have read, understand, and agree to information within this Invitation to Bid and with required and informational documents, files, and/or forms posted to webpage for this ITB and made part of this ITB and any contract that may be awarded as a result of response to this ITB. Furthermore, Bidder acknowledges and agrees that Bidder has carefully examined and fully understands the provisions and requirements of this ITB, has made a personal examination of the site of the proposed work (if applicable), is satisfied as to the actual conditions and requirements of the proposed Work, and hereby proposes and agrees that if Bidder's Bid is accepted, Bidder will contract with the City in full conformance with the Contract Documents.

FIRM/BIDDER NAME:	
FIRM/BIDDER MAILING ADDRESS:	
FIRM/BIDDER PHONE NUMBER(S):	
FIRM/BIDDER FAX NUMBER(S):	
EMAIL ADDRESS FOR BIDDER'S CONTACT:	
AUTHORIZED BIDDER SIGNATURE:	
PRINTED NAME OF SIGNER:	
BIDDER FEDERAL I.D. NUMBER:	
BIDDER DUNS NUMBER:	

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SECTION 1: SCHEDULE OF EVENTS

SINGLE POINT OF CONTACT:

- Any vendor interested in responding to the procurement is not allowed to communicate with any City staff or elected officials regarding the procurement, except for communication with or at the direction of the City Procurement Agent in charge of the solicitation as designated by the City Procurement Officer and, if applicable, authorized communications at the Pre-Conference or Site Visit.
- Any unauthorized contact may disqualify the Vendor from further consideration.
- Single point of contact information is located on cover page of this document.

EVENT

DATE

1. ITB Issue DateThursday, April 4, 2019
2. Pre-Bid Conference Friday, April 12, 2019 10:00 AM
Mandatory: Proposals only accepted from Offerors in attendance and signed-in at meeting. Late attendees may not be admitted.
Location: Wills Park, Park Services Office, 11915 Wills Road, Alpharetta, GA 30009. Refer to Appendix E.
 Event Registration is requested. Registration at Events tab for solicitation at <https://www.ebidexchange.com/alpharetta>
 See Appendix C, Section A.3.
3. Deadline for Receipt of Written Questions Monday, April 15, 2019 4:00 PM
 - Submit each written question or request for information separately using the question tab and entry field found within the solicitation posting at <https://www.ebidexchange.com/alpharetta> See Appendix D, Section A.2.4
4. Deadline for Posting of Written Answers Thursday, April 18, 2019 2:00 PM
 - Answers to questions for clarification can be found within the question tab found within the solicitation posting at <https://www.ebidexchange.com/alpharetta>. All substantial changes to scope, specs, etc. will be posted by written addendum. See Appendix D, Section A.2.5
5. ITB Response (Bid) Due Date/TimeFriday, May 3, 2019 10:00 AM
 - Regardless of cause, late responses will not be accepted and will automatically be disqualified from further consideration. See Appendix D, Section A.4

CITY HALL NORMAL HOURS OF OPERATION FOR RECEIPT OF DELIVERIES:

Monday – Thursday 8:30 AM – 5:00 PM; Friday 8:30 AM – 4:30 PM

Bidder is notified that no one will be available to accept packages outside posted normal business hours for City Hall. Any Bid left prior to opening time, left after closing times, or left with someone other than 1st floor Customer Service or Finance Procurement Team will be at Bidder's risk. It shall be the Bidder's sole risk to assure delivery to the receptionist's desk at the designated location by the designated ITB Response (Bid) Due Date/Time noted on Cover Page, page 1 and in Section 1 Schedule of Events of this document. Late responses will not be opened and may be returned to the Bidder at the expense of the Bidder or destroyed if requested or no reply from Offeror within 72 hours of City's email response.

(All time references in this document are to be understood as local, Eastern Time for our City.)

SECTION 2: SCOPE OF PROJECT/SPECIFICATIONS

2.1 City's Intent

The City of Alpharetta's Recreation, Parks and Cultural Services Department is requesting bids from experienced waste disposal firms for stall cleaning services at the Wills Park Equestrian Center at 11915 Wills Road, Alpharetta, GA 30009. This work includes, but is not limited to, cleaning of the stalls, providing containers for the shavings/manure, and the removal and proper disposal of the waste. All services shall be performed in accordance with OSHA standards and all applicable Federal, State, and local laws, ordinances, rules as well as regulations and codes.

The City's intent is to award a 5-year contract. The contract will not guarantee a certain amount of work or annual sum. Subcontractors are not allowed for this contract.

This procurement is issued under the authority of the City of Alpharetta's Procurement Policy and applicable law. The City has the authority to reject all proposals or any proposal that is non-responsive or not responsible, and to waive technicalities and informalities to award a contract that is in the best interest of the City.

2.2 Organization of Bid

Each Bid must be organized in the order set forth below. Paper 'Original' and each paper 'Copy' shall have tabs separating each section. Original, all paper copies, and digital copies must contain same information. Original Bid and all Copies must be submitted in a sealed envelope/package.

1. **Cover Page** – Bidder's authorized official to complete, sign, and return with bid response;
2. **Section 2.3, General Information and Section 2.4, Project Specific Requirements** – include all requested documents, information, etc. Explain any exceptions, clarifications, etc.;
3. **Section 3, Bidder Qualification** – include all requested documents and information;
4. **Section 4, Cost Submission/Schedule of Items Form with Bid Price Certification;**
5. **Required Forms** – Complete each Appendix A Required Forms as directed on each form and each applicable Appendix B Optional and Informational Forms as directed on each form;
6. **Additional Appendices** (ONLY if applicable) – include all requested documents and information;
7. **Addenda Acknowledgement** (ONLY if applicable) – if any addenda are formally issued by the City.

2.3 General Information

- Contractor must be experienced in similar cleaning, hauling and disposal operations.
- Contractor must have all proper permits, licenses, and insurance.
- All work is to be completed according to the industry's best practices.
- The contractor's field employees will wear identifiable uniforms and appropriate safety equipment while on the site performing services as per OSHA standards.
- Contractor will be kept informed by Wills Park Equestrian Center Management as to event schedule for the year and will be advised promptly of additions and/or deletions. The 2019 Tentative Equestrian Center Event Schedule is included as a reference. All events are subject to change.

- Currently, there are 298 permanent stalls at this facility. The number of stalls may increase in the future.
- The stalls are no larger than 12 ft X 12 ft. The floors are dirt. Most stalls, but not all stalls, have rubber stall mats.
- From July 2017- June 2018, 4950 stalls were cleaned.
- Bids are to be quoted on a per stall basis.

2.4 Project Specific Requirements

1. Contractor is to provide all labor, security, supervision, equipment, tools, materials and incidentals necessary to satisfactorily perform the cleaning, loading, and hauling of the shavings and horse manure from the stalls and aisles, including providing roll off containers during events. Horse manure must be disposed of at a State approved landfill able to accept manure. Documentation of proper disposal shall be available upon request
2. After a show, stalls are to be cleaned, starting Monday and no later than Wednesday of the same week. Shorter cleaning duration times may occur and will be directed from park management staff throughout the year.
3. Stalls with rubber stall mats are to be swept clean of any bedding material.
4. All stalls may not be cleaned each time. The number of stalls to be cleaned varies based on the number of entries per show.
5. During multi-day events, contractor will be responsible for removing, dumping and replacing roll offs as directed by park management staff.
6. Contractor will be responsible for removing and disposing of horse manure dumped outside stalls in the aisles at no additional cleaning charge.
7. Contractor will present monthly invoices to Equestrian Center Management, detailing weekly and monthly tonnage. Invoices should be presented no later than the tenth day of the following month.
8. Payment for Contractor's services will be processed according to City of Alpharetta's Finance Department policies and procedures.
9. If the Contractor is not able to meet these terms at any time, he/she must notify Equestrian Staff immediately.
10. The stall chart is a separate document.
11. Currently, use of roll off containers is necessary. If permanent manure bins are constructed, the contractor will not be responsible for providing roll offs during events. In the event of this change, the contractor would be responsible for removing waste materials from the permanent manure bins.

2.5 Contract Term

The Contract is for a term of (5) years, commencing July 1, 2019, and terminating June 30, 2024, as further provided for in the Contract and in accordance with O.C.G.A. § 36-60-13.

The term of the Contract may be extended by the City, with the written consent of the Contractor, for such additional period of time as may be necessary or advantageous to the City.

The Contract price(s) and/or rates for the above-stated contract term will remain as offered in the Contractor's proposal cost submission and accepted/awarded by the City Council. For any such renewal term commencing after the first two (2) years of this Contract, prices may be increased by the lesser of three percent (3%) or the Consumer Price Index factor (US City Average – All Items; most recent month). Contractor shall provide the City with the subsequent prices or rates for any renewal term, if different from the then existing prices or rates, at least ninety (90) days prior to the expiration of the then existing term. Subsequent prices or rates are guaranteed for a minimum of twelve (12) months.

For any automatic renewal of the contract required pursuant to O.C.G.A. § 36-60-13, notice of intent to not renew will be given to the Contractor in writing by the City, no less than thirty (30) days before the expiration date of the initial term of the contract.

2.6 Allowed Truck Routes

Certain trucks may travel in and through the City of Alpharetta using only those streets and roads highlighted in the Truck Route Map provided in Appendix E and also available for review online at:

<http://www.alpharetta.ga.us/government/departments/public-works/alpharetta-truck-routes>.

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

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

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

SECTION 3: BIDDER QUALIFICATIONS

3.1 City's Authority and Right to Investigate

This procurement is issued under the authority of the City of Alpharetta Procurement Policy and applicable law. The City has the authority to reject all proposals or any proposal that is non-responsive or not responsible, and to waive technicalities and informalities to award a contract that is in the best interest of the City.

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

3.2 Bidder Informational Requirements

In determining the capabilities of a Bidder to perform the services specified herein, the following informational requirements must be met by the Bidder. Failure to include all of the elements specified may be cause for rejection. Additional information may be provided, but should be brief and relevant to the goals of this ITB.

This portion of the Bid shall be limited to a maximum length of three (3) single sided, letter-sized pages. Font size shall be restricted to 10 point or larger. Excessive information will not be considered favorably.

Each bid shall provide the following information:

3.2.1 Cover Letter and Company Profile: Provide a Cover Letter including a brief business profile and a summary describing why your firm/team is qualified for this project. At a minimum, state the following:

1. Business name and home office address, identify whether this or another office address is responsible for work of this project,

2. Bidder shall specify how long the individual/company submitting the Bid has been in the business of providing services similar to those requested in this ITB.
3. Identify one contact person. This person shall be the single point of contact on behalf of the Bidder firm/team, responsible for correspondence to and from the organization and the City. If necessary, the City will send all Project-related communications to this contact person. (This may be the person registered in our eBid system.) Include the following contact information:
 - mailing address,
 - telephone number, and
 - e-mail address.
4. **Authorized Signer – Electronic Signature for contract execution:** the City uses DocuSign to electronically deliver contracts to the awarded contractor for digital signing. To enable routing of contracts digitally for execution, include the following information for contractor's authorized signer. This official/employee must have the authority to bind the firm in the contract process:
 - Authorized signer's name as it should be listed for signing,
 - Authorized signer's title
 - Authorized signer's email address
 - If the signer is not a registered company official, then also include a letter of authorization allowing the intended signer to bind the company

3.2.2 References: Bidder shall provide a minimum of three (3) references, not including the City of Alpharetta, for each item/service proposed in this ITB. The references may include any government, university, or similar entity where the Bidder, preferably within the last three (3) years, has successfully completed projects, which are similar in goals, scope, and complexity to the project describe herein.

At a minimum, the Bidder shall provide:

- the referenced company's name,
- the location where the service was provided,
- contact person(s),
- contact person's telephone number,
- contact person's email address,
- a complete description of the item/service type and dates provided, and
- project contract value/budget

These references may be contacted to verify Bidder's ability to perform the contract. The City reserves the right to use any information or additional references deemed necessary to establish the ability of the Bidder to perform the conditions of this request. Negative references may be grounds for Bid disqualification.

3.2.3 Resumes and Experience of Key Personnel:

Bidder shall provide resumes or summaries of qualification, work experience, education, skills, etc. for all lead personnel, project manager, etc. as applicable. Resumes may be included in an Appendix and will not count toward the page limit. For each resume, provide:

- name,
- years of experience performing similar work,
- qualifications, skills, etc.
- Length of employment with current employer

3.2.4 Method of Providing Services: Bidder shall provide a description of the work plan and the methods to be used that will convincingly demonstrate to the City what the Bidder intends to do, the timeframes necessary to accomplish the Work, and how the Work will be accomplished.

3.2.5 Available Resources:

1. **Insurance:** Provide a copy of the firm's certificate of insurance showing the firm's current limits of liability for commercial general liability, workers compensation, business automobile liability, and professional liability insurance.
 - a. Insurance evidence may be included in an Appendix to the bid. It does not count toward the page limit.
2. **Resources:** Demonstrate capability to provide resources, including equipment, staffing, and any other resources necessary to meet project requirements.
 - a. Resource evidence may be included in an Appendix to the bid. It does not count toward the page limit.

3.3 General Insurance Requirements

Upon Council approval, the awarded Contractor shall provide the City with a Certificate of Insurance (COI) to the procurement agent listed on the cover page for this ITB. The COI shall indicate the existence of the policies prior to the beginning of the contract work or term. Thereafter, a renewal certificate shall be delivered to the City at least thirty (30) days prior to the expiration date of each expiring policy. If at any time, any of the policies shall be or become unsatisfactory to the City as to form or substance, or any of the carriers issuing such policies shall be or become unsatisfactory to the City, the Contractor shall deliver to the City representative upon demand a certified copy of any policy required herein for review. The Certificates of Insurance shall state that the City of Alpharetta is additionally insured.

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

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

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

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

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

SECTION 4: COST SUBMISSION

4.1 Schedule of Items

- a. Bidders **must** respond to this ITB by utilizing the Cost Proposal form provided. (This form may also be provided by City as a separate, fillable Excel worksheet.) The blank spaces on the Cost Proposal form shall be filled in correctly for each Pay Item and the Bidder shall write in ink the Unit Price or a Lump Sum Price as called for in the Bid for each Pay Item listed therein. In addition, the Bidder shall also show the products of the respective Unit Prices and quantities and the total amount of the Bid by adding the amounts of all Bid Items. In the event of a discrepancy in any of the figures, the Unit Price will govern and the Bid will be recalculated.
- b. Bidder's authorized official shall complete, sign, and return Schedule of Items and Bid Price Certification within the each bid original and copy.
- c. The Schedule of Items form will be used as the primary representation of each Bidder's cost/price.
- d. **Deliveries:** In the event there are to be deliveries on site, all goods and materials will be F.O.B. Destination, Freight Prepaid and Allowed. The onsite delivery/destination address shall in all cases be confirmed with the City's designated project manager for the project. All deliveries will be to a location within the City of Alpharetta.
- e. No freight or postage charges will be paid by the City of Alpharetta unless such charges are included and accepted in the Bid price and contract award by the City. The Contractor, at Contractor's expense, will arrange to have someone onsite to inspect and accept delivery. The Contractor has sole responsibility for securing all materials at the Project site.
- f. **Taxes:** No sales tax will be charged on any orders.

Sales Tax Exempt# 301-682441

Federal Tax Identification# 58-6011454

Copies of the City's Sales and Use Tax Certificate of Exemption and Form W-9, Taxpayer Identification and Certification are available upon request.

Labor per stall	\$ _____
Roll off container, including hauling charges	\$ _____
Dumping waste/manure at landfill per ton	\$ _____

Bid Price Certification

In compliance with Section 2 Scope of Project/Specifications, the undersigned offers and agrees that if this Bid is accepted by the City Council within one hundred twenty (120) days of the date of ITB Response Due Date and Bid opening, that the undersigned will furnish any or all of the deliverables upon which prices are quoted, at the price set opposite each, to the designated point(s) within the time specified.

COMPANY _____

ADDRESS _____

AUTHORIZED SIGNATURES _____

PRINT / TYPE NAME(S) AND TITLE(S) _____

CONTACT INFO: PHONE NUMBER _____

CONTACT INFO: E-MAIL ADDRESS _____

4.2 Invoicing, Payment Processing, and ePayables

Replying to this ITB confirms Bidder's agreement to accept electronic payment (ePayables) of invoices if awarded a contract.

The City agrees to pay the Contractor in current funds for the performance of the Contract subject to additions and deductions as provided in the Contract, and, if applicable, to make payments in the manner and on the periodic basis agreed to by the City during the pre-construction meeting or prior to the commencement of the Work. Upon completion of the Work or, if agreed to by the City, upon completion of certain portions thereof, the Contractor shall submit an invoice detailing the appropriate charges as currently allowed. The Contractor shall submit, on a monthly basis, an invoice for the portion of Work provided to the City under the Contract at the billing address specified below. The invoice shall include the weekly and monthly tonnage. Invoices should be presented no later than the tenth day of the following month.

The City will process approved payment requests under this Project to the awarded Contractor only. Payment to subcontractors and suppliers is the responsibility of the Contractor. The City will not entertain any other payment arrangements.

Invoices shall be submitted to:

City of Alpharetta
Recreation, Parks & Cultural Services
11915 Wills Road
Alpharetta, GA 30009
Attn: Equestrian Center Manager

Upon receipt of invoice and inspection and acceptance of the Work, the City will render payment. All such invoices will be paid within forty-five (45) days by the City unless any items thereon are questioned, in which event payment will be withheld pending verification of the amount claimed and the validity of the claim. The Contractor will provide complete cooperation during any such investigation.

Offerors, who are individuals, shall provide their social security numbers on Page 1 of this ITB. Offerors that are proprietorships, partnerships, limited liability companies, corporations, or other legal entities, shall provide their federal employer identification number on Page 1 of this ITB. All Offerors shall provide a completed and signed W-9 located in Appendix A: Required Forms.

4.3 Alpharetta Vendor Preference (a.k.a. Local Vendor)

It is the policy of the City to invest in the local community when appropriate through securing goods/services from local businesses at competitive pricing and terms. This is to encourage local businesses to compete for City Business for formal procurement with a contract value of \$50,000.01 to \$500,000.00.

To apply for the Alpharetta Vendor Preference the Vendor must meet the following requirements:

- Has a permanent place of business with full-time employee(s) within City limits for a minimum of six months prior to the issuance date of any formal solicitation to which said business is responding;
- The permanent place of business must distribute goods/services and cannot be a post office box or a residence;
- Has a valid business license from the City; and
- Is not delinquent on any taxes/fees owed to the City (e.g. property taxes, business license fees, etc.).

Vendors must complete the **Local Vendor Certification** form located in Appendix B: Optional and Information Forms. Every Vendor seeking qualification for local preference must include the completed form and all required documentation noted on the form in the Vendor's response to this ITB.

An Alpharetta vendor that has submitted the Local Vendor Certification Form with all required information and has been confirmed as eligible for preference by City personnel will be given preference in contract award if their responsive and responsible bid is within three percent (3.00%), or of the low-bid offered by a non-Alpharetta bidder.

APPENDIX A: REQUIRED FORMS

Forms required to be returned with every response to this request. These forms are necessary to ensure compliance with various laws as described within the procurement.

Instructions for Submitting Required Forms

One completed original of each form listed below shall be returned within the sealed 'Original' Response package. Vendor's response may be declared non-responsive if all forms are not returned complete with all information, signatures, and notarized (if required).

1. Disclosure Form and Certificate of Non-Collusion
2. Certification Regarding Debarment, Suspension, Proposed Debarment, and Other Responsibility Matters
3. IRS Form W-9 (Request for Taxpayer Identification Number and Certification)
4. E-Verify/I-9 (Affidavit Verifying Contractor Participation in Federal Work Authorization Program)

City of Alpharetta Disclosure Form and Certificate of Non-Collusion



DISCLOSURE FORM and CERTIFICATE OF NON-COLLUSION

Bidder must disclose any possible conflict of interest with any City of Alpharetta (City) elected official and/or employee and if a known relationship exists between any principal or employee of your corporation, firm, team, organization, or person and any City elected official and/or employee. Relationship may consist of financial, personal, or family relations or may be in the form of campaign contributions to elected officials.

If, to your knowledge, no relationship exists, this shall be stated in your response. Failure to disclose such a relationship (or lack thereof) may result in response being declared non-responsive and will not be considered further. If already awarded, may result in cancellation of a purchase and/or contract as a result of your response.

Check one of the following, as it applies to your firm and this request. Use additional forms if needed:

- ☐ **No known relationship exists.** *If this box checked, skip to signature and firm information at bottom of form.*
- ☐ **Relationship does exist.** *If this box checked, include the name and position of the City Official to whom a campaign contribution was made or official/employee relationship. Use a separate form for each official to whom a contribution has been made within the past two (2) years or for additional official/employee relationships.*

Elected Official name and position:	
Amount/Value of Contribution:	
Date and description of Contribution:	
List other Relationship Type and name of City Employee/Official:	

By signing this form, I certify that:

- As an officer of this firm, or per the attached letter of authorization, I am duly authorized to certify the information provided herein is accurate and true; and my firm shall comply with all State and Federal Equal Opportunity and Non-Discrimination requirements and conditions of employment.
- That the firm's response is made without prior understanding, agreement, or connection with any corporation, firm, team, organization, or person submitting a response for the same materials, supplies, equipment, opportunity, or services and is in all respects fair and without collusion or fraud. My firm understands and agrees that bid/proposal collusion is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards; and
- That the provisions of the Official Code of Georgia Annotated, Sections 45-10-20 et seq. have not been violated and will not be violated in any respect. O.C.G.A. 45-10-20 through 45-10-28 provide that it is unlawful for a state [City] employee to transact business with the agency by which that person is employed for himself, on behalf of a business in which the employee or his/her spouse or dependents has a substantial interest, or on behalf of anyone as agent, broker, dealer, or representative. Transacting business in defined as selling real property, personal property, or services, or purchasing surplus real or personal property.

Firm's Full Legal Name:
(PLEASE TYPE OR PRINT)

Authorized Signature:

Printed Name and Title of Person
Signing:

Date:

Firm's Address:

Contact's Email Address:

**This form must be completed in its entirety, signed by the firm's authorized signer and returned with your response in order for the response to be eligible for consideration.*

Certification Regarding Debarment, Suspension, Proposed Debarment, and Other Responsibility Matters



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

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

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

Firm's Full Legal Name:
(PLEASE TYPE OR PRINT)

Authorized Signature:

Printed Name and Title of
Person Signing:

Date:

Firm's Address:

Contact's Email Address:

**This form must be completed in its entirety, signed by the firm's authorized signer and returned with your response in order for the response to be eligible for consideration.*

Request for Taxpayer Identification Number and Certification (W-9)

Form W-9 (Rev. November 2017) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification ▶ Go to www.irs.gov/FormW9 for instructions and the latest information.	Give Form to the requester. Do not send to the IRS.																																																		
Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.																																																			
	2 Business name/disregarded entity name, if different from above																																																			
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ▶ _____																																																			
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)																																																			
	5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)																																																		
6 City, state, and ZIP code																																																				
7 List account number(s) here (optional)																																																				
Part I Taxpayer Identification Number (TIN)																																																				
Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later.																																																				
Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.																																																				
<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td colspan="10" style="text-align: center;">Social security number</td></tr><tr><td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td></tr><tr><td colspan="10" style="text-align: center;">or</td></tr><tr><td colspan="10" style="text-align: center;">Employer identification number</td></tr><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table>			Social security number																				or										Employer identification number																			
Social security number																																																				
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Employer identification number																																																				
Part II Certification																																																				
Under penalties of perjury, I certify that:																																																				
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and																																																				
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and																																																				
3. I am a U.S. citizen or other U.S. person (defined below); and																																																				
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.																																																				
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.																																																				
Sign Here	Signature of U.S. person ▶ _____	Date ▶ _____																																																		
General Instructions																																																				
Section references are to the Internal Revenue Code unless otherwise noted.																																																				
Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9 .																																																				
Purpose of Form																																																				
An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.																																																				
• Form 1099-DIV (dividends, including those from stocks or mutual funds) • Form 1099-MISC (various types of income, prizes, awards, or gross proceeds) • Form 1099-B (stock or mutual fund sales and certain other transactions by brokers) • Form 1099-S (proceeds from real estate transactions) • Form 1099-K (merchant card and third party network transactions) • Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition) • Form 1099-C (canceled debt) • Form 1099-A (acquisition or abandonment of secured property)																																																				
Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.																																																				
If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.																																																				
Cat. No. 10231X		Form W-9 (Rev. 11-2017)																																																		

Affidavit Verifying Contractor Participation in Federal Work Authorization Program (E-Verify/I-9)



AFFIDAVIT VERIFYING CONTRACTOR PARTICIPATION IN FEDERAL WORK AUTHORIZATION PROGRAM

GEORGIA

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

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

Federal Work Authorization (E-Verify) User Identification Number

Date of Authorization

Name of Contractor

Name of Project

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

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

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

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

NOTARY PUBLIC

My Commission Expires:

APPENDIX B: OPTIONAL AND INFORMATIONAL FORMS

- **Optional Forms:** Submit with procurement response only if relevant.

1. Local Vendor Certification Form

- Return completed form with copy of current business license.
- To apply for the Alpharetta Vendor Preference the Vendor must meet the following requirements:
 - o Has a permanent place of business with full-time employee(s) within City limits for a minimum of six months prior to the issuance date of any formal solicitation to which said business is responding;
 - o The permanent place of business must distribute goods/services and cannot be a post office box or a residence;
 - o Has a valid business license from the City; and
 - o Is not delinquent on any taxes/fees owed to the City (e.g. property taxes, business license fees, etc.).

2. Notice of 'No Bid' Only return if relevant.

Local Vendor Certification Form

City of Alpharetta Local Vendor Certification Form



Finance Department
2 Park Plaza
Alpharetta, GA 30009
Phone: 678-297-6094
Fax: 678-297-6063
www.alpharetta.ga.us

The City of Alpharetta has enacted an Alpharetta Vendor Preference (a.k.a. Local Vendor Preference) which applies to all formal procurements between \$50,000.01 and \$500,000.00 excluding Public Works Construction Projects (\$100,000.00 and greater), grant funded projects, and other exceptions as set forth in Section III(E) of the Alpharetta Purchasing Policy.

Invitation to Bid (ITB): An Alpharetta Vendor will be given preference in contract award if their responsive and responsible bid is within 3% of the low-bid offered by a non-Alpharetta vendor.

Request for Proposal (RFP): An Alpharetta Vendor will be provided a preference of 3% as an evaluation criterion.

Alpharetta Vendors must submit this form with their ITB/RFP to receive the preference.

Qualifications

A person or business entity must meet ALL of the following criteria to qualify as an Alpharetta Vendor. Please check all that apply.

- ☐ Has a permanent place of business with full-time employee(s) within City limits for a minimum of six months prior to the issuance date of any formal solicitation to which the business will be responding. The permanent place of business must distribute goods/services and cannot be a post office box or a residence.
- ☐ Has a valid business license from the City.
- ☐ Is not delinquent on any taxes/fees owed to the City (e.g. property taxes, business license fees, false alarm fees, etc.).

Certification

Business/Company Name:

Current Business/Company Address:

If the business has been located at the above address for less than six months, please provide the previous physical address below.

Previous Business/Company Address:

The place of business identified above employs the following number of full-time employee(s):

City of Alpharetta Business License #

Please provide a copy of you current City of Alpharetta Occupational Tax Certificate Business Registration (a.k.a. Business License) with your ITB/RFP response.

Business Representative Approval/Contact Information

Name (print):

Date:

Position Title:

Phone #:

Signature:

E-mail:

This Section is for City Use Only

Qualifications Verification:

Date:

Notice of "No Bid" Form

CITY OF ALPHARETTA NOTICE OF "NO BID"



Finance Department
2 Park Plaza
Alpharetta, GA 30009
P: (678) 297-6052
F: (678) 297-6093
purchasing@alpharetta.ga.us

SOLICITATION # _____

CLOSING/DUE DATE _____

IMPORTANT NOTICE – Please read

It is important to the City of Alpharetta to receive a reply from all invited bidders. There is no obligation to submit a bid, quotation, or proposal.

INSTRUCTIONS:

If you are unable, or do not wish to participate on this bid, quotation, or proposal, please complete this form in full and forward to the City's procurement division at the contact information provided below.

State your reason for not participating by checking the applicable space(s) or by explaining briefly in the space provided. If submitting a Notice of "No Bid", it is not necessary to return any other bid/quotation/proposal information in connection with this solicitation.

1. We do not manufacture/supply the commodity _____
2. We do not manufacture/supply to the specification _____
3. Cannot handle due to present work load _____
4. Quantity/job too large _____
5. Quantity/job too small _____
6. Cannot meet delivery/completion requirements _____
7. Agreements with distributors/dealers do not permit us to sell direct _____
8. Licensing restrictions _____

Other reasons/additional comments: _____

Do you wish to bid on these goods/services in the future? Yes _____ No _____

Firm Name

Firm Address

Signature of Person Authorized to Bind this Firm

Date

Typed or Printed Name and Title

Phone Number and E-mail Address

Email, Fax, or Mail to the Procurement Agent in charge of this solicitation at the contact number/address listed in Section 1.0. Mark the correspondence as "Notice of No Bid".

APPENDIX C: PROCUREMENT INFORMATION

A. VENDOR INSTRUCTIONS

A.1 Single Point of Contact

- Any vendor interested in responding to the procurement is not allowed to communicate with any City staff or elected officials regarding the procurement, except for communication with or at the direction of the City Procurement Agent in charge of the solicitation as designated by the City Procurement Officer and, if applicable, authorized communications at the Pre-Conference or Site Visit.
- Any unauthorized contact may disqualify the Vendor from further consideration.
- Single point of contact information is located on cover page of this document

A.2 Required Review

A.2.2 Review: Vendors should carefully review the procurement in its entirety including all instructions, requirements, specifications, addenda, and terms/conditions. Vendor shall promptly notify the Procurement Agent, identified as single point of contact for this solicitation, in writing according to Appendix D, Section A.2.4 Form of Questions concerning any ambiguity, inconsistency, unduly restrictive specifications, or error that may be discovered upon examination of the procurement.

A.2.3 Addenda: The City may revise the procurement by issuing an addendum prior to the Response Due Date/Time. The addendum will be posted on the City's website alongside the posting of the original procurement document at <https://www.ebidexchange.com/alpharetta>. Any publicly issued addendum will become part of the procurement documents for the project and part of any subsequent contract.

- Any material changes to the procurement, including changes to the Scope of Project/Specifications/Statement of Work, Schedule of Events, etc., will be formally communicated through an addendum that will be added to the solicitation posting, which can be found at <https://www.ebidexchange.com/alpharetta>.
- Any other form of interpretation, correction, or change to the procurement will not be binding upon the City.
- Vendors replying to the request must sign and return any addendum acknowledgement page with their response.
- Failure to submit the procurement response in accordance with an addendum may be cause for rejection.
- In unusual circumstances, the City may postpone an opening/due date and time in order to notify vendors of an addendum and to give vendors sufficient time to respond to the addendum.
- It is the vendor's responsibility to review the Schedule of Events and the web page for additional documents and/or addenda issued for the project.

A.2.4 Form of Questions:

- Questions must be addressed in writing using the question tab found within the solicitation posting at <https://www.ebidexchange.com/alpharetta>. Registration and login are required to view documents, ask questions, and view the City's responses.
- Questions must be received by the City on or before time and date noted in Section 1 Schedule of Events.
- Each question must be submitted separately.
- Each question must provide clear reference to the section, page, and item in question.
- Questions received after the deadline may not be considered.

A.2.5 City's Answers:

- The City will provide official written answers to all written questions received on or before Question Deadline noted in procurement Section 1 Schedule of Events.

- Answers to questions for clarification can be found within the question tab found within the solicitation posting at <https://www.ebidexchange.com/alpharetta>. Registration and login are required to view documents, ask questions, and view the City's responses.
- All questions will be answered within the question tab or in an officially posted addendum.

A.3 Pre-Bid, Site Visit (If Offered)

(1) If Offered, the date and time of a pre-bid conference or site visit will be noted in Section 1 Schedule of Events.

- **Mandatory Pre-Bid or Pre-Proposal Conference or Site Visit:** Mandatory pre-bid or pre-proposal conference or site visit will start on time. Late attendees may not be admitted or allowed to sign-in. Bids or Proposals will only be accepted from Vendors that were in attendance and signed-in at the meeting.
- **Voluntary Pre-Bid or Pre-Proposal Conference or Site Visit:** Participation in the conference is optional. However, it is advisable that all interested parties participate.
- For either Mandatory or Voluntary Conference, Event Registration prior to the conference is requested, but not necessary to attend. Registration may be completed at the Events tab found within the solicitation posting at <https://www.ebidexchange.com/alpharetta>
 - All responses to questions at the Pre- Conference or Site Visit will be oral and in no way binding on the City. (See Section A.2)

A.4 Submitting a Response to an ITB, RFP, RFQ

A.4.1 Failure to Comply with Instructions: The City may choose not to evaluate, may deem non-responsive, and/or may disqualify from further consideration any response that fails to comply with the instructions, is difficult to understand, is difficult to read, or is missing any requested information.

A.4.2 Standard Forms: Vendors **must** respond to the procurement by completing the standard forms set forth in Appendix A: Required Forms. The standard forms include legal requirements that must be met before the contract award process commences. See procurement Appendix A: Required Forms for further instructions.

A.4.3 Standard Contract: By submitting a response to the procurement, Vendor agrees to execute a contract materially incorporating those certain provisions set forth in all procurement documents and including, but not limited to Appendix D, Section C. Additional Terms and Conditions upon contract award by the City Council. However, the City notifies and the Vendor acknowledges that Additional Terms and Conditions does not define the total extent of the contract language.

A.4.4 Vendor's Signature:

- The Cover Page of the procurement and any other pages requiring signatures must be completed and signed in ink by an individual authorized to legally bind the entity submitting the response and must be submitted with the response.
- The Bid or Proposal Price Certification with Vendor's signature in response to the procurement represents, warrants, and guarantees that the prices quoted have been established without collusion and without effort to preclude the City from obtaining the best possible supply or service.
- By signing and submitting a response to the procurement, Vendor acknowledges and agrees that the Vendor has carefully examined and fully understands the provisions and requirements of this procurement; has made a personal examination of the Project site (if applicable); is satisfied as to the actual conditions, specifications/scope of work, and requirements; and hereby agrees that if Vendor's bid/proposal is accepted, Vendor will enter into a contract with the City and perform same in full conformance with the Contract Documents.
- Proof of authority of the person signing the response must be furnished upon request.

A.4.5 Organization of Response: Each response must be organized in the order set forth in Section 2.2 of the Procurement.

A.4.6 Late Submissions, Withdrawals, and Corrections:

Late Response: Regardless of cause, late responses will not be accepted and will automatically be disqualified from further consideration. It shall be the Vendor's sole risk to assure delivery to the receptionist's desk at the designated office by the designated Response Due Date/Time as noted in Section 1 Schedule of Events. Late responses will not be opened and may be returned to the Vendor at the expense of the Vendor or destroyed if requested.

Response Withdrawal: A Vendor requesting to withdraw their Bid/Proposal prior to the Response Due Date/Time as noted in Section 1 Schedule of Events may submit a letter to the Procurement Agent for this procurement (noted on cover page of procurement) requesting to withdraw. The letter must be on company letterhead and signed by an individual authorized to legally bind the firm.

A Vendor requesting to withdraw after the Response Due Date/Time as noted in Section 1 Schedule of Events will be required to submit a letter with documented facts supporting the reason for withdrawal within two (2) business days of the Response Due Date/Time. The letter must be on company letterhead and signed by an individual authorized to legally bind the firm. The Vendor must present clear and convincing evidence that an unintentional error was made. The Procurement Officer will review the withdrawal request and a judgment will be made. Generally for Bids, withdrawal is not permitted after Bids are opened (for reasons other than obvious clerical errors).

Response Correction: If an error is discovered prior to the Response Due Date/Time as noted in Section 1 Schedule of Events, the Vendor can submit a corrected response. The corrected response should be clearly marked to indicate that it replaces the original response.

For Bids (ITB) with public openings, if an obvious clerical error not involving unit pricing is discovered after the Bid has been opened, the Bidder may submit a letter to the designated Procurement Agent within two (2) business days of opening requesting that the error be corrected. The letter must be on company letterhead and signed by an individual authorized to legally bind the firm or subject legal entity. The Bidder must present clear and convincing evidence that an unintentional error was made. The Procurement Officer will review the correction request and a judgment will be made. Generally, modifications to opened Bids for reasons other than obvious clerical errors are not permitted. No changes to any unit price will be made after the bids are opened. Errors in the mathematical extension of the quantities and unit prices will be corrected by the City and the revised total bid amounts are then to be used to determine the lowest reliable bidder.

A.4.7 Notice of "No Bid": It is important to the City of Alpharetta to receive a reply from all invited Vendors. There is no obligation to submit a bid, quotation, or proposal; however, if the vendor is unable or do not wish to participate in a procurement and the "Notice of No Bid" is not executed and returned to the City, the firm may be deleted from our list of qualified Bidders/Offerors. This form is located in Appendix B: Optional and Informational Forms.

A.5 Cost of Preparing a Response

A.5.1 City Not Responsible for Preparation Costs: The costs for developing and delivering bids, responses, proposals, or submissions to the procurement and any subsequent presentations of the procurement as requested by the City are entirely the responsibility of the Vendor. The City is not liable for any expense incurred by the Vendor in the preparation and presentation of their response.

A.5.2 All Timely Submitted Materials Become City Property: All materials submitted, including those from awarded Vendor as well as those from unsuccessful Vendors, in response to the procurement become the property of the City and are to be appended to any formal documentation, which would further define or expand any contractual relationship between the City and Vendor resulting from the procurement process.

A.6 Accessing Procurement Opportunities and Vendor Registration

A.6.1 Accessing Procurement Opportunities Online: Vendors interested in responding to the procurement can locate all associated documents at <https://www.ebidexchange.com/alpharetta>. Registration and login at this eBid Systems site are required to view/download documents and view/ask questions.

A.6.2 Vendor Registration: Vendors may also register as a vendor with the City by going to www.alpharetta.ga.us, select the **Business** dropdown, and then choose **Vendors**. Web based registration is the method of registration used by the City for all transactions such as contracts,

purchase orders, payments, etc. A Vendor may submit a response without first entering vendor registration, but online registration is required of an awarded contractor.

A.7 Alpharetta Vendor Preference (a.k.a. Local Vendor)

It is the policy of the City to invest in the local community when appropriate through securing goods/services from local businesses at competitive pricing and terms. This is to encourage local businesses to compete for City Business for formal procurement with a contract value of \$50,000.01 to \$500,000.00. If applicable to this procurement, the form can be found in Information Forms.

Vendors must complete the **Local Vendor Certification** form in Appendix B: Optional and Information Forms. Every Vendor seeking qualification for local preference must include the completed form and all required documentation noted on the form in the Vendor's response to this procurement.

To apply for the Alpharetta Vendor Preference, the Vendor must meet the following requirements:

- Has a permanent place of business with full-time employee(s) within City limits for a minimum of six months prior to the issuance date of any formal solicitation to which said business is responding;
- The permanent place of business must distribute goods/services and cannot be a post office box or a residence;
- Has a valid business license from the City; and
- Is not delinquent on any taxes/fees owed to the City (e.g. property taxes, business license fees, etc.).

B. RESPONSE RECEIPT AND EVALUATION PROCESS

B.1 Authority

This procurement is issued under the authority of the City of Alpharetta Procurement Policy and applicable law. The City has the authority to reject all proposals or any proposal that is non-responsive or not responsible, and to waive technicalities and informalities to award a contract that is in the best interest of the City.

B.2 ITB: Receipt of Bids and Public Inspection

B.2.1 ITB Public Information:

During the opening of Bids, the Bidder's name, Bid amount and other pertinent information will be read aloud and recorded. No other information will be disclosed at that time. Each Bid and all information received in response to an ITB, including copyrighted material, is deemed "public record" in accordance with O.C.G.A § 50-18-70, et seq., and will be subject to public inspection and copying shortly after Bid opening with the following four exceptions:

1. bona fide trade secrets that have been specifically identified, properly marked, separated, and documented and to which the Bidder has attached an affidavit declaring that such specific information constitutes a trade secret pursuant to Article 27 of Chapter 1 of Title 10 of the Official Code of Georgia Annotated, will not be disclosed; provided however, if the City determines that such specifically identified information does not in fact constitute a trade secret, the City will notify the Bidder of its intent to disclose such information prior to its initial disclosure as required by law;
2. matters involving individual safety, as determined by the City, may be withheld from disclosure;
3. any company financial information in the form of records containing tax matters or tax information that is confidential under state or federal law, which has been requested by the City to determine vendor responsibility, unless prior written consent has been given by the Bidder will not be disclosed;
4. any document or record, or portion thereof, containing information exempt from disclosure pursuant to O.C.G.A. § 50-18-70, et seq., may be withheld from disclosure as determined by the City; and
5. any other document or record, or portion thereof, mandated by law to be kept confidential, as determined by the City.

All open records requests must be presented in writing with specific items requested. The Open Records Request form is available from the City's main website and requested through the City Clerk's office.

B.2.2 Procurement Agent's Review of Bids: The Procurement Agent in charge of the solicitation will open and review the Bids and separate out any information that meets the referenced exceptions in *Section B.2.1* above, providing the following conditions have been met:

1. Documents or records containing information that the Bidder wishes to keep confidential must be specifically identified and clearly marked and separated from the rest of the Bid;
2. The Bid does not contain any such confidential material in the cost/price section; and
3. An affidavit from the Bidder specifically identifying information as a trade secret and declaring that such information constitutes a trade secret pursuant to Article 27 of Chapter 1 of Title 10 of the Official Code of Georgia Annotated is attached to each separated document or record in the Bid that Bidder wishes to be kept confidential because it contains trade secrets.

Information separated out under this process will be available for initial review only by the Procurement Officer, Procurement Agent, and limited other designees. Bidders acknowledge that the act of separating out such information by the Procurement Agent does not operate to exempt such information from disclosure as a public record; rather, the disclosure of such information is governed by O.C.G.A. § 50-18-70, et seq. Bidders should be prepared to pay all legal costs and fees associated with defending a claim for confidentiality in the event an (open records) request is submitted by another party and the City determines that such information is subject to disclosure.

B.3 RFP/RFQ: Receipt of Proposals or Statements of Qualifications, Public Inspection

B.3.1 RFP/RFQ Public Information:

Upon receipt of all sealed proposals, only the name of each supplier and the date and time of receipt shall be recorded. No other information will be disclosed nor shall the proposals be considered open record until after council award. All information received in response to an RFP or an RFQ, including copyrighted material, is deemed public information and will be made available for public viewing and copying shortly after the council award with the following five exceptions:

1. bona fide trade secrets that have been specifically identified, properly marked, separated, and documented and to which the Offeror has attached an affidavit declaring that such specific information constitutes a trade secret pursuant to Article 27 of Chapter 1 of Title 10 of the Official Code of Georgia Annotated, will not be disclosed; provided however, if the City determines that such specifically identified information does not in fact constitute a trade secret, the City will notify the Offeror of its intent to disclose such information prior to its initial disclosure as required by law;
2. matters involving individual safety, as determined by the City, may be withheld from disclosure;
3. any company financial information in the form of records containing tax matters or tax information that is confidential under state or federal law, which has been requested by the City to determine vendor responsibility, unless prior written consent has been given by the Offeror will not be disclosed;
4. any document or record, or portion thereof, containing information exempt from disclosure pursuant to O.C.G.A. § 50-18-70, et seq., may be withheld from disclosure as determined by the City; and
5. any other document or record, or portion thereof, mandated by law to be kept confidential, as determined by the City.

All open records requests must be presented in writing with specific items requested. The Open Records Request form is available from the City's main website and requested through the City Clerk's office.

B.3.2 Procurement Agent's Review of Proposals and SOQs: The Procurement Agent in charge of the solicitation will open and review the Proposals or Statements of Qualifications (SOQ) and separate out any information that meets the referenced exceptions in *Section B.3.1* above, providing the following conditions have been met:

1. Documents or records containing information that the Offeror wishes to keep confidential must be specifically identified and clearly marked and separated from the rest of the Proposal or SOQ;
2. The Proposal or SOQ does not contain any such confidential material in the cost/price section; and

3. An affidavit from the Offeror specifically identifying information as a trade secret and declaring that such information constitutes a trade secret pursuant to Article 27 of Chapter 1 of Title 10 of the Official Code of Georgia Annotated is attached to each separated document or record in the Proposal or SOQ that Offeror wishes to be kept confidential because it contains trade secrets.

Information separated out under this process will be available for initial review only by the Procurement Officer, Procurement Agent, and limited other designees. Offerors acknowledge that the act of separating out such information by the Procurement Agent does not operate to exempt such information from disclosure as a public record; rather, the disclosure of such information is governed by O.C.G.A. § 50-18-70, et seq. Offerors should be prepared to pay all legal costs and fees associated with defending a claim for confidentiality in the event an (open records) request is submitted by another party and the City determines that such information is subject to disclosure.

B.4 Classification and Evaluation of Responses

B.4.1 Initial Classification of Responses as Responsive and Responsible:

All responses will initially be classified as either “responsive” or “nonresponsive”.

1. Responses may be found nonresponsive any time during the evaluation process if
 - any of the required information is not provided;
 - the submitted price is found to be excessive or inadequate; or
 - the Bid, Proposal, or SOQ does not comply with the plans and specifications as described and required by the procurement.
 - Submissions found nonresponsive will not be considered further.
2. The Procurement Officer or designee will determine whether a Bidder has met the standards of responsibility – i.e., whether the Bidder has the capability in all respects to perform fully and reliably the requirements of this ITB and resulting contract based on the factors below. Such a determination may be made at any time during the evaluation of a Bid response if information surfaces that would result in a determination of non-responsibility.
 - If a Bidder is found non-responsible, the determination must be in writing, made a part of the procurement file, and mailed to the affected Bidder.

(2) Invitation to Bid (ITB):

B.4.2 Evaluation of Bids: During the evaluation of the Bids, the City reserves the right to request clarification of Bid responses, if deemed necessary for a complete evaluation of Bids. See Appendix D, Section A.4.6, Late Submissions, Withdrawals, and Corrections for allowable corrections.

Award will be made to the responsive and responsible Bidder whose Bid is most economical according to designated criteria.

The determination of the lowest responsive and responsible Bidder may involve all or some of the following factors. The City shall be the judge of the factors and will make the award in the best interest of the City.

- | | |
|---|--|
| • price; | • experience; |
| • conformity to specifications; | • delivery promise; |
| • financial ability to meet the contract; | • terms of payment; |
| • previous performance; | • compatibility as required; |
| • facilities and equipment; | • other costs; |
| • availability of repair parts; | • and other objective and accountable factors, if any. |

B.4.3 Completeness of Bid: Selection and award will be based on the Bidder's Bid. Submitted responses may not include references to information located elsewhere, such as Internet websites or libraries, unless specifically requested.

B.4.4 Contract Award Based on Bid Response: Contract award, if any, will be made by City Council upon recommendation, to the Bidder providing the lowest responsive and responsible Bid and who provides all required documents.

- **Electronic Signature:** The City of Alpharetta may elect to electronically deliver contracts to the awarded contractor for digital signing. Both State of Georgia and Federal law recognize and uphold the use of electronic signatures. DocuSign is the City's current electronic signature solution allowing users to route and sign contracts and agreements securely.

(3) Request for Proposals (RFP):

B.4.5 Evaluation of Proposals: All responsive proposals will be evaluated based on stated evaluation criteria within the RFP. The City shall be the judge of the factors and will make the award in the best interest of the City.

B.4.6 Completeness of Proposals: Selection and award will be based on the Offeror's Proposal and other items outlined in the RFP. Submitted responses may not include references to information located elsewhere, such as Internet websites or libraries, unless specifically requested.

B.4.7 Opportunity for Discussion/Negotiation and/or Oral Presentation/ Product Demonstration: After receipt of all proposals and prior to the determination of the award, the City may initiate discussions with one or more Offerors should clarification or negotiation be necessary. Offerors may also invite Offerors to a Presentation and Interview and/or product demonstration to clarify their RFP response or to further define their offer. In either case, Offerors should be prepared to send qualified personnel to the City to discuss technical and contractual aspects of the proposal. Oral presentations and product demonstrations, if requested, shall be at the Offeror's expense.

B.4.8 Best and Final Offer: The "Best and Final Offer" is an option available to the City under the RFP process which permits the City to request a "best and final offer" from one or more Offerors if additional information is required to make a final decision. Offerors may be contacted asking that they submit their "best and final offer", which must include any and all discussed and/or negotiated changes.

B.4.9 Evaluation Committee Recommendation for Award: The Evaluation Committee will provide a written recommendation for award to the Procurement Agent that contains the ranking and related supporting documentation for its decision. The Procurement Agent will review the recommendation to ensure its compliance with the RFP process and criteria before concurring with the Evaluation Committee's recommendation.

B.4.10 Contract Award: Contract award, if any, will be made by City Council upon recommendation from the Evaluation Committee to the highest-ranking Offeror who provides all required documents and successfully completes the negotiation process.

- **Electronic Signature:** The City of Alpharetta may elect to electronically deliver contracts to the awarded contractor for digital signing. Both State of Georgia and Federal law recognize and uphold the use of electronic signatures. DocuSign is the City's current electronic signature solution allowing users to route and sign contracts and agreements securely.

(4) Request for Qualifications (RFQ):

B.4.11 Evaluation of SOQs: The Evaluation Committee will evaluate the Statements of Qualifications (SOQ) and recommend whether to award to the highest-ranking Offeror or add to the Approved list to participate in any subsequent RFP or ITB process; or if necessary, to seek additional information in order to determine the highest-ranking Offeror(s).

All responsive SOQs will be evaluated based on stated evaluation criteria within the RFQ. These rankings will be used to determine the most advantageous offering(s) to the City.

B.4.12 Completeness of SOQs: Selection and award will be based on the Offeror's SOQ and other items outlined in the RFQ. Submitted responses may not include references to information located elsewhere, such as Internet websites or libraries, unless specifically requested. Information or materials presented by Offerors outside the formal SOQ or additional information, if requested, will not be considered, will have no bearing on any award, and may result in the Offeror being disqualified from further consideration.

B.4.13 Opportunity for Interview: After receipt of all SOQs and prior to the determination of the award (or addition to Approved list for subsequent RFP or ITB process), the City may invite Offerors to

an interview to clarify their RFQ response or to further define the SOQ. Offerors should be prepared to send qualified personnel to the City to discuss technical and contractual aspects of the SOQ. Interviews, if requested, shall be at the Offeror's expense.

B.4.14 Evaluation Committee Recommendation for Award or Shortlisted Offeror List: The Evaluation Committee will provide a written recommendation to council for any award. If it is determined to be necessary, the Evaluation Committee may develop and present a shortlist including the highest ranked Qualified Contractors to the Procurement Officer that contains the ranking and related supporting documentation for its decision. The Procurement Officer will review the recommendation to ensure its compliance with the RFQ process and criteria before concurring with the Evaluation Committee's recommendation.

Only the Offerors included in the shortlist may be invited to participate in any subsequent RFP/ITB or interviews for the good/service detailed herein. Contract award, if any, will be made through the RFP/ITB to the highest-ranking Offeror(s)/Bidder(s) who provides all required documents and successfully completes the contract negotiation process.

RFQ's may not result directly in a Contract Award. An RFQ may be Step 1 of a two-step process followed by an RFP or ITB to be issued only to shortlisted Offerors determined through SOQ evaluation to be Qualified Offerors.

B.5 City's Rights Reserved

While the City has every intention to award a contract as a result of the procurement process, issuance of the ITB, RFP, or RFQ in no way constitutes a commitment by the City to award and execute a contract. Upon a determination such actions would be in its best interest, the City, in its sole discretion, reserves the right to:

- cancel or terminate the ITB, RFP, or RFQ at any time. A notice of cancellation will be issued on the City's website. If the ITB, RFP, or RFQ is cancelled, the City will not reimburse any vendor for the preparation of their Response. Responses may be returned, at Vendor's expense, upon request if unopened;
- reject any or all Bids, responses, or submissions received in response to the ITB, RFP, or RFQ;
- waive and/or amend any technicalities or informalities, or undesirable, inconsequential, or inconsistent provisions or specifications of the ITB, RFP, or RFQ which would not have significant impact on any Bid or response;
- not award a contract if it is in the best interest of the City not to proceed with contract execution; and
- terminate any contract if the City determines adequate funds are not available.

C. ADDITIONAL TERMS AND CONDITIONS

Certain City standard terms and conditions, which will be incorporated into the Contract, are set forth below ("Terms and Conditions"). Vendors should notify the City of any Terms and Conditions that either preclude them from responding to this procurement or add unnecessary cost. This notification must be made by the deadline for receipt of written questions or with the Vendor's response. Any requests received prior to the deadline for receipt of questions for material, substantive, important exceptions to the Terms and Conditions will be addressed by formal written addendum issued by the designated Procurement Agent. The City reserves the right to address any non-material, minor, and/or insubstantial exceptions to the Terms and Conditions.

C.1 Additional Contract Provisions and Terms

The procurement, including all documents and appendices attached hereto, referenced herein and/or incorporated herein, and any addenda hereto, and the response of the awarded Contractor, including any amendments thereto, will be incorporated into the Contract (as previously set forth, all of such documents are collectively referred to as the "Contract Documents").

The Terms and Conditions set forth herein do not define the total extent of the contract language. In the event of a conflict or dispute as to the duties and responsibilities of the City and Contractor under any

resulting Contract Documents, the Contract, will govern in accordance to the order of precedence set forth therein.

C.2 Performance Prior to Contract Execution

The successful Contractor shall not begin performance of the Project prior to the execution of a formal written contract by the City and the successful Contractor. Any Contractor beginning performance prior to the execution of the Contract shall be deemed to be proceeding at the Contractor's risk, and shall not be entitled to any compensation for such performance. Under such circumstances, the City reserves the right to withdraw or cancel the award of the procurement.

C.3 Subcontractors

The lowest responsive and responsible Contractor will be the prime contractor if a contract is awarded and executed and shall be responsible, in total, for all work of any subcontractors. All subcontractors, if any, must be listed in the Contractor's response to this procurement. The City reserves the right to approve all subcontractors. The Contractor shall be responsible to the City for the negligent acts and negligent omissions of all subcontractors or agents and of persons directly or indirectly employed by such subcontractors, and for the acts and omissions of persons employed directly by the Contractor. Further, nothing contained within the procurement, or otherwise in the Contract Documents created as a result of any contract award derived from the procurement, shall create any contractual relationships between any subcontractor of the Contractor and the City.

C.4 Independent Contractor

The Contractor shall at all times be acting as an independent contractor and not be considered or deemed to be an agent, employee, joint venture, or partner of the City. The Contractor shall have no authority to contract for or bind City in any manner. Neither the Contractor nor its employees are employees of the City. The Contractor shall have and maintain the responsibility for and control of the rendition of the Work (including, the services performed) under the Contract, the discipline of its employees, and other matters incident to the performance of the Work (services, duties, and responsibilities as described and contemplated in the Contract). The Contractor is required to supply the City with proof of compliance with the Workers' Compensation Act while performing work for the City. Proof of compliance must be received with the Contractor's response to the procurement at the address listed on the Cover Page of the procurement.

C.5 Compliance with Illegal Immigration Reform and Enforcement Act

E-Verify Program:

The City of Alpharetta is committed to compliance with Federal and State laws requiring the verification of newly hired employees to ensure they are lawfully entitled to work in the United States. As such, the City shall not enter into a contract for the physical performance of services unless the Contractor registers and participates in a federal work authorization program (E-Verify). Further, Contractors submitting a Bid or Proposal for the physical performance of service shall include a fully executed E-Verify affidavit as part of their Response to the procurement.

Requirement to Participate in a Federal Work Authorization Program (E-Verify):

No Contractor shall submit a response for the physical performance of service unless the Contractor participates in a Federal Work Authorization Program and complies with the requirements of O.C.G.A. § 13-10-91.

- (5) Pursuant to O.C.G.A. § 13-10-91, the Contractor represents, warrants, acknowledges, and/or agrees that:
 - a. The Contractor has registered and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees;
 - b. Subcontractors shall not enter into any contract with the Contractor for the physical performance of services within the State of Georgia unless such subcontractor registers and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees; and
 - c. Sub-subcontractors shall not enter into any contract with a subcontractor or sub-subcontractor for the physical performance of services within the State of Georgia unless such sub-

subcontractor registers and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees.

- (6) As of the date of enactment of O.C.G.A. § 13-10-91, the applicable federal work authorization program is "E-Verify"

(<https://e-verify.uscis.gov/enroll/StartPage.aspx?JS=YES>), operated by the United States Citizenship and Immigration Services Bureau of the United States Department of Homeland Security. Information and instructions regarding E-Verify program registration, corporate administrator registration, and designated agent registration can be found at such website address.

Contractor, Subcontractor, and Sub-subcontractor Evidence of Compliance:

- (1) The Contractor, if entering a contract with the City providing the physical performance of services, shall comply with the requirements of O.C.G.A. § 13-10-91.
- (2) Pursuant to O.C.G.A. §13-10-91, in the event the Contractor employs or contracts with a subcontractor in connection with a covered contract, Contractor shall secure from such subcontractor attestation of the subcontractor's compliance with O.C.G.A. § 13-10-91 by the subcontractor's execution of the subcontractor affidavit, the form of which is provided in *Appendix A* hereof, and maintain records of such attestation for inspection by the City at any time. Such subcontractor affidavit shall become a part of the contractor/subcontractor agreement.
- (3) Pursuant to O.C.G.A. §13-10-91, in the event the Contractor employs or contracts with a subcontractor that employs or contracts with any sub-subcontractor, the subcontractor will secure from such sub-subcontractor attestation of the sub-subcontractor's compliance with O.C.G.A. § 13-10-91 by the sub-subcontractor's execution of the sub-subcontractor affidavit, the form of which is also provided in *Appendix A* hereof, and maintain records of such attestation for inspection by the City at any time. Such sub-subcontractor affidavit shall become a part of the subcontractor/sub-subcontractor agreement.
- (4) The Contractor shall comply with any and all other applicable requirements and provisions of O.C.G.A. § 13-10-91 and other applicable rules and regulations promulgated in relation thereto.
- (5) All portions of contracts pertaining to compliance with O.C.G.A. § 13-10-91 and all other applicable rules and regulations promulgated in relation thereto, and any affidavit related hereto, shall be open for public inspection in this State at reasonable times during normal business hours.

Forms necessary to ensure compliance with this section are included in Required Forms and must be received at the address listed on the procurement's Cover Page prior to review of Contractor's response.

C.6 Compliance with Laws

The Contractor shall, in performance of work under the Contract, fully comply with all applicable federal, state, or local laws, rules, and regulations, including, but not limited to, the Civil Rights Act of 1964, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. Any subletting or subcontracting by the Contractor subjects subcontractors to the same provision. The Contractor agrees that the hiring of persons to perform the contract will be made on the basis of merit and qualifications and there will be no discrimination based upon race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin by the persons performing the contract.

C.7 Compliance with Title VI of the Civil Rights Act of 1964

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

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

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

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

C.8 Substitutions and Change Orders

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

Where specific employees are proposed by the Contractor for the work, those employees shall perform the work as long as those employees work for the Contractor, either as employees or subcontractors, unless the City agrees to a replacement or requests same based on an objective standard of review of past performance. Requests for any substitution will be reviewed and may be approved by the City at its sole discretion. Verbal agreements to the contrary will not be recognized. In the event a substitution of a Contractor employee is required due to termination of employment by Contractor, Contractor shall provide the City with prompt written notice of the need for such substitution and shall cooperate with the City in providing a replacement.

C.9 Contract Termination

The City may, by written notice to the Contractor, terminate the Contract without cause; provided, the City must give notice of termination to the Contractor at least 14 days prior to the effective date of termination.

D. DEFINITIONS OF CERTAIN TERMS

The intent and meaning of the following terms, which may be used throughout the ITB process, shall be interpreted as follows:

Bid: The response submitted by a Bidder to an Invitation to Bid (ITB) to provide goods or services at the prices quoted.

Bidder: One who submits a response to an ITB.

Bonds:

Bid Bond: An insurance agreement, accompanied by a monetary commitment, by which a third party (the surety) accepts liability and guarantees that the bidder will not withdraw the bid. The bidder will furnish bonds in the required amount and if the contract is awarded to the bonded bidder, the bidder will accept the contract as bid, or else the surety will pay a specific amount. A Bid Deposit may be accepted in lieu of the Bid Bond.

Labor and Materials Bond (Payment Bond): A financial or contractual instrument, issued by a surety that guarantees that subcontractors will be paid for labor and materials expended on the contract. Acceptable forms of payment bonds may include cashier's check, certified check, or irrevocable letter of credit issued by a financial institution; a surety or blanket bond; United States Treasury bond; or certificate of deposit.

Performance Bond: An instrument executed, subsequent to award, by a successful bidder that protects the public entity from loss due to the bidder's inability to complete the contract as agreed. A risk mechanism that secures the fulfillment of all contract requirements. *May be referred to as a Completion Bond.*

Contract: The formal written agreement executed by the City and the Contractor setting forth the obligations of the parties thereunder, including, but not limited to, the performance of the Work/Services and the basis of payment.

Contract Documents: Collectively refer to the ITB, RFP, or RFQ as issued by the City and including all appendices attached, referenced, and/or incorporated in the request; addenda; and Bid or proposal of awarded contractor including any amendments thereto.

Contractor: The successful Bidder or Offeror to whom (or which) a contract resulting from the ITB, RFP, or RFQ is awarded by the City, and who (or which) has executed a formal written contract with the City to furnish goods, services, or construction for an agreed upon price.

DOAS: The State of Georgia's Department of Administrative Services.

Ineligible Vendor List: List maintained by the procurement team of vendors that are not eligible to provide any commodities or services to the City due to non-performance (see Penalties for Non-Performance section for more information). The length of time a vendor remains on the Ineligible Vendor List is dependent upon the severity of the performance problem(s), not to exceed three years

Invitation to Bid (also known as ITB, Competitive Sealed Bids, Request for Bids, or Bid): The method of procurement when the cost of goods and/or services is \$50,000.01 or greater, where there are clear and defined specifications available, and where cost is the primary basis of award. Evaluation is based solely on the response to the criteria set forth in the Bid document. This process does not include discussion or negotiations with bidders.

Legal Organ: The local newspaper selected for the posting of legal notices and advertisements for the City to reach the most citizens in an economical manner. At the time of this publication, our legal organ is the Alpharetta-Roswell Revue & News.

NIGP: National Institute of Governmental Purchasing whose mission is to develop, support and promote the public procurement profession through premier educational and research programs, professional support, and advocacy initiatives that benefit members and constituents.

Offeror: One who submits a response to a Request for Proposal (RFP) or Request for Qualifications (RFQ).

Procurement Agent: Procurement team member representing the primary public contact for these procurement processes: facilitating, issuing, and receiving Bids, Proposals, and Statements of Qualifications.

Procurement Officer: Director of Finance or his/her designee.

Project: The entire services, function, construction, work product, improvement, repairs, deliverables, and/or goods to be performed, provided, and/or supplied as set forth in the ITB, RFP, or RFQ and the Contract Documents and as generally described in the title to this ITB, RFP, or RFQ.

Proposal: A document submitted by an Offeror in response to an RFP to be used as the basis for evaluation, for negotiations, for entering into a contract.

Request for Proposals (also called RFP, Formal Sealed Proposal, or Proposal): The method of procurement when the cost of goods and/or services is \$50,000.01 or greater and where the Competitive Sealed Bid method is neither practical nor advantageous and cost is not the primary consideration. This process does provide for the negotiation of terms, including price, prior to contract award.

Request for Qualifications (also called RFQ, Request for Qualified Contractors, or RFQC): The Formal Request for Qualifications is a prequalification process used to obtain statements of qualifications from contractors prior to issuing the solicitation. An RFQ is often Step 1 of a two-step process followed by an RFP or ITB to be issued only to Providers/Suppliers determined to be Qualified Providers/Suppliers.

Response: Synonymous with Bid, Proposal, or Statement of Qualifications (SOQ).

Responsible: The contractor has the capacity in all respects to perform fully the contract requirements, and the experience, integrity, perseverance, reliability, facilities, equipment, and credit which will assure good faith performance. Must possess the full capability, including financial and technical, to perform as contractually required. Must be able to fully document the ability to provide good faith performance.

Responsive: The contractor has submitted a Bid/Proposal that conforms in all material respects to the requirements stated in the solicitation document, including all form and substance.

Scope of Work/Project: A detailed, written description of the contractual requirements for materials and services contained within a Competitive Sealed Bid/ Request for Proposal. A well-conceived and clearly written scope serves many purposes including:

- Establishing a clear understanding of what is needed;
- Encouraging competition in the marketplace and promoting economic stimulus;
- Satisfying a critical need of government; and
- Obtaining the best value for the taxpayer.

Specifications: A precise description of the physical or functional characteristics of a product, good, or construction item. A description of goods and/or services. A description of what the purchaser seeks to buy and what a bidder must be responsive to in order to be considered for award of a contract. Specifications generally fall under the following categories: design, performance, combination (design and performance), brand name or approved equal, qualified products list and samples. May also be known as a purchasing description.

Statement of Qualifications (also called SOQ): Response to an RFQ which includes the qualifications of the contractor to provide or supply the requested services.

Subcontractor: Any person or business entity employed to perform part of a contractual obligation under the control of the principal contractor. Any supplier, distributor, or firm that furnishes supplies or services to a prime contractor or another subcontractor.

Title VI of the Civil Rights Act of 1964 states: No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

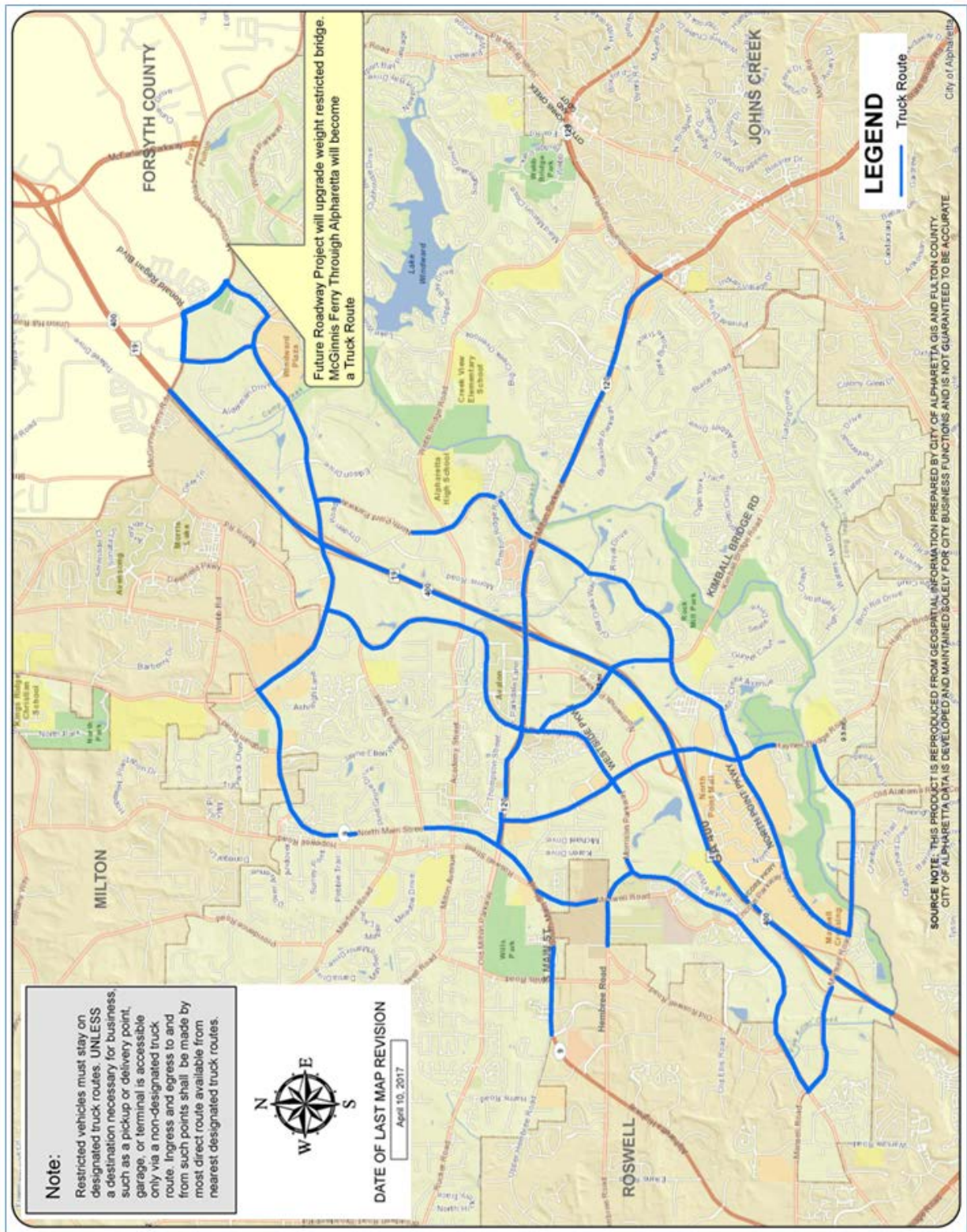
- **Complaint:** Any verbal or written communication received by the City of Alpharetta from members of the public referencing a general complaint regarding the inequitable distribution of benefits, services, amenities, programs or activities financed in whole or in part with federal funds is perceived as an informal charge. A complaint is further defined as any written complaint by an individual or group seeking to remedy perceived discrimination by policies, practices or decisions, which have an adverse impact resulting in inequitable distribution of benefits, services, amenities, programs or activities financed in whole or in part with federal funds.

Vendor: A supplier/seller of goods and/or services. Synonymous with Bidder, Offeror, or Contractor within City's formal procurement.

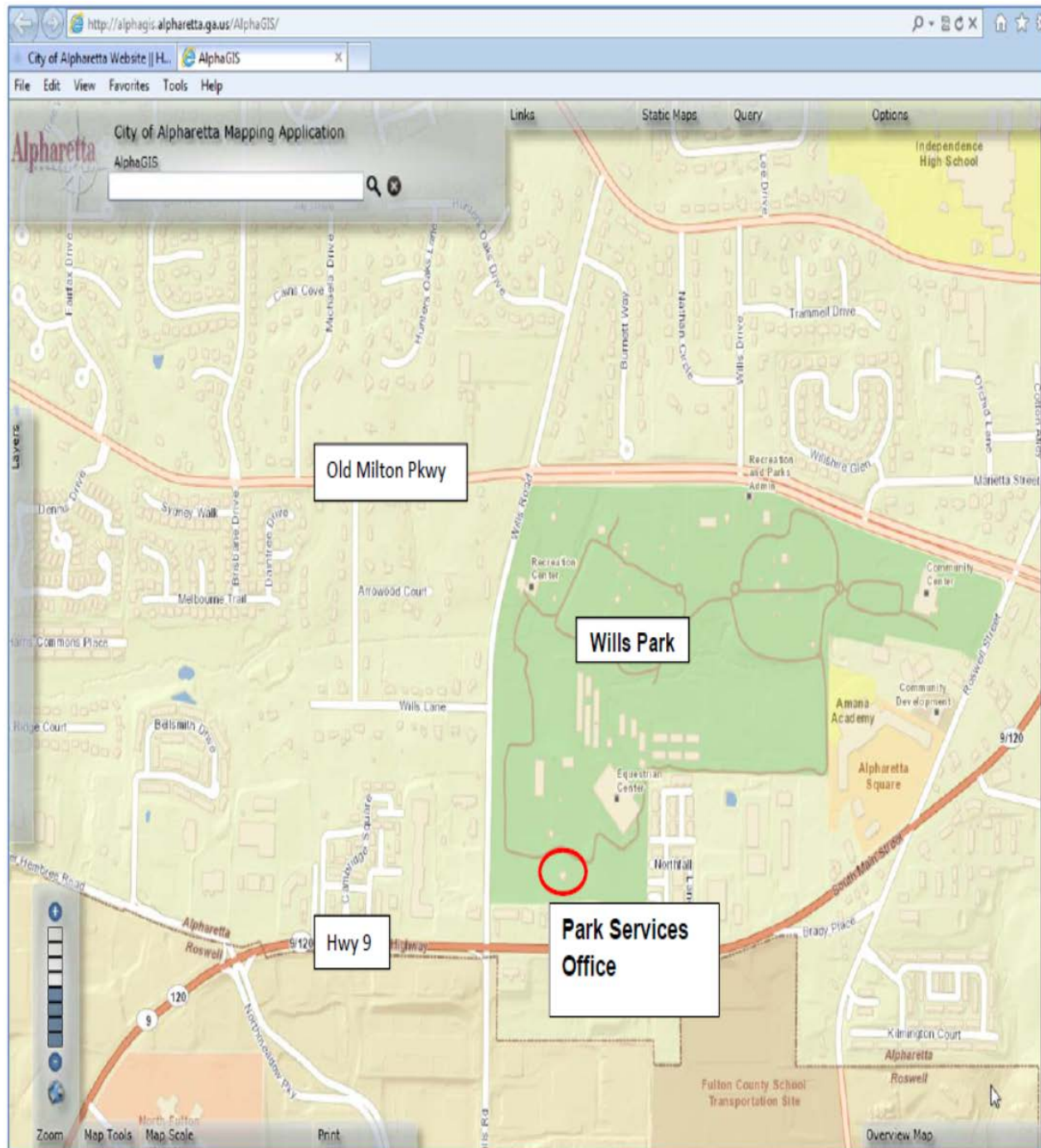
Work: The furnishing of all labor, materials, equipment, superintendence, and other incidentals necessary or convenient to the successful completion of the Project, including the performance of all services and requirements set forth in the ITB, RFP, or RFQ hereof as the Scope of Work or Specification (in accordance with the specifications provided therein), and the carrying out of all obligations, duties, and responsibilities imposed by the Contract Documents in the provision thereof.

APPENDIX D: ALLOWED TRUCK ROUTE MAP

Online: <http://www.alpharetta.ga.us/government/departments/public-works/alpharetta-truck-routes>



APPENDIX E: PARK SERVICES OFFICE





**CITY OF ALPHARETTA
PRELIMINARY INVITATION TO BID (ITB) TABULATION**

This Preliminary Bid Tabulation serves as a record of the bid opening. In no way does the recording and posting of this document assume the information in the bids received and recorded herein to be correct. Nor is it assumed that the bids conform to the specifications of the ITB request. This document does not constitute an award or contract with any bidder.

ITB #: 19-013

5/10/2019

ITB NAME: Stall Cleaning

10:00 AM

BIDDER NAME (noted on bid package)	DATE RECEIVED	TIME RECEIVED	SIGNED BID FORM	DEBARMENT / SUSPENSION FORM	DISCLOSURE FORM	FEDERAL & STATE DEBARRED CONTRACTOR LIST CHECKED	ADDENDA ACKNOWLEDGEMENT (1)	LOCAL VENDOR PREF. (LVP)	LABOR PER STALL	ROLL OFF CONTAINER	DUMPING FEES PER TON
1 Hood Landscape & Erosion	5/3/2019	9:26 AM	✓	✓	✓		✓		25.88	up to 4 tons 500.00	over 4 tons 55.00
2 MASS Services Inc dba The Dumpster Company	5/9/2019	11:16 AM	✓	✓	✓		✓		6.95	145.00	69.50
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											
15											

Procurement Website:

<https://www.ebidexchange.com/alpharetta>



CITY COUNCIL MEETING STAFF REPORT

Submitting Department: Legal
Submitted By: Sam Thomas
Meeting Date: June 3, 2019

I. AGENDA ITEM TITLE: RESOLUTION AUTHORIZING EMINENT DOMAIN - 66 THOMPSON STREET
*A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA TO AUTHORIZE THE
USE OF EMINENT DOMAIN TO ACQUIRE CERTAIN PROPERTY LOCATED AT 66 THOMPSON STREET,
ALPHARETTA, GEORGIA, FOR TRANSPORTATION PROJECT - ALPHA LOOP*

II. RECOMMENDATION:

III. REPORT IN BRIEF:

IV. ALTERNATIVES:

V. ATTACHMENTS:

Resolution Authorizing Eminent Domain - Alpha Loop - 66 Thompson St_

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA TO AUTHORIZE THE USE OF EMINENT DOMAIN TO ACQUIRE CERTAIN PROPERTY LOCATED AT 66 THOMPSON STREET, ALPHARETTA, GEORGIA, FOR TRANSPORTATION PROJECT - ALPHA LOOP

WHEREAS, the City of Alpharetta (the "City") has determined that it is necessary to construct a transportation project, which includes the construction of multi-use paths, nature trails and greenway improvements throughout the City of Alpharetta, such transportation project being known as the Alpha Loop project (the "Project"); and

WHEREAS, in order to construct the Project, it is necessary to acquire certain rights in, over, under, and through the property now or formerly owned by Alcovy Group LLC, said property located at 66 Thompson Street within the City of Alpharetta, Georgia, as further described in Attachment "A" attached hereto and incorporated herein by this reference; and

WHEREAS, the Mayor and Council have considered the Project and determined that the Project and the use of eminent domain to acquire those certain rights in the foregoing property are necessary, in the public interest, and must be carried out expeditiously to ensure the timely completion of the Project.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA, AS FOLLOWS:

For public transportation purposes and to meet the public necessity for immediately acquiring the subject property rights, which is hereby declared, the Mayor and Council authorize the City Attorney's Office to acquire through the use of Eminent Domain, pursuant to Article 1 of Chapter 3 of Title 32 of the Official Code of Georgia Annotated, the necessary property rights in, over, under, and across the property located at 66 Thompson Street, Alpharetta, Georgia, in order to ensure the timely completion of the Project - Alpha Loop. Further, the Mayor is specifically authorized to execute any and all documents necessary to further the filing of any Petition for Condemnation or Declaration of Taking related to the same and/or in furtherance of this Resolution.

STATE OF GEORGIA
COUNTY OF FULTON

RESOLUTION R2019-_____

SO RESOLVED AND ADOPTED this _____ day of
_____, 2019.

CITY OF ALPHARETTA, GEORGIA

By: _____
Jim Gilvin, Mayor

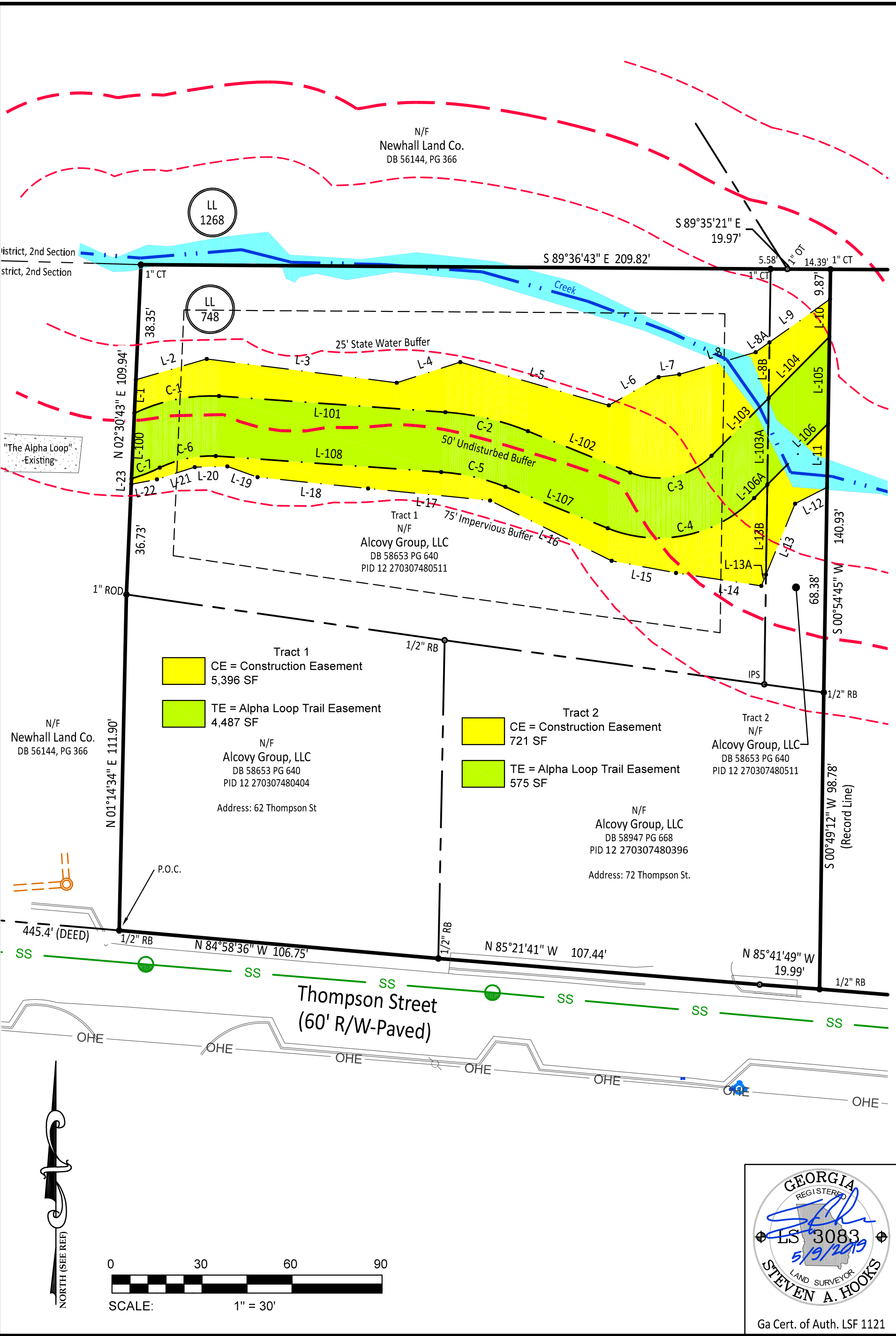
COUNCILMEMBERS

Attest:

Erin Cobb, City Clerk (SEAL)

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

C. Sam Thomas, City Attorney



ABBREVIATION LEGEND:	
BC	= back of curb
C&G	= curb and gutter
CB	= catch basin
CD	= check dam
CL	= centerline
CMF	= concrete monument found
CMP	= corrugated metal pipe
CO	= clean out
CT	= crimp top pin
DI	= drop inlet
DIP	= ductile iron pipe
DWCB	= dbl. wing catch basin
EP	= edge of pavement
FC	= face of curb
FES	= flared end section
FH	= fire hydrant
GI	= grate inlet
GW	= guy wire
GP	= guy pole
HW	= head wall
IPF	= iron pin found
IPS	= iron pin set
JB	= junction box
INV	= invert
L.L.L.	= land lot line
LP	= light pole
MH	= manhole (sanitary sewer)
OCS	= outlet control structure
OT	= open top pipe
PL	= property line
PP	= power pole
RB	= reinforcing bar
RCP	= reinforced concrete pipe
R/W	= right-of-way
TSP	= traffic signal pole
TSB	= traffic signal box
TP	= telephone pole
TSP	= traffic signal pole
WM	= water meter
WV	= water valve
YI	= yard inlet

SYMBOL LEGEND:	
	= existing concrete
	= existing asphalt
	= existing gravel/riprap
	= fire hydrant
	= guy wire
	= light pole
	= power pole
	= sanitary sewer manhole
	= clean out
	= transformer
	= water meter
	= single wing catch basin
	= grate inlet
	= junction box
	= head wall
	= buffer
	= bldg setback
	= fence
	= overhead electric
	= underground electric
	= water line
	= sanitary line
	= hardwood
	= pine



LOCATION MAP
NOT TO SCALE
(Bing Maps)

GENERAL NOTES:

- Only evidence of easements or structures which are readily apparent from an above ground field inspection of the premises are shown, unless stated otherwise hereon. No liability is assumed by this firm for losses relating to the existence of any easement not discovered by above ground field inspection of the premises.
- This plat was prepared for the exclusive use of the person, persons, or entity named hereon. Said certification does not extend to any unnamed persons without a recertification by the surveyor.
- Jurisdictional areas or negative easements, if any, which might impact the use of the property were not located, unless stated otherwise. No liability is assumed by this firm for any losses resulting from the exercise of any government jurisdiction affecting the use of the property.
- The property shown and described hereon is subject to any existing easements, rights-of-way, restrictive covenants, zoning regulations, underground utilities and/or setback lines whether or not they may be shown. No liability is assumed by this firm for any losses that may be associated with the existence of any easements or restrictions on the use of the property.
- Location map from Bing Maps.
- All building ties are perpendicular to the properties lines unless otherwise noted.
- Only evidence of surface observable utilities were located. Prior to any digging or construction, contact Georgia One Call (811) for utilities marking.

ENVIRONMENTAL NOTES:

- Stream Buffers shown as required by the State of Georgia and the City of Alpharetta.

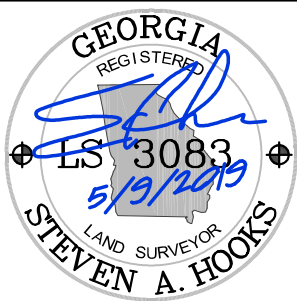
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- Boundary Survey for Dream Realty, LLC, performed by Engineering 303, LLC dated March 22, 2018 and last revised March 30, 2018.
- Survey for 82 & 92 Thompson Street for The City of Alpharetta, performed by Engineering 303, LLC dated June 13, 2018.
- Survey for 62, 66, & 72 Thompson Street for Alcovy Group, performed by Engineering 303, LLC dated July 16, 2018.
- Survey for 82 Thompson Street for Nanda Veluru, Vinings Bank, Stewart Title Guaranty Company, performed by Engineering 303, LLC dated March 9, 2019.

SURVEY NOTES:

- Certain interior improvements may not be shown hereon, i.e. fence lines, guy wires, etc.
- Matters of record not shown hereon are excepted.
- Bearing basis per references. Record line shown.
- Measurements shown are US Survey Feet (ground).
- Field angles and linear distances measured using a Topcon PS-103A Robotic Total Station.
- Field data prepared during survey efforts described in reference section.
- Property corners marked IPS (Iron Pin Set) are 1/2" x 18" rebar with blue plastic cap (E303 LSF #1121) unless otherwise indicated. Unless indicated as set, monumentation shown was found.

DOCUMENT FOR EASEMENT ONLY. LIMITED DETAIL
SHOWN.
SEE REFERENCE PLATS FOR OTHER SURVEY MATTERS.



Ga Cert. of Auth. LSF 1121

LINE	BEARING	DISTANCE
L-1	N 02°30'43" E	11.16'
L-2	N 73°41'09" E	24.60'
L-3	S 82°52'20" E	63.80'
L-4	N 72°01'05" E	22.27'
L-5	S 73°46'30" E	51.54'
L-6	N 60°28'42" E	19.08'
L-7	N 82°28'53" E	6.91'
L-8	N 73°49'21" E	26.55'
L-8A	N 54°26'36" E	5.65'
L-8B	S 00°51'54" W	18.59'
L-9	N 54°26'36" E	24.81'
L-10	S 00°54'45" W	12.58'
L-11	S 00°54'45" W	21.23'
L-12	S 62°44'00" W	11.98'
L-13	S 22°20'09" W	25.52'
L-13A	S 22°20'09" W	4.06'
L-13B	S 00°51'54" W	29.91'
L-14	N 81°23'12" W	28.74'
L-15	N 79°18'50" W	21.85'
L-16	N 63°38'30" W	45.19'
L-17	N 84°22'02" W	40.86'
L-18	N 84°09'01" W	37.01'
L-19	N 70°27'35" W	10.69'
L-20	S 88°46'54" W	10.86'
L-21	S 72°04'23" W	13.23'
L-22	S 79°01'02" W	8.71'
L-23	N 02°30'43" E	1.89'

CURVE	ARC LENGTH	RADIUS	CHORD BEARING	CHORD LENGTH
C-1	29.07'	60.00'	N 78°32'50" E	28.78'
C-2	28.34'	90.00'	S 77°01'18" E	28.22'
C-3	29.34'	25.00'	N 78°22'29" E	27.69'
C-4	52.82'	45.00'	S 78°22'29" W	49.84'
C-5	22.06'	70.00'	N 77°01'44" W	21.97'
C-6	19.23'	40.00'	S 78°17'10" W	19.04'
C-7	10.12'	55.00'	S 68°42'17" W	10.11'

Drawn: sah
Date: 05/07/2019
Sheet
2 of 2
Project Number
18-4371

Civil Engineering, Land Surveying,
Stream and Wetland Restoration

108 Allen Street, Cumming, Georgia 30040
Phone: 770-442-0500 www.engineering303.com

Easement Exhibit
for the "Alpha Loop"
City of Alpharetta
City of Alpharetta
1st District, 2nd Section
Land Lot 748
Fulton County, GA





CITY COUNCIL MEETING STAFF REPORT

Submitting Department: Legal
Submitted By: Sam Thomas
Meeting Date: June 3, 2019

I. AGENDA ITEM TITLE: RESOLUTION AUTHORIZING EMINENT DOMAIN - 72 THOMPSON STREET
*A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA TO AUTHORIZE THE
USE OF EMINENT DOMAIN TO ACQUIRE CERTAIN PROPERTY LOCATED AT 72 THOMPSON STREET,
ALPHARETTA, GEORGIA, FOR TRANSPORTATION PROJECT - ALPHA LOOP*

II. RECOMMENDATION:

III. REPORT IN BRIEF:

IV. ALTERNATIVES:

V. ATTACHMENTS:

Resolution Authorizing Eminent Domain - Alpha Loop - 72 Thompson St

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA TO AUTHORIZE THE USE OF EMINENT DOMAIN TO ACQUIRE CERTAIN PROPERTY LOCATED AT 72 THOMPSON STREET, ALPHARETTA, GEORGIA, FOR TRANSPORTATION PROJECT - ALPHA LOOP

WHEREAS, the City of Alpharetta (the "City") has determined that it is necessary to construct a transportation project, which includes the construction of multi-use paths, nature trails and greenway improvements throughout the City of Alpharetta, such transportation project being known as the Alpha Loop project (the "Project"); and

WHEREAS, in order to construct the Project, it is necessary to acquire certain rights in, over, under, and through the property now or formerly owned by Alcovy Group LLC, said property located at 72 Thompson Street within the City of Alpharetta, Georgia, as further described in Attachment "A" attached hereto and incorporated herein by this reference; and

WHEREAS, the Mayor and Council have considered the Project and determined that the Project and the use of eminent domain to acquire those certain rights in the foregoing property are necessary, in the public interest, and must be carried out expeditiously to ensure the timely completion of the Project.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA, AS FOLLOWS:

For public transportation purposes and to meet the public necessity for immediately acquiring the subject property rights, which is hereby declared, the Mayor and Council authorize the City Attorney's Office to acquire through the use of Eminent Domain, pursuant to Article 1 of Chapter 3 of Title 32 of the Official Code of Georgia Annotated, the necessary property rights in, over, under, and across the property located at 72 Thompson Street, Alpharetta, Georgia, in order to ensure the timely completion of the Project - Alpha Loop. Further, the Mayor is specifically authorized to execute any and all documents necessary to further the filing of any Petition for Condemnation or Declaration of Taking related to the same and/or in furtherance of this Resolution.

STATE OF GEORGIA
COUNTY OF FULTON

RESOLUTION R2019-_____

SO RESOLVED AND ADOPTED this _____ day of
_____, 2019.

CITY OF ALPHARETTA, GEORGIA

By: _____
Jim Gilvin, Mayor

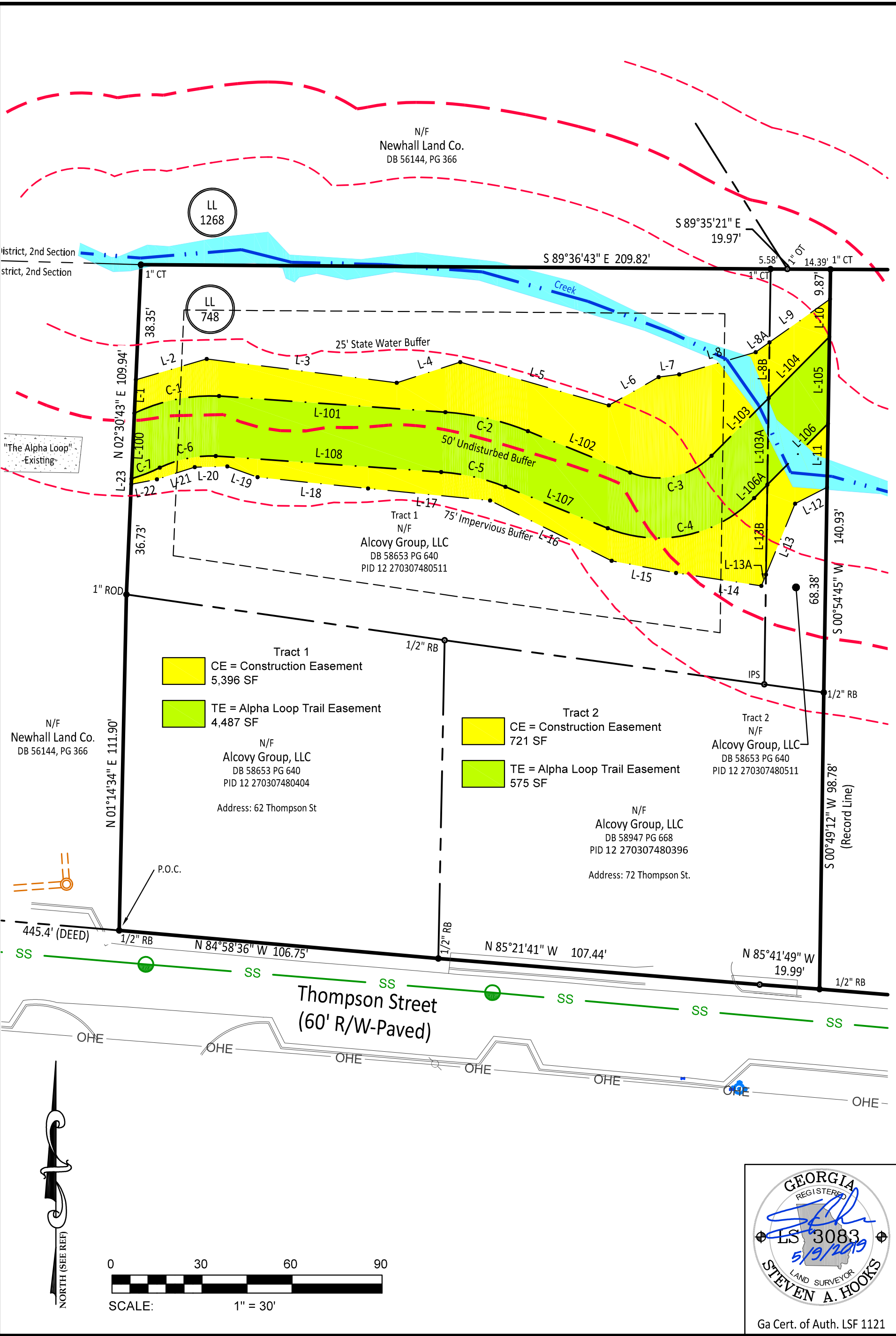
COUNCILMEMBERS

Attest:

Erin Cobb, City Clerk (SEAL)

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

C. Sam Thomas, City Attorney



ABBREVIATION LEGEND:	
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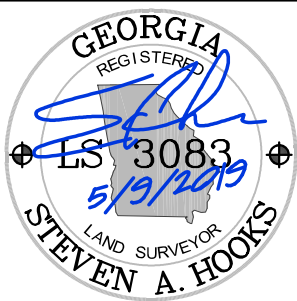
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SEE REFERENCE PLATS FOR OTHER SURVEY MATTERS.



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CITY COUNCIL MEETING STAFF REPORT

Submitting Department: Legal
Submitted By: Sam Thomas
Meeting Date: June 3, 2019

I. AGENDA ITEM TITLE: RESOLUTION AUTHORIZING EMINENT DOMAIN - 82 THOMPSON STREET
*A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA TO AUTHORIZE THE
USE OF EMINENT DOMAIN TO ACQUIRE CERTAIN PROPERTY LOCATED AT 82 THOMPSON STREET,
ALPHARETTA, GEORGIA, FOR TRANSPORTATION PROJECT - ALPHA LOOP*

II. RECOMMENDATION:

III. REPORT IN BRIEF:

IV. ALTERNATIVES:

V. ATTACHMENTS:

Resolution Authorizing Eminent Domain - Alpha Loop - 82 Thompson St

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA TO AUTHORIZE THE USE OF EMINENT DOMAIN TO ACQUIRE CERTAIN PROPERTY LOCATED AT 82 THOMPSON STREET, ALPHARETTA, GEORGIA, FOR TRANSPORTATION PROJECT - ALPHA LOOP

WHEREAS, the City of Alpharetta (the "City") has determined that it is necessary to construct a transportation project, which includes the construction of multi-use paths, nature trails and greenway improvements throughout the City of Alpharetta, such transportation project being known as the Alpha Loop project (the "Project"); and

WHEREAS, in order to construct the Project, it is necessary to acquire certain rights in, over, under, and through the property now or formerly owned by Nanda K. Veluru a/k/a Nanda Veluru, said property located at 82 Thompson Street within the City of Alpharetta, Georgia, as further described in Attachment "A" attached hereto and incorporated herein by this reference; and

WHEREAS, the Mayor and Council have considered the Project and determined that the Project and the use of eminent domain to acquire those certain rights in the foregoing property are necessary, in the public interest, and must be carried out expeditiously to ensure the timely completion of the Project.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA, AS FOLLOWS:

For public transportation purposes and to meet the public necessity for immediately acquiring the subject property rights, which is hereby declared, the Mayor and Council authorize the City Attorney's Office to acquire through the use of Eminent Domain, pursuant to Article 1 of Chapter 3 of Title 32 of the Official Code of Georgia Annotated, the necessary property rights in, over, under, and across the property located at 82 Thompson Street, Alpharetta, Georgia, in order to ensure the timely completion of the Project - Alpha Loop. Further, the Mayor is specifically authorized to execute any and all documents necessary to further the filing of any Petition for Condemnation or Declaration of Taking related to the same and/or in furtherance of this Resolution.

STATE OF GEORGIA
COUNTY OF FULTON

RESOLUTION R2019-_____

SO RESOLVED AND ADOPTED this _____ day of
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CITY OF ALPHARETTA, GEORGIA

By: _____
Jim Gilvin, Mayor

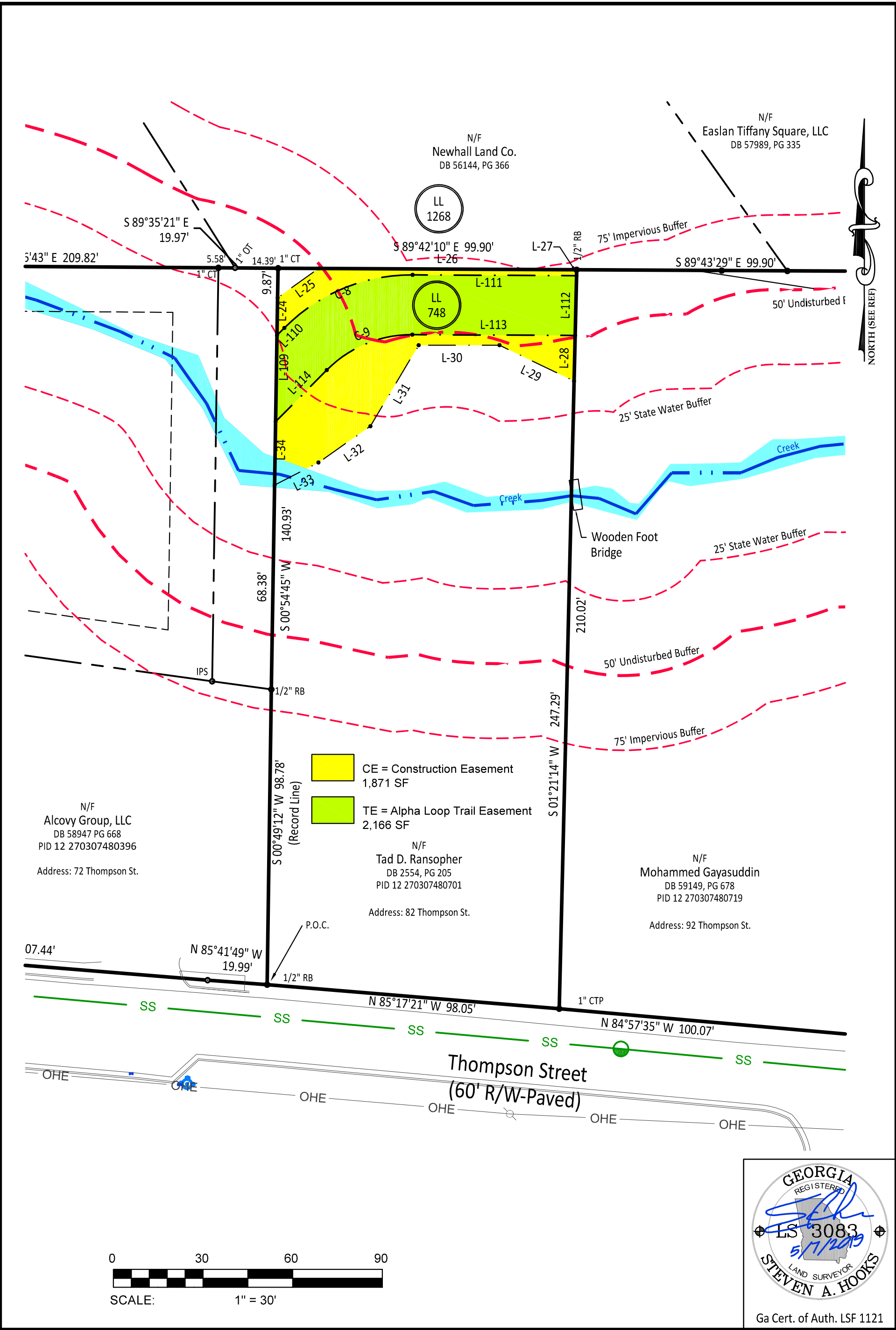
COUNCILMEMBERS

Attest:

Erin Cobb, City Clerk (SEAL)

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

C. Sam Thomas, City Attorney



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DIP	= ductile iron pipe
DWCB	= dbl. wing catch basin
EP	= edge of pavement
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SYMBOL LEGEND:

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LOCATION MAP
NOT TO SCALE
(Bing Maps)

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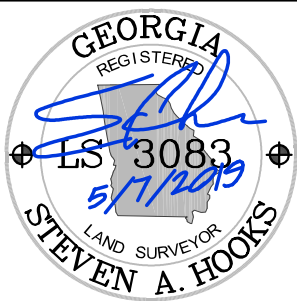
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DOCUMENT FOR EASEMENT ONLY. LIMITED DETAIL SHOWN.
SEE REFERENCE PLATS FOR OTHER SURVEY MATTERS.



Ga Cert. of Auth. LSF 1121

LINE	BEARING	DISTANCE
L-24	N 00°54'45" E	12.58'
L-25	N 54°26'36" E	16.85'
L-26	S 89°42'10" E	86.35'
L-27	N 01°21'14" E	1.97'
L-28	S 01°21'14" W	15.29'
L-29	N 64°13'29" W	27.68'
L-30	S 89°58'35" W	27.06'
L-31	S 30°47'22" W	31.54'
L-32	S 55°03'30" W	21.21'
L-33	S 62°44'00" W	16.49'
L-34	N 00°54'45" E	21.23'

LINE	BEARING	DISTANCE
L-109	N 00°54'45" E	28.88'
L-110	N 44°45'02" E	3.48'
L-111	S 89°42'33" E	54.80'
L-112	S 01°21'14" W	20.00'
L-113	N 89°42'33" W	54.48'
L-114	S 44°45'02" W	24.31'

CURVE	ARC LENGTH	RADIUS	CHORD BEARING	CHORD LENGTH
C-8	47.69'	60.00'	N 67°31'15" E	46.44'
C-9	31.79'	40.00'	S 67°31'15" W	30.96'



CITY COUNCIL MEETING STAFF REPORT

Submitting Department: Legal
Submitted By: Sam Thomas
Meeting Date: June 3, 2019

I. AGENDA ITEM TITLE: RESOLUTION AUTHORIZING EMINENT DOMAIN - 92 THOMPSON STREET
*A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA TO AUTHORIZE THE
USE OF EMINENT DOMAIN TO ACQUIRE CERTAIN PROPERTY LOCATED AT 92 THOMPSON STREET,
ALPHARETTA, GEORGIA, FOR TRANSPORTATION PROJECT - ALPHA LOOP*

II. RECOMMENDATION:

III. REPORT IN BRIEF:

IV. ALTERNATIVES:

V. ATTACHMENTS:

Resolution Authorizing Eminent Domain - Alpha Loop - 92 Thompson St

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA TO AUTHORIZE THE USE OF EMINENT DOMAIN TO ACQUIRE CERTAIN PROPERTY LOCATED AT 92 THOMPSON STREET, ALPHARETTA, GEORGIA, FOR TRANSPORTATION PROJECT - ALPHA LOOP

WHEREAS, the City of Alpharetta (the "City") has determined that it is necessary to construct a transportation project, which includes the construction of multi-use paths, nature trails and greenway improvements throughout the City of Alpharetta, such transportation project being known as the Alpha Loop project (the "Project"); and

WHEREAS, in order to construct the Project, it is necessary to acquire certain rights in, over, under, and through the property now or formerly owned by Mohammed Gayasuddin, said property located at 92 Thompson Street within the City of Alpharetta, Georgia, as further described in Attachment "A" attached hereto and incorporated herein by this reference; and

WHEREAS, the Mayor and Council have considered the Project and determined that the Project and the use of eminent domain to acquire those certain rights in the foregoing property are necessary, in the public interest, and must be carried out expeditiously to ensure the timely completion of the Project.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA, AS FOLLOWS:

For public transportation purposes and to meet the public necessity for immediately acquiring the subject property rights, which is hereby declared, the Mayor and Council authorize the City Attorney's Office to acquire through the use of Eminent Domain, pursuant to Article 1 of Chapter 3 of Title 32 of the Official Code of Georgia Annotated, the necessary property rights in, over, under, and across the property located at 92 Thompson Street, Alpharetta, Georgia, in order to ensure the timely completion of the Project - Alpha Loop. Further, the Mayor is specifically authorized to execute any and all documents necessary to further the filing of any Petition for Condemnation or Declaration of Taking related to the same and/or in furtherance of this Resolution.

STATE OF GEORGIA
COUNTY OF FULTON

RESOLUTION R2019-_____

SO RESOLVED AND ADOPTED this _____ day of
_____, 2019.

CITY OF ALPHARETTA, GEORGIA

By: _____
Jim Gilvin, Mayor

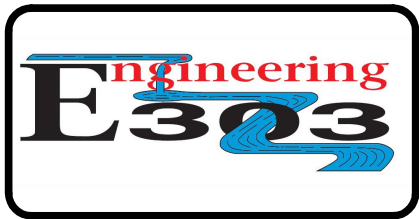
COUNCILMEMBERS

Attest:

Erin Cobb, City Clerk (SEAL)

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

C. Sam Thomas, City Attorney



ABBREVIATION LEGEND:	
BC	= back of curb
C&G	= curb and gutter
CB	= catch basin
CD	= check dam
CL	= centerline
CMF	= concrete monument found
CMP	= corrugated metal pipe
CO	= clean out
CT	= crimp top pin
DI	= drop inlet
DIP	= ductile iron pipe
DWCB	= dbl. wing catch basin
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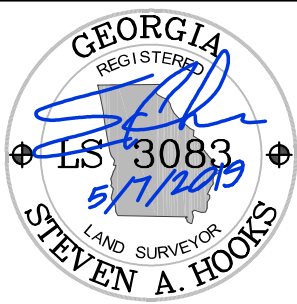
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LINE	BEARING	DISTANCE
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L-36	S 89°43'29" E	39.08'
L-37	S 81°22'52" E	40.66'
L-38	S 15°11'09" W	44.70'
L-39	S 29°43'29" E	22.33'
L-40	N 87°11'22" E	19.68'
L-41	S 01°21'31" W	22.35'
L-42	S 01°21'31" W	17.96'
L-43	S 67°08'44" W	24.22'
L-44	N 31°14'35" W	43.72'
L-45	S 74°22'26" W	8.18'
L-46	N 18°08'26" W	14.75'
L-47	N 29°55'44" E	23.27'
L-48	N 29°43'29" W	16.45'
L-49	N 89°43'34" W	28.34'
L-50	N 05°21'27" W	17.48'
L-51	N 64°13'29" W	15.09'
L-52	N 01°21'14" E	15.29'

LINE	BEARING	DISTANCE
L-115	N 01°21'14" E	20.00'
L-116	S 29°43'29" E	52.31'
L-117	S 01°21'31" W	27.45'
L-118	N 29°43'29" W	76.91'

CURVE	ARC LENGTH	RADIUS	CHORD BEARING	CHORD LENGTH
C-10	62.77'	60.00'	S 59°41'36" E	59.94'
C-11	24.72'	25.00'	S 58°02'52" E	23.72'
C-12	28.49'	20.00'	N 70°32'02" W	26.14'
C-13	41.88'	40.00'	N 59°43'01" W	39.99'



Ga Cert. of Auth. LSF 1121

Drawn: sah

Date: 05/07/2019

Sheet

2 of 2

Project Number

18-4371

Civil Engineering, Land Surveying,
Stream and Wetland Restoration

108 Allen Street, Cumming, Georgia 30040
Phone: 770-442-0500 www.engineering303.com

Easement Exhibit
for the "Alpha Loop"

City of Alpharetta

City of Alpharetta
1st District, 2nd Section
Land Lot 748
Fulton County, GA

Engineering
E303



CITY COUNCIL MEETING STAFF REPORT

Submitting Department: Public Works
Submitted By: Pam Bush
Meeting Date: June 3, 2019

I. AGENDA ITEM TITLE: ALPHA LOOP GAP - THOMPSON STREET

II. RECOMMENDATION:

Please approve Vertical Earth Inc.'s bid for construction of the Alpha Loop Gap at Thompson Street in an amount not to exceed \$572,928.79, and authorize the Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: YES INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: \$572,928.79

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
Alpha Loop/30141100-541420-C1712	\$572,928.79

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
0	\$0.00

IV. REPORT IN BRIEF:

The award of this bid is for the construction of the Alpha Loop Gap at Thompson Street. The project is a continuation of the Alpha Loop Phase 1 project, and will serve as a connection between the existing 12' trail from Haynes Bridge Road and Thompson Street. The project consists of construction of approximately 650 linear feet of a concrete multi-use trail that will traverse the rear portion of 4 parcels and cross a small stream twice to complete the gap.

The Department of Public Works prepared plans and specifications for the project and advertised for competitive bids on Thursday, December 20, 2018. Bids for the project were received on Thursday, January 19, 2019 and the City received a total of six bids, with one bid withdrawn due to multiple errors and omissions. The remaining bids were from the following companies:

<u>Bidder</u>	<u>Total</u>
Vertical Earth, Inc.	\$572,928.79
Integrated Construction and Nobility, Inc.	\$725,933.07
Astra Group, Inc.	\$768,888.00
TriScapes Inc.	\$837,938.73
Excellere Construction, LLC	\$1,029,100.00

The apparent low bidder, Vertical Earth, Inc., is an experienced contractor which has worked on several projects with similar elements in Georgia for multiple governmental agencies including Forsyth County, City of Woodstock, City of Brookhaven and City of Sandy Springs. The contacted references stated that Vertical Earth, Inc. provided reliable work on time and within budget and would utilize their services again. Additionally, Vertical Earth, Inc. constructed the City's Warsaw Area Sidewalk Improvements, which was awarded to them in March, 2018.

Staff met with representatives of Vertical Earth, Inc. on February 21, 2019 to review the scope of work and the City's expectations. Staff questioned the representatives in regards to the significant gap in bid pricing, reviewing key line items where their costs were significantly lower than the other bids received. Staff verified that the submitted pricing included all costs associated with the construction of the plan set. The representatives assured staff that they had visited the site and thoroughly reviewed the plans and specifications.

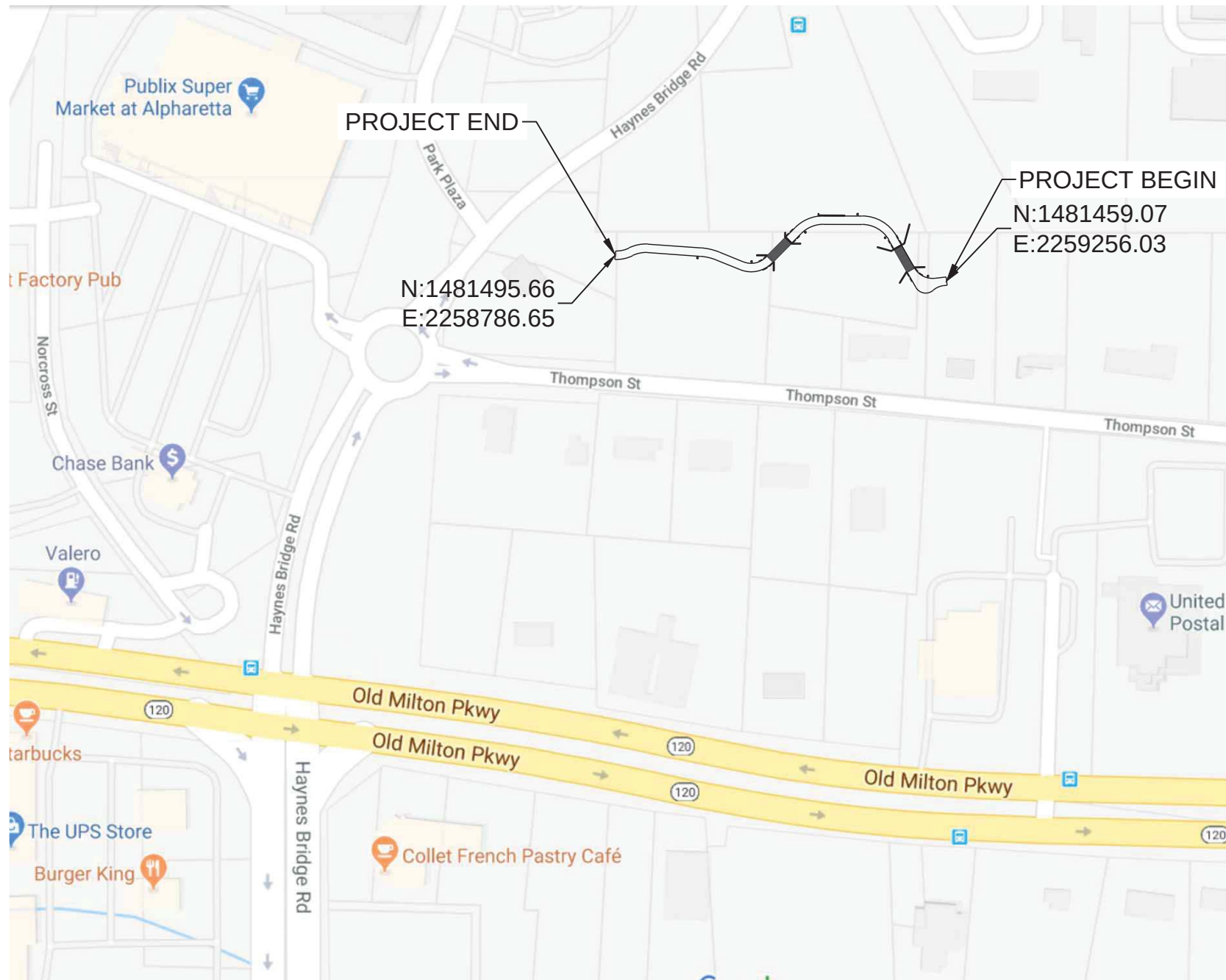
Once a contract with Vertical Earth, Inc. has been finalized and executed, construction may begin immediately. The anticipated completion date is no more than 120 calendar days from notice to proceed.

V. ALTERNATIVES:

VI. ATTACHMENTS:

ITB 19-009 Alpha Loop Gap - Thompson Street - Location Map

LOCATION MAP:



SCALE: NTS

