City Council Meeting
JULY 11, 2016

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

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE TO THE FLAG

IV. PROCLAMATIONS AND PRESENTATIONS

- A. 25 Year Service Awards - Mitchell Poole and Scott McCullers (Public Safety)

V. CONSENT AGENDA

- A. Council Meeting Minutes (Meeting of 06/20/2016)
- B. Financial Management Report: Month Ending May 31, 2016.

VI. PROJECT UPDATES

- A. Convention Center
- B. City Center (Public Development)
- C. City Center (Private Development)

VII. NEW BUSINESS

- A. Alpharetta Arts Center Design, Phase 2 (Final Design and Construction Documents)
- B. Survey Services for Bond Sidewalk Improvements
- C. Design Services for Kimball Bridge Road Congestion Mitigation

VIII. WORKSHOP

- A. Red Light Camera Enforcement Discussion

IX. PUBLIC COMMENT

X. REPORTS

XI. ADJOURNMENT TO EXECUTIVE SESSION

THE CITY OF ALPHARETTA GEORGIA

OFFICIAL MINUTES OF PUBLIC HEARING & COUNCIL MEETING ON JUNE 20, 2016

CITY HALL – 2 PARK PLAZA

6:30 P.M.

Official Minutes

The public is advised that the following minutes are not a verbatim transcription of business presented at the Public Hearing & Council Meeting of the date shown; but are a synopsis of pertinent information. The public is further advised that the tapes recorded at said meeting are a matter of public record and are available to be heard at the City of Alpharetta's Clerk's office during normal business hours and on line at the City web site.

I. CALL TO ORDER

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

II. ROLL CALL

- Council Members Present
  - David Belle Isle (Mayor)
  - Chris Owens (Mayor Pro Tem)
  - Jason Binder
  - Jim Gilvin
  - Mike Kennedy
  - Dan Merkel
  - Donald Mitchell
- Staff
  - Bob Regus, City Administrator
  - Kathi Cook, Director of Community Development
  - James Drinkard, Asst. City Administrator
  - Gary George, Director of Public Safety
  - Eric Graves, Senior Traffic Engineer
  - Tom Harris, Director of Finance
  - Shawn Mitchell, Budget and Procurement Manger
  - Wes McCall, Deputy Director of Public Safety
  - Pete Sewczwicz, Director of Public Works

- Mike Perry, Director of Recreation and Parks
- Coty Thigpen, City Clerk
- Sam Thomas, City Attorney

III. PLEDGE TO THE FLAG

IV. CONSENT AGENDA

A. Council Meeting Minutes (Meeting of 06/06/2016)

B. Alcoholic Beverage License Application

PH-16-AB-21
Schlotsky's Stores, LLC
Consumption on premises
Beer, Wine and Sunday sales

- Council Member Kennedy offered a motion to approve the Consent Agenda
  - The motion received a second from Council Member Owens
  - The motion was approved 7-0

V. PROCLAMATIONS AND PRESENTATIONS

A. 20 Year Service Award to Vicki Sansom (Public Safety)

B. Proclamation - Fire Marshall David Morris retirement

VI. PROJECT UPDATES

A. Convention Center

- Mr. Regus reported that there would be a Groundbreaking Ceremony on June 21, 2016 at Avalon from 4:00-6:00 p.m.

B. City Center - Private Development

- Mr. Regus reported that progress is continuing and will be discussed at a later time

C. City Center - Public Development

- Mr. Regus reported that work is still being done on the History room and should be completed within the projected budget

Public Comment
None

VII. PUBLIC HEARING

A. V-16-14 Environs LLC Climate Controlled Storage

- Director of Community Development, Kathi Cook, came forward to present this item
- The applicant is requesting a variance to reduce the required parking spaces for a storage facility from103 spaces to allow 8 spaces. The applicant is also requesting a front setback of 50' which is a variance from the required 65'. The property is zoned LI located on the south side of Westside Parkway near the intersection of Old Roswell Road.
- The applicant is proposing to build a 103,200 square foot storage facility which is permitted within the Light Industrial zoning district.
- The Unified Development Code requires 1 parking space per 1,000 square feet or 103 spaces for this use. The applicant is requesting a variance in order to allow 8 parking spaces on site. Variances to required parking for storage facilities have been granted for other properties in the City and the applicant provided a parking study for other storage facilities within Alpharetta and the surrounding area. The data concludes that an average of 7 parking spaces are provided at similar facilities. Staff researched other municipal parking codes and found that most require 1 parking space per 3,500 square feet for storage facilities which would require 29 spaces for this proposal. If approved for 8 spaces the applicant should be required to provide a green space where an additional 21 spaces could be constructed if needed in the future.
- The applicant previously provided a site plan with the loading lane along the front of the property; however at the request of Staff they modified the site plan to provide the loading area to the rear of the building. The change in site plan does require a variance to the front setback in order to move the building closer to Westside Parkway. The building is depicted as mostly 4 sided brick however with few breaks in the elevation. If approved the elevations will require Design Review Board approval and should have the appearance of an office building.
- The site clearing and grading should be limited to the storage facility site in accordance with the Tree Ordinance.
- Staff is in agreement with the request to reduce parking with the condition that a greenspace area be set aside to accommodate 21 spaces if needed in the future. Staff also supports the granting of the setback variance as well in order to push the loading lane to the rear of the building. Architecture will be important in order to ensure the building resembles an office building and fencing should be decorative.
- The landscape strip along Westside Parkway should be located outside of the power easement in order to ensure sufficient planting.
- The report submitted by the applicant states that the applicant mailed each property owner within 500' of the subject property a letter stating his intent. The report states that no negative comments were received.
- Sean Rasmus, Environs, LLC came forward to make a brief presentation on behalf of the applicant

Public Comment

- Council Member Kennedy offered a motion to approve V-16-14 Environs Self Storage subject to the conditions outlined, but with proposed revisions:
  - Condition #3- revise to read, "Building shall be substantially brick and appear as an office building with final approval by the Design Review Board."
  - Condition #8- Applicant shall provide a minimum of 8 parking spaces but shall make provisions for up to an additional 21 parking spaces in the future if determined to be necessary by staff.
  - Condition #9- Development shall adhere to the Tree Ordinance and natural tree buffer shall remain to the west of the site outside of the clearing lines.
  - Condition #10- Signs shall require approval by the Design Review Board
  - Add an additional Condition #11- "Outside storage shall be prohibited."
- The motion received a second from Council Member Owens
- Council Member Kennedy amended his motion to clarify that condition #3 shall require that the building be a minimum of 3 sides brick, front and 2 sides, and appear as an office building with final approval by DRB.
- Council Member Owens accepted
- The motion was approved 6-1; with Belle Isle voting no

B. PH-15-25 Update to Comprehensive Land Use Plan
Consideration of updates to the 2030 Comprehensive Plan.

- Director of Community Development, Kathi Cook, came forward to introduce Beth Tucker and Eric Bosman with consulting firm, Kimley Horn to present the Comprehensive Plan

- Council Member Gilvin requested that staff make a few changes to the draft including:
  - Page 10- refers to promotion downtown as a fine location for college campus, but only viable site is old Milton high school site
  - Page 27- specifically refers to independence high school and rebuilding City Hall
  - Page 22 – mentions for sale or for rent, make sure were using consistent language
  - 5 or 6 instances where it refers to MARTA rail, suggest that we substitute word "rail" with "transit"

Public Comment

None

- Council Member Kennedy offered a motion to approve 2035 comp plan including changing "stable" to "established" and authorize transmission to the Department of Community Affairs and the Atlanta Regional Commission
  - Motion withdrawn to allow for reading of the Resolution
  - City Attorney read the Resolution aloud

- Mayor Belle Isle offered a last call for Public Comment and hearing none called for a motion

❖ Council Member Kennedy offered a motion to approve the Resolution including changes in language brought forth above by Council Member Gilvin

- The motion received a second from Council Member Owens
- The motion was approved 7-0

C. Public Hearing On The Fiscal Year 2017 Budget And Millage Rate Levy

- Director of Finance, Tom Harris, came forward to present this item
- The FY 2017 Budget was distributed electronically to the City Council on April 25, 2016, and is available on the City's website through the financial transparency portal (OpenGov) and as a downloadable pdf document.
- The Finance Department presented an overview of the operating and capital budget at the April 25th City Council meeting and a detailed discussion of the operating/capital initiatives at the May 2nd, May 16th, and May 23rd City Council meetings.
- Tonight is the final public hearing and final vote on the FY 2017 Budget and Millage Rate levy with the schedule as follows:
  - June 6, 2016

    Public Hearing
    City Council Meeting
    - E-911 Resolution
    - Budget Ordinance (1st reading)
    - Millage Ordinance (1st reading)
  - June 20, 2016

    Public Hearing
    City Council Meeting
    - Budget Ordinance (2nd reading)
    - Millage Ordinance (2nd reading)
- In accordance with the 1st reading and vote on the budget, the $6,450,000 in funding for Parkland Acquisition was split between general Parkland Acquisition ($5,000,000) and Cultural Arts/Parkland Acquisition ($1,450,000) with the goal of increasing Cultural Arts/Parkland Acquisition funding to a total of $2,000,000 through impact fee collections in future years. There were no other changes to the budget.
- Mayor Belle Isle also noted that the budget did contemplate $50,000 to move the old Log Cabin

Public Comment

- Cheryl Rand, 2145 Fairfax Dr., Alpharetta, GA, came forward to speak on this item

❖ Council Member Mitchell offered a motion to approve the Ordinance of the Mayor and Council of the City of Alpharetta, Georgia adopting the final estimates of the revenues and expenditures of the Fiscal Year commencing July 1, 2016 and ending June 30, 2017 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 for an effective date; and for other purposes, and also add $50,000 for the removal of the log cabin and take it from unallocated funds.

- The motion received a second from Council Member Binder
- The motion was approved 6-1; Gilvin voting no

VIII. OLD BUSINESS

A. Approval Of Fiscal Year 2017 Budget and Millage Rate Levy

- City Attorney, Sam Thomas, read the Ordinance aloud

Public comment

None

❖ Council Member Mitchell offered a motion to approve the 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, 2016 and ending June 30, 2017 and for other purposes

- The motion received a second from Council Member Kennedy
- The motion was approved 7-0

IX. NEW BUSINESS

A. Conceptual Design of New Arts Center

- Director of Recreation and Parks, Mike Perry, came forward to introduce members of Houser Walker Architecture to present the concept plan
- On May 16, 2016, representatives with Houser Walker Architecture presented a preliminary concept design and cost estimate for the new arts center (located at 238 Canton Street). Based on input from City Council, Houser Walker updated the design plan and presented this to the steering committee on June 2, 2016.
- With direction from the project steering committee, Houser Walker presented a final concept design and cost estimate to the Alpharetta Recreation Commission on June 9, 2016. The Commission approved the concept design and recommended it be presented to City Council for final approval.
- The final concept plan is a master plan for the building and grounds as well as the 2/3 acre property across Canton Street. The project cost is estimated to be $2.8 million dollars.
- Staff will begin working on the next phase of the design process once the final concept plan is approved by Council.

Public Comment

None

- Council Member Binder offered a motion to approve the final concept design plan for future renovation of the new arts center and authorize staff to begin the next phase of the design process
  - The motion received a second from Council Member Mitchell
  - The motion was approved 7-0

B. Rucker Road Bridge and Roundabout Design Services

- Director of Public Works, Pete Sewczwicz, came forward to present this item

- As the design of the Rucker Road Corridor Improvements progressed, Staff evaluated possible value engineering opportunities. One of the elements looked at was the two existing bridges along Rucker Road. Originally, the Corridor plan called for these bridges to remain untouched and for pedestrian bridges to be constructed on both the upstream and downstream sides.

- At the direction of Staff, AECOM prepared an assessment report for the two bridges. The report concluded that both bridges had a remaining service life between five (5) and fifteen (15) years. Additionally, the report estimated combined maintenance and repair costs between $130,000 and $170,000 over that lifetime. Further, both bridges were identified as having inadequate roadway clear widths and guardrail treatments based on traffic volumes. AECOM's report estimated construction costs for the replacement of these bridges at approximately $616,000. By comparison, the construction cost of the pedestrian bridges was estimated by the consultant performing their design to be approximately $1,044,000.00. Staff requested a proposal from AECOM and two other firms for design of the replacement bridges. Proposals ranged from $122,000.00 (AECOM) to $244,300.00.

- Based on the remaining service life of the bridges, estimated maintenance and repair costs, and apparent cost savings, it is Staff's recommendation that the two existing bridges along Rucker Road be reconstructed as part of the Rucker Road Corridor Improvements project in lieu of maintaining the existing bridges and constructing four pedestrian bridges. Construction of the replacement bridges would require closures and detours of the respective portions of Rucker Road (between Houze Road and Broadwell Road for the western bridge and between Charlotte Drive and Harris Road for the eastern bridge). These closures would only be permitted while Fulton County Schools are out for summer during 2018 and 2019. It should be noted, these bridges will need to be replaced in the future.

- Since the original public meetings for the Rucker Road Corridor Improvements were conducted during February, March, and April 2013, there has been a steady increase in the amount of traffic along Rucker Road. Staff and Council have both received complaints from residents living along the corridor concerning their ability to turn into and out of their communities safely. In particular, concerns have been raised over the intersections with Charlotte Drive and Fairfax Drive/Dennis Drive.

- Public Works has met with residents off these streets and though they prefer a signal, they also know from previous discussions a signal is not warranted at Fairfax Drive and Charlotte Drive. these individuals then came to Public Works requesting the Department look at roundabouts at these intersections. A roundabout is one of the safest means to make a left turn. Roundabouts do take up more space than a conventional intersection, but they control the flow of traffic more effectively, provide a means for pedestrian to cross the street safely, and can provide traffic calming along the corridor.

Given the proximity of the bridge over Foe Killer Creek (situated between Charlotte Drive and Harris Road), it is critical that the designs of both the roundabout and the replacement bridge be performed in coordination with each other. Thus, Staff requested a proposal from AECOM to perform the design of the proposed roundabouts. AECOM's fee for the design of both roundabouts is $141,858.00.

- The total cost for the proposed design services is $263,858.00 and the work will be completed within 5 months of Notice to Proceed.
- AECOM is currently under contract with the City of Alpharetta for On-Call Transportation Services

Public Comment
None

❖ Council Member Owens offered a motion to approve a contract with AECOM in an amount not to exceed $263,858.00 for the design of bridge replacements and roundabouts along the Rucker Road corridor and to authorize the Mayor to execute all necessary documents

- The motion received a second from Council Member Kennedy
- The motion was approved 7-0

X. PUBLIC COMMENT

None

XI. REPORTS

- Council Member Gilvin reported that on Monday, June 20 the Department of Public Safety held a Promotion Ceremony in which the Alpharetta Fire Department promoted Drew Wade to Fire Marshall and Casey Beynon to Deputy Fire Marshall
- Council Member Gilvin also reported that the Fire Department completed the '"Wet down" for the new fire truck
- Mayor Belle Isle announced that he would appoint current alternate member Howard Salk to the Recreation Commission as a permanent member
- Mr. Salk came forward to recognize Mayor Belle Isle for his recent registration as part of the Alpharetta Wild Side program and encouraged all Council Members to register their homes as part of the program
- Mayor Belle Isle reminded everyone of the Conference Center Groundbreaking Ceremony June 21, 2016 at Avalon from 4:00-6:00 p.m.

XII. ADJOURNMENT TO EXECUTIVE SESSION

- Council Member Binder offered a motion to adjourn to Executive Session
  - The motion received a second from Council Member Merkel
  - The motion was approved 7-0

Respectfully Submitted,

Coty Thigpen

Coty Thigpen, City Clerk

City Council Meeting
STAFF REPORT

Submitting Department: Finance
Submitted By: Thomas Harris, Finance Director
Meeting Date: July 11, 2016

I. AGENDA ITEM TITLE: FINANCIAL MANAGEMENT REPORT: MONTH ENDING MAY 31, 2016.

II. RECOMMENDATION:

Approve the Financial Management Reports for the month ending May 31, 2016 (period 11 of Fiscal Year 2016).

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

IV. REPORT IN BRIEF:

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 Reports (May 2016)

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

Financial Management Reports

for the month ending

May 31, 2016

(Period 11 of 12 - unaudited)

Financial Management Reports
Fiscal Year 2016

Table of Contents

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

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: THOMAS G. HARRIS, FINANCE DIRECTOR TGH

DATE: JULY 11, 2016

RE: FINANCIAL MANAGEMENT REPORTS AS OF MAY 31, 2016

The documents contained herein represent the financial management reports for the City of Alpharetta ("city") as of the period ending May 31, 2016.

General Fund

Revenue: The following section pertains to information detailed in the attached Revenue Summary and Collection Comparison report. FY 2016 revenues are budgeted at $59 million (net of Carryforward Fund Balance totaling $5 million). As of May 31, 2016, actual revenue collections total 102% or $60 million and exceeds budget.

Collection trends indicate a net gain over budget of $5 million. The revenue account detail is as follows:

• Property Taxes (current year):	$1,600,000
• Motor Vehicle Taxes:	100,000
• Motor Vehicle Title Taxes:	125,000
• Local Option Sales Taxes:	150,000
• Franchise Taxes:	191,214
• Insurance Premium Taxes:	163,175
• Alcohol Beverage Excise Taxes:	150,000
• Building Permit Fees:	1,069,000
• Business and Occupational Taxes:	100,000
• Court Fines:	(300,000)
• Recreation/Special Event Fees:	222,178
• Hotel/Motel Taxes (City portion):	150,000
• Other:	1,256,048
Estimated Gain:	$4,976,615

The FY 2016 budget for current year property taxes (non-motor vehicle) totals $18.8 million and is based on a billable digest of $3.9 billion (net of all exemptions/motor vehicle values). This figure was calculated in April/May 2015 based on staff forecasts of property values/appeals.

The actual digest for FY 2016, as provided by the Fulton County Board of Assessors, currently totals $4.2 billion (net of all exemptions/motor vehicle values) and assumes a 7%[1] write-down of appealed property values.

As detailed in the chart below, property tax collections at an estimated write-down trend of 7% on appealed properties will result in property tax collections exceeding budget by $1.8 million. However, actual property tax collections from the digest will exceed past the June 30th fiscal year end with approximately $20.4 million estimated to be collected in FY 2016 and the remaining $200,000 estimated to be collected during FY 2017.

General Fund			
	FY 2016 Budget	FY 2016 Estimate	Variance
Digest	3.9 billion	4.2 billion	265 million
Est. Revenue at:			
97% Budgeted Collection Rate	✓		
99% Historical Collection Rate		✓	
Property Tax Collections	$18.8 million	$20.6 million*	$ 1,795,000
* Based on assessment (including appeals) write-down estimate of 7%.			

Motor Vehicle Title Fee collections is trending lower than FY 2015 ($1.3 million was collected in FY 2015) but is estimated to total $1.1 million by year-end (non-standard revenue collection as it is dependent upon vehicle sales) which is $125,000 greater than budget.

Local Option Sales Tax collections is trending 2% higher than FY 2015 and is estimated to total $14.9 million by year-end ($14.8 million was collected in FY 2015) which is $150,000 greater than budget.

Franchise Tax collections are trending higher than FY 2015 and are conservatively estimated to total $6.6 million by year-end ($6.7 million was collected in FY 2015) which is $191,214 greater than budget.

Insurance Premium Tax collections total $3.3 million in FY 2016 and represent a 7% increase over FY 2015 collections of $3.1 million.

Alcohol Beverage Excise Tax collections is trending 3% higher than FY 2015 and is estimated to total $2 million by year-end ($2 million was collected in FY 2015) which is $150,000 greater than budget.

Building Permit Fee collections is trending 21% higher than FY 2015 and is conservatively estimated to total $2.2 million by year-end ($1.9 million was collected in FY 2015) which is $1 million greater than budget. Building permit fee collections are variable but will likely exceed

[1] The Fulton County Board of Assessors (BOA) removed Avalon Phase I improvement values from the taxroll in January/February 2016 triggering a recalculated tax bill that would lead to a potential refund of approximately $370,000 (refund included in above forecast). The main issue is the taxability of Avalon Phase I improvements as of January 1, 2015, as set forth in the Memorandum of Agreement between Avalon North LLC and the Development Authority of Fulton County. The tax refund will not be processed by the city until a full review of the underlying agreement is completed.

the estimate for FY 2016. Growth is being driven through an increase in the underlying number/value of permits.

Municipal Court Fine collections is trending -11% lower than FY 2015 and is estimated to total $2.1 million by year-end ($2.4 million was collected in FY 2015) which is $300,000 less than budget. Revenue decline is being driven through an overall decline in enforcement citations.

Recreation/Special Event Fees are trending higher than FY 2015 and are estimated to total $2.6 million by year-end ($2.4 million was collected in FY 2015) which is $222,178 greater than budget. The primary growth driver is the Mutual Use agreement with the City of Milton for shared recreation services. Compensation under the agreement is based on relative program participation from each city's citizenry. Actual collections under this agreement totaled $435,916 for FY 2016 and represent an increase of $109,458 over FY 2015.

The Other revenue category is exceeding budget through a combination of development related revenue growth (e.g. Development Permits, Plan Review Fees) and general tax growth (Intangibles Tax, Real Estate Transfer Tax, Financial Institution Tax, etc.) which is partially offset through the reductions in Red Light Camera Citations which ceased operations in July (2015) pending a program review and contract negotiations. Red Light Camera Citation revenue forecasts will be revisited once the program review and contract negotiations are complete. There will be a similar costs savings through reductions in leases costs for the red light cameras (net impact to the budget is minimal).

The Finance Department will continue to monitor revenues and provide updates on collection trends as they become available.

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 May 31, 2016, city departments (not including General Government[2]) have encumbered and expensed 89%, or $47.2 million, of their FY 2016 budget appropriations. On a pure expenditure trend basis, FY 2016 is trending lower than FY 2015. City Attorney is trending higher than FY 2015 due to timelier invoice submissions during FY 2016 (i.e. FY 2016 expenses represent more months than FY 2015). Human Resources is trending higher due to the employee recognition event held in September 2015.

Contingency: The General Fund contingency balance as of May 31, 2016 totals $618,833.

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

Special Revenue Funds (large funds only)

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

Hotel/Motel Fund: FY 2016 revenues are budgeted at $5.8 million with budgeted disbursements as follows: Alpharetta Convention & Visitor's Bureau ($2.5 million); Alpharetta Business Community ($221,860); Convention Center debt service reserve ($843,750); and the city ($2.2 million). As of May 31, 2016, the city has collected 88% or $5.2 million (ten months of collections). All collections have been distributed to the participating entities based on their proportionate share.

Hotel Tax collections is trending 36% higher than FY 2015 and is estimated to total $6.2 million by year-end ($4.6 million was collected in FY 2015). Growth is being driven through an increase in hotel occupancy coupled with the change of the underlying tax rate. Effective October 1st 2015, the Hotel/Motel Tax was changed from 6% (6 pennies) to 8% (8 pennies) to fund tourist development including construction of a new convention center at the Avalon development. November collections represented the first month under the amended tax. Distributions going forward are allocated between the Alpharetta Convention & Visitor's Bureau (43.75% or 3.5 pennies); city (30% or 2.4 pennies base; 7.5% or 0.6 pennies expanded portion); and Convention Center (18.75% or 1.5 pennies). The Convention Center portion of the tax will be used to fund debt service on bonds recently issued to finance construction of a state-of-the-art Conference Center with residual collections allocated towards a debt service reserve of $1.5 million to insulate the city from recessionary revenue impacts. While the intent of this reserve is to be fully funded through the Convention Center portion of the tax, the city will contribute taxes from its expanded portion towards the reserve in the early years and recapture those funds as they become available through the Convention Center portion. Approximately $367,500 of the increase in the city's portion of Hotel Tax collections is related to the expanded portion and is allocated towards the debt service reserve.

E-911 Fund: FY 2016 revenues are budgeted at $3.8 million (net of carryforward fund balance totaling $1.5 million for capital initiatives). As of May 31, 2016, the city has collected 83% or $3.1 million (ten months of collections including the 1st-3rd quarterly payments under the Milton IGA). Expenditures/encumbrances during the same time period total $4.8 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.

Debt Service Fund

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

FY 2016 revenues are budgeted at $3.3 million (net of carryforward fund balance totaling $852,087). As of May 31, 2016, the city has collected over 100% of budget, or $3.6 million.

Grant Funds

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

Operating Grant Fund (Fund 220): Available funding totals $63,763 and represents unencumbered/unspent project appropriations of $46,005 and an unallocated reserve for future projects (grant matches) of $17,758.

Capital Grants Fund (Fund 340): Available funding totals $760,943 and represents unencumbered/unspent capital project appropriations of $558,881 and an unallocated reserve for future capital projects (grant matches) of $202,062.

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 $7.7 million and represents unencumbered/unspent capital project appropriations of $5.9 million and an unallocated reserve for future capital projects of $1.8 million.

Available ABC (Alpharetta Business Community) funding totals $140,089 and represents unencumbered/unspent capital project appropriations (sidewalk connectivity).

City Center Bond Fund (Fund 315): This fund accounts for proceeds of the voter approved General Obligation Bonds, Series 2012. All funding is fully encumbered towards active projects.

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). Design and construction related phases are fully encumbered and the bond issuance costs have been spent.

Enterprise Fund

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

Solid Waste Fund: FY 2016 revenues are currently budgeted at $3.3 million. As of May 31, 2016, the city has collected $4.1 million which represents the 1st-4th quarter billings for FY 2016, associated investment earnings, and the billing for the 1st quarter of FY 2017. The Finance Department will accrue the portion of the revenue associated with FY 2017 to reflect it in the period it was earned. As such, revenue will go down during the year-end close process. Expenditures/encumbrances during the same time period total $3.2 million and represent general operations and blanket purchase orders (e.g. sanitation hauler) that will sustain operations throughout the year. Any budget variances will be minor and coverable through fund balance.

Other Items

Council Member Stipend Activity Listing: The FY 2016 budget includes appropriations of $9,000 for the Mayor and $5,000 for each City Council Post and the available balances as of May 31, 2016 are as follows:

			Budget		Expenditures (year-to-date)		Available Balance
Mayor:	David Belle Isle	$	9,000	$	6,756	$	2,244
Post #1:	Donald Mitchell	$	5,000	$	2,901	$	2,099
Post #2:	Mike Kennedy	$	5,000	$	1,554	$	3,446
Post #3:	Chris Owens	$	5,000	$	149	$	4,851
Post #4:	Jim Gilvin	$	5,000	$	2,216	$	2,784
Post #5:	Jason Binder*	$	5,000	$	2,665	$	2,335
Post #6:	Dan Merkel*	$	5,000	$	2,254	$	2,746

**This chart provides expenditure activity by Mayor/City Council Post and includes multiple incumbents for Post #5 and Post #6. Councilmen Binder and Merkel were sworn into Office on January 4, 2016.*

Development Authority[3] (Component Reporting Unit)

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

As of May 31, 2016, the Development Authority has $56,847 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

[3] 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.

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GENERAL FUND

Revenue Report

CITY OF ALPHARETTA

Financial Management Reports
General Fund (Unaudited)
Revenue Summary and Collection Comparison
For the month ended May 31, 2016

	Current Fiscal Year					Prior Fiscal Year		
	2016 Budget	2016 YTD	% Collected	2016 Estimated	Variance	2015 Actual	2015 YTD	% Collected
Top 10 Revenues:								
Property Taxes								
(1) Current Year	$ 18,800,000	$ 20,702,879	110.1%	$ 20,400,000	$ 1,600,000	$ 18,627,480	$ 18,531,333	99.5%
Delinquent	249,500	369,221	148.0%	369,221	119,721	291,154	261,581	89.8%
Motor Vehicle Tax	300,000	337,786	112.6%	400,000	100,000	535,898	405,314	75.6%
Motor Vehicle Title Fee	1,000,000	1,005,177	100.5%	1,125,000	125,000	1,311,317	1,157,856	88.3%
Local Option Sales Tax	14,700,000	12,459,976	84.8%	14,850,000	150,000	14,757,780	12,274,890	83.2%
Franchise Tax	6,440,000	6,216,072	96.5%	6,631,214	191,214	6,682,041	5,962,037	89.2%
Insurance Premium Tax	3,150,000	3,313,175	105.2%	3,313,175	163,175	3,101,250	3,101,250	100.0%
Alcohol Beverage Excise Tax	1,850,000	1,669,928	90.3%	2,000,000	150,000	1,998,770	1,615,183	80.8%
Building Permit Fees	1,131,000	2,120,041	187.4%	2,200,000	1,069,000	1,891,794	1,755,354	92.8%
Business and Occupational Tax	1,000,000	1,098,240	109.8%	1,100,000	100,000	1,058,279	1,043,923	98.6%
Municipal Court Fines	2,400,000	2,060,495	85.9%	2,100,000	(300,000)	2,418,607	2,304,785	95.3%
Recreation/Special Event Fees	2,350,640	2,439,776	103.8%	2,572,818	222,178	2,391,854	2,209,447	92.4%
Hotel/Motel Tax (City portion)	2,219,858	1,966,188	88.6%	2,369,858	150,000	1,858,068	1,518,000	81.7%
subtotal	$ 55,590,998	$ 55,758,954	100.3%	$ 59,431,286	$ 3,840,288	$ 56,924,292	$ 52,140,952	91.6%
Other Revenues	3,404,618	4,255,152	125.0%	4,540,945	1,136,327	4,070,935	3,690,637	90.7%
Total Revenues	$ 58,995,616	$ 60,014,106	101.7%	$ 63,972,231	$ 4,976,615	$ 60,995,227	$ 55,831,589	91.5%
Carryforward Fund Balance	5,036,209							

(1) Year-to-date collections include approximately $370,000 in tax revenue associated with Avalon Phase I improvements that may require a refund. The main issue is the taxability of Avalon Phase I improvements as of January 1, 2015, as set forth in the Memorandum of Agreement between Avalon North LLC and the Development Authority of Fulton County. The property tax revenue estimate reflects this potential refund. Please refer to the transmittal letter for detailed information on this transaction.

GENERAL FUND

Expenditure Reports

CITY OF ALPHARETTA

Financial Management Reports
General Fund (unaudited)
Expenditure Summary by Department
For the month ended May 31, 2016

	Current Fiscal Year						Prior Fiscal Year		
	2016 Budget	2016 Encumbrances	2016 Exp. (YTD)	Funds Available	% Enc./Exp.	% Exp.	2015 Exp. (Total)	2015 Exp. (YTD)	% Exp.
Expenditures by Department:									
Mayor & Council	$ 350,069	$ 164	$ 287,683	$ 62,223	82.2%	82.2%	$ 308,237	$ 273,968	88.9%
City Administration	2,074,055	8,948	1,729,713	335,393	83.8%	83.4%	2,722,528	2,466,524	90.6%
Finance	3,160,975	23,047	2,821,223	316,705	90.0%	89.3%	2,953,855	2,709,131	91.7%
City Attorney	525,000	18,147	642,040	(135,187)	125.7%	122.3%	608,630	198,767	32.7%
Information Technology	1,523,355	9,232	1,362,653	151,470	90.1%	89.5%	1,467,121	1,317,537	89.8%
Human Resources	395,114	1,303	340,013	53,798	86.4%	86.1%	376,580	313,812	83.3%
Municipal Court	1,061,500	60,021	835,634	165,844	84.4%	78.7%	969,417	872,907	90.0%
Public Safety	25,385,562	560,091	22,322,911	2,502,560	90.1%	87.9%	24,212,086	21,813,842	90.1%
Public Works	7,941,386	155,507	6,484,650	1,301,229	83.6%	81.7%	7,084,379	6,074,555	85.7%
Recreation & Parks	8,326,890	344,858	7,027,055	954,977	88.5%	84.4%	6,669,756	5,633,660	84.5%
Community Development	2,422,485	21,730	2,096,333	304,421	87.4%	86.5%	2,340,068	2,140,397	91.5%
subtotal	$ 53,166,391	$ 1,203,049	$ 45,949,908	$ 6,013,434	88.7%	86.4%	$ 49,712,655	$ 43,815,100	88.1%
General Government:									
Non-Departmental	$ 45,000	$ -	$ 45,000	$ -	100.0%	100.0%	$ 45,000	$ 10,000	22.2%
Conv. Ctr Bonds Reserve	337,500	-	-	337,500	0.0%	0.0%	-	-	-
Insurance Premiums (Risk)	607,000	-	556,417	50,583	91.7%	91.7%	545,000	499,583	91.7%
Gwinnett Tech Bond P&I	290,340	-	290,340	-	100.0%	100.0%	288,640	288,640	100.0%
Transfer(s) to other Funds	8,943,236	-	8,197,966	745,270	91.7%	91.7%	7,467,112	6,844,853	91.7%
Contingency	642,358	-	23,525	618,833	3.7%	3.7%	224,249	135,785	60.6%
subtotal	$ 10,865,434	$ -	$ 9,113,248	$ 1,752,186	83.9%	83.9%	$ 8,570,001	$ 7,778,861	90.8%
Total Expenditures	$ 64,031,825	$ 1,203,049	$ 55,063,156	$ 7,765,620	87.9%	86.0%	$ 58,282,657	$ 51,593,961	88.5%

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CITY OF ALPHARETTA

Financial Management Reports
General Fund (unaudited)
Expenditure Summary by Category
For the month ended May 31, 2016

	Current Fiscal Year						Prior Fiscal Year		
	2016 Budget	2016 Encumbrances	2016 Exp. (YTD)	Funds Available	% Enc./Exp.	% Exp.	2015 Exp. (Total)	2015 Exp. (YTD)	% Exp.
Expenditures by Category:									
Salaries & Benefits:									
(1) Regular Salaries	$ 23,435,443	$ -	$ 20,555,832	$ 2,879,611	87.7%	87.7%	$ 22,469,889	$ 20,039,111	89.2%
Holiday Leave	1,014,194	-	801,563	212,631	79.0%	79.0%	905,464	811,404	89.6%
Overtime	974,999	-	1,068,941	(93,942)	109.6%	109.6%	1,118,654	1,009,010	90.2%
Group Insurance	7,161,526	-	6,048,868	1,112,658	84.5%	84.5%	6,158,782	5,731,004	93.1%
FICA and Social Security	1,946,579	-	1,607,577	339,002	82.6%	82.6%	1,758,684	1,569,139	89.2%
Defined Benefit Pension	2,276,470	-	2,276,470	-	100.0%	100.0%	2,176,654	2,176,654	100.0%
401(A) Retirement/Match	1,379,726	-	1,363,039	16,687	98.8%	98.8%	1,354,743	1,244,254	91.8%
(2) Other	771,021	-	713,690	57,331	92.6%	92.6%	690,420	631,775	91.5%
subtotal	$ 38,959,958	$ -	$ 34,435,981	$ 4,523,977	88.4%	88.4%	$ 36,633,291	$ 33,212,352	90.7%
Maintenance & Operations:									
Professional Services	$ 2,212,121	$ 173,234	$ 1,823,429	$ 215,458	90.3%	82.4%	$ 1,975,802	$ 1,663,010	84.2%
Legal Services	525,000	18,147	642,040	(135,187)	125.7%	122.3%	608,630	198,767	32.7%
Vehicle Fuel/Maintenance	1,238,800	4,652	791,088	443,060	64.2%	63.9%	1,069,796	868,265	81.2%
Maintenance Contracts	2,231,320	618,023	1,447,622	165,674	92.6%	64.9%	1,921,391	1,507,055	78.4%
IT Professional Services	1,312,726	84,911	1,201,946	25,869	98.0%	91.6%	1,183,702	1,098,455	92.8%
General Supplies	1,015,146	60,517	865,530	89,099	91.2%	85.3%	989,924	846,091	85.5%
Utilities	2,628,975	-	2,050,372	578,603	78.0%	78.0%	2,409,093	1,979,274	82.2%
Other	2,420,290	213,325	2,114,087	92,878	96.2%	87.3%	2,393,697	1,927,520	80.5%
subtotal	$ 13,584,378	$ 1,172,810	$ 10,936,114	$ 1,475,454	89.1%	80.5%	$ 12,552,035	$ 10,088,437	80.4%
Capital:									
OSSI/Fire Truck Leases	$ 357,676	$ -	$ 355,747	$ 1,929	99.5%	99.5%	$ 295,926	$ 295,926	100.0%
Software Leases	183,698	-	183,696	2	100.0%	100.0%	181,877	181,877	100.0%
Other	80,681	30,239	38,371	12,071	85.0%	47.6%	49,526	36,508	73.7%
subtotal	$ 622,055	$ 30,239	$ 577,813	$ 14,003	97.7%	92.9%	$ 527,329	$ 514,311	97.5%
General Government:									
Non-Departmental	$ 45,000	$ -	$ 45,000	$ -	100.0%	100.0%	$ 45,000	$ 10,000	22.2%
Conv. Ctr Bonds Reserve	337,500	-	-	337,500	0.0%	0.0%	-	-	-
Insurance Premiums (Risk)	607,000	-	556,417	50,583	91.7%	91.7%	545,000	499,583	91.7%
Gwinnett Tech Bond P&I	290,340	-	290,340	-	100.0%	100.0%	288,640	288,640	100.0%
Transfer(s) to other Funds	8,943,236	-	8,197,966	745,270	91.7%	91.7%	7,467,112	6,844,853	91.7%
Contingency	642,358	-	23,525	618,833	3.7%	3.7%	224,249	135,785	60.6%
subtotal	$ 10,865,434	$ -	$ 9,113,248	$ 1,752,186	83.9%	83.9%	$ 8,570,001	$ 7,778,861	90.8%
Total Expenditures	$ 64,031,825	$ 1,203,049	$ 55,063,156	$ 7,765,620	87.9%	86.0%	$ 58,282,657	$ 51,593,961	88.5%

Notes:

(1) Includes the following components: regular salaries, temporary and seasonal salaries, and separation payout.

(2) Includes the following components: workers compensation, educational programs, automobile allowance, tuition reimbursement, and employee service awards.

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THE CITY OF ALPHARETTA GEORGIA

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 May 31, 2016

Account #		Project	Project Snapshot: Total Project Authorization	Project Snapshot: Prior Year Collections/ Expenditures	FY 2016: Carryforward Budget	FY 2016: FY 2015 Appropriations	FY 2016: Total Budget	FY 2016: Collections/ Expenditures	FY 2016: Encumbrances	Remaining
Revenues										
Public Safety										
22031150-331110-	G0029	2013 Electronics Crime Task Force	$ 3,000	$ 3,000	$ -	$ -	$ -	$ -		$ -
22031150-331150-	G1301	Bicycle Safety (GOHS 2013)	23,029	23,029	-	-	-	-		-
22031150-331150-	G1402	Bicycle Safety (GOHS 2014)	14,550	14,550	-	-	-	-		-
22031150-331110-	G1404	2014 Electronic Crime Taskforce	1,750	-	1,750	-	1,750	-		1,750
22031150-371000-	G1407	BAC Pedal Car Walmart 2013	2,500	2,500	-	-	-	-		-
22031150-331110-	G1500	2014 Bulletproof Vest Grant (DOJ)	10,869	-	10,869	-	10,869	10,868		1
22031150-331110-	C1617	2015 Bulletproof Vest Grant (DOJ)	9,935	-	-	9,935	9,935	2,617		7,318
		subtotal	*$ 65,633*	*$ 43,079*	*$ 12,619*	*$ 9,935*	*$ 22,554*	*$ 13,485*		*$ 9,069*
Recreation and Parks										
22061150-371000-	G1105	Camp Happy Hearts	$ 30,145	$ 29,825	$ 320	$ -	$ 320	$ 20		$ 300
22061150-334150	G1600	Camp Happy Hearts District 1	2,377	-	2,377	-	2,377	2,376		1
22061150-334150	G1601	Camp Happy Hearts District 2	2,992	-	2,992	-	2,992	2,991		1
		subtotal	*$ 35,514*	*$ 29,825*	*$ 5,689*	*$ -*	*$ 5,689*	*$ 5,387*		*$ 302*
General Government										
22090200-391100		Transfer-In from the General Fund (Match)			$ -	$ -	$ -	$ -		$ -
22090200-395000		Carryforward Fund Balance			50,158	-	50,158	-		50,158
		subtotal			*$ 50,158*	*$ -*	*$ 50,158*	*$ -*		*$ 50,158*
		Total			$ 68,466	$ 9,935	$ 78,401	$ 18,872		$ 59,529

CITY OF ALPHARETTA

Financial Management Reports

Grant Funds

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

As of May 31, 2016

Account #		Project	Project Snapshot: Total Project Authorization	Project Snapshot: Prior Year Collections/ Expenditures	FY 2016: Carryforward Budget	FY 2016: FY 2015 Appropriations	FY 2016: Total Budget	FY 2016: Collections/ Expenditures	FY 2016: Encumbrances	Remaining
Expenditures										
Public Safety										
22031150-531600-	G0029	2013 Electronic Crime Task Force	$ 3,000	$ 2,000	$ 1,000	$ -	$ 1,000	$ -	$ -	$ 1,000
22031150-531100-	G1301	Bicycle Safety (GOHS 2013)	21,564	21,564	-	-	-	(75)	-	75
22031150-523500-	G1301	Bicycle Safety (GOHS 2013) - Employee Travel	1,090	1,090	-	-	-	-	-	-
22031150-523700-	G1301	Bicycle Safety (GOHS 2013) - Employee Training	450	450	-	-	-	-	-	-
22031150-531100-	G1402	Supplies (GOHS 2014)	10,484	10,484	-	-	-	-	-	-
22031150-523700-	G1402	Training (GOHS 2014)	848	848	-	-	-	-	-	-
22031150-523500-	G1402	Travel (GOHS 2014)	3,219	3,219	-	-	-	-	-	-
22031150-531600-	G1404	2014 Electronic Crime Taskforce	1,751	1,550	201	-	201	-	-	201
22031150-531600-	G1407	BAC Pedal Car Walmart 2013	2,500	521	1,979	-	1,979	166	-	1,813
22031150-542100-	G1500	2014 Bulletproof Vest Grant (DOJ)	24,988	23,195	1,793	-	1,793	1,791	-	2
22031150-542100	C1617	2015 Bulletproof Vest Grant (DOJ)	19,870	-	-	19,870	19,870	7,389	-	12,481
		subtotal	*$ 89,764*	*$ 64,921*	*$ 4,973*	*$ 19,870*	*$ 24,843*	*$ 9,271*	*$ -*	*$ 15,572*
Recreation and Parks										
22061150-531100-	G1105	Camp Happy Hearts	$ 37,851	$ 13,299	$ 24,552	$ -	$ 24,552	$ -	$ -	$ 24,552
22061150-521200-	G1401	Fresh Grant Special Needs	14,349	8,472	5,877	-	5,877	-	-	5,877
22061150-521200	G1600	Camp Happy Hearts District 1	499	-	499	-	499	498	-	1
22061150-522310	G1600	Camp Happy Hearts District 1	819	-	819	-	819	818	-	1
22061150-522320	G1600	Camp Happy Hearts District 1	995	-	995	-	995	994	-	1
22061150-531100	G1600	Camp Happy Hearts District 1	65	-	65	-	65	65	-	0
22061150-521200	G1601	Camp Happy Hearts District 2	652	-	652	-	652	651	-	1
22061150-522310	G1601	Camp Happy Hearts District 2	955	-	955	-	955	954	-	1
22061150-522320	G1601	Camp Happy Hearts District 2	1,301	-	1,301	-	1,301	1,300	-	1
22061150-531100	G1601	Camp Happy Hearts District 2	85	-	85	-	85	85	-	0
		subtotal	*$ 57,571*	*$ 21,771*	*$ 35,800*	*$ -*	*$ 35,800*	*$ 5,367*	*$ -*	*$ 30,433*
Non-Allocated										
(1) 22090200-579000		Reserve for City Grant Matches			$ 27,693	$ (9,935)	$ 17,758	$ -	$ -	$ 17,758
	(2)	FRESH Grant			-	-	-	-	-	-
		subtotal			*$ 27,693*	*$ (9,935)*	*$ 17,758*	*$ -*	*$ -*	*$ 17,758*
		Total			$ 68,466	$ 9,935	$ 78,401	$ 14,638	$ -	$ 63,763

Notes:

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

(2) City Council accepted the grant funding. Awaiting award documentation from Grantor. Total Grant = $21,800 (no local match).

CITY OF ALPHARETTA

Financial Management Reports
Grant Funds
Capital Grant Fund Detail (Fund 340; life-to-date for active projects)
As of May 31, 2016

		Project Snapshot		FY 2016					
Account #	Project	Total Project Authorization	Prior Year Collections/ Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Collections/ Expenditures	Encumbrances	Remaining
Revenue									
Public Works									
34041100-331350- C0005	Encore Parkway Greenway Connection (Transportation Enhancement Grant)	$ 780,794	$ -	$ 780,794	$ -	$ 780,794	$ 9,547		$ 771,247
34041100-331351- C0005	Encore Parkway Greenway Connection (GDOT Grant)	7,600,000	-	-	7,600,000	7,600,000	659,169		6,940,831
34041100-336001- C0005	Encore Parkway Greenway Connection (NFCID SRTA)	1,000,000	-	-	1,000,000	1,000,000	-		1,000,000
34041100-336002- C0005	Encore Parkway Greenway Connection (NFCID)	3,262,757	-	-	3,262,757	3,262,757	-		3,262,757
34041100-334310- C1219	Milling & Resurfacing (LMIG)	1,253,115	839,179	-	413,936	413,936	413,936		-
34041100-334310- C1439	SR 400/Old Milton Pkwy Turn Lane (2014 LMIG)	200,000	200,000	-	-	-	-		-
34041100-331350- C1525	SR9 Operational Improvements	978,228	381,559	596,669	-	596,669	564,775		31,894
34041100-336101- G1107	LCI Main Street Improvements (MARTA Offset Fund)	1,050,003	445,611	604,392	-	604,392	600,281		4,111
34090200-371000- G1109	Encore Pkwy Improvements (Cousins Properties)	54,469	54,469	-	-	-	-		-
34041100-334310- C1620	Northwinds Parkway	1,869,353	-	-	1,869,353	1,869,353	1,869,353		-
34041100-331310- G1602	EPA Stormwater Equipment	29,100	-	29,100	-	29,100	-		29,100
	subtotal	*$ 18,077,820*	*$ 1,920,819*	*$ 2,010,955*	*$ 14,146,046*	*$ 16,157,001*	*$ 4,117,061*		*$ 12,039,940*
Recreation and Parks									
34061150-331350- G1217	GA 400 Bicycle Expressway Project	$ 500,000	$ -	$ 500,000	$ -	$ 500,000	$ -		$ 500,000
34061150-331350- C1539	LWCF Big Creek Drainage Improvement	80,000	-	80,000	-	80,000	13,008		66,992
	subtotal	*$ 580,000*	*$ -*	*$ 580,000*	*$ -*	*$ 580,000*	*$ 13,008*		*$ 566,992*
General Government									
34090200-391100	Transfer-In from the General Fund (Match)			$ -	$ -	$ -	$ -		$ -
34090200-395000	Carryforward Fund Balance			642,356	-	642,356	-		642,356
	subtotal			*$ 642,356*	*$ -*	*$ 642,356*	*$ -*		*$ 642,356*
	Total			$ 3,233,311	$ 14,146,046	$ 17,379,357	$ 4,130,069		$ 13,249,288

CITY OF ALPHARETTA

Financial Management Reports

Grant Funds

Capital Grant Fund Detail (Fund 340; life-to-date for active projects)

As of May 31, 2016

		Project Snapshot		FY 2016					
Account #	Project	Total Project Authorization	Prior Year Collections/ Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Collections/ Expenditures	Encumbrances	Remaining
Expenditures									
Public Works									
34041100-541410- C0005	Encore Parkway Greenway Connection	$ 12,643,551	$ -	$ 780,794	$ 11,862,757	$ 12,643,551	$ 1,409,076	$ 11,234,474	$ 1
34041100-541410- C1219	Milling & Resurfacing (LMIG)	1,253,116	839,180	-	413,936	413,936	413,935	-	1
34041100-541410- C1439	SR 400/Old Milton Pkwy Turn Lane (2014 LMIG)	200,001	199,421	580	-	580	-	-	580
34041100-541410- C1525	SR9 Operational Improvements	988,228	391,559	596,669	-	596,669	564,775	31,894	0
34041100-541410- C1620	Northwinds Parkway	2,119,353	-	-	2,119,353	2,119,353	815,427	1,303,926	0
34041100-521200- G1107	LCI Main Street Improvements (MARTA Offset Fund)	439,601	435,771	3,830	-	3,830	-	-	3,830
34041100-541420- G1107	LCI Main Street Improvements	610,186	16,344	593,842	-	593,842	593,776	66	0
34041100-541410- G1109	Encore Pkwy Improvements (LCI Transportation Implementation Grant)	54,469	-	54,469	-	54,469	-	-	54,469
34041100-542100- G1602	EPA Stormwater Equipment	52,910	-	52,910	-	52,910	-	52,910	-
	subtotal	*$ 18,361,415*	*$ 1,882,275*	*$ 2,083,094*	*$ 14,396,046*	*$ 16,479,140*	*$ 3,796,989*	*$ 12,623,270*	*$ 58,881*
Recreation and Parks									
34061150-541420- G1217	GA 400 Bicycle Expressway Project	$ 500,000	$ -	$ 500,000	$ -	$ 500,000	$ -	$ -	$ 500,000
34061150-541510- C1539	LWCF Big Creek Drainage Improvement	160,000	3,345	156,655	-	156,655	156,655	-	-
	subtotal	*$ 660,000*	*$ 3,345*	*$ 656,655*	*$ -*	*$ 656,655*	*$ 156,655*	*$ -*	*$ 500,000*
Community Development									
34074150-571000- C1628	NF Comp Transportation Plan	$ 41,500	$ -	$ -	$ 41,500	$ 41,500	$ 41,500	$ -	$ -
		$ 41,500	*$ -*	*$ -*	*$ 41,500*	*$ 41,500*	*$ 41,500*	*$ -*	*$ -*
Non-Allocated									
(1) 34090200-579000	Reserve for City Grant Matches			$ 493,562	$ (291,500)	$ 202,062	$ -	$ -	$ 202,062
	(2) *Downtown Sidewalk Improvements (ADA Compliance; 2015-17 CDBG)*			-	-	-	-	-	-
	subtotal			*$ 493,562*	*$ (291,500)*	*$ 202,062*	*$ -*	*$ -*	*$ 202,062*
	Total			$ 3,233,311	$ 14,146,046	$ 17,379,357	$ 3,995,144	$ 12,623,270	$ 760,943

Notes:

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

(2) City Council approved the application for submission. Awaiting award determination by Grantor. Total Project = $150,000 ($150,000 in grant funding over 3 year period (2015-2017); no City match).

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CAPITAL PROJECT FUNDS

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 May 31, 2016

			Project Snapshot		FY 2016					
Account #		Project	Total Project Authorization	Prior Year Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Expenditures	Encumbrances	Funds Available
Administration										
30113230-544100-	C1130	Downtown Façade Grant Program	$ 144,593	$ 83,550	$ 11,043	$ 50,000	$ 61,043	$ 29,019	$ -	$ 32,024
30113230-542400-	C1222	Records Management	5,000	-	-	5,000	5,000	-	-	5,000
30113230-544100-	C1300	Economic Development Initiatives	43,159	34,435	4,324	4,400	8,724	7,938	-	786
30113230-544200-	C1328	Downtown Banners	15,000	12,161	2,839	-	2,839	-	-	2,839
30113230-544400-	C1404	Website Upgrade	133,001	132,801	200	-	200	-	-	200
30113230-544200-	C1500	Downtown Seasonal Improvements (City Ctr)	25,000	24,494	506	-	506	-	-	506
30113230-544300-	C1501	Alpharetta History Room Design Svcs (City Ctr)	53,500	-	53,500	-	53,500	9,500	43,500	500
30113230-544100-	C1502	Shop-Local Initiative for Downtown	7,501	4,857	2,644	-	2,644	-	-	2,644
30113230-544200-	C1527	Veterans Memorial	104,270	46,277	48,853	9,140	57,993	29,508	-	28,485
30113230-544100-	C1538	Arts Center Feasibility Study	50,000	22,788	27,212	-	27,212	18,000	1,772	7,440
30113230-544100-	C1600	Downtown Sculpture	90,000	-	15,000	75,000	90,000	-	-	90,000
30113230-571000	C1601	Economic Development Toolkit	75,000	-	-	75,000	75,000	75,000	-	-
30113230-544200	C1614	Senior Citizen History Project	25,000	-	-	25,000	25,000	25,000	-	-
30113230-541300	C1618	Convention Center (Design)	692,645	38,711	-	653,934	653,934	653,934	-	0
30113230-541300	C1619	Convention Center (Consulting)	38,506	-	-	38,506	38,506	38,506	-	0
30113230-544100-	C1625	Economic Development Video Marketing Program	45,600	-	-	45,600	45,600	45,600	-	-
		subtotal	$ 1,547,775	$ 400,074	$ 166,121	$ 981,580	$ 1,147,701	$ 932,004	$ 45,272	$ 170,425
Finance										
30115150-542400-	C1101	Archive Filing & Scanning	$ 20,000	$ 14,191	$ 5,809	$ -	$ 5,809	$ -	$ -	$ 5,809
30115150-542400-	C1102	Finance Software Improvement	94,972	57,735	37,237	-	37,237	5,706	9,856	21,675
30115150-542400-	C1141	Tyler ERP System	805,000	745,671	59,329	-	59,329	3,613	10,100	45,616
		subtotal	$ 919,972	$ 817,597	$ 102,375	$ -	$ 102,375	$ 9,319	$ 19,956	$ 73,100

CITY OF ALPHARETTA

Financial Management Reports

Capital Project Funds

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

As of May 31, 2016

			Project Snapshot		FY 2016					
Account #		Project	Total Project Authorization	Prior Year Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Expenditures	Encumbrances	Funds Available
Information Technology										
30117400-542400	C0900	Cisco Date Network	$ 300,000	$ -	$ -	$ 300,000	$ 300,000	$ 304	$ 137,330	$ 162,366
30117400-542400-	C0903	Data Center (Test Equip. & Software)	112,381	112,282	99	-	99	-	99	0
30117400-542400-	C1000	GIS Aerial Mapping	50,001	19,128	30,873	-	30,873	2,916	-	27,957
30117400-542400-	C1103	Network and VOIP	416,401	415,449	952	-	952	-	191	761
30117400-542400-	C1105	Fiber Connectivity Phase I	45,001	37,677	7,324	-	7,324	6,724	600	-
30117400-542400-	C1312	Backup Data Storage Management	290,000	120,000	-	170,000	170,000	113,600	10,042	46,359
30117400-542400-	C1313	Technology Replacement (recurring)	1,062,364	654,151	108,213	300,000	408,213	239,178	133,762	35,273
30117400-542400-	C1400	PW Data Center Server Replacement	210,001	197,868	12,133	-	12,133	4,348	5,287	2,498
30117400-542100	C1518	PW Data Center Generator/Air Conditioner	125,001	109,326	15,675	-	15,675	12,646	540	2,489
30117400-542400	C1519	Wireless Access Point Deployment	30,000	28,096	1,904	-	1,904	-	-	1,904
30117400-542400	C1615	App/Desktop Virtualization	90,000	-	-	90,000	90,000	68,738	5,516	15,746
		subtotal	$ 2,731,150	$ 1,693,977	$ 177,173	$ 860,000	$ 1,037,173	$ 448,453	$ 293,367	$ 295,353
Public Safety										
30131150-542200-	C1202	Public Safety Fleet (recurring)	$ 6,583,463	$ 5,323,117	$ 575,346	$ 685,000	$ 1,260,346	$ 993,339	$ 200,331	$ 66,676
30131150-542400-	C1205	Security Camera System Expansion	37,060	1,092	35,968	-	35,968	5,463	-	30,505
30131150-541300	C1229	PS Roof Repair/Replacement	44,941	-	-	44,941	44,941	44,941	-	-
30131150-542200	C1241	Fleet - Fire Truck	1,467,807	-	-	1,467,807	1,467,807	1,467,807	-	-
30131150-542100-	C1315	Cardiac Monitor Replacement	-	-	-	-	-	-	-	-
30131150-542100	C1401	PS Equipment Replacement	264,470	170,871	4,599	89,000	93,599	53,458	8,632	31,509
30131150-541300	C1609	PS Headquarters Improvements	221,000	-	-	221,000	221,000	67,110	-	153,890
30131150-542200	C1623	Taser Lease	234,741	-	-	234,741	234,741	234,741	-	0
		subtotal	$ 8,853,482	$ 5,495,080	$ 615,913	$ 2,742,489	$ 3,358,402	$ 2,866,859	$ 208,963	$ 282,580
Public Works										
30141100-541410-	C0005	Encore Parkway Greenway Connection	$ 450,765	$ 108,096	$ 342,669	$ -	$ 342,669	$ 2,186	$ 335,978	$ 4,504
30141100-541410-	C0041	Traffic Signal Interconnect	958,596	708,595	198,489	51,512	250,001	-	-	250,001
30141100-541200-	C0910	Tree Replacement Fund	597,031	326,098	270,933	-	270,933	141,579	8,381	120,973
30141100-541200-	C1008	Cemetery Authority - Maintenance	521,498	112,607	408,891	-	408,891	8,429	1,691	398,771
30141100-541410-	C1207	Bridge Maintenance (recurring)	1,084,989	950,994	133,995	-	133,995	-	-	133,995
30141100-541410-	C1208	Mast Arm Maintenance (recurring)	463,558	445,174	18,384	-	18,384	-	-	18,384
30141100-541410-	C1215	Striping & Signage (recurring)	1,736,135	1,441,727	119,408	175,000	294,408	147,923	91,628	54,857
30141100-541430-	C1216	Storm/Drainage Repair & Maintenance (recurring)	1,022,034	612,097	89,077	320,860	409,937	214,315	49,091	146,531
30141100-541410-	C1217	Traffic Calming Equipment/Intersection Safety Improvements (recurring)	480,165	435,003	10,162	35,000	45,162	29,166	2,285	13,711

CITY OF ALPHARETTA

Financial Management Reports

Capital Project Funds

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

As of May 31, 2016

			Project Snapshot		FY 2016					
Account #		Project	Total Project Authorization	Prior Year Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Expenditures	Encumbrances	Funds Available
30141100-541410-	C1218	Traffic Signal System Maintenance (recurring)	253,108	205,608	12,500	35,000	47,500	41,884	5,248	368
30141100-541410-	C1219	Milling & Resurfacing (recurring)	12,311,900	10,702,786	109,114	1,500,000	1,609,114	1,269,778	330,730	8,606
30141100-541410-	C1220	Traffic Control Equipment (recurring)	1,414,000	1,267,730	71,270	75,000	146,270	96,369	20,697	29,204
30141100-541410-	C1221	Design Services (recurring)	681,119	545,826	25,293	110,000	135,293	92,187	27,174	15,932
30141100-542200	C1223	Fleet Replacement	237,001	32,620	89,381	115,000	204,381	199,945	-	4,436
30141100-541200-	C1302	Tree Planting & Landscaping Improvements (recurring)	400,000	264,783	35,217	100,000	135,217	25,425	57,906	51,886
30141100-541430	C1308	Pipe/Storm Structure Replacement	747,903	-	-	747,903	747,903	323,429	419,471	5,003
30141100-541200-	C1311	Downtown Improvements	115,001	64,878	15,123	35,000	50,123	-	22,543	27,580
30141100-541410-	C1324	Charlotte Drive @ Rucker Rd Intersection Improvements	25,000	-	25,000	-	25,000	-	-	25,000
30141100-541420-	C1325	Rucker Rd Sidewalk Improvements	50,000	-	50,000	-	50,000	-	-	50,000
30141100-542400-	C1334	CityWorks Software	508,570	492,191	16,379	-	16,379	10,189	6,190	0
30141100-541410-	C1407	Minor Intersection Upgrades	112,168	24,791	87,377	-	87,377	42,778	7,434	37,165
30141100-541200-	C1408	Haynes Bridge Road Landscaping	142,762	136,404	6,358	-	6,358	6,138	-	220
30141100-541410-	C1409	Old Milton Parkway Right Turn Lane	62,672	60,972	1,700	-	1,700	-	-	1,700
30141100-541410-	C1410	Rucker Road Corridor Design	500,001	450,676	49,325	-	49,325	-	20,035	29,290
30141100-541430-	C1416	Clairborne Drive Culvert Design	52,762	41,033	11,729	-	11,729	-	11,729	0
30141100-541300-	C1428	City Center Construction	2,447,913	2,447,913	-	-	-	-	-	-
30141100-541420-	C1442	Main St. Improvements	87,565	34,104	53,461	-	53,461	52,800	660	1
30141100-541420-	C1443	Avalon Pedestrian Poles	255,515	315	255,200	-	255,200	255,200	-	-
30141100-541410-	C1444	Davis Drive Extension (Design)	93,800	33,630	60,170	-	60,170	41,810	18,360	-
30141100-541430-	C1503	Stormwater Studies/Design	500,000	144,064	155,936	200,000	355,936	115,902	86,570	153,464
30141100-541410-	C1504	Broadwell@Rucker Intersection Imp.	126,564	21,769	104,795	-	104,795	104,795	-	-
30141100-541410-	C1507	Rucker Rd Corridor Improvements (ROW)	50,000	19,100	30,900	-	30,900	-	-	30,900
30141100-541420-	C1512	Sidewalk Improvements	1,000,000	-	687,000	313,000	1,000,000	254,896	348,393	396,711
30141100-541430-	C1513	Stormwater Inventory & GIS Update	449,999	140,614	309,385	-	309,385	152,843	156,542	-
30141100-541410-	C1525	SR9 Operational Improvements	220,971	201,657	19,314	-	19,314	-	19,314	0
30141100-541410-	C1533	Main St. Watermain (Fulton County)	176,534	63,047	113,487	-	113,487	5,590	107,896	1
30141100-541410-	C1536	Old Roswell/Jones Alley Improvement	298,985	26,909	272,076	-	272,076	272,076	-	0
30141100-541300-	C1537	City Center Bandstand	251,566	-	-	251,566	251,566	231,988	19,577	1
30141100-541430-	C1604	Stormwater Inspections (recurring)	100,000	-	-	100,000	100,000	64,371	19,335	16,294
30141100-542100-	C1605	Variable Message Boards	51,624	-	-	51,624	51,624	51,624	-	-
30141100-541410-	C1606	Major Intersection Improvements	250,000	-	-	250,000	250,000	15,995	64,390	169,615
30141100-541410-	C1607	Signal @ Westside (Fiserv)	250,000	-	-	250,000	250,000	689	246,350	2,961
30141100-542100-	C1608	Lowboy Trailer	60,000	-	-	60,000	60,000	27,820	3,100	29,080

CITY OF ALPHARETTA

Financial Management Reports

Capital Project Funds

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

As of May 31, 2016

		Project Snapshot		FY 2016					
Account #	Project	Total Project Authorization	Prior Year Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Expenditures	Encumbrances	Funds Available
30141100-541430-	C1616 Stormwater Ordinance	100,000	-	-	100,000	100,000	46,657	33,600	19,743
30141100-541300-	C1620 Northwinds Parkway	609,315	-	-	609,315	609,315	293,031	316,134	150
30141100-541410-	C1626 City Center Town Green Drainage	11,950	-	-	11,950	11,950	2,004	9,946	-
30141100-541000-	C1627 Academy @ City Center Intersection Improveme	18,220	-	-	18,220	18,220	-	-	18,220
30141100-541410-	C1629 Encore Greenway Land Acquisition	180,000	-	-	180,000	180,000	180,000	-	-
30141100-571000-	C1631 McGinnis Ferry Road Expansion IGA	400,000	-	-	400,000	400,000	-	-	400,000
30141100-541000-	C1632 West Parking Garage/Lot Land	1,000,000	-	-	1,000,000	1,000,000	50,000	-	950,000
30141100-541300-	C1632 West Parking Garage/Lot Construction	125,771	-	-	125,771	125,771	1,853	9,950	113,968
	subtotal	$ 34,045,029	$ 22,563,811	$ 4,259,498	$ 7,221,721	$ 11,481,219	$ 4,873,664	$ 2,878,326	$ 3,729,229
Recreation and Parks									
30161150-541000	C1100 Park Land Acquisition	$ 1,000,000	$ -	$ -	$ 1,000,000	$ 1,000,000	$ -	$ -	$ 1,000,000
30161150-541500	C1221 Design Services	52,501	24,140	3,361	25,000	28,361	4,350	23,150	861
30161150-541500-	C1225 Athletic Scoreboards (maint/replacement)	183,131	108,299	54,832	20,000	74,832	59,336	-	15,496
30161150-541300-	C1229 Rec & Parks Building Re-Roof	643,469	459,573	896	183,000	183,896	165,617	18,279	-
30161150-542200-	C1232 Recreation/Parks Fleet (recurring)	341,808	156,057	25,751	160,000	185,751	131,897	-	53,854
30161150-541430-	C1316 Miracle Field Drainage	152,097	-	-	152,097	152,097	152,096	-	1
30161150-541510-	C1327 Greenway (AMLI Developer Contribution)	10,001	4,327	5,674	-	5,674	4,689	-	985
30161150-541200-	C1332 Milton Center Field Re-Sod	20,000	6,900	13,100	-	13,100	-	-	13,100
30161150-542100-	C1402 Rec/Parks Equipment Replacement	268,001	193,371	1,630	73,000	74,630	61,742	-	12,888
30161150-541430-	C1422 Webb Bridge Park Erosion & Repaving	547,659	253,654	99,005	195,000	294,005	278,221	2,149	13,635
30161150-541500-	C1424 Wills Park Pool Design	40,451	28,300	12,151	-	12,151	-	-	12,151
30161150-541430-	C1521 Wills Park Drainage & Water Quality Improvement	50,000	64	49,936	-	49,936	49,800	-	136
30161150-541500-	C1524 Adaptive Playground Equipment	28,501	20,422	8,079	-	8,079	-	-	8,079
30161150-541430	C1539 LWC Big Creek Drainage Improvement	20,223	-	-	20,223	20,223	20,222	-	1
30161150-541500-	C1611 Library @ Mayfield	50,000	-	-	50,000	50,000	12,399	24,844	12,757
30161150-541500-	C1612 Park Signage	55,000	-	-	55,000	55,000	-	-	55,000
30161150-541500-	C1613 Wills Park Batting Pavilion	25,000	-	-	25,000	25,000	8,150	-	16,850
30161150-541500-	C1624 North Park Batting Cages	38,644	-	-	38,644	38,644	38,644	-	-
30161150-541510-	C1636 Greenway Repair and Maintenance	44,500	-	-	44,500	44,500	4,769	39,732	-
	subtotal	$ 3,570,984	$ 1,255,105	$ 274,415	$ 2,041,464	$ 2,315,879	$ 991,932	$ 108,153	$ 1,215,795

CITY OF ALPHARETTA

Financial Management Reports

Capital Project Funds

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

As of May 31, 2016

		Project Snapshot		FY 2016					
Account #	Project	Total Project Authorization	Prior Year Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Expenditures	Encumbrances	Funds Available
Community Development									
30174150-544100-	C0019 Downtown Parking Fund	$ 263,250	$ 119,000	$ 144,250	$ -	$ 144,250	$ 25,240	$ -	$ 119,010
30174150-521200-	C1129 Comprehensive Plan Update	25,000	-	-	25,000	25,000	10,306	14,244	450
30174150-542400	C1222 Records Management	50,000	4,989	45,011	-	45,011	3,093	11,907	30,012
30174150-544100-	C1406 Downtown Master Plan	317,700	314,400	3,300	-	3,300	3,300	-	-
30174150-542200-	C1433 Fleet Replacement	95,001	44,465	536	50,000	50,536	41,148	-	9,388
30174150-541410	C1602 Lilly Garden Terrace	40,000	-	-	40,000	40,000	27,750	11,000	1,250
30174150-541410	C1603 Design Services	50,000	-	-	50,000	50,000	25,643	14,534	9,823
30174150-521200	C1634 TSPLOST Project Consultant	35,000	-	-	35,000	35,000	16,185	17,015	1,800
	subtotal	$ 875,951	$ 482,854	$ 193,097	$ 200,000	$ 393,097	$ 152,665	$ 68,700	$ 171,732
Alpharetta Business Community Sidewalk Projects									
30176100-541420-	C0005 Encore Parkway Sidewalk	$ 1,705,000	$ -	$ 1,705,000	$ -	$ 1,705,000	$ 98,969	$ 1,551,714	$ 54,318
30176100-541510-	C0039 Greenway Phase III	1,452,618	1,422,573	30,045	-	30,045	-	-	30,045
30176100-541420-	C1240 GA 400 Bicycle Expressway Project	129,943	73,332	56,611	-	56,611	-	56,610	1
30176100-541420-	C1322 North Point Pkwy Sidewalk (Old Milton Pkwy)	220,151	189,603	30,548	-	30,548	-	-	30,548
30176100-541420-	C1435 Maxwell Rd. Sidewalk	375,001	268,395	106,606	-	106,606	65,467	15,963	25,176
30176100-541420-	C1442 Main St. Improvements	1,812,724	842,229	970,495	-	970,495	817,051	153,443	2
	subtotal	$ 5,695,436	$ 2,796,131	$ 2,899,305	$ -	$ 2,899,305	$ 981,486	$ 1,777,730	$ 140,089
Non-Departmental									
30190200-579000	Non-Allocated			$ -	$ 1,802,823	$ 1,802,823	$ -	$ -	$ 1,802,823
	subtotal			$ -	$ 1,802,823	$ 1,802,823	$ -	$ -	$ 1,802,823
	Total	$ 58,239,779	$ 35,504,628	$ 8,687,897	$ 15,850,077	$ 24,537,974	$ 11,256,382	$ 5,400,466	$ 7,881,126

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CITY OF ALPHARETTA

Financial Management Reports

Capital Project Funds

City Center Capital Project Fund Detail (Fund 315; life-to-date for all projects)

As of May 31, 2016

		Project Snapshot		FY 2016					
Account #	Project	Total Project Authorization	Prior Year Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Expenditures	Encumbrances	Funds Available
Public Works									
31541100-541300-C1247	City Center	$ 5,898	$ 5,898	$ -	$ -	$ -	$ -	$ -	$ -
31541100-541300-C1249	City Center Master Planning	1,692,781	1,691,018	1,763	-	1,763	1,762	-	1
31541100-541300-C1250	City Center Construction Manager @ Risk	44,634	44,634	-	-	-	-	-	-
31541100-541300-C1251	City Center Geotechnical Services	243,461	243,461	-	-	-	-	-	-
31541100-541300-C1252	City Center Civil Engineering Services	190,969	190,969	-	-	-	-	-	-
31541100-541300-C1253	City Center Project Management	802,746	802,746	-	-	-	-	-	-
31541100-541300-C1326	Underground Storage Tank Removal	108,257	108,257	-	-	-	-	-	-
31541100-541300-C1333	City Center Site Work GMP	2,834,905	2,834,905	-	-	-	-	-	-
31541100-541300-C1427	City Center Footings & Foundation	1,450,695	1,450,695	-	-	-	-	-	-
31541100-541300-C1428	City Center Construction	20,682,296	20,682,295	1	-	1	-	-	1
31541100-542100-C1432	City Center FF&E	681,980	681,980	-	-	-	-	-	-
31541100-579000-C1437	City Center Contingency (owners)	5,670	5,670	-	-	-	-	-	-
31541100-541300-C1438	City Center Contingency (uncommitted)	-	-	-	-	-	-	-	-
31541100-542400-C1440	City Center (IT)	189,743	189,743	-	-	-	-	-	-
31541100-542400-C1529	City Center Pedestrian Lighting	341,764	341,764	-	-	-	-	-	-
31541100-541300-C1530	City Center Parking	51,121	51,121	-	-	-	-	-	-
31541100-541300-C1537	City Center Bandstand	103,934	12,500	5,000	86,434	91,434	90,934	-	500
31541100-541300-C1621	City Center Garden Drainage	68,206	-	-	68,206	68,206	68,206	-	0
31541100-541500-C1622	Veterans Memorial Pedestal	45,162	-	-	45,162	45,162	45,162	-	-
31541100-541300-C1626	City Center Town Green	37,781	-	-	37,781	37,781	37,781	-	0
	Total	$ 29,582,003	$ 29,337,656	$ 6,764	$ 237,583	$ 244,347	$ 243,845	$ -	$ 502

CITY OF ALPHARETTA

Financial Management Reports

Capital Project Funds

Convention Center Capital Project Fund Detail (Fund 316; life-to-date for all projects)

As of May 31, 2016

		Project Snapshot		FY 2016					
Account #	Project	Total Project Authorization	Prior Year Expenditures	Carryforward Budget	FY 2016 Appropriations	Total Budget	Expenditures	Encumbrances	Funds Available
Administration									
31613230 541300 C1618	Conference Center (Construction/Design)	$ 24,147,356	$ -	$ -	$ 24,147,356	$ 24,147,356	$ 160,504	$ 23,986,851	$ 1
31613230 541300 C1619	Conference Center (Consulting)	264,164	-	-	264,164	264,164	6,502	54,993	202,670
31613230 541300 C1635	Conference Center (Construction)	-	-	-	-	-	-	-	-
31690200 579000	Non-Allocated	-	-	-	-	-	-	-	-
31690200 584000	Conference Center Issuance Cost	638,091	-	-	638,091	638,091	617,601	-	20,491
31690200 611301	Transfer Out/Capital Fund	811,151	-	-	811,151	811,151	-	-	811,151
	Total	$ 25,860,762	$ -	$ -	$ 25,860,762	$ 25,860,762	$ 784,606	$ 24,041,844	$ 1,034,312

THE CITY OF ALPHARETTA GEORGIA

OTHER REPORTS

Payments $5,000 and Greater

CITY OF ALPHARETTA

Financial Management Reports

Listing of Payments $5,000 and greater

for the month ended May 31, 2016

Vendor	Description	Department	$ Amount
Ace American Insurance Company	Monthly Claim Invoice	Risk Management	$ 28,001.51
Alpharetta Convention & Visitors Bureau	Hotel/Motel Tax for May 2016	Finance	$ 269,470.36
Alpharetta Technology Commission Inc.	June 2016 ATC CEO Pay	Development Authority	$ 7,500.00
American Facility Services Inc.	April 2016 Janitorial Services & Extraction Method Carpet	Public Works	$ 8,602.02
Ashley Banan	May 2016 Team Gymnastics and Late April 2016 Add Ons Optional Practice	Recreation & Parks	$ 6,034.32
Astra Group Inc.	City Center Bandstand Design	Public Works	$ 74,992.63
AT&T	April 2016 GLS	Information Technology	$ 6,612.60
AT&T/Bellsouth @ 85	May 2016 Voice and Data	Information Technology	$ 8,455.56
AT&T/Bellsouth @ 85 Annex	Phone Services - 5/11 thru 6/10/16	Public Safety	$ 24,476.65
Avalon Hotel Associates LLC (wire)	Alpharetta Conference Center and Hotel Avalon	Finance	$ 160,504.33
Benny Card (wire)	Payroll Funds	Finance	$ 118.28
Benny Card (wire)	Payroll Funds	Finance	$ 1,086.85
Bovis Kyle & Burch LLC	Professional Services thru 4/25/16	Legal Services	$ 56,880.81
Carl Black Buick GMC LLC	Vehicle Maintenance and Repairs	Public Safety	$ 12,194.92
Cigna Insurance Payment (wire)	Monthly Premium	Finance	$ 33,102.66
Cigna Insurance Payment (wire)	Monthly Premium	Finance	$ 33,410.76
Cigna Insurance Payment (wire)	Monthly Premium	Finance	$ 109,375.12
City of Roswell	3rd Quarter Budget - Training Center	Public Safety	$ 31,334.40
City of Sandy Springs	Funding Request #1 - North Fulton TSPLOST Project	Community Development	$ 12,681.00
Comfort by Design	A/C Service and Repairs	Various	$ 9,638.89
Comfort By Design	A/C Maintenance and Repairs	Various	$ 6,246.52
Corporate Health Partners LLC	2016 - 2017 Health Management Program Payment	Finance	$ 35,043.20
CurbCo Inc.	North Point Restroom and Rock Mill Bike Pads	Recreation & Parks	$ 5,150.00
Curb-Tech Inc.	Mansell Road Project	Public Works	$ 25,250.00
CW Matthews Contracting Co Inc.	Big Creek Greenway Trail Extension	Public Works	$ 11,733.74
D & B Rentals	Balance - 2016 Taste of Alpharetta Equipment Rental	Recreation & Parks	$ 9,413.25
Dana Safety Supply Inc.	Vehicle Upfitting	Public Safety	$ 20,143.20
Dell Marketing LP	Computer Replacements	Information Technology	$ 11,673.34
Dewberry Consultants LLC	Stormwater Studies - Long Indian Creek WIP	Public Works	$ 19,650.00
Electro-Mech Scoreboard Co	Baseball Scoreboards	Recreation & Parks	$ 28,844.20
ESIS Payment (wire)	Payment (Risk Management)	Finance	$ 21,360.00

CITY OF ALPHARETTA

Financial Management Reports

Listing of Payments $5,000 and greater

for the month ended May 31, 2016

Vendor	Description	Department	$ Amount
Fulton County Board of Commissioners	April 2016 State Reports	Municipal Courts	$ 10,385.25
Fulton County Board of Education	April 2016 Fuel Bill	Finance	$ 30,402.54
Fulton County Director of Finance	May 24, 2016 Alpharetta General Election	City Clerk	$ 56,636.76
Garland/DBS Inc.	Roof - Crabapple Government Center	Municipal Courts	$ 6,237.00
Georgia Bureau of Investigation	NFUF-Firefighter and Alcohol/Liquor License	Public Safety	$ 11,050.00
Georgia Correctional Industry	Prefabricated Traffic Signs	Public Works	$ 7,518.00
Georgia Development Partners	SR9 Roadway and Streetscape Improvements	Public Works	$ 62,577.32
Georgia Power Co	Power Bill	Finance	$ 140,775.06
Georgia Superior Court Clerks	April 2016 State Reports	Municipal Courts	$ 43,903.99
GIS Planning	Zoom Prospector Contract	City Administration	$ 11,000.00
Holland & Knight LLP	Avalon Hotel Associates & Conference Center Revenue Bonds Series 2016	City Administration	$ 179,125.00
Holland & Knight LLP	Avalon Hotel Associates & City Center Outparcel Development	Legal Services	$ 5,656.00
Houser Walker Architecture LLC	Mayfield Phase I Master Plan	Recreation & Parks	$ 8,759.68
J & J Computer Connection Inc.	PagePacks	Finance	$ 6,369.08
Jace Chandler & Associates Inc.	Portable Traffic Analyzers	Public Works	$ 11,505.00
Kimley-Horn & Associates Inc.	Design Services - Alpharetta Development and Planning	Community Development	$ 7,070.96
Kraig Kelsey Interiors	Painting/Carpet/Supplies and Labor	Public Safety	$ 19,255.58
LD Gymnastics Inc.	Spring 2016 Gymnastics	Recreation & Parks	$ 9,240.27
Mass Services Inc.	April 2016 Stall Cleaning	Recreation & Parks	$ 10,772.74
Mauldin & Jenkins LLC	Alpharetta Conference Center Project	City Administration	$ 15,260.00
Meer Electrical Contractors Inc.	Electrical Services @ Parks	Recreation & Parks	$ 7,564.19
Meer Electrical Contractors Inc.	Electrical Services for the Taste of Alpharetta	Recreation & Parks	$ 9,223.16
MJM Film and Video Inc.	Alpharetta Historical Stories Project	City Administration	$ 7,500.00
Monro Muffler Brake Inc.	Vehicle Tire and Services	Public Safety	$ 7,074.29
Moody's Investors Service Inc.	Revenue Bonds Series 2016 - Conference Center Project	Finance	$ 18,000.00
Moreland Altobelli Associates Inc.	Publix Store Tract A & C	Public Works	$ 6,860.00
Motorcycles of Atlanta	2016 BMW Motorcycle	Public Safety	$ 24,848.76
Northwest Georgia Paving Inc.	FY2016 Milling and Resurfacing	Public Works	$ 642,636.90
Northwest Georgia Paving Inc.	FY2016 Milling and Resurfacing	Public Works	$ 625,680.83
Peace Officers Annuity & Benefit Fund of GA	April 2016 State Reports	Municipal Courts	$ 10,017.75
Peek Pavement Marking LLC	Pavement Marking Services	Public Works	$ 27,046.85

CITY OF ALPHARETTA

Financial Management Reports

Listing of Payments $5,000 and greater

for the month ended May 31, 2016

Vendor	Description	Department	$ Amount
Pinnacle Homes of Georgia	Release Road Improvement Bond - Rumson Point	Community Development	$ 24,484.00
Premier Events LLC	Balance - 2016 Taste of Alpharetta Event Management	Recreation & Parks	$ 11,500.00
Public Financial Management Inc.	Alpharetta Conference Center Project - Revenue Bond 2016	City Administration	$ 50,000.00
R Design Works Inc.	New Covered Batting and Pitching Pavilion	Recreation & Parks	$ 5,150.00
RCS Productions.Com	Balance - 2016 Taste of Alpharetta Audio/Video Equipment Rental & Entertainment	Recreation & Parks	$ 5,862.50
Republic Services # 800	April 2016 Waste Management Services	Finance	$ 261,772.84
Ruppert Landscape	April 2016 Landscape Management	Public Works	$ 24,393.58
Russell Landscape Georgia LLC	SR400 @ Four Interchanges	Public Works	$ 15,046.00
Sawnee Electric Membership Corp	Power Bill	Finance	$ 29,605.85
Standard and Poors Financial Services	Revenue Bonds Series 2016 - Conference Center Project	Finance	$ 17,500.00
Summit Construction & Development	Miracle Field Drainage Improvements	Public Works	$ 93,258.41
Sun Life Assurance Co	Tax Refund	Finance	$ 5,670.24
SunTrust Pcard	Procurement Card Payment	Finance	$ 127,370.19
Sustainable Water Planning & Engineering	Stormwater Infrastructure Inspections	Public Works	$ 39,777.00
Telerik - Sitefinity	Early Renewal-Enterprise Edition Maintenance Contract	City Administration	$ 8,999.00
Temple Inc.	Traffic Control Devices	Public Works	$ 40,711.30
Tri Scapes Inc.	April 2016 Landscape Maintenance and Spring Planting-Flower Pots/Beds	Recreation & Parks	$ 43,111.92
Veristor Systems Inc.	Monthly Cloud Billing	Information Technology	$ 5,125.20
Veristor Systems Inc.	Cloud Storage and Network	Information Technology	$ 5,478.00
Verizon Wireless Services LLC	4/13/16 thru 5/12/16 Cellular MiFi Service/Datacards/Cellphone/IPhone & IPad Services	Information Technology	$ 22,253.20
Zagster Inc.	Bike Rental Program	Recreation & Parks	$ 21,840.00

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 May 31, 2016

Purchase Order #	Vendor	Department	Purchase Order Amt.	Description
16000455	Summit Construction and Development	Public Works	$ 39,110.87	Concrete sidewalk at the end of Marconi Drive
16000460	Pond & Company	Public Works	$ 11,500.00	Design services for a traffic signal at SR9 and Marietta Street
16000466	Mr. Plunger	Recreation & Parks	$ 9,893.00	Emergency septic line repair at Wills Park Recreation Center
16000469	CDK Enterprises Inc	Public Works	$ 7,550.00	Push button lighted crosswalk signal for Old Roswell Street and Roswell Street
16000471	Tri Scapes Inc.	Recreation & Parks	$ 37,000.00	Restoration of the Big Creek/Greenway bank
16000472	Able Too, LLC	Public Works	$ 19,500.00	Fire Station 2 back flow preventers for water/sewer pipe
16000473	GIS Planning	Administration	$ 11,000.00	Annual software maintenance support for GIS Site Selection Tool/Website
16000475	Sweeping Corporation of America Inc.	Public Works	$ 8,399.70	Street sweeping services
16000477	Summit Construction and Development	Public Works	$ 29,778.27	Concrete sidewalk at Waters Road between Coverton Lance and Mainstay Place
16000478	Dewberry Consultants	Public Works	$ 25,000.00	Lake Windward dam study
16000484	Bitefull, LLC	Human Resources	$ 9,350.00	Employee appreciation luncheon
16000485	Veristor Systems Inc.	Information Technologies	$ 9,832.00	VMWare/SPHERE 6 subscription and support coverage

OTHER REPORTS

Bid/RFP Status

CITY OF ALPHARETTA

Financial Management Reports

Bid/RFP Status

for the month ended May 31, 2016

Bid#	RFP#	Department	Description	Close Date	Number of Vendor Responses	Award Date	Awarded To	Award Amount	Note	Purchase Order Date	Purchase Order #
	14-116	Administration	City Center Out-Parcels, Master Developer	8/28/2014	3	8/10/2015	MidCity Real Estate Partners; Morris & Fellows; South City Partners; Hedgewood Homes	N/A	1	n/a	n/a
15-011		Public Works	Encore Parkway Streetscapes & Big Creek Grnwy Ext. (P.I. No. 0010241 & 0010339)	7/23/2015	3	11/16/2015	C.W. Matthews Contracting Co., Inc.	$ 14,632,396.94		12/29/2015	16000312
15-013		Public Works	Webb Bridge Park Water Quality Pond	5/28/2012	4	8/10/2015	Tri Scapes, Inc.	$ 238,443.27		9/30/2015	16000213
15-015		Public Works	Big Creek Greenway Drainage Improvement	6/18/2015	4	8/24/2015	Tri Scapes, Inc.	$ 176,877.08		9/29/2015	16000208
	15-110	Recreation and Parks	On-Call Electrical Services for City Parks	7/9/2015	1	8/10/2015	Meer Electric, Inc.	5-year, on-call services		8/31/2015	16000165
15-016		Public Works	Northwinds Phase 1	7/23/2015	2	8/17/2015	CMES, Inc.	$ 2,611,526.75		9/30/2015	16000212
16-001		Public Works	FY 2016 Milling and Resurfacing	8/20/2015	6	9/8/2015	Northwest Georgia Paving, Inc.	$ 2,009,757.10		11/2/2015	16000260
	16-101	Recreation and Parks	Mayfield Arts Center Design, Phase 1	7/22/2015	7	12/14/2015	Houser Walker Architecture	$ 36,500.00	2	2/23/2016	16000373
	16-102	Administration	Professional Exhibit Design Services for City's History Room	7/15/2015	3	8/10/2015	Malone Design/Fabrication	$ 53,500.00		10/2/2015	16000216
16-002		Information Technology	Annual CISCO SmartNet Maintenance	8/13/2015	1	8/24/2015	Presidio	$ 34,894.06		8/25/2015	16000150
	16-1001 RFQ	Public Works	MS4 Inventory Inspections	8/6/2015	10	8/27/2015	Shortlisted 4 Bidders for ITB 16-003	n/a			
	16-1002 RFQ	Public Works	Watershed Improvement Plan - Long Indian Creek	8/20/2015	5	8/27/2015	Shortlisted 3 Offerors for RFP 16-104	n/a			
	16-1003 RFQ	Public Works	Stormwater Ordinance Revision	8/20/2015	7	8/27/2015	Shortlisted 4 Offerors for RFP 16-103	n/a			
	16-1004 RFQ	Recreation and Parks	City Center Bandstand Design - Build	9/3/2015	3	9/4/2015	Shortlisted 2 Offerors for RFP 16-105	n/a			
	16-103 RFP	Public Works	Stormwater Ordinance Revision	9/9/2015	4	10/5/2015	Tetra Tech, Inc.	$ 80,000.00		10/26/2015	16000249
	16-104 RFP	Public Works	Watershed Improvement Plan - Long Indian Creek	9/9/2015	3	10/5/2015	Dewberry Consultants, LLC	$ 131,000.00		10/26/2015	16000250
16-003		Public Works	MS4 Inventory Inspections	9/9/2015	4	10/5/2015	Sustainable Water Planning and Engineering	$ 83,420.00		10/28/2015	16000256
16-004		Recreation and Parks	Pine Shavings for City's Equestrian Center Stalls	9/17/2015	1	10/5/2015	B&T Greentree Brand Bedding	$3.90/Bale		10/12/2015	16000232
	16-105 RFP	Recreation and Parks	City Center Bandstand Design - Build	9/17/2015	2	10/19/2015	Astra Group	$ 338,000.00		11/11/2015	16000274
	16-1005 RFQ	Public Works	Annual Tree Planting and Landscape Maintenance	10/15/2015	6	10/20/2015	Shortlisted 3 Bidders for ITB 16-007	n/a			

CITY OF ALPHARETTA

Financial Management Reports

Bid/RFP Status

for the month ended May 31, 2016

Bid#	RFP#	Department	Description	Close Date	Number of Vendor Responses	Award Date	Awarded To	Award Amount	Note	Purchase Order Date	Purchase Order #
	16-106 RFP	Public Safety	911 Phone System	11/12/2015	5	2/15/2016	AT&T	$ 273,958.00		4/6/2016	16000427
16-005		Public Works	Mayfield Road Sidewalk Improvements: Colony Drive to Mayfield Manor Drive	11/12/2015	7	1/4/2016	CMES, Inc.	$ 449,849.00		1/27/2016	16000337
16-007		Public Works	FY2016 Annual Tree Planting and Landscape Improvements	11/12/2015	3	12/14/2015	Landscape Studio Group	$ 117,609.40	3	1/27/2016	16000338
16-006		Public Works	Miracle Field Drainage Improvements	12/10/2015	6	1/19/2016	Summit Construction & Development	$ 152,096.12		2/25/2016	16000374
	~~16-1006 RFQ~~	~~Administration~~	~~Development of Old Milton Parkway Properties~~	~~1/21/2016~~	~~0~~						
16-008		Public Works	Storm Pipe Lining	1/14/2016	6	2/1/2016	IPR Southeast	$ 279,388.00		2/23/2016	16000372
16-009		Public Works	Burnett Way Storm Pipe Repairs	1/14/2016	5	3/7/2016	Tople Construction & Engineering	$ 246,979.00		4/11/2016	16000429
	16-107 RFP	Public Works	CCTV Pipeline Inspection Camera	2/11/2016	4	3/21/2016	Optical Robotics, LLC	$ 77,961.00	4	4/1/2016	16000422
16-012		Information Technology	City Network Equipment 2016	2/18/2016	5	3/7/2016	Edge Solutions	$ 137,330.00		3/29/2016	16000412
16-013		Public Works	Sherry Drive Storm Drain Repairs	3/3/2016	3	4/4/2016	Chase Plumbing & Mechanical, Inc.	$ 106,155.00		5/6/2016	16000456
~~16-010~~		~~Public Works~~	~~Westside Parkway Intersection Improvements~~	~~3/15/2016~~	~~5~~				5		
16-011		Public Works	Mayfield Rd at Freemanville Rd Right Turn Lane	3/17/2016	6	4/18/2016	Quantum-Mac International, Inc.	$ 64,389.57		5/27/2016	16000483
	16-108 RFP	Public Works & Public Safety	Public Safety Expansion CM@ Risk	4/14/2016	5	6/6/2016	The Winter Construction Company	$ 20,000.00	7	6/10/2016	1700000
~~16-015~~		~~Public Works~~	~~Old Milton Pkwy Sidewalk Repairs~~	~~4/28/2016~~	~~4~~				8		
16-016		Public Works	Westside Parkway Intersection Improvements	4/28/2016	6	5/16/2016	Tople Construction & Engineering	$ 246,350.00		5/27/2016	16000481
16-014		Public Works	Street Sweeping	4/28/2016	3	6/10/2016	Sweeping Corporation of America	$ 20,961.18	6		
	~~16-109 RFP~~	~~Public Works~~	~~On-Call Storm Structure & Drainage Repair~~	~~5/5/2016~~							
	16-1007 RFQ	Public Works	On-Call Pipe Lining Services	5/5/2016	5		To 5 Offerors, various services to each per qualifications RFP 16-111	n/a			
	RFQ 16-1008	Administration	Downtown Sculpture Project: Instruments of Inspiration	5/26/2016	5						
16-017		Public Works	Haynes Bridge Road at North Point Drive Intersection Improvements	6/2/2016	3						
	16-1009 RFQ	Public Works	On-Call Engineering Services	6/16/2016	14						

CITY OF ALPHARETTA

Financial Management Reports

Bid/RFP Status

for the month ended May 31, 2016

Bid#	RFP#	Department	Description	Close Date	Number of Vendor Responses	Award Date	Awarded To	Award Amount	Note	Purchase Order Date	Purchase Order #
	Re-Issue 16-109 RFP	Public Works	On-Call Storm Structure & Drainage Repair	6/16/2016	5						
	16-111 RFP	Public Works	On-Call Pipe Lining Services	6/17/2016	5						

Notes:

1 Sale of City Center Out Parcels to MidCity Real Estate Partners.
2 Award amount below threshold for City Council approval.
3 Also approved purchase of Tree Grates from Ironsmith totaling $68,848; to be installed by Georgia Development Partners (SR 9 Streetscape Improvements contractor).
4 Four responsive proposals received.
5 ITB 16-010 not awarded. Project specifications revised. ITB 16-016 issued with different specifications for the Westside Parkway Intersection.
6 PO will be issued in FY17 (Contract start date 7-1-16).
7 Original award amount for pre-construction services as CM at Risk. Construction Management fee is 3.75% of the construction cost of the project.
8 ITB 16-015 not awarded. Project specifications will be revised and solicitation re-issued.

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OTHER REPORTS

GAAP Financial Statements

City of Alpharetta
Balance Sheet
Governmental Funds
May 31, 2016

	Major Governmental Funds					Non-Major	Total
	General Fund	**Capital Project Fund**	**Capital Grant Fund**	**City Center Bond Fund**	**Conf Center Bond Fund**	**Governmental Funds**	**Governmental Funds**
ASSETS							
Cash / Cash Equivalents / Investments	$ 29,800,617	$ 8,848,280	$ 1,925,312	$ 9,345	$ 25,076,155	$ 7,900,837	$ 73,560,547
Receivables (net of allowance for uncollectibles)							
Taxes Receivable							-
Property Taxes	199,049	-		-	-	19,475	218,524
Other Taxes	-	-		-	-	16	16
Interest	-	-		-	-	-	-
Accounts	170,885	43,634	84,983	-	-	13,887	313,389
Due from Other Funds	286,064	-	-	-	-	-	286,064
Prepaid Items	-	-		-	-	-	-
Cash - Restricted	-	-		-	-	-	-
Intergovernmental Receivable	-	-		-	-	-	-
Restricted	-	-		-	-	-	-
Total Assets	**30,456,615**	**8,891,914**	**2,010,295**	**9,345**	**25,076,155**	**7,934,214**	**74,378,540**
LIABILITIES AND FUND BALANCES							
Liabilities							
Current							
Accounts Payable	1,563,084	506,408	792,476	-	-	14,250	2,876,218
Retainage Payable	-	267,472	122,936	8,643	-	-	399,052
Intergovernmental Payable			-	-	-	-	-
Arbitrage Payable	-	-	-	-	-	-	-
Accounts payable/AR Suspense acct	-	-		-	-	-	-
Claims Payable	-	-		-	-	-	-
Payroll Payable	67,015	-		-	-	6,951	73,966
Due to Other Funds	-	-	-	-	-	64	64
Deferred Revenue	260,171	11,895	313,547	-	-	33,383	618,996
Unearned Revenue	-	-		-	-	-	-
Teen Driving/Donation	-	-		-	-	-	-
T.A.D Payment to County	-	-		-	-	-	-
Compensated Absences	-			-	-	-	-
Non-Current		-					
Unclaimed Property	-	-		-	-	-	-
Claims Payable	-	-		-	-	-	-
Total Liabilities	**1,890,270**	**785,775**	**1,228,959**	**8,643**	**-**	**54,649**	**3,968,296**
Fund Balances:							
Restricted for:							
Capital Projects	-	432,649	781,336	702	25,076,155	2,937,467	29,228,309
Law Enforcement	-	-		-	-	1,730,525	1,730,525
Emergency Telephone Activities	-	-		-	-	1,591,790	1,591,790
Grant Projects	-	-		-	-	-	-
Debt Service	-	-		-	-	846,559	846,559
Promotion of Tourism	-	-		-	-	718,664	718,664
Assigned for:							
Grant Projects	-			-	-	54,561	54,561
Capital Projects		7,673,490					7,673,490
2016 Fiscal year Expenditures	5,036,209	-		-	-	-	5,036,209
Unassigned	23,530,136			-	-	-	23,530,136
Total Fund Balances	28,566,345	8,106,139	781,336	702	25,076,155	7,879,565	70,410,245
Total Liabilities and Fund Balances	**$ 30,456,615**	**$ 8,891,914**	**$ 2,010,295**	**$ 9,345**	**$ 25,076,155**	**$ 7,934,214**	**$ 74,378,540**

City of Alpharetta
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Period Ended May 31, 2016

	Major Governmental Funds					Non-Major	Total
	General Fund	**Capital Project Fund**	**Capital Grant Fund**	**City Ctr Fund Fund**	**Conf Ctr Fund Fund**	**Governmental Funds**	**Governmental Funds**
REVENUES							
Taxes:							
Property Tax	$ 21,072,100	-		-	-	5,151,684	$ 26,223,784
Local Option Sales Tax	12,459,976	-		-	-	3,553,627	16,013,603
Other Taxes	14,934,678	-		-	-	3,132,007	18,066,685
Licenses and permits	2,720,427	-		-	-	1,365,256	4,085,683
Intergovernmental	485,916	411,091	4,130,069	-	-	182,637	5,209,712
Charges for services	3,886,881	-		-	-	18,852	3,905,733
Impact Fees	-	-		-	-	20	20
Fines/Forfeitures	2,064,567	-		-	-	22,616	2,087,183
Investment earnings	80,235	24,492	4,055	199	-	-	108,981
Contributions and Donations	-	1,347,667	-	-	-		1,347,667
Other	149,187	1,150,176		30,188	25,860,762	-	27,190,313
Total revenues	**57,853,967**	**2,933,426**	**4,134,123**	**30,387**	**25,860,762**	**13,426,699**	**104,239,365**
EXPENDITURES							
Current:		-					
Unallocated	-					2,470,173	2,470,173
General government	8,017,642	1,389,776		-	167,006	17,055	9,591,479
Public safety	22,286,885	2,866,859	-	-	-	4,132,036	29,285,780
Public works	6,481,790	4,873,663	3,796,989	243,845	-	-	15,396,287
Economic and community development	2,073,196	152,665	41,500	-	-	-	2,267,361
Alpharetta Business Community	-	981,486		-	-	-	981,486
Culture and recreation	7,024,621	991,932	156,655	-	-	5,367	8,178,574
Debt service:							-
Principal	170,000	-		-	-	2,230,600	2,400,600
Interest	120,340	-		-	-	1,329,398	1,449,738
Other Costs	634,942	-		-	-	-	634,942
Bond issuance costs	-	-		-	617,601	-	617,601
Capital outlay				-	-	-	-
Total expenditures	**46,809,416**	**11,256,381**	**3,995,144**	**243,845**	**784,606**	**10,184,628**	**73,274,020**
Excess (deficiency) of revenues over (under) expenditures	11,044,550	(8,322,955)	138,979	(213,457)	25,076,156	3,242,070	30,965,344
OTHER FINANCING SOURCES (USES)							
Transfers in	1,966,188	8,197,966		-	-	-	10,164,154
Transfers out	(8,197,966)	-		-	-	(1,966,188)	(10,164,154)
Loan Proceeds	-			-	-	-	-
Capital Leases	-	1,702,550		-	-	-	1,702,550
Sale of capital assets	91,757	-		-	-	-	91,757
Sale of non-capital assets	75,749	-		-	-	-	75,749
Insurance Proceeds		-		-	-	-	-
Bond Proceeds		-		-	-	-	-
Total other financing sources and (uses)	(6,064,272)	9,900,516	-	-	-	(1,966,188)	1,870,056
Net change in fund balances	4,980,278	1,577,561	138,979	(213,457)	25,076,156	1,275,882	32,835,401
Fund balances - beginning	**23,586,067**	**6,528,577**	**642,357**	**214,159**	**-**	6,603,684	**37,574,844**
Fund balances - ending	**$ 28,566,345**	**$ 8,106,139**	**$ 781,336**	**$ 702**	**$ 25,076,155**	**$ 7,879,565**	**$ 70,410,245**

City of Alpharetta
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended May 31, 2016

	Budget	Actual Amounts	Variance with Budget-Positive (Negative)
REVENUES			
Taxes:			
Property Tax	$ 19,049,500	$ 21,072,100	$ 2,022,600
Local Option Sales Tax	14,700,000	12,459,976	(2,240,024)
Other Taxes	14,529,500	14,934,678	405,178
Licenses and Permits	1,524,550	2,720,427	1,195,877
Intergovernmental	389,000	485,916	96,916
Charges for Service	3,487,140	3,886,881	399,741
Fines/Forfeitures	2,779,000	2,064,567	(714,433)
Investment Earnings	50,000	80,235	30,235
Contributions and Donations	-		-
Other	207,068	149,187	(57,881)
Total revenues	56,715,758	57,853,966	1,138,208
EXPENDITURES			
Current:			
General government			
City Administration	2,074,055	1,738,662	335,393
Finance	3,160,975	2,844,270	316,705
Human Resources	395,114	341,316	53,798
Legal	525,000	660,187	(135,187)
Mayor and Council	350,069	287,846	62,223
Municipal Court	1,061,500	895,656	165,844
Information Technology	1,523,355	1,370,568	152,787
Non-Departmental	652,000	601,417	50,583
Contingency	979,858	23,525	956,333
Total general government	10,721,926	8,763,446	1,958,480
Public Safety	25,385,562	22,856,976	2,528,586
Public works	7,941,386	6,637,297	1,304,089
Economic and community development	2,422,485	2,094,927	327,558
Culture and recreation	8,326,890	7,369,479	957,411
Debt Service			
Principal	170,000	170,000	-
Interest	120,340	120,340	-
Total expenditures	55,088,589	48,012,464	7,076,125
Excess (Deficiency) of revenues over expenditures	1,627,169	9,841,502	8,214,333
OTHER FINANCING SOURCES (USES)			
Transfers in	2,219,858	1,966,188	(253,670)
Transfers out	(8,943,236)	(8,197,966)	745,270
Capital leases	-		-
Sale of capital assets	50,000	91,757	41,757
Sale of non-capital assets	10,000	75,749	65,749
Total other financing sources and uses	(6,663,378)	(6,064,272)	599,106
Net change in fund balances	(5,036,209)	3,777,230	8,813,439
Fund balances - beginning		**23,586,067**	
Fund balances - ending		**$ 27,363,297**	
Adjustments to GAAP basis:			
Encumbrances		1,203,049	
Misc adj			
Fund balances-ending		**$ 28,566,345**	

City of Alpharetta
Capital Project Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended May 31, 2016

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES			
Intergovernmental	$ 787,571	$ 411,091	$ (376,480)
Contributions & Donations	4,613,589	1,347,667	(3,265,922)
Investment earnings	-	24,492	24,492
Misc Revenue	7,312	7,311	(1)
Other	1,143,991	1,142,865	(1,126)
Total revenues	6,552,463	2,933,427	(3,619,036)
EXPENDITURES			
Capital Outlay			
General Government:			
City Administration	1,147,701	977,276	170,425
Finance	102,375	29,275	73,100
Information Technology	1,037,173	741,820	295,353
Non-departmental	1,802,823	-	1,802,823
Total general government	4,090,072	1,748,371	2,341,701
Public Safety	3,358,402	3,075,822	282,580
Engineering & Public Works	11,481,219	7,751,990	3,729,229
Alpharetta Business Community	2,899,305	2,759,216	140,089
Economic and community development	393,097	221,365	171,732
Culture and recreation	2,315,879	1,100,085	1,215,794
Total Capital Outlay	24,537,974	16,656,848	7,881,126
Excess (Deficiency) revenue over expenditures	(17,985,511)	(13,723,422)	4,262,089
OTHER FINANCING SOURCES (USES)			
Transfers in	9,754,387	8,197,966	(1,556,421)
Capital leases	1,702,548	1,702,550	
Budgeted Fund Balance	-	-	-
Total other financing sources and uses	11,456,935	9,900,517	(1,556,421)
Net change in fund balances	(6,528,576)	(3,822,905)	2,705,671
Fund balances - beginning		**6,528,577**	
Fund balances - ending		**$ 2,705,672**	
Adjustments to GAAP basis:			
Encumbrances		5,400,467	
Misc adj-			
Fund balances-ending		**$ 8,106,139**	

City of Alpharetta
Capital Grant Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended May 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
Revenues:			
Intergovernmental	$ 16,737,001	4,130,069	$ (12,606,932)
Contributions & Donations	-	-	-
Interest Earnings	-	4,055	4,055
Total	16,737,001	4,134,123	(12,602,878)
Expenditures:			
Public Safety	-	-	-
General Government	202,062	-	202,062
Community Development	41,500	41,500	-
Public Works	16,479,140	16,420,259	58,881
Recreation & Parks	656,655	156,655	500,000
Non-Departmental	-	-	-
Total	17,379,357	16,618,414	760,943
Excess (Deficiency) revenue over expenditures	(642,356)	(12,484,290)	(11,841,934)
Other Financing Sources & Uses:			
Transfers in		-	-
Budgeted Fund Balance	-	-	-
Subtotal:	-	-	-
Net change in fund balance	(642,356)	(12,484,290)	(11,841,934)
Fund balance - beginning		**642,357**	
Fund balance - ending		**$ (11,841,933)**	
Adjustments to GAAP basis:			
Misc adj			
Encumbrances		12,623,270	
Fund balances - ending		**$ 781,336**	

City of Alpharetta
City Center Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended May 31, 2016

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES			
Investment Earnings	$ -	$ 199	$ 199
Misc Revenue	$ 30,189	$ 30,188	
Discounts		-	-
Total revenues	30,189	30,388	199
EXPENDITURES			
General Government:			
Cost of Bond Issuance	-	-	-
Non-Departmental	-	-	-
Total general government	-	-	-
Engineering and Public Works	244,347	244,345	2
Public Safety	-	-	-
Excess (Deficiency) of Revenues Over expenditures	(214,158)	(213,957)	201
OTHER FINANCING SOURCES			
General Obligation Bond Proceeds	-	-	-
Operating Transfers Out	-	-	-
Total other financing sources (uses)	-	-	-
Net change in fund balances	(214,158)	(213,957)	201
Fund balances - beginning		**214,159**	
Fund balances - ending		**$ 202**	
Adjustments to GAAP basis:			
Encumbrances		500	
Fund balances-ending		**$ 702**	

City of Alpharetta
Conference Center Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended May 31, 2016

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES			
Bond Proceeds	$ 24,720,000	$ 24,720,000	$ -
Premium on Bond Proceeds	1,140,762.00	$ 1,140,762	
Discounts		-	-
Total revenues	25,860,762	25,860,762	(0)
EXPENDITURES			
General Government:			
Cost of Bond Issuance	638,091	617,601	20,491
Non-Departmental	-	-	
Total general government	638,091	617,601	20,491
City Administration	24,411,520	24,208,849	202,671
Public Safety	-	-	-
Excess (Deficiency) of Revenues Over expenditures	811,151	1,034,312	223,161
OTHER FINANCING SOURCES			
General Obligation Bond Proceeds	-	-	-
Operating Transfers Out	(811,151)	-	811,151
Total other financing sources (uses)	-	-	-
Net change in fund balances	811,151	1,034,312	223,161
Fund balances - beginning		**-**	
Fund balances - ending		**$ 1,034,312**	
Adjustments to GAAP basis:			
Encumbrances		24,041,844	
Fund balances-ending		**$ 25,076,155**	

City of Alpharetta
Internal Service Fund - Medical Insurance
Statement of Net Position
May 31, 2016

ASSETS		
Current Assets:		
Cash and Cash Equivalents & Investments	$	654,754
Accounts Receivables (net of allowance for uncollectibles)		-
Total Current Assets		654,754
Noncurrent Assets:		
Restricted Cash, Cash Equivalents, and Investments		-
Total Restricted Assets		-
Total Noncurrent Assets		-
Total Assets		**654,754**
LIABILITIES		
Current Liabilities:		
Accounts Payable		-
Claims Payables		
Accrued Interest Payable		-
Due to Other Funds		286,000
Total Current Liabilities		286,000
Current Liabilities Payable from Restricted Assets:		
		-
Total Current Liabilities Payable from Restricted Assets		-
Noncurrent Liabilities:		-
Other Non-Current Liabilities		
Total Noncurrent Liabilities		-
Total Liabilities		**286,000**
NET ASSETS		
Invested in Capital Assets, net of related debt		-
Reserved for Debt Service		-
Reserved for Encumbrances		-
Unreserved		368,754
Total Net Assets		368,754
Total Liabilities & Net Assets	**$**	**654,754**

City of Alpharetta
Internal Service Fund - Medical Insurance
Statement of Revenues, Expenses, and Changes in Net position - Budget and Actual
For the Period Ended May 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES			
Investment Earnings	$ -	$ 103	$ (103)
Employer Medical Contribution	5,952,922	5,325,726	(627,196)
Employee Medical Contribution	705,592	661,199	(44,393)
Insurance Proceeds	-	-	
Total revenues	6,658,514	5,987,028	(671,486)
EXPENDITURES			
Medical Premiums	1,350,000	1,220,269	129,731
Medical Claims	4,620,000	4,398,004	221,996
Contingency	688,514	0	688,514
Total expenditures	6,658,514	5,618,273	1,040,241
Excess (Deficiency) of Revenues Over expenditures	-	368,754	368,754
OTHER FINANCING SOURCES			
Asset Disposition		-	
Operating Transfers In	-	-	-
Operating Transfers Out	-	-	-
Total other financing sources (uses)	-	-	-
Net change in fund balances	-	368,754	368,754
Fund balances - beginning		**-**	
Fund balances - ending		**$ 368,754**	
Adjustments to GAAP basis:			
Encumbrances		-	
Misc adj			
Fund balances-ending		**$ 368,754**	

City of Alpharetta
Enterprise Fund -Solid Waste
Statement of Net Position
May 31, 2016

.	Solid Waste
ASSETS	
Current Assets:	
Cash and Cash Equivalents & Investments	$ 1,682,946
Inventories, at cost	-
Accounts Receivables (net of allowance for uncollectibles)	749,400
Prepaid Insurance Expenses	-
Total Current Assets	2,432,347
Noncurrent Assets:	
Restricted Cash, Cash Equivalents, and Investments	-
Total Restricted Assets	-
Other	-
Capital Assets	
Buildings and System	-
Machinery and Equipment	
Less Accumulated Depreciation	-
Total Capital Assets (net of accumulated depreciation)	-
Total Noncurrent Assets	-
Total Assets	**2,432,347**
LIABILITIES	
Current Liabilities:	
Accounts Payable	20
Accounts Payable/ Customer Credit Balances	-
Accounts Payable/ Customer Pre-Paid Service	-
Accounts Payable/ A/R Module Suspense Acct	1,131
Payroll Liabilities	229
Accrued Salaries	-
Accrued Interest Payable	-
Compensated Absences Payable	2,729
Notes Payable - Revenue Bonds	-
Due to Other Funds	-
Total Current Liabilities	4,108
Current Liabilities Payable from Restricted Assets:	
Revenue Bonds Payable	-
Total Current Liabilities Payable from Restricted Assets	-
Noncurrent Liabilities:	
Customer Deposits	-
Compensated Absences less Current Portion	-
Revenue Bonds Payable	-
Total Noncurrent Liabilities	-
Total Liabilities	**4,108**
NET ASSETS	
Invested in Capital Assets, net of related debt	-
Reserved for Debt Service	-
Reserved for Encumbrances	-
Unreserved	2,428,238
Total Net Assets	2,428,238
Total Liabilities & Net Assets	**$ 2,432,347**

City of Alpharetta
Enterprise Fund - Solid Waste
Statement of Revenues, Expenses, and Changes in Net Position
For the Period Ended May 31, 2016

Operating revenues:	
Charges for sales and services:	
Refuse Collection charges	$ 4,071,420
Misc Revenue	
Total operating revenues	4,071,420
Operating expenses:	
Administration	3,239,299
Non-departmental	-
Total operating expenses	3,239,299
Operating Gain (loss)	832,120
Non-operating revenues (expenses):	
Investment earnings	5,849
Total non-operating revenue (expenses)	5,849
Income (loss) before transfers	837,970
Transfers In	-
Transfers Out	-
Change In Net Assets	837,970
Total net assets-beginning	**967,766**
Total net assets-ending (net of encumbrances)	**1,805,736**
Adjustments to GAAP basis:	
Encumbrances	622,503
Misc adj-Encumbrances Resv/Prior Year	-
Total net assets-ending	**$ 2,428,238**

City of Alpharetta
Internal Service Fund - Risk Management
Statement of Net Position
May 31, 2016

ASSETS		
Current Assets:		
Cash and Cash Equivalents & Investments	$	1,141,898
Accounts Receivables (net of allowance for uncollectibles)		-
Total Current Assets		1,141,898
Noncurrent Assets:		
Restricted Cash, Cash Equivalents, and Investments		-
Total Restricted Assets		-
Total Noncurrent Assets		-
Total Assets		**1,141,898**
LIABILITIES		
Current Liabilities:		
Accounts Payable		1,814
Claims Payables		334,799
Accrued Interest Payable		-
Due to Other Funds		-
Total Current Liabilities		336,613
Current Liabilities Payable from Restricted Assets:		
		-
Total Current Liabilities Payable from Restricted Assets		-
Noncurrent Liabilities:		-
Other Non-Current Liabilities		480,681
Total Noncurrent Liabilities		480,681
Total Liabilities		**817,294**
NET ASSETS		
Invested in Capital Assets, net of related debt		-
Reserved for Debt Service		-
Reserved for Encumbrances		-
Unreserved		324,605
Total Net Assets		324,605
Total Liabilities & Net Assets	**$**	**1,141,898**

City of Alpharetta
Internal Service Fund - Risk Management
Statement of Revenues, Expenses, and Changes in Net position - Budget and Actual
For the Period Ended May 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES			
Investment Earnings	$ 2,200	$ 2,393	$ (193)
Charges for Service	1,262,000	1,156,833	(105,167)
Discounts	-	-	-
Insurance Proceeds	-	25,537	
Total revenues	1,264,200	1,184,764	(79,436)
EXPENDITURES			
Workers Compensation Admin	-	-	-
Professional Fees	125,000	92,576	32,424
Auto Liability	135,169	135,169	-
Property & Equipment Liability	84,629	84,628	1
General Liability	54,387	54,387	-
Law Enforcement Liability	93,430	93,429	1
Public Entity Liability	50,148	49,295	853
Workers Comp Excess Liabilty	87,050	87,050	-
Employee Benefits Liability	-	-	-
Criminal Liability	4,200	4,075	125
Cyber Liability	6,585	6,584	1
Umbrella Liability	53,602	53,602	-
Medical Services	40,000	6,608	33,392
Claims/Judgements	551,730	571,538	(19,808)
Contingency	346,180	-	346,180
Total expenditures	1,632,110	1,238,942	393,168
Excess (Deficiency) of Revenues Over expenditures	(367,910)	(54,178)	313,732
OTHER FINANCING SOURCES			
Asset Disposition		-	
Operating Transfers In	-	-	-
Operating Transfers Out	-	-	-
Total other financing sources (uses)	-	-	-
Net change in fund balances	(367,910)	(54,178)	313,732
Fund balances - beginning		**367,911**	
Fund balances - ending		**$ 313,733**	
Adjustments to GAAP basis:			
Encumbrances		10,872	
Misc adj			
Fund balances-ending		**$ 324,605**	

City of Alpharetta
Statement of Net Position
OPEB Trust Fund
May 31, 2016

		OPEB Plan
ASSETS		
Current Assets:		
Cash and Cash Equivalents	$	1,075,566
Investments		
		-
Accounts Receivables (net of allowance for uncollectibles)		-
Total Assets		1,075,566
LIABILITIES		
Current Liabilities:		
Accounts Payable		-
		-
Due to Other Funds		-
Total Current Liabilities		-
Current Liabilities Payable from Restricted Assets:		
		-
Total Current Liabilities Payable from Restricted Assets		-
Noncurrent Liabilities:		
		-
Total Noncurrent Liabilities		-
Total Liabilities		-
NET ASSETS		
Net Assets held in trust for pension benefits		1,075,566
Total Net Assets		1,075,566
Total Liabilities & Net Assets	**$**	**1,075,566**

City of Alpharetta
Statement of Changes in Fiduciary Net Position
OPEB Trust Fund
For the Period Ended May 31, 2016

	Actual Amounts
Additions:	
Employer Contribution	$ 77,916
Employee Contribution	
Total Contribution	77,916
Investment Income	-
Net appreciation in FMV	-
Interest and Dividends	2,493
Total Investment Income	2,493
Total Additions (Deductions)	**80,409**
Deductions:	
Benefits payments	-
Professional Fees	-
Total deductions	-
Net Increase (Decrease)	80,409
Net Assets held in trust for pension benefits	
Beginning of year	995,157
Total net assets	**$ 1,075,566**

City of Alpharetta
Statement of Net Position
Pension Trust Fund
May 31, 2016

	Pension Trust Fund
ASSETS	
Current Assets:	
Cash and Cash Equivalents	$ -
Investments	57,046,379
	-
Accounts Receivables (net of allowance for uncollectibles)	-
Total Assets	57,046,379
LIABILITIES	
Current Liabilities:	
Accounts Payable	-
	-
Due to Other Funds	-
Total Current Liabilities	-
Current Liabilities Payable from Restricted Assets:	
	-
Total Current Liabilities Payable from Restricted Assets	-
Noncurrent Liabilities:	
	-
Total Noncurrent Liabilities	-
Total Liabilities	-
NET ASSETS	
Net Assets held in trust for pension benefits	57,046,379
Total Net Assets	57,046,379
Total Liabilities & Net Assets	**$ 57,046,379**

City of Alpharetta
Statement of Changes in Fiduciary Net Position
Pension Trust Fund
For the Period Ended May 31, 2016

	Actual Amounts
Additions:	
Employer Contribution	$ 2,400,000
Employee Contribution	340,269
Total Contribution	2,740,269
Investment Income	1,477,572
Net appreciation in FMV	(2,599,472)
Interest and Dividends	848,344
Total Investment Income	(273,557)
Total Additions (Deductions)	**2,466,712**
Deductions:	
Benefits payments	1,337,218
Professional Fees	156,033
Total deductions	1,493,251
Net Increase (Decrease)	973,461
Net Assets held in trust for pension benefits	
Beginning of year	56,072,917
Total net assets	**$ 57,046,379**

City of Alpharetta
Combining Balance Sheet
Non-Major Governmental Funds
May 31, 2016

	Special Revenue						Total
	Hotel Motel	Impact Fee	Confiscated Assets	Grant Operating	E911	Debt Service Fund	Non-major Governmental Funds
ASSETS							
Cash / Cash Equivalents / Investments	$ 718,664	$ 2,937,467	$ 1,730,523	$ 54,561	$ 1,613,057	$ 846,565	$ 7,900,837
Taxes Receivable	16	-	-	-	-		16.00
Pre-Paid Expenditures	-	-	-	-	-		-
Accounts Receivable	-	-	-	13,887	-		13,887
Property Taxes						19,475	19,475
Intergovernmental Receivable							-
Due From Other Funds							-
Restricted					-		-
Total Assets	**718,680**	**2,937,467**	**1,730,523**	**68,448**	**1,613,057**	**866,040**	**7,934,214**
LIABILITIES							
Accounts Payable	-	-	39	-	14,211		14,250
Retainage Payable	-	-	-	-	-		-
Intergovernmental Payable					-		-
Arbitrage Payable	-	-	-	-			-
Accounts payable/AR Suspense acct	-	-	-	-			-
Compensated Absences	-	-	-	-			-
Payroll Liabilities	-	-	(106)	-	7,057		6,951
Due to Other Fund	-	-	64	-			64
Deferred Revenue	16	-	-	13,887	-	19,480	33,383
Unearned Revenue	-	-	-	-			-
Total Liabilities	**16**	**-**	**(3)**	**13,887**	**21,268**	**19,480**	**54,649**
FUND BALANCES							
Restricted:							
Capital Projects		2,937,467	-	-			2,937,467
Law Enforcement	-	-	1,730,525	-			1,730,525
Promotion of Tourism	718,664	-	-	-			718,664
Emergency Telephone Activities	-	-	-	-	1,591,790		1,591,790
Debt Service						846,559	846,559
Assigned for: Grant Projects	-	-	-		-		-
Grant Projects				54,561			54,561
Unassigned:	-	-	-	-	-		-
Total Fund Balances	718,664	2,937,467	1,730,525	54,561	1,591,790	846,559	7,879,565
Total Liabilities and Fund Balances	**$ 718,680**	**$ 2,937,467**	**$ 1,730,523**	**$ 68,448**	**$ 1,613,057**	**$ 866,040**	**$ 7,934,214**

City of Alpharetta
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Non-major Governmental Funds
For the Period Ending May 31, 2016

	Special Revenue						Total Non-major
	Hotel Motel	Impact Fee	Confiscated Assets	Grant Operations	E911 Fund	Debt Service Fund	Governmental Funds
REVENUES:							
Hotel Motel Tax	$ 5,151,684	-	-	-			$ 5,151,684
Property tax						3,553,627	3,553,627
Charges for Service	-	-	-	-	3,132,007		3,132,007
Impact Fees	-	1,365,256		-			1,365,256
Forfeiture Income	-	-	182,637	-			182,637
Intergovernmental	-	-	-	18,852	-		18,852
Contributions & Donations	-	-	-	20			20
Investment Earnings	3,341	6,705	1,390	167	3,592	7,419	22,616
Other	-		-			-	-
Total revenues	**5,155,025**	**1,371,962**	**184,027**	**19,039**	**3,135,600**	**3,561,046**	**13,426,699**
EXPENDITURES:							
Tourism	2,470,173	-	-	-	-		2,470,173
Community Development	-	17,055	-	-	-		17,055
Culture/Recreation	-	-	-	5,367	-		5,367
Public Safety	-	-	428,256	9,271	3,694,509		4,132,036
General Government	-	-	-	-	-	-	-
Debt Service:						-	-
Principal						2,230,600	2,230,600
Interest						1,329,398	1,329,398
Bond Issuance Costs						-	-
Total expenditures	**2,470,173**	**17,055**	**428,256**	**14,638**	**3,694,509**	**3,559,998**	**10,184,628**
Excess (deficiency) of revenues over expenditures	2,684,852	1,354,906	(244,229)	4,401	(558,909)	1,049	3,242,070
OTHER FINANCING SOURCES (USES):							
Transfers in / out:							-
Debt service fund	-	-	-	-			-
Capital Projects							-
Operating grants fund	-	-	-	-			-
Capital grants fund	-	-	-	-			-
General fund	(1,966,188)	-	-	-	-		(1,966,188)
Budgeted Fund Balance:	-	-	-	-			-
Total other financing sources	-	-	-	-			-
and (uses)	(1,966,188)	-	-	-	-		(1,966,188)
Net change in fund balances	718,664	1,354,906	(244,229)	4,401	(558,909)	1,049	1,275,882
Fund balances - beginning	**-**	**1,582,560**	**1,974,754**	**50,160**	**2,150,699**	**845,511**	**6,603,684**
Fund balances - ending	**718,664**	**$ 2,937,467**	**$ 1,730,525**	**$ 54,561**	**$ 1,591,790**	**$ 846,559**	**$ 7,879,565**

City of Alpharetta
Hotel Motel Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended May 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Hotel Motel Tax	$ 5,830,895	$ 5,151,684	$ (679,211)
Misc Revenue	-	-	-
Investment Earnings	-	3,341	3,341
Total revenues	5,830,895	5,155,025	(675,870)
EXPENDITURES:			
Alpharetta Convention & Visitor's Bureau	2,545,427	2,249,770	295,657
Alpharetta Business Community	221,860	220,403	1,457
Contingency	843,750.00	-	843,750.00
Total Expenditures	3,611,037	2,470,173	1,140,864
Excess of revenues over expenditures	2,219,858	2,684,852	464,994
OTHER FINANCING SOURCES (USES):			
Transfers Out	(2,219,858)	(1,966,188)	253,670
Total other financing sources and uses	(2,219,858)	(1,966,188)	253,670
Net change in fund balances	-	718,663	11,137
Fund balances - beginning		**$ -**	
Fund balances - ending		**$ 718,664**	

City of Alpharetta
Impact Fee Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended May 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Impact Fees	$ 45,000	$ 1,365,256	$ 1,320,256
Investment Earnings	1,350	6,705	5,355
Total Revenues	46,350	1,371,962	1,325,612
EXPENDITURES:			
General Government	1,628,910	$ 315,805	1,313,105
Total expenditures	1,628,910	315,805	1,313,105
Excess (deficiency) of revenues over expenditures	(1,582,560)	1,056,156	2,638,716
OTHER FINANCING SOURCES (USES):			
Transfers Out	-		-
Total other financing sources and uses	-	-	-
Net change in fund balances	(1,582,560)	1,056,156	2,638,716
Fund balances - beginning		**1,582,560**	
Fund balances - ending		**$ 2,638,717**	
Encumbrances		298,750	
Fund balances - ending		$ 2,937,467	

City of Alpharetta
Confiscated Assets Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended May 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Forfeiture Income	$ 448,500	$ 182,637	$ (265,863)
Investment Earnings	227	1,390	1,163
Misc Revenue	-		
Total Revenues	448,727	184,027	(264,699)
EXPENDITURES:			
Public Safety	2,423,480	465,863	1,957,617
Non-Departmental	-	-	-
Total expenditures	2,423,480	465,863	1,957,617
Excess (deficiency) of revenues over expenditures	(1,974,753)	(281,835)	1,692,919
OTHER FINANCING SOURCES (USES):	-	-	-
Net change in fund balances	(1,974,753)	(281,835)	1,692,919
Fund balances - beginning		**1,974,754**	
Fund balances - ending		**$ 1,692,919**	
Adjustments to GAAP basis:			
Encumbrances		37,606	
Fund balances - ending		**$ 1,730,525**	

City of Alpharetta
Grant Fund - Operating
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended May 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Intergovernmental	$ 27,923	$ 18,852	(9,071)
Contributions & Donations	320	20	(300)
Discounts Taken		-	-
Interest Earnings	-	167	167
Transfers in	-	-	-
Contingencies	-	-	-
Total	28,243	19,039	(9,204)
EXPENDITURES:			
General Government	17,758	-	17,758
Community Development	-	-	-
Engineering/Public Works	-	-	-
Public Safety	24,843	9,271	15,572
Recreation & Parks	35,800	5,367	30,433
Contingencies	-	-	-
Operating Transfers Out	-	-	-
Non-Allocated	-	-	-
Total	78,401	14,638	63,763
Excess (deficiency) of revenues over expenditures	(50,158)	4,401	54,559
OTHER FINANCING SOURCES (USES):	-	-	-
Net change in fund balance	(50,158)	4,401	54,559
Fund balance - beginning		**50,160**	
Fund balance - ending		**$ 54,561**	
Adjustments to GAAP basis:			
Encumbrances			
Fund balances - ending		**$ 54,561**	

City of Alpharetta
Emergency 911 Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended May 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Charges for Service	$ 3,790,000	$ 3,132,007	$ (657,993)
Misc Revenue	-	-	-
Investment Earnings	6,931	3,592	(3,339)
Total Revenues	3,796,931	3,135,600	(661,331)
EXPENDITURES:			
Public Safety	5,252,507	4,762,555	489,952
Total expenditures	5,252,507	4,762,555	489,952
Excess (deficiency) of revenues over expenditures	(1,455,576)	(1,626,955)	(171,379)
OTHER FINANCING SOURCES (USES):			
Transfers In	-	-	-
Transfers Out - Capital Project Fund	-	-	-
Total other financing sources and uses	-	-	-
Net change in fund balances	(1,455,576)	(1,626,955)	(171,379)
Fund balances - beginning		**2,150,699**	
Fund balances - ending		**$ 523,744**	
Adjustments to GAAP basis:			
Encumbrances		1,068,045	
Fund balances - ending		**$ 1,591,790**	

City of Alpharetta
Debt Service Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended May 31, 2016

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Property tax	$ 3,260,000	$ 3,553,627	$ 293,627
Misc Revenue		-	-
Investment earnings	9,000	7,419	(1,581)
Total revenues	3,269,000	3,561,046	292,046
EXPENDITURES:			
Current:			
General government			
Finance			-
Non-departmental		-	-
Total general government	-	-	-
Debt Service:			
Principal	2,230,600	2,230,600	-
Interest	1,329,398	1,329,398	1
Contingency	556,089	-	556,089
Bond issuance costs	5,000	-	5,000
Total debt service	4,121,087	3,559,998	561,090
Total expenditures	4,121,087	3,559,998	561,090
Excess (Deficiency) of revenues over expenditures	(852,087)	1,049	853,136
OTHER FINANCING SOURCES (USES):			
Transfers in			-
Transfers out			-
Total other financing sources and uses	-	-	-
	(852,087)	1,049	853,136
Fund balances - beginning		**845,511**	
Fund balances - ending		**$ 846,559**	

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DEVELOPMENT AUTHORITY

Revenue & Expenditure Report
GAAP Financial Statements

ALPHARETTA DEVELOPMENT AUTHORITY

Financial Management Report

As of May 31, 2016

Account #	Project	Total Budget	Actuals (Collections/ Expenditures)	Encumbrances	Remaining
Revenues*					
99575100-361000	Investment Earnings	$ -	$ 276	$ -	$ (276)
99575100-371000-C1601	High Impact Permitting Grant Program (IGA with COA)	75,000	75,000		-
99575100-334310-C1528	FISERV REBA Grant	1,250,000	1,125,000		125,000
	subtotal	*$ 1,325,000*	*$ 1,200,276*	*$ -*	*$ 124,724*
(1) 99575100-395000	Carryforward Fund Balance	$ 398,030	$ -		$ 398,030
	subtotal	*$ 398,030*	*$ -*	*$ -*	*$ 398,030*
	Total	$ 1,723,030	$ 1,200,276	$ -	$ 522,754
Expenditures					
99575100-523300	Advertising (Newsweek Ad; 50/50 split with COA)	$ 16,000	$ 16,000	$ -	$ -
99575100-571000-C1403	Local Job Creation Grant Program	60,000	-	-	60,000
99575100-544100-C1532	ATC Operational Funds	232,500	82,500	-	150,000
99575100-544100-C1601	High Impact Permitting Grant Program (IGA with COA)	75,000	54,052	-	20,948
99575100-544100-C1528	FISERV REBA Grant	1,250,000	1,125,000	-	125,000
	subtotal	*$ 1,633,500*	*$ 1,277,552*	*$ -*	*$ 355,948*
99575100-522250-C1535	Innovation Center Operations (Facility R&M)	$ 1,500	$ 1,496	$ -	$ 4
99575100-523860-C1535	Innovation Center Operations (Maintenance Contracts)	12,103	9,039	-	3,064
99575100-531100-C1535	Innovation Center Operations (Maintenance Supplies)	680	615	-	65
99575100-531200-C1535	Innovation Center Operations (Miscellaneous Utilities)	1,047	872	-	175
99575100-531210-C1535	Innovation Center Operations (Water/Sewer)	365	122	-	243
99575100-531220-C1535	Innovation Center Operations (Natural Gas)	1,849	3,092	-	(1,243)
99575100-531230-C1535	Innovation Center Operations (Electricity)	15,416	6,618	-	8,798
	subtotal	*$ 32,960*	*$ 21,853*	*$ -*	*$ 11,107*
99575100-579000	Reserve*	$ 56,570	$ -	$ -	$ 56,570
	subtotal	*$ 56,570*	*$ -*	*$ -*	*$ 56,570*
	Total	$ 1,723,030	$ 1,299,405	$ -	$ 423,625

(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.

ALPHARETTA DEVELOPMENT AUTHORITY
Financial Management Report
As of May 31, 2016

Account #	Project	Total Budget	Actuals (Collections/ Expenditures)		Encumbrances	Remaining
Fund Balance Reconciliation						
Fund Balance (beginning of Fiscal Year)			$	**398,031**		
	Revenues collected to date			1,200,276		
	Expenditures incurred to date			(1,299,405)		
Fund Balance (current)			$	**298,902**		
	Forecasted revenue collections			125,000		
Fund Balance (forecasted)			$	**423,902**		
	Allocation of Forecasted Fund Balance:					
	Spendable (available for investment by the Board)		$	56,847 *		
	Non-Spendable (unspent/remaining project allocations)			367,055		
			$	423,902		

** Spendable Fund Balance will exceed the budgeted Reserve when actual revenue collections exceed revenue budget.*

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GAAP

Financial Statements

City of Alpharetta
Balance Sheet
COMPONENT UNIT-DEVELOPMENT AUTHORITY
May 31, 2016

ASSETS		
Current Assets:		
Cash and Cash Equivalents	$	354,944
Investments		
Restricted Cash for Bond Issuance Costs		-
Total Assets		354,944
LIABILITIES		
Current Liabilities:		
Accounts Payable		56,042
Due to Other Funds		-
Total Current Liabilities		56,042
Current Liabilities Payable from Restricted Assets:		
		-
Total Current Liabilities Payable from Restricted Assets		-
Noncurrent Liabilities:		
		-
Total Noncurrent Liabilities		-
Total Liabilities		56,042
Fund Balance		
Restricted		242,055
Unassigned		56,847
Total Fund Balance		298,902
Total Liabilities & Fund Balance	**$**	**354,944**

City of Alpharetta
Statement of Revenues, Expenditures, and Changes in Fund Balance
COMPONENT UNIT-DEVELOPMENT AUTHORITY
For the Period Ended May 31, 2016

	Actual Amounts
Revenues	
Rent/Royalties	$ -
State Grant	1,125,000
Fees	-
Contributions & Donations	75,000
Miscellaneous Income-Interest	276
Total Revenues	**1,200,276**
Expenditures	
Economic Development	1,261,552
Utilities - Miscellaneous	37,853
Debt Service:	
Principal	-
Interest	-
Total Expenditures	**1,299,405**
Excess (deficiency) of revenues over (under) expenditures	(99,129)
Other Financing Sources (Uses)	
Sale of capital assets	-
Net Change in Fund Balances	(99,129)
Fund Balance, Beginning of Year	**398,031**
Fund Balance, End of Year	**$ 298,902**

THE CITY OF

ALPHARETTA

GEORGIA

City Council Meeting
STAFF REPORT

Submitting Department: Recreation and Parks
Submitted By: Lisa Cherry, Rec. & Parks Deputy Director
Meeting Date: July 11, 2016

I. AGENDA ITEM TITLE: ALPHARETTA ARTS CENTER DESIGN, PHASE 2 (FINAL DESIGN AND CONSTRUCTION DOCUMENTS)

II. RECOMMENDATION:

Please award Phase 2 (Final Design and Construction Documents) of the Alpharetta Arts Center Design Project to Houser Walker Architecture in the amount of $214,300.00 (base contract of $209,300.00 plus $5,000.00 in estimated reimbursables) 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: $214,300.00 (PHASE 2: FINAL DESIGN AND CONSTRUCTION DOCUMENTS)

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
Alpharetta Arts Center (Impact Fee Fund; 27061150-541500-C1611)	$214,300.00

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
-	$0.00

IV. REPORT IN BRIEF:

The City of Alpharetta awarded RFP 16-101 (Alpharetta Arts Center Design) to Houser Walker Architecture in December 2015 for Phase 1 (Conceptual Design) of the project which included developing a conceptual master plan for the building and grounds located at 238 Canton Street in Alpharetta (the “Alpharetta Arts Center”).

On June 20, 2016, Houser Walker Architecture presented a final concept plan for the Alpharetta Arts Center to the City Council. The total estimated cost to implement the plan is $2.8 million. Council unanimously approved the plan and authorized staff to negotiate Phase 2 (Final Design and Construction Documents) with Houser Walker Architecture.

Phase 2 includes the full development of design and construction documents with construction observation services for the renovation of the Alpharetta Arts Center (proposal attached) and totals $214,300.00 (base contract of $209,300.00 plus $5,000.00 in estimated reimbursables).

The Project Services and Timeline is as follows:
1. Schematic Design: 1 month
2. Design Development: 2 months
3. Contract Documents: 3 months
4. Bidding/Negotiation/Permitting: 2 months
5. Construction Administration: Estimated 8 months

Construction administration includes the following:

1. Review of submittals as required by specifications
2. Respond to contract RFIs during construction
3. Architect will provide 18 site visits during an 8-month construction, with corresponding field reports. These visits will be by Houser Walker Architects for the observation of progress of work and for OAC meetings. This number includes kickoff, substantial completion punchlist, final completion punchlist.
4. Structural Engineer will provide 2 site visits including punchlist.
5. MPFP Engineers will provide 3 site visits including punchlist.
6. Electrical Engineer will provide 2 site visits including punchlist.
7. Civil Engineer and Landscape Architect will provide a combined maximum of 6 site visits, including punchlist.

V. ALTERNATIVES:

VI. ATTACHMENTS:

Houser Walker Proposal

HOUSER WALKER ARCHITECTURE

May 27, 2016
Revised June 15, 2016

Ms. Debora Westbrook, CPPB
City of Alpharetta
Finance Department
2 Park Plaza
Alpharetta, GA 30009

Project Re:	Alpharetta Arts Center- Full Construction Drawings Proposal for Professional Design Services

Dear Ms. Westbrook,

Thank you for the opportunity to continue to work with City of Alpharetta. We are pleased to submit the attached fee proposal for professional design services to develop contract documents and construction administration for the renovation of the Alpharetta Arts Center located at 238 Canton Street in Alpharetta, GA. We are very excited to be a part of helping Alpharetta realize this great project.

A description of our understanding of the scope of the Project, along with our proposed services and fees, follows this letter as Attachment 'A', dated 5/27/2016; revised 6/15/16. Additionally, some subconsultant proposals are attached for your review and reference.

I hope this submission covers all the scope items you need for your evaluation. Let me know if you need any additional information. If you are in agreement with this proposal, it can serve as the scope attachment to a standard AIA Contract Document B101 – 2007 Edition Owner Architect Contract for the design services on the project or we can work with you on an official City of Alpharetta contract.

Thank you for considering Houser Walker Architecture, LLC for this project.

Sincerely,

Hank Houser

Hank Houser, AIA
Partner
Houser Walker Architecture

1819 Peachtree Rd. NE, Suite 102 Atlanta, GA 30309 t: 404.633.4264 f: 404.870.7337 houserwalker.com info@houserwalker.com

ATTACHMENT A

Project Description, Scope of Services and Fees

I. PROJECT DESCRIPTION

The scope of this project includes:

The full development of design and permit documents with construction observation services for the renovation of the Alpharetta Arts Center located at 238 Canton Street in Alpharetta. The scope of work is based on the scope defined in the 2016 Master Plan with a $2.8M total project budget.

II. SERVICES

HWA proposes industry standard services in accordance with typical AIA Contracts for the following:

1) **Schematic Design:** 1 month
2) **Design Development:** 2 months
3) **Contract Documents:** 3 months
4) **Bidding/Negotiation/Permitting:** 2 months
5) **Construction Administration:** Estimated 8 months
    a. This includes:
        i. Review of submittals as required by specifications
        ii. Respond to contractor RFIs during construction.
        iii. Architect will provide 18 site visits during an 8 month construction, with corresponding field reports. These visits will be by HWA project architect for the observation of progress of work and for OAC meetings. This number includes kickoff, substantial completion punchlist, final completion punchlist.
        iv. Structural Engineer will provide 2 site visits including punchlist.
        v. MPFP Engineers will provide 3 site visits including punchlist.
        vi. Electrical Engineer will provide 2 site visits including punchlist.
        vii. Civil Engineer and Landscape Architect will provide a combined maximum of 6 site visits, including punchlist.

1819 Peachtree Rd. NE, Suite 102 Atlanta, GA 30309 t: 404.633.4264 f: 404.870.7337 houserwalker.com info@houserwalker.com

III. DESIGN FEES AND REIMBURSABLES

TOTAL DESIGN SERVICES FEE $209,300.00

Total fee will be distributed per standard phasing of the AIA Contract. Please see attached for discipline breakdown.

ADDITIONAL SERVICES:

Additional Services will be compensated on an hourly basis per the rates outlined below. Additional Services may include, but are not limited to: Owner requested changes to the scope of services provided in this agreement or phasing construction that would result in additional trips and meetings.

Position	Hourly Rate
Partner	$175.00
Architect I	$90.00
Design Associate I	$85.00
Technical Staff	$75.00
Administrative	$75.00

Any additional services for work required by a structural, mechanical, electrical, plumbing, civil engineer or landscape architect will be computed as a multiple of one point one (1.1) times the costs of the subconsultant.

REIMBURSABLE EXPENSES:

Reimbursable Expenses are in addition to compensation for Houser Walker's services and its design fees as described above, and include costs of reproduction, long distance, couriers, shipping, postage, travel requested by the Owner, and other project-directed expenses incurred by Houser Walker Architecture and its employees and consultants related to the Project. Reimbursable Expenses will be computed as a multiple of one point one (1.1) times the direct expenses incurred by Houser Walker, and its employees and consultants. Back-up data or copies of bills will be routinely provided for reimbursable expenses.

Based on the amount of site visits during construction observation and printed sets required by the City, it is estimated that these expenses will be approximately $5000. This number is only for budgetary purposes and may differ, based on the information above. HWA will only invoice expenses as they are incurred.

PAYMENT TERMS:

Billing Invoices are made in monthly installments, proportional to the work completed during that time period. Payments are due and payable fifteen (15) days from the date of Houser Walker's invoice.

LATE PAYMENT SCHEDULE:

All invoices not paid promptly will be subject to the following to the following schedule: 30 to 59 days overdue, $500.00; 60 to 89 days overdue, $750.00; 90 to 120 days, $1000.00; etc.

1819 Peachtree Rd. NE, Suite 102 Atlanta, GA 30309 t: 404.633.4264 f: 404.870.7337 houserwalker.com info@houserwalker.com

SCHEDULE OF BASIC FEE RATES

DISCIPLINE	PREVIOUSLY SUBMITTED ESTIMATE	CURRENT PROPOSAL
Architecture	4-5% of Construction Cost	$102,000.00
Mechanical, Plumbing, Fire Protection	6% Mechanical Construction Cost	$21,500.00
Electrical	4-7% of Electrical Construction Cost; Depending on Complexity	$16,500.00
Structural	1% of Construction Cost or 8-10% Design Fee	$10,000.00
Civil		$23,300.00
Landscape Architecture	10 – 12% Site Costs	$11,000.00
Survey (provided by Civil)		$7,500.00
Geotechnical (provided by Civil)		$5,000.00
Arborist (provided by Civil)		$3,500.00
Soils Testing (provided by Civil)		$1,500.00
Cost Management	4% of Design Fee	$7,500.00
Audio/Visual	8.8% of AV Construction Cost	EXCLUDED UNTIL SCOPE IS DEFINED DURING SD
Security, Communications, IT		EXCLUDED UNTIL SCOPE IS DEFINED DURING SD
FFE		EXCLUDED UNTIL SCOPE IS DEFINED DURING SD
Total Fee Proposed:		$209,300.00

1819 Peachtree Rd. NE, Suite 102 Atlanta, GA 30309 t: 404.633.4264 f: 404.870.7337 houserwalker.com info@houserwalker.com

Clarifications

1. The terms and conditions of the attached subcontractor proposals fully apply to the prime proposal.

2. Proposed fees are based on the assumption that the construction documents are prepared as one set of permitting and bidding documents. If the project is separated, additional services may be required for additional sets.

3. Proposed fees are based on the construction not being phased. If the project is phased, additional services may be required for additional meetings and site visits.

4. Value engineering analysis or drawing revisions as a result of contractor value engineering is not included in this scope of work.

5. The selection of FFE is not included in this scope of work.

6. AV, IT, Communications, and FFE design services are anticipated to be required and will be procured at a later date.

7. Although Houser Walker Architecture design with sustainability in mind, no LEED certification, documentation, or fees are included in this proposal.

8. Permit fees are not included in this proposal. These fees will be payable by the Owner.

9. Zoning and Variance requests are not included in this proposal.

10. Hourly rates listed in this contract are rates for the calendar year of the contract agreement. Hourly rates will increase 3-5% on Jan. 1 of each calendar year.

11. Because of substantial costs incurred by Houser Walker Architecture to stop and restart a project once it is underway, should this project's progress be halted once it is underway for 30 or more days by the client, for any reason, a project restart fee of 10% of the total fee earned to date will be due and payable upon restarting.

12. Houser Walker would like to be able to include photographic and other representations and information about the project in their promotional and marketing material. Any information or areas of the project that the Owner would like to keep confidential will be respected in turn.

13. Upon approval, Client agrees to permit Houser Walker Architecture to place a job site sign at location of construction.

1819 Peachtree Rd. NE, Suite 102 Atlanta, GA 30309 t: 404.633.4264 f: 404.870.7337 houserwalker.com info@houserwalker.com

Johnson, Spellman & Associates, Inc. CONSULTING ENGINEERS
350 Research Court, Suite 130, Peachtree Corners, Georgia 30092 770-447-4555 www.jsace.com

May 26, 2016

Hank Houser
Houser Walker Architecture
1819 Peachtree Road
Suite 102
Atlanta, GA 30309

Re: Mayfield Arts Center

Dear Hank:

In response to your request, we propose to perform the following mechanical engineering design services for the subject project described as the conversion of t he Mayfield library to a new arts center.

Our understanding of the Scope of Work is as follows:

<u>Scope:</u>

- 10,300 sq ft conversion from library to an Arts Center.
- Total probably cost estimate of $2,016,511.
- Total probably mechanical cost estimate of $325,000.

Under <u>Basic Services</u>, we propose to:

1. Make one visit to the site to verify existing conditions regarding systems to be removed or reused in the design.

2. Provide mechanical (HVAC and Plumbing) and design drawings and specifications for the project.

3. Provide a performance specification for the sprinkler system.

4. Attend up to two design coordination meetings.

5. Furnish progress prints for coordination during the design process.

6. Coordinate mechanical work with electrical structural, civil and architectural work.

7. Provide one complete set of construction document plots. Documents will be produced using AutoCAD 2015 in our standard layer format.

8. Assist in interpreting the documents during the bid and construction phases.

9. Provide an initial and one follow-up review of shop drawings and submittals as required by the specifications.

10. Provide an initial and one follow-up review of shop drawings and submittals as required by the specifications.

11. Make three visits to the job site as needed at your request to observe the progress and quality of work and to determine, in general, if the results of the construction work are in accordance with the plans and specifications. We will endeavor to guard the Owner against apparent defects and deficiencies in the permanent work constructed by the contractor, but do not guarantee the work of the contractor. We will not be responsible for construction means, methods, techniques, sequences or procedures, time of performance, or for any safety precautions in connection with the work. We will not be responsible for the contractor's failure to execute the work in accordance with the construction contract. We will not be responsible for the supervision of the contractor's work.

12. Revisions to tracings to reflect Record Drawing changes during construction based on contractor's "red line" mark-ups.

Additional Services listed below can be provided (but are not limited to the following):

1. Significant changes to design work previously approved.

2. Production of drawings in 3-D, Revit or BIM.

3. Analysis of the proposed exterior wall and roof systems to meet the Georgia Energy Code requirements.

4. Detailed cost estimates of the proposed work.

5. Life cycle cost analysis of proposed alternate systems.

6. Time spent in review and evaluation of value engineering proposals.

7. Any LEED design, evaluation, documentation or follow up.

8. Attend a pre-bid meeting and preconstruction meeting at the site.

9. Time for weekly or bi-weekly job meetings during construction phase.

10. Additional site visits beyond those listed under Basic Services.

11. Any systems testing or commissioning of mechanical equipment.

12. Commissioning agent assistance and support for this project.

13. Delivery of electronic CAD files in special layering or formats other than our standard, or in versions prior to AutoCAD 2004.

14. Revisions to tracings to reflect Record Drawing changes during construction based on contractor's "red line" mark-ups.

We understand you will provide the following to us at no cost on our part:

1. Architectural background drawings for our work and necessary architectural design (drawings and specifications) for the project. You will provide us with a base drawing indicating floor plans and all equipment in the form of a DWG file.

2. Information including detailed layouts and equipment connection requirements of any special systems or equipment furnished by others which may affect or be connected to our work.

3 Design and construction standards which we are to follow in preparation of drawings and specifications.

4. Flow test data of fire mains in the vicinity of the project if required.

If we are required to deliver the drawings and specifications in CAD disc form, you agree to hold harmless and indemnify us from and against all claims, liabilities, losses, damages and costs, including but not limited to attorney's fees, arising out of or in any way connected with the modification, misinterpretation, misuse or reuse by others of the CAD information and data provided by us. The foregoing information applies, without limitation, to any use of the project documentation on other projects, for additions to this project, or for any charges to this project by others, exception only such use as may be authorized, in writing, by us. Electronic data transfer, if required, will be provided in AutoCAD Version 2011.

Claims, disputes or other matters in question between the parties to this Agreement arising out of or relating to this Agreement or breach thereof shall be submitted to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. Demand for mediation shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statue of limitations. Should mediation fail to resolve the claim or dispute, the matter may be submitted by either party to a court of competent jurisdiction and appropriate venue.

Our fee for Basic Services shall be a lump sum of $21,500.00, net of any state or local taxes or fees for services. Payment will be made to us on the basis of 30% for Design Development, 50% for Construction Documents, 10% at the completion of Shop Drawings and 10% prorated during the Construction Phase. Billings will occur monthly based on percent complete of each phase.

For Additional Services, we shall be paid for time spent based on the following rates:

Principal	-	$175.00 / hr	Project Manager	-	$125.00 / hr
Associate	-	$155.00 / hr	Senior Designer	-	$105.00 / hr
Senior Engineer	-	$140.00 / hr	Designer	-	$ 90.00 / hr
Sr. Project Manager	-	$135.00 / hr	CADD Operator	-	$ 85.00 / hr
Staff Engineer	-	$130.00 / hr	Clerical	-	$ 80.00 / hr

In addition to the above fee we will be reimbursed on a cost basis for our expenses directly related to our work including local travel. Our proposed maximum for expenses is $300.00.

An interest charge of 1% per month will be due for all invoices over 240 days old.

This proposal is good for a period of 60 days from the above date.

If the above meets with your approval, please sign and return one copy to this office.

Yours very truly,

Houser Walker Architecture

Timothy L. North, P.E.

____
Accepted

TLN/den

____
Date

CLIENT – CONSULTANT CONTRACT AGREEMENT

This Agreement made as of the 27th day of May, 2016 (*Revised 6.15.16)*

Between the Client:

Hauser Walker Architecture
1819 Peachtree Road, NE, Suite 102
Atlanta, Georgia 30309
(hereinafter known as Client)

And the Consultant:

Breedlove Land Planning, Inc.
15 Simpson Street NW
Atlanta, Georgia 30308
(hereinafter known as Consultant)

For the Project:

Mayfield Arts Center

Project Description:

The objective of the project is to provide site design, civil engineering, and landscape architecture services for the conversion of the Mayfield Library to a new arts center. More specifically, the design will include:

- Site re-grading for new porches/walks
- New entry drive
- Expansion of an existing parking lot to add 40 additional spaces
- Elimination of an existing detention facility and the addition underground stormwater management facility
- Sewer upgrades to support bathroom renovation
- Landscape/Hardscape design
- Recommendations for soil remediation to address compacted soils

Basic Scope of Services:

Consultant will provide professional site planning, site engineering, civil engineering and landscape architecture for said project. Consultant will prepare site work construction drawings and related details. This proposal assumes that Land Disturbance Permitting will be through the City of Alpharetta, and sewer permitting will be through Fulton County. The basic scope of services for this project includes the following tasks:

Task #1 Base Data Coordination

Consultant will provide Client a current and accurate ground run (one [1] foot contour interval) topographic, boundary, and tree survey (stamped reproducible) and .DWG digital CAD file of survey. Survey will include approximately 6.1 acres including the Art Center parcel, the pocket park parcel, and adjacent roadways. Client will provide Consultant with a final building floor plan print and .DWG or .DXF computer CADD file of said floor plan.

Consultant will provide Client with geotechnical exploration report findings. Exploration will include four soil test borings, 8 to 10 hand auger borings, and two percolation tests. Consultant will provide Client with fire flow and pressure tests for this project site. Owner/Client will secure necessary off-site easements and construction encroachment agreements for off-site construction, if necessary.

Task #2 Site Work Construction Drawings

Consultant will prepare construction drawings for site work related items based on approved preliminary design. These drawings may be combined as determined by Consultant. These site work construction drawings will consist of:

A. Demolition and Removal Plan addressing existing improvements that need removal, replacement or adjustment for new construction.

B. Staking/Layout Plan that will include layout of drives, parking, sidewalks, required ADA parking/access and related site improvements. ADA access from accessible parking to the primary building entrance will be reflected per ADA requirements.

C. Site Grading/Drainage Plan that will include proposed grading for the site improvements, existing and proposed contours, spot elevations, storm drainage system, water quality system, and general notes. ADA access route between accessible parking and primary building entrance will be graded per ADA requirements.

D. Erosion, Sedimentation, and Pollution Control Plan that will include Georgia Soil and Water Conservation Commission required checklist information.

E. Site Work Construction Details for related site improvements.

F. Site retaining walls (if any) will be designed for grading purposes only, including top and bottom grades of walls and elevations. Client's structural engineer shall provide structural sections and details for site retaining walls exceeding four feet in height.

G. Tree Protection/Replacement Plan that conforms to local issuing authority tree protection/replacement requirements. Said plan will include required calculations and necessary details.

H. Planting Plan that will include plant location and planting details. This plan will also show a plant list that reflects botanical name, common name, quantity, height, spread, root, spacing and general notes.

I. Irrigation Plan that will irrigate planted areas as defined by the Client. This Plan will include specifications, irrigation details, and location of heads, type of heads, meter and control boxes.

Task #3. Stormwater Management Report

Consultant will prepare a stormwater management report that follows generally accepted standard practice for submittal to the local issuing authority and incorporate this study into the site work construction drawings. This report will generally conform to the Georgia Stormwater Management Manual. This includes channel protection, water quality calculations and hydrograph routing (detention). Stormwater management facilities will be designed to prevent an increase in peak flow rates (not total volume) of runoff in post-development conditions. (If required by municipality)

Consultant will prepare a downstream analysis that incorporates all downstream stormwater drainage structures and features that lie within the watercourse of the overall drainage basin. The downstream study point will be at a point that is equivalent to ten (10) times the site acreage and will be identified using

Geographic Information System maps and topographic information (as available). A Stormwater Performance Review Tool for Total Suspended Solids (TSS Report) will be prepared for each drainage basin and for each stormwater management facility that is designed for the project site. The TSS report will be incorporated into the stormwater management report.

Task #4. Site Utility Plan

Consultant will prepare a Site Utility Plan that will include plan and profile and related details for sanitary sewer upgrades.

Task #5: General NPDES Permit No. GAR 100001 requirements

Consultant will perform the following tasks associated with the Georgia Department of Natural Resources - Environmental Protection Division's National Pollutant Discharge Elimination System (NPDES) General Permit for Construction Activity #GAR 100001.

1. Preparation of Notice of Intent.
2. Preparation of Erosion, Sediment and Pollution control Plan (included in Task #3 above).
3. Initial Inspection/Certification.
4. Requested NPDES inspections, with reports, will be performed based on the inspection/report rates below.
5. Preparation of Notice of Termination.

Task #6 Arborist Tree Inventory and Analysis

Consultant will utilize a 3rd party ISA certified Arborist to evaluate the health of all trees within the potential area of disturbance in an effort to reduce the Owner's tree recompense burden. Trees over 6" will be identified by species, diameter vitality and other conditions. This data will be compiled into a written report that will be incorporated in site construction documents.

Task #7 Local Issuing Authority Development/Land Disturbance Permit Submittal

Consultant will meet with local issuing authority to review the project and research necessary information to be placed on the plans in order to submit for a Land Disturbance/Development Permit. Consultant will handle site work design submittals to local issuing authority and obtain comments. Consultant will revise plans to local issuing authority comments and will resubmit plans. Consultant makes no guarantees to secure LDP, as this is outside of Consultant control. All required fees will be paid by Client.

Task #8 Technical Specifications

Consultant will prepare technical specifications for related site work in accordance with the Client's format.

Task #8 Bidding, Contract Documents, and Negotiation

Client will handle this task in its entirety. Client will be responsible for the preparation of the Construction Contract documents such as that which is typical in the A.I.A. format. Consultant shall assist the Client in completing the preparation of Addenda, as required.

Task #10 Construction Administration/Observations

Consultant will perform construction administration services regarding the site work, including phone and email communications with the Client and Contractor. Consultant will review shop-drawing and product submittals for general conformance with the intent of construction documents. Consultant will make site visits (observations) appropriate to the stage, progress, and quality of the work. These site visits include a pre-construction meeting, Four (4) normal construction observation site visits, and a final inspection.

Consultant will make written reports, as necessary, for site observation visits and will make recommendations relative to the progress of the work. This proposal includes a maximum of six (6) visits (OAC meetings and/or site observations). Should additional site observations be required, they will be invoiced as indicated below. Consultant will assist the Client in the preparation of Change Orders relating to site construction items, if required.

The Client acknowledges that the Contractor is responsible for the construction of the project and that Consultant is not responsible for the acts or omissions of any Contractor, subcontractor or material supplier; for safety precautions, programs or enforcement; or for construction means, methods, techniques, sequences, and procedures employed by the Contractor.

Task #11 Stormwater Management As-Built Certification

Consultant will provide an as-built certification of constructed stormwater management facility per local issuing authority standards. Should the as-built analysis (based on the as-built survey provided by the contractor) show that the facility does not meet the requirements of the contract documents, design solution will be developed.

Professional Fees:

For Professional Services Rendered for:

Task #1 Base Data Coordination
Task #2 Site Work Construction Drawings
Task #3 Stormwater Management Report
Task #4 Site Utility Plan
Task #5: General NPDES Permit No. GAR 100001 requirements
Task #6 Arborist Tree Inventory and Analysis
Task #7 Local Issuing Authority Development/Land Disturbance Permit Submittal
Task #8 Technical Specifications
Task #9 Bidding, Contract Documents and Negotiations
Task #10 Construction Administration/Observations
Task #11 Stormwater Management As-Built Certification

Shall be a lump sum fee of <u>Fifty One Thousand Eight Hundred Dollars ($51,800.00)</u>

*Should site observations/reports be required (above the quantity itemized in **Task #10**) they will be invoiced at five hundred dollars ($500.00) per inspection with report.*

Additional Services:

Should Client request additional work beyond the scope of work (basic services) listed and described herein, the billing will be based on our hourly rates listed below:

Principal	$160.00/hr
Department Head	$140.00/hr
Senior Project Manager	$120.00/hr
Registered Professional/Project Manager	$110.00/hr
Engineer/E.I.T.	$90.00/hr
Senior Designer	$90.00/hr
Designer/Drafter	$75.00/hr
Clerical	$60.00/hr
Mileage	$00.56/mile

Written notice (fax) will be given by Consultant to Client before additional services are incurred. Additional services must be approved in writing (fax) before performance of such services. Additional services include requested Change Orders, submittal for permits other than Land Disturbance/Development Permit, and revisions or additions required after Consultant has been given approval to proceed with each phase. Should local issuing authority require any variances, these will be handled as additional services.

Payment Schedule:

The Client agrees to pay Consultant monthly on a percent task completed basis for the professional design services listed and described herein.

A retainer of zero ($0.00) dollars will be required at the signing of this contract and prior to commencement of work.

Payments for Additional Services (if any occur) and shall be made monthly upon receipt of Consultant's invoice for such services and/or expenses.

Consultant reserves the right to suspend performance of all services, without prejudice or penalty, if any payment(s) become past due. All past due payments shall accrue interest at the rate of one percent (1%) per month until paid in full.

Separate from this contract:

All printing to convey the design concept for site improvement to the Client will be provided by Consultant. Mass reproduction, mounting, courier service, overnight delivery, long distance phone calls, mileage, and photographs will be provided by Consultant.

Services excluded from basic scope:

- This proposal specifically excludes state water buffer encroachment variances. This proposal assumes that state water buffer encroachments can be completely avoided within the design of said project. Should state water buffer encroachment variances be required, a separate proposal will be provided.
- This proposal specifically excludes US Army Corps of Engineers wetland disturbance permitting beyond preparation of the Pre-Construction Notification (PCN). This proposal assumes that wetland areas can be kept to below 0.10 acre within the design of said project. Should US Army Corps of Engineers wetland disturbance permitting be required (beyond that stated herein), a separate proposal will be provided.
- This proposal specifically excludes traffic impact studies and signalization design.
- This proposal specifically excludes required NPDES weekly inspections with reports. Consultant will provide said reports at the Client's written request via a separate proposal.
- This proposal specifically excludes any lift station or force main design.
- This proposal specifically excludes septic system/drain field design.
- This proposal specifically excludes any administrative floodplain determination or HEC analysis of existing floodplains.
- This proposal specifically excludes any dam design.
- This proposal specifically excludes any siltation study.

- This proposal specifically excludes structural retaining wall design.
- This proposal specifically excludes any special permit or submittal (variances, waivers, sign permits), which has not been identified in the basic scope of service tasks listed above.
- This proposal specifically excludes preparation of easement / right-of-way Plats and Legal Descriptions and filing of said items with the courthouse. Consultant will provide extents of easement / right-of-way (line work in CADD format) to Client for use in preparing said Plat and Legal Description.

Standard of Care:

The standard of care for all professional services performed or furnished by Consultant under this agreement will be the skill and care used by members of the Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this agreement or otherwise in connection with Consultant's services.

Indemnification:

Client and Consultant each agree to indemnify and hold the other harmless, and their respective officers, employees, agents and representatives, from and against liability for all claims, losses, damages and expenses, including reasonable attorney fees, to the extent such claims, losses, damages or expenses are caused by the indemnifying party's negligent acts, errors or omissions. In the event claims, losses, damages or expenses are caused by the joint or concurrent negligence of Client and Consultant, they shall be borne by each party in proportion to its negligence.

Force Majeure:

Neither party shall be deemed in default of this agreement to the extent that any delay or failure in the performance of its obligations results from any cause beyond its reasonable control and without its negligence.

Project Schedule:

Once the project has been commenced, Consultant will proceed as expeditiously as is consistent with professional skill and care and the orderly progress of the project. Consultant will strive to meet reasonable and mutually established time frames.

Changes in Project Scope:

If any portions of the Project scope are changed by the Client after Consultant has begun work on the approved plan, Consultant will provide a separate fee proposal to bring the project back to the same point in the design as it was when changes were made.

Documents and Use of Electronic Media:

All documents prepared by Consultant for this project shall remain the property of Consultant as instruments of service. The Client, at their option and expense, may retain reproducible copies for their files. Copies of documents that may be relied upon by Client are limited to the printed copies (also known as hard copies) that are signed or sealed by Consultant. Files in electronic media format or text, data, graphic or other types that are furnished by Consultant to Client are only for convenience of Client. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk. When transferring documents in electronic media format, Consultant makes no representations as to long-term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems or computer hardware differing from those in use by Consultant at the beginning of this assignment.

Claims and Disputes:

This Agreement will be governed and construed in accordance with the laws of the State of Georgia. All claims and disputes arising out of or relating to any work performed by Consultant for the Project shall be resolved by and through the Atlanta office of the American Arbitration Association. Client and Consultant agree that they shall first submit any and all unsettled claims, counter claims, disputes and other matters in question between them arising out of or relating to this agreement to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association, effective as of the date of this agreement. The prevailing party in any such Arbitration may recover any filing fees, attorney's fees, expert fees and/or any other costs, charges and expenses incurred in connection therewith.

No Consequential Damages:

In no event will Consultant be liable to the Client whether such claim is based in contract, tort (including negligence), and strict liability or otherwise, for any incidental, special or consequential damages of any kind, including loss of revenue, loss of profit and loss of use, or any damages associated therewith.

Termination:

This agreement may be terminated at any time by Client or Consultant upon given seven (7) calendar days written notice, with payment of time and expenses spent on project through the end of the notice period.

Proposal Acceptance Period:

Consultant will honor the terms of this proposal for a period of thirty (30) calendar days from the date of this proposal. Should the Client not execute this proposal within said time frame, the terms and conditions of this proposal are subject to being updated.

BREEDLOVE LAND PLANNING, INC.

6.15.16

Hugh O. Brown, Jr, LEED AP — Date
Principal

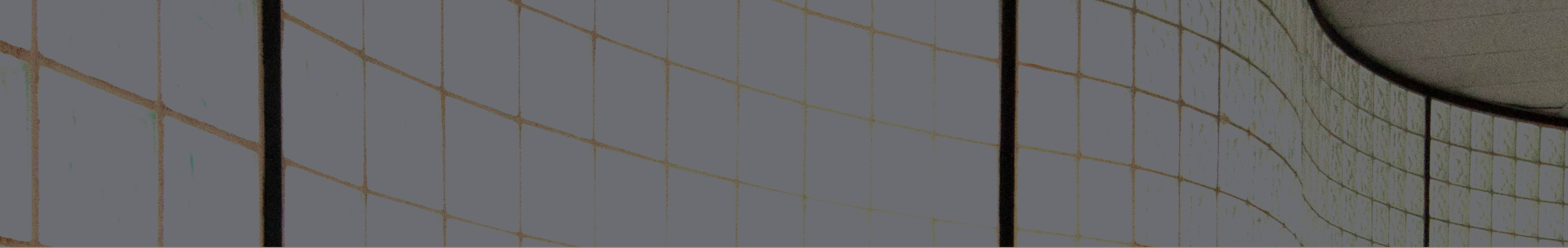
AUTHORIZATION

Acceptance of the Agreement and authorization to proceed is hereby indicated by the signature(s) below:

HAUSER WALKER ARCHITECTURE

Authorized Signature, Title — Date

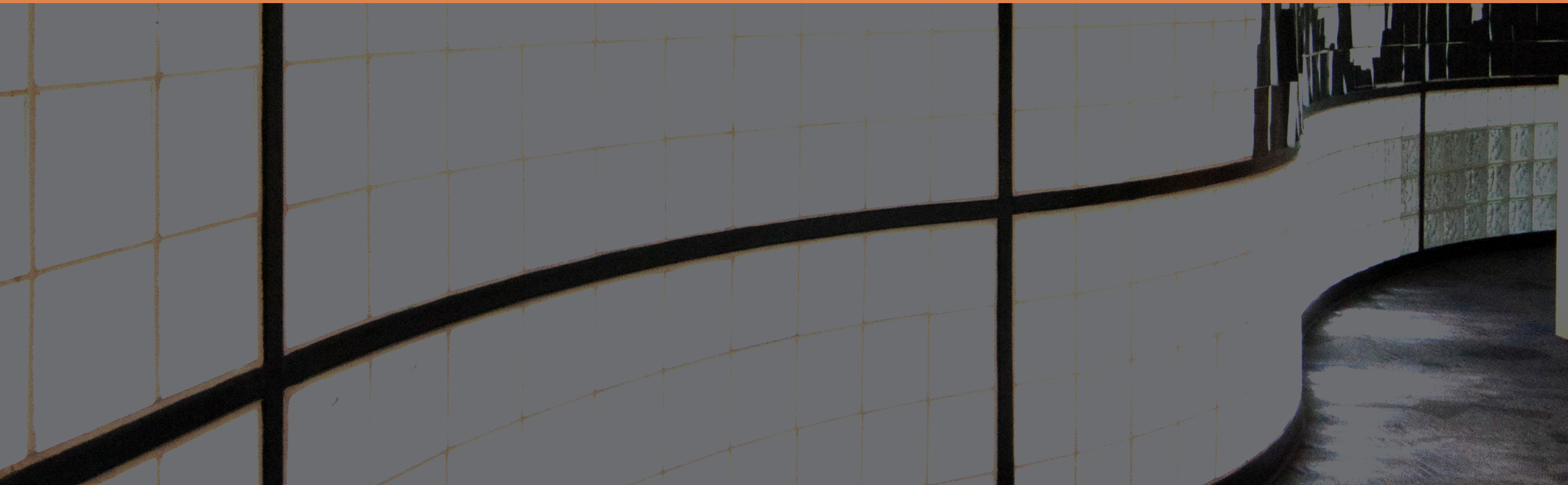
Printed Name and Title — Date



Alpharetta Arts Center Master Plan

238 CANTON STREET, ALPHARETTA, GA 30009 | JUNE 21, 2016

HOUSER WALKER ARCHITECTURE
with Richard Burck Associates



contents

1

executive summary

CONTEXT

When left with a vacant county Library, the City of Alpharetta's Recreation and Parks Department began a master planning effort to re-envision the space as an arts center. The Alpharetta Arts Center will be the cornerstone of a rebranded Garden and Arts District in the city. Improved pedestrian circulation through a park-like landscape with sculpture nestled into the site will encourage community exploration and interest in the arts. The existing Alpharetta Arts programs will relocate to the new center and will benefit from larger studios with controllable, natural light and a large gallery and black box theater to engage the community with special events and art shows.

PUBLIC INPUT

Early in the master planning process, Houser Walker Architecture facilitated eight public input meetings and the Recreation and Parks department created an online survey to learn more about the public's visions and priorities for the new arts center. Houser Walker compiled the data and created infographics (shown on the following page) to summarize the responses.

The visions for the programming of the art center could be summarized in two main categories: (1) arts oriented classes/ workshops and (2) arts oriented special events. Local artists were most interested in having a space to produce work, learn from artists, and showcase their work. Patrons of the arts were excited for the possibility of hosting and attending special events at the center - auctions, lectures, performances, exhibitions, fundraisers, etc.

PEER PROJECTS

Houser Walker Architecture and Richard Burck Associates toured three of the peer projects suggested in the Public Input Meetings: Abernathy Arts Center, Spruill Center for the Arts, and the current Alpharetta Arts Center. Successful art centers had flexible classrooms with controllable natural light and dedicated gallery space to showcase student work and host special events. Common difficulties for the centers were their visibility, accessibility, and identity as an art center from the street. Through signage, garden sculpture, and large windows into the gallery, the new Alpharetta Arts Center will have a visible identity as an art center from the road, engaging the community driving along Mayfield Rd or walking north from downtown along Canton St.

PROGRAMMING

Incorporating feedback from the public input meetings and tours, Houser Walker Architecture proposed floor plan test fits to accommodate varying proportions of classroom space and flexible event space.

FLEX STUDIOS | The Steering Committee determined a need for three flexible use studios which would be designed to best meet the needs of painting classes, the most popular program requested on the online survey. The studios would be approximately 600 sf, comparable to classrooms at the Spruill Center, with large north facing windows with controllable shades, moveable tables and chairs, sinks, and storage cabinets. A moveable wall between studios would allow the arts center to accommodate larger class sizes for popular programs and summer camps. Student lockers line the hallway adjacent to the flex studios.

HEAVY ARTS STUDIO | One studio will be dedicated to ceramics or other heavy arts which are more equipment intensive. The equipment will remain in place and thus reduce some flexibility of the space. This studio will have specialized electrical and ventilation provisions. A glass overhead door opens up from the heavy arts studio onto a new, open-air patio enclosed on all sides for outdoor working and storage.

MEDIA STUDIO | The existing meeting room will receive finish and technology upgrades to become a media studio, also available after-hours to the community as a meeting room. The media studio will distinguish the Alpharetta Arts Center from other local art centers by incorporating technology and the arts, further identifying Alpharetta as the "Tech City of the South."

BLACK BOX THEATER | A small Black Box Theater has a flexible wall system which opens up to the gallery, allowing the entire black box to be a stage and the audience to fill the gallery. When the flex wall is closed, the room can be used for small performance, performing arts classes, or lectures. A grid suspended from the ceiling will allow audio, lighting, and backdrops to be easily reconfigured.

FLEX SPACE | Approximately one third of the building will serve as a flexible use space which can be reconfigured for special events such as a gallery exhibition, artist lecture, auction, performances, galas, etc. Guests will enter directly into the flex space from the main entry along the existing glass block wall. Moveable gallery walls and art pedestals can be rearranged for art shows or completely removed for a large event or performance. Floor to ceiling glass along the Canton Street elevation will engage the community with views into the gallery and will provide direct indoor/ outdoor connections with the new park-like landscape and expanded porch. When the flex space is rented, access to the studios can be closed off while access to the restrooms remain.

BACK OF HOUSE | The existing restrooms will remain in place, receiving finish upgrades, and two new accessible restrooms will be added to meet building and accessibility codes. A new loading dock and back entry will be screened from the main entry walk by the new heavy arts patio. A storage room and catering kitchen are located just within the back entry.

MANAGEMENT

The management model of the art center is to be determined. Similar to the Spruill Center, the Alpharetta Art Center could be a joint venture between the City, responsible for maintaining the building and site, and a 5013c organization to manage the programming and events. Revenue can be generated through space rental of the flex space for special events as well as the meeting room, black box theater and studio access to individual artists. At a minimum, the center will accommodate a programming manager and receptionist while the maintenance staff will likely be contracted out. During the design process, there will be special consideration for long-term maintenance in the selection process of finishes and fixtures.

COST ESTIMATE

The final master plan drawings were used to determine the probable construction cost for the project, which was estimated to be 2 million dollars. Communications, IT, security, furniture and other owner related costs were estimated to be $800,000, bringing the Total Project Budget to approximately 2.8 million dollars. The enclosed estimate detail breaks the project down by scope.

PUBLIC INPUT GATHERED THROUGH IN PERSON MEETINGS WITH THE FOLLOWING GROUPS AND AN ONLINE SURVEY DISTRIBUTED TO CITY OF ALPHARETTA EMPLOYEES AND RESIDENTS THROUGH THE RECREATION & PARKS, ARTS CENTER, SENIOR CENTER AND OTHER E-MAILING LISTS.

- Arts Guilds
- Local Art Businesses
- Performance / Theater Groups
- General Open Community
- Educational Partners
- Senior Community
- Special Needs Community
- City Leadership

COMMON PUBLIC INPUT:

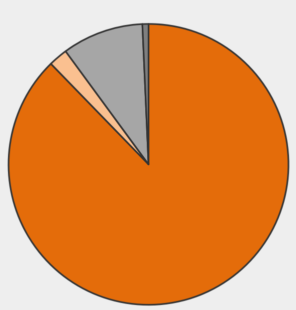
- arts oriented classes/ workshops
- arts oriented special events
- visual + music + performance
- showcase local and regional artists
- flexible
- accessible
- natural light
- indoor / outdoor connectivity
- adequate parking
- preserve greenspace
- visible identity as art center
- gateway into garden/ art district
- Alpharetta “tech city of the south” identity

PEER PROJECTS:

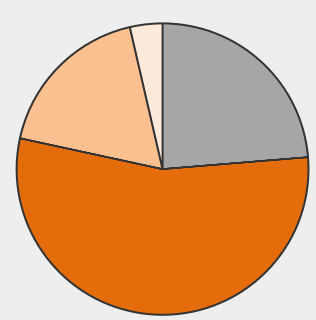
- Abernathy Arts Center
- Spruill Center for the Arts
- Alpharetta Arts Center (Crabapple)
- Roswell Art Center West
- Othels Art Gallery & School of Art (Alpharetta)
- University of West Georgia Art Center
- Hudgens Center for the Arts
- Atlanta College of Art / SCAD
- King Plow Arts Center
- Atlanta Printmakers Studio
- Mason Fine Art & Events
- Callanwolde Fine Arts Center

Out of State: Penland School of Crafts, Arrowmont School, Wildacres, Hamiltonian, Birmingham Bloomfield Art Center, Obelisk Art, Kohl Children’s Museum

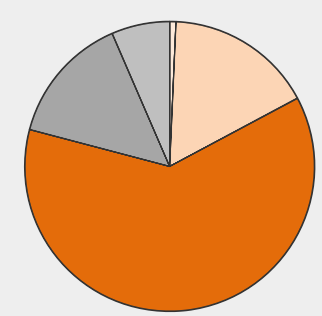
139 ONLINE SURVEY RESPONSES



87.8% Alpharetta Residents
9.4% Work in Alpharetta

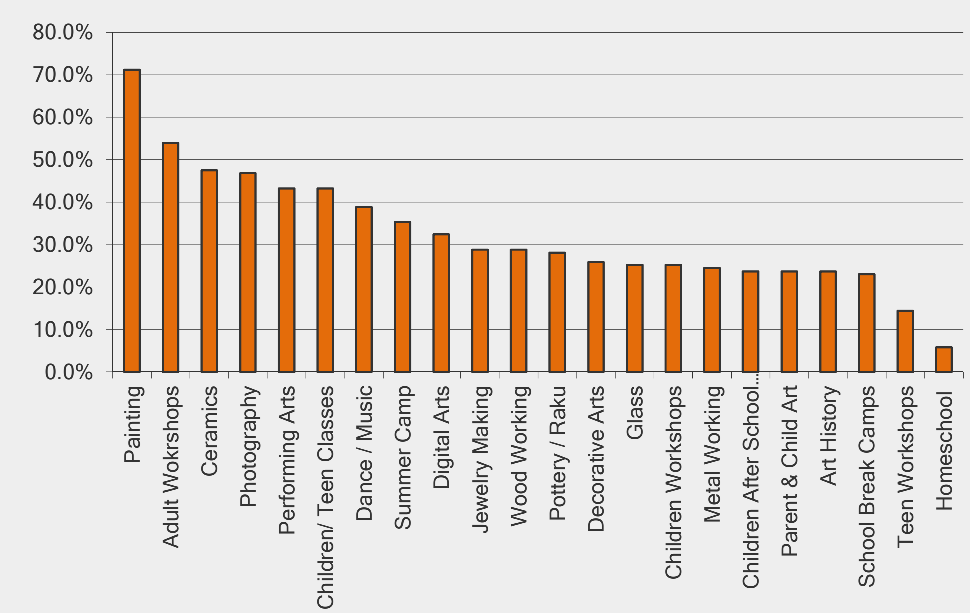


54.7% Live 1-5 miles away
23.7% Live less than 1 mile away
18% Live 5-10 miles away



61.9% 36 to 55 Years
16.5% 25 - 33 Years
14.4% 56 - 65 Years

What programs would you or members of your family participate in at the new arts center? (check all that apply)




ALPHARETTA ARTS CENTER

2

selected concept

CONTEXT

The proposed plan will strengthen the identity and visibility of the Arts Center through strategic site interventions. An approach walk will extend down towards the intersection of Mayfield and Canton, reaching for Alpharetta's downtown core. The Art Center's porch will be renovated and enlarged, extending further into the park-like landscape. Signage at two locations along Mayfield Road will create a district gateway for the institution. Most importantly, treatment of the site's edge spaces will be planted in a manner that reinforces the already established "Garden District" typology, with landscape planting allowing clear sightlines to the building.

SITE & BUILDING

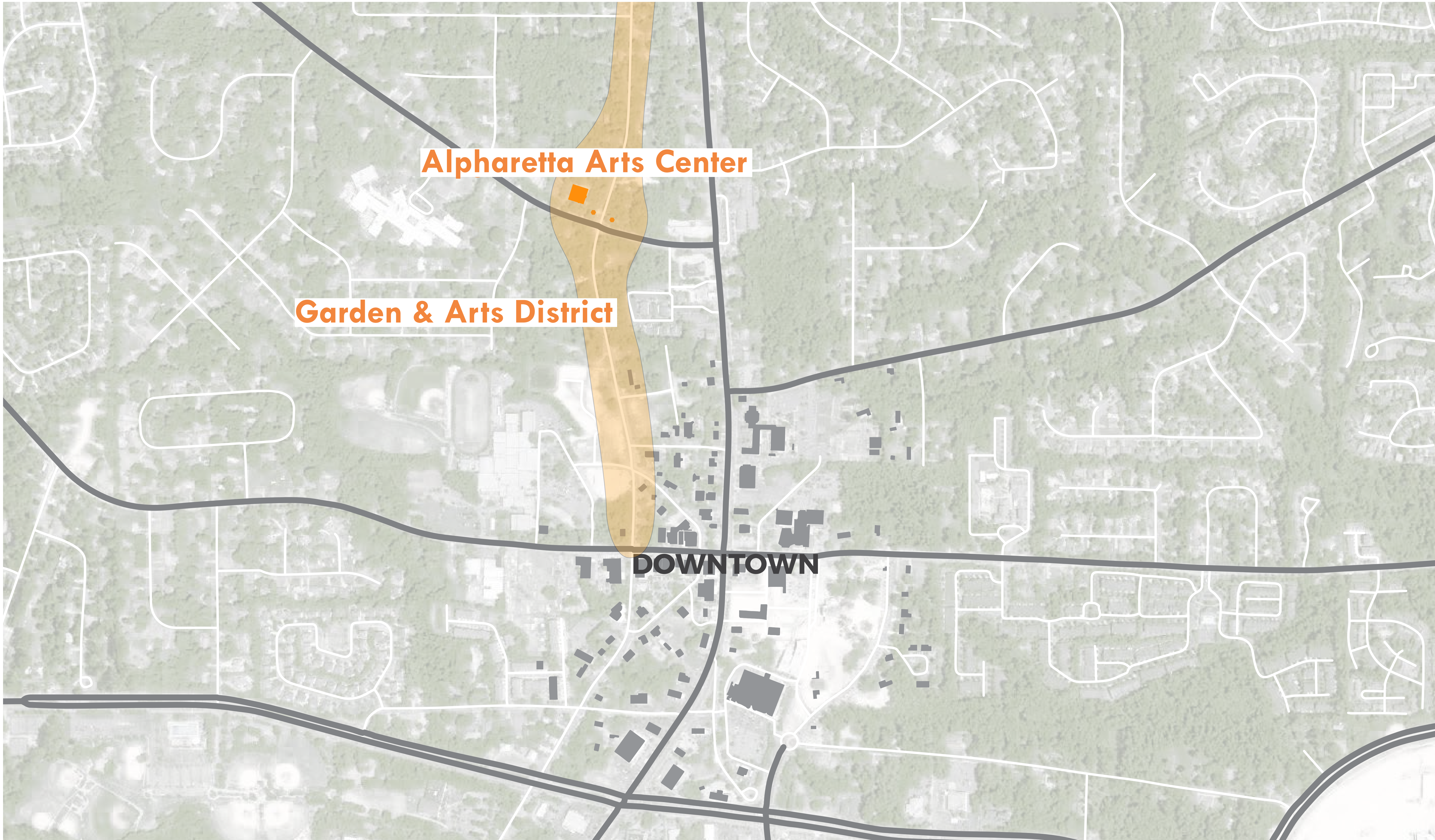
The overall design scheme brings appropriate consideration to both site and building. Accessibility and legible pedestrian approaches from the sidewalks to the east and west (and adjacent parking lot) are primary focuses. Sidewalks will be pulled back slightly from the high-speed traffic of Mayfield Road, and turf shoulders will be installed as buffers wherever possible. The new design proposes a separate entry to the Arts Center from the parking lot, which will remove the shared function of a building service entry. The porch will be extended towards the landscape to offer informal outdoor performance spaces and integrate with the park-like landscape.
Tree preservation will be integral to the success of the landscape: as many trees as possible should be kept to provide visual and experiential structure between the Arts Center and the busy roads surrounding the parcel. Informal shrub plantings will create a sense of enclosure for areas of public sculpture, performance (outdoor amphitheater) while visually unifying the site. Shrub planting will also help to screen traffic from lawn areas. The vertically-oriented "pylon" signage will be designed to complement the Arts Center's existing columns and mature oak trees.

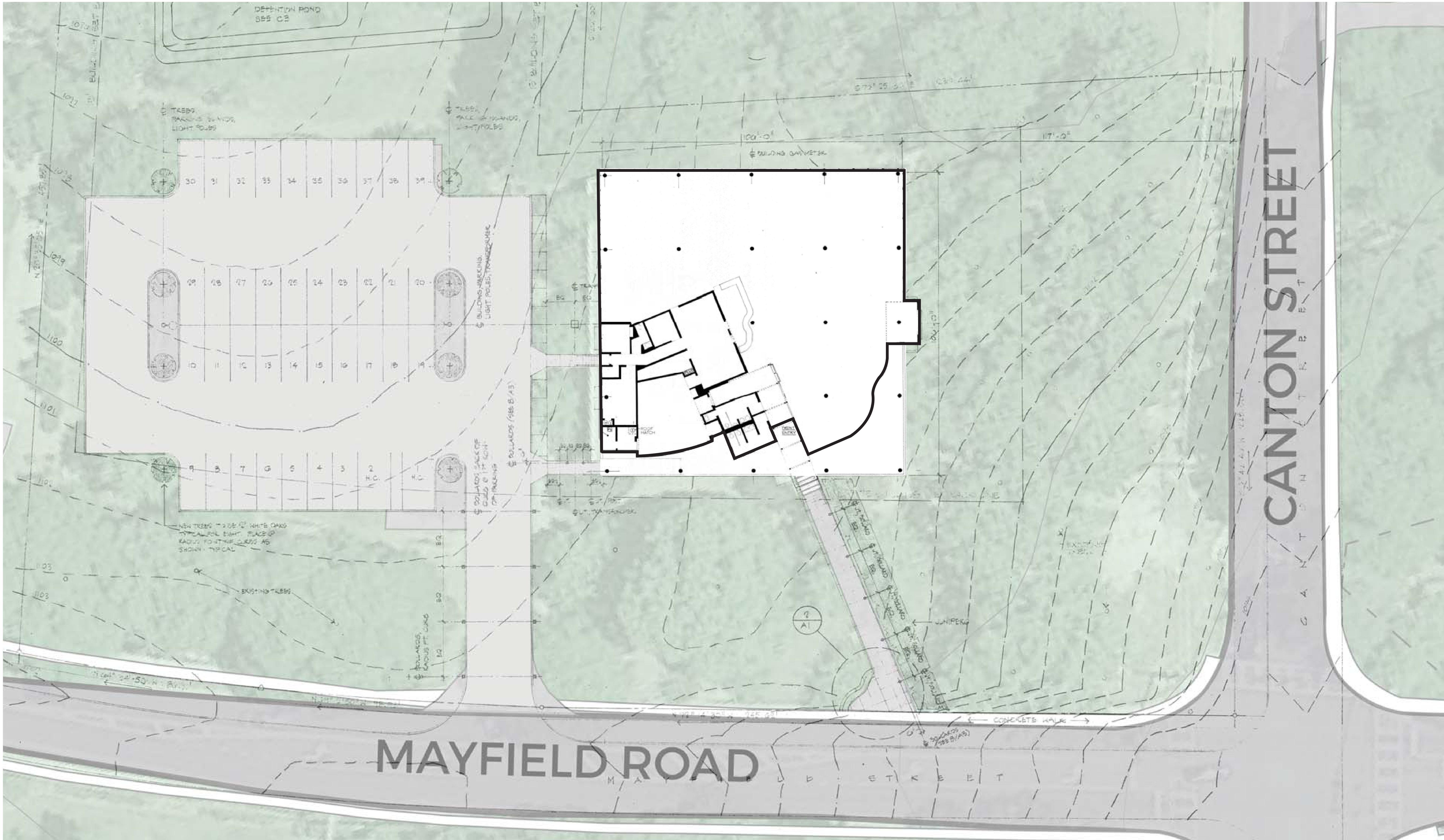
SITE PROGRAM

Site programming for the Arts Center focuses on inclusivity and creating a place that will be valuable to both community and visitor. Fixed sculpture podiums will be distributed throughout the lawn to host a rotation of student exhibitions. Their informal placement intends to playfully surprise users as they weave throughout the site. A dedicated trailhead will be installed to direct parents and children to a large permanent play sculpture, which allows climbing, hiding, and natural-play building opportunities. The parking lot will be designed to fit larger social events (food trucks, outdoor art, fairs) when needed. Site maintenance costs will be reduced by installing native, low-maintenance plant material. To alleviate soil compaction from visitors, root zone soil should be aerated regularly in consultation with an arborist.

PARKING/SERVICE/LOADING

The existing parking zone has the ability to expand, transitioning from 39 parking spaces to as many as 60. The addition of a curb cut will allow for one way in and out of the lot. Both the cut and the lot expansion will allow for off-street queuing for up to 20 cars. This option will require the capping of an existing detention basin building over underground stormwater galleries. A loading dock will be developed for the Arts Center, accessible during loading by a mountable curb detail.


Alpharetta Arts Center
Garden & Arts District
DOWNTOWN


CANTON STREET
MAYFIELD ROAD

The existing topography presents artificial berms at the entrance which block the pedestrian approach from the line of sight at the intersection. The natural grade of the site will be restored and a new pathway with shallow steps will provide direct access from the intersection.

The existing ribbon windows are positioned at sitting height which allowed for views out while reading in the Library but do not provide sufficient daylight or views for art classes or gallery spaces. With the library stacks removed, the space is very open. The proposed master plan balances the amount of open space remaining in the building with accommodating the desired number of art classrooms.

The piano shaped glass block wall is a key architectural feature of the Library. It provides sufficient diffused light but does not allow for visible connectivity or access between the inside and outside of the building.

Shallow landscape steps

Pylon Signage

Sculpture nestled in the landscape

Selected Concept | Floor Plan

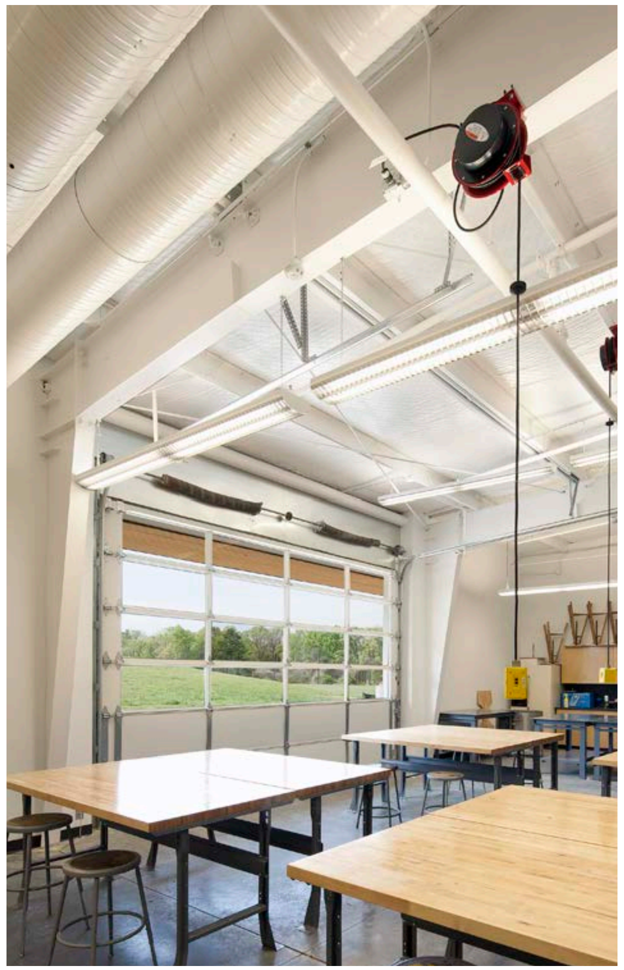

Expand and activate front porch.


Black Box Theater

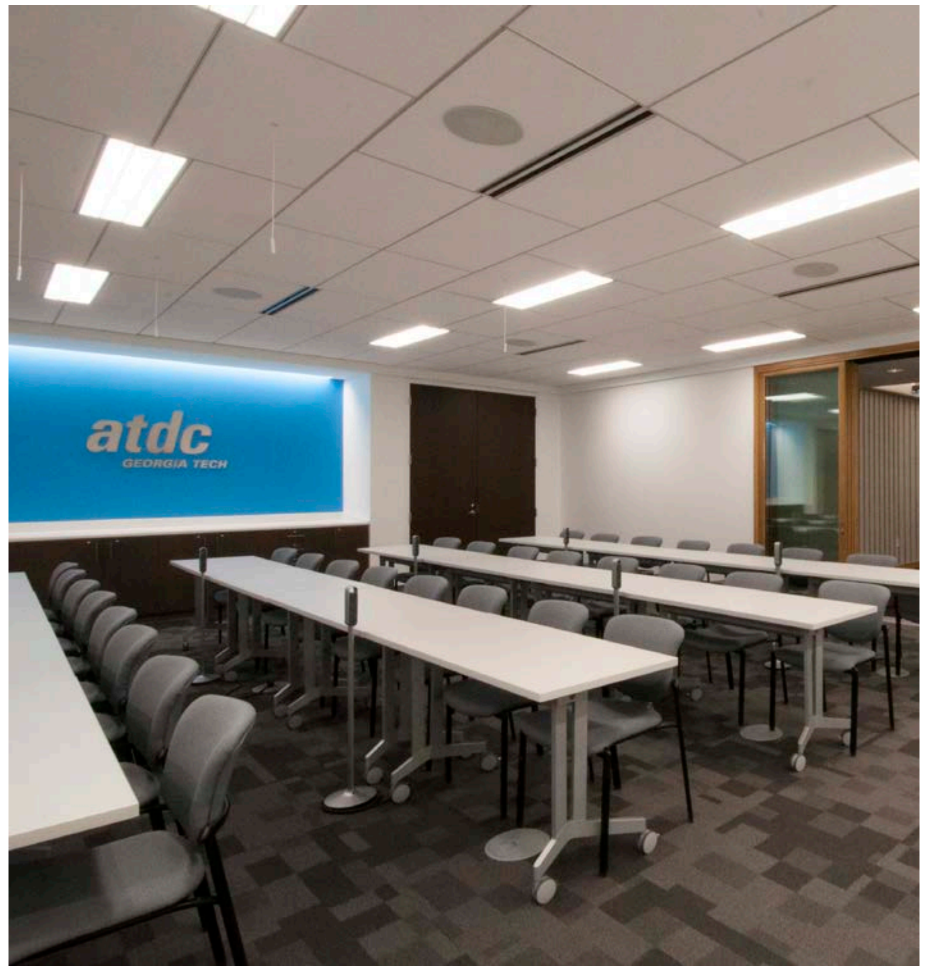

Flexible Partitions

PAINTING STUDIOS

CERAMICS STUDIOS

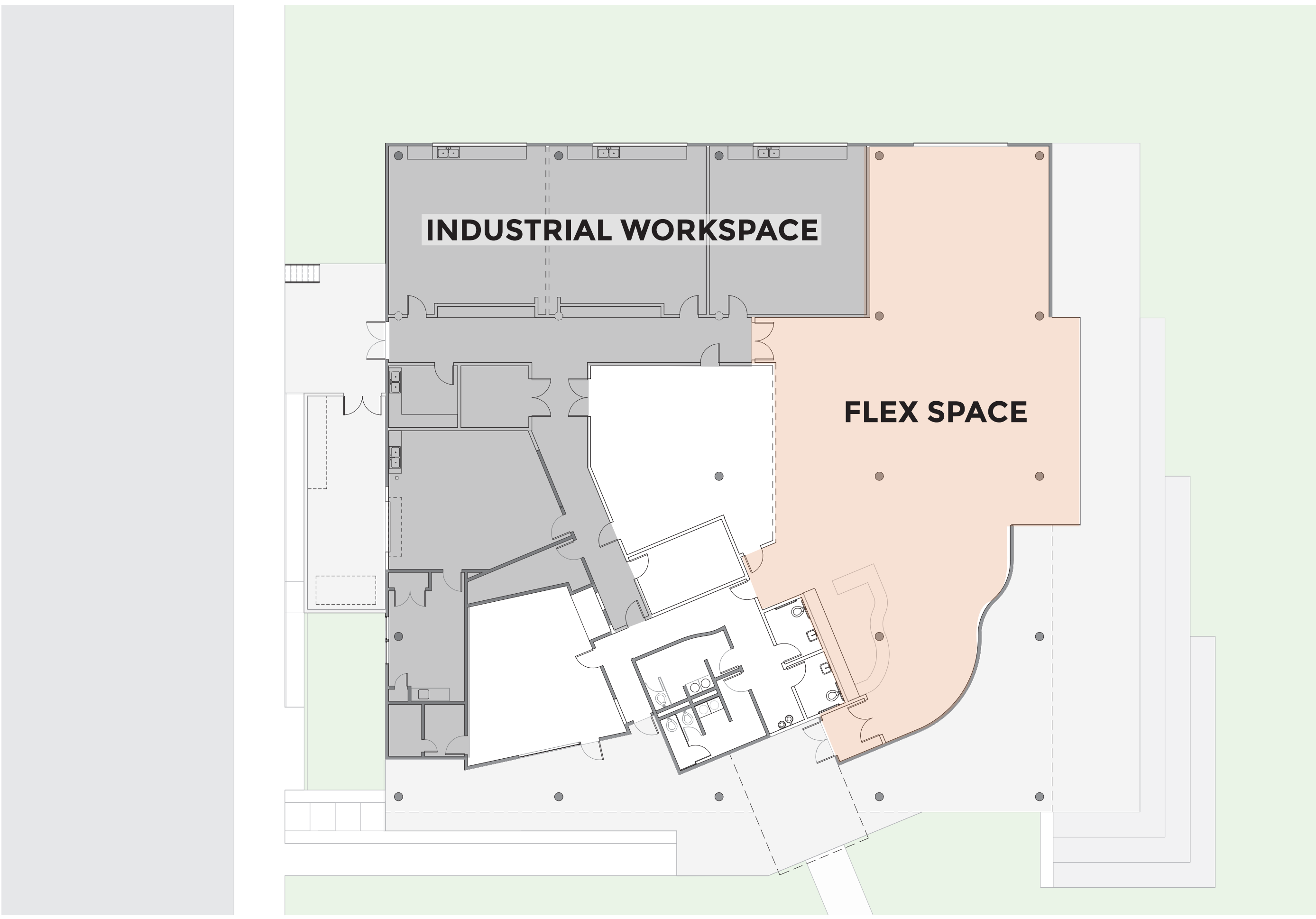


FLEXIBLE STUDIOS

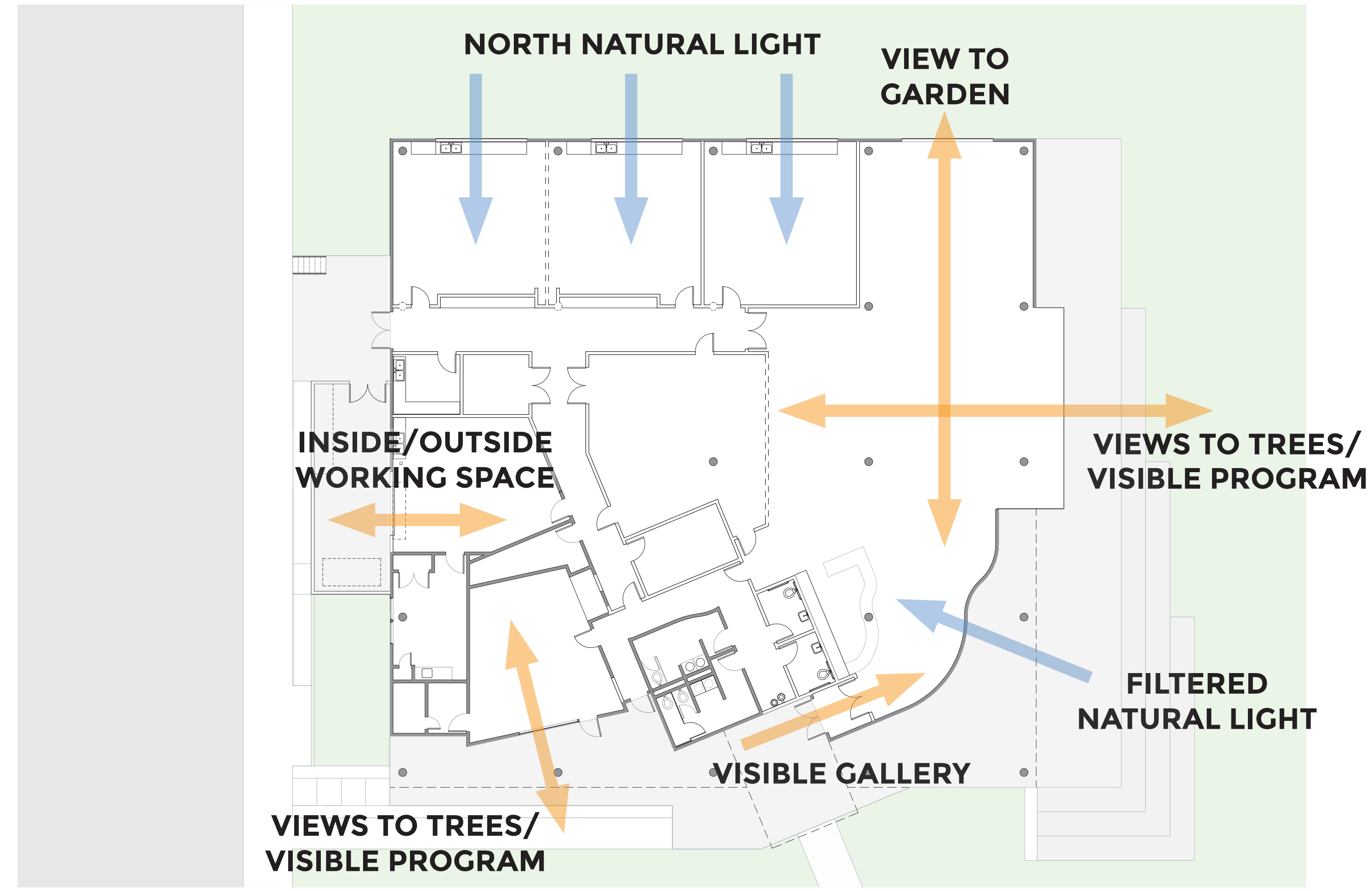


MEDIA STUDIOS

FLEX SPACE



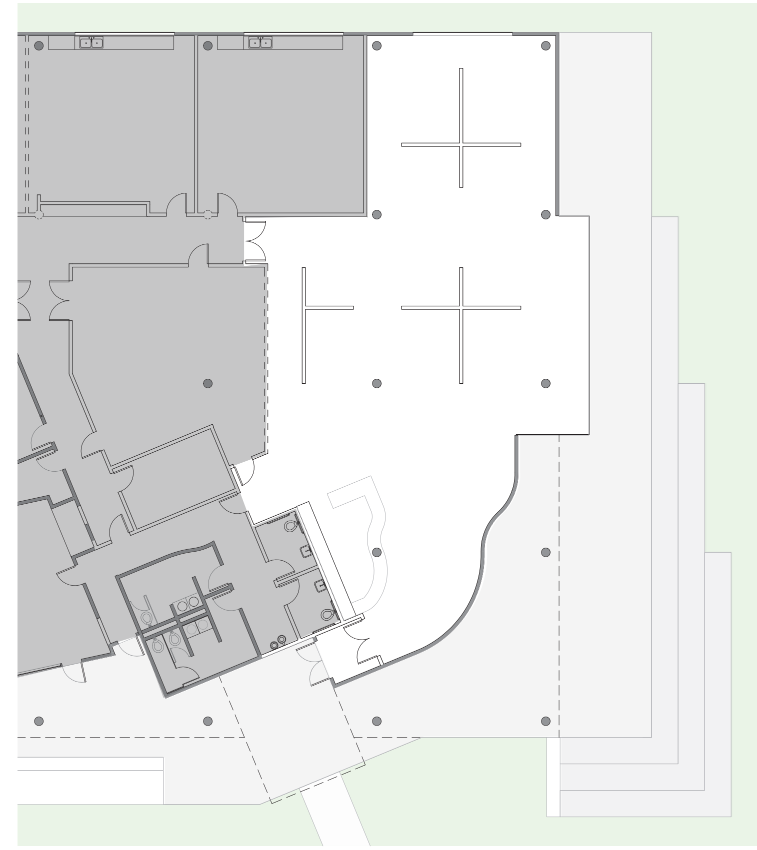
INDUSTRIAL WORKSPACES V. HIGH FINISH FLEX SPACE



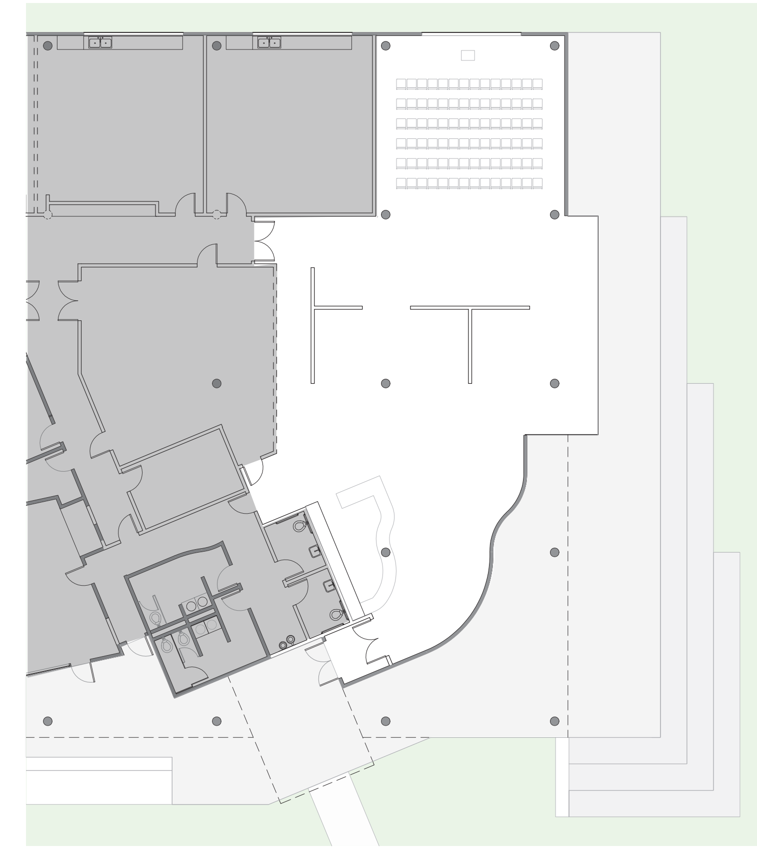
INSIDE / OUTSIDE CONNECTIONS

AFTER HOURS ACCESS

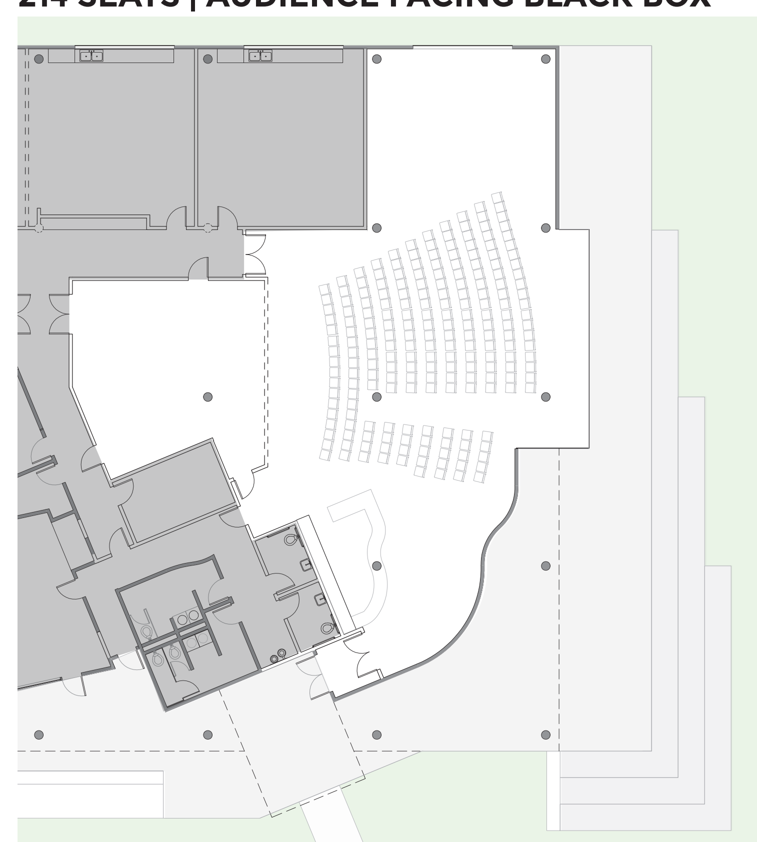
GALLERY



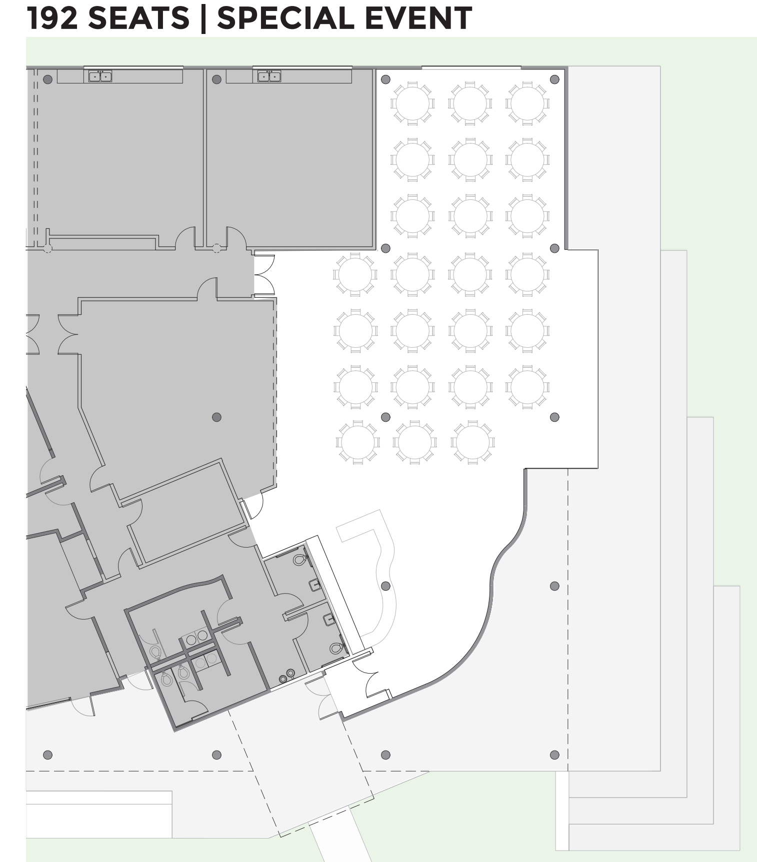
ARTIST LECTURE



214 SEATS | AUDIENCE FACING BLACK BOX

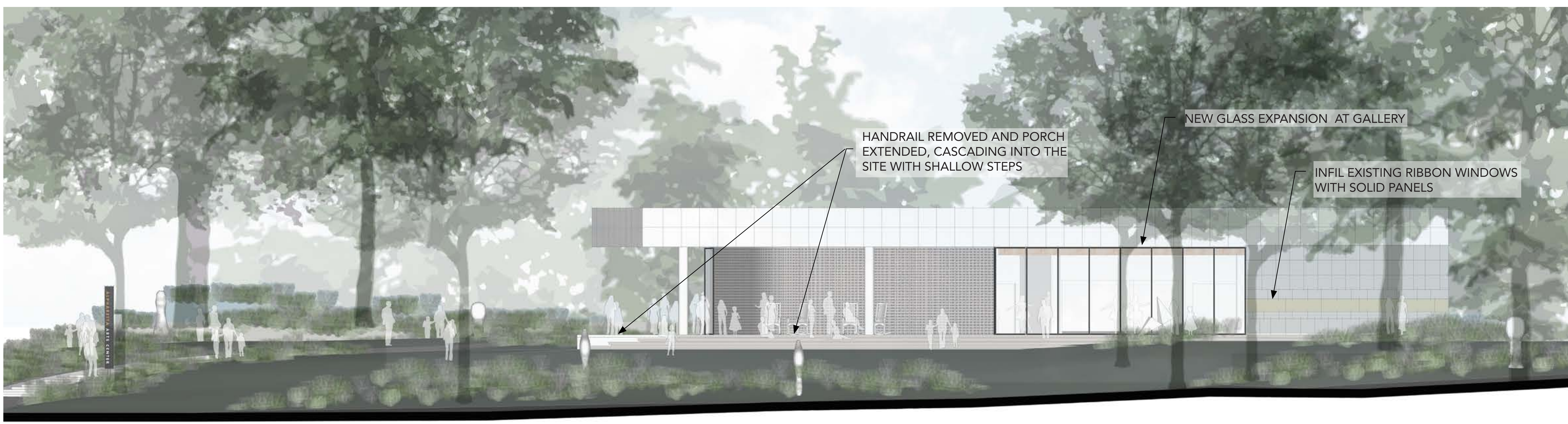


192 SEATS | SPECIAL EVENT



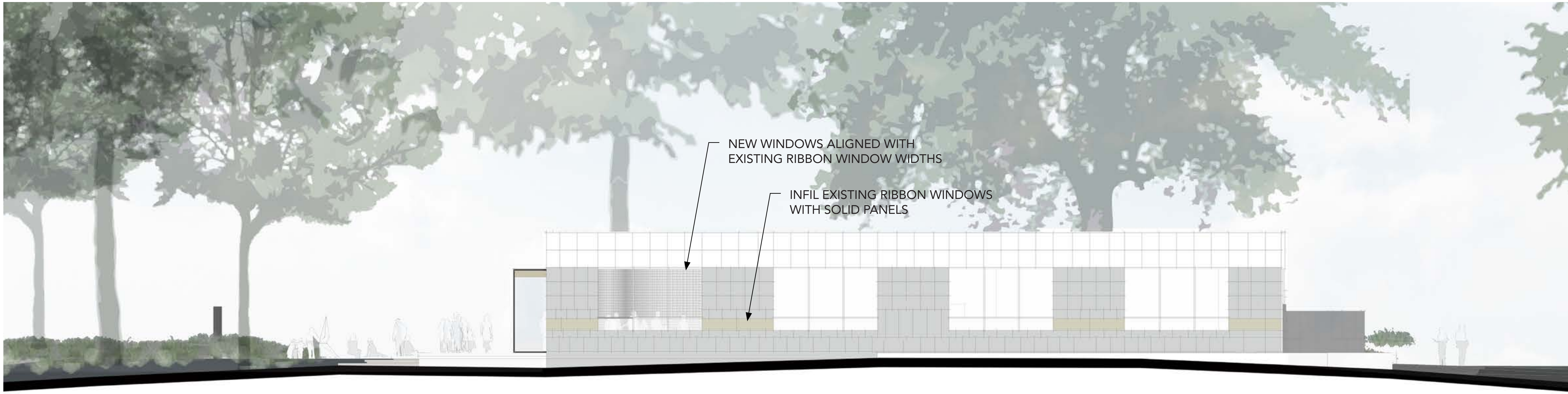
FLEX SPACE LAYOUTS

SOUTH ELEVATION (FROM MAYFIELD ROAD)

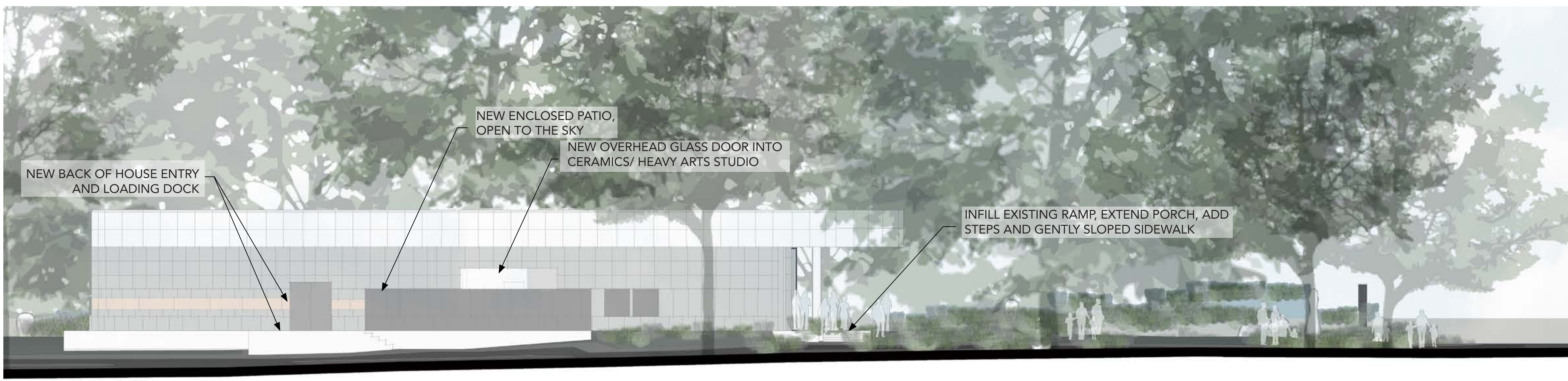


EAST ELEVATION (FROM CANTON STREET)

Selected Concept | Elevations



NORTH ELEVATION



WEST ELEVATION

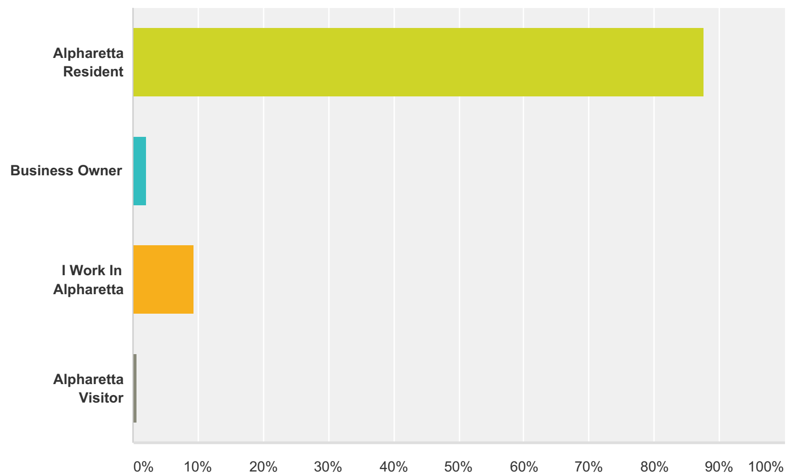
3

appendix

public input survey results
preliminary space program
cost estimate
meeting notes

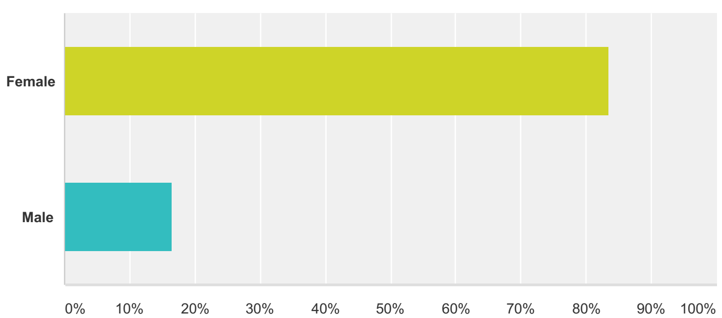
Q1 Which of the following best describes you?

Answered: 139 Skipped: 0



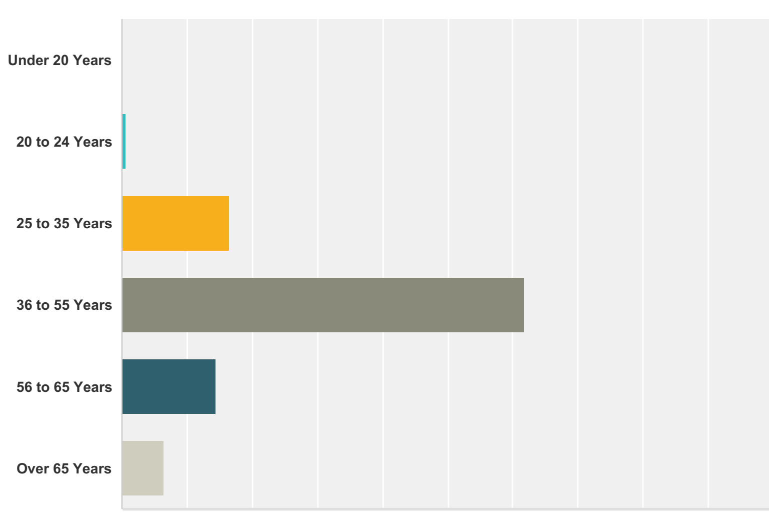
Q2 I am

Answered: 139 Skipped: 0



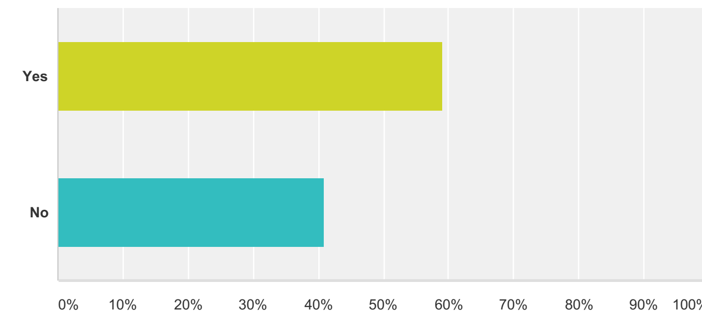
Q3 Which of the following best fit your current age?

Answered: 139 Skipped: 0



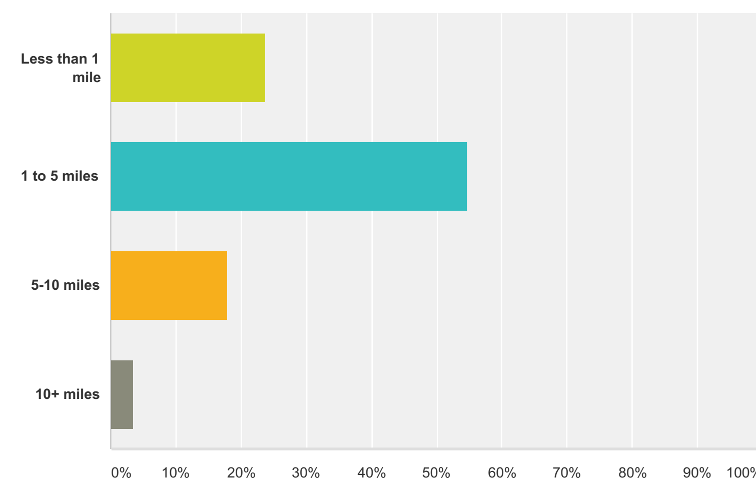
Q4 Do you have any children under age 18?

Answered: 139 Skipped: 0



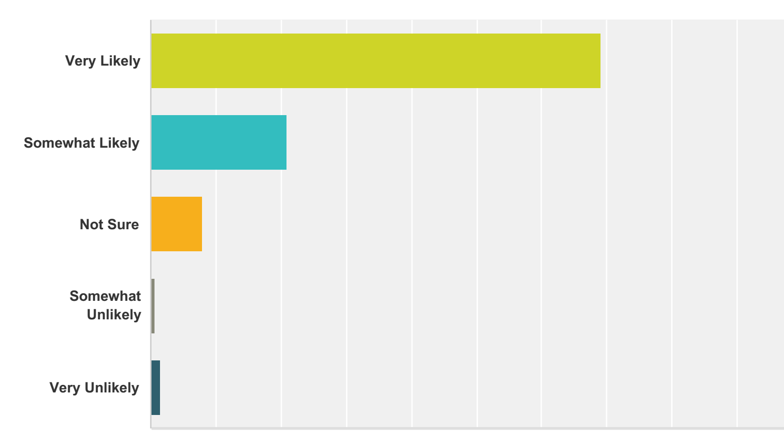
Q5 How far from the new arts center (238 Canton Street) do you live?

Answered: 139 Skipped: 0



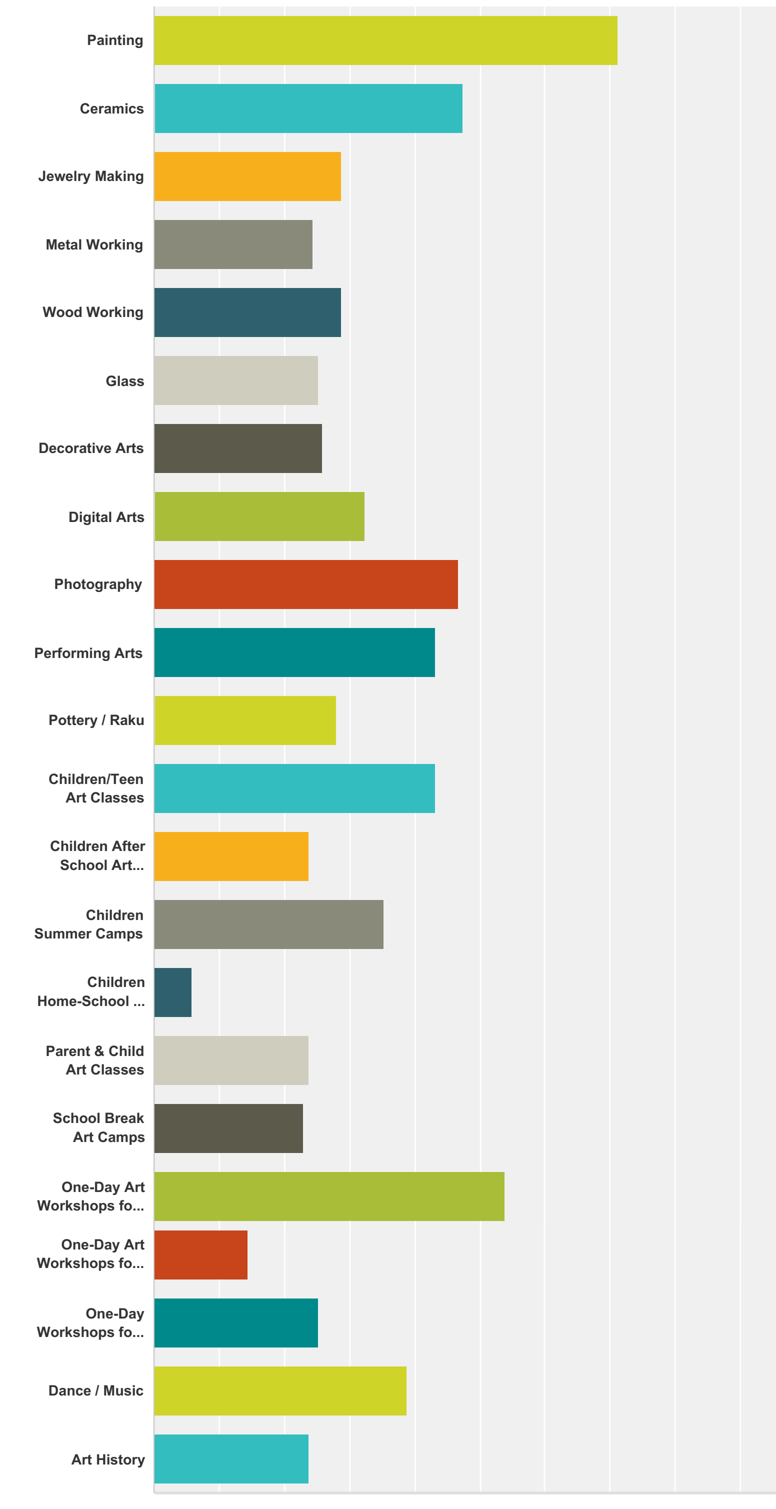
Q6 How likely are you or members of your family to visit or participate in programs, events, or offerings at the new arts center?

Answered: 139 Skipped: 0



Q7 What programs would you or members of your family participate in at the new arts center? (check all that apply)

Answered: 139 Skipped: 0



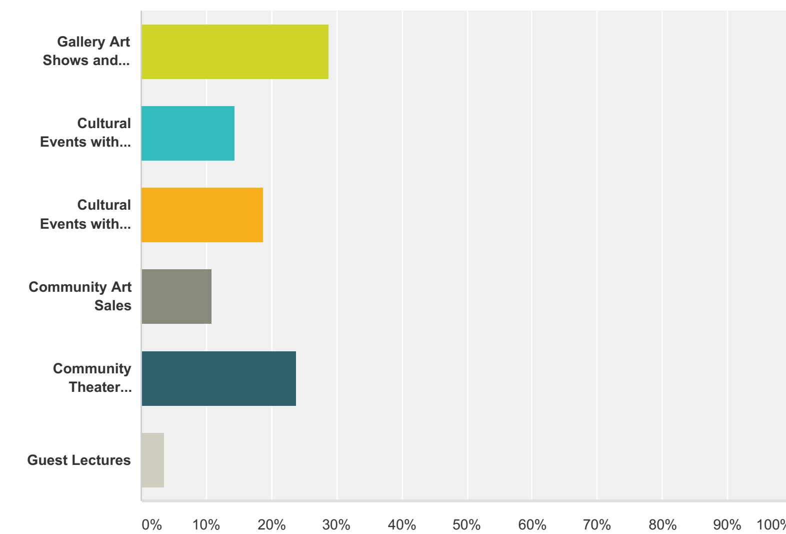
Q7 What programs would you or members of your family participate in at the new arts center?

other

Direction, Production, Radio jockeying, Anchoring,Video making, photography
Would especially love to see art classes offered for kids with disabilities! Inclusion is great as well with extra helping hands.
Program of some kind for those with special needs/handicaps.
Accessible art program for children with developmental disabilities
Special needs art group class
Electronic arts anime.
Adaptive art programs for those with disabilities
writing, screenwriting, movie making acting
Drawing, palette knife
Perfect place for cocktails and a restaurant also. Wine and food would get more people in to see the arts!
Neighborhood band or orchestra. Small groups
Special needs art
Writing classes for poetry, novels
Calligraphy
Multi day art workshops
My husband is a playwright so he would probably be interested in new play development. I am a fiber artist, so I am interested in quilting and fabric dyeing.
Art theory, Lectures, Art exhibits, concerts, performances
Digital Art, animation, video -- anything tech!
Life Drawing for high school students and Improv classes
Drawing/fiber/fabric arts classes
Art exhibitions
Figure drawing, illustration, children's illustration, pet or child portraits
maker space - rented or open time using available tools/workshop
Digital arts
Printmaking
sculpture, fiber arts, basketmaking, weaving, filmmaking
Cooking, public speaking and presentation

Q8 Which of the following would you or members of your family likely participate in if offered at the new arts center?

Answered: 139 Skipped: 0



other

Video making
Also community theatre productions and food events
Special Needs Programs
Music
Programs and services to support those with disabilities in the community
msybe all above
Everyone
All the above
All of the above
all of the above (could only click one) - you can fix this on survey monkey :)
I would attend most of the choices
ALL OF THE ABOVE
The survey only lets you pick one in this category but they all sound worthwhile.
We love all of these!
I could only select one above, but would also attend music events with local musicians, and community art sales.
All of the above!!
Ballet performances
All of th above. It wouldn't permit more than 1 selection
All of the above
i attend more than one of these if not all events stated above.
Play readings, classes
All the above
Not letting me pick more than one item and I would attend several of these!
All events.
theatre
All the above (could only check one)
*I would like to select ALL (computer will not allow it)
all of the above. Can't pick more than one.
All of the above
All of the above
All of the above!
all of the above
survey only allows one choice. would have chosen more.
n/a
Cultural Events with Music

Q9 What types of programs, events, or offerings would encourage or make it more likely for you or members of your family to use or visit the new arts center?

Art shows
?
after school programs for our MS boy
Acting workshops, production, entertainment related work and workshops
Programs involving children. Also would love art programs for people with different abilities such as autism.
Art classes for adults n children
Events held after work & on weekends
Family friendly offerings, free or low cost events
--
Anything offered to the community with disabilities. We have a teen now, but it won't be long before he's considered an adult.
Summer camp art, or drama classes
Short term programs like a few hours or one day vs multi day or weeks
Theatrical Performances - Plays
Plays, art exhibits and other cultural events.
Baby friendly classes for mom & me
Cultural events with music and/or food
Children activities... Acting classes etc.
Art showings
Kid and family friendly events
.
Activities for Kids - Classes/Camps, performances/theatre events appropriate for kids, an annual community arts festival with food trucks, music, vendors, etc.
art displays by local and regional artists
We like programs/events that are more casual (child friendly - 8 yr old). Programs that are come at convenience and self guided or less heavily staff guided. We like to expose our son to cultural events but not at the risk of disturbing others at a more formal affair. We like music and art and history but not formal lectures. Something interactive or engaging for elementary school aged children.
Adaptive art or adaptive theater for adults (18+) & children/teens with developmental or orthopedic disabilities that are unable to participate in programs for typical peers.
Accessible art program for children with disabilities
Music
Music and art shows
Offerings for special needs young adults
My company is tech oriented. Would love to teach digital but also would like to take writing like comic books
Shows of local artists' work; classes in jewelry making, metal working or photography for adults
Musical events. Painting classes Access to accessible programming for individuals with disabilities Theater productions
Make it different. Not just old people and kids crafts. Something my husband and I can do or attrnd together. So need something in downtown to do
Performances, evening and weekend classes for us working folk
The programs that are being offered today.
Events on the weekends for working families!
Painting classes
Art classes
Rotating/visiting exhibits
Theatre Productions or classes, digital photography classes
Open times for kids to come during the week after school and weekends
Any cultural event.
Classes, musical productions
We love the arts program you have now in Crabapple.
rotating theatre productions
Advanced ceramics classes with open studio time, ceramic artist workshops, a gallery to sell work, a place to buy healthy snacks/beverages/coffee on the premises during open studio times, electric as well as atmospheric firing opportunities.
painting classes for adults and teens
with food and beverages. Nice to have full bar and restaurant in the evenings.
I actively participate in Kip Rogers' classes and would love more diverse art classes, incl. photography, mixed media/collage, other hands-on art. Would love more cultural events, art shows, lectures. Maybe a sign language course?
Community theatre & music. Culinary classes.
art classes
family friendly opportunities
cultural events with food
.
music and theatre
Local theater. Needlework groups. Quilting classes. Painting group. Bring your own supplies.
All art
FREE & A VARIETY OF INTERESTS
Local artist talks, demonstrations, a place to hold painting workshops with easels, live models, etc
I really don't have any additional programs to add to your list.
Hands on events! Both for adults and kids. Also, give local groups a place to perform locally!
Pottery classes, community events that bring the community together around art.
Community art sales
Open to all ideas. Could see evening concerts on the grounds
Lectures
Ballet, classical music, graphic arts, arts & architecture education/ lectures
Maybe having a membership fee as an option as a higher level of membership and with that comes perks. I would love to see Catherine Rogers featured as well as Ann Frantic. It would be great to have programs similar to the art center in Little Rock Arkansas they do a great job
Art classes and shows and programs like the Spruill Art Center
Arts/crafts/dance
Art classes for kids. Current art location is too far for us.
Affordable learning opportunities for teenagers in musical theater.
Art and music showcases
Adult activities after 5:00 or on weekends
Photography and art classes and exhibits
Any of the above
Guest lectures on art
Watercolor classes, acrylics
Art exhibits, music events, workshops
Kid friendly events
Art events, Music, Theater, Painting, Clay works any type of easy and unique art classes.
To have access to equipment or space that I don't have at home. I don't dye at home because I am concerned about dye powders without proper ventilation. It is also difficult to rinse out fabric in a large sink.I don't have a space to boil dyes without messing up my kitchen.
Open studios.
Performances of all kinds Art Exhibits and lectures of interest and quality
Local artist Photography classes
art classes
Adult workshops, weekend and evening events, high caliber instructors (like folks from SCAD) -- use great teachers and talented working professionals).
Art workshops, classes, guest speakers.v
those listed above offered at times for adults who work
Art - drawing and painting classes, piano lessons for adults, drums lessons for teens
Arts festival, puppet shows
OIL AND WATERCOLOR PAINTING CLASSES OR WORKSHOPS
I would like to see classes that offer art for all levels, so that we may progress beyond the introductory levels.
Any art exhibition , theater , musical would be great!
-
adult workshops
Art classes, art shows, music
Theatre performances
Interesting talks and/or lectures on art related topics with demonstrations of that medium.
Art classes, art exhibits
Interactive art projects
I teach art at Milton High School. I would love to partner with teachers in order to enrich my students education. I would also love to have opportunities to bridge the arts center and area high schools.
Painting class, gallery art shows and cultural events with music

Children's art classes.

Modest fees Learning Local

Art programs! (I'm a professional illustrator and children's illustrator...) I could even teach a workshop or class on illustration

Classes for teens and younger

Free events, art classes/workshops having to do with old techniques (looming, weaving, crafting, etc...) I would love to see a quilting/knitting class/group. Also, how to classes on different arts/crafts from around the world (like Shibori for example). Also, upcycling art .

Specific art classes such as fashion or interior design

children's activities, advanced arts classes, spaces with lots of light and views of outdoors, community events - some for families, some for adult socializing,

Drop-in children's art, ceramics

Theater performances, dance lessons

Intimate music especially classical guitar. Innovative small productions.

Variety of choices like in question 7 for adults.

School events, work in allignment with the high museum, goat farm, Atlanta printmakers studio, and other arts collectives in the city.

Creative arts

see above

Convenient times

Evening socials

we are interested in photography, digital art, classes about adobe photo shop or illustrator and community theater

Painting classes for adults and teens and drawing classes for adults and teens.

If they are more progressive and modern, and not just geared for children.

Art classes

All of the above listed activities, we could just walk there!

Affordable programs for parents with young (infant - less than 5) children.

Gallery Shows of local artists as well as special guests artists, film series, gallery talk by artists, unique gifts for sale, open studio time, short term and long term workshops

local art shows

Love to see art shows, classes and special events focused on art and music.

Theatre and art classes

We attend many local attractions so it isn't so much what it is but how you advertise & when I know about it to schedule onto my calendar. Knowing far enough ahead to publish in the spring/summer & fall/winter class registration booklets would be ideal.

Music, theater, guest lectures

Children's activities are key.

kids stuff, stuff historically relevant to Alpharetta and Georgia

Craft classes

All of activities shown in question 8

Art shows, exhibits, sales. Add wine night for adults.

N/A

Family friendly events

Q10 What types of programs, events, and offerings would you or members of your family least likely participate in if offered at the new arts center?

none

?

program offered before 4:30pm. I have to work and cannot get to the center before 4:30pm

No idea

Arts of all types

Can't say

Events for young children

Expensive activities

--

Don't think I could get my boys interested in jewelry making or art history.

Cultural arts... Just look at my neighborhood and I've got that covered

Multi day programs

Musical Concerts

Musical events

Activities during normal business hours

Children's activities and camps

Nothing per say.. I would support community activities.

Childrens programs

Anything not age appropriate or respectful. Not likely to buy high dollar art or attend late evening events.

.

n/a

pottery, jewelry making, performing arts

Something formal or extremely structured. Child-sitters are becoming hard to find so most of our events include our 8 yr old son.

Anything of interest to the special needs community as well as art sales/shows from the general community.

Not sure

Arts and crafts

Theater, Dance

Guest lectures

Kids camps - no kids or things overrun with kids

theater, children's art (my children are adults)

Food events. Already have enough in Alpharetta

Paint, decorative & jewelry. Ugh. Too many of these classes. Lots for kids but not enough for us who work all week and don't want to drive to culture experiences

Ceramics, painting, summer camps

Since my children are teens now, my family would not participate in the art/music programs for young children.

na

Classes for children

Art classes

Performance program/maybe some music

none

Being expensive

Art classes

anything children related

Cultural events with music.

classes due to distance from facility

children's programs....until I have grand children

theatre

no answer

I don't think we need diverse religious themes. There is already lots of theater and kids' dance in the community. Don't let it be all kids' stuff or be overrun by homeschool events. Nothing political.

guest lectures

lectures

adults only art shows

Cultural events with music; community art sales; theater products; guest lectures

.

art history

Same

No comment

EXPENSIVE

Obviously with grown children, it would be children activities but as a former teacher, I might just apply to teach a little class!

Probably the theater art.

Out of town bands performing.

Food events, theater events. I feel there is already local theater with Act 1 and with some venues in Atlanta.

Dance and theater events. Space available for resident artist to live.

Kids stuff - too much already in Alpharetta. We working folks do not have that many fun options

Not sure

Rock concerts, animal acts

I probably won't go to many openings because I have to find a babysitter and pay the babysitter and I'd rather save that money for classes

Children's theater

Children's activities - but only b/c I don't have children :)

Adult only events.
Lectures
Performing arts, but I'd come watch
Dance
N/A
Anything with crafty things
Can't think of any
Children's events (because mine are grown)
High cost events
Lectures without any hands on experience
Textile classes, quilting classes, space for quilting bees to meet
Open studio figure drawing
Metalworking
Art classes
guest speakers
Not sure.
All visual arts, theater, music, classic arts, crafts, etc.
children's events
Art - drawing and painting classes for teens, piano lessons for adults, drums lessons for teens
NA
JEWELRY
Performing arts.
We like all kind of arts
-
children activites
Children's programs
NA
not applicable. I'm interested in all phases of art and music, etc.
Children's programs
Children events
Theater productions. I feel that is covered through Act1.
art history
Thearer productions
Dance classes
None that come to mind
Theatre or photography
Summer programs
I can't say.
Basic painting classes
loud music events
Children's events
Childrens programs
Anything for kids.
high fees
none
guest lectures
Expensive ones.
Daytime events.
events for young children as mine are 6th grade and above
Performing arts
Childrens' activities
Kid's programs
Children's
High cost programs.
'sip and stroke' nights where all of the 'art' looks alike
pottery - crafts
I'm not interested in children programs myself but love to be inclusive of the growing number of young families moving here.
Poetry
Expensive ones
Visual arts
Lectures
dance, stuff that cost a lot
Can't think of any
Youth programs
Not sure
N/A
Guest lectures
none
no answer

Q11 In your own words, please tell us what you would most like to see or do at the new arts center.

works of local artists
?
more later time for different lessons for kids.
Learning, productivity related activities, tutoring(Theater/video related)
Visual arts, music and performing arts such as dance
Lot of workshops and hands on activities . Would love to attend photography workshops.
Hands on, participatory events held evenings & weekends
No comment
--
Classes offered for the disability community.
I'd like to see open-to-the-public plays and also have a chance for my child to participate in after-school arts programs or summer camp-type programs.
I would love to come to locAl artists shows, attend short workshops like a few hours for painting or other crafts
See quality performances by popular entertainers without having to go to other venues
I would like to see a broad range of diverse cultural activities, art exhibits, and or theatrical productions.
Weekend classss for young children
Community art sales with local or budding artists
Plays..Mini fox theater
take some art classes
Learn to appreciate art and have fun, memorable experiences
.
See #9
take art classes, photography classes, wood working classes
Events that coordinate or supplement areas of study within the Fulton County School System. It appears - we've been here less than a year - that all the schools have generally the same/similar areas of study for social studies, science, and history. Georgia and local area history offerings are always good - programs about land, water.
What I'd most like to see is some programming specifically designed for those with special needs, particularly those who are no longer school age and no longer have access to art programs in schools or camps. We have this opportunity to provide such programs in a building that's already handicap accessible. Such programs are sorely lacking for the adults with special needs in our community.
Accessible art program for children with disabilities! Would love for my son who uses a wheelchair, is non-verbal and has dev disabilities to also be able to engage in art programs.
Choir or musical opportunities for those with special needs
Fine art focused visual art or musical performances (not musical theater)
Adaptive programming for special needs is preferred as we have a family member who loves art and needs instruction to enjoy this hobby and possibly develop into a job skill.

State of the art art inside and out. Or is this going to just be an after school family kind of place? Showcase alpharetta as a tech oriented city
Local art displays and classes for beginner adult artists
Individuals with disabilities don't have access to enough programming in the arts in this area. Whatever you do, please include these individuals in the programming.
like the lights. Open upso you can see in. Like glass wall but clear in some spots would make it more inviting. How bout temporary art on grounds . Been there done that type stufflike the frogs at roswell. More contrmporary. Lectures sound awesome.
Really be a center not just a place with classes and a gallery but a place go to with friends after dinner on weekends
A variety of programs.
A variety of offerings to meet all the needs of the community.
I have taken art classes fo many years at Spruill and Ocee. I am thrilled to have a closer option!
Theatre
Art exhibits Talks Events involving food
Children's programs
My daughter loves painting pottery and drawing. She is 10.
I would love to see theater productions.
Take classes, see plays/musicals
I would love to see a more centralized art center for all Alpharetta. Classrooms and large meeting rooms would be useful.
I would love to see a performance venue large enough to host visiting choruses!
I would enjoy having a warm, welcoming, inspiring, collaborative environment to learn and create.
visual arts, gallery space, space for art shows, painting classes
no answer
Continue classes with Kip. Regular art shows. One-day or one-night things that I can do with my husband. Music recitals (high level) or concerts. Coordinate with library, maybe. It would be cool to see art experiences for the differently abled (autistic, blind, stroke, etc.) -- that's not me, but there are people like that in our community who should have a chance to participate in art. I dream of a painting room with good, non-fluorescent lighting! Maybe have ways to invite high school artists to display - some of them are very good!
culinary demonstrations, garden arts
take a class, see local artists work,
mix of adult themed and child centered art/music/theater
My daughters love the summer art camp and will most likely participate again this summer.
.
provide a place for children and adults to further their knowledge of all the arts
Go to plays. Sing in a choir. Dance.
Just having an art center in alpharetta is what we want
ALLOW COMMUNITY INPUT & FEATURE LOCAL ARTISTS/TALENT
Meet with other artists to paint
Paint and go enjoy art exhibits, art shows with opening receptions.
Adult & Kids events: camp/ classes/ workshops. Local artists and musicians. An Alpharetta community center should feature Alpharetta artists.
Pottery! I have been wanting to take a class forever, but the current arts center is too far from my workplace. This one will be close to my home and workplace.

Weekend and evenings activities. A place to stroll to after dinner. Girls night/date night type things. Chance to learn something unusual instead of same old arts classes. Like stand up comedy, write a screenplay learn how to do clown painting.
The program in Eatonton is wonderful. Provides instruction in creative art as well as music and acting. This all offered with volunteers from the community for children who might otherwise never experience it. Just a thought !!!!
Would love a venue for dance, chamber music, & arts education.
I would like to see an arts center that is friendly and accessible to all people
I would like to take classes at the new arts center by qualified instructors
Would like the opportunity to try new things. 'How to' type classes.
We would just like a more central location for the art center as the current location limits us from doing any after school activities.
I would like for the new arts center to be a place for community members to be artists, musicians, actors, etc... to learn to be a part, not just a patron.
Children's activities
Stained glass Throwing pottery on a wheel-there is no place for that to be do that
Photo exhibits
Cultural music/art/dance/theater
Painting workshops with renowned painters
I have taken and taught classes at the center at Crabapple and loved it. I am so excited to hear that the library will be an art center! I taught classes for the little ones for Nancy several years ago. Please let me know if you have a need for teachers. I have a masters in education and am an artist and private tutor. Have a wonderful time in the transition. What wonderful news!
Art exhibits, music events, dance and art workshops
Kid friendly events
If more art classes are offered after school or if weekend options are available it would help increase the turn out. More introductory classes for kids to encourage art in them. Theater and music classes for kids starting at a young age. Technology classes or STEAM classes to encourage a merger or art and technology. Increase creative thinking through various media. Have various ethnic group cultural events and connect it to their art history or methods of art awareness. Have an art festival or art competitions. Involve students to upgrade public facilities with learned art. Art with plants could be encouraged.
I would love to see a space that had plenty of plugs, some with dedicated outlets so you could have several irons plugged in at once without too much pull on the electric system. A ventilated hood with air being pulled out of the building to safely mix dyes, A steam bath would be great. At least a heating element that could hold large pans for dye baths. It would be cool if there were a clothes line outside to let dyed items dry. I think the trick is to have multipurpose areas that could be set up for a specific art medium for work time as well as classes. It would be nice to have a wall where art items could be pinned up and you could get far enough away to evaluate the piece being made.
Group art shows. Community art sales.
We would like to have a state of the arts facility, with a great exhibition space. A great building arquitecture wise. Areas for classes of all sorts. A playful outdoor space with a cafe and library. A theater.
Crowds
Art classes of all kinds
Be inspired. Learn more digital art applications that can't be found near us. See new things, socialize with artists and other innovative thinkers.
I personally will use the fine art painting.
exhibition space for high school art students to have gallery shows, classes as listed above
It would be lovely to see art displayed by local artists
Jazz music festival with food
PLENTY OF NATURAL LIGHT FOR THE ART STUDIOS

I'd love to art classes that feature materials beyond what is possible in my home. For instance pottery with a kiln, glass bead making, woodworking.
Room for exhibitions and art classes .
-
calligrphy, painting, language
Take drawing and painting classes, view and purchase local artwork, attend musical performances
performing arts
I have lived in Alpharetta 30 years. I have never been fond of the architectural design of the old library. It may not be possible, but I think the architecture of the new city hall and library really reflects the spirit of Alpharetta's heritage more than the extreme design of the current structure. Make it more warm and friendly to approach....
Attend Art classes, view Art exhibits
Art classes
I would like to see high quality instructors who are contemporary artists. I would also like to see high quality workshops on the weekends and in the summers for adults and kids. It would be great to a figure drawing group as well. The figure drawing group in Woodstock has closed due to Ann Litrel closing her gallery. The figure drawing group was a great program run by Kristina Havens and valuable to my students and myself.
painting class and gallery art shows
Paricipate in all kind of visual arts.
Children's art class. Adult ceramics classes
A community arts center has always struck me as a place to learn as well as perform, display, etc. Workshops given by artists are wonderful!
Make any kind if art. And I can walk there which is awesome!
Educate kids different forms of art
A colorful and inspiring building with interesting things at every turn, even in the nooks and crannies.
Art shows, lectures
a maker space where there are tools and such available at a fee where an artist can go and use them on their own time: pottery wheel, kiln, easels, wood working tools - for turning, etc. lots of advanced arts classes - something akin to John Campbell folk school - just imagine the revenue you could get from something like that.
I would like to be able to do art with my children
Community Theater. I am affiliated with volunteer ACT1 Theater at Alpharetta Presbyterian and would be interested to see if the new arts center could support some of our productions!
A place to go for some entertainment on weekends - we need this downtown!
Not sure :)
Model it like Spruill, but with better facilities and more broad offerings. Also, there is virutally no networking between the city and out here-- help connect the arts events in Atlanta.
drawing
art auction, perhaps a calligraphy class
Summer camps
Meet neighbors, learn something new.
classes on Adobe Photo Shop or classes on photography
I would like to see a variety of visual arts classes for adults and teens including painting classes and ceramic classes, and maybe jewelry making as well.
A combination of exposure to new art and classes for residents to participate in creating their own art.
A diverse selection of adult art classes.
Art shows, anything creative. Upscale adult to children's programs.

I'd like a mixture of classes available for myself, wife, and child. I would also like events that bring art, music, and other cultural events to Alpharetta.

Each area needs to be multi-use so that it's flexible. With that in mind there should be a Black Box theater that is completely flexible in how it is used. It should seat 150-200 people with a stage, sound, lights, LED projector and screen.

I would like to see a wide variety of programs to encourage our citizens to become engaged.

I'd love to attend art seminars/classes.

Classes focused on teens and children

I would like to see it compete with the Roswell arts center in terms of a summer program. Doesn't have to be puppets. Be a place open to organizations like CYT that are often looking for a performance location.

Provide music direction for community theater or perform as pianist in solo or cheer recital.

Would most like lots of children-focused or family-focused activities and events. BUT they must be at a time that most families can attend - evenings or weekends, not middle of the day during the week.

n/a

I would love to see craft classes amd dance classes.

Art shows, classes, lectures

See answers selected

N/A

Children's programs like pottery, bead making, photography, and puppetry arts would be wonderful.

Painting classes. Art by local artist.

learn musical skills, cooking skills, public speaking and presentation skills

Q12 In your own words, please tell us about any concerns you have about the new arts center and/or about programs, events, or offerings you would not want provided at this location.

none

Please preserve all of the large, old, specimen trees as a pocket park.

None

Non

I wonder if there will be enough parking in the adjacent lot

No comment

Everyone likes & needs something different, so I'm happy to see anything offered there's an interest in!

Please, leave out cultural stuff (celebrating other countries). We already have an overload of that in the public schools, neighborhoods and various restaurants. As an American-born Alpharetta resident, I'm becoming a minority. Please celebrate wholesome regular arts without the "PC" melting pot cliche.

Without knowing the scope of the plans, I don't enough to have any specific concerns.

N/A

Traffic is already an issue in the mornings due to the elementary school and the construction further up on Mayfield in Crabapple. The road can not handle more traffic.

N/a

Cannot think of anything right now

Anything distasteful or disrespectful

lack of parking, outside of building looks dated and out of style, glass blocks are terrible looking, but a good exterior re-skin of the building will go a long way to fit-in with the downtown overlay requirements

No, I have no concerns about the new center or programs.

I have concerns that this art center will be simply a duplicate of programs already offered in our community and will not include EVERYONE in the community. Please don't forget to incorporate programs to allow social opportunities & creative outlets for those who currently have few, if any - the special needs community. Thank you for allowing input so that those making decisions about programs for the new arts center are aware of the needs in the community!

N/a

Trying to be too many things to too many or just a place for families. Moved here for work but downtown needs something to make it alive and fun to live. For singles

None

Not including and having an adaptive arts program for those with disabilities

That it will look and feel and be just an ordinary small town crafty spot. Not worthy of upscale community we are striving for.. not just gallery shows of local soso stuff but invite regional talent to show teach.

Parking

Enough parking

Parking

I have no concerns (well maybe parking) Alpharetta is doing a great job of improving our community, Thx

None

No concerns. I would be thrilled!

N/a

Nothing at this time.

n/a

If it becomes a performing arts center, because there is already so much of that in the area. We need a visual arts center.

no answer

See #10 above. P.S. I am a resident and an Alpharetta business owner!

middle school to high school age appropriate activities- so many times they are for young kids, adults and seniors

parking - seems like this spot could not handle larger programs

I'm not concerned about a new location; in fact, I welcome it as it's closer from my house than the current location.

none

None

IT SHOULDN'T BE THE PRODUCT OF A FEW INFLUENTIAL INDIVIDUALS (IE THE MAYOR & CITY COUNCIL) BUT A COORDINATED EFFORT OF A DIVERSE & INVESTED COMMUNITY

All of the mentioned activities you mentioned sound wonderful.

None. Love it! Make sure it has a decent theatre that you're not going to regret in 5 years.

The arts center can't possibly be all things to all people, and I am afraid they are going to try to do that. Define the mission of the center well, serve OUR community, and stick to it.

Ample parking and restrooms. Less stairs and comfortable seats

Parking.

Open to all

Center presenting things already accommodated by existing local commercial venues.

N/a

None. I am just excited that there will be a dedicated spot for the arts that is closer for us residents to use. I have 3 children so this will open up lots of options for us regarding after school activities and camps.

I hope that the center will not become a museum-like place for people to only display art.

People to just drop off kids and see it as a babysitting service. I'd like to see it as a family center...

None. Sounds like a great initiative.

None

No concerns. I am so excited for you all and for our community. I adore the new library but have a soft spot in my heart for the old library and am thrilled I will be able to continue to visit as the art center.

Any and everything related to fine arts. WE NEED it!

Parking can be a concern if many classes are going on at one time. Is the place big enough to hold various forms of art classes?

II hope it does not just become pottery and painting studios.

Can't think of any.

We are thrilled by having a real art center. We want a lively and active center, full of activities of a great quality. Great staff and teachers.

parking

Not have programs overly focused on children's classes as Crabapple is currently.

None - I'm excited!
I'M CONCERNED ABOUT THIS QUESTION!
I would not like to have events that greatly increase the traffic. As a resident that lives off on mayfield, I would not like to see a bottle neck of traffic entering or exiting the parking lot. .
None .
-
NA
I think it has a wonderful opportunity to offer programs and events of quality for our city. I hope that comes to fruition. I hope that whatever events are planned, are tasteful and professionally presented. Even if it takes a while to develop the program rather than putting the program plans together hastily just to get something started quickly.
The space is too small for performances or large dramatic productions.
I'm concerned that the renovations won't get the backing needed to create a place that will attract the highest quality instruction and opportunities for students.
No limits!
No concerns at all other than how soon can you make this happen? ;-)
None
I feel like Alpharetta has really changed from a sleepy bedroom community to a younger and more dynamic community. A lot of residents are from big cities from around the nation and have high standards. I would like to see a center that reflects these standards. Something more than just the "expected". I would like to see something that blows the community away and says wow! I think having a super sleek Art Gallery that hosts weekly art showings is a must. Murals on the walls and a fun and creative interior space. I would also like to experience top notch passionate instructors and employees that want to provide an experience. An outdoor garden with garden art, picnic tables and interactive childrens art would be so special and serve as gathering area for the community. A large area to park bikes to encourage bike riding. Is a mini museum too much to ask for? I guess I just want to see something DIFFERENT and a building that reflects its' purpose and not just another boring bland city building!
too much gallery, not enough usable space
Concerned that use would skew to children and seniors. We already have programs available to those constituencies via Wills and North Park and the libraries.
None.
None.
all arts and crafts, and no elevated experiences.
No concerns
I am not concerned about it at all. I think it is wonderful and it is the perfect location for a new art center
I'd want offerings for everyone - art is for the people and it should cater to a wide range of people. Art is also supposed to be controversial and expand how people think.
Too much arts and crafts, not as much a community center, more of a cultural arts center. P. Milliard.
Parking/Sidewalks -The Arts Center is close enough to downtown that if the area is pedestrian-friendly people will be able to walk to the center from nearby parking. That way the parking lot at the site will be adequate to accommodate those attending small events at the Center. If the bond referendum passes there is a plan to place sidewalks on all main streets. That should include Canton and Mayfield.
I hope improving the landscape surrounding the arts center is part of the plan!
Sufficient slots for Alpharetta residents
No concerns; I'm anxiously waiting for you to open the doors!
None
Concerned that most children's activities will be during the middle of the week, when kids are at school and parents are working. Only homeschool kids can go during the week, and the schedule should not be built for them.
Parking and traffic
N/A
Love the concept! We have to travel all the way down to Roswell right now to see the puppetry arts that they put on, and while we LOVE it, it's just too far to do regularly.
None.

Mayfield Arts Center

Preliminary Project Program and Summary

HOUSER WALKER ARCHITECTURE

Space Designation	Space Description	No of Occup	Net SF/ Person	Total Net SF Required
1.00	**Classrooms**	**80**		**3,880**
1.10	**Studio 1 - Flex**	20	30	600
	Drawing/ still life			
	Painting			
	Storage			50
1.20	**Studio 2 - Ceramics (Wheels)**	20	50	1,000
	Ceramics			
	Kiln			30
	Storage			50
1.30	**Studio 3 - Ceramics (Handbuilding)**	20	30	600
	Ceramics			
	Glazing Room			400
	Storage			50
1.40	**Studio 4 - Media**	20	20	400
	Digital Photography			
	DJ			
	Video Making			
	Digital Arts			
	Storage			50
1.50	**Studio 5 - Flex**	20	30	600
	Quilting			
	Puppet Making			
	Costume making			
	Prop Making			
	Needlework			
	Jewelry			
	Storage			50
2.00	**Event Space**	**430**		**5,800**
2.10	**Gallery / Open**	300	15	4,500
2.20	**Flexible Performance Seating**	100	8	800
	Flexible Performance Stage	10	30	300
	Music			
	Performing Arts			
	Lectures			
2.30	**Gift Shop / Coffee**	10	20	200
3.00	**Building Support Services**	**15**		**1,210**
3.10	**Office**	3	120	360
	Storage			50
3.20	**Warming Kitchen**	2	100	200
3.30	**Mens Restroom**	4	100	150
3.40	**Women's Restroom**	6	100	250
3.50	**Storage**			100
3.60	**Elec/ Data**			100
	Totals Net Square Feet	**525**		**10,890**

*** Note: The program summary indicates all of the spaces requested in the public input meetings. The area required to achieve this program is greater than the existing building allows.*

Mayfield Arts Center
Preliminary Total Project Budget Summary
HOUSER WALKER ARCHITECTURE

Project #: 1533
Prepared: 5/12/2016
Revised:

Item		$/SF	% Project Budget	Total
Site and Building Construction:	**8,910** GSF	$226.32	71.7%	$2,016,511
Furniture and Equipment:				
A/V		$11.22	3.6%	$100,000
Communications		$1.13	0.4%	$10,083
Security System		$1.68	0.5%	$15,000
Moveable Furniture		$1.12	0.4%	$10,000
Moveable Walls		$3.37	1.1%	$30,000
Sculpture		$2.81	0.9%	$25,000
Art Equipment		$11.22	3.6%	$100,000
Kitchen Equipment		$2.24	0.7%	$20,000
Signage		$1.68	0.5%	$15,000
Bid Day Target		**$262.81**	83.2%	**$2,341,594**
Construction Contingency		$13.14	4.2%	$117,080
Design, Testing & Related Costs				
Architect		$10.51	4.0%	$93,664
MEP Engineer		$7.88	3.0%	$70,248
Structural Engineer		$0.00	0.0%	$0
Civil/ Landscape Architecture		$3.15	1.2%	$28,099
Survey/ Geotech/ Testing		$2.69	0.9%	$24,000
Reimbursable Expenses		$0.48	0.2%	$4,320
Project Budget		**$300.67**	95.2%	**$2,679,004**
Owner's Contingency		$15.03	4.8%	$133,950
Total Project Budget		**$315.71**	100.0%	***$2,812,954***

Page 1 of 1

Mayfield Arts Center Project #: 1533
Preliminary Total Project Budget Summary Prepared: 5/12/2016
HOUSER WALKER ARCHITECTURE Revised:

Item			$/SF	% Project Budget	Total
REVISED Site and Building Construction	**8,910**	GSF	$132.91	80.1%	$1,184,233
Furniture and Equipment:					
A/V			$0.00	0.0%	$0
Communications			$0.66	0.4%	$5,921
Security System			$0.79	0.5%	$7,000
Moveable Furniture			$0.00	0.0%	$0
Moveable Walls			$0.00	0.0%	$0
Sculpture			$0.00	0.0%	$0
Art Equipment			$0.00	0.0%	$0
Kitchen Equipment			$0.00	0.0%	$0
Signage			$1.68	1.0%	$15,000
Bid Day Target			**$136.04**	82.0%	**$1,212,154**
Construction Contingency			$6.80	4.1%	$60,608
Design, Testing & Related Costs					
Architect			$5.44	4.0%	$48,486
MEP Engineer			$4.08	3.0%	$36,365
Structural Engineer			$0.00	0.0%	$0
Civil/ Landscape Architecture			$2.69	1.6%	$24,000
Survey/ Geotech/ Testing			$2.69	1.6%	$24,000
Reimbursable Expenses			$0.30	0.2%	$2,657
Project Budget			**$158.05**	95.2%	**$1,408,269**
Owner's Contingency			$7.90	4.8%	$70,413
Total Project Budget			**$165.96**	100.0%	***$1,478,683***

*** Note: The revised budget on this page indicates removal of the scope items listed on the right side of the page in an effort to achieve an overall budget of 1.5 million dollars.*

Mayfield Arts Center Project #: 1533
Preliminary Total Project Budget Summary Prepared: 5/12/2016
HOUSER WALKER ARCHITECTURE Revised:

Items Removed From Scope			$/SF	Subtotal	Total
A BASE ESTIMATE					
03 Reduce Basic Interiors	1388	SF	$10.00	$13,880	$18,044
04 Repair Roof instead of Replace	1	LS	$100,000	$100,000	$130,000
06 Reduce HVAC Replacement	1388	SF	$20	$27,760	$36,088
09 Reduce Fire Alarm	1388	SF	$1.50	$2,082	$2,707
B STUDIO AREAS					
04 Folding Partitions	336	SF	$60.00	$20,160	$26,208
06 Reduce Plumbing Fixture Count	2	EA	$4,500.00	$9,000	$11,700
C CERAMICS AND GLAZING STUDIO					
01 Finish Premium	848	SF	$2.00	$1,696	$2,205
04 HVAC Premium	848	SF	$20	$16,960	$22,048
05 Plumbing Fixture	1	EA	$4,500	$4,500	$5,850
06 Power Premium	848	SF	$4.00	$3,392	$4,410
D CERAMICS PATIO ADDITION					
01 Enclosed Patio	471	SF	$125.00	$58,928	$76,606
F BLACK BOX THEATER					
03 Skyfold Door	216	SF	$200	$43,200	$56,160
04 HVAC Premium	529	SF	$10	$5,290	$6,877
05 Electrical - Power Premium	529	SF	$3	$1,587	$2,063
07 Electrical - Special Systems	529	SF	$10	$5,290	$6,877
08 Special Equipment - Stage Lighting	1	LS	$30,000	$30,000	$39,000
G GALLERY					
01 Flex Wall System	3507	SF	$10	$35,070	$45,591
02 Gallery Extension - Bump Out					
Structure, Foundation, Roofing	42	SF	$55	$2,310	$3,003
Exterior Wall - Glass	390	SF	$75	$29,250	$38,025
J EXTERIOR SKIN & CANOPY IMPROVEMENTS					
01 Reduce Storefront Openings by Half	450	SF	$75	$33,750	$43,875
03 Roof Canopy Extension	335	SF	$115	$38,525	$50,083
04 Porch and Ramp Modifications	1073	SF	$8	$8,584	$11,159
K SITEWORK					
01 Grading Allowance	1	LS	$15,000	$15,000	$19,500
02 Underground Detention Allowance	1	LS	$25,000	$25,000	$32,500
03 Parking Lot Extension Allowance	40	CARS	$1,850	$74,000	$96,200
04 Landscaping Allowance	1	LS	$35,000	$35,000	$45,500
Total Reductions			**$93.41**	56.3%	**$832,278**

Total Probable Cost	$2,016,511
Total Reductions	$832,278
REVISED Site and Building Construction	**$1,184,233**

5/11/2016 Page 1

PALACIO COLLABORATIVE

Mayfield Arts Center
Alpharetta, Georgia

Phase: Preliminary Design
Date: 05-11-15
Rev Date:

GROUP		DESCRIPTION	QUANTITY	UNIT	COST/SF	TOTAL
A		BASE ESTIMATE	10,298	SF	83.59	$860,778
B		STUDIO AREAS	2,046	SF	32.53	$66,558
C		CERAMICS AND GLAZING STUDIO	848	SF	68.73	$58,248
D		CERAMICS PATIO ADDITION	471	SF	148.40	$69,959
E		MEDIA STUDIO	718	SF	31.48	$22,609
F		BLACK BOX THEATER	529	SF	210.37	$111,285
G		GALLERY	3,507	SF	64.11	$224,808
H		KITCHEN	116	SF	217.44	$25,311
J		EXTERIOR SKIN & CANOPY IMPROVEMENTS	1	LS		$137,038
K		SITEWORK ALLOWANCE	1	LS		$176,893
		SUBTOTAL (Includes General Conditions, Requirements, and Fees)				$1,753,488
		DESIGN/MARKET CONDITIONS CONTINGENCY	15%			$263,023.14
		TOTAL PROBABLE COST	**10,298**	**SF**	**195.82**	**$2,016,511**
		Anticipated Bid Date: 4th Quarter 2016				
		Estimate assumes using the design/bid/build delivery method.				
		Estimate assumes receiving bids from at least four (4) qualified general contractors.				
		Estimate assumes normal working hours.				

5/11/2016 Page 2

PALACIO COLLABORATIVE

Mayfield Arts Center
Alpharetta, Georgia

Phase: Preliminary Design
Date: 05-11-15
Rev Date:

GROUP		DESCRIPTION	QUANTITY	UNIT	PRICE	TOTAL
A		BASE ESTIMATE				
	01	Demolition	10,298	SF	5.00	51,489
	02	Restroom Renovation (Includes Plumbing)	433	SF	200.00	86,574
	03	Interiors - Basic	10,298	SF	10.00	102,980
	04	Replace Roofing	10,298	SF	11.00	113,278
	05	Fire Protection	10,298	SF	2.50	25,745
	06	HVAC - Replace Existing - Reuse Ducts When Possible	10,298	SF	20.00	205,960
	07	Electrical - Power	10,298	SF	6.00	61,788
	08	Electrical - Lighting	10,298	SF	6.00	61,788
	09	Electrical - Special Systems (Fire Alarm)	10,298	SF	1.50	15,447
		Subtotal				$725,049
		General Conditions & Requirements	12%			$87,006
		Contractor Fee	6%			$48,723
		TOTAL COST BASE ESTIMATE				**$860,778**
B		STUDIO AREAS				
	01	Finishes Premium	0	SF	0.00	0
	02	Casework	15	LF	400.00	5,891
	03	Partitions and Doors	2,070	SF	6.00	12,420
	04	Folding Partitions	336	SF	60.00	20,160
	05	HVAC Premium	0	SF	0.00	0
	06	Plumbing Fixtures	3	EACH	4,500.00	13,500
	07	Electrical - Power Premium	0	SF	0.00	0
	08	Electrical - Lighting Premium	2,046	SF	2.00	4,092
		Subtotal				$56,063
		General Conditions & Requirements	12%			$6,728
		Contractor Fee	6%			$3,767
		TOTAL COST STUDIO AREAS				**$66,558**
C		CERAMICS AND GLAZING STUDIO				
	01	Finishes	848	SF	2.00	1,695
	02	Casework	12	LF	400.00	4,800
	03	Partitions and Doors	1,920	SF	6.00	11,520
	04	HVAC Premium	848	SF	20.00	16,960
	05	Plumbing Fixtures	2	EACH	4,500.00	9,000
	06	Electrical - Power Premium	848	SF	4.00	3,392
	07	Electrical - Lighting Premium	848	SF	2.00	1,696
		Subtotal				$49,063
		General Conditions & Requirements	12%			$5,888
		Contractor Fee	6%			$3,297
		TOTAL COST BASE ESTIMATE				**$58,248**

5/11/2016 Page 3

PALACIO COLLABORATIVE

Mayfield Arts Center
Alpharetta, Georgia

Phase: Preliminary Design
Date: 05-11-15
Rev Date:

GROUP		DESCRIPTION	QUANTITY	UNIT	PRICE	TOTAL
D		CERAMICS PATIO ADDITION				
	04	Enclosed Patio	471	SF	125.00	58,928
		Subtotal				$58,928
		General Conditions & Requirements	12%			$7,071
		Contractor Fee	6%			$3,960
		TOTAL COST BASE ESTIMATE				**$69,959**
E		MEDIA STUDIO				
	01	Finishes	718	SF	2.00	1,436
	02	Partitions and Doors	1,020	SF	6.00	6,120
	03	HVAC Premium	0	SF	0.00	0
	04	Electrical - Power Premium	718	SF	2.00	1,436
	05	Electrical - Lighting Premium	718	SF	2.00	1,436
	06	Electrical - Special Systems (Data/Audio/Video Rough-in)	718	SF	12.00	8,616
		Subtotal				$19,044
		General Conditions & Requirements	12%			$2,285
		Contractor Fee	6%			$1,280
		TOTAL COST MEDIA STUDIO				**$22,609**
F		BLACK BOX THEATER				
	01	Finishes Premium	0	SF	0.00	0
	02	Partitions and Doors	1,395	SF	6.00	8,370
	03	Skyfold Fold Partition	216	SF	200.00	43,200
	04	HVAC Premium	529	SF	10.00	5,290
	05	Electrical - Power Premium	529	SF	3.00	1,587
	06	Electrical - Lighting Premium	0	SF	0.00	0
	07	Electrical - Special Systems (Data/Audio/Video Rough-in)	529	SF	10.00	5,290
	08	Special Equipment - Stage Lighting Allowance	1	LS	30,000.00	30,000
		Subtotal				$93,737
		General Conditions & Requirements	12%			$11,248
		Contractor Fee	6%			$6,299
		TOTAL COST BLACK BOX THEATER				**$111,285**
G		GALLERY				
	01	Finishes Premium (Includes Flex Wall System & Ceilings)	3,507	SF	18.00	63,120
	02	Gallery Extension - Bump Out (New Structure, Roof, etc.)				
		Structure, Foundation, Roofing	42	SF	55.00	2,310
		Exterior Wall - Glass	390	SF	75.00	29,250
	03	HVAC Premium	3,507	SF	10.00	35,067
	04	Electrical - Power Premium	0	SF	0.00	0
	05	Electrical - Lighting Premium	3,507	SF	7.00	24,547
	06	Electrical - Special Systems (Data/Audio/Video Rough-in)	3,507	SF	10.00	35,067
		Subtotal				$189,360
		General Conditions & Requirements	12%			$22,723
		Contractor Fee	6%			$12,725
		TOTAL COST BASE ESTIMATE				**$224,808**

5/11/2016 Page 4

PALACIO COLLABORATIVE

Mayfield Arts Center
Alpharetta, Georgia

Phase: Preliminary Design
Date: 05-11-15
Rev Date:

GROUP		DESCRIPTION	QUANTITY	UNIT	PRICE	TOTAL
H		KITCHEN				
	01	Finishes Premium	116	SF	10.00	1,164
	02	Casework	22	LF	500.00	11,000
	03	Partitions and Doors	330	SF	6.00	1,980
	04	HVAC Premium	116	SF	20.00	2,328
	05	Plumbing Fixtures	1	EACH	4,500.00	4,500
	06	Electrical - Power Premium	0	SF	0.00	0
	07	Electrical - Lighting Premium	116	SF	3.00	348
		Subtotal				$21,320
		General Conditions & Requirements	12%			$2,558
		Contractor Fee	6%			$1,433
		TOTAL COST BASE ESTIMATE				**$25,311**
J		EXTERIOR SKIN & CANOPY IMPROVEMENTS				
	01	Create New Storefront Openings	855	SF	75.00	64,125
	02	Infill Panels @ Ribbon Windows	120	SF	35.00	4,200
	03	Roof Canopy Extension	335	SF	115.00	38,522
	04	Porch & Ramp Modifications	1,073	SF	8.00	8,582
		Subtotal				$115,430
		General Conditions & Requirements	12%			$13,852
		Contractor Fee	6%			$7,757
		TOTAL COST BASE ESTIMATE				**$137,038**
K		SITEWORK				
	01	Grading Allowance	1	LS	15,000.00	15,000
	02	Underground Detention Allowance	1	LS	25,000.00	25,000
	03	Parking Lot Extension Allowance	40	CARS	1,850.00	74,000
	04	Landscaping Allowance	1	LS	35,000.00	35,000
		Subtotal				$149,000
		General Conditions & Requirements	12%			$17,880
		Contractor Fee	6%			$10,013
		TOTAL COST BASE ESTIMATE				**$176,893**

HOUSER WALKER ARCHITECTURE

MEETING NOTES

Date of Meeting: March 3, 2016
Project Name: Mayfield Arts Center
Project Number: HWA 1533.00

Purpose: Pre-Kick-Off Update and Strategy Meeting
Location: Mayfield Arts Center
Time: 3:00 pm
Attention: Participants
Participants: Mike Perry, Director, **Alpharetta R&P**
Lisa Cherry, Deputy Director, **Alpharetta R&P**
Eric Milley, Park Services Manager, **Alpharetta R&P**
Jodie Gilfillan, Recreation Supervisor, **Alpharetta R&P**
Toby Smallwood, Arts Coordinator, **Alpharetta R&P**
Hank Houser, **HWA**
Jennifer Lewis, **HWA**
Distribution: Email to participants

File: d W:\Projects\1533_Mayfield Arts Center Design Phase 1\correspondance\mna\160303 Mayfield Arts MN

Action: Review and Comment

Issue No.	Issue	Action By Due Date Status
1	Steering Committee: a. R&P to determine steering committee members b. Key decisions to be brought before City Council (present options)	R&P
2	Budget: a. Base project is $1.5 million b. $1.5 million dollar bond is up to vote on May 24, 2016. c. Determine in programming phase the scope to be covered with this bond.	
3	Project Delivery Method to be determined in programming phase.	
4	Project Visions: a. Lisa Cherry - Tasteful design - Flexible - entire community can use (not limited to just children/ adults/ seniors/ etc.) - Multipurpose (grow + evolve to new needs – don't become pigeon holed catering to only one niche) - Complete entire project in one phase (and budget) - Discussed parking concern – only 38 spots b. Eric Milley - Aesthetically pleasing – landscape, shape, lighting - Multipurpose	

	c. Jodie Gilfillan - Varying degrees of art (easy to create/appreciate to well respected artists for well-educated/traveled audience) - Walkable from downtown Alpharetta - Gallery space - Accommodate open houses - Accommodate classes - Engage neighborhood – feel safe, come take a class, walk here - Accommodate special needs camps (children and adult programs) d. Toby Smallwood - Multiuse "catchall" - Flexibility to enable program to evolve over time - Engage community – walkable, draw people off street with design of the building, landscape, art, etc. - Accommodate art groups - Black box theater – small, versatile - nice enough for workshops/classes during the day and concerts, ballet, speakers at night - Accommodate summer camps (35-40 students, durable design) - Open space - Light + glass for visual arts - Control lighting for black box/performance arts - Gallery/ Reception (Crabapple has space for visual arts classes but no gallery space for end of class presentations/display) - Meeting areas - Partner with STEM groups at Old Milton - Incorporate technology + arts (photography, computer graphics, presentation rooms) - Enlarge spaces for popular classes (class size limited on space) - Playground	
5	Arts Center Management a. Revenue generation is important. b. Management/Operation to be determined (public/ private entity) c. At a minimum, project should accommodate: - Supervisor/ programming manager - Customer Service/ Receptionist - Maintenance Staff (possibly contract it out) - Storage spaces for independent instructors (paint, clay, etc.)	
6	Parking: a. 38 existing parking spots b. Discussed possible overflow parking agreement with Alpharetta Elementary School - Allow school to use Arts Center parking during the day in return for Arts Center overflow to park at school for events at night	

	c. Discussed need to accommodate 50-100 people for special events d. Provide drop off area for school kids/ summer camps	
7	Align project vision with the Alpharetta Recreation & Parks 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.*	
8	Precedents: a. Dunwoody: Spruill Center for the Arts b. Sandy Springs: Abernathy Arts Center	
9	Community Engagement Input Meetings: 1. Arts Guilds (Alpharetta Arts Guild, Arts Alpharetta, etc.) 2. Performance Groups + Theater Companies 3. Educational Partners 4. Senior Community 5. Special Needs Community 6. Local Arts Businesses 7. General Open Community 8. City Leadership – City Council, Rec Commission	
10	Potential Meeting Dates: a. April 11 -15th: Schedule 2 days of kick-off public input meetings b. May 24th: Bond Committee present project for $1.5 million bond (HWA to provide graphics) c. Alpharetta Rec Commission Meetings, 7:00 pm at City Hall - May 10th: review key decisions, gather feedback - June 9th: review refined programming scope d. City Council Meetings, 7:30 pm at City Hall - 1st & 3rd Mondays of each month - May 2nd or 16th: review key decisions, gather feedback - June 6th or 13th: review refined programming scope e. July/August: bond funds would become available	HWA to propose schedule and R&P to confirm meeting dates.
11	Next Steps: a. R&P to provide HWA with electronic copy of existing drawings b. R&P to provide HWA with roofing contractor review and HVAC review c. HWA to provide project schedule	

Prepared By: Jennifer Lewis Date: 03.04.2016

These notes summarize our understanding of this conversation. Project actions will be based on these notes. Please contact the writer immediately if you do not concur.

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THE CITY OF ALPHARETTA
RECREATION AND PARKS

YOU'RE INVITED TO PROVIDE INPUT INTO THE FUTURE ARTS CENTER IN ALPHARETTA

The City of Alpharetta is beginning the process to develop a plan to re-design the old Fulton County library into a new arts center, located on the corner of Mayfield Road and Canton Street.

The City is asking citizens to be actively involved through the community input meetings, designed to capture the public's vision for the future design and use of the arts center.

The City is hosting a series of meetings with special interest groups and individuals to gather input on ways a new arts center could assist in meeting their specific needs. Meeting dates, times and specific topics for discussion are noted below.

All meetings will be held at the new arts center location, 238 Canton Street in Alpharetta.

Tuesday, April 12, 2016

12pm—1pm Arts Guilds
2pm—3pm Local Arts Businesses
4pm—5pm Performance/Theater Groups
6pm—7pm General Open Community

Wednesday, April 13, 2016

12pm—1pm Educational Partners
2pm—3pm Senior Community
4pm—5pm Special Needs Community
6pm—7pm City Leadership (City Council, Recreation Commission)

For more information on the new arts center, please contact
Alpharetta Recreation and Parks Department: 678-297-6162, recreation@alpharetta.ga.us

HOUSER WALKER ARCHITECTURE

MEETING NOTES

Date of Meeting: March 31, 2016
Project Name: Mayfield Arts Center
Project Number: HWA 1533.00

Purpose: Pre-Kick-Off Update and Strategy Meeting
Location: Mayfield Arts Center
Time: 1:15 PM
Attention: Participants
Participants: Mike Perry, Director, **Alpharetta R&P**
Lisa Cherry, Deputy Director, **Alpharetta R&P**
Wendi Schutt, **Alpharetta R&P**
Jamie Bendall, **Alpharetta R&P**
Jim Gilvin, **City Council**
Jason Binder, **City Council**
Skip Burck, **RBA**
Sam Valentine, **RBA**
Hank Houser, **HWA**
Jennifer Lewis, **HWA**
Distribution: Email to participants

File: d W:\Projects\1533_Mayfield Arts Center Design Phase 1\correspondance\mna\160303 Mayfield Arts MN

Action: Review and Comment

Issue No.	Issue	Action By Due Date Status
1	Steering Committee identified individuals for HWA and RBA to reach out to during the programming process: 1. Chris Owens, cowens@alpharetta.ga.us, City Council Member Civil Engineer (discuss possibility to pave over the retention basin) 2. Simit Patel, spatel@alpharetta.ga.us, 678-297-6243, Alpharetta IT (discuss appropriate size IT room and budget – Alpharetta may pay for IT)	HWA + RBA
2	Discussed site visits to Abernathy Arts Center, Spruill Center for the Arts and Alpharetta Arts. Facilities operated on a seasonal calendar. Fall, winter and spring were primarily programmed toward empty nesters while summer programming was primarily children's camps. Abernathy and Spruill also had special gallery events with added parking pressure and outdoor tents. Special events ranged from chili cook offs to art festivals.	
3	The most popular programs at the arts centers visited were painting and ceramics (which requires special equipment and additional dedicated space for kilns and materials).	
4	Discussed observations from tours: 1. Abernathy Arts Center: - Each room had a full wall of glass, however there was no access to the outside from the room - Parking was difficult to find and staff explained parking is difficult with major events	

	- Staff are Fulton county employees - Two painting classrooms and a gallery in the main building, additional building houses ceramics studios - Primarily adult classes 2. Spruill Center for the Arts: - Have done a good job of letting the community know what they are offering, they have been around for 40 years and the teachers bring a following of students with them - Program is run through a 5013c - Hire elementary school art teachers for summer programs - Primarily adult "empty nesters" patrons 3. Alpharetta Arts Center - Primarily elderly adult and young children patrons	
5	Discussed common problems observed on the tour: 1. Parking for events (except for Spruill Center) 2. Visibility – it is difficult to identify the entrance 3. Inadequate signage (temporary signage used for special functions) 4. Inclement weather drop-off (except for Alpharetta) 5. Inadequate queuing length for drop-off 6. Cohesion – with additions over time the centers do not have a clear organizational layout which makes it difficult to navigate 7. Inadequate storage	
6	Discussed the balance of flexible spaces and the need for dedicated spaces with specialized equipment (welding, kilns, etc).	
7	Discussed opportunities for Mayfield Arts Center: 1. Visibility from intersection 2. Cohesion 3. 4 zones: - public space (clean) - maker spaces (dirty) - administration - storage 4. Connections between the inside and outside (Discussed example at West Georgia Arts Center where classrooms had roll up doors opening out on the green space) 5. Classroom Amenities: sinks, bathrooms for children's room 6. Programming for beginners, advanced, master level (1 week courses)	
8	Discussed input from Arts Alpharetta: 1. Pottery studio 2. Black box theater (40'x40') 3. Glass garage doors along the back opening out onto the cement pad 4. Kilns on the back cement pad 5. Gift shop 6. Fountain outside 7. Sculptures (fixed or change) 8. Something that identifies the building from the outside as an arts center 9. Play area (perhaps in the back woods section) 10. Something to tie the arts center site with the pocket park across the street. - Abernathy Greenway Park - Play art – giant dragon and butterfly - Barriers and sidewalk	

9	Steering Committee to identify potential instructors for HWA to gain input from.	
10	Discussed ways to identify the arts center from the corner through road designation: 1. Artistic pavers, identifying the art district with a visual delineation in the road 2. Art pieces on both corners of the road (at the Arts Center and pocket park) to give a presence and moment of arrival	
11	Discussed possibility for the City of Alpharetta to sponsor musically themed outdoor art.	
12	Discussed summer camp considerations: 1. Drop-off: - Current parking lot layout would require carpool stacking to occur on the street. - Classes could stagger start times to reduce pressure on drop-off - Staff could help to coordinate carpools to reduce pressure on drop-off - Current site configuration makes it difficult to make a left turn out of the parking lot 2. Participants: - Goal of summer camp would be 75 participants - Spruill Center has summer camps for 150 participants	
13	Discussed parking considerations: 1. Steering Committee is confident a variance can be obtained if needed 2. Do not want added parking pressure on neighboring sites – neighborhood, senior home, etc. 3. Discussed possible agreement with Alpharetta Elementary School for overflow event parking 4. Parking goal = 50 parking spots	
14	Discussed selling paving bricks as a possible fundraiser and way to engage the community	
15	Discussed the feedback the Steering Committee has heard from the community. In general, the community is very excited for the arts center. As a neighborhood in transition, they will be more acceptable with moderate changes to make this site attractive and key feature.	
16	Discussed the current condition of the sidewalks. The City is filling in gaps in the sidewalk. Our site does not fall under the area indicated in the bond.	
17	Discussed the need for access between indoor and outdoor spaces in order for outdoor spaces to be utilized.	
18	Discussed potential programs for the outdoor spaces: 1. Park 2. Courtyard (with enclosure) 3. Outdoor classroom	
19	Large, healthy trees on site should be protected.	
20	Toilet counts will need to increase per code. Discussed possible solutions.	
21	Steering Committee is open to considering options which remove the glass block to create direct visual connections to the exterior.	
22	Steering Committee to determine if new STEAM addition at Milton will include a new performing arts space.	Steering Committee
23	Discussed total project budget is $1.5 million which will include all construction, design, furniture, and fees.	

24	Received the following input from the Steering Committee: 1. Lighting: - Fixture selection should consider maintenance with easily available and simple to replace bulbs. - Specialty gallery lighting and standard classroom lighting 2. Openings to the exterior should be limited or easily locked from a central system to prevent doors being left open after hours. 3. Large windows and views to the exterior. 4. Gallery - Carpet on gallery walls – reduces the appearance of nail holes and does not need to be repainted after exhibits - Moveable gallery wall systems - Pedestals - Hardwood or LVT flooring 5. IT - Coordinate with Alpharetta IT department (server, voice/data needs)	
25	Steering Committee proposed an online survey for participants who could not attend community input meetings. HWA to provide questions and Steering Committee to assemble and distribute survey to community and share results with HWA and RBA. 3/31/2016 – HWA provided survey questions. Surveymonkey distributed: https://www.surveymonkey.com/r/GVQHGDH	Steering Committee

Next Meetings:

Tues., 4/12/2016
12:00 – 8:00 PM
Community Input Meetings (at Arts Center)
Invite input for how community would like to use facility and potential programs
12:00 – 1:00 | **Arts Guilds**
2:00 – 3:00 | **Local Arts Businesses**
4:00 – 5:00 | **Performance/ Theater Groups**
6:00 – 7:00 | **General Open Community**

Wed., 4/13/2016
12:00 – 8:00 PM
Community Input Meetings (at Arts Center)
Invite input for how community would like to use facility and potential programs
12:00 – 1:00 | **Educational Partners**
2:00 – 3:00 | **Senior Community**
4:00 – 5:00 | **Special Needs Community**
6:00 – 7:00 | **City Leadership**
(City Council, Rec Commission)

Thurs, 4/28/2016
2:00 PM
Steering Committee (moved to City Hall)
Review Potential Building Program and Organizational Concept Options

Prepared By: Jennifer Lewis Date: 04.08.2016

These notes summarize our understanding of this conversation. Project actions will be based on these notes. Please contact the writer immediately if you do not concur.

HOUSER WALKER ARCHITECTURE

SIGN IN SHEET

Date of Meeting: 3/31/2016
Project Name: Mayfield Arts Center
Project Number: 1533.00

Purpose: Kickoff Meeting
Location: Mayfield Arts Center
Time: 1:15 PM

Name	Role/ Company	Phone	email
Jennifer Lewis	HWA	404.633.4264 x108	jennifer@houserwalker.com
Hank Houser	HWA	404.633.4264	hhouser@houserwalker.com
SAM VALENTINE	RICHARD BURCK ASSOC.	617.623.2300	SAM@RICHARDBURCK.COM
SKIP BURCK	"	"	rburck@richardburck.com
Lisa Cherry	Alpharetta Rec & Park	678-297-6162	Lcherry@alpharetta.ga.us
Wendi Schutt	Recreation Board	404-259-2191	crabappleart@gmail.com
Jim Gilvin	City Council	404 271-2716	jgilvin@alpharetta.ga.us
Mike Perry	Rec + Parks	770 235-3557	mperry@alpharetta.ga.us
Jamie Bendall	Rec Com.	404-520-3669	Jamie@[illegible].COM
Jason Binder	City Council	770-778-4682	Jason@jasonbinder.com

Page 1 of 2

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HOUSER WALKER ARCHITECTURE

SIGN IN SHEET – ARTS GUILDS

Date of Meeting: 4/12/2016
Project Name: Mayfield Arts Center
Project Number: 1533.00

Purpose: Public Input Meetings
Location: Mayfield Arts Center
Time:

Name	Role/ Company	Phone	email
Hank Houser	Principal, Houser Walker Architecture	404.633.4264	hhouser@houserwalker.com
Jennifer Lewis	Project Architect, Houser Walker Architecture	404.633.4264	jlewis@houserwalker.com
Susie Maxwell	artist - RFFA art center	770-846-8494	SusieMaxwell730@yahoo.com
Katherine W Davis	fiber artist	770-992-3611	Katherine100@charter.net
Jane Wierenga	potter, retired art teacher	7)475-3209	janewierenga@yahoo.com
Wendi Schutt	painter	4)259-2191	crabappleart@gmail.com
Mary Tussey	ceramic sculptor	7-888-9129	CATEMT1@gmail.com
Ben Hollingsworth	Former Art Teacher, Artist	770-475-5393	hollyart@bellsouth.net
Michael Buchanan	Retired teacher, Artist	678-468-8687	mike@tinrooffilms.com
GAEL ANTONE	ALPHA ARTS GUILD / BOARD MEMBER MEMBERSHIP	678-235-1026	WALKMAN46@YAHOO.COM
Loretta Paragnassu	Artist/filmmaker/writer	770-241-7237	eyelandone@hotmail.com

Page 1 of 2

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HOUSER WALKER ARCHITECTURE

MEETING NOTES

Date of Meeting: April 12, 2016
Project Name: Mayfield Arts Center
Project Number: HWA 1533.00

Purpose: Public Input Meeting
Location: Mayfield Arts Center
Time: 12:00 PM
Attention: Steering Committee
Participants: See Sign In Sheet
Distribution: Email to Steering Committee

File: W:\Projects\1533_Mayfield Arts Center Design Phase 1\correspondance\mna\Public Input Meetings\1 Arts Guilds

Action: Review and Comment

Tues., 4/12/2016
12:00 – 8:00 PM

Community Input Meetings (at Arts Center)
Invite input for how community would like to use facility and potential programs
12:00 – 1:00 | **Arts Guilds**
2:00 – 3:00 | **Local Arts Businesses**
4:00 – 5:00 | **Performance/ Theater Groups**
6:00 – 7:00 | **General Open Community**

Wed., 4/13/2016
12:00 – 8:00 PM

Community Input Meetings (at Arts Center)
Invite input for how community would like to use facility and potential programs
12:00 – 1:00 | **Educational Partners**
2:00 – 3:00 | **Senior Community**
4:00 – 5:00 | **Special Needs Community**
6:00 – 7:00 | **City Leadership**
(City Council, Rec Commission)

Issue No.	Issue	Action By Due Date Status
1	Represented: Arts Alpharetta, Fiber Art Fusion, Quilt Guild, High School Art Teachers, Ceramics Teacher (Alpharetta Arts Center), Rec & Parks, Scriptwriting/ Film-making	
2	Program: 1. Exhibit space - Come and see art (artists in the community & featured artists (rotate)) - Membership show - IE: Abernathy pin-up show (any member can come and pin-up) - SE fiberglass alliance - Juried show - Focus primarily community artists - Showing Quilts (be able to get far enough back to evaluate the art…not just a hallway) - For everyone with an interest in art	

Page 1 of 5

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	- Show films (independent, locally made) - Spotlights – famous, locals, children, topics, for charities/ causes, 2. 150 seat black box - Lecture space for artists (gallery talk) - Stage in the corner - Drop down projector for films or talks - Don't need to turn this into a theater – we have an auditorium (in the new library, downstairs) - Unique venue in the area (performing arts center would be a very different space) - Dance performances (recitals) 3. 2D area - Natural light 4. Sewing Area - Plenty of plugs (hang from the ceiling) - Dedicated iron plugs - Tables on wheels - Standing height + seating height - Quilters normally bring their own sewing machine 5. Digital Art - Computer area - Video editing - Animation – specific software (group software) - *Engage techy audience* - *Project teacher's screen on projector* - *Students bring their own laptops v. computers* 6. 3D area - Garage door open to the outside - Sculpture/ ceramics (workspace for classes/ workshops) - Fiber artists (dye fabrics) – provide their own equipment (just need tables to work on and natural light which is controllable (track lights)…emergency lights) 7. Dying fabrics - Stove - Steamer (stationary) - Mixing hood (comes in powder) plastic box w/ fan shooting out (good for pastels) 8. Storage Area - For students: 4' x 18" locker - For purses - For works 9. Design (pin-up area) wall (for works in progress)…flannel 10. Clothesline (for material) 11. Pottery - 12 Wheels - Worktables - Gas & Electric Kilns - Storage for ceramics - Garage Door - Drying Area - Shelving	

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	- Dedicate back of the building - Mostly children take the ceramics courses at Alpharetta Arts - Glazing area 12. Painting 13. Printing 14. Silk screening 15. Mixed Media 16. Theater 17. Gift Shop (purpose: showcase, branding, revenue, etc.) - Community duty that art costs money - Artists coming in giving a talk and have a spot (not just a table) - Handmade jewelry - Books - Postcards - Adult coloring books - Cards - DVDs - Materials for artists - Items related to current gallery - Art generated in the center 18. Separate studio space 19. Screenwriting/ Writing/ Drama - Could use black box - Flexible Spaces 20. Exterior: - Visible as an Arts Center - Beautiful sign - Sculpture (traveling sculpture garden with area to paint outside) - Something that ties back to the Pocket Park - Water fountain – artistic, not standard (waterfall) - Could explore outside even if center is closed - Picnic tables - Performances on the porch - Music (electrical, covering for performers) - Garden district of Alpharetta – bring that idea into it "Welcome to the Garden District"…west side of Alpharetta - Appreciating garden as art (botanical gardens) - Relax, feel inspired - Serene garden, relax w/ benches - Treehouse - Lights - Cornerstone sign - Sidewalks with artifacts (High Museum) - Gazebo - Selling bricks/ pavers from local artists or floor cloths (display – aquarium fish scales) 21. Space for meetings / cold reads	
3	Everything should be multi-purpose / flexible – at least 2 classrooms (w/ garage doors) could be used for painting. Stage that can be moved (for theater, or models for drawing/painting),	

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4	Programs: 1. 1 day 2. Short term 3. Long term 4. Art talks (unless you hear others present their work, you don't know how to present your own)	
5	Site Visits: 1. Campbell School (GA) 2. Penland School of Crafts (NC) 3. Arrawmont School of Arts and Crafts (Gatlinburg, TN) 4. Wildacres Retreat (NC) artist retreat – all art forms, dedicated spaces, 5. Roswell West (pay more as non-resident) (AJ Argentina – studio manager) bring in resident artists to live in a house on campus, assistants help run the program (25 minutes away) dedicated for ceramics, Saturday classes for kids, shows 2x a year, 30% of sales go back to city of Roswell, great work tables, storage is a problem, 6. Quilt shops (3 or 4 in the Marietta area) 7. Hamiltonian Gallery (DC) overnight events where they draw, paint, they have events and resident artists with stipends to get noticed 8. Spruill Center (historic house gift shop) 9. MOMA gift shop 10. Buford Tannery Row Ale House (rented space for artists, for profit organization) 11. King Plow (for profit) 12. Hudgens Center for the Arts in Gwinnett (classes & gallery) 13. Woodstock Arts Center 14. Chattanooga Arts District – feel	
6	Equipment: 1. Long arm quilting machine (huge) 2. Mixing hood (comes in powder) plastic box w/ fan shooting out (good for pastels)	
7	SCAD expansion to Alpharetta or public so it's free	
8	Top of the line teachers	
9	Emphasis on children's classes too. (Saturday classes)	
10	Love current natural light coming into the existing library.	
11	Weaver in the area has sheep (in Alpharetta)	
12	Mayfield Arts Center take the place of Alpharetta Arts Center	
13	Classes for adults + children	
14	Flexible – don't divide space into classrooms but a large exhibit space for collections, keep existing building, unsure of space as a "making space" but sketching classes (don't destroy essence of building)	
15	There is no art gallery in the area. (Bring people from TN down to see this) Difficult for artists to get noticed and this could serve as an area to bring attention to the artists. Show a future for artists. Spotlight arts culture in Alpharetta. *Sparkle* Leave space open and big.	
16	Utilize glass front for gallery	
17	Front porch for reception space	

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18	Studio space for artists – pay to come work on whatever (painting) – suggested the existing meeting room. After business hour access to the studio (not full building). Separate from gallery space.	
19	Inviting for all – that there is something here for them to learn	
20	Natural light - Light tubes, clerestory, pop ceiling, etc.	
21	Workshop v. Gallery/Exhibit program Art Guild is looking for a place to display, not to work. Avalon partnership to do shows there (and at other venues). Diverse ways of putting on a show (for artists, organizations, etc.)	
22	"Arts" = all encompassing, not just painting, ceramics. Include music, dance, acting, etc.	
23	Soundproofing (music/ dance classes)	
24	Ventilation	
25	Membership to use the space?	
26	Accommodate special needs	
27	Events: 1. Food truck alley 2. Performances on the Porch	
28	Parking: 1. Parking down the street 2. Encourage people to walk in the garden district 3. Funding for increasing walking for adults	
29	Walking distance – will be 7 restaurants	
30	Additional structure above the basin	
31	Take glass block away – to see in v. "so disappointed if glass block went away"	

Prepared By: Jennifer Lewis Date: 04.12.2016

These notes summarize our understanding of this conversation. Project actions will be based on these notes. Please contact the writer immediately if you do not concur.

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HOUSER WALKER ARCHITECTURE

SIGN IN SHEET – LOCAL ART BUSINESSES

Date of Meeting: 4/12/2016
Project Name: Mayfield Arts Center
Project Number: 1533.00

Purpose: Public Input Meetings
Location: Mayfield Arts Center
Time:

Name	Role/ Company	Phone	email
Hank Houser	Principal, Houser Walker Architecture	404.633.4264	hhouser@houserwalker.com
Jennifer Lewis	Project Architect, Houser Walker Architecture	404.633.4264	jlewis@houserwalker.com
Sandy Barth	Owner (Creative Svcs) High Profile Group	770 663-8327	sandy@gohighprofile.com
Jung Johnson	Artist	404-617-7866	JungJohnson@hotmail.com
Elizabeth Alvarez	Kazavetti String Quartet	678.333.3202	KazavettiQ@gmail.com
Scott Sequeira	Sequeira Gallery	7-789-4074	Sequeira.Scott@gmail
Thomas Yackley	Yackley Photo Alph. Community Chorus	7-715-5047	tyackley@mac.com
Rosita Czekala	Artist/teacher	404.434.5143	rositapeach@yahoo.com

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HOUSER WALKER ARCHITECTURE

MEETING NOTES

Date of Meeting: April 12, 2016
Project Name: Mayfield Arts Center
Project Number: HWA 1533.00

Purpose: Public Input Meeting
Location: Mayfield Arts Center
Time: 2:00 PM
Attention: Steering Committee
Participants: See Sign In Sheet

Distribution: Email to Steering Committee

File: W:\Projects\1533_Mayfield Arts Center Design Phase 1\correspondance\mna\Public Input Meetings\2 Local Arts Businesses

Action: Review and Comment

Tues., 4/12/2016
12:00 – 8:00 PM

Community Input Meetings (at Arts Center)
Invite input for how community would like to use facility and potential programs
12:00 – 1:00 | **Arts Guilds**
2:00 – 3:00 | **Local Arts Businesses**
4:00 – 5:00 | **Performance/ Theater Groups**
6:00 – 7:00 | **General Open Community**

Wed., 4/13/2016
12:00 – 8:00 PM

Community Input Meetings (at Arts Center)
Invite input for how community would like to use facility and potential programs
12:00 – 1:00 | **Educational Partners**
2:00 – 3:00 | **Senior Community**
4:00 – 5:00 | **Special Needs Community**
6:00 – 7:00 | **City Leadership**
(City Council, Rec Commission)

Issue No.	Issue	Action By Due Date Status
1	Represented: Gallery (family with 15 restaurants), performance + educational programs, pastel/oils, Atlanta Art Organization, Southeast Pastel Organization, High Profile Group (art direction design/ marketing), Freelance Forum, Alpharetta Community Chorus, Photography, Alpharetta Arts Center Teacher, Quartet	
2	Space: 1. Gallery - Display art - 6-7,000 sf (display a couple hundred pieces of art) - Movable gallery walls 2. Meeting Space 3. Art Education Program Space (classrooms) - Digital Photography (small classroom, some computers) 4. Digital Lab - Flat screen monitors	

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	- SCAD instructors (working professionals) 5. Exterior - Connection between indoor/ outdoor - Can sit more people inside/outside for large events - Outdoor amphitheater 6. Black-box/ performance - Sound (acoustic v. amped/speakers) - Tiered seating possibility (temporary pit) 7. Ceramics 8. Acting Classes	
3	Programs: 1. Educational Programs about any topic (not just music, art) - 30 – 40 minute sessions - 15 – 1,200 people 2. Art programs to draw people into Alpharetta 3. Workshops - Collecting art - Community college – secondary classes here	
4	Events: 1. Host large event/ conferences (draw people into Alpharetta) 2. Fundraiser 3. Chorus concerts (35 people) need risers (currently perform at Alpharetta Presbyterian Church) 4. City Orchestra 5. Alpharetta Farmers Market – coordinate schedules 6. Singer/Songwriters Festival (Wood Wire) – have workshops here 7. Walk between City Hall + Festival locations here 8. Farmers Market & Garden Club	
5	As flexible as possible, fixed rooms for soundproofing but otherwise – dance recital, music, gallery (designated area for those to happen) – flexibility of outlets for sound *instead of separating walls, use as one large space or subdivide with flexible walls	
6	Sound, lighting considerations!	
7	Precedents 1. Spruill Center (no gallery, classroom sizes are nice, high quality teachers) 2. Birmingham Bloomfield Art Center (Michigan) 3. Gainesville (two large exhibition spaces)	
8	Tap local talent for storyboards, animation, video, etc.	
9	Art & wine auctions – finding a large enough space for 100 people (auction format), most auctions wouldn't hang on the wall, lots of tables,	
10	Community Center – venue for professionals, education for community	
11	Small music performance would set themselves against glass wall 16 sf (tight as 10-12 sf)	
12	Alpharetta Visitors Site	
13	Arrival/ Parking: 1. Alpharetta Elementary (evening overflow) 2. Milton High School (further walk – 3 blocks away) 3. Parcel after parking pad that could be additional parking 4. Use a little more space in this lot but it's not a hardship to find other parking and walk	

	5. Easy to walk from downtown Alpharetta 6. Nowhere near enough parking for special events 7. Shuttle bus from parking garage 8. Assume you can walk no further than ¼ mile 9. Need a drop off - For bringing in supplies - Dropping off senior citizens/ children (classes)	

Prepared By: Jennifer Lewis Date: 04.12.2016

These notes summarize our understanding of this conversation. Project actions will be based on these notes. Please contact the writer immediately if you do not concur.

HOUSER WALKER ARCHITECTURE

SIGN IN SHEET – PERFORMANCE / THEATER GROUPS

Date of Meeting: 4/12/2016
Project Name: Mayfield Arts Center
Project Number: 1533.00

Purpose: Public Input Meetings
Location: Mayfield Arts Center
Time:

Name	Role/ Company	Phone	email
Hank Houser	Principal, Houser Walker Architecture	404.633.4264	hhouser@houserwalker.com
Jennifer Lewis	Project Architect, Houser Walker Architecture	404.633.4264	jlewis@houserwalker.com
Ben Hollingsworth	Retired Art Teacher, Arts Alpharetta	770-475-5393	hollyart@bellsouth.net
Isabelle Herring	Retired Art Teacher - Artist	770-475-8168	Izzyartist@comcast.net
Wendi Schutt	Artist, Arts Alpharetta	404-259-2191	crabappleart@gmail.com
Ellen Winsor	Corp. Comms	404-388-3598	ewinsor@bellsouth.net
Toby Smallwood	COA Art coor.	678-297-6165	Tsmallwood@Alpharetta.ga.us.

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HOUSER WALKER ARCHITECTURE

MEETING NOTES

Date of Meeting:	April 12, 2016
Project Name:	Mayfield Arts Center
Project Number:	HWA 1533.00
Purpose:	Public Input Meeting
Location:	Mayfield Arts Center
Time:	4:00 PM
Attention:	Steering Committee
Participants:	See Sign In Sheet
Distribution:	Email to Steering Committee
File:	W:\Projects\1533_Mayfield Arts Center Design Phase 1\correspondance\mna\Public Input Meetings\3 Performance Groups
Action:	Review and Comment

Tues., 4/12/2016
12:00 – 8:00 PM

Community Input Meetings (at Arts Center)
Invite input for how community would like to use facility and potential programs
12:00 – 1:00 | **Arts Guilds**
2:00 – 3:00 | **Local Arts Businesses**
4:00 – 5:00 | **Performance/ Theater Groups**
6:00 – 7:00 | **General Open Community**

Wed., 4/13/2016
12:00 – 8:00 PM

Community Input Meetings (at Arts Center)
Invite input for how community would like to use facility and potential programs
12:00 – 1:00 | **Educational Partners**
2:00 – 3:00 | **Senior Community**
4:00 – 5:00 | **Special Needs Community**
6:00 – 7:00 | **City Leadership**
(City Council, Rec Commission)

Issue No.	Issue	Action By Due Date Status
1	Represented: Retired/Former Art Teacher (Fulton County), Arts Alpharetta, Recs & Parks, Communications Specialist, Painter, Sculptor	
2	Space: 1. Water for classes (can get from another room) 2. Can use flexible space 3. Light 4. Don't feel like if you drop something it's a sin – it can be easily cleaned – don't be careful, have fun 5. Benches, drawing boards, 6. Storage – student work, supplies,	
3	Program: 1. Children's classes - Fairy house making (elementary children) - 2-4 yrs with parents (parents keep children safe but don't do the work)	

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	- 4-6 yrs (decision making – own their piece) - Schedule adult classes 15 min after (end 15 min before) the parents 2. Parent & Children art classes - Both be painting their own project - Let children participate in critique (feel empowered and confident) 3. Digital Media (attract teens) - Gaming - Recording - Animation - Photoshop - Lighting Design (installations) – Black Box (light/sound design) - CAD courses 4. Weaving - Baskets 5. Jewelry Making (silver, castings) 6. Glass blowing 7. Movie Prop Making Class 8. Makeup (movies, performances) 9. Adult classes - Clay / Ceramics - Mixed Media (flat, slightly 3D), apply whatever you want to the piece – found objects - Blacksmith course (Ironwork, welding) 10. Elderly senior classes 11. Life Drawing Classes (be able to close off room for privacy) - Rotating platform for sculpture 12. Exterior: - Life drawing class outside - Outdoor classes - Sculpture garden - Link with pocket park - Sculpture (part by the pocket park and finish across the street) – hungry caterpillar - Something to represent Alpharetta (scarecrow, horses, Lorax tree, etc.) - Performances (may be difficult with noise from streets) - Create sound barriers from traffic - Creative play elements - Bridge from building to pocket park - Art walk connecting Art Center to downtown (along Canton) 13. Small Performance: - 4-6 dancers, 4-5 instrumental - Audience: based on performers (5x as many) - Oriented to community arts - Invite small professional groups (quartet, flute group, storyteller, improv., comedians, magic, Punchline, puppets, etc.) - Dedicated lighting - Moveable soundboard, lightboard - Multiplug grid (floats, can be lowered) - Green rooms, post production, stage/set design, etc. - Restrooms could double as dressing rooms (also public)	

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	- Storage 14. Laughing Art 15. Magic Classes 16. Improv / Acting Classes	
4	Events: 1. Open Mic Nights (comedy, musicians, etc.) 2. Outside music events 3. Alpharetta Community Chorus & Band – ensembles could perform here 4. Alpharetta High School Band & Orchestra 5. Church Choirs 6. Bluegrass Musicians 7. Shape Note (Sacred Harp) June Sing – sing at City Hall atrium 8. Parade route along Canton	
5	Precedents: 1. Spruill Center (range of classroom setups) 2. Sisson Moons? 3. Memorial Arts Center (downtown) 4. Roswell Art Center West (ceramics studio – good example) 5. Pebblebrook High School (nice black box theater which would be a comparable size – two tiered set up) (one wall of black box is glass for dance class) 6. Obelisk 450 project, Compassionate St. Augustine – celebration of 450th anniversary of nation's oldest city. Represented the values of the constitution. 7. Sandy Springs – turtles; Alpharetta – Scarecrows? 8. Out of the Box (Marietta) – casts under 10, audience about 50	
6	There is no quality fine art instruction for children outside of the Fulton county schools. Roswell contracts out to packaged programs. Help in children learning creativity.	
7	Quality art instruction: 1. Technique + Training of Teachers (not just art major) 2. 15 students per class 3. Show other examples (throughout history), techniques, and then create: Do not provide too much information. Not a kit. 4. Stimulate children by interesting work (no discipline problems because they're intrigued) 5. Draw inspiration from real life, not copying from an image	
8	Connection with children – around 10/11 – I'm not an artist, I can't draw. A way to teach children how to draw and to show them they're artists. (Same with seniors – hearing that they can do it). Young children – everyone is an artist, musician	
9	Quality teachers.	
10	Resources for research. Investigating a topic. - Books - Computers	
11	Projectors/whiteboards for classrooms.	
12	City of Alpharetta – claim to "technology center of the south". Arts Center needs to represent that – digital art, processes using technology. Engage teens	

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13	Flexibility – moveable walls, acoustic options, could schedule performances at times when classes are not going on, long hanging drapes for privacy but not sound – help to designate space without fixed walls	
14	Ventilation	
15	Good portable lighting	
16	Audio in classrooms – play music during class (charging stations – play off of iphone)	
17	High ceilings in classrooms	
18	3d art classes, prioritize equipment: - Work benches - Electrical drops from ceiling - Hand tools (12 sets) - Kilns - Wheels not necessary, start with hand building - Storage - Shelves – wet clay - Drying racks - Turn tables - Slab roller - Extruder - Slip buckets - Glaze area (could be outside) - Door to the exterior - Outside for messy areas (concrete pad), covered	
19	Permits for alcohol. Serving, not selling.	
20	Rehearsal space off site	
21	Classes for fine arts, not classes for performance (opportunities elsewhere)	
22	Garden District designation (shown on masterplan) Canton St. to Milton Ave. - Street signage - Paving markings	
23	Digital Scientists – app design / web marketing in Alpharetta	

Prepared By: Jennifer Lewis Date: 04.12.2016

These notes summarize our understanding of this conversation. Project actions will be based on these notes. Please contact the writer immediately if you do not concur.

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HOUSER WALKER ARCHITECTURE

SIGN IN SHEET – GENERAL OPEN COMMUNITY

Date of Meeting: 4/12/2016
Project Name: Mayfield Arts Center
Project Number: 1533.00

Purpose: Public Input Meetings
Location: Mayfield Arts Center
Time:

Name	Role/ Company	Phone	email
Hank Houser	Principal, Houser Walker Architecture	404.633.4264	hhouser@houserwalker.com
Jennifer Lewis	Project Architect, Houser Walker Architecture	404.633.4264	jlewis@houserwalker.com
Sheila Cayolle	Friends of Alpharetta Library	678-393-9975	scayolle@bellsouth.net
Angela Croft	" " "	415-779-6080	angelalhlam@gmail.com
WALTER CROFT	Resident	415-779-6080	walterfcroft@gmail.com
Sharon + Richard Bean	Resident	770.475.5340	beanacres@comcast.net
ANDREW	RESIDENT	–	–
Ulysses Croft	Resident	415-779-6080	–
Tristan Croft	Resident	–	–
Carroll Wemple	Metalsmith	678 580-2853	cbwemple@gmail.com
BRAD WIEDERHOLT	OWNER HULADYNE LABS	770-841-5180	BRAD@HULADYNE.COM
Monica Ferrari	resident	–	mobrand@yahoo.com
Ethan Kersey	E2 the-dye resident	770-331-3185	eckersey1@gmail.com

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Donald Mitchell	Art Supporter	770712229	donalddesigns@Yahoo.com
ART McNAUGHTON	ARTIST / MUSICIAN / SUPPORTER	770/366/6361	art@mc2create
Erin French	Parent, PTA Art liaison		efrench5150@att.net
Anna Henderson	Parent		aehenderson@bellsouth.net

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HOUSER WALKER ARCHITECTURE

MEETING NOTES

Date of Meeting:	April 12, 2016
Project Name:	Mayfield Arts Center
Project Number:	HWA 1533.00
Purpose:	Public Input Meeting
Location:	Mayfield Arts Center
Time:	6:00 PM
Attention:	Steering Committee
Participants:	See Sign In Sheet
Distribution:	Email to Steering Committee
File:	W:\Projects\1533_Mayfield Arts Center Design Phase 1\correspondance\mna\Public Input Meetings\4 General Open Meeting
Action:	Review and Comment

Tues., 4/12/2016
12:00 – 8:00 PM

Community Input Meetings (at Arts Center)
Invite input for how community would like to use facility and potential programs
12:00 – 1:00 | **Arts Guilds**
2:00 – 3:00 | **Local Arts Businesses**
4:00 – 5:00 | **Performance/ Theater Groups**
6:00 – 7:00 | **General Open Community**

Wed., 4/13/2016
12:00 – 8:00 PM

Community Input Meetings (at Arts Center)
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12:00 – 1:00 | **Educational Partners**
2:00 – 3:00 | **Senior Community**
4:00 – 5:00 | **Special Needs Community**
6:00 – 7:00 | **City Leadership**
(City Council, Rec Commission)

Issue No.	Issue	Action By Due Date Status
1	Represented: Arts Alpharetta, City Council, Recs & Parks, Local Artists, Musicians, Friends of Alpharetta Library, Author/Writer, Art Collector, Fulton County Teacher, Spruill Center participant, metalsmith & jewelry, PTA Arts,	
2	Program: 1. Small black box theater - Lectures - Small performances - Theater 2. Pottery Studios (classes) 3. Painting 4. Drawing 5. Multi-use (one time classes, not ongoing) 6. Gallery Space - Local, regional, national (lecture)	

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	- High quality artwork - Painters Guild 7. Gift Shop - Arts for sale - Put local artists' work up for sale 8. Digital Art - Editing - Screenwriting 9. Studio space for artists in the area to work on their projects independently - Have a place to be around other artists - Build a new "old factory" 10. Writing 11. Glass blowing 12. Blacksmithing 13. Exterior: - Sculpture garden - Water feature (play) - Garden (garden district) - Pocket Park (public art) - Waterfalls down the hill - Patio - Performers - Picnics - Free library (take + leave) - Outdoor stage - Walking paths - Wooden structure above retaining pond - Utilize porch – enhance for events 14. Tie Dye Class (kids, adults) 15. Life Drawing Class 16. Theater classes for children/ teens 17. Music production space – need software 18. Digital Art (teenagers) 19. Ceramics 20. Photography 21. Music 22. Jewelry - Torches (not necessary but could) - Cold connections (metal – rivets, sawing, etc.) - Metal clay (electric kilns) - Need to invest in equipment 23. Painting 24. Woodworking – CNC machine, (hard to find) 25. Poetry 26. Meeting Space (external meetings) (small black box) 27. Art trips – travel to other art centers (go to Europe!)	
3	Events: 1. Open mic nights (poetry) 2. Spotlight students (and local artists) in the community (one month/ week out of the year)	

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	3. Atlanta Celebrates Photography (along the Beltline – touring exhibit from NYC) 4. Weekly event (other than Fri/Sat – weekends are heavily programmed – aim for weeknights too)	
4	Precedents: 1. Othels Art Gallery and School of Art (Alpharetta) 2. Roswell Visual Arts Center 3. Spruill Center 4. Buford ? 5. Wentworth Museum (1st week of November – world class arts + crafts festival, juried show) 6. Asheville, NC – Arts Center 7. Decatur Makers – March, High Museum for teachers, digital art, woodworking, + other programs, you pay to be a member and use the space at whatever times, concerns about liability at after hours – "maker space" – don't leave supplies there	
5	Alpharetta art show limited genre	
6	Serious side of art (not arts and crafts), should not be all things to everybody - too many people competing for small venue	
7	Embrace different kinds of art	
8	City of Technology – art that may be generated by non-humans, artificial intelligence, use new technology, something very special that is uniquely Alpharetta	
9	Parking: 1. Concern as neighbor 2. Insufficient Parking (whenever there was an activity at the Library) - School allowed overflow parking (has gates) - Shouldn't need to continue to use theirs 3. Pocket park to be dedicated parking instead for more spots (would rather have pocket park be parking than taking over green space on this site)	
10	Summer camps	
11	Love good museums. Paris – old train station. Home for impressionists.	
12	Exterior – 1. Get rid of glass block to allow for views 2. Preserve glass block 3. Increase natural light (size of windows) – necessary for artwork (North Light)	
13	Alpharetta Tech Center (previous Atlanta Tech Village) – collaboration between companies, create a similar collaboration between artists	
14	Mix of arts will bring in more of the community	
15	Current space is very dark	
16	Performing + Visual Arts together, more central location would be ideal	
17	Opportunity for school children to come learn from artists, special programs not just classes	
18	2.9 acres (this site) 2/3rd across street	
19	Concern about taking work away from local gallery companies	
20	Indoor/ outdoor connections between gallery + porch	

21	Options on the roof? Rooftop garden.	
22	Old Milton performance art space – tear down, become STEAM school	
23	Multi-use / Flexible: Use moveable walls / panels instead of permanent walls	
24	Connection between inside/ outside	
25	Acoustics – between classrooms (very loud at Alpharetta Library)	
26	Management of multi-use space: (metal shop is not interfering with painting class, etc.) Coordination options: 1. City Staff can operate 2. Non-profit group 3. Studio manager (city staff), supported heavily by group (Alpharetta Arts) – community involvement 4. Facility upkeep by city w/ separate management	
27	City of Alpharetta annual budget – provide service; Arts Center will likely not make money but fulfil needs of community	
28	One on one instruction Illustration class Art Contest Art Technique, Shading,3D, etc Poetry Slam	

Prepared By: Jennifer Lewis Date: 04.12.2016

These notes summarize our understanding of this conversation. Project actions will be based on these notes. Please contact the writer immediately if you do not concur.

HOUSER WALKER ARCHITECTURE

SIGN IN SHEET – EDUCATIONAL PARTNERS

Date of Meeting: 4/12/2016
Project Name: Mayfield Arts Center
Project Number: 1533.00

Purpose: Public Input Meetings
Location: Mayfield Arts Center
Time:

Name	Role/ Company	Phone	email
Hank Houser	Principal, Houser Walker Architecture	404.633.4264	hhouser@houserwalker.com
Jennifer Lewis	Project Architect, Houser Walker Architecture	404.633.4264	jlewis@houserwalker.com
Natalie Hudson	Vis Art Department chair/cambridge High school	740.503.5556	hudsonn@fultonschools.org
Mary Ulich	Director of Operations/The Lionheart School	7-772-4555	mulich@thelionheartschool.com
Rossy Finol – Bishop	PTO. Crabapple Crossing Elementary Artist · Arts Alpha member	4.308.6837	rossyfinol@gmail.com
Kim Dodson	Special Events Manager City of Alpharetta	678-297-6078	Kdodson@alpharetta.ga.us
Elizabeth Alvarez	co-Director Kazanetti string quartet	6/333.3202	KazanettiQ@gmail.com

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HOUSER WALKER ARCHITECTURE

MEETING NOTES

Date of Meeting: April 13, 2016
Project Name: Mayfield Arts Center
Project Number: HWA 1533.00

Purpose: Public Input Meeting
Location: Mayfield Arts Center
Time: 12:00 PM
Attention: Steering Committee
Participants: See Sign In Sheet

Distribution: Email to Steering Committee

File: W:\Projects\1533_Mayfield Arts Center Design Phase 1\correspondance\mna\Public Input Meetings\5 Educational Partners

Action: Review and Comment

Tues., 4/12/2016
12:00 – 8:00 PM

Community Input Meetings (at Arts Center)
Invite input for how community would like to use facility and potential programs
12:00 – 1:00 | **Arts Guilds**
2:00 – 3:00 | **Local Arts Businesses**
4:00 – 5:00 | **Performance/ Theater Groups**
6:00 – 7:00 | **General Open Community**

Wed., 4/13/2016
12:00 – 8:00 PM

Community Input Meetings (at Arts Center)
Invite input for how community would like to use facility and potential programs
12:00 – 1:00 | Educational Partners
2:00 – 3:00 | **Senior Community**
4:00 – 5:00 | **Special Needs Community**
6:00 – 7:00 | **City Leadership**
(City Council, Rec Commission)

Issue No.	Issue	Action By Due Date Status
1	Represented: Rec & Parks, Arts Alpharetta, Local Artists, Fine Arts, Business Owner, PTO, Visual Arts Department Chair, SCAD adjunct, Milton Visual Arts Department Chair, Print Making, Installations, Lion Heart School (special needs, autism), Special Events Planning	
2	Program: 1. Ceramics 2. Quiltmaking 3. Painting 4. Drawing Studio - High ceilings - Convertible walls - Track lighting 5. Printmaking (only one in Atlanta, nothing out of perimeter) - Shop (general or one type)	

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	- Press - Etching + relief (need a larger press – or two) - Silkscreen (washroom or large sink w/ enclosure) - Light table - Would need to be a dedicated space - Partner with Atlanta Printmaker Studio - Proximity to loading dock (garage door access) 6. Exterior - Deck or patio with a garage door to open to the exterior - Beautiful gardens around space "feel good" lot - Workspace outside (natural light, painting, drawing, performance, etc.) - Make outdoors part of indoors while still keeping natural space - Connect outside to inside with events (no event space in Alpharetta with that inside/ outside connections – Breweries have those) - Extend roof over garage doors to create "outdoor stage" - Visual connection of interior to the outside - Outdoor classrooms (6-8 months a year) - Preserve green space on street (locate parking adjacent to existing space) 7. Bar, Brewery, Café - Create a lively atmosphere - Attract people into the space - Serve coffee/wine at events 8. Figure Drawing - Open to local schools 9. Graphic Design 10. Digital Arts 11. 3D printing (Lionheart has had one, Cambridge has one)	
3	Events: 1. Gallery showings 2. Performance Arts 3. Artist Lectures 4. Street Art Chalk Fest (students in Art Honor Society coordinating) 5. Festivals (perfect space for workshops in conjunction with festivals) 6. Art Show (interaction, night with the artists) 7. Singers/Songwriters (one-on-one with artists) 8. Lancaster Festival (Ohio) – flexible stages 9. Fundraisers	
4	Parking:	
5	Precedents: 1. Spruill Center (modeling something similar – multipurpose classroom space and larger drawing studio space, fiber rooms, ceramics separate, external kilns) - Separate programs for dedicated spaces (handweavers guild, jewelry, ceramics, etc) 2. Atlanta Printmakers Studio 3. Athens – open garage doors and you can have an open air space 4. Beltline – artists have garage doors open and working right there 5. Callanwolde	

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	6. John's Creek Community Art Center – Fulton County funds program and run by John's Creek Arts Center (5013c) and receives a grant from Fulton County - City applies for a grant from county - Fulton County Arts Council 7. Mason Fine Arts	
6	Partnerships in Alpharetta	
7	Flexibility	
8	Good lighting	
9	Programming with Schools: 1. Special educational programs – performance, non-traditional audiences: - Homeschoolers - Seniors - Collaborate with artists working here (classes, workshops, performances) - Pull in revenue 2. High quality instruction (contemporary instruction) geared toward younger crowd 3. Gear toward "making culture" 4. Share supplies with local school – could arrange time for students to come after school (pay a fee for a day or fieldtrip) 5. Learn from a new teacher for a day 6. Artists Lectures 7. Summer Camp Instructors – local students (art honor society) or school art teachers 8. Field Trips - Ceramics studio doesn't have torches – the students could come to the Mayfield Arts Center - County busses need to be back by 2:00pm, high school students could spend 2 hours here or after school – students could drive here - Cambridge is trying to do more field trips 9. Classes off-campus. Fulton County allows specialized classes. (Typically online, at Perimeter, etc.) Could coordinate a class at Mayfield Arts Center. Would need to be a course not currently offered at the school. 10. Partnership with musical group for schools to come here for field trips (400 students if the entire grade participates)	
10	3 part time teachers at Cambridge. Mayfield could become an off-site space for their school. Programs they can't currently accommodate: 1. Ceramics: Full set of potters wheels (Roswell has some) – 36 students 2. Or smaller flexible space for students to come work on their wheels individually 3. Milton doesn't have a dark room (Cambridge does), Chattahoochee has a dark room 4. Maker Space – workshop…this week we're making tie-dye shirts. Makers can come in and produce. 5. Cambridge just got a 3D printer. 6. Summer AP prep programs (similar to GHP but local) - Conceptual, how to synthesize ideas - Small class (not 1-on-1): collaboration is necessary (could use maker space)	

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	7. Portfolio courses 8. Summer office hours with AP art teacher	
11	Ventilation is very important.	
12	Budget. Is there a revenue source expected? May 24th Bond.	
13	Determine model of operation. (flexibility of joint city, board of directors with non-profit to run the program with community's best interest) Public/ Private – receive grants	
14	Function on small local level (daily, weekly, monthly) but also regional & national for singular events (festivals or other events)	
15	Funding, grant writing – emphasize education (not just arts) STEM, STEAM, etc.	
16	Discussed classroom space over black box theater space.	
17	Black box double as completely flexible space which can double as classroom. Appropriate lighting, sound, etc. - Raised or lowered flexible stage (for performances, still life, etc.) - Moveable and variation in size(s) - Flexible walls	
18	Being able to close windows if needed. (Still life, lighting should stay consistent across multiple days)	
19	Concern in limited space of existing structure that we cannot be all things to all people – then nothing is done to meet specific needs. Select a handful of focuses without trying to achieve everything.	
20	What is not offered at arts centers in the area: - There is no classical presence north of Atlanta	
21	Possible venue for groups that don't have another place to go – musicians, performers, artists, etc. Great small event and meeting space.	
22	Acoustics – multipurpose spaces	

Prepared By: Jennifer Lewis Date: 04.12.2016

These notes summarize our understanding of this conversation. Project actions will be based on these notes. Please contact the writer immediately if you do not concur.

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HOUSER WALKER ARCHITECTURE

SIGN IN SHEET – SENIOR COMMUNITY

Date of Meeting: 4/12/2016
Project Name: Mayfield Arts Center
Project Number: 1533.00

Purpose: Public Input Meetings
Location: Mayfield Arts Center
Time:

Name	Role/ Company	Phone	email
Hank Houser	Principal, Houser Walker Architecture	404.633.4264	hhouser@houserwalker.com
Jennifer Lewis	Project Architect, Houser Walker Architecture	404.633.4264	jlewis@houserwalker.com
ALICE FORLINI	Alpha Golden Age Club		
Brenda Heath	Alphaartsguild	770 784-0875	alphaartsguild.com
Ben Hollingsworth	Arts Alpharetta, Fiber Artist, Senior	770-475-5393	hollyart@bellsouth.net
PAT WATTS	MAYFIELD OAK SENIOR LIVING		404 [illegible]-7881
Donna Pugliese	Act. Director, Mayfield Oaks	770 712 6147 d.pugliese@comcast.net	pfwatts28@gmail.com
Tom Eisworth	Alpha Golden Age Club	teisw@me.com	678-366-7805
Dixie Pounds	Alpharetta Adult Center	(6) 297-6142	dpounds@alpharetta.ga.us

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HOUSER WALKER ARCHITECTURE

MEETING NOTES

Date of Meeting:	April 13, 2016
Project Name:	Mayfield Arts Center
Project Number:	HWA 1533.00
Purpose:	Public Input Meeting
Location:	Mayfield Arts Center
Time:	4:00 PM
Attention:	Steering Committee
Participants:	See Sign In Sheet
Distribution:	Email to Steering Committee
File:	W:\Projects\1533_Mayfield Arts Center Design Phase 1\correspondance\mna\Public Input Meetings\7 Special Needs Community
Action:	Review and Comment

Tues., 4/12/2016
12:00 – 8:00 PM

Community Input Meetings (at Arts Center)
Invite input for how community would like to use facility and potential programs
12:00 – 1:00 | **Arts Guilds**
2:00 – 3:00 | **Local Arts Businesses**
4:00 – 5:00 | **Performance/ Theater Groups**
6:00 – 7:00 | **General Open Community**

Wed., 4/13/2016
12:00 – 8:00 PM

Community Input Meetings (at Arts Center)
Invite input for how community would like to use facility and potential programs
12:00 – 1:00 | **Educational Partners**
2:00 – 3:00 | **Senior Community**
4:00 – 5:00 | **Special Needs Community**
6:00 – 7:00 | **City Leadership**
(City Council, Rec Commission)

Issue No.	Issue	Action By Due Date Status
1	Represented: Rec & Parks, City Council, Parent of Special Needs Children, Lionheart School, Arts Alpharetta, Arts Advocate,	
2	Program: 1. Exterior: - Garage doors to connect between inside/ outside - Garden (be able to plant a vegetable garden) - Shade, especially in the summer - Pavilion, covered portion, outlets - Picnic tables - Art exhibition – ADA accessible (same experience) - More than one access point - Walking path - Sensory garden – clear your head, paint outside, 2. Drama:	

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	- Peer Buddies (simple play, 6 weeks practicing, small performance) - develop language skills, how to express feelings 3. Digital Arts: 4. Summer camps 5. Skill training, benefits, caregivers, courses, etc. - share resources in the community 6. Support groups 7. Flexible meeting space for citizens – presentations/ events/ etc. 8. Music* - Guitar - Learning an instrument - Singing - Engagement, not just listening to music 9. Dance* 10. Photography 11. Culinary Arts 12. Speakers / Sound System – music going on throughout courses or white noise – white noise can be a problem too 13. Water feature noise 14. Research element – library, 15. Sensory room: quiet space, very dark room with soft bean bags, 16. Kitchenette or Catering Kitchens - Sinks - Breakroom - Counter space 17. Wine/ Coffeehouse atmosphere	
3	Events: 1. Monthly series for special needs resources/ training 2. Art Lecture - Hour before for special needs, a little more careful with lighting, lecturer spend time going over the art, less crowded, take questions, stay for extended session 3. Fundraisers 4. Lawn performances 5. Sensory sensitive performance – can make noise, get up and stand closer, dance, 6. Music Shows 7. Farmers market 8. Garden 9. Visiting Artists	
4	Precedents: 1. Glenview, IL – Kohls Children Museum 2. Children's Healthcare of Atlanta – kid friendly, outside garden at Emory location, 3. Hopewell – sensory room (quiet room), like a library 4. Deerfield Park District – provide buddies 5. Cross, Skate Center, etc. – special needs help with tasks	
5	Parking:	
6	Bringing outside inside. Lots of natural light.	

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7	Sensory Concerns – not as bright or as loud, smells can't be too strong (paint), traffic noise 1. Noise & Light abatement 2. Ventilation – smells	
8	Lionheart – 1. Extreme sensitivity to light - Fabric over the lights which dims the lights - Buzzing of lights	
9	Dedicated courses for just children with disabilities: 1. Exploratory course for autism	
10	Joint courses with disabled and non-disabled. Interact with typical peers. 1. Buddy System (potential buddy with AP art students), teaches social justice, incorporate with classes, - Typical peer trained/educated on different populations they will work with and they become a friend of the special needs children - Someone a year older - Eat lunch with them, helps them socialize, - "We're the same and we're different" 2. Classes with peers	
11	Safety concern with traffic. Caregivers should be with children with special needs but something to not walk straight into traffic. (Hardscape knee wall) Exterior can feel like a play space controlled with hardscape and landscape.	
12	Great location.	
13	Glass block – beautiful light at night.	
14	No one specific space in the community to go for resources. Once a month speaker, event, etc.	
15	Miracle League	
16	Kate's Club – Friday evening socials for children with disabilities	
17	Adaptive Art Teachers	
18	North Suburban District – north of Chicago - Parent, teacher, community resources	
19	Sensory Education: Touch, Feel, See, Play in water/sand table,	
20	Pet therapy	
21	Post-graduation opportunities for special needs (county, state wide support needed)	
22	Friendshipcircle.org	
23	Training for instructors on special needs students	
24	Select in course sign ups that you need a buddy then the program would provide one	
25	Nationally, trend is inclusion of special needs students in mainstream courses.	
26	Partnership with Alpharetta and Cambridge. Buddy System.	
27	5-7 students for special need courses with 2 teachers	
28	If they sign up, there may be a meltdown that day.	
29	Additional questionnaire if you have special needs – what will help you (your child) succeed in this class	

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30	Parent volunteers for training, as buddies, teaching assistants	
31	Safe, accessible egress to a sensory garden – garage door, calm down, relax – come back in 5 minutes and finish the task	
32	Skill training – 1. How to work the lights in a show 2. Misc. jobs around the building 3. Volunteer type things that special needs can do to develop their skills	
33	Place where participants can get dirty, spill paint, etc – don't feel like they are ruining the space	
34	Course length could vary for special needs courses	
35	Feel totally different than a classroom – studio setup, creative, open walls,	
36	Mosaic, painting, use art as décor,	
37	Glass – see into the classrooms but separate,	
38	Flooring Making art: polished concrete, durable, easy to maintain Observing art: wood floors (can attach temporary partitions), something that is not as hard/reflective,	

Prepared By: Jennifer Lewis Date: 04.12.2016

These notes summarize our understanding of this conversation. Project actions will be based on these notes. Please contact the writer immediately if you do not concur.

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HOUSER WALKER ARCHITECTURE

SIGN IN SHEET – CITY LEADERSHIP

Date of Meeting: 4/12/2016
Project Name: Mayfield Arts Center
Project Number: 1533.00

Purpose: Public Input Meetings
Location: Mayfield Arts Center
Time:

Name	Role/ Company	Phone	email
Hank Houser	Principal, Houser Walker Architecture	404.633.4264	hhouser@houserwalker.com
Jennifer Lewis	Project Architect, Houser Walker Architecture	404.633.4264	jlewis@houserwalker.com
Bill Lusby	Rec + Parks Comm.	404 310 2024	wlusby@gmail.com
Wendi Schaff	Rec & Parks / Arts Alpharetta	404-259-2191	crabappleart@gmail.com
Jim Gilvin	Alpharetta City Council	4042712716	jimgilvin@bellsouth.net
Donald Mitchell	Alpharetta City Council	770-712-2290	donaldesigns@yahoo.com
Ben Hollingsworth	Arts Alpharetta, Retired Art Teacher	770-475-5393	hollyart@bellsouth.net
Sandy Barth	" " – CREATIVE SVCS. – ARTIST	770-663-8327	Sandy@gohighprofile.com
Ellen Winser	Arts Alpharetta Corp. Comms.	404.388.3598	ewinser@bellsouth.net
Toss Smallwood			
Jason Binder	City Council	7-7784682	

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HOUSER WALKER ARCHITECTURE

MEETING NOTES

Date of Meeting:	April 13, 2016
Project Name:	Mayfield Arts Center
Project Number:	HWA 1533.00
Purpose:	Public Input Meeting
Location:	Mayfield Arts Center
Time:	6:00 PM
Attention:	Steering Committee
Participants:	See Sign In Sheet
Distribution:	Email to Steering Committee
File:	W:\Projects\1533_Mayfield Arts Center Design Phase 1\correspondance\mna\Public Input Meetings\8 City Leadership
Action:	Review and Comment

Tues., 4/12/2016
12:00 – 8:00 PM

Community Input Meetings (at Arts Center)
Invite input for how community would like to use facility and potential programs
12:00 – 1:00 | **Arts Guilds**
2:00 – 3:00 | **Local Arts Businesses**
4:00 – 5:00 | **Performance/ Theater Groups**
6:00 – 7:00 | **General Open Community**

Wed., 4/13/2016
12:00 – 8:00 PM

Community Input Meetings (at Arts Center)
Invite input for how community would like to use facility and potential programs
12:00 – 1:00 | **Educational Partners**
2:00 – 3:00 | **Senior Community**
4:00 – 5:00 | **Special Needs Community**
6:00 – 7:00 | **City Leadership**
(City Council, Rec Commission)

Issue No.	Issue	Action By Due Date Status
1	Represented: Rec & Parks, Arts Alpharetta, City Council,	
2	Recap of Public Input // Program: 1. Gallery / Event Space - Weekly event (engage community) - Events/ Fundraisers - Concerts/ Music / Open Mic/ Dance/ Poetry / Comedy - Festivals / Farmers Market / - Food Trucks - Art Shows - High end art showcased (local, regional, national,) - Local student art showcased - Artist Lectures 2. Flexible Performance Space / Artist Lectures / Black Box	

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	- Flexible seating - Flexible stage - Flexible lighting/ soundboard/ grid - 5-10 performers, 100 audience 3. Educational / Production Space - Drawing / Life Drawing - Painting - Ceramics - Quilting - Fiber art - Printmaking - Glass - Music - Cos Play (costuming) - Coloring - Stain glass - Woodworking - Puppet Making - Drama / Improv/ Acting - Prop making - Jewelry Making - Weaving - Glass Blowing - Makeup (movies, performances) - Mixed Media - Blacksmith - Graphic Design - Digital arts – gaming, animation, recording, photoshop, - Photography - Writing/ Screenwriting - Culinary Arts - Shared Studio space for artists 4. Meeting / Research Space 5. Café/ Bar/ Catering Kitchen 6. Gift Shop 7. Exterior - Indoor/ outdoor connections (patio, covered work area, garage doors) - Parking (increase count, preserve green space) - Serenity Garden - Pavilion / covered area - Performance space/ classroom - Walking path with art, seats, etc. - Drop Off/ busses - Pocket park – sculptures, - Distinguish space as art district, garden district, - art walk - Free library - Preserve / Remove glass block - Water feature	
3	Recap of Public Input // Considerations: 1. City of Technology	

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	2. Natural Light 3. Acoustics – between rooms, traffic 4. Flexibility 5. Ventilation 6. Exterior reflects interior program (arts of Alpharetta)	
4	Recap of Public Input // Precedents: 1. Campbell School (GA) 2. Penland School of Crafts (NC) 3. Arrawmont School of Arts and Crafts (Gatlinburg, TN) 4. Wildacres Retreat (NC) artist retreat – all art forms, dedicated spaces, 5. Roswell Art Center West (pay more as non-resident) (AJ Argentina – studio manager) bring in resident artists to live in a house on campus, assistants help run the program (25 minutes away) dedicated for ceramics, Saturday classes for kids, shows 2x a year, 30% of sales go back to city of Roswell, great work tables, storage is a problem, 6. Hamiltonian Gallery (DC) overnight events where they draw, paint, they have events and resident artists with stipends to get noticed 7. Spruill Center (historic house gift shop) 8. MOMA gift shop 9. Buford Tannery Row Ale House (rented space for artists, for profit organization) 10. King Plow (for profit) 11. Hudgens Center for the Arts in Gwinnett (classes & gallery) 12. Chattanooga Arts District – feel 13. Birmingham Bloomfield Art Center (Michigan) 14. Pebblebrook High School (nice black box theater which would be a comparable size – two tiered set up) (one wall of black box is glass for dance class) 15. Obelisk 450 project, Compassionate St. Augustine – celebration of 450th anniversary of nation's oldest city. Represented the values of the constitution. 16. Out of the Box (Marietta) – casts under 10, audience about 50 17. Othels Art Gallery and School of Art (Alpharetta) 18. Decatur Makers – March, High Museum for teachers, digital art, woodworking, + other programs, you pay to be a member and use the space at whatever times, concerns about liability at after hours – "maker space" – don't leave supplies there 19. Atlanta Printmakers Studio 20. Callanwolde 21. Mason Fine Art 22. Camp Happy Hearts 23. Chucker Farm 24. Glenview, IL – Kohls Children Museum 25. Children's Healthcare of Atlanta – kid friendly, outside garden at Emory location, 26. Hopewell – sensory room (quiet room), like a library	
5	Key themes: 1. Exterior/ Interior: place you can walk to, engage from the exterior 2. Preserve greenspace 3. Visible that it is the arts center 4. Making it a destination	

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	5. Focus on a few things and do them well – so many good ideas, limited resources, tight budget (equipment for classes, renovation, etc) 6. Flexibility – combine multiple programs into single classrooms, specialize later – ability to change (anything that is fixed) 7. Serve city and region in a unique way 8. Help Alpharetta find it's art 9. Gateway into garden district/ art district 10. Encourage collaboration between artists 11. Potential to increase the quality of the city – will not compete with other art schools, galleries, it will increase the draw of art-minded community 12. Be an art center where un-art-people would still want to go (also a draw for the artists) 13. Consider revenue – make it a good place for events	
6	Key Programming: (rely on surveymonkey) 1. Gallery Space: used for fundraising - Currently missing this component with Alpharetta Arts (end of class display/ presentation/ *sparkle* moment to shine) - Carpeted walls (hides blemishes, nail holes, carpet cleaner, durable, easy maintenance) 2. Gift Shop: place for you to hang out waiting on children in class, between meetings, etc. 3. Painting 4. Drawing 5. 3d Art: Ceramics - Not well attended in the past, could be due to space 6. Black Box 7. Photography 8. Graphic Design/ Digital Lab/ Photography/ Video Editing/ Lab courses 9. Sculpture Garden 10. Performance/ Lecture Space 11. Visiting artists – local, regional, national 12. Traveling shows, festivals, etc. 13. Videography 14. Warming Kitchen/ Catering 15. Storage	
7	Key Features: 1. Glass Garage Door which opens to the outside 2. Sculpture garden w/ fountain 3. Sculptures which change out every 6 months 4. Ventilation 5. Easily cleaned walls 6. Same paint to touch up 7. Regular light fixtures – easy to replace 8. Keep maintenance costs down and easy 9. Controllable light for still life 10. Glass doors – dividers between rooms 11. Open concept – see other artists and how they're working, control noise (can also be distracting for children) – see in on non-teaching wall 12. Canopy/ Pavilion 13. Double doors for performance space – use adjacent classroom for sets 14. Lockers for students + teachers	

	15. Sinks along back wall – combine plumbing and allow for flexibility 16. Fundraising – sell pavers, installation (aquarium fish) – glass block engrave, mosaic, 17. Brick or stone on the exterior of the building	
8	What are Abernathy & Spruill doing well? Focus on something different – digital art? Be on the cutting edge of combining technology and art. 1. Begin with programs we know people will sign up for 2. Try one time workshops for new programming without specialized equipment	
9	Precedents: 1. Phoenix, AZ public art 2. Bensen Center (near Abernathy) 3. Roswell Art Center – natural light is not predictable	
10	Arts Alpharetta – investigate resources for supplies, library, equipment, furniture, 1. Corporate sponsorships 2. Retailers – donate supplies 3. Donated equipment (tax breaks from Arts Alpharetta – non-profit donations)	
11	Outgrow this space – what does this become once programs expand to a new building?	
12	Another location – studio working space for artists	
13	Dedicated v. Flexible;	
14	Programming – self sustaining Event – revenue	

Prepared By: Jennifer Lewis Date: 04.12.2016

These notes summarize our understanding of this conversation. Project actions will be based on these notes. Please contact the writer immediately if you do not concur.

HOUSER WALKER ARCHITECTURE

MEETING NOTES

Date of Meeting: April 28, 2016
Project Name: Mayfield Arts Center
Project Number: HWA 1533.00

Purpose: Steering Committee Meeting
Location: City Hall Conference Room #121
Time: 2:00 pm
Attention: Participants
Participants: Mike Perry, Director, **Alpharetta R&P**
Lisa Cherry, Deputy Director, **Alpharetta R&P**
Jodie Gilfillan, Recreation Supervisor, **Alpharetta R&P**
Toby Smallwood, Arts Coordinator, **Alpharetta R&P**
Wendi Schutt, **Alpharetta R&P**
Jamie Bendall, **Alpharetta R&P**
Jim Gilvin, **City Council**
Jason Binder, **City Council**
Donald Mitchell, **City Council**
Hank Houser, **HWA**
Jennifer Lewis, **HWA**
Distribution: Email to participants

File: d W:\Projects\1533_Mayfield Arts Center Design Phase 1\correspondance\mna\160428 Mayfield Arts Steering Committee MN

Action: Review and Comment

Issue No.	Issue	Action By Due Date Status
1	Discussed key themes obtained from Public Input meetings and online survey: 1. Art Classes 2. Art Exhibits: display local and regional artists 3. Visual + Music + Performance arts 4. Special Events 5. Accessible 6. Flexible 7. Indoor / Outdoor Connectivity 8. Adequate Parking 9. Preserve Greenspace 10. Visible identity as an Art Center 11. Gateway into the Garden / Art District 12. Alpharetta "Tech City of the South" identity	
2	Online survey: 1. Generated 139 respondents from the city distribution list – HOAs, public invite meeting invitees, Arts Alpharetta, Press Release distribution list, etc. 2. Nearly 90% of respondents live in Alpharetta, 78.4% live within 5 miles of the Art Center, 61.9% were between 36 – 55 years 3. Discussed 36 – 55 years as target audience for classes 4. Most popular programs:	

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	- Painting - Adult one-day workshops - Ceramics - Photography - Performance Arts - Children / Teen Classes	
3	Discussed commonalities between peer projects, recommended through Public Input meetings: 1. Studio workspaces were industrial, messy and equipment intensive 2. Classrooms had controllable, natural light 3. Higher quality finishes in gallery 4. Flexible event spaces 5. Art installations	
4	Discussed known improvements necessary: 1. Expand male and female restrooms to increase plumbing fixture count (quantity will depend on occupancy count, determined by final program) 2. Increase parking count 3. Upgrade sprinkler system 4. Upgrade mechanical system 5. Upgrade lighting 6. Improve ventilation 7. Repair and restore roof	
5	Presented options for the arts zone and garden district. Steering Committee preferred a combined "Garden Arts District" to run along Canton Street from the downtown core and extend north of Pebble Trail.	
6	Discussed the expansion of the parking lot and addition of a second curb cut along Mayfield Road. The Steering Committee agreed with the proposed layout but had the following concerns: 1. Will the additional curb cut affect any trees? If so, will decreasing to a 12' one-way drive help? 2. Left turns out of the parking lot onto Mayfield Road are difficult and will cause back up. Should the exit be labeled "Right turn only"? 3. Would a drive along the north side of the building that connected to Canton Street alleviate "left turn" back up? There is not enough space between the building and the property line for a drive aisle. 4. Would sensory lights along Mayfield Road help to slow traffic during drop-off/pick-up times?	
7	Discussed possible arrival grading and sidewalk options. The Steering Committee preferred layout A with evenly spaced steps up from the intersection and accessible route from the west. Concerns raised about cost of the regrading. HWA will present cost as a separate line item. Discussion that site improvements should be a priority item as they cannot be as easily retrofitted after the building is occupied and will help connect the Art Center to the downtown.	
8	Steering committee agreed with proposed infill of the existing ramp to create a porch. A new, accessible walk in front of the porch will connect the parking to the main entry.	
9	Reviewed potential program components: 600 sf flexible studios (to be used for painting, drawing or other arts) 1,000 sf ceramics studio for wheels 400 sf media studio 6,000 sf open gallery	

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	380 sf flexible performance 200 sf gift shop / coffee shop 120 sf per office 200 sf warming kitchen 100 sf electrical / data 50 sf storage per studio 150 sf men's restroom 250 sf women's restroom	
10	HWA presented three test fit floor plan options. The Steering Committee preferred the option with 3 flexible studios to be used for painting, drawing or other arts, a ceramics studio, a media studio for use as a flexible meeting space, a gallery, a flexible performance space, a gift shop, offices, and warming kitchen. 1. Concerned raised with glass along flexible performance space 2. Controllable, natural north light in painting studios 3. Discussed the amount of open gallery space provided. Allows for more flexibility and renting out space for events but limits studio space. 4. Discussed a moveable concession stand for performances. 5. Prefer defined space for performances/ events that will also host performance classes. 6. Discussed flexible wall options for gallery walls. 7. Prefer wall space for gallery. 8. Discussed the need for a gift shop. Prefer having flexible display space for branded items, coffee, local artists work, supplies, etc. 9. Discussed the interest in a computer lab or media classroom. The Steering Committee determined the media room should begin as a high tech, flexible conference room which can be used for media arts (photography, animation, sound tech, etc) or rented out for meetings. 10. Discussed whiteboard teaching walls in the flex studios. 11. Discussed the need for an after-loading location for catering vans. 12. No windows in flexible performance space.	
11	Next Steps: 1. HWA and RBA to develop preferred scheme and cost estimate options. 2. Tuesday, May 10th: HWA to present scheme to Rec Commission. 3. Friday, May 13th: Steering Committee Meeting to review scheme and comments from Rec Commission. 4. Monday, May 16th: HWA to present scheme to City Council.	

Prepared By: Jennifer Lewis   Date: 04.29.2016

These notes summarize our understanding of this conversation. Project actions will be based on these notes. Please contact the writer immediately if you do not concur.

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HOUSER WALKER ARCHITECTURE

MEETING NOTES

Date of Meeting: May 13, 2016
Project Name: Mayfield Arts Center
Project Number: HWA 1533.00

Purpose: Steering Committee Meeting
Location: City Hall Conference Room #121
Time: 10:00 am
Attention: Participants
Participants: Mike Perry, Director, **Alpharetta R&P**
Lisa Cherry, Deputy Director, **Alpharetta R&P**
Jodie Gilfillan, Recreation Supervisor, **Alpharetta R&P**
Toby Smallwood, Arts Coordinator, **Alpharetta R&P**
Wendi Schutt, **Alpharetta R&P**
Jamie Bendall, **Alpharetta R&P**
Jim Gilvin, **City Council**
Jason Binder, **City Council**
Donald Mitchell, **City Council**
Hank Houser, **HWA**
Jennifer Lewis, **HWA**
Distribution: Email to participants

File: d W:\Projects\1533_Mayfield Arts Center Design Phase 1\correspondance\mna\160513 Mayfield Arts Steering Committee MN

Action: Review and Comment

Issue No.	Issue	Action By Due Date Status
1	HWA presented to Recreation Commission on 5/10/2016. The commission was in favor of the new low steps to the entrance, expandable black box theater and overall plan. Concerns were raised regarding the 2nd drive aisle to the parking lot killing trees. RBA confirmed that the smaller tree on the left of the new drive would likely not survive. Concerns were raised regarding the view to the neighbor north of the site. Screening plantings will shield the view from the classrooms and gallery to the house.	
2	Discussed the proposed park like landscape setting for the yard which will include wandering paths and planting beds populated with sculpture. The property across Canton Street will be an extension of the park like setting.	
3	The Steering Committee is in favor of pylon signage oppose to long site wall signage.	
4	Concerns were raised regarding proposed water columns due to maintenance costs and burden of existing water features around the city. The committee proposed replacing water columns with sculpture.	
5	Discussed the expansion of the parking lot and new underground retention. The current configuration accommodates 39 parking spots.	

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6	Discussed the addition of a play structure north of the parking lot.	
7	Discussed infilling the existing ramp along the south of the building and creating a 5% sloped sidewalk which would eliminate the need for handrails.	
8	Reviewed the proposed floor plan. 1. The black box was moved to the interior to create one cohesive gallery space along the east side of the building with views to the garden space. A moveable wall will allow for the entire black box to function as a stage while the audience is set up in the gallery. 2. The gallery will have temporary, moveable walls which can be reconfigured for different displays or completely removed from the gallery for sculpture exhibitions and events. 3. Three identical flex studios have large north facing windows with controllable roller shades. A moveable partition allows two of the rooms to become one large space. 4. The ceramics/heavy arts studio has a coiling door opening out onto a new patio with space for kilns and storage. The patio has screening walls but is open to the sky. 5. The back service door has been moved further to the north, away from the main entrance and screened by the new patio. Students attending class could enter through the back door closest to the classrooms or the main entrance, through the gallery. - Discussed adding a ramp to the back loading dock.	
9	Discussed the configuration of the program elements as a division of industrial workspaces (studios, back of house, corridors) and refined, higher finish spaces (gallery).	
10	Discussed afterhours access to the studios would allow for access to the restrooms but could close off and protect the gallery space.	
11	The existing ribbon windows are at sitting height and will be filled with solid panels, perhaps an accent color. There was a suggestion to use transparent panels and light them from behind, similar to the glass block wall.	
12	The estimated total project budget is $2.8 million and the current budget is $1.5 million. HWA proposed a project scope within the $1.5 million which would eliminate all site work and exterior building improvements as well as reduce the ceramics and black box studios to basic flex studios. Discussed creating two phases for the project. Steering Committee to determine scope of first phase. Discussed the importance of completing the exterior as a new face for the Arts Center and engaging the public.	
13	Discussed the use of the Ceramics Studio. The online survey results showed high interest in ceramics courses. However, it is unclear if the respondents were interested in hand building, using wheels, glazing or painting existing clay pieces. Steering Committee agreed to program the room as a Ceramics/Heavy Arts Studio which would allow for use as ceramics, welding, woodworking or other mediums in the future.	

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14	Steering Committee discussed the proposed curb cut for carpool stacking and indicated that the summer camp program could determine a way to make the existing parking lot configuration work if the curb cut was not part of the first phase.	
15	Discussed ideal dimensions of the black box would be divisible by 8 to accommodate standard 4x8' platforms used for stages, sets, and seating. Steering Committee preferred combining the adjacent storage with the black box to create a larger, flexible space. A new door will be added from the gallery into the black box theater.	
16	Concerns were raised regarding the amount of storage available in the building. The plan currently shows casework in the studios, personal lockers, plus a few storage rooms. In the design phase, space will need to be allotted for specific gallery walls and selected tables and chairs.	
17	Discussed potential moveable museum walls. Mila Walls are light and compact and are very common in galleries and exhibits.	

Prepared By: Jennifer Lewis Date: 05.17.2016

These notes summarize our understanding of this conversation. Project actions will be based on these notes. Please contact the writer immediately if you do not concur.

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HOUSER WALKER ARCHITECTURE

Mayfield Arts Center | PROGRAMMING WORK PLAN

Date	Tasks	Location	Participants
Thursday, 3/31/2016 **ALL DAY**	**Steering Committee: Kick-Off Charette** a. Tour project precedents: - Crabapple: Alpharetta Arts Center - Dunwoody: Spruill Center for the Arts - Sandy Springs: Abernathy Arts Center b. Site Charette c. Interior Charette d. Building systems review	Arts Center	Steering Committee, HWA, JSA, Foresite, RBA
Tuesday, 4/12/2016 **12:00 – 8:00 PM**	**Community Input Meetings** Invite input for how community would like to use facility and potential programs 12:00 – 1:00 | **Arts Guilds** 2:00 – 3:00 | **Local Arts Businesses** 4:00 – 5:00 | **Performance/ Theater Groups** 6:00 – 7:00 | **General Open Community**	Arts Center	Steering Committee, HWA, Community
Wednesday, 4/13/2016 **12:00 – 8:00 PM**	**Community Input Meetings** Invite input for how community would like to use facility and potential programs 12:00 – 1:00 | **Educational Partners** 2:00 – 3:00 | **Senior Community** 4:00 – 5:00 | **Special Needs Community** 6:00 – 7:00 | **City Leadership** (City Council, Rec Commission)	Arts Center	Steering Committee, HWA, Community
Thursday, 4/28/2016 **2:00 PM**	**Steering Committee:** Review Potential Building Program and Organizational Concept Options	Arts Center	Steering Committee, HWA
Tuesday, 5/10/2016 **7:00 PM**	**Rec Commission Meeting:** HWA present Potential Building Program Options, Review Key Decisions, Gather Feedback	City Hall	Rec + Parks, Steering Committee, HWA
Thursday, 5/12/2016 **2:00 PM**	**Steering Committee:** Present/ Discuss Floor and Site Plan Concepts and Renovation Concepts	Arts Center	Steering Committee, HWA
Monday, 5/16/2016 **7:30 PM**	**City Council Meeting:** HWA present Potential Building Program Options, Review Key Decisions, Gather Feedback	City Hall	City Council, Steering Committee, HWA
Thursday, 6/2/2016 **2:00 PM**	**Steering Committee:** Present/ Discuss Final Concepts and Cost Summary	Arts Center	Steering Committee, HWA
Thursday, 6/9/2016 **7:00 PM**	**Rec Commission Meeting:** HWA present final concept, review refined programming scope	City Hall	Rec + Parks, Steering Committee, HWA
Monday, 6/13/2016 **7:30 PM**	**City Council Meeting:** HWA present final concept, review refined programming scope	City Hall	City Council, Steering Committee, HWA
Thursday, 6/16/2016	**Submit Final Report**		HWA

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HOUSER WALKER ARCHITECTURE

Mayfield Arts Center | DESIGN + CONSTRUCTION TIMELINE

Year	Month	Duration	Phase
2016	June	2 months	PROGRAM AND BUDGET APPROVAL
2016	August	1 month	SCHEMATIC DESIGN
2016	September	2 months	DESIGN DEVELOPMENT
2016	November	4 months	CONSTRUCTION DOCUMENTS
2017	March	2 months	BID/ PERMIT
2017	May	8 months	CONSTRUCTION
2018	January	1 month	MOVE-IN

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City Council Meeting
STAFF REPORT

Submitting Department: Public Works
Submitted By: Geoffrey Sarra, Senior Engineer
Meeting Date: July 11, 2016

I. AGENDA ITEM TITLE: SURVEY SERVICES FOR BOND SIDEWALK IMPROVEMENTS

II. RECOMMENDATION:

Please approve LandAir Surveying Company's proposal in the amount of $156,345.00 for survey services associated with the Alpharetta Parks and Transportation Bond Sidewalk Improvements 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: $156,345.00

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
Alpharetta Parks and Transportation Bond Sidewalk Improvements (TBD)	$156,345.00

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
N/A	$0.00

IV. REPORT IN BRIEF:

This request is for survey services necessary to prepare construction plans for multiple sidewalk improvements included in the 2016 Alpharetta Parks and Transportation Bond. The locations include:

- Alderman Drive
- Cotton Creek Entry
- Edison Drive
- Harris Road
- Hembree Road
- Little Pine Trail
- Mansell Court
- Market Place
- Marstrow Drive
- Morrison Parkway
- Nobel Court
- North Point Parkway
- Old Roswell Road
- Pointe Place
- Spruell Circle
- Upper Hembree Road
- Warsaw Road
- Waters Ferry Way
- Windward Concourse
- Windward Plaza

In total, this survey will aid in the design of 26 sidewalk gaps totaling approximately 17,400 linear feet.

Surveys will be delivered as each location is completed and it is anticipated that it will take approximately 24 weeks to complete all of the work. The anticipated delivery schedule is as follows:

- August 19, 2016 - Area 1 (Cotton Creek Entry, Waters Ferry Road)
- September 9, 2016 - Area 2 (Harris Road, Pointe Place, Upper Hembree)
- September 30, 2016 - Area 3 (Hembree Road, Morrison Parkway)
- October 21, 2016 - Area 4 (North Point Parkway)
- November 11, 2016 - Area 5 (Spruell Circle)
- December 2, 2016 - Area 6 (Alderman Drive, Edison Drive, Little Pine Trail, Market Place, Nobel Court, Windward Concourse, Windward Plaza)
- December 23, 2016 - Area 7 (Mansell Court, Old Roswell Road, Warsaw Road)
- January 13, 2016 - Area 8 (Marstrow Drive)

LandAir Surveying Company is currently under contract with the City of Alpharetta for On-Call Survey Services (Contract No. 14-1003).

V. ALTERNATIVES:

None

VI. ATTACHMENTS:

LandAir Proposal

LANDAIR
SURVEYING COMPANY

June 27, 2016

VIA EMAIL: GSarra@alpharetta.ga.us

Mr. Geoffrey Sarra, P.E.
Senior Engineer
City of Alpharetta
1790 Hembree Road
Alpharetta, GA 30009
678-297-6239

Re: **Surveying Services**
Topographical Surveys
LandAir Surveying Company Proposal No. P-16S-097

Dear Geoff,

LandAir Surveying Company appreciates the opportunity to provide services for the above referenced project. This proposal is based on the information received, and our experience with similar projects.

PROJECT ASSUMPTIONS

- LandAir will collect topographical and planimetric data consistent with City of Alpharetta specifications and standards for all the projects listed below.
- Field surveys will be performed within the survey limits (24 projects) attached below to produce 1' contour interval topography, and above ground utilities.
- A subsurface utility marking contractor will mark the utilities at all the sites listed below.
- Establish the right of way lines along any adjacent parcel lines.

SCOPE OF WORK

Survey limits:

- Survey limits are within the white line. (see attachments below)
- Total length of all projects combined is 4.02 miles.

Survey will include the following:

- Sanitary sewer including tops, inverts, pipe sizes and materials.
- Visible water valves, hydrants, etc.

- Visible storm drainage including tops, inverts, and pipe sizes and materials.
- Power, phone, cable, fiber optic.
- The supplied data for buried subsurface utilities such as gas, cable, phone, etc. will be provided by the subsurface utility contractor, and shown on the drawings.
- Driveway aprons curb and gutter, sidewalks, ramps.
- Buildings, fences, retaining walls, guardrails, handrails.
- Topographic Contours – 1 foot increments.
- Trees (8" and larger), shrubs, and landscape areas. At Marstrow Road include all landscape trees.
- Include sketches of all control points and benchmarks.

Provide Right of Way Lines

- The researched parcels will contain the owner's data and parcel number with the deeded acreage as per the current Fulton County tax assessor map. Property lines will be compiled without benefit of title, therefore property lines will be shown as the most recent deed, and tax map depicts. This result will be shown as the property configuration. We will attempt with due diligence to obtain plats, right-of-way plans, and deeds pertaining to the parcels affected by the survey limits of the project to accurately depict the right-of-way lines along the project corridor.
- Full boundary surveys of each parcel will not be performed.

This quote is limited to the services listed above. Any additional services required can be added at an additional cost.

COST

Survey Services

AREA 1

Cotton Creek Entry	**$6,695**
Waters Ferry Way	**$3,470**

AREA 2

Harris Road	**$4,330**
Pointe Place North	**$3,005**
Pointe Place South	**$4,180**
Upper Hembree Road	**$4,890**

AREA 3

Hembree Road @ No Fulton	**$3,535**
Hembree Road @ Westside	**$6,720**
Morrison Parkway	**$23,565**

AREA 4

No Point Pkwy @ Great Oaks	**$8,935**
No Point Pkwy @ Prof. Park	**$5,750**

AREA 5

Spruell Circle No	**$4,380**
Spruell Circle So	**$3,410**

AREA 6	
Alderman Drive	**$16,660**
Edison Drive	**$11,890**
Little Pine Trail	**$3,200**
Market Place	**$4,555**
Nobel Court	**$3,275**
Windward Parkway (Plaza & Concourse)	**$7,875**
AREA 7	
Mansell Court	**$3,065**
Old Roswell Road @ Warsaw	**$9,540**
Warsaw Road	**$9,815**
AREA 8	
Marstrow Road	**$3,605**

SCHEDULE

Each project will be scheduled accordingly when a formal notice to proceed has been received.

If this proposal and the attached terms and conditions are acceptable, please sign and initial all pages and return a copy for our records. LandAir Surveying appreciates the opportunity to present this proposal and looks forward to being of service. If you have any questions or require additional information, please call.

Sincerely,
LANDAIR SURVEYING COMPANY

James W. Clay III, RLS
Senior Vice President
Accepted by: ______________________________ Date: _______________

City Council Meeting
STAFF REPORT

Submitting Department: Public Works
Submitted By: Geoffrey Sarra, Senior Engineer
Meeting Date: July 11, 2016

I. AGENDA ITEM TITLE: DESIGN SERVICES FOR KIMBALL BRIDGE ROAD CONGESTION MITIGATION

II. RECOMMENDATION:

Please approve AECOM's proposal in the amount of $473,600.00 for design services associated with the Kimball Bridge Road Congestion Mitigation bond project 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: $473,600.00

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
Kimball Bridge Road Congestion Mitigation (TBD)	$473,600.00

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
N/A	$0.00

IV. REPORT IN BRIEF:

This request is for design services necessary to prepare construction documents for roadway and streetscape improvements along Kimball Bridge Road. The goal of these improvements is to ease traffic congestion between North Point Parkway and Waters Road during peak commuting periods.

The design will be based upon the recommended concept developed through a series of open house meetings. The recommended concept provides the following typical section configuration; two east bound lanes with shared bike lane in outermost travel lane, a landscape buffer and 6 to 8 foot sidewalk, one westbound lane with in-road bike lane, landscape buffer, 6 to 8 foot sidewalks, and auxiliary turn lanes where shown in the traffic model. The existing bridge over Big Creek is to be restriped to allow for two eastbound lanes and one westbound lane. A new trail connection to the Big Creek Greenway from the north side of Kimball Bridge Road will also be included. Additionally, a westbound dedicated right turn lane from Kimball Bridge Road onto North Point Parkway will also be extended to better address the needs of the primary morning peak commute period.

AECOM, while under contract to provide on-call transportation services, developed and iterated upon the conceptual plans for this project. As such, they have a unique understanding of the project and its goals and have been designated a single source vendor for this project.

Design is anticipated to be complete within 13 months of notice to proceed.

V. ALTERNATIVES:

None

VI. ATTACHMENTS:

AECOM Proposal, Conceptual Design: Kimball Bridge Road Improvement

June 20, 2016

Mr. Peter Sewczwicz, PE
Director of Public Works
City of Alpharetta
1790 Hembree Road
Alpharetta, GA 30009

Re: Request for Proposal
Kimball Bridge Road Construction Documents and Permitting
North Point Parkway to Waters Road

Dear Peter,

The following technical proposal and fee estimate is based on our meeting on April 14, 2016 at the City of Alpharetta. Based on our discussion, AECOM will prepare design documents advancing the evaluated concept alternatives previously prepared for multi-modal improvements along Kimball Bridge Road from North Point Parkway to Waters Road in the City of Alpharetta. The basis of the design fee estimate assumes Recommended Concept – 12.8.15 will be used as a base to further develop the plans with one addition – an 8 foot sidewalk and lighting will be proposed if feasible on the north side of the road for the section east of the bridge. Recommended Concept - 12.8.15 provides the following typical section configuration; two east bound lanes with shared bike lane in outermost travel lane, a landscape buffer and 6 to 8 foot sidewalk, one westbound lane with in-road bike lane, landscape buffer, 6 to 8 foot sidewalks, and auxiliary turn lanes where shown in the traffic model. The structure over Big Creek Greenway is to be restriped to allow for two eastbound lanes and one westbound lane with bike lane. A new trail connection to the Big Creek Greenway will be evaluated, permitted, and designed; if feasible and shown to have public support. The trail connections would be designed in accordance with any City standards, details and/or land disturbance permit requirements.

Task 1 - Topographic & Property Survey

Landair will perform topographic and property survey for the corridor based on current industry standards. The survey will extend 50 feet outside the right of way along Kimball Bridge Road from North Point Parkway to Waters Road and include 300-feet along North Point Parkway in all directions and 100-feet down other side roads located in the project limits. The survey limits will be expanded in the area of the Big Creek Greenway enough to allow for the proposed trail connections as shown on Recommended Concept – 12.8.15. Landair will provide InRoads and Microstation files for use in the design efforts. A control package will be provided based on City of Alpharetta standards. All topographical data will be collected utilizing conventional field survey methods, except for the bridge data which will be collected using 3D terrestrial scanning methods. Four stream cross sections will be collected for use in the H & H Report. These sections will be taken 50-ft and 500-ft upstream and downstream of the bridge centerline. Properties will be resolved based on most recent deeds and tax maps. Approximately fifty-two (52) properties will be researched. Full boundary surveys are excluded from the scope. Time estimated to complete the above survey activities is 10-12 weeks from notice-to-proceed.

Task 2 - Pavement Evaluation

United Consulting will perform a limited pavement evaluation for the project. A total of twelve (12) pavement cores will be taken along the project length. At each location, the existing asphalt pavement will be cored and the base material will be sampled. The results will be documented in a brief report. The report and field work will not be done to a GDOT-level of detail. Core holes will be backfilled with sackrete up to bottom of pavement; this will be compacted and the remainder filled with cold patch or quick-set concrete. The coring operation will likely require lane closures and two (2) days of maintenance of traffic at a total cost of $2,000 have been included in the fee. If the City elects to provide traffic control through their Public Works Department, the total fee for the Pavement Evaluation can be reduced that amount. PACES survey and rutting test are excluded from the scope and fee.

Task 3 - Environmental Permitting

AECOM environmental staff will screen the corridor for potential resources which will be identified on the concept drawings. AECOM will prepare a Section 404 permit, Stream Buffer Variance (SBV), and NPDES plans for the project as needed. The 404 and/or SBV permitting efforts would be for any impacts to jurisdictional waters within the project area. The fee breakdown for Task 3 scope is shown below. Some of these items such as the 404 permit and steam buffer variance may not end up being necessary based on the impacts of the proposed design.

Resource Delineation		$ 4,362
Stream Buffer Variance *(if needed)*		$ 6,814
404 Permit *(if needed)*		$ 8,212
Design Support		$ 3,781
	Total	$ 23,169

Task 4 – Hydraulic & Hydrologic Analysis

AECOM Certified Flood Plain Manager staff will prepare a Hydraulic & Hydrologic (H&H) report that will comply to Alpharetta's Floodplain Ordinance 693, 9-2-2014 for the trail head connection to the Big Creek Greenway as shown on Recommended Concept – 12.8.15. AECOM's scope and fee anticipates that a "no-rise" condition can be achieved for the project and that a Conditional Letter Map of Revision (CLOMR) with "no-rise" condition can be signed off on at the City level. In the unlikely event that a "no-rise" condition cannot be achieved, the scope and fee for this item will need to be renegotiated.

Task 5 - Stakeholder Outreach and Landscape Mitigation

AECOM's landscape architects will attend up to 5 stakeholder meetings to develop landscape mitigation plans for associations and public and private stakeholders along the corridor. AECOM will rely on the City of Alpharetta to advertise and secure the location or locations for the meetings.

Concept level drawings will be prepared along with an opinion of probable costs. Concepts will be converted into CAD and included in the construction bid package along with an updated cost estimate and specifications related to the approved landscape mitigations and improvements.

Task 6 - Traffic Modeling

AECOM's traffic engineers will prepare a sim traffic model on the final concept layout to relay the benefits of the auxiliary turn lanes and evaluate the final recommended geometry. A traffic summary will be provided.

Task 7 – Utility Coordination

AECOM will coordinate will all utility owners within the project limits to identify and resolve potential conflicts between the proposed roadway improvements and any existing utility facilities. This process will begin during the Concept Design Phase when plan sheets showing the project area will be submitted to each utility owner; this is commonly referred to as "first submission". The owners will provide the locations of any facilities within the project limits for incorporation into the roadway construction plans. Depending on the responsiveness of the utility owners, this task could drift into the Preliminary Engineering Phase. It generally takes 30-60 days to receive responses from all owners. Utility coordination will start back up again at the completion of the Preliminary Engineering Phase when the completed Preliminary Plans will be submitted to each utility owner again; this is commonly referred to as "second submission". The utility owners will provide either "no conflict" statements or relocation plans resolving any conflicts. These relocations will be incorporated into the roadway construction plans. The second submission process typically takes 60-90 days to complete.

Task 8 – Lighting Design and Plans

Atlanta Consulting Engineers (ACE) will perform the lighting design for this project. Pedestrian lighting, will be provided along Kimball Bridge Rd. from North Point Pkwy. to Waters Rd. ACE will provide all lighting layout, electrical single line, and schematic drawings including all necessary lighting details with properly sized cables, conduits, and electrical equipment. The lighting standards will be type Granville Warm 2700 LED lights. ACE will also coordinate with the local utility owner(s) to provide power service for the lighting. A summary of lighting quantities will be provided as well. The lighting scope and fee assumes the City will provide the lighting placement in either AutoCad or Microstation format. ACE's scope does not include performing a photometric analysis, any light placement or location adjustments, receptacles in the light poles, or construction phase services such as shop drawing review.

Construction Documents

AECOM transportation design staff will prepare construction documents (CD's) for the project which will include; cover, index, typical sections, quantities, construction layout, signing and marking plans, signal plans, staging plans, landscape plans, utility plans, cross sections, grading plans, drainage plans, standards and details and other plans generally required by GDOT's PPG.

Task 9 - Concept Design Phase

AECOM will use an updated survey provided by Landair to prepare 30% documents for review, comment, and council approval (if required). The Concept will be based on Recommended Concept – 12.8.15 with one addition: 8' sidewalk and lighting will be provided on the north side of the road for the section east of the bridge. Documents will include typical sections, plan sheets, profile sheets, preliminary drainage layout, existing utility plan (contingent on utility owner responsiveness), and preliminary signing and marking plan sheets. We will attend up to two (2) meetings with the City to review comments from the concept submittal. Time estimated to complete phase is one (1) month following receipt of final survey.

Task 10 - Preliminary Engineering Phase (70% Plans)

AECOM will develop 70% construction documents for review by the City based on feedback from the concept submittal and meeting. The 70% plan submittal will include a complete set of documents and a preliminary cost estimate. AECOM will attend one meeting with the City to review comments from the 70% submittal. This submittal will also be used to provide value engineering prior to final document preparations. We will attend up to three (3) meetings with the City to review comments and discuss value engineering alternatives. Time estimated to complete phase is three (3) months following completion of Concept Design Phase.

Task 11 – Right of Way Design & Plans

AECOM will develop a set of Right of Way Plans detailing all required right of way and easement data for the City's use during acquisition activities. At the City's discretion, the plans can be a stand-alone set or the information can be incorporated into the construction plan sheets. Approximately thirty-five parcels would be impacted by the proposed project. We are assuming revisions will be required for up to eighteen parcels. AECOM will attend one (1) meeting with the City to review comments on the Right of Way Plans. Time expected to complete this phase is one (1) month.

Task 12 - Permitting Phase (90% Plans)
AECOM will incorporate City staff comments and approved value engineering alternatives into a 90% complete set of documents to submit to the City of Alpharetta and EPD for approval. AECOM will work closely with City staff to meet the City's permitting requirements to obtain a LDP Permit. Close coordination with City staff is included in order to assist in permitting the project. We will attend up to two (2) meeting with the City to review comments. Time estimated to complete phase is four (4) months following completion of Preliminary Engineering Phase.

Task 13 - Final Construction Documents (100%)
AECOM will incorporate any remaining City comments into a final set of Construction Documents with associated specifications. The submittal will be prepared for construction bidding and implementation with an updated opinion of construction costs. Time estimated to complete phase is one (1) month following completion of the Permitting Phase.

Excluded from the scope of services
The following items are excluded from the scope and fee.

- Geotechnical Services (outside the paving cores)
- Pavement rehabilitation plan
- Structural Design
- GDOT/Federal Highway Approval (None Anticipated)
- NEPA services/documentation (None Anticipated)
- Architectural/building design (None Anticipated)
- Irrigation design
- Public meetings and council presentations (outside those scope above)
- Right-of-way acquisitions services
- Subsurface Utility Exploration (SUE) services are excluded, although conventional coordination with the utility owners has been included in the scope & fee.
- Construction Administration
- Advertisement of stakeholder meetings
- Facility rental costs
- Public surveys
- 3D animation or videos
- Entrance monument or fountain design
- Park design

Project Management
Sean Pharr, P.E. will be the project manager and point of contact for this project. Final Construction Documents are expected to be delivered approximately thirteen (13) months after receipt of Notice to Proceed (NTP). This schedule assumes a six (6) month duration for the City-led right-of-way acquisition activities. Project invoices will be submitted to the City on a monthly basis.

Project Fees
AECOM will provide the services outlined above for the lump sum fee shown below and itemized by task.

Task 1:	Topographic Survey	$ 89,625
Task 2:	Pavement Evaluation	$ 12,000
Task 3:	Environmental Permitting	$ 23,169
Task 4:	Hydraulic & Hydrologic Analysis	$ 34,072
Task 5:	Stakeholder Outreach and Landscaping	$ 40,816
Task 6:	Traffic Modeling & Signal Design	$ 41,152
Task 7:	Utility Coordination	$ 4,812
Task 8:	Lighting Design & Plans	$ 9,800
Task 9:	Concept Design Phase	$ 26,950
Task 10:	Preliminary Engineering Phase (70% Plans)	$ 102,692
Task 11:	Right of Way Design & Plans Phase	$ 17,012
Task 12:	Permitting Phase (90% Plans)	$ 69,028
Task 13:	Final Construction Documents (100% Plans)	$ 2,472
	TOTAL LUMP SUM FEE	$ 473,600

We look forward to continuing quality work with the City of Alpharetta. Please feel free to contact Sean Pharr at (678)808-8939 or by email to sean.pharr@aecom.com should you have any questions.

Thank you.

Garrick Edwards, P.E.
Structural Engineer

Sean Pharr P.E.
Roadway Engineer


ROCK MILL PARK
SUNDANCE ACADEMY
NEW PROSPECT ELEM. SCHOOL
FIRE STATION
SAEHAN PRES. CHURCH
KIMBALL BRIDGE ROAD
FROM NORTH POINT PARKWAY
TO WATERS ROAD
IMPROVEMENTS
AECOM

City Council Meeting
STAFF REPORT

Submitting Department: Public Safety
Submitted By:
Meeting Date: July 11, 2016

I. AGENDA ITEM TITLE: RED LIGHT CAMERA ENFORCEMENT DISCUSSION

II. RECOMMENDATION:

III. REPORT IN BRIEF:

Discussion of the direct relationship between traffic law enforcement and the number of traffic crashes, especially those involving serious injury. Further discussion of the costs and benefits of automated (camera) enforcement at historically high-risk intersections.

IV. ALTERNATIVES:

V. ATTACHMENTS: