City Council Meeting
JUNE 7, 2021

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

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE TO THE FLAG

IV. CONSENT AGENDA

A. Council Meeting Minutes (Meeting of 5/24/2021)

B. Financial Management Report: Month Ending April 30, 2021

C. Alcohol Beverage License Application

1. PH-21-AB-16 AATIF Enterprises USA Inc.
   d/b/a Milton Food Mart
   2190 Old Milton Parkway
   Alpharetta, GA 30009

   Convenience Store
   Retail Package Sales
   Beer, Wine & Sunday Sales

   Owner: AATIF Enterprises USA Inc.
   Registered Agent: Noorallah Panjwani

V. PARTNER AGENCY UPDATES

A. North Fulton Community Improvement District (CID)

VI. PUBLIC HEARING

A. PH-21-09 / V-21-15 Brady / 201 Marietta Street
Consideration of a change to previous conditions of zoning to replace a 6-unit 'For-Sale' townhome building with 2 single-family detached homes on a 0.83-acre property in the Downtown. A variance is requested to reduce the eastern side setback from 10' to 0'. The property is located at 201 Marietta Street and is legally described as being located in Land Lot 1270. 2nd District, 2nd Section, Fulton County, Georgia.

B. Public Hearing on the Fiscal Year 2022 Budget and Millage Rate Levy

VII. OLD BUSINESS

A. PH-21-10 Unified Development Code Text Amendment – Historic Preservation Incentive Zoning (2nd Reading)
Consideration of text amendments to Article II, Appendix A: Historic Resources Inventory – Contributing Historic Buildings and Appendix A: Alpharetta Downtown Code Subsection 3.2.4(I)(2) of the Unified Development Code to remove a property from the list.

VIII. NEW BUSINESS

A. City of Alpharetta Pay Plan Update

B. Discussion and Public Input on Parks Bond Referendum

C. Consideration of Proposed TSPLOST II Projects

D. Approval of Fiscal Year 2022 Budget and Millage Rate Levy (1st Reading)

E. Design / Build Pedestrian Scramble at the Intersection of Milton Avenue and Canton Street / Roswell Street
Sponsored By: CM's Burnett, Mitchell, Richard & Binder

IX. PUBLIC COMMENT

X. REPORTS

XI. ADJOURNMENT TO EXECUTIVE SESSION

City Council Meeting
STAFF REPORT

Submitting Department: City Clerk
Submitted By:
Sponsored By:
Meeting Date: June 7, 2021

I. AGENDA ITEM TITLE: COUNCIL MEETING MINUTES (MEETING OF 5/24/2021)

II. RECOMMENDATION:

III. REPORT IN BRIEF:

IV. ALTERNATIVES:

V. ATTACHMENTS:

Council Meeting Minutes Draft 5-24-2021

City Council Meeting
May 24, 2021
Office of the City Clerk

CITY HALL 2 PARK PLAZA | 6:30 PM

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

I. CALL TO ORDER

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

II. ROLL CALL

- **Council Members**
  - Mayor Jim Gilvin
  - Mayor Pro Tem Donald F. Mitchell
  - Jason Binder
  - Ben Burnett
  - John Hipes
  - Dan Merkel
  - Karen Richard
- **Staff**
  - Bob Regus, City Administrator
  - Steven Jones, Asst. City Attorney
  - James Drinkard, Asst. City Administrator
  - Erin Cobb, City Clerk
  - Tom Harris, Director of Finance
  - Morgan Rodgers, Director of Recreation, Parks & Cultural Services
  - Pete Sewczwicz, Director of Public Works
  - John Robison, Director of Public Safety
  - Kathi Cook, Director of Community Development
  - Shawn Mitchell, Budget & Procurement Manager
  - Michael Woodman, Senior Planner
  - Eric Graves, Senior Transportation Engineer/Planner

III. PLEDGE TO THE FLAG

IV. PRESENTATIONS & PROCLAMATIONS

A. Proclamation: "Building Safety Month"

V. CONSENT AGENDA

A. Council Meeting Minutes (Meeting of 5/17/2021)

B. Alcoholic Beverage License Applications

1. **PH-21-AB-14 TAB Alpharetta, LLC**
   d/b/a Senor Patron
   2560 Old Milton Parkway #120
   Alpharetta, GA 30009

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

   Owners: TAB Alpharetta, LLC
   Registered Agent: Shazin Hemani

2. **PH-21-AB-15 HEG, LLC**
   d/b/a The Hamilton
   35 Milton Avenue
   Alpharetta, GA 30009

   Hotel
   Consumption on Premises
   Liquor, Beer, Wine & Sunday Sales

   Owner: HEG, LLC
   Registered Agent: Michael Sard

- Mayor Pro Tem Mitchell offered a motion to approve the consent agenda
  - The motion received a second from Council Member Burnett
  - The motion was approved unanimously (7-0)

VI. PUBLIC HEARING

A. CU-21-04/V-21-07 Westside Wine & Spirits/Cousins Westside Pod B

- Senior Planner, Michael Woodman, came forward to present this item.
- Staff is recommending that Council approve CU-21-04 Westside Wine & Spirits subject to the following conditions and deny V-21-07 request for landscape strip variance.
  1. 'Liquor Store' shall be added as a conditional use at 2125 Hembree Road and limited to no more than 9,880 square feet.

2. Conditional use approval shall be limited to Westside Wine & Spirits; no additional 'Liquor Store' use or subleasing shall be permitted within the approved space.
3. Liquor Store shall be limited to package sales of beer, wine, and liquor.
4. Hours of operation shall be Monday – Thursday 9:00 AM – 10:00 PM, Friday – Saturday 9:00 AM – 11:00 PM and Sunday 12:30 PM – 8:00 PM.
5. The site shall be developed substantially similar to site plan prepared by Contineo Group, dated 4/29/2021, except for modifications required to comply with the conditions below and subject to meeting all City code requirements and conditions of zoning.
6. Hembree and Westside streetscapes shall be substantially as shown on the submitted site plan with heavy ornamental landscaping between the buildings and the sidewalk. The landscape strip along Westside Parkway shall be 20'.
7. Existing street trees along Westside Parkway shall be saved as depicted on the site plan prepared by Contineo Group, dated 4/29/2021.
8. Property shall be limited to 1 curb cut on Hembree Road and 1 curb cut on Westside Parkway.
9. Buildings shall have an exterior which is primarily brick or stone, as approved by DRB. Buildings shall be oriented to the street and shall include a street-facing front door and windows with no glazing. There shall be no blank walls visible from the street.
10. Retaining walls over 14' shall be terraced with a minimum 4' planter in between and planted with a mix of shrubs and vines, with final approval by DRB. Retaining wall at the rear of the property shall be faced with a decorative masonry product that is compatible with materials used on the principal buildings, with final approval by DRB. Retaining wall along Hembree Road shall be faced with brick or stone and shall be terraced if over 7' with a minimum 4' planter in between and planted with a mix of shrubs and vines, with final approval by DRB. Fall protection railing required for retaining walls shall be decorative, as approved by DRB.
11. A minimum 30% open space shall be provided on the property and shall be improved with hardscape and landscape, with final approval by Staff.
12. Developer shall dedicate a permanent easement across the south end of the property for a pedestrian walking path for future connection to Maxwell Road.
13. EcoDistrict measures for the proposed development shall include the use of Sustainable Landscaping and Bio-Retention, as approved by Staff.

- This item was heard at the 5/6/2021 Planning Commission meeting. Staff recommended approval of the conditional use and denial of the variance, subject to 13 conditions. There were no public comments. After discussion, Planning Commission recommended approval of the conditional use and denial of the variance, subject to Staff's recommended conditions. Vote 7-0
- The applicant, Contineo Group, is requesting a conditional use and variance to allow Westside Wine & Spirits to operate a 'Liquor Store' in a 9,880 square foot free-standing building. A convenience center with sixteen (16) gas pumps is also proposed as part of the development; however, the use is permitted by-right on the subject property. A variance is requested to reduce the landscape strip along Westside Parkway from twenty-feet (20') to ten-feet (10'). The subject property is located at 2125 Hembree Road at the west corner of Hembree Road and Westside Parkway.

- The submitted request, if approved, would allow Westside Wine & Spirits to operate a 'Liquor Store' in a 9,880 square foot free-standing building. A convenience center with sixteen (16) gas pumps is also proposed as part of the development; however, the use is permitted by-right on the subject property. A conditional use is requested to allow a 'Liquor Store' and a variance is requested to reduce the landscape strip along Westside Parkway from twenty feet (20') to ten feet (10'). The subject property is located at 2125 Hembree Road at the northwest corner of Hembree Road and Westside Parkway.

- The 3.05-acre undeveloped property is zoned CUP (Community Unit Plan) and is subject to the Cousins Westside Master Plan Pod B, which allows 'Liquor Store' with approval of a conditional use. Surrounding properties are zoned CUP, except the property to the west is zoned LI (Light Industrial). An undeveloped property is located to the north, two (2) office buildings are located to the east, Public Storage and a concrete plant are located to the west, and Westside Villas is located to the south. The Comprehensive Land Use Plan designation of the property is 'Business, Manufacturing, Warehousing, Light Industrial'.

- Westside Wine & Spirits is a new business. The applicant has experience in liquor store management and will focus on high end liquors and wines. Hours of operation are Monday – Thursday 9:00 AM – 10:00 PM, Friday – Saturday 9:00 AM – 11:00 PM and Sunday 12:30 PM to 8:00 PM. The applicant anticipates approximately three (3) employees.

- A variance is requested from Unified Development Code (UDC) Subsection 3.2.8(D) Landscape Strips, to reduce the landscape strip along Westside Parkway from twenty-feet (20') to ten-feet (10'). According to the applicant, the variance is necessary due to the shape and topography of the site. The elevation difference from the street frontage to the rear of the property is approximately thirty-feet (30'). The applicant believes that the reduced landscape strip would help keep the height of the retaining wall down at the rear of the property. According to the applicant, the retaining wall is approximately ten-feet (10') to fifteen-feet (15') assuming a reduced landscape strip. It is recommended that the retaining wall have a decorative finish and that the wall is terraced with planters in between.

- The submitted site plan depicts a 9,880 square free-standing Liquor Store on the northern half of the property and a 5,500 square foot convenience center with sixteen (16) gas pumps on the middle portion of the property with surface parking behind the buildings. The south end of the site is depicted to remain undeveloped. The liquor store is pulled up to Hembree Road with a ten-foot (10') setback. The convenience center is pulled up to the intersection with the gas pumps located behind, which is an orientation required by the Cousins Westside Master Plan

- Two (2) driveways are depicted providing access to the property: one (1) from Hembree Road and one (1) from Westside Parkway. The Westside Parkway streetscape is depicted with a ten-foot (10') planter, twelve-foot (12') sidewalk and ten-foot (10') landscape strip. The Hembree Road streetscape is depicted with a six-foot (6') planter, twelve-foot (12') sidewalk and ten-foot (10') landscape strip. 69 parking spaces are provided to serve the proposed uses, which meets the minimum parking requirements for each use and including the required twenty percent (20%) reduction in parking in the North Point Overlay.

- Retaining walls are depicted at the rear of the property and within approximately 20' of Hembree Road on the north end of the property. According to the applicant, the retaining walls are needed due to the steep topography of the site. The retaining wall proposed at the rear of the property is proposed to be between 10' – 15' in height and located approximately 15' off the rear property line. The retaining wall along Hembree Road is four feet (4') in height and setback approximately 22' from the property line. A note on the site plan indicates that the wall will be faced with brick or decorative stone.

- The site plan calls out 54%, or 71,110 square feet of open space, of which the North Point Overlay requires a minimum 15%. If approved, open space should be improved with seating/gathering areas, hardscape, and landscape. The applicant proposes to meet the North Point EcoDistrict requirements using the following measures: Building Energy Efficiency – 2 points, Building Water Efficiency – 2 points, Bio-Retention – 2 points and Alternative Measure – 1 point. The use of Sustainable Landscaping and Bio-Retention is strongly encouraged at this location.
- Staff estimates that the 9,880 square foot 'Liquor Store' would generate 128 PM Peak Hour trips. According to the traffic study submitted by the applicant, the convenience store with gas pumps would generate 224 PM Peak Hour trips. Therefore, the total expected PM Peak Hour traffic is 352 trips into and out of the development. The applicant's traffic study reduces the total trips to account for internal capture and pass-by trips; however, the information in the traffic study does not properly account for the liquor store and includes a car wash, which has since been removed from the proposed site plan.
- CONDITIONAL USE REVIEW CRITERIA: City staff has reviewed the applicant's request and compared it to the conditional use standards established in UDC Sec. 4.2.3 (B) which are as follows
- A conditional use otherwise permitted within a zoning district shall be considered to be compatible with other uses permitted in the district, provided that due consideration is given to the following objective criteria at a public hearing and satisfactory provisions, or arrangements are made for:

    1. Access into and out of the property with regard to traffic and pedestrian safety, volume of traffic flow, and emergency vehicles, as well as the type of street providing access; Response: The proposed use should not have significant impacts on vehicular and pedestrian access. The site plan depicts access to the property from Hembree Road and Westside Parkway.
    2. The extent to which refuse areas, loading and service areas, off street parking, and buffers and screening are provided on the property; Response: The applicant's site plan complies with the above-mentioned improvements
    3. Ensuring that the conditional use will not be injurious to the use and enjoyment of the environment or of other property in the immediate vicinity or diminish and impair property values within the surrounding neighborhood; Response: The proposal should not have significant impacts on surrounding properties, which are primarily developed with office and industrial uses. The nearest residential use is located at Westside Villas to the south, of which the nearest residential unit is approximately 750' away from the liquor store.
    4. Ensuring that the conditional use will not increase local or state expenditures in relation to the cost of servicing or maintaining neighboring properties; Response: Not applicable
    5. Ensuring that the conditional use will not impede the normal and orderly development of surrounding property for uses predominant in the area; Response: The proposal should not impede the normal and orderly development of surrounding properties, which are primarily developed with office and industrial uses. The nearest residential use is located at Westside Villas to the south, of which the nearest residential unit is approximately 750' away from the liquor store.
    6. Ensuring that the location and character of the conditional use is consistent with a desirable pattern of development for the city, in general; and Response: The subject property is located in a transitional area. Properties are developed with industrial, and office uses to the north, east and west and residential uses to the south.

7. Ensuring that the conditional use is appropriately separated from similar uses and conflicting uses, such as residences, government buildings, parks, churches, or schools. Response: The nearest residence to the proposed 'Liquor Store' is located to the south in Westside Villas, which is approximately 750' away and complies with the City's minimum distance of 200' associated with an alcohol license. The nearest school to the proposed Liquor Store is located to the west at the International Charter School of Atlanta, which is approximately 2,225' away and complies with the City's minimum distance of 300' associated with an alcohol license. The nearest similar uses are Red's Package Store and Total Wine, which are approximately 3,300' and 5,200' away, respectively. All distances above were measured in a straight-line distance, as the crow flies.

- VARIANCE REVIEW CRITERIA: The City of Alpharetta Unified Development Code Article IV, Section 4.5.3 outlines the criteria set forth for granting a variance. The ordinance specifically states..."a variance may be granted upon a finding that":

  1. There are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape, or topography; or Response: The property has an unusual shape and steep topography. However, the hardship does not relate to the requested variance. The site could be developed with the depicted development mix and accommodating the required landscape strip.

  2. The application of the Ordinance to this particular piece of property would create an unnecessary hardship; or Response: Application of the ordinance would not create an unnecessary hardship. The site could be developed with the depicted development mix and accommodating the required landscape strip.

  3. There are conditions that are peculiar to the property which adversely affect its reasonable use or usability as currently zoned; or Response: The property has an unusual shape and steep topography. However, the hardship does not relate to the requested variance. The site could be developed with the depicted development mix and accommodating the required landscape strip.

  4. Relief, if granted, would not cause substantial detriment to the public good or impair the purpose and intent of the City of Alpharetta ordinances. Response: Granting the variance would cause a substantial detriment to the public good. The site could be developed with the depicted development mix and accommodating the required landscape strip.

- CONCURRENCES: City Staff has reviewed the applicant's proposal and finds that the request is not in conflict with the established review criteria for a conditional use. The proposal should not have significant impacts on surrounding properties, which are developed with office and industrial uses. The City's Public Safety Department was not aware of any issues at other liquor stores in the City.

- The requested variance is in conflict with the established variance review criteria. The site could be developed with the proposed development mix and accommodating the required twenty-foot (20') landscape strip along Westside Parkway.

- CITIZEN PARTICIPATION PLAN: The report submitted by the applicant states that property owners within 500' were contacted regarding the applicant's intent. The report states that concerns were raised by parents from the International Charter School of Atlanta, which is located at 1675 Hembree Road. Concerns voiced were proximity of the liquor store to the school and crime associated with a liquor store. Staff has received sixteen (16) emails objecting to the proposed Liquor Store. Concerns include crime, traffic, and proximity to the International Charter School of Atlanta.

- COMMUNITY ZONING INFORMATION MEETING: The CZIM was held on April 14, 2021. There were several public comments and questions with concerns over crime, entrance too close to the intersection, why an additional liquor store is needed given the proximity to Red's and Total Wine, proximity to the International Charter School of Atlanta, and what the liquor store will specialize in.
- The applicant's representative, Juan Del Rio, 755 Commerce Drive, Decatur, GA 30030, came forward on behalf of the application.

- **Public Comment:** No Public Comment

❖ Council Member Richard offered a motion to deny CU-21-04/V-21-07 Westside Wine & Spirits/Cousins Westside Pod B

  - The motion received a second from Council Member Hipes
  - The motion was approved unanimously (7-0)

B. CLUP-21-03/Z-21-04/V-21-09 Hudson Park

- Senior Planner, Michael Woodman, came forward to present this item.
- This item was heard at the 5/6/2021 Planning Commission meeting. Staff recommended approval subject to 26 conditions. There was one (1) public comment with concerns over using the historic structure for an office and conflicts between traffic and parallel parking along Canton Street and delivery trucks. After discussion, Planning Commission recommended approval subject to staff's recommended conditions and accepting certain changes requested by the applicant (Planning Commission changes shown in RED). Vote 7-0
- Staff is recommending that Council approve CLUP-21-03/Z-21-04/V-21-09 HUDSON PARK, subject to the following conditions:

  1. Approximately 0.14 acres including the historic Weatherford House shall be zoned DT-LW and the remaining site, consisting of approximately 2.3 acres, shall be zoned DT-R and developed substantially similar to site plan prepared by Plum Creek Consulting, revised 4/26/2021, except for modifications required to comply with the conditions below. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.
  2. The comprehensive land use designation of the 0.14-acre property with the historic Weatherford House shall be 'Mixed Use Live-Work'.
  3. Single-family lots may include the alley in order to comply with the minimum lot size. Lots shall not be permitted variances to the maximum lot coverage requirement.
  4. The historic Weatherford House shall be used for an office or residence. A garage ~~and~~ or driveway shall be provided ~~with both~~ accommodating at least 2 side-by-side parking spaces.
  5. The historic Weatherford House shall be saved on the property, restored, and designated under the City's Historic Preservation Incentive Ordinance. Restoration shall be completed by the 8th Certificate of Occupancy, subject to a Certificate of Appropriateness from the Historic Preservation Commission.
  6. Architecture and materials shall be developed substantially similar to the submitted renderings, except for modifications required to comply with Staff comments and in compliance with the Alpharetta Downtown Code, subject to final approval by DRB. All homes shall have 4-sided architecture, materials,

and details with a unique front elevation. All homes shall have a chimney. A minimum of 5 homes on Canton Street or Mayfield Road shall be substantially brick or stone.

7. Building heights along Canton Street and Mayfield Road shall be limited to no more than 2 stories over basement and 35'.

8. Lots shall have a front yard defined by a decorative low wall (brick or stone), hedge with columns (brick or stone) or decorative fence, as approved by DRB. Hardscape in front yards shall be limited to decorative brick or pervious pavers and/or steppingstones and shall not be placed within the required landscape strip, except to connect to the sidewalk along the street.

9. Canton Street streetscape shall be improved as follows: minimum 6' planter planted with street trees, 8' brick sidewalk, and decorative pedestrian lights, with final approval by Staff. Brick sidewalk shall follow the future right-of-way to accommodate the roundabout and shall connect to the sidewalk on Mayfield Road. In lieu of tree grates, the soil area around street trees shall be planted with evergreen ornamental grasses, groundcovers and/or shrubs.

10. Mayfield Road streetscape shall be improved as follows: minimum 6' planter planted with street trees, 8' concrete sidewalk, and decorative pedestrian lighting, with final approval by Staff. In lieu of tree grates, the soil area around street trees shall be planted with evergreen ornamental grasses, groundcovers and/or shrubs.

11. On-street parallel parking and brick sidewalk on the City's property to the south shall be constructed as depicted on the submitted site plan, with final approval by Staff.

12. Landscape strips along Canton Street and Mayfield Road shall be planted with shade trees as a continuation of what has been planted or designed in the Downtown and outside of utility easements, as approved by DRB.

13. Project entrance at Canton St shall include a decorative paver apron, landscaping, and low wall.

14. In lieu of placing public art on the property, the applicant shall transfer to the City at no cost the 3,325 SF area labeled 'Roundabout R/W' on the submitted site plan. Applicant will pay a sum of $12,500 to the City toward the cost of future public art as part of the future roundabout project.

15. Amenity areas shall be developed with a park-like setting with decorative landscape, hardscape, low walls, and seating. Amenity walking trails shall include a gravel or slate chip path, seating areas and landscaping. Landscape shall include plant selections promoting the historic Downtown.

16. Developer shall construct a pedestrian bridge across the stream connecting the east and west sides of the development.

17. Creeping vines shall be planted to cover retaining and low walls, as approved by Staff.

18. ~~The following trees shall be saved: #736 (34" Water Oak) and #748 (41" Yellow Poplar) within the stream buffer~~. Tree recompense shall be paid to the tree fund. A climbing risk assessment with a resistograph or similar testing to determine the health and structural integrity of the tree and main scaffold limbs shall be conducted to determine if tree #734 (38" Water Oak) should be saved, as approved by Staff. Developer shall make reasonable efforts to save additional trees of quality and/or tree groupings.

19. Access from the private drive along east property line (behind CVS) shall require an access agreement from the property owner.

20. Developer shall plant 10' landscape strip along the private driveway behind CVS and the 5' landscape strip along the south property line to landscape buffer standards, as approved by DRB.

21. Fences and walls visible from the public right-of-way shall be decorative, as approved by DRB. Unfinished wood fences and decks shall not be visible from the street.

22. Fire access shall meet IFC 2018 Appendix D and Fire Hydrants.

23. Developer shall remove exotic and invasive species in the stream buffers and revegetate the area, as approved by Staff.

24. Stormwater management facilities ~~shall be provided on an independent lot and~~ shall not impede access to homes, with final approval by Staff. Applicant shall work with Staff to determine the best solution for providing underground stormwater management.

25. Garbage pickup shall be from the alley.

26. No more than 10% of the residential units shall be permitted to be rented, as recorded in the HOA's declarations and covenants.

- The applicant, Harrison Development & Construction, LLC, is requesting a comprehensive land use plan amendment, rezoning and variance to allow for the construction of a sixteen (16) lot single-family detached subdivision and to save and restore the historic Weatherford House in order to allow for its use as an office or residence. On approximately 0.14 acres (historic Weatherford House), a comprehensive land use plan amendment is requested from 'Downtown Residential Density' to 'Mixed Use Live-Work' and a rezoning is requested from R-10MHD (Dwelling, 'For-Rent' or 'For-Sale', Residential – Historic District) to DT-LW (Downtown Live-Work). On approximately 2.3 acres (remaining property), a rezoning is requested from R-10MHD to DT-R (Downtown Residential). A variance is requested to allow a private alley to count toward the minimum lot size. The subject property is located at 0 and 193 Canton Street at the southeast corner of Canton Street and Mayfield Road.

- The submitted request, if approved, would allow for the construction of sixteen (16) 'For-Sale' single-family detached homes and a historic structure to be saved, restored, and used for an office or residence on 2.41 acres in the Downtown. The proposed residential density is 6.64 dwelling units per acre, which does not include the historic Weatherford House. The applicant proposes a comprehensive land use plan amendment from 'Downtown Residential Density' to 'Mixed Use Live-Work' and a rezoning from R-10MHD to DT-LW for the historic Weatherford House property (approximately 0.14 acres). A rezoning is proposed for the remainder of the property (approximately 2.3 acres) from R-10MHD to DT-R. A variance is requested to allow an alley to count toward the minimum lot size. The subject property is located at 0 and 193 Canton Street at the southeast corner of Canton Street and Mayfield Road.

- The property is developed with a single-family detached home known as the historic Weatherford House. The rest of the property is wooded with a non-perennial stream that divides the property from east and west. Surrounding properties are zoned R-15 to the north and west and C-1 (Neighborhood Commercial) to the south and east. The City owns the property located to the north, the historic Teasley Upshaw House is located to the west, CVS is located to the east and City-owned property and Main Street Commons Office Park are located to the south. The Comprehensive Land Use Plan designation of the property is 'Downtown Residential Density', which allows the proposed single-family detached homes.

- The applicant is requesting a variance from Unified Development Code (UDC) Section 1.4, Definitions. A variance is requested to the definition of a 'Lot' to allow a private alley to count toward meeting the minimum lot size on a residential lot. 'Lot' is defined as:
    - "A portion of a subdivision, or any other parcel of land, intended as a unit for transfer of ownership or for development or both. In determining the area and dimensions of a lot, no part of the street right-of-way or private street easement may be included."
- The minimum lot size in DT-R district is 4,500 square feet. The applicant's site plan depicts a 20' private alley providing access to each lot. The average lot size including the alley is 4,814 square feet. The average lot size drops to 4,213 square feet when the alley is removed. Subdivisions in the Downtown have been granted variances to allow an alley to count toward the minimum lot size, including East of Main Phase 2 and The 1858. If approved, it is recommended that lots not be permitted to vary the maximum lot coverage requirement.
- The Downtown Master Plan 5-Year market demand study reflects a demand potential of 40 – 45 single-family detached units. The demand analysis is intended to be a measure of market viability, not a prediction or recommendation for Downtown development. As shown in the table below, 361 single-family detached homes have been approved in the Downtown in the six (6) years since the adoption of the 2015 Downtown Master Plan update. The applicant's proposed density of 6.64 dwelling units per acre is in-line with past approvals in the Downtown.

Downtown Overlay – Residential Approvals since the 2015 Downtown Master Plan Update

Development Name	Type	Acres	Density
The 1858	11 SFD	1.68 acres	6.55 du/ac
AlphaDev	11 SFD, 6 TH	2.21 acres	7.7 du/ac
Alcovy Place	10 SFD	1.23 acres	8.1 du/ac
City Center/Voysey	42 SFD, 168 For-Rent	25 acres	8.0 du/ac
Midwick	17 SFD, 23 TH	5.85 acres	6.8 du/ac
Old Milton Holdings (Foundry)	25 SFD, 137 TH	23.89 acres	6.8 du/ac
Thompson Street Flats (Kairos)	24 Condo (High)	2.39 acres	10.0 du/ac
Burnett Circle (Ouray)	43 TH	5.72 acres	7.5 du/ac
Weyhill	9 SFD	3.1 acres	2.9 du/ac
Teasley Place	24 Condo (High)	2.2 acres	10.9 du/ac
East of Main	60 SFD, 42 TH	13.87 acres	7.35 du/ac
Twelve on Canton	12 SFD	5.46 acres	2.2 du/ac
The Maxwell	58 SFD, 80 Condo (Mid)	12.91 acres	10.7 du/ac
Rowes Downtown	22 SFD	3.26 acres	6.75 du/ac
Chelsea Walk	49 TH	7.04 acres	7.0 du/ac
Manning on the Square	58 SFD	11.7 acres	4.96 du/ac
Villa Magnolia	26 SFD	3.53 acres	7.37 du/ac

Downtown Overlay – Number of Approved Residential Units by Type

Residential Type	Number Approved
Single-Family Detached	361 units
Townhome	300 units
Condominium (Mid-Entry)	80 units
Condominium (High-End)	48 units
For-Rent	168 units
TOTAL	957 units (82% For-Sale/18% For-Rent)

- In 2014, the subject property was approved for a rezoning to construct twenty (20) single-family detached homes and townhome units. Conditions of approval required that the historic Weatherford House be saved and restored as a residence. The density of that development, which was called Stonewalk Mayfield, was 8.3 dwelling units per acre and did not include the historic structure. The applicant's proposed site plan depicts sixteen (16) single-family detached lots and an additional lot for the historic Weatherford House. The proposed density, not including the historic save, is 6.64 dwelling units per acre. The maximum height of

the homes is proposed to be two (2) stories over a basement and 35'.

- The submitted site plan depicts sixteen (16) single-family detached lots and the historic Weatherford House oriented to Canton Street, Mayfield Road, and a stream. Access is provided from Canton Street by way of a twenty-foot (20') private alley and from an existing private driveway off Mayfield Road behind CVS. Lots range in size from 4,500 to 6,000 square feet with an average lot size of 4,814 square feet. A 10' setback is provided along Canton Street, Mayfield Road and the private driveway. An eight-foot (8') brick sidewalk is depicted along Canton Street and an eight-foot (8') concrete sidewalk is depicted on Mayfield Road. Minimum building setbacks are consistent with the DT-LW and DT-R development standards.

- Each home will have two (2) side-by-side parking spaces within a garage and a Code compliant driveway accommodating two (2) additional cars. The Downtown Code requires 40 parking spaces for the proposed subdivision, of which 64 parking spaces would be provided onsite. There is currently no parking proposed for the historic Weatherford House. The applicant proposes to construct approximately fifteen (15) on-street parallel parking spaces along the east side of Canton Street and on the City-owned property to the south.

- The proposed development complies with the minimum required open space by way of saving the historic Weatherford House. However, the site plan depicts a few amenity walking trails and a 1,100 square foot amenity area within the development and on both sides of the stream. The applicant's proposal complies with the minimum 10% amenity space required in the DT-R and DT-LW districts. If approved, amenity areas should include improvements associated with gathering and seating areas.

- There are a few specimen trees on the subject property, consisting primarily of Hardwoods. The applicant's site plan depicts two (2) tree saves (tree# 745 - 31" Water Oak and tree# 746 - 29" Poplar) in the stream buffer. Three (3) specimen trees are depicted to be removed, including a 35" Poplar, 25" Water Oak and 42" Poplar. The City Arborist recommends a climbing risk assessment be conducted on tree #734 – 40" Water Oak to determine is the tree should be saved. In addition, tree #748 (42" Poplar) cannot be removed as the tree is located within the stream buffer. It is recommended that the developer make reasonable efforts to save additional trees of quality and tree groupings on the property.

- A site plan note indicates that stormwater management would be provided underground and in the alley off Canton Street. In addition, water quality will be provided for Lots 14 – 17, located on the east side of the property, independently from the rest of the development.

- According to the applicant's architect, homes will be designed to be compatible with the architecture of the historic Weatherford House and surrounding homes along Canton Street. Homes are proposed to be designed in the Tudor Eclectic and Folk Victorian architectural styles, which are both approved in the Downtown. Façade materials will combine brick, stone, shingles and board and batten. Roof material is proposed to be architectural asphalt shingles resembling the period-correct shingle associated with each architectural style. The submitted renderings depict the homes to be 2-stories over basement with gable rooftops. Staff has reviewed the renderings and has the following comments:

    - Tudor Eclectic style has a façade that is dominated by one or more prominent front-facing gables and windows should be tall and narrow.

    - Shingle style almost always has a porch and wall cladding and roofs are continuous wood shingles.

    - Shingles should be cedar shake or composite material acceptable to the City.

- Use of accent windows does not appear to be appropriate in either of the chosen styles.
- Chimney should be prominent and usually capped with decorative clay pots.
- Recommend the use of a color brick.
- Renderings only show the front elevation. A condition will be recommended requiring 4-sided architecture, materials, and details.

- The applicant provided a trip generation report, which estimates that the proposed 17-lot single-family detached subdivision would generate 13 AM Peak Hour trips and 17 PM Peak Hour trips.
- Residential development is known to increase school enrollment. Fulton County calculated the potential maximum number of children who may live on the property by using the Fulton County Schools standard calculation to identify the number of children that a residential development will generate. The following chart outlines these figures:

FULTON COUNTY SCHOOLS – 17 Detached Homes

School	Single Family Average #
Alpharetta Elementary School	1 to 7 students
Hopewell Middle School	0 to 3 students
Cambridge High School	2 to 7 students
TOTAL	3 to 17 students

- Based on the total figure for all three school levels, it can be assumed that the proposed development could house approximately 3 – 17 school age children. Numbers provided by Fulton County Schools show that all three (3) schools have capacity.
- COMPREHENSIVE LAND USE PLAN (CLUP) AMENDMENT: Unified Development Code Section 4.1.3 Standards for CLUP amendment approval, provides the following criteria for consideration when evaluating a request for a change in land use:

  1. The extent to which a change in the economy, land use or development opportunities of the area has occurred. Response: The historic Weatherford House was conditioned to be saved in conjunction with the 2014 rezoning of the subject property for Stonewalk Mayfield. The applicant's request is similar to rezoning's approved at the Ben Manning House and Lewis Manning House in 2017 to allow those structures to be used as a residence or office.
  2. The extent to which the proposed designation is in compliance with the goals and policies of the Plan. Response: The applicant's proposal is consistent with many of the goals and policies in the City's Comprehensive Plan, including promoting a mix of uses, walkability and historic preservation in the Downtown.
  3. The extent to which the proposed designation would require changes in the provision of public facilities and services. Response: The proposal would not have significant impacts on public facilities and services
  4. The extent to which the proposed designation would impact the public health, safety, and welfare. Response: The restoration and protection of the historic Weatherford House is a benefit to the community by preserving cultural resources.
  5. The extent to which additional land area is needed to be developed for a specific type of use. Response: The success of the Downtown Master Plan has led to an increasing demand for both office space and residential

development in the Downtown.

6. The extent to which area demographics or projections are not occurring as projected. Response: Not applicable.

- STANDARDS FOR ZONING CHANGES: The Planning Commission and the City Council shall consider the following standards in considering a rezoning application, giving due weight or priority to those factors particularly appropriate to the circumstances of each application:

    1. Whether the zoning proposal will permit a use that is suitable in view of the zoning use and development of adjacent and nearby property. Response: The zoning proposal would be suitable as it relates to the use and development of adjacent and nearby properties, which are primarily developed with similar residential uses and densities. The applicant's request represents a reduction in density and a change to all detached products.

    2. Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property. Response: The zoning proposal would not adversely affect the existing use or usability of adjacent or nearby properties, which are primarily developed with similar residential uses and densities. The applicant's request represents a reduction in density and a change to all detached products.

    3. Whether the zoning proposal will adversely affect the natural environment. Response: The applicant's proposal should not have significant impacts on the natural environment, if additional trees are saved on the property

    4. Whether there are substantial reasons why the property cannot or should not be used as currently zoned. 8 Response: The subject property was approved in 2014 for a rezoning to allow for the construction of twenty (20) townhome units and detached homes. The current proposal represents a reduction in density (16 units) and a change to all detached products.

    5. Whether the zoning proposal will result in a use that will or could cause an excessive or burdensome use of public facilities or services, including but not limited to existing streets and transportation facilities, schools, water or sewer utilities, and police or fire protection. Response: The current proposal would have less impact on public facilities and services as it relates to parks and recreation, fire and police and schools, since the number of dwelling units on the property has been reduced by four (4) units.

    6. Whether the zoning proposal is supported by new or changing conditions not anticipated or reflected in the existing zoning on the property. Response: The subject property is located in the Downtown Overlay, which includes opportunities for properties to develop under the Downtown zoning districts.

    7. Whether the zoning proposal reflects a reasonable balance between the promotion of the public health, safety, morality, or general welfare against the right to unrestricted use of property. Response: The request should not negatively impact public health, safety, or welfare. The proposed zoning is consistent with the future land use designation of the property and represents a reduction in density from the 2014 rezoning approval.

    8. Whether there are substantial reasons why the property cannot be used in accordance with existing zoning. Response: The subject property was approved in 2014 for a rezoning to allow for the construction of twenty (20) townhome units and detached homes. The current proposal represents a reduction in density (16 units) and a change to all detached products.

9. The extent to which the zoning proposal is consistent with the Comprehensive Plan. Response: The Comprehensive Land Use Plan designation of the property is 'Downtown Residential Density', which allows the proposed single-family detached subdivision. A comprehensive land use plan amendment is required for the 0.14-acre historic Weatherford House property to 'Mixed Use Live-Work' to allow for that structure to be used for an office.

- VARIANCE REVIEW CRITERIA: The City of Alpharetta Unified Development Code Article IV, Section 4.5.3 outlines the criteria set forth for granting a variance. The ordinance specifically states..."a variance may be granted upon a finding that":

  1. There are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape, or topography; or Response: The request to allow an alley to count toward the minimum lot size has been approved at other Downtown subdivisions, including East of Main 2 and The 1858. The average area of a lot minus the alley is 4,213 square feet, representing a 9% reduction.

  2. The application of the Ordinance to this particular piece of property would create an unnecessary hardship; or Response: The request to allow an alley to count toward the minimum lot size has been approved at other Downtown subdivisions, including East of Main 2 and The 1858. The average area of a lot minus the alley is 4,213 square feet, representing a 9% reduction.

  3. There are conditions that are peculiar to the property which adversely affect its reasonable use or usability as currently zoned; or Response: The request to allow an alley to count toward the minimum lot size has been approved at other Downtown subdivisions, including East of Main 2 and The 1858. The average area of a lot minus the alley is 4,213 square feet, representing a 9% reduction.

  4. Relief, if granted, would not cause substantial detriment to the public good or impair the purpose and intent of the City of Alpharetta ordinances. Response: Approval of the variance should not cause substantial detriment to the public good. The request to allow an alley to count toward the minimum lot size has been approved at other Downtown subdivisions, including East of Main 2 and The 1858. The average area of a lot minus the alley is 4,213 square feet, representing a 9% reduction.

- CONCURRENCES: Staff has reviewed the applicant's proposal and finds that it can generally support the request for comprehensive land use plan amendment, rezoning and variance. The comprehensive land use plan amendment is consistent with the designation assigned to historic structure saves in the Downtown, such as the Ben Manning House and the Lewis-Manning House. The zoning proposal is consistent with the vision of the Downtown Master Plan and is suitable as it relates to the use and development of adjacent or nearby properties, which are primarily developed with similar residential uses and densities. In addition, the applicant's proposal represents a decrease in density from the 2014 approval on the subject property. Approval of the variance should not cause substantial detriment to the public good.

- CITIZEN PARTICIPATION PLAN: The report submitted by the applicant states that property owners within 500' were contacted regarding the applicant's intent. The report states that the applicant was contacted by two (2) residents with general informational questions. Neither resident expressed any concerns.

- COMMUNITY ZONING INFORMATION MEETING: CZIM was held on April 14, 2021. There was one (1) public comment in support of the proposal.

- Harrison Homes VP of Construction, Ken Warlick, 12892 Waterside Road, Alpharetta, GA, 30004, came forward to speak on behalf of the application.
- The Versel Group's consultant, David Versel, 350 Oak Terrace, Alpharetta, GA, 30009, came forward to speak on behalf of the application.
- Vice President of Business Development for Landis Evans + Partners, Chris Owens, came forward to discuss the applicant's requested change to Staff's proposed condition #24:
    - Storm water management facilities may be placed underground within the proposed private ally, with final approval by Staff. Easements shall be indicated on the recorded plat, clearly describing the underground facilities, their function, purpose, ownership, and outlining that maintenance responsibility lies with the HOA. These easements and maintenance responsibility shall also be included in the recorded covenants.
- **Public Comment:**
    - Nat Lewis Jr., 12762 Waterside Drive, Milton, GA, 30004, came forward in general support of this item, but also voiced concern for the trail, specifics regarding the renovations to the Weatherford House, and keeping as many trees as possible.

❖ Council Member Richard offered a motion to approve CLUP-21-03/Z-21-04/V-21-09 HUDSON PARK, subject to the following conditions:

1. Approximately 0.14 acres including the historic Weatherford House shall be zoned DT-LW and the remaining site, consisting of approximately 2.3 acres, shall be zoned DT-R and developed substantially similar to site plan prepared by Plum Creek Consulting, revised 4/26/2021, except for modifications required to comply with the conditions below. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.
2. The comprehensive land use designation of the 0.14-acre property with the historic Weatherford House shall be 'Mixed Use Live-Work'.
3. Single-family lots may include the alley in order to comply with the minimum lot size. Lots shall not be permitted variances to the maximum lot coverage requirement.
4. The historic Weatherford House shall be used for an office or residence. A garage or driveway shall be provided accommodating at least 2 side-by-side parking spaces.
5. The historic Weatherford House shall be saved on the property, restored, and designated under the City's Historic Preservation Incentive Ordinance. Restoration shall be completed by the 8th Certificate of Occupancy, subject to a Certificate of Appropriateness from the Historic Preservation Commission.
6. Architecture and materials shall be developed substantially similar to the submitted renderings, except for modifications required to comply with Staff comments and in compliance with the Alpharetta Downtown Code, subject to final approval by DRB. All homes shall have 4-sided architecture, materials, and details with a unique front elevation. All homes shall have a chimney. A minimum of 5 homes on Canton Street or Mayfield Road shall be substantially brick or stone.
7. Building heights along Canton Street and Mayfield Road shall be limited to no more than 2 stories over basement and 35'.

8. Lots shall have a front yard defined by a decorative low wall (brick or stone), hedge with columns (brick or stone) or decorative fence, as approved by DRB. Hardscape in front yards shall be limited to decorative brick or pervious pavers and/or steppingstones and shall not be placed within the required landscape strip, except to connect to the sidewalk along the street.

9. Canton Street streetscape shall be improved as follows: minimum 6' planter planted with street trees, 8' brick sidewalk, and decorative pedestrian lights, with final approval by Staff. Brick sidewalk shall follow the future right-of-way to accommodate the roundabout and shall connect to the sidewalk on Mayfield Road. In lieu of tree grates, the soil area around street trees shall be planted with evergreen ornamental grasses, groundcovers and/or shrubs.

10. Mayfield Road streetscape shall be improved as follows: minimum 6' planter planted with street trees, 8' concrete sidewalk, and decorative pedestrian lighting, with final approval by Staff. In lieu of tree grates, the soil area around street trees shall be planted with evergreen ornamental grasses, groundcovers and/or shrubs.

11. On-street parallel parking and brick sidewalk on the City's property to the south shall be constructed as depicted on the submitted site plan, with final approval by Staff.

12. Landscape strips along Canton Street and Mayfield Road shall be planted with shade trees as a continuation of what has been planted or designed in the Downtown and outside of utility easements, as approved by DRB.

13. Project entrance at Canton St shall include a decorative paver apron, landscaping, and low wall.

14. In lieu of placing public art on the property, the applicant shall transfer to the City at no cost the 3,325 SF area labeled 'Roundabout R/W' on the submitted site plan. Applicant will pay a sum of $12,500 to the City toward the cost of future public art as part of the future roundabout project.

15. Amenity areas shall be developed with a park-like setting with decorative landscape, hardscape, low walls, and seating. Amenity walking trails shall include a gravel or slate chip path, seating areas and landscaping. Landscape shall include plant selections promoting the historic Downtown.

16. Developer shall construct a pedestrian bridge across the stream connecting the east and west sides of the development.

17. Creeping vines shall be planted to cover retaining and low walls, as approved by Staff.

18. Tree #748 (41" Yellow Poplar) within the stream buffer shall be saved. Encroachment into the critical root zone shall be limited to no more than 20% which shall include a tree care plan as approved by the City's Arborist. Tree recompense shall be paid to the tree fund. A climbing risk assessment with a resistograph or similar testing to determine the health and structural integrity of the tree and main scaffold limbs shall be conducted to determine if tree #734 (38" Water Oak) should be saved, as approved by Staff. Developer shall make reasonable efforts to save additional trees of quality and/or tree groupings.

19. Access from the private drive along east property line (behind CVS) shall require an access agreement from the property owner.

20. Developer shall plant 10' landscape strip along the private driveway behind CVS and the 5' landscape strip along the south property line to landscape buffer standards, as approved by DRB.

21. Fences and walls visible from the public right-of-way shall be decorative, as approved by DRB. Unfinished wood fences and decks shall not be visible from the street.

22. Fire access shall meet IFC 2018 Appendix D and Fire Hydrants.

23. Developer shall remove exotic and invasive species in the stream buffers and revegetate the area, as approved by Staff.

24. Storm water management facilities may be placed underground within the proposed private ally, with final approval by Staff. Easements shall be indicated on the recorded plat, clearly describing the underground facilities, their function, purpose, ownership, and granting access for inspection, maintenance and repair rights to the HOA and the City of Alpharetta. These easements and maintenance responsibilities shall also be included in the recorded covenants with all costs to be borne by the HOA and Homeowners of Hudson Park.

25. Garbage pickup shall be from the alley.

26. No more than 10% of the residential units shall be permitted to be rented, as recorded in the HOA's declarations and covenants.

    - The motion received a second from Council Member Binder
    - The motion was approved unanimously (7-0)

C. PH-21-10 Unified Development Code Text Amendment – Historic Preservation Incentive Zoning

- Director of Community Development, Kathi Cook, came forward to present this item.
- Staff is recommending that Council approve a text amendment to Unified Development Code (UDC) Article II, Appendix A: Historic Resources Inventory – Contributing Historic Buildings and Appendix A: Alpharetta Downtown Code, Subsection 3.2.4(I)(2) to remove 126 North Main Street from the Contributing Historic Property list.
- The property has been modified over the years and does not represent 1) an outstanding example of a building representative of its era, 2) one of the few remaining examples of a past architectural style or type, and 3) a place associated with an event or person(s) of historic or cultural significance to the City, the region, the State, or the nation.
- According to information provided by the Alpharetta Historic Society, 126 North Main Street was the second house of Dr. Morris and is believed to be constructed around 1933. There is no information regarding the architectural style of the home.
- Fulton County Tax Assessor information indicates that the home was built in 1950. The property is 0.69 acres, and the 1-story home is approximately 2,140 square feet. The current property owner is Judge Roy Roberts, who is the grandson of Dr. Morris.
- This item was heard at the 5/6/2021 Planning Commission meeting. There were no public comments. After discussion, Planning Commission recommended approval subject to staff's recommended conditions. Vote 7-0
- Asst. City Attorney, Steven Jones, read the ordinance aloud.
- **Public Comment:**
    - Brian Richey, 204 Violet Garden Walk, Alpharetta, GA, 30009, came forward in opposition of the Cumming Street Extension Project.

- Council Member Binder suggested removing projects from the City's list that are not supported by the public, additionally requesting a future workshop to take place in order to discuss.

❖ Council Member Richard offered a motion to approve PH-21-10 text amendment to Unified Development Code (UDC) Article II, Appendix A: Historic Resources Inventory – Contributing Historic Buildings and Appendix A: Alpharetta Downtown Code, Subsection 3.2.4(I)(2) to remove 126 North Main Street from the Contributing Historic Property list and the ordinance as presented

- The motion received a second from Mayor Pro Tem Mitchell
- The motion was approved unanimously (7-0)

VII. OLD BUSINESS

A. Senior Homestead Exemption Ordinance - AGI Clarification (2nd Reading)

- Director of Finance, Tom Harris, came forward to present this item.
- Staff is recommending that Mayor and Council approve an ordinance amending Article 1, Section 6 of the City Charter as it relates to senior homestead exemptions.
- Current language defining income, for purposes of applying the senior full exemption of property taxes, is confusing and leads to misinterpretations quite different from the County and surrounding jurisdictions with the same exemption. The attached ordinance simplifies and clarifies the language to define income consistent with the definition adjusted gross income pursuant to the Internal Revenue Code of 1986.
- This item was presented for the first reading at the May 17, City Council Meeting and was approved unanimously. There have been no changes made to the ordinance since the first reading.
- Asst. City Attorney, Steven Jones, read the ordinance aloud.
- **Public Comment:** No Public Comment

❖ Council Member Binder offered a motion to approve an ordinance amending Article 1, Section 6 of the City Charter as it relates to senior homestead exemptions

- The motion received a second from Council Member Merkel
- The motion was approved unanimously (7-0)

VIII. NEW BUSINESS

A. RESOLUTION: Approval of the FY2021 Bulletproof Vest Partnership Grant Application

- Director of Public Safety, John Robison, came forward to present this item.
- Staff is recommending that Council approve the Resolution for the submission of a grant application to the U.S. Department of Justice for the purchase of ballistic vests.

- The Department of Public Safety is requesting approval to submit a grant application for the Bureau of Justice Assistance (BJA) 2021 Bullet Proof Vest Grant. There is a 50% match requirement from the City totaling $23,247.00. If awarded, total funding for this initiative (grant and match components) will be $46,494.
- The Bulletproof Vest Partnership (BVP) program is an initiative of the U.S. Department of Justice to help law enforcement agencies purchase body armor for its officers through a matching fund, reimbursement grant. Through the Bureau of Justice Assistance, the Department of Justice reimburses agencies for up to half the purchase price of new, approved ballistic vests. Applications are accepted annually, and awards must be used within two years. Alpharetta has applied for this grant every year for more than ten years, generally receiving 60% to 100% of the amount requested.
- The deadline for submission of this grant application to the Department of Justice is June 14, 2021.
- The Department estimates needing 83 new vests through calendar year 2022 based on the expiration dates of current vests (which carry the maximum-permitted five-year warranty) and forecasted new hiring. New ballistic armor currently costs approximately $1,107 per set, depending on the level of protection. The total cost for 83 vests, assuming a normal mix of alternatives, is approximately $91,881.
- The 2021 grant limits the number of vests requested to forty-one (41) and the maximum dollar amount of $35,200. With our estimated need, we are asking for 21 vests at a total cost of $34,317.
- The Department will have under $17,000 remaining from the 2020 grant, including the City's match, which will be applied to the need. The Bureau of Justice Assistance maintains a history of awards and payments and may reduce any award by this amount.
- As noted in the Fiscal section, the City's match of $23,247 will come from the Grant Fund.
- Ballistic vests are required for all sworn officers. With or without grant assistance the Department would buy the same vests at the same cost.
- Asst. City Attorney, Steven Jones, read the resolution aloud.
- **Public Comment:** No Public Comment

❖ Council Member Hipes offered a motion to approve the Resolution for the submission of a grant application for the FY 2021 Bulletproof Vest Partnership Grant and funds from the City in an amount not to exceed $23,247 to the U.S. Department of Justice for the purchase of ballistic vests

- The motion received a second from Council Member Burnett
- The motion was approved unanimously (7-0)

B. Discussion and Public Input on Parks Bond Referendum

- Director of Recreation, Parks & Cultural Services, Morgan Rodgers, came forward to present this item.
- This item is being presented for informational purposes and to seek public input. No formal vote is required.

- Communities are alive; constantly evolving with changing opportunities, needs, and, yes, challenges. To ensure that Alpharetta remains a successful, vibrant place where residents thrive and enjoy an amazing quality of life, the City is always looking to the future and considering a variety of projects to improve recreational opportunities while preserving green spaces and natural lands.
- During the November 2021 election, Alpharetta voters will have the opportunity to decide if the City should secure a general obligation bond to fund improvements to existing parks, development of new parks, and the acquisition of land that can be preserved as future public park spaces. The proposed projects and uses of the bond funds, if the 2021 Parks Bond Referendum is approved by voters, are outlined below.
- Attached are the revised costs of following projects:
- WILLS PARK EQUESTRIAN CENTER:
    - The City proposes to renovate the existing equestrian arenas and training areas, construct new stables, improve internal roadways and pedestrian access within the Equestrian Center, improve lighting, renovate the concessions building and bathhouse, and enhance support amenities such as judges stands, pavilions, and RV connections. The total anticipated project cost is $10 million; however, the remaining $5 million in funding would be provided by a private non-profit organization, the Wills Park Equestrian Foundation.
- WEBB BRIDGE SOCCER FIELD TURF:
    - This project would resurface the upper soccer field at Webb Bridge Park, replacing the existing natural grass with artificial turf. During the last soccer season 60% of the practices and games that were scheduled on this field were cancelled due to wet conditions while only 10% of scheduled events on the lower soccer field, which has artificial turf, had to be cancelled. Converting the upper field to artificial turf would greatly improve the playability, usage, and athletic experience for the Alpharetta soccer program.
- WILLS PARK IMPROVEMENTS:
    - At 120 acres, Wills Park is Alpharetta's largest single park property and includes a 60-acre equestrian show facility, 10 baseball fields, the newly renovated Wills Park Pool, three playgrounds, six tennis courts, and an 18-hole disc golf course. The park amenities have been developed over the years, but until 2019 there was not a single vision or plan for the park and many of the park's facilities are showing their age.
    - In 2019 the City adopted the Wills Park Master Plan, an effort to bring all of the park elements together and make it a more cohesive place that feels special and unique. The plans goals of the plan are to unite the various park facilities, identify key facility improvements, and strengthen connections to nearby neighborhoods.
    - If voters approve the 2021 Parks Bond, the City proposes to dedicate bond funds to implementing projects defined in the Wills Park Master Plan, including a complete renovation of the Wacky World Playground, create additional parking, improve the disc golf course, completely rebuild the Waggy World Dog Park, and creating a family gathering spot near the pool facility.

- MID BROADWELL PARK DEVELOPMENT:
    - The project involves constructing the final elements of Mid Broadwell Park including development of a playground area, trails throughout the property, a limited parking area, and other amenities. The park's development is based on a plan that was developed through a community-driven process in 2019.
- UNION HILL PARK REDEVELOPMENT:
    - Union Hill Park is a roughly 11-acre park space located on Union Hill Road south of McGinnis Ferry Road. The park today consists primarily of a covered roller hockey rink, combined restroom and concession building, and a parking lot. The project as proposed includes the creation, with public input, of a design plan and redevelopment of the land for use as a park space that better meets the needs of Alpharetta residents.
- FARMHOUSE PARK: Proposed BOND Investment:
    - The 5.36-acre Farmhouse Property is the site of the original settlement that became present day Alpharetta and has been acquired by the City and proposed for a "heritage park." Currently, the property has not been master planned to determine the best manner in which to preserve the historic site while making it available for public use. The City proposes to dedicate funds to create such a plan, complete necessary surveys, and engineering assessments, and begin development of trails, paths, and other amenities.
- BROOKSIDE PARK PHASE 1:
    - Brookside Park is a roughly 25-acre park space located south of Old Milton Parkway along Big Creek and the Big Creek Greenway and adjoining the Brookside Office Park. The project as proposed includes the creation, with public input, of a design plan and development of the land for use as a passive park space. Such passive park areas are commonly developed to include parking, designed play areas, restrooms, trails, pavilions, and park amenities such as benches and trash receptacles as appropriate to the size of the property and character of the area in which the site is located.
- OLD RUCKER PARK:
    - Old Rucker Park is an approximately 10-acre tract of land that was once a commercial nursery and is home to a variety of species of plants and trees. The rolling topography of the property is highlighted by a small stream that runs through the park. While a small section of the site has been developed into our operating educational farm, the Farm at Old Rucker Park, approximately 7.5 acres remain to be planned and developed into a passive recreational space.
    - The proposed project involves the design of the remaining 7.5 acres and the construction and installation of the trails, restrooms, and amenities necessary for the property to be a functional passive park space. Some of the preliminary work that can be accomplished by City staff has already begun, as we seek public input on some of the basic elements and design concepts. This information will help to jump start the process so the project can advance more quickly if the bond referendum is approved by Alpharetta voters.

- WATERS ROAD PARK:
    - Waters Road Park will be located on a 1.6-acre parcel of land located near the intersection of Waters Road and Kimball Bridge Road. The project as proposed includes the creation, with public input, of a design plan and development of the land for use as a passive park space. Such passive park areas are commonly developed to include parking, designed play areas, restrooms, trails, pavilions, and park amenities such as benches and trash receptacles as appropriate to the size of the property and character of the area in which the site is located.
- MILTON AVENUE PARK:
    - Milton Avenue Park is located at the northeast corner of Milton Avenue and Canton Street in Downtown Alpharetta. The project as proposed includes the creation, with public input, of a design plan and development of the land for use as a passive park space.
- MAYFIELD ROAD PARK:
    - Mayfield Road Park will be located on a roughly 12-acre parcel of land that is jointly owned by the Cities of Alpharetta and Milton and that was acquired for the purpose of creating a large, passive park. The property is located on Mayfield Road near the Alpharetta / Milton border.
    - The project as proposed includes the creation, with public input, of a design plan and development of the land for use as a passive park space. Such passive park areas are commonly developed to include parking, designed play areas, restrooms, trails, pavilions, and park amenities such as benches and trash receptacles as appropriate to the size of the property and character of the area in which the site is located.
- ALPHALOOP / PARK LAND ACQUISITION:
    - The City of Alpharetta currently owns 858 acres of maintained park lands consisting of active and passive park spaces, the Big Creek Greenway, the AlphaLoop, and associated paths and trails. Our parks range from large spaces such as the 120-acre Wills Park to small "pocket parks" of 1- acre or less.
    - To further elevate the quality of life of Alpharetta residents, we have established a goal of having a public park space within a 10-minute walk of every Alpharetta household. We are very close to meeting that goal today, with 74.8% of households within that 10-minute walk distance.
    - As we continue to work towards achieving our goal, the City proposes to dedicate bond funds, if approved by Alpharetta voters, to the acquisition of land in strategic locations that can be preserved for future park spaces.
- FREQUENTLY ASKED QUESTIONS:
    - What is a General Obligation Bond? A General Obligation Bond, sometimes called a "GO Bond," is a way for cities to borrow money to fund capital projects like parks. Think of it like a citizen borrowing money in the form of a mortgage loan to purchase a home. The city is responsible for paying the principal and interest on the bonds, with the interest rate being determined by the creditworthiness of the city.
    - Where does the money come from to repay the bonds? The short answer is from the taxes you pay. The City of Alpharetta's annual budget is divided into two primary sections, debt service and maintenance and operations. The debt service portion is the money needed annually to pay the principal and interest on debt obligations like general obligation bonds.

- If Alpharetta voters approve the 2021 Parks Bond, what can the money be used for? The City has proposed a list of projects that funds from the bonds would be used for. Legally, the money from the bonds can be used only for those purposes unless funds remain after those projects are completed or one of the projects on the list cannot be undertaken for some reason. Under those circumstances, following an extensive public education and engagement process, City Council can consider using the funds for other park-related projects.

- Director Rodgers discussed the option of completing some of these projects in phases due to the increase in construction costs.
- Council Member Binder suggested that we separate the AlphaLoop and Park Land Acquisition. Also remove Mayfield Road (design/build-out) from the project list. Mayor Pro Tem Mitchell supported CM Binders suggestions.
- Council Member Burnett suggested making the AlphaLoop its own project category, additionally CM Burnett is willing to pull the Mayfield Park Project.
- Council Member Hipes suggested waiting to see if the TSPLOST II gets approved this November, then bringing the Park Bond Referendum forward next May.
- Council Member Binder recommended that Staff bring the updated possible parks bond list and include the phased project plan to include the increased project costs.

- **Public Comment:**
  - Gariel Burchett, 2441 Loxford Lane, Alpharetta, GA, 30009, came forward to voice his concern of having both the TSPLOST II and park bond on the November ballot.

❖ Mayor Gilvin requested that Council have a 5-minute break. Meeting was called back to order at 9:20 PM.

IX. WORKSHOP

A. Encore Greenway Connection

- Director of Public Works, Pete Sewczwicz, came forward to present this item.
- This item is being presented for informational purposes and no formal vote is required.
- The Director of Public Works, Pete Sewczwicz, discussed three concepts for the Encore Greenway Connection.
- Council Member Burnett, Mayor Pro Tem Mitchell, Council Member Hipes and Council Member Richard prefer Encore Greenway Park Concept 3.
- Mayor Gilvin suggested a hybrid version of Encore Greenway Park Concepts 2 and 3.
- CID representative, Senator Beach, 3100 Brierfield Road, Alpharetta, GA, 30004, came forward in support of this project.

B. Presentation and Discussion: Recommended Fiscal Year 2022 Budget

- Director of Finance, Tom Harris, came forward to present this item.
- This item will be presented for informational purposes only and no formal vote is required.
- The purpose of this presentation is to provide an overview of the Recommended Annual Operating and Capital Budget (the "FY 2022 Budget") and allow for a question-and-answer dialogue.
- The Fiscal Year 2022 Budget was distributed electronically to the City Council on April 26, 2021 and is available on the City's website as a downloadable pdf and available for filtering/analysis through the City's financial transparency site powered by OpenGov.
- The Finance Department presented an overview of the FY 2022 Budget at the May 3rd and 17th City Council Meetings.
- A budget excerpt is attached to the Council Agenda Packet that includes the transmittal letter (budget overview), operating and capital initiatives, citywide fund summary and narrative, and general fund summary/narrative.
- Public Hearings and City Council action on the FY 2022 Budget and Millage Levy are scheduled for June 7th and 21st.
- Changes to Budget since last Workshop:
    - The Stories Project ($12,500; funded through Non-Allocated) and Meadow Brook Hills Drainage Design ($250,000; funded through a reallocation of Stormwater appropriations) were moved to the Recommended Capital List.

C. Review Design Concept for Park at the Corner of Highway 9 and Milton Ave.

- Director of Recreation, Parks & Cultural Services, Morgan Rodgers, came forward to present this item.
- Staff is seeking input and direction for the redesign of Ole Milton Park located at the corner of Highway 9 and Milton Avenue.
- This workshop is to review the redesign of the park at the corner of Highway 9 and Milton Avenue. This park is officially named "Ole Milton Park". As part of the development of the downtown hotel, the developer allocated $50,000 towards the development of the park.
- The concept presented was designed by local landscape architect Steve Manley. The highlights of the concept include the removal of the current Christmas Tree and the understory trees, the removal of the gazebo, a seating wall along Old Canton Street, and wide access stairs down to the street. The current fountain would remain, along with the historical markers. Improved landscaping and improved pedestrian access would highlight the new open park concept.
- Landscape Architect, Steve Manley, came forward to discuss his design.
- Director Rodgers and City Administrator, Bob Regus, will reach out to The Hamilton Hotel to discuss negotiations regarding the retaining wall. Council also agreed that we can move forward with removing the old city Christmas tree.
- Additionally, Director of Public Works, Pete Sewczwicz, advised that GDOT will need to approve the plans.

❖ Council Member Burnett left the meeting at 9:57 PM.

X. PUBLIC COMMENT

- No Public Comment

XI. REPORTS

- Council Member Hipes announced that the City hosted the "Paint the Town Alpharetta Plein Air" which raised money for the Art Center.
- City Administrator, Bob Regus, announced that the City of Milton approved the IGA to co-share their municipal court facility.

XII. ADJOURNMENT

- With no further business to discuss or items to be heard, Mayor Gilvin adjourned the meeting at 10:09 P.M.

Respectfully submitted,

Erin Cobb

Erin Cobb, City Clerk

Parks Bond Referendum

Ranking and Revised Costs

Project	Original $ Estimates	Revised $ Estimates	$ Change	Combined Ranking	Average Rank	Mayor Gilvin	Mayor Pro Tem Mitchell	Council Member Burnett	Council Member Richard	Council Member Hipes	Council Member Binder	Council Member Merkel	Morgan's Ranking
Wills Park Equestrian Center Renovation (phase 1)	$ 5,000,000	$ 5,000,000 *, **	$ -	**1 (Tie)**	3.14	9	3	3	2	2	1	2	1
Webb Bridge Soccer Field Turf	$ 1,000,000	$ 1,000,000	$ -	**1 (Tie)**	3.14	6	6	4	1	1	3	1	2
Wills Park Master Plan (phase 1)	$ 4,000,000	$ 7,350,000 *	$ 3,350,000	**3**	4.29	7	5	5	3	5	2	3	3
Union Hill Park Redevelopment/Trailhead (build-out)	$ 2,000,000	$ 3,780,000 *	$ 1,780,000	**4**	5.29	5	7	6	5	6	4	4	5
Mid Broadwell Park (build-out)	$ 500,000	$ 500,000	$ -	**5**	5.57	4	9	7	4	3	5	7	4
Old Rucker Park (design/build-out)	$ 2,000,000	$ 3,630,000 *	$ 1,630,000	**6**	6.43	8	8	8	6	4	6	5	8
Farmhouse Park (design/build-out)	$ 2,000,000	$ 2,000,000	$ -	**7**	7.14	12	1	1	7	10	7	12	6
Waters Road Park (design/build-out)	$ 2,000,000	$ 2,000,000	$ -	**8**	7.86	3	10	10	8	9	9	6	9
Mayfield Road (design/build-out)	$ 1,000,000	$ 1,000,000	$ -	**9**	8.29	11	2	2	12	12	8	11	11
AlphaLoop / Park Land Acquisition	$ 6,000,000	$ 6,000,000	$ -	**10**	8.86	1	11	11	10	7	12	10	12
Brookside Park (phase 1; design/build-out)	$ 2,000,000	$ 2,000,000	$ -	**11 (Tie)**	9.00	2	12	12	9	8	11	9	7
Milton Avenue Park (design/build-out)	$ 2,000,000	$ 750,000 *	$ (1,250,000)	**11 (Tie)**	9.00	10	4	9	11	11	10	8	10
	$ 29,500,000	**$ 35,010,000**	**$ 5,510,000**										

* *Reflects revised cost estimates based on existing design/planning documents.*

** *Revised Estimate reflects a phased approach to the Equestrian Center Renovation. Full Master Plan improvements are estimated at $18.5 million. Phase 1 totals $10 million ($5 million City; $5 million Foundation) and includes new stalls/barns and renovation of the existing show arenas.*

City Council Meeting
STAFF REPORT

Submitting Department: Finance
Submitted By:
Sponsored By:
Meeting Date: June 7, 2021

I. AGENDA ITEM TITLE: FINANCIAL MANAGEMENT REPORT: MONTH ENDING APRIL 30, 2021

II. RECOMMENDATION:

Approve the Financial Management Reports for the month ending April 30, 2021 (period 10 of Fiscal Year 2021).

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 Report (April 2021)

City of Alpharetta, GA

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

Financial Management Reports

THE CITY OF
ALPHARETTA
GEORGIA

for the month ending
April 30, 2021
(period 10 of 12 – unaudited)

Financial Management Reports
Fiscal Year 2021

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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

DATE: JUNE 7, 2021

RE: FINANCIAL MANAGEMENT REPORTS AS OF APRIL 30, 2021

The documents contained herein represent the financial management reports for the City of Alpharetta ("city") as of the period ending April 30, 2021.

General Fund

Revenue: The following section pertains to information detailed in the attached Revenue Summary and Collection Comparison report. FY 2021 revenues are budgeted at $67 million (net of Carryforward Fund Balance totaling $5 million). As of April 30, 2021, actual revenue collections total 95% or $64 million.

Collection trends indicate a net gain over budget of $3.7 million with the detail as follows:

• Property Taxes (current):	$ 925,000
• Motor Vehicle Title Tax:	675,000
• LOST:	2,270,543
• Building Permit Fees:	350,000
• Court/Traffic Fines:	521,550
• Intangibles Tax:	450,000
• Hotel Taxes:	(1,256,250)
• Recreation/Special Event Fees:	(390,213)
• Franchise Taxes:	(174,738)
• Other:	347,960
Estimated Gain:	$ 3,718,852

Property tax collections through April total $26 million and represent a growth of 7% over FY 2020 collections for the same period. Conservative forecasts through year-end indicate revenue collections approaching $26.3 million.

Motor Vehicle Title Tax collections is trending 25% higher than FY 2020 (pre-COVID). Conservative collection estimates for FY 2021 total $2.3 million which is $675,000 greater than budget.

MAYOR
JIM GILVIN

MAYOR PRO TEM
DONALD F. MITCHELL

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

CITY
ADMINISTRATOR
ROBERT J. REGUS

Local Option Sales Tax collections is trending -3% lower (overall) than FY 2020 ($16 million was collected in FY 2020; but was running at a $17.4 million trend pre-COVID). The year-to-date collection trend is stronger than the 2021 budget forecasted. Specifically, current collection estimates for FY 2021 total $15.8 million which is $2.3 million greater than budget.

Building Permit Fee collections is trending -5% lower than FY 2020 (pre-COVID). Conservative collection estimates for FY 2021 total $1.9 million which is $350,000 greater than budget.

Court/Traffic Fine collections includes Court Fines and School Zone Camera citations. Court Fines is trending -24% lower than FY 2020 ($1.7 million was collected in FY 2020) and is estimated to total $1.5 million in 2021 which is -$350,000 less than budget. Offsetting the loss in Court Fine collections is un-budgeted School Zone Camera citations which are estimated to total $875,000 in 2021.

Intangible Tax collections is trending 63% higher than FY 2020 and is estimated to total $1 million in FY 2021 which is $450,000 greater than budget. Main driver is residential real estate sales activity.

Hotel/Motel tax collections is discussed within the Special Revenue Funds section of this letter.

Recreation/Special Event Fee collections is continuing to be impacted due to the COVID-19 pandemic. All areas of recreation programming are impacted (to varying degrees) including Aquatics, Community Center, Wills Park Recreation Center, Senior Center, Arts Center, Equestrian Center, etc. Most recently, the cancellation of the Taste of Alpharetta resulted in revenue reductions compared to budget but it's important to note that the City experienced similar expense reductions due to the cancellation.

Franchise Tax collections are estimated to total $6.5 million in FY 2021, which represents a reduction of $174,738 compared to budget. Collections in FY 2020 totaled $6.9 million. The reduction in FY 2021 is due primarily to estimated disbursements from GA Power (largest provider) that represent an -11% decline compared to FY 2020 ($4.2 million in 2020 vs. $3.7 million in 2021). Driver is COVID-19's effect on the economy including commercial businesses.

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

As of April 30, 2021, city departments (not including General Government[1]) have encumbered and expensed 78%, or $50 million, of their FY 2021 budget appropriations. Due to COVID-19 and its associated economic impact, Departments have been notified that expenses through year-end are limited to essential needs only.

It should be noted that the General Fund, much like our E-911 Fund and Solid Waste Fund, has a 21% Emergency Reserve that is structured to protect operations against short-term revenue and/or expense fluctuations should budgetary adjustments prove insufficient. The Finance Department will continue to monitor departmental budgets and alert Administration on any

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

potential cost savings measures to assist in offsetting impacts from erosion of our revenue base.

Contingency: The General Fund contingency balance totals $667,492.

Special Revenue Funds (large funds only)

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

Hotel/Motel Fund: FY 2021 revenues are budgeted at $6.8 million (net of carryforward fund balance totaling $2 million) with budgeted disbursements as follows: Alpharetta Convention & Visitor's Bureau (43.75% or $2.9 million); Facilities (18.75% and a portion of the carryforward fund balance detailed above; $1.3 million for debt service on the Series 2016 Convention Center Bonds, and $949,239 for eligible initiatives such as Equestrian Center and Wills Park Master Plan Improvements); and the city (37.5% or $2.5 million).

Debt Service Reserve funding (Convention Center Bonds) from the Facilities portion of the tax totals $1 million (funded in prior years and represents the remaining portion of the carryforward fund balance figure referenced above). This reserve figure has dipped below the $1.5 million target level due to the impact of the COVID-19 pandemic on the hospitality industry and will be replenished once revenues within the Fund strengthen.

Hotel tax collections is trending -61% lower than FY 2020. However, collection activity for April is materially improved compared to last year with growth exceeding 30%. Current forecast trends indicate collections in FY 2021 totaling $3.4 million which is -$3.4 million less than budget. This forecast assumes a combination of strong revenue growth thru year-end (compared to the pandemic shut-down period and several months following). The impact to the General Fund totals -$1.3 million and the impact to the Facilities (debt service reserve) totals -$628,125 (covered thru the debt service reserve).

E-911 Fund: FY 2021 revenues are budgeted at $4.3 million (net of carryforward fund balance totaling $1.3 million for capital initiatives and reserve balances in excess of the 21% Emergency Reserve target). As of April 30, 2021, the city has collected 68% or $2.9 million.

Expenditures/encumbrances during the same time period total $3.5 million and represent general operations and blanket purchase orders that will sustain operations.

Debt Service Fund

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

FY 2021 revenues are budgeted at $5 million (net of carryforward fund balance totaling $640,099). As of April 30, 2021, actual revenue totaled in excess of 100% of budget.

Grant Funds

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

Operating Grant Fund (Fund 220): Available funding totals $153,606 and represents unencumbered/unspent project appropriations of $69,523 and a non-allocated reserve for future projects (including grant matches) of $84,083.

Capital Grants Fund (Fund 340): Available funding totals $2 million and primarily represents unencumbered/unspent capital project appropriations.

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 $12.7 million and represents unencumbered/unspent capital project appropriations of $5.3 million, non-allocated reserve (including grant matches) of $3.4 million, and a reserve totaling $3.9 million representing proceeds recaptured from the recent Conference Center Hotel sale.

Stormwater Capital Fund (Fund 302): Available funding totals $559,492 and represents unencumbered/unspent capital project appropriations of $487,490 and a non-allocated reserve for future capital project appropriations of $72,002.

Parks and Transportation Bond Fund (Fund 317): This fund accounts for proceeds of the voter approved General Obligation Bonds, Series 2016. Available funding totals $3.1 million and represents unencumbered/unspent capital project appropriations.

TSPLOST Capital Project Fund (Fund 335): This fund accounts for collections under the Transportation Special Local Option Sales Tax (TSPLOST) that went into effect on April 1, 2017. Available funding totals $29 million.

Enterprise Fund

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

Solid Waste Fund: FY 2021 revenues are budgeted at $4.5 million (net of carryforward fund balance totaling $183,032 constituting reserve balances in excess of the 21% Emergency Reserve designation).

As of April 30, the city has collected $4.4 million representing the full annualized billings. Expenditures/encumbrances during the same time period total $4.5 million and represent general operations and blanket purchase orders that will sustain operations.

The city was notified by its private hauler that rates to the city are increasing 25% on April 1, 2020. To offset this cost increase, the city is utilizing reserves within the Solid Waste Fund (covering the majority of increased costs this fiscal year) and increasing rates to customers effective July 1, 2021. As a parallel process to these rate adjustments, the city has issued an RFP for private sanitation hauler services to ensure continued excellent service to our customers at a competitive price.

Other Items

Council Member Stipend Activity Listing: The FY 2020 budget includes appropriations of $9,000 for the Mayor and $5,000 for each City Council Post and the available balances as of April 30, 2021 are as follows:

	Budget	Expenditures (year-to-date)	Available Balance
Mayor: Jim Gilvin	$ 7,200	$ 3,033	$ 4,167
Post #1: Donald Mitchell	$ 4,000	$ 278	$ 3,722
Post #2: Ben Burnett	$ 4,000	$ 977	$ 3,023
Post #3: Karen Richard	$ 4,000	$ 1,712	$ 2,288
Post #4: John Hipes	$ 4,000	$ 1,410	$ 2,590
Post #5: Jason Binder	$ 4,000	$ 654	$ 3,346
Post #6: Dan Merkel	$ 4,000	$ 1,899	$ 2,101

Development Authority[2] (Component Reporting Unit)

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

As of April 30, 2021, the Development Authority has $193,143 in available resources to support its main functions of promoting the public good and general welfare, trade, commerce, industry, general tax base and the employment opportunities available in the city.

Other reports included with this packet are as follows:

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

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

GENERAL FUND

Revenue Report

CITY OF ALPHARETTA

Financial Management Reports
General Fund (Unaudited)
Revenue Summary and Collection Comparison
As of April 30, 2021

	Current Fiscal Year					Prior Fiscal Year		
	2021 Budget	2021 YTD	% Collected	2021 Estimated	Variance	2020 Actual	2020 YTD	% Collected
Top 10 Revenues:								
Property Taxes								
Current Year	$ 25,350,000	$ 25,994,461	102.5%	$ 26,275,000	$ 925,000	$ 24,803,627	$ 24,401,783	98.4%
Delinquent	217,000	195,376	90.0%	248,636	31,636	518,103	300,449	58.0%
Motor Vehicle Tax	75,000	67,873	90.5%	75,000	-	104,406	81,204	77.8%
Motor Vehicle Title Fee	1,600,000	1,962,230	122.6%	2,275,000	675,000	1,875,801	1,568,259	83.6%
Local Option Sales Tax	13,479,457	12,313,167	91.3%	15,750,000	2,270,543	15,991,131	12,644,065	79.1%
Franchise Tax	6,675,000	5,989,222	89.7%	6,500,262	(174,738)	6,880,108	6,306,010	91.7%
Insurance Premium Tax	4,589,200	4,608,513	100.4%	4,608,513	19,313	4,368,841	4,368,841	100.0%
Alcohol Beverage Excise Tax	2,100,000	1,645,154	78.3%	2,100,000	-	2,199,245	1,711,792	77.8%
Building Permit Fees	1,550,000	1,564,059	100.9%	1,900,000	350,000	2,130,275	1,638,795	76.9%
Business and Occupational Tax	925,000	1,046,575	113.1%	1,090,000	165,000	1,153,937	1,138,538	98.7%
Court/Traffic Fines	1,804,000	1,897,192	105.2%	2,325,550	521,550	1,720,381	1,575,641	91.6%
Recreation/Special Event Fees	2,136,855	1,482,524	69.4%	1,746,642	(390,213)	2,321,103	2,183,055	94.1%
Hotel/Motel Tax (City portion)	2,531,250	896,773	35.4%	1,275,000	(1,256,250)	2,502,036	2,306,351	92.2%
subtotal	$ 63,032,762	$ 59,663,120	94.7%	$ 66,169,602	$ 3,136,840	$ 66,568,994	$ 60,224,783	90.5%
Other Revenues	4,238,221	4,188,699	98.8%	4,820,233	582,012	5,318,155	4,518,431	85.0%
Total Revenues	$ 67,270,983	$ 63,851,819	94.9%	$ 70,989,835	$ 3,718,852	$ 71,887,149	$ 64,743,214	90.1%
Carryforward Fund Balance	5,289,252							

GENERAL FUND

Expenditure Reports

CITY OF ALPHARETTA

Financial Management Reports
General Fund (unaudited)
Expenditure Summary by Department
As of April 30, 2021

	Current Fiscal Year						Prior Fiscal Year		
	2021 Budget	2021 Encumbrances	2021 Exp. (YTD)	Funds Available	% Enc./Exp.	% Exp.	2020 Exp. (Total)	2020 Exp. (YTD)	% Exp.
Expenditures by Department:									
Mayor & Council	$ 382,505	$ 128	$ 297,022	$ 85,355	77.7%	77.7%	$ 366,417	$ 306,299	83.6%
City Administration	1,288,313	20,066	1,069,895	198,353	84.6%	83.0%	1,661,974	1,411,079	84.9%
Finance	3,541,567	89,731	2,829,455	622,381	82.4%	79.9%	3,394,381	2,817,372	83.0%
City Attorney	750,000	-	245,966	504,034	32.8%	32.8%	882,013	488,778	55.4%
Information Technology	2,194,661	79,925	1,650,791	463,945	78.9%	75.2%	1,994,728	1,594,820	80.0%
Human Resources	647,529	22,103	432,851	192,576	70.3%	66.8%	554,384	462,330	83.4%
Municipal Court	1,006,645	62,750	745,798	198,098	80.3%	74.1%	889,434	730,289	82.1%
Public Safety	30,603,868	239,224	24,526,484	5,838,160	80.9%	80.1%	28,854,870	23,735,466	82.3%
Public Works	9,046,380	323,121	6,724,403	1,998,856	77.9%	74.3%	8,352,910	6,656,737	79.7%
Recreation, Parks & Cultural Svcs	10,088,483	575,606	6,767,287	2,745,590	72.8%	67.1%	9,419,744	7,819,441	83.0%
Community Development	4,190,713	62,394	3,202,227	926,091	77.9%	76.4%	3,377,666	2,770,532	82.0%
subtotal	$ 63,740,664	$ 1,475,048	$ 48,492,178	$ 13,773,438	78.4%	76.1%	$ 59,748,521	$ 48,793,142	81.7%
General Government:									
Insurance Premiums (Risk)	$ 720,250	$ -	$ 600,208	$ 120,042	83.3%	83.3%	$ 667,500	$ 556,250	83.3%
Gwinnett Tech Bond P&I	290,490	-	290,490	-	100.0%	100.0%	291,190	291,190	100.0%
Transfer(s) to other Funds	4,541,862	-	3,784,885	756,977	83.3%	83.3%	12,316,268	8,596,890	69.8%
Contingency	700,000	1,875	30,633	667,492	4.6%	4.4%	31,388	16,832	53.6%
Oper. Initiatives Reserve	-	-	-	-	-	-	32,500	24,375	75.0%
Non-Allocated	1,880,579	-	-	1,880,579	0.0%	0.0%	-	-	-
Non-Allocated (one-time)	686,390	-	-	686,390	0.0%	0.0%	-	-	-
subtotal	$ 8,819,571	$ 1,875	$ 4,706,217	$ 4,111,479	53.4%	53.4%	$ 13,338,846	$ 9,485,537	71.1%
Total Expenditures	$ 72,560,235	$ 1,476,923	$ 53,198,395	$ 17,884,917	75.4%	73.3%	$ 73,087,367	$ 58,278,680	79.7%

CITY OF ALPHARETTA

Financial Management Reports
General Fund (unaudited)
Expenditure Summary by Category
As of April 30, 2021

	Current Fiscal Year						Prior Fiscal Year		
	2021 Budget	2021 Encumbrances	2021 Exp. (YTD)	Funds Available	% Enc./Exp.	% Exp.	2020 Exp. (Total)	2020 Exp. (YTD)	% Exp.
Expenditures by Category:									
Salaries & Benefits:									
(1) Regular Salaries	$ 28,170,654	$ -	$ 21,635,763	$ 6,534,891	76.8%	76.8%	$ 26,275,884	$ 21,082,746	80.2%
Overtime	1,744,750	-	1,461,737	283,013	83.8%	83.8%	1,952,854	1,558,457	79.8%
Group Insurance	9,005,901	-	6,973,795	2,032,106	77.4%	77.4%	8,059,466	6,508,045	80.8%
FICA and Social Security	2,215,687	-	1,669,850	545,837	75.4%	75.4%	2,047,760	1,644,644	80.3%
Defined Benefit Pension	2,675,532	-	2,675,532	-	100.0%	100.0%	2,675,532	2,675,532	100.0%
401(A) Retirement/Match	2,183,255	-	1,931,915	251,340	88.5%	88.5%	2,124,889	1,790,287	84.3%
(2) Other	1,424,964	-	1,273,868	151,096	89.4%	89.4%	1,444,811	1,304,172	90.3%
subtotal	$ 47,420,743	$ -	$ 37,622,460	$ 9,798,283	79.3%	79.3%	$ 44,581,196	$ 36,563,883	82.0%
Maintenance & Operations:									
Professional Services	$ 2,598,710	$ 363,359	$ 1,470,675	$ 764,677	70.6%	56.6%	$ 2,548,712	$ 2,284,669	89.6%
Legal Services	750,000	-	245,966	504,034	32.8%	32.8%	882,013	488,778	55.4%
Vehicle Fuel/Maintenance	889,560	-	634,512	255,048	71.3%	71.3%	874,863	676,982	77.4%
Maintenance Contracts	2,845,274	579,800	2,008,667	256,806	91.0%	70.6%	2,319,305	1,790,604	77.2%
IT Professional Services	2,041,034	178,436	1,649,470	213,128	89.6%	80.8%	1,697,959	1,456,027	85.8%
General Supplies	970,519	77,457	568,313	324,749	66.5%	58.6%	975,468	758,415	77.7%
Utilities	2,897,285	-	2,110,759	786,526	72.9%	72.9%	2,656,359	2,039,519	76.8%
Insurance Premiums (Risk)	720,250	-	600,208	120,042	83.3%	83.3%	667,500	556,250	83.3%
Other	2,719,691	267,423	1,583,404	868,864	68.1%	58.2%	2,514,496	2,077,580	82.6%
subtotal	$ 16,432,323	$ 1,466,474	$ 10,871,976	$ 4,093,873	75.1%	66.2%	$ 15,136,674	$ 12,128,824	80.1%
Capital:									
OSSI/Fire Truck Leases	$ 582,974	$ -	$ 582,963	$ 11	100.0%	100.0%	$ 631,280	$ 631,280	100.0%
Other	24,874	8,573	14,988	1,312	94.7%	60.3%	66,872	25,405	38.0%
subtotal	$ 607,848	$ 8,573	$ 597,952	$ 1,323	99.8%	98.4%	$ 698,152	$ 656,685	94.1%
General Government:									
Gwinnett Tech Bond P&I	$ 290,490	$ -	$ 290,490	$ -	100.0%	100.0%	$ 291,190	$ 291,190	100.0%
Transfer(s) to other Funds	4,541,862	-	3,784,885	756,977	83.3%	83.3%	12,316,268	8,596,890	69.8%
Contingency	700,000	1,875	30,633	667,492	4.6%	4.4%	31,388	16,832	53.6%
Oper. Initiatives Reserve	-	-	-	-	-	-	32,500	24,375	75.0%
Non-Allocated	1,880,579	-	-	1,880,579	0.0%	0.0%	-	-	-
Non-Allocated (one-time)	686,390	-	-	686,390	0.0%	0.0%	-	-	-
subtotal	$ 8,099,321	$ 1,875	$ 4,106,008	$ 3,991,438	50.7%	50.7%	$ 12,671,346	$ 8,929,287	70.5%
Total Expenditures	$ 72,560,235	$ 1,476,923	$ 53,198,395	$ 17,884,917	75.4%	73.3%	$ 73,087,367	$ 58,278,680	79.7%

Notes:

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

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

GRANT FUNDS

Revenue & Expenditure Reports

CITY OF ALPHARETTA

Financial Management Reports

Grant Funds

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

As of April 30, 2021

Account #		Project	Project Snapshot: FY2013 - FY2020 Total Project Authorization	Prior Year Actuals	FY 2021 Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenues										
City Administration										
22013230-371000	C2100	MURAL ART PROJECT	$ 6,140	$ 6,140	$ -	$ -	$ -	$ -		$ -
		subtotal			***$ -***	***$ -***	***$ -***	***$ -***		***$ -***
Public Safety										
22031150-331110	C1730	2017 BULLETPROOF VEST (DOJ)	$ 13,179	$ 12,462	$ -	$ 717	$ 717	$ -		$ 717
22031150-331110	C1831	2018 BULLETPROOF VEST (DOJ)	15,375	1,514	-	13,861	13,861	5,800		8,061
22031150-331110	C2018	2019 BULLETPROOF VEST (DOJ)	19,187	-	-	19,187	19,187	-		19,187
22031150-371000	C2041	TOP DOG PRIZE	10,000	10,000	-	-	-	-		-
22031150-371000	C2045	2019 HOMELAND SECURITY GRANT	22,656	-	-	22,656	22,656	-		22,656
22031150-371000	C2047	FIRE SPRINKLER COALITION	500	500	-	-	-	-		-
		subtotal			***$ -***	***$ 56,421***	***$ 56,421***	***$ 5,800***		***$ 50,621***
Recreation, Parks & Cultural Services										
22061150-371000	C1930	GRPA CONTRIBUTION	1,000	1,000	$ -	$ -	$ -	$ -		$ -
22061150-336000	C2013	2019 CAMP HAPPY HEARTS	11,250	11,250	-	-	-	-		-
22061150-347509	C2037	HBD CONCERTS (ACVB SPONSOR)	50,000	50,000	-	-	-	-		-
22061150-347509	C2039	WIRE & WOOD (ACVB SPONSOR)	52,000	52,000	-	-	-	-		-
22061150-336000	C2056	2020 FC ARTS & CULTURE	12,100	-	-	12,100	12,100	12,100	-	-
22061150-371000	C2056	MUSIC MATCH APPLICATION	-	-	-	-	-	800	-	(800)
22061150-371000	C2103	HBD PODCAST REIMBURSEMENT	8,000	-	-	8,000	8,000	8,000	-	-
		subtotal			***-***	***20,100***	***20,100***	***20,900***		***(800)***
Community Development										
22074150-371000	C2016	ARBOR DAY GRANT (PRIVATE DONATION)	2,775	2,095	$ -	$ 680	$ 680	$ -		$ 680
		subtotal			***$ -***	***$ 680***	***$ 680***	***$ -***		***$ 680***
General Government										
22090200-361000		INTEREST EARNINGS			$ -	$ -	$ -	$ 37		$ (37)
22090200-363000		UNREALIZED GAIN/LOSS			-	-	-	167		(167)
22090200-395000		CARRYFORWARD FUND BALANCE			-	147,257	147,257	-		147,257
		subtotal			***$ -***	***$ 147,257***	***$ 147,257***	***$ 204***		***$ 147,053***
		Total			**$ -**	**$ 224,458**	**$ 224,458**	**$ 26,904**		**$ 197,554**
Expenditures										
City Administration										
22013230-521200	C2100	MURAL ART PROJECT	$ 6,140	$ -	$ -	$ 6,140	$ 6,140	$ -	$ -	$ 6,140
		subtotal			***$ -***	***$ 6,140***	***$ 6,140***	***$ -***	***$ -***	***$ 6,140***

CITY OF ALPHARETTA

Financial Management Reports

Grant Funds

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

As of April 30, 2021

			Project Snapshot: FY2013 - FY2020		FY 2021					
Account #		Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Public Safety										
22031150-542100	C1617	2015/16 BULLETPROOF VEST (DOJ)	$ 68,400	$ 68,400	$ -	$ -	$ -	$ -	$ -	$ -
22031150-542100	C1730	2017 BULLETPROOF VEST (DOJ)	26,357	24,925	-	1,432	1,432	-	-	1,432
22031150-542100	C1831	2018 BULLETPROOF VEST (DOJ)	30,750	5,113	-	25,637	25,637	11,562	-	14,075
22031150-542100	C2018	2019 BULLETPROOF VEST (DOJ)	38,374	-	-	38,374	38,374	4,061	-	34,313
22031150-531100	C2041	TOP DOG PRIZE	10,000	-	-	10,000	10,000	10,000	-	-
22031150-531600	C2045	2019 HOMELAND SECURITY GRANT	22,656	-	-	22,656	22,656	20,915	1,192	549
22031150-531100	C2047	FIRE SPRINKLER COALITION	500	-	-	500	500	350	-	150
		subtotal			***$ -***	***$ 98,599***	***$ 98,599***	***$ 46,888***	***$ 1,192***	***$ 50,519***
Recreation, Parks & Cultural Services										
22061150-521200	C1930	PROFESSIONAL SERVICES (GRPA)	$ 950	$ 330	$ -	$ 620	$ 620	$ 473	$ -	$ 147
22061150-523400	C1930	PRINTING & BINDING (GRPA)	50	-	-	50	50	-	-	50
22061150-531000	C2013	2019 CAMP HAPPY HEARTS	11,250	1,650	-	9,600	9,600	2,200	-	7,400
22061150-521200	C2037	HBD CONCERTS (ACVB SPONSOR)	-	-	-	-	-	-	-	-
22061159-521200	C2039	WIRE & WOOD (ACVB SPONSOR)	-	-	-	-	-	-	-	-
22061150-531100	C2056	FC ARTS & CULTURE	12,100	-	-	12,100	12,100	12,100	-	-
22061150-531100	C2101	SPECIAL NEEDS EXPO / EVENT	1,018	-	-	1,018	1,018	-	-	1,018
22061150-531100	C2102	FULTON GOLDEN GAMES	3,630	-	-	3,630	3,630	-	-	3,630
22061150-521200	C2103	HBD PODCAST	8,000	-	-	8,000	8,000	8,000	-	-
		subtotal			***$ -***	***$ 35,018***	***$ 35,018***	***$ 22,773***	***$ -***	***$ 12,245***
Community Development										
22074150-531100	C2016	ARBOR DAY GRANT (PRIVATE DONATION)	2,776	2,158	$ -	$ 618	$ 618	$ -	$ -	$ 618
		subtotal			***$ -***	***$ 618***	***$ 618***	***$ -***	***$ -***	***$ 618***
Non-Allocated										
22090200-579000		CONTINGENCY			$ -	$ 66,925	$ 66,925	$ -	$ -	$ 66,925
22090200-579011		MATCH (GRANTS UNDER REVIEW)			-	17,158	17,158	-	-	17,158
		subtotal			***$ -***	***$ 84,083***	***$ 84,083***	***$ -***	***$ -***	***$ 84,083***
		Total			**$ -**	**$ 224,458**	**$ 224,458**	**$ 69,661**	**$ 1,192**	**$ 153,606**

Notes:

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

CITY OF ALPHARETTA

Financial Management Reports
Grant Funds
Capital Grant Fund Detail (Fund 340; life-to-date for active projects)
As of April 30, 2021

Account #		Project	Project Snapshot: FY2013 - FY2020 Total Project Authorization	Prior Year Actuals	FY 2021 Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue										
Public Works										
34041100-334310	C1219	MILLING AND RESURFACING (LMIG)	$ 4,601,781	$ 4,027,837	$ -	$ 573,944	$ 573,944	$ 573,944		$ 0
34041100-331350	C1927	WINDWARD TRIPLE LEFTS (GDOT-FED)	2,069,960	580,355	-	1,489,605	1,489,605	1,406,595		83,010
34041100-334350	C1927	WINDWARD TRIPLE LEFTS (GTIB-NFCID)	1,696,365	941,793	-	754,572	754,572	416,867		337,705
		subtotal			***$ -***	***$ 2,818,121***	***$ 2,818,121***	***$ 2,397,406***		***$ 420,715***
Community Development										
34074150-334310	C2017	NORTHPOINT FEASIBILITY STUDY	120,000	53,000	$ -	$ 67,000	$ 67,000	$ 67,000		$ 0
34074150-331350	C2107	NORTH POINT PKWY IMP	1,600,000	-	$ -	1,600,000	1,600,000	-		1,600,000
		subtotal			***$ -***	***$ 1,667,000***	***$ 1,667,000***	***$ 67,000***		***$ 1,600,000***
General Government										
34090200-361000		INTEREST EARNINGS			$ -	$ -	$ -	$ 38		$ (38)
34090200-363000		UNREALIZED GAIN/LOSS			-	-	-	(435)		435
34090200-395000		CARRYFORWARD FUND BALANCE			-	56,445	56,445	-		56,445
		subtotal			***$ -***	***$ 56,445***	***$ 56,445***	***$ (397)***		***$ 56,842***
		Total			**$ -**	**$ 4,541,566**	**$ 4,541,566**	**$ 2,464,009**		**$ 2,077,557**
Expenditures										
Public Safety										
34031150-521200	C2043	ASSIST FIREFIGHTERS GRANT	3,000	1,500	$ -	$ 1,500	$ 1,500	$ -	$ -	$ 1,500
		subtotal			***$ -***	***$ 1,500***	***$ 1,500***	***$ -***	***$ -***	***$ 1,500***
Public Works										
34041100-541410	C1219	MILLING AND RESURFACING (LMIG)	4,601,781	4,027,837	$ -	$ 573,944	$ 573,944	$ -	$ 573,944	$ 0
34041100-541410	C1927	WINDWARD TRIPLE LEFTS	3,766,322	1,886,528	-	1,879,794	1,879,794	1,658,108	221,685	1
		subtotal			***$ -***	***$ 2,453,738***	***$ 2,453,738***	***$ 1,658,108***	***$ 795,629***	***$ 1***
Community Development										
34074150-521200	C2017	NORTHPOINT FEASIBILITY STUDY	150,000	66,250	$ -	$ 83,750	$ 83,750	$ 83,750	$ -	$ 0
34074150-541410	C2107	NORTH POINT PKWY IMP	2,000,000	-	-	2,000,000	2,000,000	-	-	2,000,000
		subtotal			***$ -***	***$ 2,083,750***	***$ 2,083,750***	***$ 83,750***	***$ -***	***$ 2,000,000***
Non-Allocated										
34090200-579000		CONTINGENCY			$ -	$ 2,578	$ 2,578	$ -	$ -	$ 2,578
		subtotal			***$ -***	***$ 2,578***	***$ 2,578***	***$ -***	***$ -***	***$ 2,578***
		Total			**$ -**	**$ 4,541,566**	**$ 4,541,566**	**$ 1,741,858**	**$ 795,629**	**$ 2,004,079**

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 April 30, 2021

Account #		Project	Project Snapshot: FY2013 - FY2020 Total Project Authorization	Prior Year Actuals	FY 2021 Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue										
30113230-336000	C0924	ECONOMIC DEVELOPMENT PLAN	$ 37,500	$ -	$ -	$ 37,500	$ 37,500	$ -		$ 37,500
30113230-371000	C1618	CONFERENCE CENTER HOTEL RECAPTURE	3,991,179	-	-	3,991,179	3,991,179	3,991,179		-
30131150-395000	C1241	CAPITAL LEASE - FIRE TRUCK	1,311,250	-	-	1,311,250	1,311,250	1,311,250		-
30141100-371000	C1008	CEMETERY MAINTENANCE DONATION	5,000	-	-	5,000	5,000	5,000		-
30141100-336000	C1410	RUCKER RD WATERLINE	1,782,351	1,391,214	-	391,137	391,137	68,631		322,506
30141100-336000	C1702	KIMBALL BR RD IMPROVEMENTS	6,133,354	-	-	6,133,354	6,133,354	3,157,267		2,976,087
30141100-371000	C1712	ALPHALOOP (AVALON)	1,016,944	1,016,944	-	-	-	-		-
30141100-371001	C1712	ALPHALOOP (CID)	250,001	225,902	-	24,099	24,099	24,098		1
30141100-336000	C1714	BETHANY/MID BROADWELL ROUNDABOUT	292,195	-	-	292,195	292,195	177,811		114,384
30141100-336000	C1715	BETHANY/MAYFIELD ROUNDABOUT	436,492	-	-	436,492	436,492	312,326		124,166
30141100-336000	C1927	WINDWARD TRIPLE LEFTS (FC WATER)	490,517	405,906	-	84,611	84,611	30,659		53,952
30141100-371001	C1927	WINDWARD TRIPLE LEFTS (NFCID)	160,137	-	-	160,137	160,137	-		160,137
30141100-371002	C1927	WINDWARD TRIPLE LEFTS (NFCID-FC)	500,001	188,463	-	311,538	311,538	112,514		199,024
30141100-336000	C1928	RUCKER ROAD - ROSWELL CONTRIBUTION	2,905,158	276,867	-	2,628,291	2,628,291	1,975,947		652,344
30141100-371001	C1934	WINDWARD PKWY EAST IMPROVEMENT	11,884	-	-	11,884	11,884	11,884		-
30141100-371000	C1935	DEVELOPER CONTRIBUTION IWINDWARD)	293,900	-	-	293,900	293,900	293,900		(0)
30141100-371001	C1935	WINDWARD PKWY WEST IMPROVEMENT	11,852	-	-	11,852	11,852	11,852		-
30141100-371000	C2113	ENCORE GREENWAY GATEWAY	230,000	-	-	230,000	230,000	-		230,000
30161150-371001	C1708	NORTH FULTON CID GREENWAY FENCE	100,000	-	-	100,000	100,000	100,000		-
30161150-371000	C1911	EQUESTRIAN CENTER	37,810	37,810	-	-	-	-		-
30161150-371000	C1926	NORTHSIDE MOU (PARKS)	120,000	80,000	-	40,000	40,000	40,000		-
30161150-371000	C1929	COMM AG PROGRAM	21,951	12,564	-	9,387	9,387	10,456		(1,069)
30161150-371000	C2021	RESURGENS FOUNDATION	35,000	35,000	-		-			-
30174150-371000	C0019	DOWNTOWN PARKING FUND	138,500	-	-	138,500	138,500	138,500		-
30174150-337000	C0910	TREE REPLACEMENT FUND (CONTRIBUTION)	199,700	133,400	-	66,300	66,300	66,450		(150)
30176100-371000	C1712	ALPHALOOP (ABC)	689,187	439,981	-	249,206	249,206	-		249,206
		subtotal			***$ -***	***$ 16,957,812***	***$ 16,957,812***	***$ 11,839,724***		***$ 5,118,088***

CITY OF ALPHARETTA

Financial Management Reports
Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
As of April 30, 2021

Account #		Project	Project Snapshot: FY2013 - FY2020 Total Project Authorization	Prior Year Actuals	FY 2021 Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Non-Departmental										
30190200-395000		CARRYFORWARD FUND BALANCE			$ 4,100,000	$ 3,142,750	$ 7,242,750	$ -		$ 7,242,750
30190200-337000	C2042	CARES ACT REIMBURSEMENT			-	2,804,182	2,804,182	2,804,182		(0)
30190200-391100		TRANSFER-IN FROM THE GENERAL FUND (MATCH)			3,156,862	-	3,156,862	2,630,718		526,144
30190200-363000		UNREALIZED GAIN/LOSS INV			-	-	-	2,686		(2,686)
30190200-361000		INTEREST EARNINGS			171,748	-	171,748	3,354		168,394
		subtotal			***$ 7,428,610***	***$ 5,946,932***	***$ 13,375,542***	***$ 5,440,941***		***$ 7,934,601***
		Total			**$ 7,428,610**	**$ 22,904,744**	**$ 30,333,354**	**$ 17,280,665**		**$ 13,052,689**
Expenditures										
Administration										
30113230-544100	C0924	ECONOMIC DEVELOPMENT PLAN	$ 81,390	$ 35,000	$ -	$ 46,390	$ 46,390	$ 2,500	$ 43,890	$ -
30113230-544100	C1300	CITY ECON DEVELOPMENT TOOLKIT	289,510	194,510	87,500	7,500	95,000	7,500	-	87,500
30113230-544200	C1527	VETERANS MEMORIAL	105,599	75,806	-	29,793	29,793	-	-	29,793
30113230-544100	C1618	CONFERENCE CENTER HOTEL RECAPTURE	63,028	-	-	63,028	63,028	63,028	-	0
30113230-544100	C2105	BUSINESS RECOVERY PROGRAM	150,000	-	-	150,000	150,000	50,000	-	100,000
30113230-544100	C2106	VULNERABLE POPULATION PROGRAM	280,000	-	-	280,000	280,000	269,337	10,663	-
30113230-544200	C2109	LAND SALE	-	-	-	-	-	28,294	-	(28,294)
		subtotal			***$ 87,500***	***$ 576,711***	***$ 664,211***	***$ 420,658***	***$ 54,553***	***$ 188,999***
Finance										
30115150-542400	C1141	TYLER ERP SYSTEM	344,043	333,542	$ -	$ 10,501	$ 10,501	$ 700	$ 6,750	$ 3,051
		subtotal			***$ -***	***$ 10,501***	***$ 10,501***	***$ 700***	***$ 6,750***	***$ 3,051***
Information Technology										
30117400-542400	C0900	CISCO DATA NETWORK	$ 300,001	$ 169,666	$ -	$ 130,335	$ 130,335	$ -	$ 16,000	$ 114,335
30117400-542400	C1000	GIS AERIAL MAPPING	50,001	26,962	-	23,039	23,039	7,200	1,600	14,239
30117400-542400	C1103	NETWORK AND VOIP	167,678	132,053	-	35,625	35,625	-	-	35,625
30117400-542400	C1312	BACKUP DATA STORAGE MGMT.	510,002	483,768	-	26,234	26,234	-	-	26,234
30117400-542400	C1313	TECHNOLOGY REPLACEMENT	2,562,368	2,085,151	300,000	177,217	477,217	50,053	144,024	283,141
30117400-542400	C1400	PW DATA CTR SERVER REPLACEMENT	417,503	350,627	-	66,876	66,876	56,280	-	10,596
30117400-542400	C1615	APP/DESKTOP VIRTUALIZATION	400,145	99,804	-	300,341	300,341	3,945	-	296,396

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Account #		Project	Project Snapshot: FY2013 - FY2020 Total Project Authorization	Prior Year Actuals	FY 2021 Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
30117400-544200	C2112	IT ASSESSMENT	50,000	-	-	50,000	50,000	-	48,995	1,005
		subtotal			***$ 300,000***	***$ 809,667***	***$ 1,109,667***	***$ 117,479***	***$ 210,619***	***$ 781,570***
Municipal Court										
30126550-542400	C1222	RECORDS MANAGEMENT	$ 39,600	$ -	$ -	$ 39,600	$ 39,600	$ 2,100	$ 37,500	$ -
		subtotal			***$ -***	***$ 39,600***	***$ 39,600***	***$ 2,100***	***$ 37,500***	***$ -***
Public Safety										
30131150-542200	C1202	FLEET REPLACEMENT	$ 6,236,893	$ 5,397,783	$ 465,000	$ 374,110	$ 839,110	$ 321,167	$ 417,309	$ 100,635
30131150-542400	C1205	SEC CAMERA SY	77,170	75,000	-	2,170	2,170	-	-	2,170
30131150-541300	C1229	PS ROOF REPAIR	706,583	425,936	300,000	(19,353)	280,647	-	-	280,647
30131150-542200	C1241	FLEET - FIRE TRUCK	1,311,250	-	-	1,311,250	1,311,250	1,311,250	-	-
30131150-542100	C1401	PS EQUIPMENT REPLACEMENT	1,071,722	810,446	217,250	44,026	261,276	180,658	54,303	26,314
30131150-541300	C1706	RAPSTC IMPROVEMENTS	492,531	173,695	-	318,836	318,836	-	102,143	216,693
30131150-542200	C1810	NEW FLEET	54,250	41,347	-	12,903	12,903	12,903	-	-
30131150-544200	C2006	HAZMAT TRUCK AND TRAILER	94,250	393	-	93,857	93,857	93,536	-	321
30131150-542100	C2019	SCBA REPLACEMENTS (LEASE)	-	-	100,000	(100,000)	-	-	-	-
30131150-581200	C2019	SCBA CAPITAL LEASE PRINCIPLE	95,520	-	-	95,520	95,520	95,520	-	(0)
30131150-582200	C2019	SCBA CAPITAL LEASE INTEREST	4,480	-	-	4,480	4,480	4,480	-	0
30131150-542400	C2052	SECURITY SYSTEM REFRESH	132,510	2,002	132,510	(2,002)	130,508	3,315	121,366	5,827
30131150-542100	C2055	LICENSE PLATE READER PROGRAM	20,000	-	20,000	-	20,000	-	-	20,000
		subtotal			***$ 1,234,760***	***$ 2,135,797***	***$ 3,370,557***	***$ 2,022,829***	***$ 695,121***	***$ 652,607***
Public Works										
30141100-541410	C0041	TRAFFIC SIGNAL INTERCONNECT	$ 279,779	$ 188,097	$ -	$ 91,682	$ 91,682	$ 23,738	$ 25,039	$ 42,905
30141100-541410	C0042	STREET LIGHTING	16,832	13,667	-	3,165	3,165	3,165	-	-
30141100-541200	C0910	TREE REPLACEMENT FUND	1,358,550	777,754	-	580,796	580,796	100,762	225,308	254,725
30141100-541200	C1008	CEMETERY AUTHORITY-MAINTENANCE	472,228	164,887	-	307,341	307,341	14,931	17,130	275,280
30141100-541410	C1207	BRIDGE MAINTENANCE	269,608	-	-	269,608	269,608	-	-	269,608
30141100-541410	C1208	MAST ARM MAINTENANCE	537,396	502,396	35,000	-	35,000	18,600	16,400	-
30141100-541410	C1215	STRIPING & SIGNAGE	1,598,588	1,381,070	200,000	17,518	217,518	105,550	60,732	51,237
30141100-541410	C1217	TRAFFIC CALMING & INTERSECTION IMP	378,584	303,584	75,000	-	75,000	14,849	-	60,151
30141100-541410	C1218	TRAFFIC SIGNAL SYSTEM MAINTENANCE	604,267	480,066	100,000	24,201	124,201	58,434	11,098	54,669

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30141100-541410	C1219	MILLING AND RESURFACING	20,950,572	17,332,346	2,317,740	1,300,486	3,618,226	1,330,956	1,744,234	543,035
30141100-541410	C1220	TRAFFIC CONTROL EQUIPMENT	787,490	662,326	100,000	25,164	125,164	61,278	46,398	17,488
30141100-541410	C1221	DESIGN SERVICES	793,299	660,764	37,500	95,035	132,535	70,612	29,216	32,706
30141100-542200	C1223	FLEET REPLACEMENT	1,069,452	1,069,452	-	-	-	-	-	-
30141100-541200	C1302	TREE PLANTING & LANDSCAPING IMP	857,770	738,797	100,000	18,973	118,973	29,093	36,780	53,099
30141100-541410	C1407	MINOR INTERSECTION UPGRADES	112,168	109,166	-	3,002	3,002	-	2,988	14
30141100-541410	C1410	RUCKER RD CORRIDOR IMPROVEMENTS	2,580,880	2,348,851	-	232,029	232,029	10,405	219,748	1,876
30141100-541420	C1512	SIDEWALK IMPROVEMENTS	829,802	716,116	-	113,686	113,686	-	113,686	-
30141100-541410	C1702	KIMBALL BR RD IMPROVEMENTS	6,133,354	2,490,038	-	3,643,316	3,643,316	3,600,917	42,399	-
30141100-541300	C1704	WEST PARKING GARAGE	7,414,474	7,404,252	-	10,222	10,222	-	3,374	6,848
30141100-541420	C1712	ALPHALOOP	1,345,313	760,080	-	585,233	585,233	165,452	74,946	344,835
30141100-541410	C1714	BETHANY/MID BROADWELL ROUNDABOUT	292,195	93,708	-	198,487	198,487	100,593	97,894	0
30141100-541410	C1715	BETHANY/MAYFIELD ROUNDABOUT	436,492	261,993	-	174,499	174,499	51,083	123,416	0
30141100-541420	C1801	SIDEWALK MAINTENANCE/REPAIR	600,001	425,729	100,000	74,272	174,272	86,700	50,291	37,281
30141100-542100	C1802	PW EQUIPMENT REPLACEMENT	96,372	-	-	96,372	96,372	57,572	4,535	34,265
30141100-541410	C1901	TRAFFIC RESPONSIVE SYSTEM MAINT	200,000	23,047	100,000	76,953	176,953	9,454	51,787	115,712
30141100-541300	C1902	FIRE STATION RENOVATIONS	375,001	208,480	125,000	41,521	166,521	10,543	-	155,978
30141100-541300	C1904	PW HQ RENOVATIONS	128,036	47,351	50,000	30,685	80,685	64,787	-	15,898
30141100-541300	C1905	GYM RENOVATIONS	24,369	24,369	-	-	-	-	-	-
30141100-541300	C1906	CITY HALL RENOVATIONS	12,490	1,600	-	10,890	10,890	-	10,890	-
30141100-541410	C1918	PEDESTRIAN SAFETY STUDY	296,115	271,545	-	24,570	24,570	-	-	24,570
30141100-541410	C1927	WINDWARD TRIPLE LEFT	1,150,654	623,844	-	526,810	526,810	113,325	412,468	1,017
30141100-541410	C1928	RUCKER RD - ROSWELL CONTRIBUTION	2,905,158	968,325	-	1,936,833	1,936,833	1,381,009	555,824	-
30141100-541410	C1934	WINDWARD PKWY EAST IMPROVEMENTS	11,884	-	-	11,884	11,884	-	11,884	-
30141100-541410	C1935	WINDWARD PKWY WEST IMPROVEMENTS	305,752	-	-	305,752	305,752	-	305,752	-
30141100-541300	C2003	HVAC REPLACEMENTS	135,001	69,925	60,000	5,076	65,076	-	-	65,076
30141100-541300	C2004	GENERATOR REPLACEMENTS	195,075	93,069	100,000	2,006	102,006	4,525	89,603	7,878
30141100-542400	C2026	TCC HARDWARE/SOFTWARE	60,000	49,626	-	10,374	10,374	-	-	10,374
30141100-541410	C2027	N/S BROAD ST TO ONE-WAY	40,000	27,021	-	12,979	12,979	-	-	12,979
30141100-541410	C2028	LILLY GARDEN EXT	13,434	10,283	-	3,151	3,151	-	-	3,151
30141100-541410	C2029	MARIETTA ST HAWK	200,001	429	-	199,572	199,572	181,345	-	18,227

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30141100-541410	C2048	STREETLIGHT MAINTENANCE	109,078	-	80,000	29,078	109,078	32,118	17,551	59,409
30141100-542400	C2049	TRAFFIC CONTROL CTR MAINTENANCE	60,000	-	60,000	-	60,000	31,228	-	28,772
30141100-541500	C2050	REC FACILITY MAINTENANCE	60,000	-	60,000	-	60,000	9,895	9,500	40,605
30141100-541500	C2051	FOUNTAIN MAINTENANCE	-	-	50,000	(50,000)	-	-	-	-
30141100-541300	C2053	PARKING GARAGE MAINTENANCE	20,350	-	25,000	(4,650)	20,350	19,450	900	-
30141100-541410	C2113	ENCORE GREENWAY GATEWAY	230,000	-	-	230,000	230,000	-	230,000	-
		subtotal			***$ 3,775,240***	***$ 11,268,571***	***$ 15,043,811***	***$ 7,762,369***	***$ 4,641,773***	***$ 2,639,670***
Recreation, Parks & Cultural Services										
30161150-541500	C1221	DESIGN SERVICES	$ 182,000	$ 160,750	$ 20,000	$ 1,250	$ 21,250	$ 1,650	$ 19,600	$ -
30161150-541300	C1229	REC & PARK BUILDING REPAIR/REPLACEMENT	25,000	-	-	25,000	25,000	24,308	-	693
30161150-542100	C1402	RP EQUIPMENT REPLACEMENT	578,058	473,058	105,000	-	105,000	-	19,424	85,576
30161150-541500	C1520	WILLS PARK TENNIS CT RESURFACE	60,000	-	60,000	-	60,000	-	-	60,000
30161150-541500	C1614	THE STORIES PROJECT	37,500	25,000	12,500	-	12,500	-	-	12,500
30161150-541510	C1636	GREENWAY REPAIR AND MAINTENANCE	502,169	154,051	150,000	198,118	348,118	183,379	33,594	131,145
30161150-541300	C1708	GREENWAY EXT TO FORSYTH COUNTY	246,126	17,777	-	228,349	228,349	167,162	60,967	220
30161150-541500	C1804	PARK REPAIRS/IMPROVEMENTS	395,876	315,876	80,000	-	80,000	69,772	1,370	8,859
30161150-541500	C1806	PARKS PLAYGROUND EQUIPMENT	240,720	140,720	100,000	-	100,000	-	-	100,000
30161150-544100	C1807	PUBLIC ARTS PROGRAM	200,000	144,500	30,000	25,500	55,500	9,000	25,500	21,000
30161150-531600	C1834	NUTCRACKER PROGRAM	31,500	29,706	-	1,794	1,794	-	1,794	-
30161150-541500	C1911	EQUESTRIAN CENTER	37,810	3,185	-	34,625	34,625	34,625	-	-
30161150-541500	C1920	PARK DEVELOPMENT	566,308	353,046	-	213,262	213,262	166,353	40,160	6,749
30161150-541500	C1926	NORTHSIDE MOU (PARKS)	120,000	40,000	-	80,000	80,000	48,096	17,676	14,228
30161150-541500	C1929	COMMUNITY AGRICULTURE PROGRAM	21,953	5,528	-	16,425	16,425	9,407	-	7,018
30161150-541500	C2010	PARK ENHANCEMENTS	300,000	141,567	120,000	38,433	158,433	123,080	29,012	6,341
30161150-541500	C2021	RESURGENS FOUNDATION-PLAYGROUND	35,000	-	-	35,000	35,000	35,000	-	-
30161150-541500	C2030	TOWN GREEN IMPROVEMENTS	5,841	5,841	-	-	-	-	-	-
30161150-541500	C2031	INNOVATION ACADEMY IGA	250,000	-	-	250,000	250,000	83,205	66,441	100,353
30161150-541500	C2051	FOUNTAIN MAINTENANCE	50,000	-	-	50,000	50,000	21,069	-	28,931
30161150-541500	C2110	TOWN GREEN TURF	126,823	-	-	126,823	126,823	-	-	126,823
		subtotal			***$ 677,500***	***$ 1,324,579***	***$ 2,002,079***	***$ 976,106***	***$ 315,538***	***$ 710,434***

CITY OF ALPHARETTA

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

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Account #		Project	Project Snapshot: FY2013 - FY2020 Total Project Authorization	Prior Year Actuals	FY 2021 Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Community Development										
30174150-544100	C0019	DOWNTOWN PARKING FUND	$ 576,749	$ 297,748	$ -	$ 279,001	$ 279,001	$ -	$ -	$ 279,001
30174150-544200	C1129	COMPREHENSIVE PLAN UPDATE	30,000	-	30,000	-	30,000	16,501	-	13,499
30174150-542200	C1433	FLEET REPLACEMENT	280,328	279,436	-	892	892	-	-	892
30174150-541410	C1603	DESIGN SERVICES	376,003	282,853	30,000	63,150	93,150	7,285	47,254	38,611
30174150-541300	C1824	OFFICE BUILDOUT (CITY HALL)	168,002	99,260	-	68,742	68,742	65,182	-	3,560
30174150-541410	C1917	MILTON AVE. CONCEPT DESIGN	36,425	33,226	-	3,199	3,199	-	-	3,199
30174150-541410	C2107	NORTH POINT PARKWAY IMPROVEMENTS	78,500	-	-	78,500	78,500	4,717	73,783	-
30174150-542400	C2111	COMMUNITY DEVELOPMENT EQUIPMENT	21,000	-	-	21,000	21,000	1,978	-	19,022
		subtotal			***$ 60,000***	***$ 514,484***	***$ 574,484***	***$ 95,662***	***$ 121,037***	***$ 357,785***
Alpharetta Business Community Sidewalk Projects										
30176100-541420	C1712	ALPHALOOP	$ 689,188	$ 526,635	$ -	$ 162,553	$ 162,553	$ 154,365	$ 2,418	$ 5,770
		subtotal			***$ -***	***$ 162,553***	***$ 162,553***	***$ 154,365***	***$ 2,418***	***$ 5,770***
Non-Departmental										
30190200-579000		NON-ALLOCATED			$ 1,293,610	$ 2,058,130	$ 3,351,740	$ 5,723	$ -	$ 3,346,017
30190200-579011		MATCH (GRANTS UNDER REVIEW)			-	76,000	76,000	-	-	76,000
30190200-579000	C1618	RESERVE FOR CONFERENCE CENTER HOTEL RECAPTURE			-	3,928,151	3,928,151	-	-	3,928,151
		subtotal			***$ 1,293,610***	***$ 6,062,281***	***$ 7,355,891***	***$ 5,723***	***$ -***	***$ 7,350,168***
		Total			**$ 7,428,610**	**$ 22,904,744**	**$ 30,333,354**	**$ 11,557,992**	**$ 6,085,309**	**$ 12,690,053**

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Stormwater Capital Fund Detail (Fund 302; life-to-date for all projects)
As of April 30, 2021

		Project Snapshot: FY2017 - FY2020		FY 2021					
Account #	Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue									
Public Works									
30241100-343900 C2020	CITY CENTER DRAINAGE MAINTENANCE	$ -	$ -	$ -	$ -	$ -	$ 751	$ -	$ (751)
	subtotal			**$ -**	**$ -**	**$ -**	**$ 751**	**$ -**	**$ (751)**
Non-Departmental									
30290200-361000	INTEREST EARNINGS			$ -	$ -	$ -	$ 308		$ (308)
30290200-363000	UNREALIZED GAIN/LOSS INV			-	-	-	975		(975)
30290200-391100	TRANSFER IN/GENERAL FUND MATCH			1,385,000	-	1,385,000	923,333		461,667
30290200-395000	CARRYFORWARD FUND BALANCE			325,000	1,190,835	1,515,835	-		1,515,835
	subtotal			***$ 1,710,000***	***$ 1,190,835***	***$ 2,900,835***	***$ 924,616***	***$ -***	***$ 1,976,219***
	Total			**$ 1,710,000**	**$ 1,190,835**	**$ 2,900,835**	**$ 925,367**	**$ -**	**$ 1,975,468**
Expenditures									
Public Works									
30241100-541430 C1216	SW DRAINAGE MAINTENANCE	$ 651,906	$ 351,073	$ 120,000	$ 180,833	$ 300,833	$ 93,462	$ 170,018	$ 37,353
30241100-541430 C1308	SW PIPE & STRUCTURE R&M	6,749,214	4,489,805	1,500,000	759,409	2,259,409	727,844	1,143,121	388,444
30241100-541430 C1503	STORMWATER STUDIES	300,001	177,387	-	122,614	122,614	8,250	64,630	49,734
30241100-541430 C1604	STORMWATER INSPECTIONS	424,055	299,234	90,000	34,821	124,821	51,622	73,199	-
30261150-541430 C1919	WILLS PARK STREAM RESTORATION	28,370	7,214	-	21,156	21,156	-	9,198	11,959
	subtotal			**$ 1,710,000**	**$ 1,118,833**	**$ 2,828,833**	**$ 881,178**	**$ 1,460,165**	**$ 487,490**
Non-Departmental									
30290200-579000	NON-ALLOCATED			$ -	$ 72,002	$ 72,002	$ -	$ -	$ 72,002
	subtotal			***$ -***	***$ 72,002***	***$ 72,002***	***$ -***	***$ -***	***$ 72,002***
	Total			**$ 1,710,000**	**$ 1,190,835**	**$ 2,900,835**	**$ 881,178**	**$ 1,460,165**	**$ 559,492**

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Parks and Transportation Bond Fund Detail (Fund 317; life-to-date for all projects)

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Account #		Project	Project Snapshot: FY2017 - FY2020 Total Project Authorization	Prior Year Actuals	FY 2021 Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue										
Non-Departmental										
31790200-395000		CARRYFORWARD FUND BALANCE			$ -	$ 20,825,345	$ 20,825,345	$ -		$ 20,825,345
31790200-389000		MISCELLANEOUS REVENUS			-	108,000	108,000	-		108,000
31790200-361000		INTEREST EARNINGS			-	-	-	15,702		(15,702)
		subtotal			***$ -***	***$ 20,933,345***	***$ 20,933,345***	***$ 15,702***		***$ 20,917,643***
		Total			**$ -**	**$ 20,933,345**	**$ 20,933,345**	**$ 15,702**		**$ 20,917,643**
Expenditures										
31741100-541410	C1410	RUCKER RD CORRIDOR	14,849,966	13,478,711	$ -	$ 1,371,255	$ 1,371,255	$ 1,040,511	$ 330,744	$ 1
31741100-541410	C1631	MCGINNIS RD IGA (FORSYTH)	3,400,000	417,200	-	2,982,800	2,982,800	283,174	-	2,699,626
31741100-541410	C1702	KIMBALL BR RD IMPROVEMENTS	9,847,283	1,730,129	-	8,117,154	8,117,154	2,961,847	5,115,985	39,322
31741100-541420	C1712	ALPHALOOP	500,001	219,671	-	280,330	280,330	69,050	42,482	168,798
31741100-541420	C1715	BETHANY/MAYFIELD ROUNDABOUT	403,154	153,154	-	250,000	250,000	147,745	102,255	-
31741100-541420	C1826	SPRUELL CIRCLE SIDEWALK	308,628	8,704	-	299,924	299,924	224,116	75,808	-
31741100-541420	C1829	PROVIDENCE AREA SIDEWALKS	1,023,621	721,557	-	302,064	302,064	11,628	290,435	1
31741100-541420	C1925	MORRISON PARKWAY SIDEWALKS	921,834	324,795	-	597,039	597,039	328,510	239,154	29,375
31761150-541500	C1424	WILLS PARK POOL EXPANSION	6,807	-	-	6,807	6,807	6,807	-	0
31761150-541500	C1611	ARTS CENTER	2,769	-	-	2,769	2,769	2,768	-	1
31761150-541300	C1708	GREENWAY EXT TO FORSYTH	9,788,177	4,183,547	-	5,604,630	5,604,630	5,368,755	235,787	88
31761150-541300	C1709	EASTSIDE COMMUNITY CTR	2,506,442	1,578,856	-	927,586	927,586	703,109	224,476	1
31741100-579000		PW RESERVE	105,539	-	-	105,539	105,539	-	-	105,539
31761150-579000		PARKS RESERVE	85,448	-	-	85,448	85,448	-	-	85,448
		Total			**$ -**	**$ 20,933,345**	**$ 20,933,345**	**$ 11,148,019**	**$ 6,657,126**	**$ 3,128,200**

CITY OF ALPHARETTA

Financial Management Reports
Capital Project Funds
TSPLOST Fund Detail (Fund 335; life-to-date for all projects)
As of April 30, 2021

Account #		Project	Project Snapshot: FY2017 - FY2020 Total Project Authorization	Prior Year Actuals	FY 2021 Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue										
Non-Departmental										
33590200-395000		CARRYFORWARD FUND BALANCE			$ 15,500,000	$ 12,497,504	$ 27,997,504	$ -		$ 27,997,504
33590200-313400		TSPLOST			10,400,000	-	10,400,000	8,896,766		1,503,234
33541100-361000		INTEREST EARNINGS			300,000	-	300,000	22,418		277,582
		Total			**$ 26,200,000**	**$ 12,497,504**	**$ 38,697,504**	**$ 8,919,184**		**$ 29,778,320**
Expenditures										
33541100-541410		ROADWAY IMPROVEMENTS	$ 121,980	$ -	$ -	$ 121,980	$ 121,980	$ 94,599	$ 27,381	$ -
33541100-541410	C1631	MCGINNIS RD IGA (FORSYTH)	5,400,000	-	-	5,400,000	5,400,000	69,300	-	5,330,700
33541100-541410	C1638	ACADEMY ST/WEBB BR RD OP IMP	400,556	392,988	-	7,568	7,568	-	-	7,568
33541100-541410	C1713	KIMBALL BR RD OP IMPROVEMENTS	1,359,741	285,276	-	1,074,465	1,074,465	166,727	862,327	45,410
33541100-541410	C1714	BETHANY RD @ MID BROADWELL RD	1,247,354	704,124	-	543,230	543,230	457,829	85,401	0
33541100-541410	C1715	BETHANY RD @ MAYFIELD RD	1,768,505	1,190,990	-	577,515	577,515	458,305	110,786	8,424
33541100-541410	C1716	MORRIS RD OPERATIONAL IMP	3,215,477	3,200,576	-	14,901	14,901	14,900	-	1
33541100-541410	C1717	OLD MILTON PKWY CAPACITY IMP	3,579,474	777,152	-	2,802,322	2,802,322	309,642	2,492,679	1
33541100-541410	C1800	HAYNES BRIDGE RD IMP	264,103	59,075	-	205,028	205,028	1,125	203,903	0
33541100-541410	C1932	ACADEMY ST IMPROVEMENTS	289,576	270,397	-	19,179	19,179	5,093	14,085	1
33541100-541410	C1933	WEBB BRIDGE RD IMPROVEMENTS	876,396	453,495	-	422,901	422,901	158,252	264,648	1
33541100-541410	C1934	WINDWARD PKWY EAST IMPROVEMENTS	1,615,348	353,144	2,000,000	(737,796)	1,262,204	289,867	971,824	513
33541100-541410	C1935	WINDWARD PKWY WEST IMPROVEMENTS	996,284	240,675	2,000,000	(1,244,391)	755,609	175,277	559,809	20,522
33541100-541410	C2054	GA 400 BRIDGES (WEBB; KIMBALL)	4,841,200	-	-	4,841,200	4,841,200	1,200	-	4,840,000
33541100-541410	C2104	WEBB BR RD (NPP TO GREENWAY)	692,508	-	-	692,508	692,508	95,904	596,604	-
33541100-541410	C2113	ENCORE GREENWAY GATEWAY	230,000	-	-	230,000	230,000	-	230,000	-
33561150-541300	C1708	GREENWAY EXTENSION TO FORSYTH	1,000,000	-	-	1,000,000	1,000,000	-	1,000,000	-
33590200-579000		CONTINGENCY			22,200,000	(3,473,106)	18,726,894	-	-	18,726,894
		Total			**$ 26,200,000**	**$ 12,497,504**	**$ 38,697,504**	**$ 2,298,022**	**$ 7,419,447**	**$ 28,980,036**

SPECIAL REVENUE FUNDS WITH CAPITAL PROJECTS

Revenue & Expenditure Report

CITY OF ALPHARETTA

Financial Management Reports

Special Revenue Funds

Confiscated Assets Fund (Fund 210; life-to-date for active projects)

As of April 30, 2021

		Project Snapshot: FY2013 - FY2020		FY 2020					
Account #	Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue									
DEA									
21031110-351300	CONFISCATION/FEDERAL SEIZURE	3,070,422	2,910,422	$ 160,000	$ -	$ 160,000	$ 37,468		$ 122,532
21031110-361000	INTEREST EARNINGS	7,153	7,153	-	-	-	1,091		(1,091)
21031110-395000	CARRYFORWARD FUND BALANCE	217,543	-	155,282	62,261	217,543	-		217,543
	Total			**$ 315,282**	**$ 62,261**	**$ 377,543**	**$ 38,559**		**$ 338,984**
Expenditures									
DEA									
21031110-51*	PERSONNEL SERVICES	2,088,883	1,773,601	$ 315,282	$ -	$ 315,282	$ 171,853	$ -	$ 143,429
21031110-579007	NEXT YEAR BUDGET RESERVE	62,261	-	-	62,261	62,261	-	-	62,261
	Total			**$ 315,282**	**$ 62,261**	**$ 377,543**	**$ 171,853**	**$ -**	**$ 205,690**

CITY OF ALPHARETTA

Financial Management Reports
Special Revenue Funds
State Confiscated Assets Fund (Fund 211; life-to-date for active projects)
As of April 30, 2021

Account #	Project	Project Snapshot: FY2019 - FY2020 Total Project Authorization	Prior Year Actuals	FY 2020 Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue									
State									
21131120-351301	CONFISCATION/STATE SEIZURE	185,585	80,455	$ -	$ 105,130	$ 105,130	$ 196,145		$ (91,015)
21131120-391210	TRANSFER IN/DEA FUND	-	-	-	-	-	-		-
21131120-395000	CARRYFORWARD FUND BALANCE	48,941	-	-	48,941	48,941	-		48,941
	subtotal			***$ -***	***$ 154,071***	***$ 154,071***	***$ 196,145***		***$ (42,074)***
	Total			**$ -**	**$ 154,071**	**$ 154,071**	**$ 196,145**		**$ (42,074)**
Expenditures									
State									
21131120-532400	NON-RECURRING EXPENSES	212,360	58,289	$ -	$ 154,071	$ 154,071	$ 108,911	$ -	$ 45,160
	subtotal			***$ -***	***$ 154,071***	***$ 154,071***	***$ 108,911***	***$ -***	***$ 45,160***
	Total			**$ -**	**$ 154,071**	**$ 154,071**	**$ 108,911**	**$ -**	**$ 45,160**

CITY OF ALPHARETTA

Financial Management Reports

Special Revenue Funds

Impact Fee Fund (Fund 270; life-to-date for active projects)

As of April 30, 2021

Account #		Project	Project Snapshot: FY2013 - FY2020 Total Project Authorization	Prior Year Actuals	FY 2021 Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue										
27074110-341321		IMPACT FEES STREETS & HIGHWAYS	$ 1,946,913	$ 1,946,913	$ -	$ -	$ -	$ 448,083		$ (448,083)
27074110-341323		IMPACT FEES RECREATION & PARKS	5,030,727	4,285,727	-	745,000	745,000	1,186,768		(441,768)
27074110-341324		IMPACT FEES PUBLIC SAFETY	838,767	838,767	-	-	-	67,718		(67,718)
		subtotal			***$ -***	***$ 745,000***	***$ 745,000***	***$ 1,702,570***		***$ (957,570)***
Non-Departmental										
27074110-395000		CARRYFORWARD FUND BALANCE	3,258,304	-	$ 925,000	$ 2,333,304	$ 3,258,304	$ -		$ 3,258,304
27074110-363000		UNREALIZED GAIN/LOSS			-	-	-	1,870		(1,870)
27074110-361000		INTEREST EARNINGS	228,571	228,571	-	-	-	622		(622)
		subtotal			***$ 925,000***	***$ 2,333,304***	***$ 3,258,304***	***$ 2,492***		***$ 3,255,812***
		Total			**$ 925,000**	**$ 3,078,304**	**$ 4,003,304**	**$ 1,705,062**		**$ 2,298,242**
Expenditures										
Public Safety										
27031150-544200	C2006	HAZMAT TRUCK & TRAILER	$ 155,750	$ -	$ -	$ 155,750	$ 155,750	$ 155,750	$ -	$ -
		subtotal			***$ -***	***$ 155,750***	***$ 155,750***	***$ 155,750***	***$ -***	***$ -***
Public Works										
27041100-541410	C1410	RUCKER RD CORRIDOR	$ 1,150,000	$ 580,668	$ -	$ 569,332	569,332	$ 185,262	$ 113,154	$ 270,917
27041100-541410	C1723	TEASLEY ST IMPROVEMENTS	56,925	38,125	-	18,800	18,800	-	-	18,800
27041100-541410	C2012	HOPEWELL/VAUGHAN ROUNDABOUT	28,205	16,553	-	11,652	11,652	-	11,652	-
		subtotal			***$ -***	***$ 599,784***	***$ 599,784***	***$ 185,262***	***$ 124,806***	***$ 289,717***
Recreation, Parks & Cultural Services										
27061150-541200	C1708	GREENWAY EXT TO FORSYTH	1,251,402	-	$ -	$ 1,251,402	$ 1,251,402	$ 15,758	$ 1,235,644	$ -
27061150-541500	C1920	PARK DEVELOPMENT	433,693	420,993	-	12,700	12,700	12,700	-	-
27061150-541500	C2110	TOWN GREEN TURF	33,177	-	-	33,177	33,177	-	-	33,177
		subtotal			***$ -***	***$ 1,297,279***	***$ 1,297,279***	***$ 28,458***	***$ 1,235,644***	***$ 33,177***

CITY OF ALPHARETTA

Financial Management Reports
Special Revenue Funds
Impact Fee Fund (Fund 270; life-to-date for active projects)
As of April 30, 2021

Account #	Project	Project Snapshot: FY2013 - FY2020 Total Project Authorization	Prior Year Actuals	FY 2021 Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Non-Departmental									
27074110-579001	NON-ALLOCATED STREETS & HIGHWAYS			$ 925,000	$ 115,262	$ 1,040,262	$ -	$ -	$ 1,040,262
27074110-579002	NON-ALLOCATED RECREATION & PARKS			-	284,643	284,643	-	-	284,643
27074110-579003	NON-ALLOCATED PUBLIC SAFETY			-	125,586	125,586	-	-	125,586
27041100-579011	MATCH (GRANTS UNDER REVIEW)			-	500,000	500,000	-	-	500,000
	subtotal			***$ 925,000***	***$ 1,025,491***	***$ 1,950,491***	***$ -***	***$ -***	***$ 1,950,491***
	Total			**$ 925,000**	**$ 3,078,304**	**$ 4,003,304**	**$ 369,469**	**$ 1,360,450**	**$ 2,273,385**

CITY OF ALPHARETTA

Financial Management Reports
Special Revenue Funds
Hotel/Motel Fund (Fund 275; life-to-date for active projects)
As of April 30, 2021

Account #		Project	Project Snapshot: FY2013 - FY2020 Total Project Authorization	Prior Year Actuals	FY 2021 Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue										
27590150-314100		HOTEL/MOTEL TAXES	56,242,688	49,492,688	$ 6,750,000	$ -	$ 6,750,000	$ 2,383,202		$ 4,366,798
27590150-319201		PENALTY/INTEREST HOTEL/MOTEL TAXES	5,777	5,777	-	-	-	12,095		(12,095)
27590150-363000		UNREALIZED GAIN/LOSS			-	-	-	1,164		(1,164)
27590150-361000		INTEREST EARNINGS	52,338	-	52,338	-	52,338	367		51,971
		subtotal			***$ 6,802,338***	***$ -***	***$ 6,802,338***	***$ 2,396,828***		***$ 4,405,510***
Non-Departmental										
27590150-395000		CARRYFORWARD FUND BALANCE	1,966,633	-	$ -	$ 1,966,633	$ 1,966,633	$ -		$ 1,966,633
		subtotal			***$ -***	***$ 1,966,633***	***$ 1,966,633***	***$ -***		***$ 1,966,633***
		Total			**$ 6,802,338**	**$ 1,966,633**	**$ 8,768,971**	**$ 2,396,828**		**$ 6,372,143**
Expenditures										
Alpharetta Convention & Visitors Bureau										
27590150-572002		ALPHA CONV & VISITORS BUREAU DISTRIBUTION	24,440,415	21,487,290	$ 2,953,125	$ -	$ 2,953,125	$ 1,046,235	$ -	$ 1,906,890
		subtotal			***$ 2,953,125***	***$ -***	***$ 2,953,125***	***$ 1,046,235***	***$ -***	***$ 1,906,890***
City/Other										
27590150-521200		PROFESSIONAL SERVICES	24,990	18,990	$ 6,000	$ -	$ 6,000	$ 1,125	$ -	$ 4,875
27590150-579006		DEBT SERVICE RESERVE	1,017,394	-	-	1,017,394	1,017,394	-	-	1,017,394
27590150-611100		CITY OF ALPHARETTA DISTRIBUTION	21,347,639	18,816,389	2,531,250	-	2,531,250	665,939	-	1,865,311
		subtotal			***$ 2,537,250***	***$ 1,017,394***	***$ 3,554,644***	***$ 667,064***	***$ -***	***$ 2,887,580***
Tourism Product Development										
27590150-541500	C1911	EQUESTRIAN CENTER	250,000	3,185	$ -	$ 246,815	$ 246,815	$ 34,625	$ -	$ 212,190
27590450-541500	C2011	WILLS PARK MASTER PLAN	850,001	147,577	-	702,424	702,424	35,592	7,270	659,562
27590151-581100	D1600	PRINCIPAL (2016 CONF CTR BOND)	940,000	400,000	540,000	-	540,000	540,000	-	-
27590151-582100	D1600	INTEREST PAYMENT (2016 CONF CTR BOND)	3,883,480	3,111,517	771,963	-	771,963	771,963	-	1
		subtotal			***$ 1,311,963***	***$ 949,239***	***$ 2,261,202***	***$ 1,382,180***	***$ 7,270***	***$ 871,753***
		Total			**$ 6,802,338**	**$ 1,966,633**	**$ 8,768,971**	**$ 3,095,479**	**$ 7,270**	**$ 5,666,222**

OTHER REPORTS

Payments $5,000 and Greater

CITY OF ALPHARETTA

Financial Management Reports

Listing of Payments $5,000 and greater

for the month ended April 30, 2021

Vendor	Description	Department	$ Amount
360 Network Solutions LLC	Traffic Control Equipment	Public Works	$ 19,530.00
AB Gymnastics LLC	Gymnastic Instructor	Rec., Parks & Cultural Svcs	$ 8,894.07
AFLAC	Premium Payment	Finance	$ 9,241.26
Alpharetta Convention & Visitors Bureau	Hotel/Motel Occupancy Tax Allocation	Finance	$ 157,867.07
Amana Academy Inc	COVID Drawdown Request	Finance	$ 34,918.00
American Facility Services Inc	Janitorial Services	Rec., Parks & Cultural Svcs	$ 6,845.00
American Facility Services Inc	Janitorial Services	Public Works	$ 10,437.02
AT&T/Bellsouth @ 85 Annex	Telephone Service	Information Technology	$ 38,032.96
AT&T/Bellsouth @ 85 Annex	Telephone Service	Information Technology	$ 8,499.82
AT&T/Bellsouth @ 85 Annex	Telephone Service	Information Technology	$ 17,763.22
Atkins North America Inc	Road Improvements	Public Works	$ 24,684.55
Atkins North America Inc	Road Improvements	Public Works	$ 21,147.58
Bovis Kyle & Burch (wire)	Payment	Finance	$ 69,300.00
C&W Contracting Services Inc	Public Works Headquarters Renovation	Public Works	$ 33,483.00
Cambridge Investment Group Inc	Consulting Fees	Finance	$ 8,722.77
Carl Black Buick GMC LLC	Vehicle Maintenance and Repair	Public Safety	$ 9,561.45
Cigna (wire)(	Insurance Premium	Finance	$ 39,943.81
Cigna (wire)(	Insurance Premium	Finance	$ 38,994.56
Cigna (wire)(	Insurance Premium	Finance	$ 43,161.06
Cigna (wire)(	Insurance Premium	Finance	$ 154,702.58
City of Roswell	2nd Quarter - Training Center	Public Safety	$ 49,105.33
City of Roswell	3rd Quarter - Training Center	Public Safety	$ 49,105.33
CMES Inc	Kimball Bridge Road Improvements	Public Works	$ 503,943.31
CMES Inc	Roundabouts - Bethany Road	Public Works	$ 183,241.72
Comfort by Design (ACI)	Facility Maintenance and Repairs	Public Works	$ 18,924.04
Crabapple Turf Management Inc	Grounds Maintenance	Rec., Parks & Cultural Svcs	$ 5,192.40
Crabapple Turf Management Inc	Grounds Maintenance	Rec., Parks & Cultural Svcs	$ 6,765.00
CW Matthews Contracting Co Inc	Rucker Road - Roswell	Public Works	$ 376,279.44
CW Matthews Contracting Co Inc	Partial Retainage Released-Rucker Road Corridor	Public Works	$ 250,000.00
CW Matthews Contracting Co Inc	Rucker Road - Roswell	Public Works	$ 375,301.80
Data Media Associates LLC	Supplies, Printing & Binding	Finance	$ 9,698.15

CITY OF ALPHARETTA

Financial Management Reports

Listing of Payments $5,000 and greater

for the month ended April 30, 2021

Vendor	Description	Department	$ Amount
David Eristavi	Soccer Instructor	Rec., Parks & Cultural Svcs	$ 10,840.00
Ed Castro Landscape Inc	Landscape Maintenance	Rec., Parks & Cultural Svcs	$ 8,035.58
Elarbee Thompson Sapp & Wilson LLP	Professional Services	Legal Services	$ 10,739.00
ESIS (wire)	Workers Comp Claims	Finance	$ 24,589.44
Fulton County Board of Education	Fuel Payment	Finance	$ 41,537.94
Fulton County-Dept of Finance	Water Bills	Finance	$ 6,196.44
Fusus	Annual FususOne SaaS Subscription	Public Safety	$ 25,000.00
Georgia Department of Labor	Unemployment Claims	Finance	$ 16,724.00
Georgia Municipal Assn	2022 Membership Dues	Finance	$ 11,000.00
Georgia Power Co	Power Bills	Finance	$ 170,299.39
Georgia Superior Court Clerks	March 2021 State Reports	Municipal Courts	$ 22,648.96
Horse & Plow Landscape and Construction LLC	Park Enhancements	Rec., Parks & Cultural Svcs	$ 10,855.00
Integrated Construction and Nobility Inc	Greenway Extension to Forsyth	Rec., Parks & Cultural Svcs	$ 1,128,113.86
Integrated Construction and Nobility Inc	Greenway Extension to Forsyth	Various	$ 569,283.38
IPR Southeast LLC	SW Pipe and Structure Repair/Maintenance	Public Works	$ 60,677.50
J&J Computer Connection Inc	Scanners and Capture Pads	Municipal Courts	$ 6,324.50
Jamie C Gessner	Tennis Instructor	Rec., Parks & Cultural Svcs	$ 6,202.75
Jones Contracting Group LLC	Park Enhancements	Rec., Parks & Cultural Svcs	$ 33,690.00
Jones Contracting Group LLC	Park Enhancements	Rec., Parks & Cultural Svcs	$ 7,280.00
LD Gymnastics Inc	Gymnastic Instructor	Rec., Parks & Cultural Svcs	$ 14,625.16
MAS Onsite Services LLC	Equestrian Stall Cleaning	Rec., Parks & Cultural Svcs	$ 12,124.46
Moffatt & Nichol	Roadway Improvements	Public Works	$ 81,980.00
Navex Global Inc	Annual Navex Hosted	Human Resources	$ 8,960.47
North Fulton Regional Radio Sys Auth	4th Quarter FY2021 Subsidy Allocation	Various	$ 88,334.20
Peace Officers Annuity & Benefit Fund of GA	March 2021 State Reports	Municipal Courts	$ 5,219.75
Pond & Company	Road Improvements and Park Developments	Various	$ 56,356.33
Pond & Company	Webb Bridge Road Improvement	Public Works	$ 58,014.20
Preferred Mulch LLC	Mulch	Rec., Parks & Cultural Svcs	$ 13,195.00
Progress Software Corporation	Maintenance Contract	City Administration	$ 8,999.00
Reeves Young LLC	Refund Deposit	Community Development	$ 35,140.00
Republic Services Inc	Waste Services	Finance	$ 13,005.12

CITY OF ALPHARETTA

Financial Management Reports

Listing of Payments $5,000 and greater

for the month ended April 30, 2021

Vendor	Description	Department	$ Amount
Republic Services Inc	Waste Services	Finance	$ 352,245.95
Republic Services Inc	Waste Services	Finance	$ 8,233.19
Ruppert Landscape	Landscape Maintenance	Public Works	$ 37,385.15
Russell Landscape LLC	Landscape Maintenance	Public Works	$ 16,791.08
Savant Learning Systems	Employee Training	City Administration	$ 6,162.00
Savatree LLC	Ground Maintenance and Repairs	Rec., Parks & Cultural Svcs	$ 5,118.00
Sawnee Electric Membership Corp	Power Bill	Finance	$ 35,363.03
SHI International Corp	Azure Cloud	Information Technology	$ 17,214.96
SunTrust (wire)	Procurement Card Payment	Finance	$ 134,818.60
SunTrust (wire)	E-Payables Payment	Finance	$ 12,471.28
Sustainable Water Planning & Engineering	Stormwater Inspection	Public Works	$ 19,205.00
Tech Alpharetta Inc	ATC Operational Funds	Development Authority	$ 7,916.66
Terramark Land Surveying Inc	Surveying Services	Public Works	$ 38,996.32
The Adams Co/Holtco Inc	Supplies	Rec., Parks & Cultural Svcs	$ 7,509.93
The Cincinnati Life Insurance Company	Premium Payment for Employee Life Insurance	Finance	$ 5,383.44
The Summit Counseling Center Inc	COVID Drawdown Request	Finance	$ 5,467.51
Tomal Construction	Traffic Control Equipment and Striping/Signs	Public Works	$ 5,467.00
Tri Scapes Inc	Ground Maintenance and Repairs	Rec., Parks & Cultural Svcs	$ 24,255.24
Tri Scapes Inc	Park Enhancements	Rec., Parks & Cultural Svcs	$ 9,502.00
Tunnell-Spangler & Associates Inc	Greenway Maintenance and Repairs	Rec., Parks & Cultural Svcs	$ 16,371.03
Uline Inc	Office Furniture	Public Works	$ 15,119.98
Utilicom Supply Associates	Traffic Signal System Maintenance	Public Works	$ 37,519.00
Verizon Wireless Services LLC	Wireless Service and Equipment	Information Technology	$ 42,706.59
WW Grainger	Aerial Lift and Straddle Accessory	Public Works	$ 19,371.90

OTHER REPORTS

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

CITY OF ALPHARETTA

Financial Management Reports

Listing of PO's between $5,000.01 and $50,000.00

for the month ended April 30, 2021

Purchase Order #	Vendor	Department	Purchase Order Amt.	Description
21000492	Electro-Mech Scoreboard Co	Rec, Park & Cultural Services	$ 10,460.00	(2) multi-sport scoreboards for Gym 1 at Alpharetta Community Center
21000493	Pond & Company	Community Development	$ 19,845.00	National Environmental Policy Act Environment Assessment for AlphaLoop pedestrian bridge
21000495	Troncalli Automotive Group	Public Safety	$ 34,554.00	(1) 2021 Dodge Durango Pursuit Sport Utility Vehicle
21000496	Fusus	Public Safety	$ 25,000.00	FususONE unified video platform subscription
21000500	Utilicom Supply Associates	Public Works	$ 11,371.84	Traffic signal and equipment to upgrade pedestrian crosswalk on Bethany Rd at Chantilly Rd
21000501	Rubberform Recycled Products LLC	Public Works	$ 5,882.00	Speed cushions for Forest Path traffic control
21000505	Georgia Municipal Association	Administration	$ 11,000.00	Cable and telecommunications management services subscription
21000507	Jones Contracting Group LLC	Rec, Park & Cultural Services	$ 8,490.00	Restoration of baseball press box/concession stand area at Innovation Academy athletic facility
21000508	DAF Concrete Inc	Public Works	$ 48,120.00	Repair/replace sidewalk on North Point Pkwy between Haynes Bridge Rd and Kimball Bridge Rd
21000509	Tioman Construction	Public Works	$ 6,290.00	Painting of (5) new guardrails on Rucker Rd
21000510	Arturo's Painting & More LLC	Public Works	$ 9,500.00	Pressure washing and painting at North Park
21000513	Atlanta Business Chronicle	Community Development	$ 25,000.00	Ad placement and spotlight in North Fulton Market Report and Alpharetta Market Report
21000515	Meer Electrical Contractors Inc	Public Safety	$ 5,150.00	Commander One cloud-based control for warning sirens annual license renewal
21000517	Navex Global Inc	Human Resources	$ 8,960.47	Navex hosted 2 course subscription
21000520	Bonfire Interactive	Finance	$ 23,993.89	Procurement and contract software renewal
21000526	Screensmith	Rec, Park & Cultural Services	$ 6,300.00	Ambush soccer tryout t-shirts
21000527	Utilicom Supply Associates	Public Works	$ 34,098.60	Rapid flashing beacon for OMP and Marietta St as well as OMP and Wills Park frontage
21000529	Court Makers Inc	Rec, Park & Cultural Services	$ 20,120.00	Refinishing of Wills Park tennis courts
21000531	Flock Group Inc	Public Safety	$ 5,500.00	(2) Flock Falcon cameras
21000532	Comfort by Design	Public Works	$ 13,641.00	Wills Park Gym Unit # 2 Multi-purpose Room HVAC replacement
21000533	Tioman Construction	Public Works	$ 48,984.23	Re-striping of multiple roadway locations
21000534	Dewberry Consultants Inc	Public Works	$ 6,700.00	Dam engineering for Lake Windward
21000535	Global Knowledge Training LLC	Information Technology	$ 9,999.99	Palo Alto Firewall Essentials training for (3) employees

OTHER REPORTS

Bid/RFP Status

CITY OF ALPHARETTA

Financial Management Reports

Bid/RFP Status

for the month ended April 30, 2021

Bid#	RFP#	Department	Description	Close Date	Number of Vendor Responses	Award Date	Awarded To	Award Amount	Note	Purchase Order Date	Purchase Order #
	20-119 RFP	Municipal Court	ePayment Provider Services	1/23/2020	7	9/2/2020	Government Window, LLC	$ -	1		
	~~20-114 RFP~~	~~Rec/Parks~~	~~Stage, Sound, Lighting and Production Services~~	~~2/20/2020~~	~~3~~				~~4~~		
	20-122 RFP	Finance	Pension Investment Advisor	7/16/2020	14	9/2/2020	AmRET	$ 66,000.00	2		
	21-101 RFP	Public Works	City Streetlight, Inspection, Maintenance, and Installation	8/13/2020	2	10/5/2020	Capital City Electrical Services, LLC	$ 80,000.00	3	10/12/2020	21000246
21-001		Rec/Parks	Pine Shavings for Equestrian Center	9/24/2020	1	10/19/2020	B & T Shavings, Inc.	$ 85,000.00	3	10/27/2020	21000267
	21-1001 RFQ		North Point PKWY LID Streetscape Enhancements and Streets Upgrade Project Design	11/19/2020	6	n/a	Shortlisted to five teams for RFP		5		
	~~21-102 RFP~~		~~Microsoft Intune Configuration and Deployment~~	~~11/19/2020~~	~~6~~	~~Cancelled~~			~~4~~		
21-003		Public Works	FY21 Milling & Resurfacing & Pavement Preservation	12/10/2020	8	1/11/2021	Bartow Paving Company, Inc.	$ 2,258,294.97		1/28/2021	21000379
	~~21-103 RFP~~		~~City Hall HVAC Purification~~	~~12/3/2020~~	~~2~~	~~Cancelled~~			~~4~~		
~~21-004~~		~~Administration~~	~~Sale of City Owned Real Property at Roswell Street and Marietta Street Intersection~~	~~3/25/2021~~		~~Cancelled~~			~~4~~		
~~21-005~~		~~Administration~~	~~Sale of City Owned Real Property at Old Milton Parkway~~	~~3/25/2021~~		~~Cancelled~~			~~4~~		
21-006		Public Works	FY21 Fire Station Renovations	3/18/2021	3	4/5/2021	Harmon Solutions LLC	$ 158,641.00			
~~21-007~~		~~Administration~~	~~Sale of City Owned Real Property at Kimball Bridge Road at Westside Parkway~~	~~4/1/2021~~		~~Cancelled~~			4		
21-008		Administration	Sale of City Owned Real Property near Haynes Bridge Road and Greenway	4/8/2021	1						
	21-106	Com Dev	On-Call Classical/Historical Architectural Design Review	3/25/2021	8	5/13/2021	TreanorHL, Inc.				
	21-107	Rec/Parks	North Park Playground Replacement	3/25/2021	7	5/3/2021	Dominica Recreation, Inc (PlayCore Wisconsin DBA GameTime)	$ 70,000.00		5/6/2021	21000548
~~21-002~~		~~Rec/Parks~~	~~Wills Park Maintenance Facility~~	~~4/12/2021~~		~~Cancelled~~			~~4~~		
	21-108	Rec/Parks	Design-Build Artificial Turf for Town Green at City Center	4/14/2021	3	4/19/2021	Sprinturf, LLC	$ 168,000.00		5/4/2021	21000542

CITY OF ALPHARETTA

Financial Management Reports

Bid/RFP Status

for the month ended April 30, 2021

Bid#	RFP#	Department	Description	Close Date	Number of Vendor Responses	Award Date	Awarded To	Award Amount	Note	Purchase Order Date	Purchase Order #
	21-104	Com Dev	NPP LID Streetscape Enhancements-Upgrade Design	4/22/2021	5				5		
21-009		Public Works	Webb Bridge Road TSPLOST Improvements Phase 1	4/22/2021	3						
21-010		Public Works	Street Sweeping	5/6/2021	3						
	21-109	Rec/Parks	Wills Park Equestrian Center Arena	6/10/2021							
	21-110	Public Works	Design / Build Pedestrian Scramble at Intersection Milton Ave, Canton St/Roswell St	5/11/2021							

Notes:

1 No cost to the City. Completely user funded for Municipal Court fines.
2 Award by Pension Board. Award amount is estimated annual amount
3 Annual not-to-exceed award amount
4 Cancelled
5 Open only to five shortlisted from RFQ 21-1001

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OTHER REPORTS

GAAP Financial Statements

City of Alpharetta
Balance Sheet
Governmental Funds
April 30, 2021

	Major Governmental Funds					Non-Major	Total
	General Fund	**Capital Project Fund**	**Capital Grant Fund**	**Construction Bond Fund**	**T-SPLOST Capital Fund**	**Governmental Funds**	**Governmental Funds**
ASSETS							
Cash / Cash Equivalents / Investments	$ 38,506,544	$ 13,148,524	$ 1,236,391	$ 10,615,541	$ 34,813,796	$ 10,321,812	$ 108,642,608
Receivables (net of allowance for uncollectibles)							
Taxes Receivable							
Property Taxes	749,656	-	-	-	-	122,012	871,669
Other Taxes	-	-	-	-	-	3,891	3,891
Interest	-	-	-	-	-	-	-
Accounts	384,728	-	-	-	-	-	384,728
Due from Other Funds	1,672,220	-	-	-	-	-	1,672,220
Prepaid Items	-	-	-	-	-	-	-
Intergovernmental Receivable	32,554	2,366,672	199,026	-	843	1,210	2,600,306
Cash - Restricted	-	321,016	-	-	-	-	321,016
Total Assets	**41,345,702**	**15,836,211**	**1,435,418**	**10,615,541**	**34,814,639**	**10,448,925**	**114,496,436**
LIABILITIES AND FUND BALANCES							
Liabilities							
Current							
Accounts Payable	489,626	5,058	-	-	974	3,545	499,204
Retainage Payable	-	500,078	-	922,512	151,563	6,164	1,580,317
Intergovernmental Payable			199,026	-	42,591	689	242,307
Arbitrage Payable	-	-	-	-	-	-	-
Accounts payable/AR Suspense acct							
Claims Payable	-	-	-	-	-	-	-
Payroll Payable	595,086	-	-	-	-	40,139	635,225
Due to Other Funds	-	-	457,794	-	-	-	457,794
Deferred Revenue	1,176,545	2,366,672	-	-	843	133,823	3,677,883
Unearned Revenue	1,804,972	-	-	-	-	-	1,804,972
Teen Driving/Donation	-	-	-	-	-	-	-
T.A.D Payment to County	-	-	-	-	-	-	-
Compensated Absences	-	-	-	-	-	-	-
Non-Current							
Unclaimed Property	-	-	-	-	-	-	-
Claims Payable	-	-	-	-	-	-	-
Total Liabilities	**4,066,229**	**2,871,808**	**656,820**	**922,512**	**195,971**	**184,361**	**8,897,702**
Fund Balances:							
Restricted for:							
Capital Projects	-	-	778,597	9,693,029	34,618,667	4,593,897	49,684,191
Law Enforcement	-	-	-	-	-	220,424	220,424
Emergency Telephone Activities	-	-	-	-	-	1,718,490	1,718,490
Grant Projects	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	799,246	799,246
Promotion of Tourism	-	-	-	-	-	1,267,983	1,267,983
Assigned for:							
Grant Projects	-		-	-	-	104,501	104,501
Capital Projects	-	12,964,403	-	-	-	-	12,964,403
2021 Fiscal year Expenditures	5,289,252	-	-	-	-	-	5,289,252
Unassigned	31,990,221	-	-	-	-	1,560,024	33,550,245
Total Fund Balances	37,279,473	12,964,403	778,597	9,693,029	34,618,667	10,264,565	105,598,734
Total Liabilities and Fund Balances	**$ 41,345,702**	**$ 15,836,211**	**$ 1,435,418**	**$ 10,615,541**	**$ 34,814,639**	**$ 10,448,925**	**$ 114,496,436**

City of Alpharetta
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Period Ended April 30, 2021

	Major Governmental Funds					Non-Major	Total
	General Fund	Capital Project Fund	Capital Grant Fund	S2016 Const Bond Fund	T-SPLOST Capital Fund	Governmental Funds	Governmental Funds
REVENUES							
Taxes:							
Property Tax	$ 26,180,832	$ -	$ -	$ -	$ -	$ 2,395,297	$ 28,576,129
Local Option Sales Tax	12,313,167	-	-	-	-	5,093,870	17,407,037
Transportation SPLOST	-	-	-	-	8,896,766	-	8,896,766
Other Taxes	16,930,795	-	-	-	-	2,910,480	19,841,274
Licenses and permits	1,859,637	-	-	-	-	1,702,570	3,562,207
Intergovernmental	167,616	8,593,273	2,464,405	-	-	233,613	11,458,908
Charges for services	3,280,469	-	-	-	-	17,900	3,298,370
Impact Fees		-	-	-	-	8,800	8,800
Fines/Forfeitures	1,921,367	-	-	-	-	7,519	1,928,887
Investment earnings	105,387	6,040	(397)	15,702	22,418	766	149,916
Contributions and Donations	-	4,479,035	-		-	-	4,479,035
Misc Revenue		-		-			-
Other	136,446	260,348	-	-	-	-	396,794
Total revenues	**62,895,717**	**13,338,696**	**2,464,009**	**15,702**	**8,919,184**	**12,370,814**	**100,004,123**
EXPENDITURES							
Current:							
Unallocated	-	-	-	-	-	1,046,235	1,046,235
General government	7,271,777	540,937	-	-	-	6,825	7,819,539
Public safety	24,526,484	2,022,829	-	-	-	3,918,736	30,468,050
Public works	6,724,403	7,762,369	1,658,108	5,066,581	2,298,022	1,066,440	24,575,922
Economic and community development	3,202,227	96,682	83,750	-	-	-	3,382,660
Alpharetta Business Community		154,365		-	-	-	154,365
Culture and recreation	6,767,287	976,106	-	6,081,438	-	121,447	13,946,279
Contingency	30,633	5,723					36,356
Debt service:		.					-
Principal	195,000	-	-	-	-	2,890,000	3,085,000
Interest	95,490	-	-	-	-	3,359,102	3,454,592
Other Costs	600,208	-	-	-	-	-	600,208
Bond issuance costs	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-
Total expenditures	**49,413,510**	**11,559,012**	**1,741,858**	**11,148,019**	**2,298,022**	**12,408,785**	**88,569,205**
Excess (deficiency) of revenues over (under) expenditures	13,482,207	1,779,684	722,151	(11,132,316)	6,621,163	(37,970)	11,434,917
OTHER FINANCING SOURCES (USES)							
Transfers in	896,773	2,630,718	-	-	-		3,527,491
Transfers out	(3,784,885)	-	-	-	-	257,394	(3,527,491)
Loan Proceeds	-	-	-	-	-	-	-
Capital Leases	-	1,311,250	-	-	-	-	1,311,250
Sale of capital assets	59,327	-	-	-	-	-	59,327
Sale of non-capital assets	3	-	-	-	-	-	3
Land Sale	-	-	-	-	-	-	-
Insurance Proceeds		-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-
Total other financing sources and (uses)	(2,828,783)	3,941,968	-	-	-	257,394	1,370,580
Net change in fund balances	10,653,424	5,721,653	722,151	(11,132,316)	6,621,163	219,424	12,805,497
Fund balances - beginning	**26,626,049**	**7,242,751**	**56,446**	**20,825,345**	**27,997,505**	**10,045,141**	**92,793,237**
Fund balances - ending	**$ 37,279,473**	**$ 12,964,403**	**$ 778,597**	**$ 9,693,029**	**$ 34,618,667**	**$ 10,264,565**	**$ 105,598,734**

City of Alpharetta
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2021

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES			
Taxes:			
Property Tax	$ 25,597,000	26,180,832	$ 583,832
Local Option Sales Tax	13,479,457	12,313,167	(1,166,290)
Other Taxes	17,201,950	16,930,795	(271,155)
Licenses and Permits	1,938,250	1,859,637	(78,613)
Intergovernmental	63,000	167,616	104,616
Charges for Service	4,086,605	3,280,469	(806,136)
Fines/Forfeitures	1,806,000	1,921,367	115,367
Investment Earnings	310,000	105,387	(204,613)
Contributions and Donations	-	-	-
Other	167,471	136,446	(31,025)
Total revenues	64,649,733	62,895,717	(1,754,016)
EXPENDITURES			
Current:			
General government			
City Administration	1,288,313	1,089,960	198,353
Finance	3,541,567	2,919,186	622,381
Human Resources	647,529	454,953	192,576
Legal	750,000	245,966	504,034
Mayor and Council	382,505	297,150	85,355
Municipal Court	1,006,645	808,547	198,098
Information Technology	2,194,661	1,730,716	463,945
Insurance Premiums	720,250	600,208	120,042
Contingency/OP Onitiative Reserve	700,000	32,508	667,492
Non-Allocated	2,566,969	-	2,566,969
Total general government	11,231,470	8,179,196	3,052,274
Public Safety	30,603,868	24,765,708	5,838,160
Public works	9,046,380	7,047,524	1,998,856
Economic and community development	4,190,713	3,264,622	926,091
Culture and recreation	10,088,483	7,342,893	2,745,590
Debt Service			
Principal	195,000	195,000	-
Interest	95,490	95,490	-
Total expenditures	65,451,404	50,890,432	14,560,972
Excess (Deficiency) of revenues over expenditures	(801,671)	12,005,284	12,806,955
OTHER FINANCING SOURCES (USES)			
Transfers in	2,531,250	896,773	(1,634,477)
Transfers out	(4,541,862)	(3,784,885)	756,977
Capital leases	-	-	-
Land Sale	-	-	-
Sale of capital assets	85,000	59,327	(25,673)
Sale of non-capital assets	5,000	3	(4,997)
Total other financing sources and uses	(1,920,612)	(2,828,782)	(908,170)
Net change in fund balances	(2,722,283)	9,176,502	11,898,785
Fund balances - beginning		**26,626,049**	
Fund balances - ending		**35,802,551**	
Adjustments to GAAP basis:			
Encumbrances		1,476,923	
Misc adj		-	
Fund balances-ending		**37,279,473**	

City of Alpharetta
Capital Project Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2021

	Budget	Actual Amounts	Variance with Budget-Positive (Negative)
REVENUES			
Intergovernmental	$ 12,874,062	8,593,273	$ (4,280,789)
Contributions & Donations	4,727,172	4,479,035	(248,137)
Misc Revenue	-	0	
Investment earnings	171,748	6,040	(165,708)
Land/Building Sale	-	0	-
Other	849,510	260,348	(589,162)
Total revenues	18,622,492	13,338,696	(5,283,796)
EXPENDITURES			
Capital Outlay			
General Government:			
City Administration	664,211	475,212	188,999
Finance	10,501	7,450	3,051
Information Technology	1,109,667	328,097	781,570
Municipal Court	39,600	39,600	-
Contingency	7,355,891	5,723	7,350,168
Total general government	9,179,870	856,082	8,323,788
Public Safety	3,370,557	2,717,950	652,607
Engineering & Public Works	15,043,811	12,404,141	2,639,670
Alpharetta Business Community	162,553	156,783	5,770
Economic and community development	574,484	216,617	357,867
Culture and recreation	2,002,079	1,291,645	710,434
Total Capital Outlay	30,333,354	17,643,218	12,690,136
Excess (Deficiency) revenue over expenditures	(11,710,862)	(4,304,522)	7,406,340
OTHER FINANCING SOURCES (USES)			
Transfers in	3,156,862	2,630,718	(526,144)
Capital leases	1,311,250	1,311,250	-
Budgeted Fund Balance	-	0	-
Total other financing sources and uses	4,468,112	3,941,968	(526,144)
Net change in fund balances	(7,242,750)	(362,553)	6,880,197
Fund balances - beginning		**7,242,751**	
Fund balances - ending		**6,880,197**	
Adjustments to GAAP basis:			
Encumbrances		6,084,206	
Misc adj-			
Fund balances-ending		**12,964,403**	

City of Alpharetta
Capital Grant Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2021

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
Revenues:			
Intergovernmental	$ 4,485,121	$ 2,464,405	$ (2,020,716)
Contributions & Donations	-	-	-
Interest Earnings	-	(397)	(397)
Total	4,485,121	2,464,009	(2,021,112)
Expenditures:			
Public Safety	1,500	-	1,500
General Government	2,578	-	2,578
Community Development	2,083,750	83,750	2,000,000
Public Works	2,453,738	2,453,737	1
Recreation & Parks	-	-	-
Non-Departmental	-	-	-
Total	4,541,566	2,537,487	2,004,079
Excess (Deficiency) revenue over expenditures	(56,445)	(73,478)	(17,033)
Other Financing Sources & Uses:			
Transfers in	-	-	-
Budgeted Fund Balance	-	-	-
Subtotal:	-	-	-
Net change in fund balance	(56,445)	(73,478)	(17,033)
Fund balance - beginning		**56,446**	
Fund balance - ending		**$ (17,032)**	
Adjustments to GAAP basis:			
Misc adj			
Encumbrances		795,629	
Fund balances - ending		**$ 778,597**	

City of Alpharetta
Bond Construction Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2021

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES			
Bond Proceeds	$ -	$ -	$ -
Premium on Bond Proceeds	-	$ -	-
Land/Building Sale	-	$ -	-
Misc Revenue	108,000	$ -	(108,000)
Investment Earnings	-	$ 15,702	15,702
Total revenues	108,000	$ 15,702	(92,298)
EXPENDITURES			
General Government:			
Cost of Bond Issuance	-	$ -	-
Public Works	14,306,105	$ 11,263,443	3,042,662
Recreation & Parks	6,627,240	$ 6,541,702	85,538
Total general government	20,933,345	$ 17,805,145	3,128,200
City Administration			
Public Safety	-	$ -	-
Excess (Deficiency) of Revenues Over expenditures	(20,825,345)	$ (17,789,443)	3,035,902
OTHER FINANCING SOURCES			
General Obligation Bond Proceeds	-	$ -	-
Operating Transfers Out			-
Total other financing sources (uses)	-	$ -	-
Net change in fund balances	(20,825,345)	$ (17,789,443)	3,035,902

Fund balances - beginning	**$**	**20,825,345**
Fund balances - ending	**$**	**3,035,903**
Adjustments to GAAP basis:		
Encumbrances	$	6,657,126
Fund balances-ending	**$**	**9,693,029**

City of Alpharetta
TSPLOST Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2021

	Budget	Actual Amounts	Variance with Budget- Positive (Negative)
REVENUES			
Transportation Special Purpose Local Option Sales Tax	$ 10,400,000	$ 8,896,766	$ (1,503,234)
Investment Earnings	300,000	22,418	(277,582)
Total revenues	10,700,000	8,919,184	(1,780,816)
EXPENDITURES			
General Government:			
Cost of Bond Issuance			-
Public Works	18,970,610	8,717,468	10,253,142
Recreation & Parks	1,000,000	1,000,000	-
Total general government	19,970,610	9,717,468	10,253,142
City Administration			-
Public Safety			
Contingency	18,726,894	-	18,726,894
Excess (Deficiency) of Revenues			-
Over expenditures	(9,270,610)	(798,284)	8,472,326
OTHER FINANCING SOURCES			
General Obligation Bond Proceeds			-
Operating Transfers Out			-
Total other financing sources (uses)	-	-	-
Net change in fund balances	(9,270,610)	(798,284)	8,472,326

Fund balances - beginning	**27,997,505**
Fund balances - ending	**$ 27,199,221**
Adjustments to GAAP basis:	
Encumbrances	7,419,447
Fund balances-ending	**$ 34,618,667**

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City of Alpharetta
Internal Service Fund - Medical Insurance
Statement of Net Position
April 30, 2021

ASSETS	
Current Assets:	
Cash and Cash Equivalents & Investments	$ 1,379,548
Accounts Receivables (net of allowance for uncollectibles)	-
Total Current Assets	1,379,548
Noncurrent Assets:	
Restricted Cash, Cash Equivalents, and Investments	-
Total Restricted Assets	-
Total Noncurrent Assets	-
Total Assets	**1,379,548**
LIABILITIES	
Current Liabilities:	
Accounts Payable	$ -
Claims Payables	1,057,843
Accrued Interest Payable	-
Due to Other Funds	-
Total Current Liabilities	
Current Liabilities Payable from Restricted Assets:	-
Total Current Liabilities Payable from Restricted Assets	1,057,843
Noncurrent Liabilities:	
Other Non-Current Liabilities	-
Total Noncurrent Liabilities	-
Total Liabilities	**1,057,843**
NET ASSETS	
Invested in Capital Assets, net of related debt	-
Reserved for Debt Service	-
Reserved for Encumbrances	-
Unreserved	-
Total Net Assets	321,705
Total Liabilities & Net Assets	**$ 1,379,548**

City of Alpharetta
Internal Service Fund - Medical Insurance
Statement of Revenues, Expenses, and Changes in Net position - Budget and Actual
For the Period Ended April 30, 2021

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES			
Investment Earnings	$ -	$ -	$ -
Employer Medical Contribution	7,700,000	6,123,176	(1,576,824)
Employee Medical Contribution	785,000	476,937	(308,063)
Interest	-	806	806
Total revenues	8,485,000	6,600,919	(1,884,081)
EXPENDITURES			
Medical Premiums	1,800,000	1,070,744	729,256
Medical Claims	6,685,000	5,210,919	1,474,081
Contingency	2,449	-	2,449
Total expenditures	8,487,449	6,281,664	2,205,785
Excess (Deficiency) of Revenues Over expenditures	(2,449)	319,255	321,704
OTHER FINANCING SOURCES			
Asset Disposition		-	
Operating Transfers In	-	-	-
Operating Transfers Out			-
Total other financing sources (uses)	-	-	-
Net change in fund balances	(2,449)	319,255	321,704

Fund balances - beginning	**2,450**
Fund balances - ending	**$ 321,705**
Adjustments to GAAP basis:	
Encumbrances	-
Misc adj	
Fund balances-ending	**$ 321,705**

City of Alpharetta
Enterprise Fund -Solid Waste
Statement of Net Position
April 30, 2021

.	Solid Waste
ASSETS	
Current Assets:	
Cash and Cash Equivalents & Investments	$ 2,198,036
Inventories, at cost	-
Accounts Receivables (net of allowance for uncollectibles)	8,613
Prepaid Insurance Expenses	-
Total Current Assets	2,206,648
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	**2,206,648**
LIABILITIES	
Current Liabilities:	
Accounts Payable	-
Accounts Payable/ Customer Credit Balances	-
Accounts Payable/ Customer Pre-Paid Service	-
Accounts Payable/ A/R Module Suspense Acct	-
Payroll Liabilities	1,104
Accrued Salaries	-
Accrued Interest Payable	-
Compensated Absences Payable	997
Notes Payable - Revenue Bonds	-
Due to Other Funds	-
Total Current Liabilities	2,101
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	**2,101**
NET ASSETS	
Invested in Capital Assets, net of related debt	-
Reserved for Debt Service	-
Reserved for Encumbrances	-
Unreserved	2,204,547
Total Net Assets	2,204,547
Total Liabilities & Net Assets	**$ 2,206,648**

City of Alpharetta
Enterprise Fund - Solid Waste
Statement of Revenues, Expenses, and Changes in Net Position
For the Period Ended April 30, 2021

Operating revenues:	
Charges for sales and services:	
Refuse Collection charges	$ 4,406,109
Misc Revenue	
Total operating revenues	4,406,109
Operating expenses:	
Administration	4,516,431
Non-departmental	-
Total operating expenses	4,516,431
Operating Gain (loss)	(110,322)
Non-operating revenues (expenses):	
Investment earnings	1,719
Total non-operating revenue (expenses)	1,719
Income (loss) before transfers	(108,603)
Transfers In	-
Transfers Out	-
Change In Net Assets	(108,603)
Total net assets-beginning	**1,147,523**
Total net assets-ending (net of encumbrances)	**1,038,921**
Adjustments to GAAP basis:	
Encumbrances	1,165,626
Misc adj-Encumbrances Resv/Prior Year	
Total net assets-ending	**$ 2,204,547**

City of Alpharetta
Internal Service Fund - Risk Management
Statement of Net Position
April 30, 2021

ASSETS	
Current Assets:	
Cash and Cash Equivalents & Investments	$ 1,839,565
Accounts Receivables (net of allowance for uncollectibles)	-
Total Current Assets	1,839,565
Noncurrent Assets:	
Restricted Cash, Cash Equivalents, and Investments	-
Total Restricted Assets	-
Total Noncurrent Assets	-
Total Assets	**1,839,565**
LIABILITIES	
Current Liabilities:	
Accounts Payable	-
Claims Payables	421,627
Accrued Interest Payable	-
Due to Other Funds	-
Total Current Liabilities	421,627
Current Liabilities Payable from Restricted Assets:	
	-
Total Current Liabilities Payable from Restricted Assets	-
Noncurrent Liabilities:	-
Other Non-Current Liabilities	410,797
Total Noncurrent Liabilities	410,797
Total Liabilities	**832,424**
NET ASSETS	
Invested in Capital Assets, net of related debt	-
Reserved for Debt Service	-
Reserved for Encumbrances	-
Unreserved	1,007,141
Total Net Assets	1,007,141
Total Liabilities & Net Assets	**$ 1,839,565**

City of Alpharetta
Internal Service Fund - Risk Management
Statement of Revenues, Expenses, and Changes in Net position - Budget and Actual
For the Period Ended April 30, 2021

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES			
Investment Earnings	$ 12,639	$ 1,322	$ (11,317)
Charges for Service	793,361	1,261,342	467,981
Insurance Premium Funding	720,250	-	(720,250)
Insurance Proceeds	-	31,512	31,512
Total revenues	1,526,250	1,294,177	(232,073)
EXPENDITURES			
Workers Compensation Admin	-	-	-
Professional Fees	125,000	81,927	43,073
Auto Liability	180,432	180,432	-
Property & Equipment Liability	120,976	120,976	-
Fine Art Liability	3,201	3,201	-
General Liability	65,324	65,324	-
Law Enforcement Liability	86,256	86,256	0
Public Entity Liability	73,360	73,360	0
Workers Comp Excess Liabilty	110,462	110,462	-
Employee Benefits Liability	-	-	-
Criminal Liability	3,386	3,386	-
Cyber Liability	32,823	32,822	1
Umbrella Liability	65,677	65,677	-
Medical Services	10,000	3,437	6,563
Claims/Judgements	-	-	-
Claims/Vehicle	119,945	97,702	22,243
Claims/Property/Equip	125,000	115,047	9,953
Claims/General Liability	27,000	5,904	21,096
Claims/Law Enf Liability	15,000	17,209	(2,209)
Claims/Public Entity Liability	-	1,348	(1,348)
Claims/Workers Comp	448,353	380,557	67,796
Contingency	1,058,868	-	1,058,868
Total expenditures	2,671,063	1,445,026	1,226,037
Excess (Deficiency) of Revenues Over expenditures	(1,144,813)	(150,849)	993,964
OTHER FINANCING SOURCES			
Asset Disposition		-	
Operating Transfers In	-	-	-
Operating Transfers Out	-	-	-
Total other financing sources (uses)	-	-	-
Net change in fund balances	(1,144,813)	(150,849)	993,964

Fund balances - beginning	**1,144,813**
Fund balances - ending	**$ 993,964**
Adjustments to GAAP basis:	
Encumbrances	13,177
Misc adj	-
Fund balances-ending	**$ 1,007,141**

City of Alpharetta
Statement of Net Position
OPEB Health Fund
April 30, 2021

	OPEB Plan
ASSETS	
Current Assets:	
Cash and Cash Equivalents	$ -
Investments	1,956,880
Accrued Income	3,770
Accounts Receivables (net of allowance for uncollectibles)	670
Total Assets	1,961,319
LIABILITIES	
Current Liabilities:	
Accounts Payable	1,525
Due to Other Funds	80,866
Total Current Liabilities	82,392
Current Liabilities Payable from Restricted Assets:	
	-
Total Current Liabilities Payable from Restricted Assets	-
Noncurrent Liabilities:	
	-
Total Noncurrent Liabilities	-
Total Liabilities	82,392
NET ASSETS	
Net Assets held in trust for pension benefits	1,878,928
Total Net Assets	1,878,928
Total Liabilities & Net Assets	**$ 1,961,319**

City of Alpharetta
Statement of Changes in Fiduciary Net Position
OPEB Health Fund
For the Period Ended April 30, 2021

	Actual Amounts
Additions:	
Employer Contribution	$ 76,589
Employee Contribution	-
Total Contribution	76,589
Investment Income	120,658
Net appreciation in FMV	252,622
Accrued Interest & Dividends	3,770
Interest and Dividends	26,347
Total Investment Income	403,397
Total Additions (Deductions)	**479,986**
Deductions:	
Benefits payments	-
Professional Fees	-
Manager Fees	-
Consulting Fees	2,796
Agent Custody Fees-ADR	387
Total deductions	3,183
Net Increase (Decrease)	476,803
OTHER FINANCING SOURCES (USES)	
Transfers in/out	-
Net Assets held in trust for OPEB benefits	
Beginning of year	1,402,125
Total net assets	**$ 1,878,928**

City of Alpharetta
Statement of Net Position
OPEB Reimbursement Fund
April 30, 2021

	OPEB Plan
ASSETS	
Current Assets:	
Cash and Cash Equivalents	(19,308)
Investments	4,087,296
Accrued Income	7,805
Accounts Receivables (net of allowance for uncollectibles)	1,712
Total Assets	4,077,504
LIABILITIES	
Current Liabilities:	
Accounts Payable	3,551
Due to Other Funds	983
Total Current Liabilities	4,534
Current Liabilities Payable from Restricted Assets:	
	-
Total Current Liabilities Payable from Restricted Assets	-
Noncurrent Liabilities:	
	-
Total Noncurrent Liabilities	-
Total Liabilities	4,534
NET ASSETS	
Net Assets held in trust for OPEB benefits	4,072,970
Total Net Assets	4,072,970
Total Liabilities & Net Assets	**$ 4,077,504**

City of Alpharetta
Statement of Changes in Fiduciary Net Position
OPEB Reimbursement Fund
For the Period Ended April 30, 2021

	Actual Amounts
Additions:	
Employer Contribution	$ 574,502
Employee Contribution	
Total Contribution	574,502
Investment Income	225,461
Net appreciation in FMV	533,254
Accrued Interest & Dividends	7,805
Interest and Dividends	54,000
Total Investment Income	820,521
Total Additions (Deductions)	**1,395,023**
Deductions:	
Benefits payments	19,012
Professional Fees	296
Manager Fees	-
Consulting Fees	5,481
Agent Custody Fees-ADR	795
Total deductions	25,584
Net Increase (Decrease)	1,369,439
OTHER FINANCING SOURCES (USES)	
Transfers in	-
Net Assets held in trust for OPEB benefits	
Beginning of year	2,703,532
Total net assets	**$ 4,072,970**

City of Alpharetta
Statement of Net Position
Pension Trust Fund
April 30, 2021

	Pension Trust Fund
ASSETS	
Current Assets:	
Cash and Cash Equivalents	$ (12,313)
Investments	95,102,903
Accrued Income	170,887
Accounts Receivables (net of allowance for uncollectibles)	41,081
Total Assets	95,302,558
LIABILITIES	
Current Liabilities:	
Accounts Payable	35,240
Accrued Income	
Due to Other Funds	16,138
Total Current Liabilities	51,379
Current Liabilities Payable from Restricted Assets:	
	-
Total Current Liabilities Payable from Restricted Assets	-
Noncurrent Liabilities:	
	-
Total Noncurrent Liabilities	-
Total Liabilities	51,379
NET ASSETS	
Net Assets held in trust for pension benefits	95,251,179
Total Net Assets	95,251,179
Total Liabilities & Net Assets	**$ 95,302,558**

City of Alpharetta
Statement of Changes in Fiduciary Net Position
Pension Trust Fund
For the Period Ended April 30, 2021

	Actual Amounts
Additions:	
Employer Contribution	$ 2,779,221
Employee Contribution	249,954
Total Contribution	3,029,175
Investment Gain/Losses	5,453,586
Net appreciation in FMV	12,925,396
Interest	1,355,948
Accrued Interest & Dividends	170,887
Other Receipts	-
Total Investment Income	19,905,817
Total Additions (Deductions)	**22,934,992**
Deductions:	
Benefits payments	2,685,629
Custodial Fees	
Administrative Fees	54,870
Legal Fees	2,993
Manager Fees	-
Consulting Fees	142,680
Agent Custody Fees-ADR	18,505
	-
Total deductions	2,904,677
Net Increase (Decrease)	20,030,315
Net Assets held in trust for pension benefits	
Beginning of year	75,220,864
Total net assets	**$ 95,251,179**

City of Alpharetta
Combining Balance Sheet
Non-Major Governmental Funds
April 30, 2021

	Special Revenue								Total Non-major
	Hotel Motel	Impact Fee	Federal Confiscated Assets	State Confiscated Assets	Grant Operating	E911	Debt Service Fund	Stormwater Capital Fund	Governmental Funds
ASSETS									
Cash / Cash Equivalents / Investments	$ 1,264,092	$ 4,600,061	$ 87,811	$ 136,176	$ 104,501	$ 1,759,302	$ 809,847	$ 1,560,024	$ 10,321,812
Taxes Receivable	3,891	-	-	-	-	-	-	-	3,891
Pre-Paid Expenditures	-	-	-	-	-	-	-	-	-
Accounts Receivable	-	-	-	-	-	-	-	-	-
Property Taxes	-	-	-	-	-	-	122,012	-	122,012
Intergovernmental Receivable	-	-	-	-	1,210	-	-	-	1,210
Due From Other Funds									
Restricted	-	-	-	-	-	-	-	-	-
Total Assets	**1,267,983**	**4,600,061**	**87,811**	**136,176**	**105,711**	**1,759,302**	**931,859**	**1,560,024**	**10,448,925**
LIABILITIES									
Accounts Payable		-	-	-	-	3,545	-	-	3,545
Retainage Payable	-	6,164	-	-	-	-		-	6,164
Intergovernmental Payable	-	-	689	-	-	-	-	-	689
Arbitrage Payable	-	-	-	-	-	-	-	-	-
Accounts payable/AR Suspense acct	-	-	-	-	-	-	-	-	-
Compensated Absences	-	-	-	-	-	-	-	-	-
Payroll Liabilities	-	-	2,873	-	-	37,267	-	-	40,139
Due to Other Fund	-	-	-	-	-	-	-	-	-
Deferred Revenue	-	-	-	-	1,210	-	132,613	-	133,823
Unearned Revenue	-	-	-	-	-	-	-	-	-
Total Liabilities	**-**	**6,164**	**3,562**	**-**	**1,210**	**40,812**	**132,613**	**-**	**184,361**
FUND BALANCES									
Restricted:									
Capital Projects	-	4,593,897	-	-	-	-	-	-	4,593,897
Law Enforcement	-	-	84,249	136,176	-	-	-	-	220,424
Promotion of Tourism	1,267,983	-	-	-	-	-	-	-	1,267,983
Emergency Telephone Activities	-	-	-	-	-	1,718,490	-	-	1,718,490
Debt Service	-	-	-	-	-	-	799,246	-	799,246
Assigned for: Grant Projects	-	-	-	-		-	-	-	-
Grant Projects	-	-	-	-	104,501	-	-	-	104,501
Unassigned:	-	-	-	-		-		1,560,024	1,560,024
Total Fund Balances	1,267,983	4,593,897	84,249	136,176	104,501	1,718,490	799,246	1,560,024	10,264,565
Total Liabilities and Fund Balances	**$ 1,267,983**	**$ 4,600,061**	**$ 87,811**	**$ 136,176**	**$ 105,711**	**$ 1,759,302**	**$ 931,859**	**$ 1,560,024**	**$ 10,448,925**

City of Alpharetta
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Non-major Governmental Funds
For the Period Ended April 30, 2021

	Special Revenue								Total Non-major
	Hotel Motel	Impact Fee	Confiscated Assets	State Confiscated Assets	Grant Operations	E911 Fund	Debt Service Fund	Stormwater Service Fund	Governmental Funds
REVENUES:									
Hotel Motel Tax	$ 2,395,297	$ -	$ -		$ -		$ -	$ -	$ 2,395,297
Property tax	-	-	-		-	-	5,093,870	-	5,093,870
Charges for Service	-	-	-		-	2,910,480	-	-	2,910,480
Impact Fees	-	1,702,570	-		-	-	-	-	1,702,570
Forfeiture Income	-	-	37,468	196,145	-	-	-	-	233,613
Intergovernmental	-	-	-		17,900	-	-	-	17,900
Contributions & Donations	-	-	-		8,800	-	-	-	8,800
Investment Earnings	1,531	2,492	1,091		204	918	2	1,282	7,519
Other	-	-	-		-	-	15	751	766
Total revenues	**2,396,828**	**1,705,062**	**38,559**	**196,145**	**26,904**	**2,911,398**	**5,093,886**	**2,033**	**12,370,814**
EXPENDITURES:									
Tourism	1,046,235	-	-		-	-	-	-	1,046,235
Community Development	-	-	-		-	-	-	-	-
Culture/Recreation	70,217	28,458	-		22,773	-	-	-	121,447
Public Safety	-	155,750	171,853	108,911	46,888	3,435,334	-	-	3,918,736
Public Works	-	185,262	-		-	-	-	881,178	1,066,440
General Government	1,125	-	-		-	-	5,700	-	6,825
Debt Service:	-	-	-			-	-	-	-
Principal	540,000	-	-		-	-	2,350,000	-	2,890,000
Interest	771,963	-	-		-	-	2,587,139	-	3,359,102
Bond Issuance Costs	-	-	-		-	-	-	-	-
Total expenditures	**2,429,539**	**369,469**	**171,853**	**108,911**	**69,661**	**3,435,334**	**4,942,839**	**881,178**	**12,408,785**
Excess (deficiency) of revenues over expenditures	(32,712)	1,335,592	(133,294)	87,234	(42,757)	(523,936)	151,047	(879,145)	(37,970)
OTHER FINANCING SOURCES (USES):									
Transfers in / out:									
Conference Center fund		-	-		-	-	-	-	-
Debt service fund	-	-	-		-	-	-	-	-
Capital Projects	-	-	-		-	-	-	-	-
Operating grants fund	-	-	-		-	-	-	-	-
Capital grants fund	-	-	-		-	-	-	-	-
Capital Fund			-	-					
General fund	(665,939)	-	-		-	-	-	923,333	257,394
Budgeted Fund Balance:	-	-	-		-	-	-	-	-
Total other financing sources and (uses)	-	-	-		-	-	-	-	-
	(665,939)	-	-	-	-	-	-	923,333	257,394
Net change in fund balances	(698,651)	1,335,592	(133,294)	87,234	(42,757)	(523,936)	151,047	44,189	219,424
Fund balances - beginning	**1,966,634**	**3,258,305**	**217,543**	**48,942**	**147,257**	**2,242,426**	**648,200**	**1,515,835**	**10,045,141**
Fund balances - ending	**$ 1,267,983**	**$ 4,593,897**	**$ 84,249**	**$ 136,176**	**$ 104,501**	**$ 1,718,490**	**$ 799,246**	**$ 1,560,024**	**$ 10,264,565**

City of Alpharetta
Impact Fee Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2021

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Impact Fees	$ 745,000	$ 1,702,570	$ 957,570
Investment Earnings	-	2,492	2,492
Total Revenues	745,000	1,705,062	960,062
EXPENDITURES:			
Public Safety	155,750	155,750	-
Public Works	1,099,784	310,068	789,717
Recreation & Parks	1,297,279	1,264,102	33,177
Community Development	1,450,491	-	1,450,491
General Government	-	-	-
Total expenditures	4,003,304	1,729,920	2,273,385
Excess (deficiency) of revenues over expenditures	(3,258,304)	(24,858)	(3,233,446)
OTHER FINANCING SOURCES (USES):			
Transfers Out	-	-	-
Total other financing sources and uses	-	-	-
Net change in fund balances	(3,258,304)	(24,858)	(3,233,446)
Fund balances - beginning		**3,258,305**	
Fund balances - ending		**$ 3,233,447**	
Encumbrances		1,360,450	
Fund balances - ending		**$ 4,593,897**	

City of Alpharetta
Hotel Motel Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2021

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Hotel Motel Tax	$ 6,750,000	$ 2,395,297	$ (4,354,703)
Transfers In	-	-	-
Misc Revenue	-	-	-
Investment Earnings	52,338	1,531	(50,807)
Total revenues	6,802,338	2,396,828	(4,405,510)
EXPENDITURES:			
Professional Services	6,000	1,125	4,875
Recreation Improvements	949,239	77,487	871,752
Alpharetta Convention & Visitor's Bureau	2,953,125	1,046,235	1,906,890
Alpharetta Business Community	-	-	-
Debt Service Reserve	1,017,394	-	1,017,394
Bond Principal	540,000	540,000	-
Bond Interest	771,963	771,963	1
Contingency	-	-	-
Total Expenditures	6,237,721	2,436,809	3,800,912
Excess of revenues over expenditures	564,617	(39,982)	(604,599)
OTHER FINANCING SOURCES (USES):			
Transfers Out	(2,531,250)	(665,939)	1,865,311
Total other financing sources and uses	(2,531,250)	(665,939)	1,865,311
Net change in fund balances	(1,966,633)	(705,921)	1,260,712
Fund balances - beginning		**$ 1,966,634**	
Fund balances - ending		**$ 1,260,713**	
Enbumbrances		$ 7,270	
		-	
Fund balances - ending		**$ 1,267,983**	

City of Alpharetta
Confiscated Assets Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2021

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Forfeiture Income	$ 160,000	$ 37,468	$ (122,532)
Investment Earnings	-	1,091	1,091
Intergovernmental			-
Misc Revenue	-	-	-
Total Revenues	160,000	38,559	(121,441)
EXPENDITURES:			
Public Safety	377,543	171,853	205,690
Non-Departmental	-	-	-
Total expenditures	377,543	171,853	205,690
Excess (deficiency) of revenues over expenditures	(217,543)	(133,294)	84,249
OTHER FINANCING SOURCES (USES):			
Transfer In			
Transfer Out	-		
Total other financing sources and uses	-	-	-
Net change in fund balances	(217,543)	(133,294)	84,249
Fund balances - beginning		**217,543**	
Fund balances - ending		**$ 84,249**	
Adjustments to GAAP basis:			
Encumbrances		-	
Fund balances - ending		**$ 84,249**	

City of Alpharetta
State Confiscated Assets Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2021

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Forfeiture Income	$ 105,130	$ 196,145	$ 91,015
Investment Earnings	-		-
Intergovernmental	-	-	-
Misc Revenue	-	-	-
Total Revenues	105,130	196,145	91,015
EXPENDITURES:			
Public Safety	154,071	108,911	45,160
Non-Departmental	-	-	-
Total expenditures	154,071	108,911	45,160
Excess (deficiency) of revenues over expenditures	(48,941)	87,234	136,175
OTHER FINANCING SOURCES (USES):			
Transfer In		-	
Transfer Out	-	-	
Total other financing sources and uses	-	-	-
Net change in fund balances	(48,941)	87,234	136,175
Fund balances - beginning		**48,942**	
Fund balances - ending		**$ 136,176**	
Adjustments to GAAP basis:			
Encumbrances		-	
Fund balances - ending		**$ 136,176**	

City of Alpharetta
Grant Fund - Operating
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2021

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Intergovernmental	$ 68,521	$ 17,900	(50,621)
Contributions & Donations	8,680	8,800	120
Sponsorships	-	-	-
Interest Earnings	-	204	204
Transfers in	-	-	-
Contingencies	-	-	-
Total	77,201	26,904	(50,297)
EXPENDITURES:			
City Admin	6,140	-	6,140
Community Development	618	-	618
Engineering/Public Works	-	-	-
Public Safety	98,599	48,080	50,519
Recreation & Parks	35,018	22,773	12,245
Contingencies	66,925	-	66,925
Match	17,158	-	17,158
Operating Transfers Out	-	-	-
Non-Allocated	-	-	-
Total	224,458	70,852	153,606
Excess (deficiency) of revenues over expenditures	(147,257)	(43,948)	103,309
OTHER FINANCING SOURCES (USES):	-	-	-
Net change in fund balance	(147,257)	(43,948)	103,309
Fund balance - beginning		**147,257**	
Fund balance - ending		**$ 103,309**	
Adjustments to GAAP basis:			
Encumbrances		1,192	
Fund balances - ending		**$ 104,501**	

City of Alpharetta
Emergency 911 Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2021

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Charges for Service	$ 4,250,000	$ 2,910,480	$ (1,339,520)
Capital Lease			-
Investment Earnings	26,568	918	(25,650)
Total Revenues	4,276,568	2,911,398	(1,365,170)
EXPENDITURES:			
Public Safety	5,618,993	3,533,322	2,085,671
Total expenditures	5,618,993	3,533,322	2,085,671
Excess (deficiency) of revenues over expenditures	(1,342,425)	(621,924)	720,501
OTHER FINANCING SOURCES (USES):			
Transfers In	-	-	-
Transfers Out - Capital Project Fund	-	-	-
Total other financing sources and uses	-	-	-
Net change in fund balances	(1,342,425)	(621,924)	720,501
Fund balances - beginning		**2,242,426**	
Fund balances - ending		**$ 1,620,502**	
Adjustments to GAAP basis:			
Encumbrances		97,988	
Fund balances - ending		**$ 1,718,490**	

City of Alpharetta
Debt Service Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2021

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Property tax	$ 4,953,000	$ 5,093,870	$ 140,870
Misc Revenue		15	15
Investment earnings	-	2	2
Total revenues	4,953,000	5,093,886	140,886
EXPENDITURES:			
Current:			
General government			
Finance			-
Professional Services	15,860	5,700	10,160
Total general government	15,860	5,700	10,160
Debt Service:			
Principal	2,350,000	2,350,000	-
Interest	2,587,140	2,587,139	1
Contingency	648,199	-	648,199
Bond issuance costs	-	-	-
Payments to be Refunded Bond Escrow	-	-	-
Total debt service	5,585,339	4,937,139	648,200
Total expenditures	5,601,199	4,942,839	658,360
Excess (Deficiency) of revenues over expendit	(648,199)	151,046	799,245
OTHER FINANCING SOURCES (USES):			
Transfers in			-
Transfers out			-
Total other financing sources and uses	-	-	-
	(648,199)	151,046	799,245
Fund balances - beginning		**648,200**	
Fund balances - ending		**$ 799,246**	

City of Alpharetta
Stormwater Capital Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual
For the Period Ended April 30, 2021

	Budget	Actual Amounts	Variance with Budget - Positive (Negative)
REVENUES:			
Misc Revenue	$ -	$ 751	$ 751
Investment Earnings	-	1,282	1,282
Total Revenues	-	2,033	2,033
EXPENDITURES:			
Public Works	2,807,677	2,332,146	475,531
Recreation & Parks	21,156	9,198	11,959
Contingency	72002	0	72,002
Total expenditures	2,900,835	2,341,343	559,492
Excess (deficiency) of revenues over expenditures	(2,900,835)	(2,339,310)	561,525
OTHER FINANCING SOURCES (USES):			
Transfers In	1,385,000	923,333	(461,667)
Transfers Out	-	-	-
Total other financing sources and uses	1,385,000	923,333	(461,667)
Net change in fund balances	(1,515,835)	(1,415,977)	99,858
Fund balances - beginning		**1,515,835**	
Fund balances - ending		**$ 99,858**	
Adjustments to GAAP basis:			
Encumbrances		1,460,165	
Fund balances - ending		**$ 1,560,024**	

DEVELOPMENT AUTHORITY

Revenue & Expenditure Report
GAAP Financial Statements

ALPHARETTA DEVELOPMENT AUTHORITY

Financial Management Report - As of April 30, 2021

	Account #	Project	Total Budget	Actuals (Collections/ Expenditures)	Forecasted Receivables/ Encumbrances	Remaining
Revenues						
	99575100-346900	Bond Application Fee	$ 138,282	$ 138,781	$ -	$ (499)
	99575100-361000	Investment Earnings	-	1,196	-	(1,196)
	99575100-389000	Miscellaneous Revenue	-	-	-	-
	99575100-371000-C1532	ATC Operational Funding (COA)	95,000	95,000	-	-
	99575100-381000-C1535	Innovation Center Operations (ATC)	18,800	14,246	-	4,554
		subtotal	***$ 252,082***	***$ 249,223***	***$ -***	***$ 2,859***
(1)	99575100-395000	Carryforward Fund Balance	$ 145,783	$ -		$ 145,783
		subtotal	***$ 145,783***	***$ -***		***$ 145,783***
		Total	**$ 397,865**	**$ 249,223**		**$ 148,642**
Expenditures						
	99575100-571000-C1403	Local Job Creation Grant Program	$ 32,500	$ -	$ -	$ 32,500
	99575100-544100-C1532	ATC Operational Funds	95,000	87,083	7,917	-
	99575100-544100-C1601	High Impact Permitting Grant Program (IGA with COA)	20,948	-	-	20,948
	99575100-544100-C0924	Economic Development Strategic Plan (split with COA)	37,500	-	-	37,500
	99575100-573000	Donation	4,200	4,200	-	-
		subtotal	***$ 190,148***	***$ 91,283***	***$ 7,917***	***$ 90,948***
(2)	99575100-523860-C1535	Innovation Center Operations (Maintenance Contracts)	$ 7,500	$ 2,665	$ -	$ 4,835
	99575100-531200-C1535	Innovation Center Operations (Miscellaneous Utilities)	1,100	784	-	316
	99575100-531210-C1535	Innovation Center Operations (Water/Sewer)	200	173	-	27
	99575100-531220-C1535	Innovation Center Operations (Natural Gas)	4,500	3,583	-	917
	99575100-531230-C1535	Innovation Center Operations (Electricity)	5,500	4,510	-	990
		subtotal	***$ 18,800***	***$ 11,715***	***$ -***	***$ 7,085***
	99575100-579000	Reserve	$ 188,917	$ -	$ -	$ 188,917
		Total	**$ 397,865**	**$ 102,999**	**$ 7,917**	**$ 286,950**

(1) Carryforward Fund Balance represents cash available at the end of the prior fiscal year that is programmed into the current fiscal year budget. As this account represents cash already received, there will not be actual collections.

(2) Innovation Center utilities are being funded by the Alpharetta Technology commission (ATC) on a reimbursement basis. As such, expenses will outpace budget at month end due to the billing/reimbursement delay.

ALPHARETTA DEVELOPMENT AUTHORITY

Financial Management Report - As of April 30, 2021

Account #	Project	Total Budget	Actuals (Collections/ Expenditures)	Forecasted Receivables/ Encumbrances	Remaining

Fund Balance Reconciliation

Fund Balance (beginning of Fiscal Year)	**$**	**145,783**
Revenues collected to date		249,223
Expenditures incurred to date		(102,999)
Fund Balance (current)	**$**	**292,008**
Forecasted revenue collections		-
Fund Balance (forecasted)	**$**	**292,008**
Allocation of Forecasted Fund Balance:		
Spendable (available for investment by the Board)	$	193,143
Non-Spendable (unspent/remaining project allocations)		98,865
	$	292,008

GAAP Financial Statements

City of Alpharetta
Balance Sheet
COMPONENT UNIT-DEVELOPMENT AUTHORITY
April 30, 2021

ASSETS		
Current Assets:		
Cash and Cash Equivalents	$	293,099
Investments		828
Receivables		-
Restricted Cash for Bond Issuance Costs		-
Total Assets		**293,926**
LIABILITIES		
Current Liabilities:		
Accounts Payable		1,813
Deferred Revenue		
Due to Other Funds		106
Total Current Liabilities		1,919
Current Liabilities Payable from Restricted Assets:		
		-
Total Current Liabilities Payable from Restricted Assets		-
Noncurrent Liabilities:		
		-
Total Noncurrent Liabilities		-
Total Liabilities		1,919
Fund Balance		
Restricted		98,865
Unassigned		193,143
Total Fund Balance		292,008
Total Liabilities & Fund Balance	**$**	**293,926**

City of Alpharetta
Statement of Revenues, Expenditures, and Changes in Fund Balance
COMPONENT UNIT-DEVELOPMENT AUTHORITY
For the Period Ended April 30, 2021

	Actual Amounts
Revenues	
Rent/Royalties	$ 14,246
State Grant	-
Fees	138,781
Contributions & Donations	95,000
Miscellaneous Income-Interest	1,196
Miscellaneous Revenue	-
Total Revenues	**249,223**
Expenditures	
Economic Development	87,083
Maintenance Contracts	2,665
Donation to private source	4,200
Utilities - Miscellaneous	9,050
Debt Service:	
Principal	-
Interest	-
Total Expenditures	**102,999**
Excess (deficiency) of revenues over (under) expenditures	146,225
Other Financing Sources (Uses)	
Sale of capital assets	-
Net Change in Fund Balances	146,225
Fund Balance, Beginning of Year	**145,783**
Encumbrances	
Fund Balance, End of Year	**292,008**

THE CITY OF

ALPHARETTA

GEORGIA

City Council Meeting
STAFF REPORT

Submitting Department: City Clerk
Submitted By:
Sponsored By:
Meeting Date: June 7, 2021

I. AGENDA ITEM TITLE: PH-21-AB-16 AATIF ENTERPRISES USA INC.
D/B/A MILTON FOOD MART
2190 OLD MILTON PARKWAY
ALPHARETTA, GA 30009

CONVENIENCE STORE
RETAIL PACKAGE SALES
BEER, WINE & SUNDAY SALES

OWNER: AATIF ENTERPRISES USA INC.
REGISTERED AGENT: NOORALLAH PANJWANI

II. RECOMMENDATION:

III. REPORT IN BRIEF:

IV. ALTERNATIVES:

V. ATTACHMENTS:

Milton Food Mart PH minutes

CITY OF ALPHARETTA
PUBLIC HEARING
LIQUOR LICENSE

DATE: **June 3, 2021**
TIME: **2:00 P.M.**
LOCATION: https://zoom.us/j/99082519904

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

I. CALL TO ORDER: **City Attorney Sam Thomas called the meeting to order at 2:00 P.M.**

II. LICENSE APPLICATIONS:

1. PH-21-AB-16

AATIF Enterprises USA Inc.
d/b/a Milton Food Mart
2190 Old Milton Parkway
Alpharetta, GA 30009

Convenience Store
Retail Package Sales
Beer, Wine & Sunday Sales

Owners: AATIF Enterprises USA Inc.
Registered Agent: Noorallah Panjwani

Naushin Jiwani residing at 220 Bellecliff Court, Tucker, GA 30084 is the owner/applicant of Milton Food Mart and was present on the call.

Ms. Jiwani explained they will have an ID scan system in place where customers will scan their ID to a) verify it is an authentic ID and b) verify age. Staff will be trained and will also go through a refresher course every 6 months on ID checks.

There will be 3 employees working at the store. Ms. Jiwani will reach out to Officer Frank Jackson of our Code Enforcement Department to verify what other permits are needed, if any. Ms. Jiwani was aware she will need a Georgia State license once her city license is approved and issued.

The gas station/convenience store is an existing gas station and is changing ownership.

Public Comment: No Public Comment

Mr. Thomas recommended that this license be approved. Erin Cobb City Clerk, confirmed it will be on the Consent Agenda at the City Council Meeting scheduled for Monday, June 7, 2021 at 6:30 P.M. The applicant is required to appear in person should Council have any questions regarding this application. Once City Council approves the application, applicant will be allowed to pick up and pay for their license at City Hall in Community Development.

III. ADJOURNMENT: With no further business to discuss or items to be heard, City Attorney Sam Thomas adjourned the meeting at 2:10 P.M.

Respectfully submitted,

Kiersten VanHorn

Kiersten VanHorn, Assistant City Clerk

City Council Meeting
STAFF REPORT

Submitting Department: Public Works
Submitted By:
Sponsored By:
Meeting Date: June 7, 2021

I. AGENDA ITEM TITLE: NORTH FULTON COMMUNITY IMPROVEMENT DISTRICT (CID)

II. RECOMMENDATION:

This item is being presented for informational purposes and no formal vote is required.

III. REPORT IN BRIEF:

The North Fulton CID will come forward to present the attached presentation and answer any questions City Council may have.

IV. ALTERNATIVES:

V. ATTACHMENTS:

Blueprint III_Alpharetta Slides (002)

NORTH FULTON

COMMUNITY IMPROVEMENT DISTRICT

BLUEPRINT III

Kimley»Horn

DISTRICT WIDE

BLUEPRINT III MASTER PLAN: PRINCIPLES OF FOCUS

ACCESS

TRANSPORTATION/TRAFFIC/TRANSIT

- Encourage additional east-west crossings of GA 400
- Keep in-tune with the future of emerging technologies and district impacts
- Maintain access and mobility along GA 400 and the district's major corridors

CHARACTER

CHARACTER/GREEN AND CIVIC SPACE

- Seek opportunities to incorporate technology features into current and future projects
- Continue to promote district character and strong sense of place with existing and new investments

DEVELOPMENT

REDEVELOPMENT/INFILL

- Strategic expansion (Holcomb Bridge area, Old Milton East area, Downtown, others)
- Leverage opportunities to partner with public and private entities to ensure existing and new investments are high quality and consistent with market demands

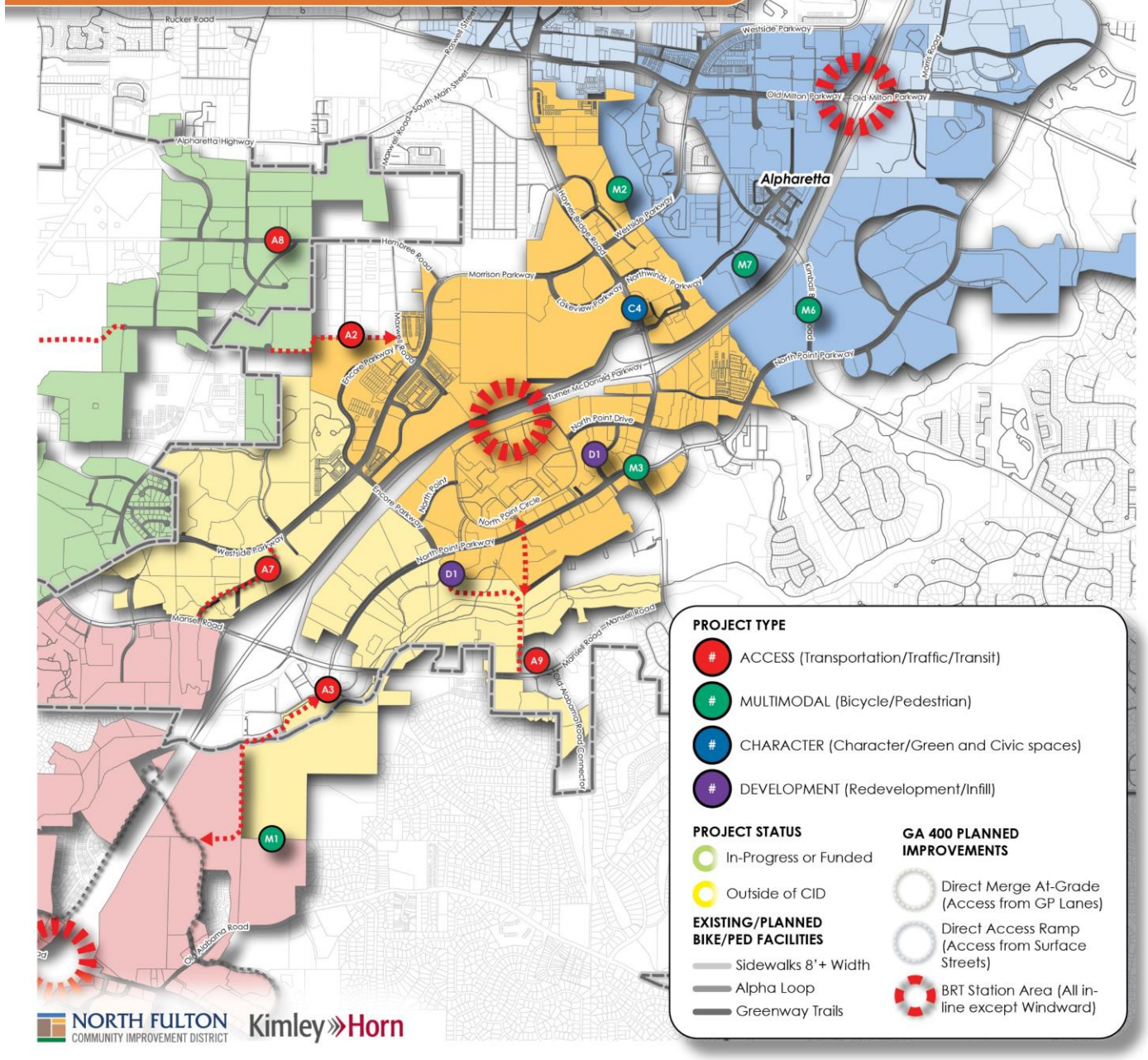
MULTIMODAL

BICYCLE/PEDESTRIAN

- Position the CID as an active partner in BRT station area design
- Promote a more walkable environment and pedestrian-friendly corridors along primary arterials and corridors that are experiencing new investment

NORTH POINT/HAYNES

BLUEPRINT III MASTER PLAN: PROJECTS AND INITIATIVES



BLUEPRINT III PRIORITY PROJECTS:

A7 Davis Drive Extension and study evaluating potential impacts should Sanctuary Parkway open in the future
$2.5M (C)

A9 Feasibility study for future connection from North Point Parkway south to Old Alabama Road
$50,000 - $150,000 (Study)

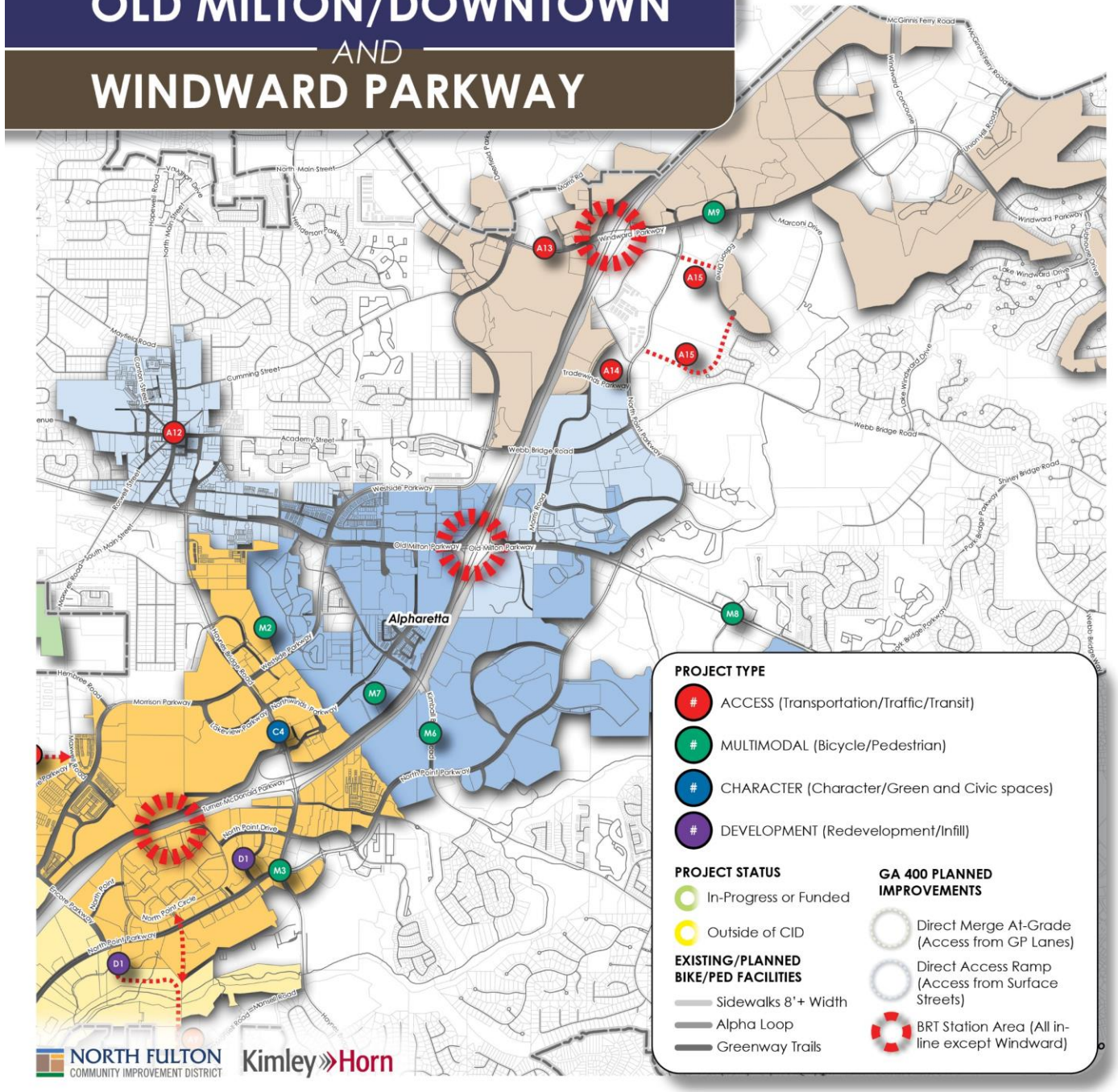
M2 Partner with City of Alpharetta on Alpha Loop section between Old Milton Parkway and Northwinds Parkway
North Segment: $4M (C); Westside Pkwy Crossing: $2M (C); South Segment: $1.25M (C)

M3 Focus on walkable corridors and bike infrastructure specifically in the North Point area
$250,000-$500,000/year annual fund

C4 Partner with City of Alpharetta to provide multimodal connectivity between new developments through a crossing at Haynes Bridge Road (unifies new investments as a "destination")
$1.5-$7M (C) varies if at-grade or tunnel

D1 Green space initiatives - greenway gateway at Encore and North Point; stormwater park at mall
Greenway Gateway: $1.45-$3.43M (PE, C); Stormwater Park: $21.5M-$27M (PE, C)

OLD MILTON/DOWNTOWN AND WINDWARD PARKWAY



BLUEPRINT III PRIORITY PROJECTS:

A12 Partner with City of Alpharetta on the Milton Avenue project
$5M (C)

A13 Conduct a study through LCI or other program to look at future land use and traffic patterns along the Windward Parkway corridor
$200,000 (20% Match would be $40,000)

A14 East-side intersection improvements at Tradewinds at Morris Road/North Point Pkwy
$7.5M (PE, C)

A15 Dryden Road Extension to Edison Drive
$50,000 - $150,000 (Study); $1.5M - $4.5M (PE, C)

M6 Complete segment of Kimball Bridge Road with missing pedestrian connection (Verizon campus to GA Power Substation)
$1.5M (PE, ROW, C)

M7 Partner to construct Alpha Loop section adjacent to Jackson Healthcare property
$5M (PE, C)

M8 Partner with City of Alpharetta on Old Milton roadway widening
$30M (PE, ROW, C); CID portion would be enhanced sidewalks and landscaping

M9 Windward-Marconi Greenway Connector
$150K (C)

ALPHARETTA PROJECTS

BLUEPRINT III MASTER PLAN

Subarea	*Type*	*#*	*Name*	*Costing - Total Project Estimate*	*Costing - CID Estimated Share*	Underway and/or Funding Dedicated	**Total** *(All rating criteria excluding costing)*	**Total Weighted** *Columns related to Market Condition (40% total), Feasibility (30% total), and Timeframe (30% total)*
North Point/Haynes	A	A7	*Davis Drive Extension*	$ 2,500,000	$ -	*yes*	*90%*	*89%*
Windward/Old Milton	M	M9	*Windward Greenway Connector*	$ 750,000	$ 150,000	*yes*	*89%*	*87%*
North Point/Haynes	M	M2	*Alpha Loop (Old Milton to Northwinds)*	$ 7,250,000	$ 3,625,000	*yes*	*83%*	*83%*
Windward/Old Milton	M	M7	*Alpha Loop (Jackson Healthcare)*	$ 5,000,000	$ 2,500,000	*yes*	*67%*	*67%*
North Point/Haynes	D	D1	*Encore Park Gateway and Greenway Extension*	$ 1,500,000	$ 325,000	*yes*	*78%*	*79%*
North Point/Haynes	M	M3	*North Point Walkability - Ped Gaps*	$ 2,500,000	$ 2,500,000		*83%*	*83%*
Windward/Old Milton	M	M8	*Old Milton Road Widening*	$ 30,000,000	$ 4,000,000		*78%*	*79%*
Windward/Old Milton	A	A13	*Windward Parkway Traffic Study/LCI*	$ 200,000	$ 40,000		*71%*	*72%*
North Point/Haynes	C	C4	*Haynes Bridge Road Crossing*	$ 7,000,000	$ 2,500,000		*72%*	*73%*
Windward/Old Milton	A	A14	*Tradewinds Intersection Improvements*	$ 7,500,000	$ 3,750,000		*71%*	*71%*
Windward/Old Milton	M	M6	*Kimball Bridge - Ped Gap*	$ 1,500,000	$ 750,000		*67%*	*63%*
Windward/Old Milton	A	A15	*Dryden Road Extension*	$ 4,500,000	$ 150,000		*62%*	*61%*
North Point/Haynes	A	A8	*Hembree Road Widening*	$ 4,000,000	$ 2,000,000		*62%*	*61%*
Windward/Old Milton	A	A12	*Milton Avenue Project*	$ 5,000,000	$ 2,500,000		*57%*	*56%*
Holcomb/Highway 9	A	A2	*Connect Alpharetta Highway and Westside Parkway*	$ 200,000	$ 200,000		*57%*	*60%*
North Point/Haynes	A	A9	*Connect North Point Parkway and Old Alabama Road*	$ 150,000	$ 150,000		*52%*	*55%*
Holcomb/Highway 9	A	A3	*Mansell Connector*	$ 14,000,000	$ 5,000,000		*52%*	*55%*

City Council Meeting
STAFF REPORT

Submitting Department: Community Development
Submitted By:
Sponsored By:
Meeting Date: June 7, 2021

I. AGENDA ITEM TITLE: PH-21-09 / V-21-15 BRADY / 201 MARIETTA STREET

CONSIDERATION OF A CHANGE TO PREVIOUS CONDITIONS OF ZONING TO REPLACE A 6-UNIT 'FOR-SALE' TOWNHOME BUILDING WITH 2 SINGLE-FAMILY DETACHED HOMES ON A 0.83-ACRE PROPERTY IN THE DOWNTOWN. A VARIANCE IS REQUESTED TO REDUCE THE EASTERN SIDE SETBACK FROM 10' TO 0'. THE PROPERTY IS LOCATED AT 201 MARIETTA STREET AND IS LEGALLY DESCRIBED AS BEING LOCATED IN LAND LOT 1270. 2ND DISTRICT, 2ND SECTION, FULTON COUNTY, GEORGIA.

II. RECOMMENDATION:

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

IV. REPORT IN BRIEF:

V. ALTERNATIVES:

VI. ATTACHMENTS:

Brady 201 Marietta Street CC Staff Report, Aerial Map, Zoning Map, Future Land Use, Location Map, Site Plan Revised No 4 5-10-2021, Color Renderings Combined 5.10.21, 201_Marietta_Street_Arborist_Report, Windsong 2014 Minutes, Windsong 2014 Site Plan, CZIM 5.12.21 Minutes, Brady Citizen Part B Combined, Brady Combined App 4.2.21

CITY COUNCIL MEETING
STAFF REPORT

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

I. AGENDA ITEM TITLE: PH-21-09/V-21-15 BRADY/201 MARIETTA STREET

CITY COUNCIL: JUNE 7, 2021

II. RECOMMENDATION:

Approve PH-21-09/V-21-15 Brady/201 Marietta Street, subject to the following conditions:

1. 0.83-acre property shall be zoned R-8A/D and limited to single family detached homes. Site shall be developed substantially as depicted on the site plan prepared by E303, dated 5/10/21.
2. Home elevations shall be substantially similar to the renderings prepared by 3 Elks Design, revised 5/7/21, with final approval by DRB.
3. Decorative low wall or hedge with decorative columns shall frame the front yard as depicted on the renderings prepared by 3 Elks Design, revised 5/7/21.
4. Eastern side setback on Lot 2 shall be 0'.
5. Developer shall supplement 5' landscape strip planting requirements with evergreen screening material, as approved by Staff. Off-site evergreen screening material shall be required along the east side of Lot 2, if approved by the property owner.
6. Trees shall be protected as depicted on the site plan prepared by E303, revised 5/7/21. Off-site trees #243 (25" Water Oak) and #244 (14" Water Oak) shall be protected and encroachment on the CRZs shall not exceed 20%, as approved by Staff.
7. Developer shall verify compliance with the previously required stream mitigation (see 2014 Condition #4) and additional mitigation such as increased buffers, runoff reduction measures, water quality treatment, or a combination of the above shall be provided, as approved by Staff.
8. Infiltration shall be located on with the least impact to existing trees, as approved by Staff.
9. Previous conditions of zoning related to file #Z-14-04/CLUP-14-02/V-14-02 Marietta Street Townhomes shall remain in effect, except as modified in the conditions above.

III. REPORT IN BRIEF:

The applicant, Fergal Brady, requests changes to previous conditions of zoning and a variance on a 0.83-acre property previously approved as part of a five (5) acre, 32-unit 'For-Sale' townhome development (A.K.A. Windsong Townhomes). The requested change would allow for a six (6) unit 'For-Sale' townhome building to be replaced with two (2) 'For-Sale' detached homes. A variance is requested to reduce the eastern side setback on Lot 2 from ten-feet (10') to zero-feet (0'). The subject property is located at 201 Marietta Street, on the north side of Marietta Street west of Marjean Way.

DISCUSSION

The submitted request, if approved, would allow for a six (6) unit 'For-Sale' townhome building to be replaced with two (2) 'For-Sale' detached homes on 0.83 acres in the Downtown. The proposed residential density is 2.41 dwelling units per acre. A variance is requested to reduce the eastern side setback on Lot 2 from ten-feet (10') to zero-feet (0'). The subject property is located at 201 Marietta Street, on the north side of Marietta Street west of Marjean Way.

The 0.83-acre property is undeveloped and separated from the Windsong Townhome development by a stream. Surrounding properties are zoned CUP (Community Unit Plan) to the north and west, R-8A/D (Dwelling, 'For-Sale', Attached/Detached Residential – Medium Density) to the east and O-P (Office-Professional) to the south. Windsong Townhome development is located to the east, Wills Common subdivision is located to the north and west and an office building is located to the south. The Comprehensive Land Use Plan designation of the property is 'Low Density Residential', which allows the proposed use and density.

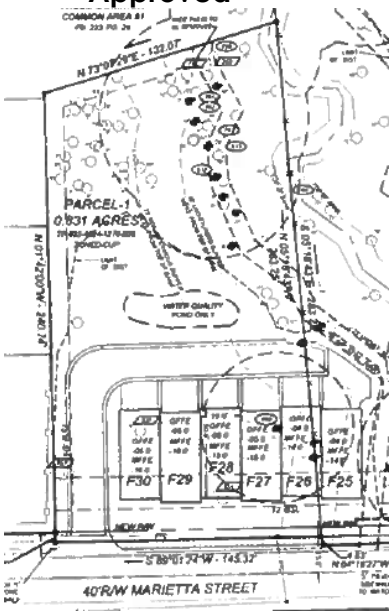
The submitted request, if approved, would allow for changes to previous conditions of zoning related to file #Z-14-04/CLUP-14-02/V-14-02 Marietta Street Townhomes. The proposed change includes replacing a six (6) unit townhome building on the west side of the stream with two (2) single-family detached homes. The property was rezoned to R-8A/D on March 24, 2014 to allow for 32 'For-Sale' townhome units on 5.05 acres. The applicant proposes the following changes to the conditions of zoning related to file # Z-14-04/CLUP-14-02/V-14-02 Marietta Street Townhomes:

1. Property shall be zoned R-8A and limited to single family detached homes and attached townhomes. Townhomes shall be developed substantially as depicted on the site plan prepared by AEC, dated 12/2/13. Detached homes shall be developed substantially as depicted on the site plan prepared by E303, dated 5/10/21.
2. Townhome development shall comply with the architectural requirements of the Historic Downtown Incentive Zoning, except units facing Sunshine Parkway may have garages located on the front of the units due to the stream location. Units fronting Marietta Street shall be rear loaded.
3. Setbacks associated with the townhome development shall be as depicted on site plan dated 12/2/13 and revised March 14, 2014 by AEC with the exception of the unit widths shown fronting Marietta Street which shall be a minimum 24'. Townhomes that are not rear loaded shall meet a minimum setback of 35' along Marietta Street. Setbacks associated with the 2 detached homes shall be as depicted on the site plan prepared by E303, dated 5/10/21.

SITE PLAN ANALYSIS

As depicted below, the approved site plan depicts a six (6) unit townhome building oriented to Marietta Street and located on the property west of the stream. Windsong Townhome development is complete and consists of twenty-four (24) townhome units in five (5) buildings. The developer decided not to complete the development phase approved on the west side of the stream. The current applicant's proposed site plan depicts two (2) single-family detached homes on the subject property, as shown below. Lot 1 is approximately 0.42 acres and Lot 2 is approximately 0.39 acres. The site plan complies with building setbacks, except that a variance is requested to reduce the eastern side setback on Lot 2 from ten-feet (10') to zero-feet (0').

Approved



Proposed

The proposed homes are two (2) stories and approximate 4,300 square feet. Both homes have a Porte cochere to the left of the home leading to a three (3) car garage at the rear. Garages and driveways will accommodate the required resident and guest parking.

Existing tree canopy is primarily located along the stream and at the rear of the property. The applicant's arborist identified three (3) specimen trees on the property, of which a 30" Loblolly Pine is proposed to be removed at the rear of Lot 2 to accommodate the underground infiltration system. Additional tree removals are proposed along Marietta Street and along the eastern and western property boundaries. However, those trees are not specimen trees, some are in poor health and the species of tree (Pines, Sweet Gums, Poplars) is less desirable. Underground infiltration systems are depicted at the rear of both lots. If approved, the infiltration systems should be located with the least impact to existing trees.

BUILDING ELEVATIONS & ARCHITECTURE

The applicant submitted renderings depicting the two (2) story homes in the Neoclassical and Italianate style, which complies with the Downtown Code. Both homes have a brick exterior with metal roof accents and large front porch. The proposed elevations include appropriate architectural style-specific detailing, such as a low-pitched roof, symmetrical front façade, elaborate window crowns, odd number of windows on front façade, triangular gable, inverted U-shaped windows, semi-circular front doors, brackets, and chimneys.

VARIANCE REVIEW CRITERIA

The City of Alpharetta Unified Development Code Article IV, Section 4.5.3 outlines the criteria set forth for granting a variance. The ordinance specifically states..."a variance may be granted upon a finding that":

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

Response: The eastern side of the property abuts a small parcel of land that is undevelopable under the current zoning due to the presence of a stream. The nearest building to the applicant's eastern property line, which is a 5-unit townhome building in Windsong, is across a stream and over 120' away. In addition, the applicant is in negotiations with the Windsong HOA to purchase the small parcel of land to the east, which would result in the variance going away.

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

Response: The eastern side of the property abuts a small parcel of land that is undevelopable under the current zoning due to the presence of a stream. The nearest building to the applicant's eastern property line, which is a 5-unit townhome building in Windsong, is across a stream and over 120' away. In addition, the applicant is in negotiations with the Windsong HOA to purchase the small parcel of land to the east, which would result in the variance going away.

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

Response: The eastern side of the property abuts a small parcel of land that is undevelopable under the current zoning due to the presence of a stream. The nearest building to the applicant's eastern property line, which is a 5-unit townhome building in Windsong, is across a stream and over 120' away. In addition, the applicant is in negotiations with the Windsong HOA to purchase the small parcel of land to the east, which would result in the variance going away.

(4) Relief, if granted, would not cause substantial detriment to the public good or impair the purpose and intent of the City of Alpharetta ordinances.

Response: Approval of the variance should not cause substantial detriment to the public good. The eastern side of the property abuts a small parcel of land that is undevelopable under the current zoning due to the presence of a stream. The nearest building to the applicant's eastern property line, which is a 5-unit townhome building in Windsong, is across a stream and over 120' away. In addition, the applicant is in negotiations with the Windsong HOA to purchase the small parcel of land to the east, which would result in the variance going away.

CONCURRENCES

City Staff has reviewed the applicant's proposal and finds that it can support the applicant's request for changes to previous conditions of zoning and a variance. The proposal would result in a reduction in residential density and the single-family detached product is desirable in the Downtown. The variance does not conflict with the established review criteria and the variance should not cause a substantial detriment to the public good.

CITIZEN PARTICIPATION PLAN

The report submitted by the applicant states that property owners within 500' were contacted regarding the applicant's intent. The report states that the applicant met with residents from Windsong and Wills Common neighborhoods. The applicant discussed purchasing a small piece of land between the applicant's property and the stream to the east from the Windsong HOA

and a community meeting was scheduled with the Windsong homeowners for May 20, 2021. A resident in Wills Common requested that the trees at the rear of the property be preserved.

COMMUNITY ZONING INFORMATION MEETING

CZIM was held on May 12, 2021. There were several questions from the public, specifically from residents of Windsong Townhomes, regarding the impact to trees and the stream. The applicant indicated that he is in discussions with Windsong Townhomes HOA regarding the potential purchase of a remnant piece of property between Lot 2 and the stream to the east. The applicant indicated that if he purchases the property, the land would be incorporated into the yard of Lot 2 and evergreens would be planted along the stream to provide a screen.

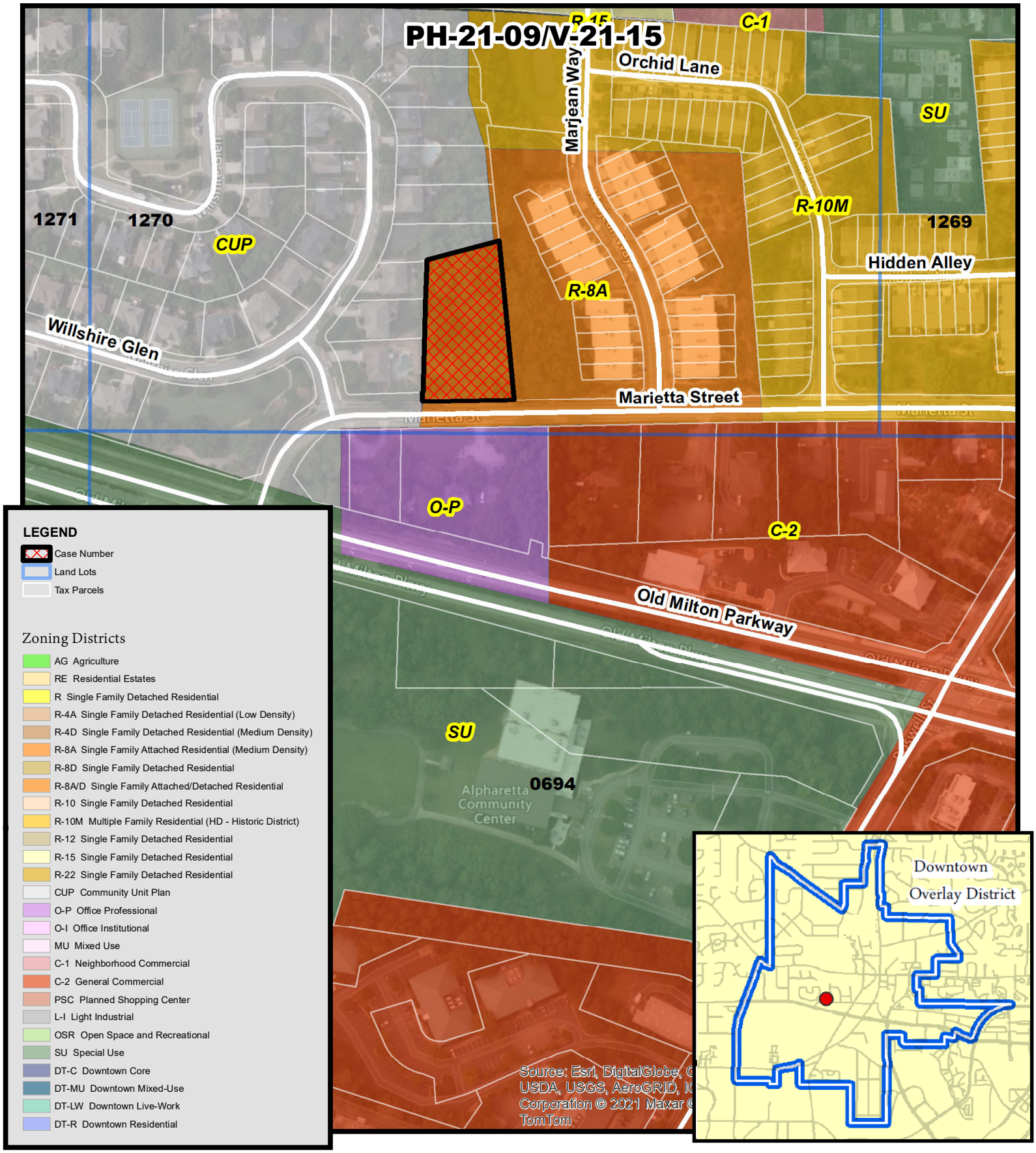
IV. ATTACHMENTS:

- Site Plan
- Building Elevations

Aerial Map
Brady - Change to Council Condition
201 Marietta Street

PH-21-09/V-21-15
D/LL: 2/2/1270
CC Date: 6/07/21

Location Map Provided by:
Community Development - GIS

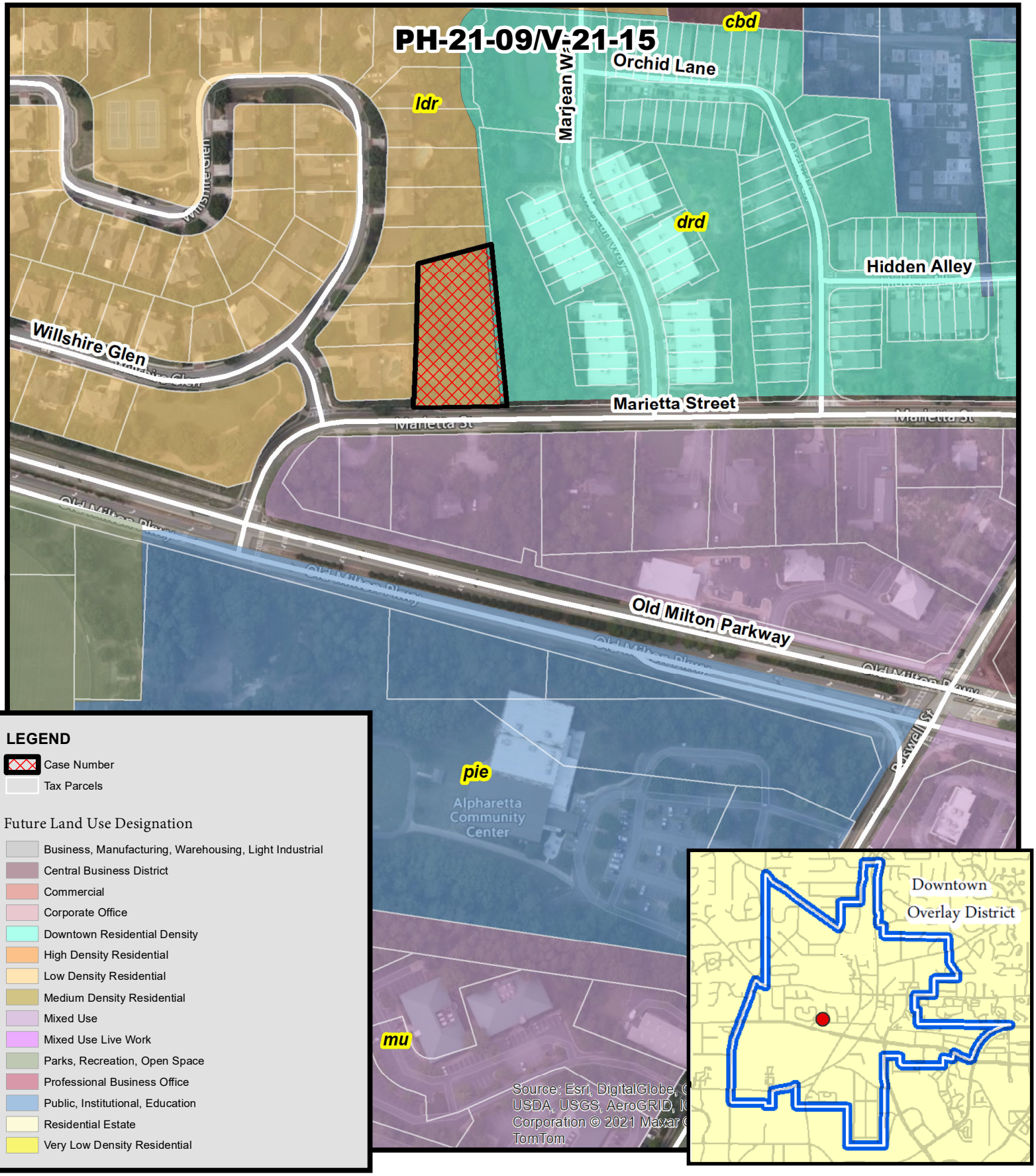


Zoning Map
Brady - Change to Council Condition
201 Marietta Street

PH-21-09/V-21-15
D/LL: 2/2/1270
CC Date: 6/07/21

THE CITY OF ALPHARETTA GEORGIA

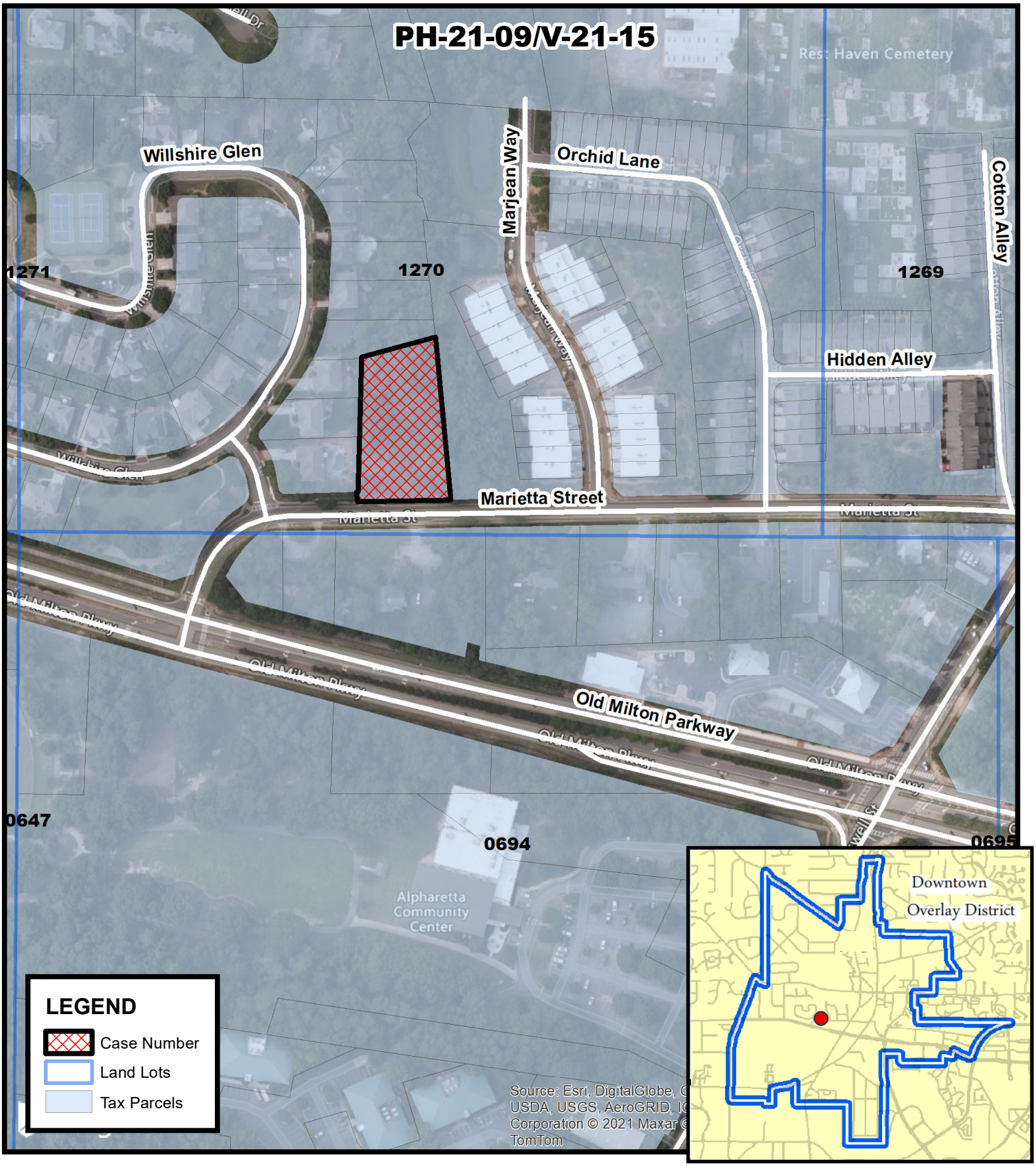
Location Map Provided by:
Community Development - GIS



Future Land Use
Brady - Change to Council Condition
201 Marietta Street

PH-21-09/V-21-15
D/LL: 2/2/1270
CC Date: 6/07/21

Location Map Provided by:
Community Development - GIS



Location Map
Brady
201 Marietta Street

PH-21-09/V-21-15
D/LL: 2/2/1270
CC Date: 6/07/21

Location Map Provided by:
Community Development - GIS

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ABBREVIATION LEGEND:

BC	= back of curb
C&G	= curb and gutter
CB	= catch basin
CD	= check dam
CL	= centerline
CMF	= concrete monument found
CMP	= corrugated metal pipe
CO	= clean out
CT	= crimp top pin
DI	= drop inlet
DIP	= ductile iron pipe
DWCB	= dbl. wing catch basin
EP	= edge of pavement
FC	= face of curb
FES	= flared end section
FH	= fire hydrant
GI	= grate inlet
GW	= guy wire
GP	= guy pole
HW	= head wall
IPF	= iron pin found
IPS	= iron pin set
JB	= junction box
INV	= invert
L.L.L.	= land lot line
LP	= light pole
MH	= manhole (sanitary sewer)
OCS	= outlet control structure
OT	= open top pipe
PL	= property line
PP	= power pole
RB	= reinforcing bar
RCP	= reinforced concrete pipe
R/W	= right-of-way
TB	= thrust blocking
TSP	= traffic signal pole
TSB	= traffic signal box
TP	= telephone pole
TSP	= traffic signal pole
WM	= water meter
WV	= water valve
YI	= yard inlet

SYMBOL LEGEND:

- = existing concrete
- = existing asphalt
- = existing gravel/riprap
- = fire hydrant
- = guy wire
- = light pole
- = power pole
- = sanitary sewer manhole
- = clean out
- = transformer
- = water meter
- = single wing catch basin
- = grate inlet
- = junction box
- = head wall
- = buffer
- = bldg setback
- = fence
- = overhead electric
- = underground electric
- = water line
- = sanitary line
- = gas line
- = computed point

PARCEL INFORMATION:

Parcel Id No.: 22 482412700266
201 Marietta Street, Alpharetta Georgia

Property is Zoned R-8A
Setbacks and Stream Buffer shown per variance approval conditions referenced in CLUP-14-02/V-14-02: Marietta Street Town Homes

Setbacks:
Front: 12 Feet
Side: 10 Feet (West Line)
Rear: 10 Feet

Area this Tract:
0.832 ACRES
36,218 SF

Owners

Fergal Brady
511 Veranda Court
Alpharetta Ga. 30009

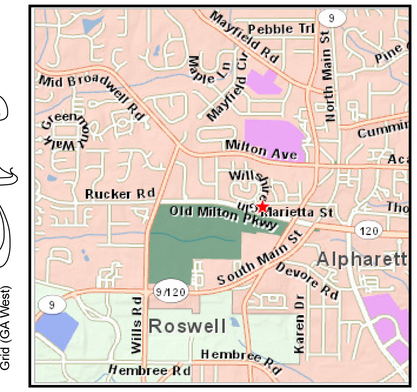
Contact: Fergal Brady
Phone: (404) 441-3374
Email: bradyfergal@gmail.com

Lot Coverage Calculations

Description	Lot 1	% of Lot	Lot 2	% of Lot
House	3,382	18.54	3,185	18.55
Porte Cochere	416	2.28	510	2.97
Proch/Patio/Cabana	1,210	6.63	310	1.81
House Total	5,008	27.45	4,005	23.32
Pool	368	2.02	285	1.66
Motor Court	730	4.00	758	4.41
Driveway	564	3.09	527	3.07
Sidewalk	60	0.33	126	0.73
Landscape	11,513	63.11	8,622	50.21
Stream Buffer	0		2,848	16.59
Lot Area	18,243	100.00	17,171	100.00

Area This Tract

Lot 1	18,243 Sq. Ft.	0.419 Acres
Lot 2	17,171 Sq. Ft.	0.394 Acres
R/W Taking	804 Sq. Ft.	0.019 Acres
Total	36,218 Sq. Ft.	0.832 Acres



Location Map N.T.S.

Site Information

Zoning:
Current Zoning: R-8A/D
Overlay District:
Future Land Use:

Proposed Zoning: R-8A/D

Zoning Requirements:
Landscape Strips:
10' adjacent to Marietta St
5' Exterior Property Lines

Proposed Building Setbacks:
Front: 20 foot
Side: 10' West PL :10' min. between dwellings
Rear: 10 foot

Maxium Density: 8.0 units/acre
Proposed Density: 2.40 units/acre

Proposed Two Single Family Lots

Max. Bldg Height: 3 Stories/35'

Legend

- Existing Pavement
- Perimeter Landscaping/Buffer
- Interior Landscaping
- Proposed Residense
- Proposed Drive/ Motor Court
- Existing Sidewalk
- Tree Removal (Typ.)

REFERENCES:

1. Limited Warranty Deed to CHLOMAV, LLC recorded in Deed Book 57021, Page 478.
2. Site Layout Plan for Wingsong dated 3/16/14, prepared by AEC.

FLOOD HAZARD NOTE:

No portion of this property is contained within the limits of a Special Flood Hazard Zone as defined by the Federal Emergency Management Agency Flood Insurance Rate Map No. 13121C0058F of Fulton County, GA. (Community Panel No.1300840058F), most recently revised September 18, 2013.

0' 20' 40' 60' 80'
Scale: 1"= 20' (22"x34 Prints) 1"= 40' (11"x17" Prints)

Buffer and Impervious Setback Note:

To develop this property with the existing reduces buffer and impervious setback, the builder for Lot 2 will be required to replant the stream buffer with native plantings and remove invasive species. Builder for Lot 2 will also provide runoff reduction measures, water quality treatment and additional buffer where possible.

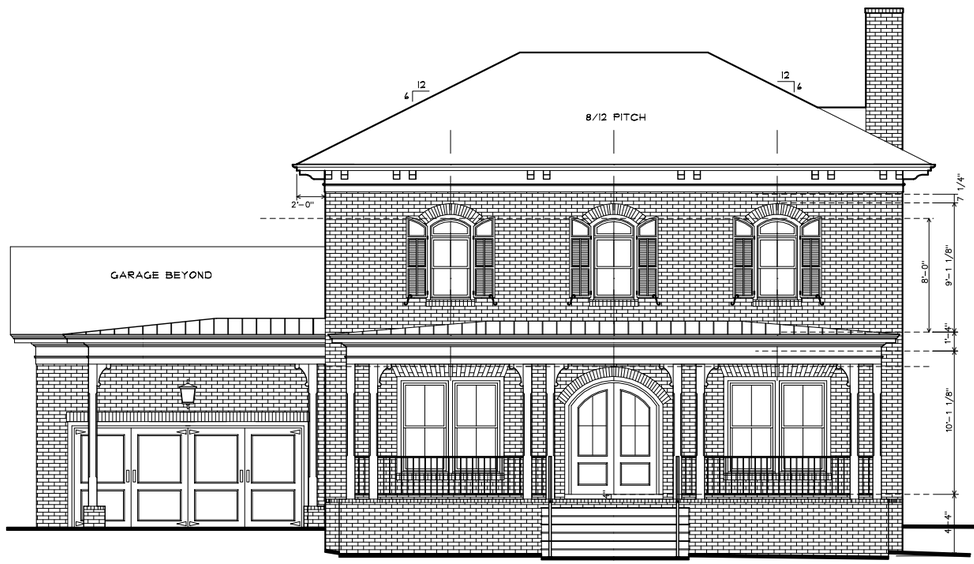
Engineering 303

Site Plan for:
201 Marietta Street
Fergal Brady
City of Alpharetta
2nd District, 2nd Section
Fulton County, GA
Land Lot 1270

GEORGIA REGISTERED PROFESSIONAL ENGINEER NO. 23747 BRIAN J. KING
May 10, 2021
GSWCC Level II # 13084

Civil Engineering, Land Surveying, Stream and Wetland Restoration
108 Allen Street Cumming, Georgia 30040
Phone: 770-442-0500 www.engineering303.com

Drawn: BJK
Date: 5-10-2021
Sheet
Site
Project Number
21-4823



LOT 02

LOT 01

3ELKS DESIGN

CONCEPT ELEVATIONS: DETAIL

LOTS 01 & 02
BRADY- 201 MARIETTA ST.
ALPHARETTA, GA 30009

PROJECT:

REVISIONS

#	DATE	DESCRIPTION
1	04.30.21	CONCEPT
2	05.07.21	REVISED

SHEET

A.2

3ELKS DESIGN

CONCEPT ELEVATIONS: RENDERING

LOTS 01 & 02
BRADY- 201 MARIETTA ST.
ALPHARETTA, GA 30009

PROJECT:

REVISIONS

#	DATE	DESCRIPTION
1	04.30.21	CONCEPT
2	05.07.21	REVISED

SHEET

A.1

3ELKS DESIGN

CONCEPT SITE PLAN: RENDERING

LOTS 01 & 02
BRADY- 201 MARIETTA ST.
ALPHARETTA, GA 30009

PROJECT:

REVISIONS

#	DATE	DESCRIPTION
1	04.30.21	CONCEPT
2	05.07.21	REVISED

SHEET

S.1

Arborist Report
For
The City of Alpharetta

<u>Tree Report for:</u>
Engineering 303
108 Allen Street
Cumming, Georgia 30040

<u>Property Address:</u>
201 Marietta Street
Alpharetta, Georgia 30005

Moore Urban Forestry
5962 Lake Lanier Heights Road
Buford, Georgia 30518
Van Moore, Consulting Arborist
ISA Certified Arborist # SO 1171
Registered Forester # 2043

The City of Alpharetta requires an Arborist report that assesses the condition of all specimen trees, boundary trees, trees of quality, and landscape trees.

Criteria for a Specimen Tree:

Pine Trees: 30-inches diameter or larger for these in the *Pinus* (Pine) genus.

Coniferous Trees: 20-inch diameter or larger for trees in the *Cedrus* (deodar cedar), *Thuja* (Arborvitae), or other ecologically similar trees.

Overstory Trees: 30-inch diameter or larger for trees in the *Liquidambar* (Sweetgum) or *Liriodendron* (Tulip poplar) genus.

20-inch diameter or larger for trees in the *Fagus* (Beech), *Nyssa* (Tupelo), *Diospyros* (Persimmon), *Sassafras* (Sassafras), or other ecologically similar trees.

20-inch diameter or larger for Magnolia grandiflora (Southern magnolia) and those cultivars that generally reach a mature height over 40'.

24-inch diameter or larger for trees in all other genera

Understory Trees: 8-inch diameter or larger.

10-inch diameter or larger for *Oxydendron arboreum* (Sourwood).

Criteria for a Boundary Tree:

Any tree located on adjacent property with a critical root zone that will be impacted by proposed land disturbance activity.

Criteria for a Landscape Tree:

A tree or trees that were planted or retained on a developed or previously developed site.

Criteria for a Tree of Quality

A tree that merits special consideration due to historical significance, ideal shape and structure, or uniqueness of the species as determined by the director.

The diameter of all trees that were collected at 201 Marietta Street were measured at dbh (diameter at breast height, 4 ½' off the ground). They were marked with aluminum tags (231 - 251). Tree # 532, #761 and # 763 were also collected. They were tagged from a previous survey. Trees were collected with Trimble Geo 7X (Real-time sub foot accuracy).

Specimen Trees

5 trees of specimen size were collected. Two are poor. I would not consider these trees as specimen trees.

Tree #	Scientific Name	Common Name	dbh in Inches	Condition	Comments
230	*Liquidambar styraciflua*	Sweetgum	48	Poor	rot
532	*Pinus taeda*	Loblolly pine	36	Good	
239	*Pinus taeda*	Loblolly pine	31	Good	
243	*Quercus nigra*	Water oak	25	Good	
253	*Cornus florida*	Dogwood	13	Poor	rot

Tree # 230

Tree # 253

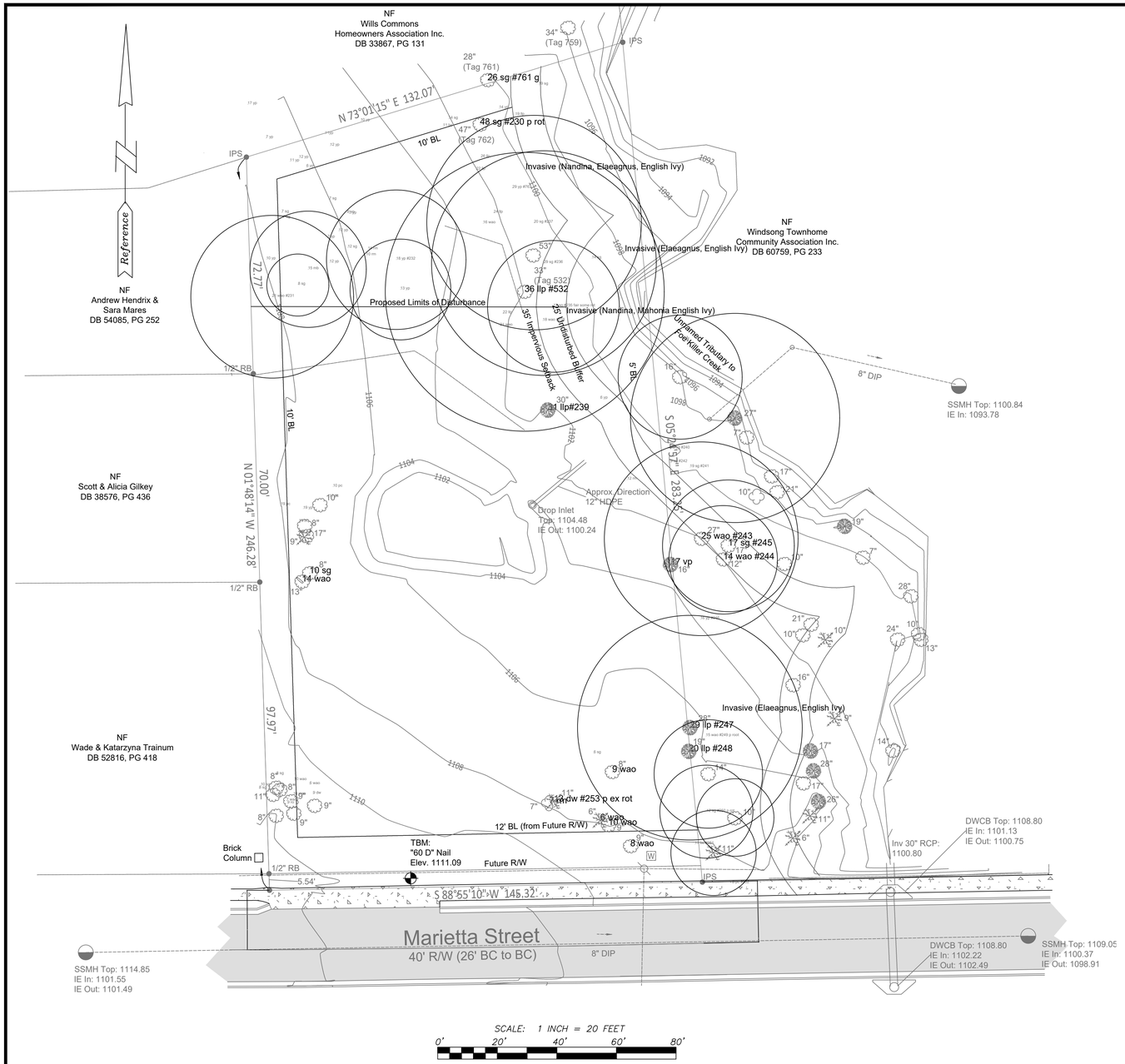
Boundary Trees

Tree #	Scientific Name	Common Name	dbh in Inches	Condition	Comments
761	*Liquidambar styraciflua*	Sweetgum	26	Good	
763	*Liriodendron tulipifera*	Yellow poplar	29	Good	
231	*Quercus nigra*	Water oak	21	Good	
232	*Liriodendron tulipifera*	Yellow poplar	18	Good	
235	*Liquidambar styraciflua*	Sweetgum	17	Fair	Some rot
236	*Liquidambar styraciflua*	Sweetgum	29	Good	
237	*Liquidambar styraciflua*	Sweetgum	20	Good	
238	*Quercus nigra*	Water oak	18	Good	
240	*Liquidambar styraciflua*	Sweetgum	16	Good	
241	*Liquidambar styraciflua*	Sweetgum	19	Good	
242	*Liquidambar styraciflua*	Sweetgum	9	Good	
244	*Quercus nigra*	Water oak	14	Good	
245	*Liquidambar styraciflua*	Sweetgum	17	Good	
246	*Liriodendron tulipifera*	Yellow poplar	16	Good	
247	*Pinus taeda*	Loblolly pine	29	Good	
248	*Pinus taeda*	Loblolly pine	20	Good	
249	*Quercus nigra*	Water oak	15	Poor	Damaged root, rot
250	*Liquidambar styraciflua*	Sweetgum	12	Poor	Rot
251	*Prunus serotina*	Black cherry	17	Good	

Tree # 249

Tree # 250

There are no Landscape Trees or Trees of Quality on this property.



Tree Chart

Tree No.	dbh	
	7	Yellow poplar
	17	Yellow poplar
	19	Sweetgum
#761	26	Sweetgum
	14	Yellow poplar
	19	Loblolly pine
#230	48	Sweetgum
	14	Sweetgum
	11	Black cherry
	10	Yellow poplar
	11	Yellow poplar
	12	Yellow poplar
	6	Yellow poplar
	12	Yellow poplar
	11	Yellow poplar
	7	Sweetgum
	7	Sweetgum
	10	Yellow poplar
	7	Yellow poplar
	12	Yellow poplar
	7	Sweetgum
	6	Yellow poplar
	7	Yellow poplar
	26	Loblolly pine
#763	29	Yellow poplar
	22	Loblolly pine
#231	21	Water oak
	8	Sweetgum
	12	Sweetgum
	12	Yellow poplar
	15	Mulberry
	10	Red maple
	14	Red maple
#232	18	Yellow poplar
	13	Yellow poplar
	16	Water oak
	24	Loblolly pine
#235	17	Sweetgum
#236	29	Sweetgum
#237	20	Sweetgum
	14	Sweetgum
#532	36	Loblolly pine
#238	18	Water oak
	22	Loblolly pine
	21	Water oak
#239	31	Loblolly pine
	6	Yellow poplar
	12	Red maple
#240	16	Sweetgum
#241	19	Sweetgum
#242	9	Sweetgum
#243	25	Water oak
#244	14	Water oak
#245	17	Sweetgum
	17	Virginia pine
#246	16	Yellow poplar
#247	29	Loblolly pine
#248	20	Loblolly pine
#249	15	Water oak
#250	12	Sweetgum
#251	17	Black cherry
#252	8	Pecan
	8	Water oak
	10	Water oak
	6	Water oak
	9	Water oak
	6	Sweetgum
	7	Red maple
#253	13	Dogwood
	6	Water oak
	10	Water oak
	9	Dogwood
	10	Water oak
	9	Red oak
	7	Water oak
	12	Sweetgum
	8	Sweetgum
	10	Sweetgum
	8	Sweetgum
	14	Water oak
	10	Sweetgum
	10	Black cherry
	19	Yellow poplar
	19	Pecan
	11	Pecan
	10	Pecan

Moore Urban Forestry, Inc.
5962 Lake Lanier Heights Road
Buford, Georgia 30518
Phone: 770 530-4114

The trees on this site have been collected by Moore Urban Forestry and Engineering 303 surveying crew. A handheld Trimble Geo 7x was used by the Moore Urban Forestry. The accuracy of the Geo 7x can vary due to canopy cover, satellite availability and other factors. Moore Urban Forestry collected all trees 6" dbh and over on the property. Specimen size trees and trees that appeared to be Boundary Trees, in the field, were tagged and numbered. After downloading the field data, some additional trees are located closer to the boundary and proposed limits of disturbance than they seemed in the field. The locations of the trees collected by Moore Urban Forestry and Engineering 303 will be coordinated and updated prior to the submittal of any Site Development or Land Disturbance Plan.

There invasive plants located in the stream buffers. They primarily consist of common landscape plants. The most prolific is English ivy. Several spots of Nandina and Mahonia were also found and located on the survey. The English ivy is thicker toward the north end of the buffer. It is mostly confined to the ground. Overall, the numbers of the invasive plants are not extensive.

Van Moore
Arborist # SO-1171
Registered Forester # 2043
Email mooreurbanforestry@charter.net

Van Moore
Moore Urban Forestry, Inc.
5962 Lake Lanier Heights Road
Buford, GA 30518
(770) 530-4114
mooreurbanforestry@charter.net

MOORE URBAN FORESTRY
5962 Lake Lanier Heights Road
Buford, GA 30518
Ph. # (770) 530-4114

PREPARED FOR:

Engineering 303
108 Allen Street
Cumming, Georgia 30040

PROJECT NAME:

201 Marietta Street

TASK:

Arborist Report

Tree Survey

INTERNATIONAL SOCIETY OF ARBORICULTURE
CERTIFIED
SO-1171
ARBORIST
THOMAS V MOORE

PROJECT INFORMATION:

201 Marietta Street
Project Name

Project Number

Project Address

Land Lot No.(s)

District

City, State, County

No.	REVISION	DATE
1		
2		
3		
4		
5		
6		
7		
8		
9		

TVM DESIGN	AS SHOWN SCALE
TVM DRAWN	T 1
TVM CHECKED	SHEET
5/11/2021 DATE	PROJECT NO. PROJECT No.

V. CONSENT AGENDA

A. City Council Meeting Minutes **(Meeting of 03/17/2014)**

B. Alcoholic Beverage License Applications

1. Ph-14-AB-06 Crust,LLC
   d/b/a Crust Pasta And Pizzeria
   131 South Main Street, Suite H
   Consumption: Liquor / Beer / Wine / Sunday Sales
   Owner: Crust, LLC

❖ *Council Member Gilvin offered a motion to approve the Consent Agenda*

- *The motion received a second from Council Member Kennedy*
- *The motion passed by unanimous vote (4-0-0)*

VI. CITY CENTER

A. Workshop And Project Update

- Bob Regus, City Administrator, came forward to report on construction status
- It is anticipated that installation of curbs and gutters along the roadbeds within the project site should begin next week
- Contractors have begun laying gravel as the foundation for the roadways
- Installation of the precast panels for the parking structure began today
- Public comment was invited
  - No member of the public came forward

VII. PUBLIC HEARING

A. Community Development

1. **Z-14-04 / CLUP-14-02 / V-14-02: Marietta Street Townhomes**
   - *Council Members Aiken and Cross arrived while this item was being presented*
   - Kathi Cook, Deputy Director of Community Development, came forward to introduce the item
     - The applicant is requesting consideration of rezoning property from R-10M and CUP to R-8A.
     - A variance to the required 75' impervious stream buffer and 50' undisturbed buffer is also requested and a variance to allow a front setback reduction from 35' to 12'; corner and side setbacks of 10', and minimum lot width of 24'.
       - The setback variances requested to the side and front setbacks are not unique for a downtown infill development where homes are developed closer to the roadways.
       - The applicant is requesting unit widths as low as 20' however; a minimum width of 24' is recommended which would be similar to Victoria Square which is developed with units 24' – 30' in width.
     - The applicant intends to construct 32 townhomes on the property at a density of 6.34 units per acre.

- Property overview
  - The property is zoned R10M and CUP and is comprised of 3 individual lots combined for a total of 5.05-acres.
  - The site is adjacent to properties to the east zoned CUP; property zoned R-10M to the west and north developed with Victoria Square townhomes.
  - The property zoning is permitted for-rent apartments at a density of 10 units to the acre and is currently developed with single family homes on parcels 1 and 2 and rental duplexes on Parcel 2.
- Site plan characteristics
  - The site plan submitted for the townhomes depicts the entrance into the project off of Marietta Street and the roadway will connect to a portion of roadway previously developed within Victoria Square (Sunshine Parkway) which when completed will provide a roadway which will be part of a downtown street grid depicted within the City's Downtown Plan
  - The plan includes a 10' multi use path on the eastern side of the new roadway and a 5' sidewalk on the western side.
  - The 6 townhomes adjacent to Wills Commons fronting Marietta Street are rear loaded and the remaining units along the new roadway extension are planned to be front loaded.
  - There are several specimen trees on the property with the majority planned to remain and are located within the stream buffer and along the eastern property line between the proposed development and Victoria Square
- Planning Commission summary
  - This item was heard at the March 6 Planning Commission meeting at which time there was one resident present that spoke in favor of the request.
  - The resident of Victoria Square stated they have been working with the applicant to discuss a joint effort to remove and replace a wooden privacy fence between their properties.
  - The applicant stated they would participate in half the cost to replace the wooden fence with a black metal fence.
  - After discussion the Commission voted unanimously to recommend approval of the request with Staff conditions after adding three additional conditions
- The plan submitted to the Planning Commission depicted 32 townhomes; the current plan depicts 30 townhomes.
- The applicant revised the plan to meet the 35' setback for townhomes at the corner of the new roadway in order to have the same setback as Victoria Square, resulting in the removal of two units.
- Concurrences
  - Staff has reviewed the applicant's request and is in general agreement with the request for townhomes as well as the setback variance request; however, where units are not fronting Marietta Street a 35' setback should be maintained which is the same as Victoria Square.
  - The Downtown Master Plan depicts a greenway path that would connect from Milton Avenue to Marietta Street that has been provided as a 10' multi use trail along the new roadway frontage.

- Staff is of the opinion that a residential plan that includes preservation of the stream and the multi-use path would be welcome addition by surrounding businesses and provide more patrons convenient to the downtown merchants which will help support the businesses.

- Staff recommends approval of the application with the following conditions

  (1) Property shall be zoned R-8A and limited to single family attached townhomes and developed substantially as depicted on the site plan.

  (2) Development shall comply with the architectural requirements of the Historic Downtown Incentive Zoning except units facing Sunshine Parkway may have garages located on the front of the units due to the stream location. Units fronting Marietta Street shall be rear loaded.

  (3) Setbacks shall be as depicted on site plan dated 12-2-13 by AEC with the exception of the units widths shown fronting Marietta Street which shall be a minimum of 24'. Townhomes that are not rear loaded shall meet a minimum setback of 35' along Marietta Street.

  (4) A 35' non impervious and 25' undisturbed stream buffer shall be permitted along the eastern and western side of the stream. The buffer shall be replanted to buffer standards and invasive species shall be removed and replanted with native species.

  (5) Fencing visible from streets shall be limited to black wrought iron having a height of no more than 42".

  (6) The new public roadway depicted on plan shall be constructed with sidewalk and dedicated to the City of Alpharetta. Street and sidewalk shall provide a continuous alignment tying into the existing Sunshine Parkway section within Victoria Square. Offsite work for road tie in shall be eligible for road impact fee credits.

  (7) Decks shall not encroach into the building setback line. Decks shall be heavily screened. Unfinished wood deck material shall be prohibited.

  (8) A 10' heavy decorative landscape strip shall be required along Marietta Street in order to screen rear of homes.

  (9) Individual unit elevations shall not be repeated within a set of buildings. Buildings shall be four sided brick or stone with level of detail on the rear and sides as the front. Townhouses shall have the appearance of separate, individual units and shall not have a common, unified roof line. Buildings shall have a historic appearance and shall incorporate pitched roof lines, shutters, colonnades or porticos, and divided pane windows. Main entrances shall include two of the following: decorative columns, pediments, arches, brackets, sidelights, porticos, or transom windows.

  (10) Retaining walls visible from public roadways shall be brick or stone faced.

  (11) Decorative lampposts and street trees shall be required with final approval by Staff.

  (12) Detention pond shall be heavily landscaped with a plan approved by Staff.

  (13) Applicant shall work with Victoria Square to replace the wooden fence with black wrought iron fence at the eastern and northern rear property lines. *(added by the Planning Commission)*

(14) No more than ten percent of the units shall be rental. *(added by the Planning Commission)*

(15) Applicant shall provide additional guest parking were feasible. *(added by the Planning Commission)*

- Council posed questions that were responded to by Staff
- Jeff Herman, the developer, and Georgia Ericson came forward in representation of the application
- Council posed questions that were responded to by the applicant
- Mayor Belle Isle opened the public hearing and invited comment
  - Don Brooks, a representative of the Victoria Square HOA, came forward to speak in favor of the application

❖ *Council Member Kennedy offered a motion to approve Public Hearing Item Z-14-04 / CLUP-14-02 / V-14-02: Marietta Street Town Homes with the conditions presented and amended as follows:*

(1) Property shall be zoned R-8A and limited to single family attached townhomes and developed substantially as depicted on the site plan.

(2) Development shall comply with the architectural requirements of the Historic Downtown Incentive Zoning except units facing Sunshine Parkway may have garages located on the front of the units due to the stream location. Units fronting Marietta Street shall be rear loaded.

(3) Setbacks shall be as depicted on site plan dated 12-2-13 and revised March 14, 2014 by AEC with the exception of the units widths shown fronting Marietta Street which shall be a minimum of 24'. Townhomes that are not rear loaded shall meet a minimum setback of 35' along Marietta Street.

(4) A 35' non impervious and 25' undisturbed stream buffer shall be permitted along the eastern and western side of the stream. The buffer shall be replanted to buffer standards and invasive species shall be removed and replanted with native species.

(5) Fencing visible from streets shall be limited to black wrought iron having a height of no more than 42".

(6) The new public roadway depicted on plan shall be constructed with sidewalk and dedicated to the City of Alpharetta. Street and sidewalk shall provide a continuous alignment tying into the existing Sunshine Parkway section within Victoria Square. Offsite work for road tie in shall be eligible for road impact fee credits.

(7) Decks shall not encroach into the building setback line. Decks shall be heavily screened. Unfinished wood deck material shall be prohibited.

(8) A 10' heavy decorative landscape strip shall be required along Marietta Street in order to screen rear of homes.

(9) Individual unit elevations shall not be repeated within a set of buildings. Buildings shall be four sided brick or stone with level of detail on the rear and sides as the front. Townhouses shall have the appearance of separate, individual units and shall not have a common, unified roof line. Buildings shall have a historic appearance and shall incorporate pitched roof lines, shutters, colonnades or porticos, and divided pane windows. Main entrances shall include

two of the following: decorative columns, pediments, arches, brackets, sidelights, porticos, or transom windows.

(10) Retaining walls visible from public roadways shall be brick or stone faced.

(11) Decorative lampposts and street trees shall be required with final approval by Staff.

(12) Detention pond shall be heavily landscaped with a plan approved by Staff.

(13) Applicant shall work with Victoria Square to replace the wooden fence with black ~~wrought iron~~ metal fence at the eastern and northern rear property lines.

~~*(14) No more than ten percent of the units shall be rental.*~~

(15) Applicant shall provide additional guest parking were feasible.

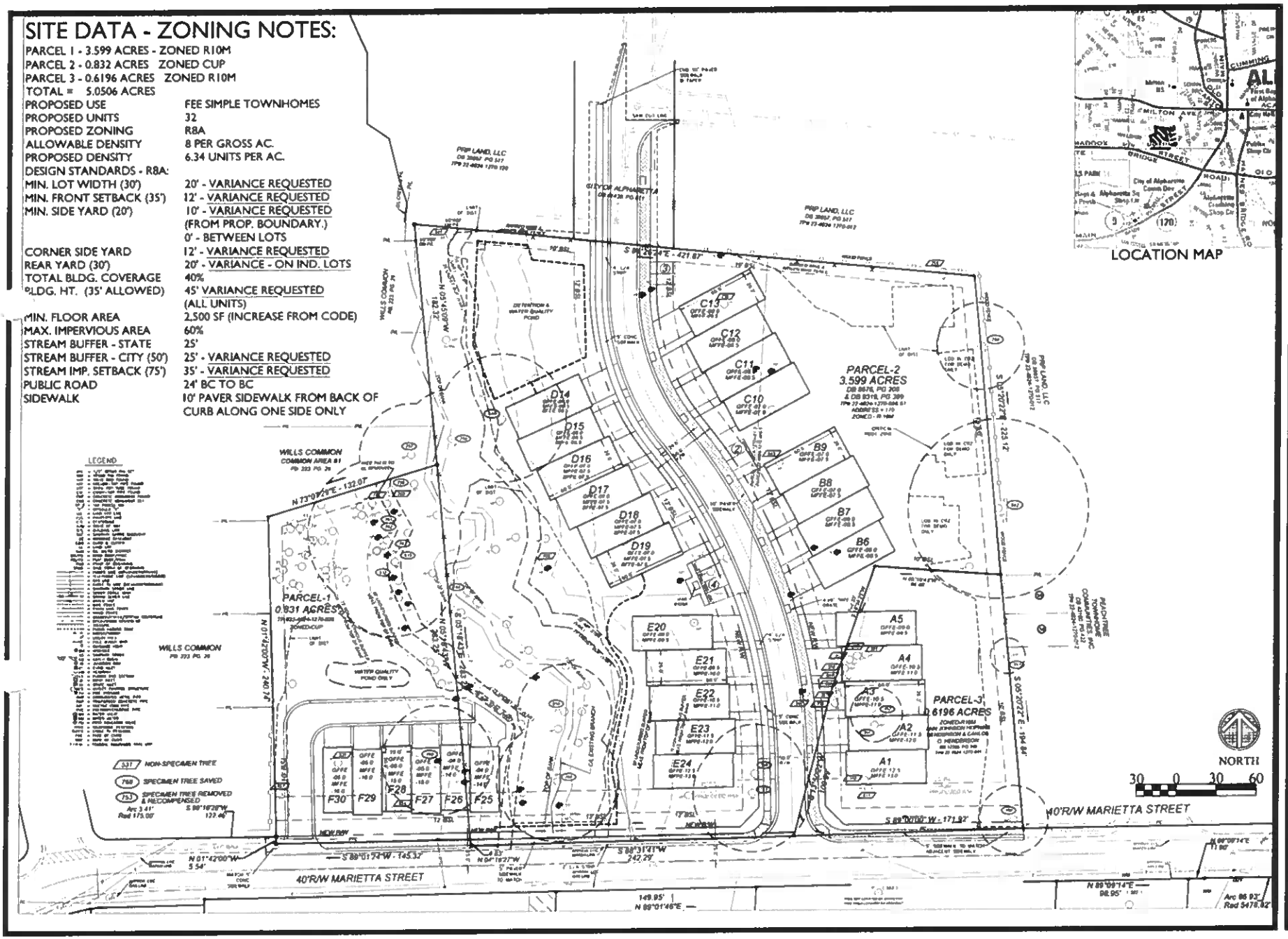
- *The motion received a second from Council Member Owens*
  - *Council Member Owens offered a friendly amendment to replace the stricken Condition #14 with the statement, "Any lease allowed on any unit within the development shall be for a minimum of a one (1) year term."*
    - *Council Member Kennedy accepted the friendly amendment*
  - *Mayor Belle Isle offered a friendly amendment to alter the language to the proposed Condition #14 such that it would read, "Neighborhood covenants shall limit the percentage of units that may be rented at any given time to 20%."*
    - *Council Member Kennedy and Council Member Owens accepted the friendly amendment*
- *The motion as amended passed by unanimous vote (6-0-0)*

2. Z-14-02 / CLUP-14-04: Broadwell House
   - This item was deferred at the request of the applicant and was neither heard nor considered during this meeting. The item is currently scheduled to be heard by City Council on April 28, 2014.
3. PH-14-02: Unified Development Code – Special Event Facilities
   - Richard McLeod, Director of Community Development came forward to introduce the item.
     - Section 2.3.2 of the Unified Development Code (UDC) requires City Council approval for a carnival, circus, or fair which exceeds four days in duration
     - The section further stipulates that the event shall not exceed 21 days in duration
     - Approvals of a circus at the Verizon Wireless Amphitheater in each of the last two years have shown that events that take place within an amphitheater facility designed for special events could be permitted by Staff instead of requiring public hearings.
       - Such venues are designed to host large events and so, do not generate the types of public impacts that may otherwise occur
     - The recommended amendment would authorize Staff to handle such applications without requiring a public hearing.
   - Sam Thomas read the ordinance aloud into the record
   - Mayor Belle Isle opened the public hearing and invited comment

SITE DATA - ZONING NOTES:

PARCEL 1 - 3.599 ACRES - ZONED R10M
PARCEL 2 - 0.832 ACRES ZONED CUP
PARCEL 3 - 0.6196 ACRES ZONED R10M
TOTAL = 5.0506 ACRES

PROPOSED USE	FEE SIMPLE TOWNHOMES
PROPOSED UNITS	32
PROPOSED ZONING	R8A
ALLOWABLE DENSITY	8 PER GROSS AC.
PROPOSED DENSITY	6.34 UNITS PER AC.
DESIGN STANDARDS - R8A:	
MIN. LOT WIDTH (30')	20' - VARIANCE REQUESTED
MIN. FRONT SETBACK (35')	12' - VARIANCE REQUESTED
MIN. SIDE YARD (20')	10' - VARIANCE REQUESTED (FROM PROP. BOUNDARY.) 0' - BETWEEN LOTS
CORNER SIDE YARD	12' - VARIANCE REQUESTED
REAR YARD (30')	20' - VARIANCE - ON IND. LOTS
TOTAL BLDG. COVERAGE	40%
BLDG. HT. (35' ALLOWED)	45' VARIANCE REQUESTED (ALL UNITS)
MIN. FLOOR AREA	2,500 SF (INCREASE FROM CODE)
MAX. IMPERVIOUS AREA	60%
STREAM BUFFER - STATE	25'
STREAM BUFFER - CITY (50')	25' - VARIANCE REQUESTED
STREAM IMP. SETBACK (75')	35' - VARIANCE REQUESTED
PUBLIC ROAD	24' BC TO BC
SIDEWALK	10' PAVER SIDEWALK FROM BACK OF CURB ALONG ONE SIDE ONLY



SITE LAYOUT PLAN

WINDSONG

ALPHARETTA, GEORGIA
32 TOWNHOMES
PARAMOUNT COMMUNITY BUILDERS, LLC

NO	REVISIONS	DATE
1	ADDED 5 AC. TRACT AND 5 UNITS	1-18-13
2	REVISED PER CITY, CLIENT COMMENTS	3-14-13

PROJECT NO. - 13-356
DRAWN - BDR
DESIGNED - BDR
CHECKED -
DATE - 12-2-13

RZ-2

CZIM – MAY 12, 2021

32 Total Participants (including: Ben, Michael, Lauren, Kathi, Karen Richard)

<u>PH-21-09 / V-21-15: Brady / 201 Marietta Street</u>

- **Rick Anderson (Marjean Way)**
  - Homes look beautiful / nice
  - Does anyone have the designs that were originally made and how this is changing?
    - Brday: It was 6 unit Townhome building, now it is changing to 2 homes.
  - Would that have caused construction cutting into land that needs to be evaluated? Concern about common area / property lines / trees being torn out.
    - Brady: Limits of disturbance was greater for the townhomes than for these 2 homes. No common area requirement.
  - Land needs to be purchased? How does that negotiation work and how is the value being determined on the land?
    - Brady: Not discussing in CZIM right now. Brady is communicating with Windsong right now to make an offer to HOA to clean up that area. Crossing over stream is overgrown and it's his intent to create manicured landscaping. Would be willing to work with Windsong.
  - Design is desirable.
    - Brady: Building closer to Windsong would be my home. The other one would be sold.
  - Creekbed – creek collects rainwater and erosion. How can we preserve the creek?
    - Brian King (303 engineer / stream): Trees identified, some are unhealthy or rotting away. 25 foot buffer and then the other 35 foot impervious buffer. Prelim Conditions – buffer enhancements to water quality, would require removal of evasive species.
- **Cary Siegel (Marjean Way)**
  - 10 foot variance
    - Side building setback from 10 to 0. Not reducing buffer for the stream, only the side.
    - Brady referred to previous 6 townhome plan and the history of trees approved for removal in townhome plan approval. 2 or 3 on the property line.
  - There will be trees / foliage removed from the area.
    - Yes, on the property line.
  - How many exactly? Important for Windsong privacy issues.
    - Brady: Even if we built home within 10 foot of property line, they would be removed anyway and adding in evergreens. Trees have already been identified on this lot for removal.

        - Michael Woodman: There is no buffer. This is a setback. The previous plan for townhomes would have been impacting trees along that property line regardless. The trees can be removed and the city does have requirements and the city does have recompense requirements.
    - As residents of Windsong, could there be a requirement that they are replaced by better / just as good trees where possible?
        - Brady: The buffer is already there from the stream. The trees we are identifying are on the useful part of property. There is 25 feet from creek I cannot disturb. In the 10 feet impervious I would like to have strategical landscaping there with evergreens.
    - Timeline for completion:
        - Brady: Start construction Aug/Sept. and take a year maybe less.
- **Michael Kopec (Majean Way)**
    - Love the idea of plan / recompense
    - These trees do provide shade because they are tall because of the direction the homes in Windsong face. Try to retain taller trees.
        - Bray: I agree.
- **Scott Gilkey (on the other side of Brady)**
    - 10 feet on property line
        - Brady: that's correct. Looking at Italian cypress trees / creating an evergreen shading
    - Similar to trees we have now?
        - Brady: 3-4 base, dense but taller. 40-45 feet in height. So they will have a lot more planted. Can add color 10-15 tall and something closer to the ground. Three different levels of height.
    - Thinking of getting a pool in the backyard.
        - Brady: spoke to your wife. More than welcome and would love to plan it out to have pool built before my house gets built.

No further questions on any PH item.
There were no chat comments for this CZIM.
Meeting ended at 6:49 PM.

CITIZEN PARTICIPATION FORM - PART B

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

Public Hearing or Project Name: Brady- 201 Marietta Street

Contact Name: Fergal Brady Telephone: 404-441-3374

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

Windsong Community-
Art Abbey- President of Windsong HOA. Mert with Art and described the project. I provided all renderings and conceptual site plans for his review. We also discus steh possibility of purchasing land from Windsong HOA.
Cary Seigel- Windsong resident. Cary reached out for plans and details on the CZIM meeting. Planned group meeting with Windsong Homeowners on May 20th.

Wills Commons-
Andrew Hendrix- talked with Andrew about the plans for the property with 2 SFR's with detaisl on design and size. We also talked about preserving the tress at the rear of the property.
Alcia Gilkey- Met Alicia at the property to discuss design and plans for two SFR's. Alcia asked to gain access through the property to build a pool in her back yard.

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

- [x] Letter
- [x] Personal Visits
- [x] Telephone
- [x] Group Meeting
- [x] Email
- [ ] Other *(Please Specify)* _____

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

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

Signature of Authorized Agent: _____ Date: 5/14/2021

Print Form

172 MARIETTA ST LLC
172 MARIETTA ST
ALPHARETTA GA 30009-1534

ALIMUDDIN LINARSO & MUI NGA LAI
1840 WILLSHIRE GLN
ALPHARETTA GA 30009

ALPHARETTA BEACH HOUSE LLC
131 ROSWELL ST # B201
ALPHARETTA GA 30009

ALPHARETTA MASONIC LODGE #235
194 MILTON AVE
ALPHARETTA GA 30009-1558

ANDERSEN NEIL E
1870 WILLSHIRE GLN
ALPHARETTA GA 30009

ANDERSON RICK
265 MARJEAN WAY
ALPHARETTA GA 30009

ARTHUR L ABBEY & BARBARA L LIVING TRUST THE
260 MARJEAN WAY
ALPHARETTA GA 30009

BALSANO DEBORAH
12028 ORCHID LANE
ALPHARETTA GA 30009

BARRANCA JOHN P & BARRANCA LISA A
12034 ORCHID LANE
ALPHARETTA GA 30009

BEHAR JOSHUA & ORLY
5761 LONG GROVE DR
ATLANTA GA 30328

BERG JOHANN
4951 MARK JOHN WAY
CUMMING GA 30040

BHIMANI NIRAV
2100 WILLSHIRE GLN
ALPHARETTA GA 30009

BOONE RICHARD A JR & GRETCHEN M
285 MARJEAN WAY
ALPHARETTA GA 30009

BRUGNOLI ANDREW & CATHERINE A
12012 ORCHID LANE
ALPHARETTA GA 30009

CALAVAN MATTHEW C & CALAVAN KATHERINE L
205 MARJEAN WAY
ALPHARETTA GA 30009

CALLAWAY WILLIAM H JR
12038 ORCHID LANE
ALPHARETTA GA 30009

CHLOMAV LLC
2365 WALL ST SUITE 120
CONYERS GA 30013

CLARK LOUISE
12044 ORCHID LANE
ALPHARETTA GA 30009

CLINE DANIEL JOSEPH II & KRISTIN BROWN
2045 WILLSHIRE GLN
ALPHARETTA GA 30009

CRAIN LARRY JR & JOY
250 MARJEAN WAY
ALPHARETTA GA 30009

DEMETRIOU CLINTON A & DEMETRIOU JOY D
12024 ORCHID LANE
ALPHARETTA GA 30009

DUFFIE ROBERT & CANDICE VESPER
P O BOX 376
CUMMING GA 30028

FARST RONALD L & SUSAN
12045 ORCHID LN
ALPHARETTA GA 30009

FAY JAMES PATRICK & ELLEN TEDESCO
310 MARJEAN WAY
ALPHARETTA GA 30009

FOWLER SAMUEL WREN
12004 ORCHID LN
ALPHARETTA GA 30009

FOX LYDIA
12022 ORCHID LN
ALPHARETTA GA 30004

GANT STEPHEN
12036 ORCHID LANE
ALPHARETTA GA 30009

GEER WALTER I III
210 MARJEAN WAY
ALPHARETTA GA 30009

GILKEY SCOTT & ALICIA
2095 WILLSHIRE GLEN
ALPHARETTA GA 30004

GOOD MICHAEL & ZARRINA
225 MARJEAN WAY
ALPHARETTA GA 30009

GRIFFIN DAUDA & TYLER DERRICK
305 MARJEAN WAY
ALPHARETTA GA 30009

GRIFFIN DEBRA LYNN
510 TRAMMELL DR
ALPHARETTA GA 30004-1851

HANJI SANJAY& HANJI
2055 WILSHIRE GLEN
ALPHARETTA GA 30004

HARRIS JEFFREY ROBERT & MARY S
240 MARJEAN WAY
ALPHARETTA GA 30009

HELLRIEGEL JOHN EDWARD & JUDITH TOWER
290 MARJEAN WAY
ALPHARETTA GA 30009

HENDRIX ANDREW J & MARES SARA
2085 WILLSHIRE GLN
ALPHARETTA GA 30009

HERRERA DIANA P
2015 WILLSHIRE GLEN
ALPHARETTA GA 30004

HOGUE JOHN F JR
255 MARJEAN WAY
ALPHARETTA GA 30009

HOLMES LAUREN L & MARK J
13900 HAGOOD RD
ALPHARETTA GA 30004

HUSKEY ALYSSA & BAIRD DONALD
12046 ORCHID LN
ALPHARETTA GA 30009

JOHNSON LINCH RESIDENCE TRUST THE
270 MARJEAN WAY
ALPHARETTA GA 30009

JOHNSTON DOUGLAS S
330 MARJEAN WAY
ALPHARETTA GA 30009

JOSHI AMY S & JOSHI SANJIV R
12039 ORCHID LANE
ALPHARETTA GA 30009

JOSHI SANJIV & JOSHI AMY
12053 ORCHID LANE
ALPHARETTA GA 30009

KANDLER KURT EUGENE
15130 TAYLOR RD
ALPHARETTA GA 30004

KEITH ELIZABETH
300 MARJEAN WAY
ALPHARETTA GA 30009

KENDALL LAIRD J & LOUANN B
485 TRAMMELL DR
ALPHARETTA GA 30004-1850

KETAILY RICHARD & LANDRY KEVIN
12051 ORCHID LANE
ALPHARETTA GA 30009

KOBIR MONWARUL M & PARVIN SHAHANARA
2020 WILSHIRE GLN
ALPHARETTA GA 30009

KOPEC MICHAEL J & DEBRA A
295 MARJEAN WAY
ALPHARETTA GA 30009

KRISHNAMURTHY EASWARAN & EASWARAN SRIKRUPA
1990 WILSHIRE GLN
ALPHARETTA GA 30004

KRITEMAN LEWIS S & LAURA H
280 MARJEAN WAY
ALPHARETTA GA 30009

KROGH CHRIS J
310 DESTINY TRC
ALPHARETTA GA 30009

MC SWEENEY STEPHEN D
2030 WILLSHIRE GLEN
ALPHARETTA GA 30004

MINER JONATHAN S
12032 ORCHID LN
ALPHARETTA GA 30009

MOORE WILLIAM & DEBORA A
220 MARJEAN WAY
ALPHARETTA GA 30009

MOSS LESLIE W
214 MARIETTA ST
ALPHARETTA GA 30004

NGUYEN NATHANIEL & DINH CHRISTINA
2060 WILLSHIRE GLEN
ALPHARETTA GA 30004

NIMMO JOHN & SALLY
1860 WILLSHIRE GLEN
ALPHARETTA GA 30004

PAKNIKAR AJAY & APARNA
1980 WILLSHIRE GLN
ALPHARETTA GA 30009

PARK JOAN H
12040 ORCHID LN
ALPHARETTA GA 30009

PATEL SHAILESHKUMAR & DAYALJI PATEL MNESHA
2100 WILLSHIRE GLN
ALPHARETTA GA 30009

PAUL DAVID A & AMY L
12020 ORCHID LN
ALPHARETTA GA 30009-7989

PITTMAN WILLIAM SAMUEL & SUSAN WOODARD
12043 ORCHID LANE
ALPHARETTA GA 30009

PROVIDENCE PARTNERS GROUP LLC
204 MARIETTA ST
ALPHARETTA GA 30004

PRP LAND LLC & VICTORIA SQUARE TOWNHOME ASSN INC
P.O. BOX 2458
ALPHARETTA GA 30023-2458

RAGE AWALE A & RAGE NATIA
2035 WILLSHIRE GLN
ALPHARETTA GA 30009

RATTARY DEBRA ANN
12002 ORCHID LANE
ALPHARETTA GA 30009

REINHARDT MICHAEL
12026 ORCHID LANE
ALPHARETTA GA 30009

ROBINSON GRAEME
2005 WILLSHIRE GLEN
ALPHARETTA GA 30004

RULAND MICHAEL & ELISA STEVENSON
320 MARJEAN WAY
ALPHARETTA GA 30009

SALVANHA JETHER
2065 WILLSHIRE GLN
ALPHARETTA GA 30009

SANCHEZ HECTOR & TUYMER ANTIA V
2010 WILLSHIRE GLN
ALPHARETTA GA 30004

SANDER ANN P
12008 ORCHID LN
ALPHARETTA GA 30009

SAUNDERS JEREMIE A SAUNDERS MARCELLA M
12042 ORCHID LN
ALPHARETTA GA 30009-7989

SAWANT PRASHANT VASANT SAWANT ASHWINI P
2070 WILLSHIRE GLEN
ALPHARETTA GA 30004

SHRIVASTAVA ASHWINI & SAHAY ALKA
2080 WILLSHIRE GLEN
ALPHARETTA GA 30004

SIEGEL FAMILY REVOCABLE TRUST THE
275 MARJEAN WAY
ALPHARETTA GA 30009

SINGH PRIYA R & SHWETA KUMARI
2040 WILLSHIRE GLEN
ALPHARETTA GA 30004

SPERNAK DANIEL R & JANET M
12037 ORCHID LANE
ALPHARETTA GA 30009

SPIEGEL AMY SUE
235 MARJEAN WAY
ALPHARETTA GA 30009

SUAREZ GABRIELA
12041 ORCHID LN
ALPHARETTA GA 30009

SUTTON TIMOTHY E & MARY L
12094 COTTON ALY
ALPHARETTA GA 30009-7983

TALON NEIGHBORHOODS LLC
1418 DRESDEN DR SUITE 200
ATLANTA GA 30319

TANG DARIN & TERI
245 MARJEAN WAY
ALPHARETTA GA 30009

TATARI JILL & BROOKS CHARLES R
2025 WILLSHIRE GLN
ALPHARETTA GA 30004

TRAINUM TIMOTHY WADE & TRAINUM KATARZYNA E
2105 WILLSHIRE GLN
ALPHARETTA GA 30009

VANSANT ROBERT SCOTT & STACEY O
215 MARJEAN WAY
ALPHARETTA GA 30009

VICTORIA SQUARE TOWNHOME ASSOCIATION INC
7380 MCGINNIS FERRY RD SUITE 200
SUWANEE GA 30024

VICTORIA SQUARE TOWNHOME ASSOCIATION INC
P.O. BOX 2458
ALPHARETTA GA 30023-2458

VIRGINIA N BURGESS REVOCABLE LIVING TRUST THE
152 MARIETTA ST
ALPHARETTA GA 30004-1922

VON NORDHEIM LIVING TRUST THE
1850 WILLSHIRE GLN
ALPHARETTA GA 30009

WALDORF WILLIAM
12006 ORCHID LANE
ALPHARETTA GA 30009

WANDRICK GREGORY A & DEVOUS DANIELLE J
1855 WILLSHIRE GLEN
ALPHARETTA GA 30004

WEISHAAR PAMELA & BISHOP LAUREN
12048 ORCHID LN
ALPHARETTA GA 30009

WILLS COMMONS HOMOWNERS ASSOC INC
P.O. BOX 2458
ALPHARETTA GA 30023-2458

WINDSONG TOWNHOME COMMUNITY ASSOCIATION INC
1418 DRESDEN DR SUITE 200
ATLANTA GA 30319

WONG HANSON & KATTI
2090 WILLSHIRE GLN
ALPHARETTA GA 30004

WOODY JOSEPH F & WOODY DESIREE L
230 MARJEAN WAY
ALPHARETTA GA 30009

ZENDEL ERICA L
12047 ORCHID LANE
ALPHARETTA GA 30009

4/2/21

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

FOR OFFICE USE ONLY
Case #: PH-21-09 Brady Change to Council Condition
☐ Fee Paid Initial: _____

COMMUNITY DEVELOPMENT DEPARTMENT • 2 PARK PLAZA • ALPHARETTA, GA 30009

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

Contact Information:

Contact Name: Fergal Brady Telephone: 404-441-3374

Address: 511 Veranda Court Suite: _____

City Alpharetta State: GA Zip: 30009 Fax: _____

Mobile Tel: 404-441-3374 Email: bradyfergal@gmail.com

Subject Property Information:

Address: 201 Marietta Street Current Zoning: R8-A

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

Proposed Zoning: _____ Current Use: _____

This Application For *(Check All That Apply)*:

☐ Conditional Use ☐ Master Plan Amendment ☐ Exception

☐ Rezoning ☐ Master Plan Review

☐ Variance ☒ Public Hearing

☐ Comprehensive Plan Amendment ☐ Other *(Specify)*: _____

Applicant Request And Intent

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

The subject property known as 201 Marietta Street is currently entitled for five (5) townhomes. The proposed use of this property will be two (2) single family homes.

Applicant's Request (Please itemize the proposal):

The applicant would like to request a reduction in density from the current approved entitlment with five (5) townhomes to a proposed two (2) single family homes. The current property or parcel is 0.832 acres and will be divided into two seperate lots of approxiamtely 0.4151 acres with an upscale "city home" with approximately 4500 SF. The homes will be similar to other designs in teh downtown area, such as 12 on Canton. Please see renderings and site plans for gretare detail on design and orientation of structures on thge subject property.

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

The aplicant would like to purchase the lot, subdivide into two lots and construct two single family homes. The applicant is planning to make one of the homes his personal family residence.

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: Stacy Warren Telephone: 770-598-1429

Address: 204 Marietta Street Suite:

City: Alpharetta State: GA Zip: 30009

Authorization:

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

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

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

Identify Authorized Applicant:

Name of Authorized Applicant: Fergal Brady Telephone: 404-441-3374

Address: Suite:

City: Alpharetta State: GA Zip: 30009

So Sworn and Attested:

Owner Signature: Stacy Warren Date: 3/31/21

Notary:

Notary Signature: [illegible] Date: April 1, 2021

DISCLOSURE FORM

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

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

Name of Applicant or Opponent: Fergal Brady

Subject Public Hearing Case: _____

Campaign Contribution Information:

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

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

Name of Official: _____ Position: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Campaign Contribution Information:

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

Signature: _____ Date: 3/31/2021

Alpharetta Planning Commission Review Criteria

How will this proposal be compatible with surrounding properties?

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

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

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

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

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

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

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

Board Of Zoning Appeals Review Criteria

Please respond to the following ONLY if you are applying for a zoning variance.

Are there extraordinary and exceptional conditions pertaining to the subject property because of its size, shape, or topography? Please describe them.

Would the application of the Zoning Code standards as they relate to the subject property create an unnecessary hardship? Please explain.

Are there conditions that are peculiar to the subject property? Please describe them in detail.

Would relief, if granted, cause substantial detriment to the public good or impair the purpose and intent of the Zoning Code? Please defend your response.

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

Sign Variance Review Criteria

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

☐ Yes

☐ No

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

☐ Yes

☐ No

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

☐ Yes

☐ No

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

☐ Yes

☐ No

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

☐ Yes

☐ No

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

☐ Yes

☐ No

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

☐ Yes ☐ No

Citizen Participation Form - Part A

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

Public Hearing or Project Name: _____

Contact Name: _____ Telephone: _____

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

See attached list.

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

- [x] Letter
- [ ] Personal Visits
- [ ] Telephone
- [ ] Group Meeting
- [ ] Email
- [ ] Other *(Please Specify)*

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

Citizen Participation Form - Part B

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

Public Hearing or Project Name: _____

Contact Name: _____ Telephone: _____

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

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

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

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

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

Signature of Authorized Agent: _____ Date: _____

Print Form

Old Republic National Title Insurance Company

SCHEDULE A

COMMITMENT

Agent File No: R2219
Property: 201 Marietta Street, Alpharetta, GA 30009
Land Lot 1270 of the 2nd District, 2nd Section, Fulton County, Georgia

1. Effective Date: **February 25, 2021**

2. Policy or Policies to be Issued:

   ALTA Owners Policy **$725,000.00**

   Proposed Insured: Fergal Brady or new LLC

   ALTA Loan Policy **$**

   Proposed Insured:

3. Fee Simple interest in the land described in this Commitment is owned, at the Commitment Date, by

CHLOMAV, LLC
a Delaware limited liability company

by virtue of the following:

1. Limited Warranty Deed from Paramount Community Builders, LLC, a Georgia limited liability company, dated 12/1/16, filed 12/22/16, recorded in Deed Book 57021, Page 478, Fulton County, Georgia records,

2. The Land referred to in this Commitment is described as follows:

SEE ATTACHED EXHIBIT "A"

Agent File No: R2219

SCHEDULE B-I

REQUIREMENTS

The following requirements must be met:

1. Instrument(s) creating the estate or interest to be insured must be approved, executed and filed for record, to wit:

   a. Limited Warranty Deed from **CHLOMAV, LLC, a Delaware limited liability company** to **FERGAL BRADY** (or LLC).

   b. Quitclaim Deed from **CHLOMAV, LLC, a Delaware limited liability company** to **FERGAL BRADY** (or LLC) as to new survey legal description.

2. Said deeds must be executed pursuant to proper authority contained in the Operating Agreements and all amendments thereto, and the Company must be furnished with a satisfactory copy thereof, together with such underlying documentation as may reasonably be require

3. Satisfactory evidence that improvements and/or repairs or alterations thereto are completed; that contractor, subcontractor, labor and materialmen are all paid.

4. Evidence of the good standing of the Insured, and of the incumbency and authority of the officers of Owner and of the Insured who will execute instruments of conveyance.

5. Execution and delivery to us of an Owner's Affidavit in context to the transaction.

Note: If brokers are involved in this transaction, we require evidence of release and satisfaction of broker's liens.

6. A current and accurate survey of the land, certified to the Company, to the Insured, and to the Lender, if we are expected to delete or modify the general survey exception.

7. Proof satisfactory of the Company that no improvements or repairs were made upon the land within the 95 days preceding the filing for record of the instrument creating the interest to be insured, or in the event such improvements or repairs were made, that they are completed and that all costs incurred in connection therewith have fully paid; that there are no easements or claims of easements which do not appear of public record; and that there are no parties in possession or with a right to possession of the subject property.

8. Documents, satisfactory to us, creating the interest in the land and/or the mortgage to be insured, must be signed, delivered and recorded:
   a. We must be furnished with proof that the Purchaser is authorized to transact business in the State of Georgia and is in good standing with the Secretary of State for the State of Georgia.
   b. We must be furnished with a copy of the Corporate Resolution authorizing the Members, who will execute the required documents, to encumber, transfer or convey the captioned property

9. Pay the agreed amounts for the interest in the land and/or the mortgage to be insured.
10. Pay the premiums, fees and charges for the policy.
11. Pay all taxes and/or assessments, levied and assessed against the land, which are due and payable.

Agent File No: R2219

SCHEDULE B-I

REQUIREMENTS- Continued

The following requirements must be met:

12. You must tell us in writing the name of anyone not referred to in this commitment who will get an interest in the land or who will make a loan on the land. We may then make additional requirements or exceptions
13. In the Loan Policy to be issued, the company will insure against defects in the title which are filed for record during the period of time between the effective date of this commitment and the date of filing for record of the documents creating the estate or interest being insured, except for matters of which the insured has any knowledge. Any provisions in this commitment which are in conflict herewith are hereby deemed deleted.

Agent File No: R2219

SCHEDULE B-II

STANDARD EXCEPTIONS

Schedule B of the policy or policies to be issued will contain exceptions to the following matters unless the same are disposed of to the satisfaction of the Company:

1. Rights or claims of parties in possession not shown by the public records; easements or claims of easements not shown by the public records; and any lien or right to a lien for services, labor or materials heretofore or hereafter furnished, imposed by law and not shown by the public records.

2. All applicable, city, state and county real and personal property taxes for the year 2021 and subsequent years which are liens not yet due and payable.

3. Any additional taxes, interest and/or penalties which may be assessed for current and prior tax years by virtue of adjustment, re-appraisal, re-assessment, appeal or other amendment to the tax records of the city or county in which the subject property is located.

~~4. All matters as would be disclosed by a current and accurate survey and inspection of the premises, including without limitation, encroachments, easements, measurements, variations in the area or content, party walls, or riparian rights.~~

   ~~a. ITEM 4 is removed if we have a survey and add survey exception and then renumber below:~~

5. In as to the location of the boundary lines of subject property, but does not insure the engineering calculation and computing for the exact amount of acreage and/or square footage contained therein.

6. Rights of tenants in possession under unrecorded leases; Terms and conditions of any unrecorded leases; and
   a. any personal property taxes in the name(s) of any current or former tenant(s) in possession under recorded or unrecorded leases.

Agent File No: R2219

SCHEDULE B-II continued

SPECIAL EXCEPTIONS:

NONE

Note: Property taxes are paid through 2020 for tax parcel no. 22-4824-1270-026-6 as follows:

a. State and county taxes in the amount of $2,453.48;
b. City of Alpharetta taxes in the amount of $507.61.

EXHIBIT "A"
Legal Description

To be replaced with new survey Legal

All that tract or parcel of land lying and being in Land Lot 1270 of the 2nd District, 2nd Section, City of Alpharetta, Fulton County, Georgia, being 0.831 acres, as shown on survey entitled Windsong for Paramount Community Builders, LLC, by AEC, Inc., dated December 2, 2013, revised January 18, 2014, and being more particularly described as follows:

To find the TRUE POINT OF BEGINNING begin at the intersection of the northeasterly right-of-way line of Wilshire Glen (50-ft. right-of-way) with the northerly right-of-way line of Marietta Street (40-ft. right-of-way); thence run along the northerly right-of-way line of Marietta Street along the arc of a curve, an arc distance of 3.41 feet to a point, said arc having a radius of 175.00 feet and being subtended by a chord bearing and distance of North 88 degrees 42 minutes 18 seconds East a distance of 3.41 feet to a point on the northerly right-of-way line of Marietta Street; thence run North 89 degrees 10 minutes 28 seconds East a distance of 122.46 feet to a point on the northerly right-of-way line of Marietta Street marked by a ½" rebar found, said point being the TRUE POINT OF BEGINNING.

From the TRUE POINT OF BEGINNING as thus established, thence leaving the northerly right-of-way line of Marietta Street run North 01 degree 42 minutes 00 seconds West a distance of 240.74 feet to a point; thence run North 73 degrees 07 minutes 29 seconds East a distance of 132.07 feet to a point marked by a 1" crimp-top pipe found; thence run South 05 degrees 18 minutes 43 seconds East a distance of 283.25 feet to a point marked by a ½" rebar found; thence run South 89 degrees 01 minute 24 seconds West a distance of 145.32 feet to a point on the northerly right-of-way line of Marietta Street marked by a ½" rebar found; thence run North 01 degree 42 minutes 00 seconds West a distance of 5.54 feet to a point marked by a ½" rebar found, said point being the TRUE POINT OF BEGINNING.

This drawing is the property of Engineering303, L.L.C. and is not to be reproduced or copied in whole or in part or used for furnishing information to others, or for any other purpose detrimental to the interest of Engineering303, L.L.C. and is to be returned upon request.

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Reserved for Clerk of Superior Court

PARCEL INFORMATION:

Parcel Id No.: 22 482412700266

Property is Zoned R-8A
Setbacks and Stream Buffer shown per variance approval conditions referenced in CLUP-14-02/V-14-02: Marietta Street Town Homes

Setbacks:
Front: 12 Feet
Side: 10 Feet (West Line)
Rear: 10 Feet

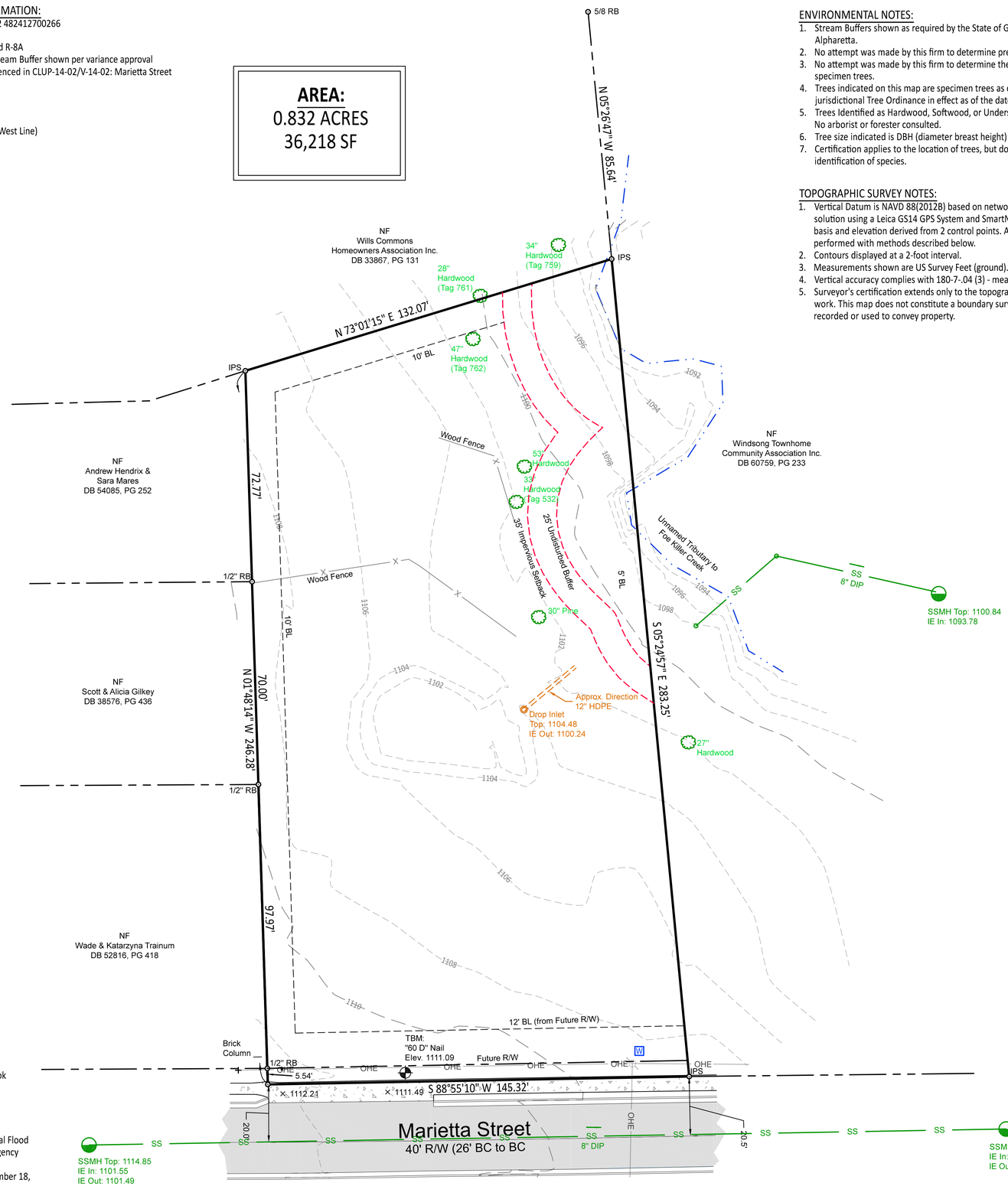
AREA:
0.832 ACRES
36,218 SF

ABBREVIATION LEGEND:

BC	= back of curb
C&G	= curb and gutter
CB	= catch basin
CD	= check dam
CL	= centerline
CMF	= concrete monument found
CMP	= corrugated metal pipe
CO	= clean out
CT	= crimp top pin
DI	= drop inlet
DIP	= ductile iron pipe
DWCB	= dbl. wing catch basin
EP	= edge of pavement
FC	= face of curb
FES	= flared end section
FH	= fire hydrant
GI	= grate inlet
GW	= guy wire
GP	= guy pole
HW	= head wall
IPF	= iron pin found
IPS	= iron pin set
JB	= junction box
INV	= invert
L.L.L.	= land lot line
LP	= light pole
MH	= manhole (sanitary sewer)
OCS	= outlet control structure
OT	= open top pipe
PL	= property line
PP	= power pole
RB	= reinforcing bar
RCP	= reinforced concrete pipe
R/W	= right-of-way
TB	= thrust blocking
TSP	= traffic signal pole
TSB	= traffic signal box
TP	= telephone pole
TSP	= traffic signal pole
WM	= water meter
WV	= water valve
YI	= yard inlet

SYMBOL LEGEND:

= existing concrete
= existing asphalt
= existing gravel/riprap
= fire hydrant
= guy wire
= light pole
= power pole
= sanitary sewer manhole
= clean out
= transformer
= water meter
= single wing catch basin
= grate inlet
= junction box
= head wall
= buffer
= bldg setback
= fence
= overhead electric
= underground electric
= water line
= sanitary line
= gas line
= computed point



0' 20' 40' 60' 80'

Scale: 1"= 20' (22"x34 Prints) 1"= 40' (11"x17" Prints)

REFERENCES:

1. Limited Warranty Deed to CHLOMAV, LLC recorded in Deed Book 57021, Page 478.
2. Site Layout Plan for Wingsong dated 3/16/14, prepared by AEC.

FLOOD HAZARD NOTE:

No portion of this property is contained within the limits of a Special Flood Hazard Zone as defined by the Federal Emergency Management Agency Flood Insurance Rate Map No. 13121C0058F of Fulton County, GA. (Community Panel No.1300840058F), most recently revised September 18, 2013.

ENVIRONMENTAL NOTES:

1. Stream Buffers shown as required by the State of Georgia and City of Alpharetta.
2. No attempt was made by this firm to determine presence of wetlands.
3. No attempt was made by this firm to determine the presence of specimen trees.
4. Trees indicated on this map are specimen trees as defined by the jurisdictional Tree Ordinance in effect as of the date of fieldwork.
5. Trees Identified as Hardwood, Softwood, or Understory species only. No arborist or forester consulted.
6. Tree size indicated is DBH (diameter breast height) in inches.
7. Certification applies to the location of trees, but does not extend to the identification of species.

TOPOGRAPHIC SURVEY NOTES:

1. Vertical Datum is NAVD 88(2012B) based on network-based RTK GPS solution using a Leica GS14 GPS System and SmartNet network. Bearing basis and elevation derived from 2 control points. All other work performed with methods described below.
2. Contours displayed at a 2-foot interval.
3. Measurements shown are US Survey Feet (ground).
4. Vertical accuracy complies with 180-7-.04 (3) - measurements vertical.
5. Surveyor's certification extends only to the topographic portion of work. This map does not constitute a boundary survey and is not to be recorded or used to convey property.

Grid (GA West)

Location Map N.T.S.

SURVEY NOTES:

1. Certain interior improvements may not be shown hereon, i.e. fence lines, guy wires, etc.
2. Matters of record not shown hereon are excepted.
3. Bearing basis derived from 2 control points set with Leica GS14 GPS System and SmartNet network. All other work performed with methods described below.
4. Measurements shown are US Survey Feet (ground).
5. Field angles and linear distances measured using a Leica TS 12P Robotic Total Station.
6. The field data upon which this plat is based has a field closure of one foot in 178,760 feet and an angular error of 1 second per angle point and was adjusted using Compass Rule. Fieldwork Completed on 3/30/21.
7. Property corners marked IPS (Iron Pin Set) are 1/2" x 18" rebar with blue plastic cap (E303 LSF #1121) unless otherwise indicated. Unless indicated as set, monumentation shown was found.
8. No evidence of human burials or cemeteries was observed on site during the course of the fieldwork.
9. This plat has been calculated for closure and is found to be accurate within one foot in 1,068,894 feet.
10. Rights-of-way shown per Reference 1.

GENERAL NOTES:

1. Only evidence of easements or structures which are readily apparent from an above ground field inspection of the premises are shown, unless stated otherwise hereon. No liability is assumed by this firm for losses relating to the existence of any easement not discovered by above ground field inspection of the premises.
2. This plat was prepared for the exclusive use of the person, persons, or entity named hereon. Said certification does not extend to any unnamed persons without a recertification by the surveyor.
3. Jurisdictional areas or negative easements, if any, which might impact the use of the property were not located, unless stated otherwise. No liability is assumed by this firm for any losses resulting from the exercise of any government jurisdiction affecting the use of the property.
4. The property shown and described hereon is subject to any existing easements, rights-of-way, restrictive covenants, zoning regulations, underground utilities and/or setback lines whether or not they may be shown. No liability is assumed by this firm for any losses that may be associated with the existence of any easements or restrictions on the use of the property.
5. Location map from Fulton County GIS.
6. All building ties are perpendicular to the property lines unless otherwise noted.
7. Only Surface Observable Utilities were located. Prior to any digging or construction, contact Georgia One Call (811) for utilities marking.

SURVEYOR CERTIFICATION:

This plat is a retracement of an existing parcel or parcels of land and does not subdivide or create a new parcel or make any changes to any real property boundaries. The recording information of the documents, maps, plats, or other instruments which created the parcel or parcels are stated hereon.
RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.

GA CERT OF AUTH. LSF 1121

GEORGIA REGISTERED NO. 2721 3/31/21 LAND SURVEYOR MARIO G. FORTE

*Revised Setbacks 3/31/21

Engineering 303

Boundary and Topographic Survey of:
201 Marietta Street
Fergal Brady
City of Alpharetta
2nd District, 2nd Section
Land Lot 1270
Fulton County, GA

GA Cert. of Auth. LSF 1121

Civil Engineering, Land Surveying, Stream and Wetland Restoration
108 Allen Street Cumming, Georgia 30040
Phone: 770-442-0500 www.engineering303.com

Drawn: KFT
Date: 3/30/21
Sheet
1 of 1
Project Number
21-4823

SITE CONCEPT
201 MARIETTA ST.
ALPHARETTA, GA

03.31.21
SCALE: 1"=20'

OWNER:
FERGAL BRADY

172 MARIETTA ST LLC
172 MARIETTA ST
ALPHARETTA GA 30009-1534

ALIMUDDIN LINARSO & MUI NGA LAI
1840 WILLSHIRE GLN
ALPHARETTA GA 30009

ALPHARETTA BEACH HOUSE LLC
131 ROSWELL ST # B201
ALPHARETTA GA 30009

ALPHARETTA MASONIC LODGE #235
194 MILTON AVE
ALPHARETTA GA 30009-1558

ANDERSEN NEIL E
1870 WILLSHIRE GLN
ALPHARETTA GA 30009

ANDERSON RICK
265 MARJEAN WAY
ALPHARETTA GA 30009

ARTHUR L ABBEY & BARBARA L LIVING TRUST THE
260 MARJEAN WAY
ALPHARETTA GA 30009

BALSANO DEBORAH
12028 ORCHID LANE
ALPHARETTA GA 30009

BARRANCA JOHN P & BARRANCA LISA A
12034 ORCHID LANE
ALPHARETTA GA 30009

BEHAR JOSHUA & ORLY
5761 LONG GROVE DR
ATLANTA GA 30328

BERG JOHANN
4951 MARK JOHN WAY
CUMMING GA 30040

BHIMANI NIRAV
2100 WILLSHIRE GLN
ALPHARETTA GA 30009

BOONE RICHARD A JR & GRETCHEN M
285 MARJEAN WAY
ALPHARETTA GA 30009

BRUGNOLI ANDREW & CATHERINE A
12012 ORCHID LANE
ALPHARETTA GA 30009

CALAVAN MATTHEW C & CALAVAN KATHERINE L
205 MARJEAN WAY
ALPHARETTA GA 30009

CALLAWAY WILLIAM H JR
12038 ORCHID LANE
ALPHARETTA GA 30009

CHLOMAV LLC
2365 WALL ST SUITE 120
CONYERS GA 30013

CLARK LOUISE
12044 ORCHID LANE
ALPHARETTA GA 30009

CLINE DANIEL JOSEPH II & KRISTIN BROWN
2045 WILLSHIRE GLN
ALPHARETTA GA 30009

CRAIN LARRY JR & JOY
250 MARJEAN WAY
ALPHARETTA GA 30009

DEMETRIOU CLINTON A & DEMETRIOU JOY D
12024 ORCHID LANE
ALPHARETTA GA 30009

DUFFIE ROBERT & CANDICE VESPER
P O BOX 376
CUMMING GA 30028

FARST RONALD L & SUSAN
12045 ORCHID LN
ALPHARETTA GA 30009

FAY JAMES PATRICK & ELLEN TEDESCO
310 MARJEAN WAY
ALPHARETTA GA 30009

FOWLER SAMUEL WREN
12004 ORCHID LN
ALPHARETTA GA 30009

FOX LYDIA
12022 ORCHID LN
ALPHARETTA GA 30004

GANT STEPHEN
12036 ORCHID LANE
ALPHARETTA GA 30009

GEER WALTER I III
210 MARJEAN WAY
ALPHARETTA GA 30009

GILKEY SCOTT & ALICIA
2095 WILLSHIRE GLEN
ALPHARETTA GA 30004

GOOD MICHAEL & ZARRINA
225 MARJEAN WAY
ALPHARETTA GA 30009

GRIFFIN DAUDA & TYLER DERRICK
305 MARJEAN WAY
ALPHARETTA GA 30009

GRIFFIN DEBRA LYNN
510 TRAMMELL DR
ALPHARETTA GA 30004-1851

HANJI SANJAY& HANJI
2055 WILSHIRE GLEN
ALPHARETTA GA 30004

HARRIS JEFFREY ROBERT & MARY S
240 MARJEAN WAY
ALPHARETTA GA 30009

HELLRIEGEL JOHN EDWARD & JUDITH TOWER
290 MARJEAN WAY
ALPHARETTA GA 30009

HENDRIX ANDREW J & MARES SARA
2085 WILLSHIRE GLN
ALPHARETTA GA 30009

HERRERA DIANA P
2015 WILLSHIRE GLEN
ALPHARETTA GA 30004

HOGUE JOHN F JR
255 MARJEAN WAY
ALPHARETTA GA 30009

HOLMES LAUREN L & MARK J
13900 HAGOOD RD
ALPHARETTA GA 30004

HUSKEY ALYSSA & BAIRD DONALD
12046 ORCHID LN
ALPHARETTA GA 30009

JOHNSON LINCH RESIDENCE TRUST THE
270 MARJEAN WAY
ALPHARETTA GA 30009

JOHNSTON DOUGLAS S
330 MARJEAN WAY
ALPHARETTA GA 30009

JOSHI AMY S & JOSHI SANJIV R
12039 ORCHID LANE
ALPHARETTA GA 30009

JOSHI SANJIV & JOSHI AMY
12053 ORCHID LANE
ALPHARETTA GA 30009

KANDLER KURT EUGENE
15130 TAYLOR RD
ALPHARETTA GA 30004

KEITH ELIZABETH
300 MARJEAN WAY
ALPHARETTA GA 30009

KENDALL LAIRD J & LOUANN B
485 TRAMMELL DR
ALPHARETTA GA 30004-1850

KETAILY RICHARD & LANDRY KEVIN
12051 ORCHID LANE
ALPHARETTA GA 30009

KOBIR MONWARUL M & PARVIN SHAHANARA
2020 WILSHIRE GLN
ALPHARETTA GA 30009

KOPEC MICHAEL J & DEBRA A
295 MARJEAN WAY
ALPHARETTA GA 30009

KRISHNAMURTHY EASWARAN & EASWARAN SRIKRUPA
1990 WILSHIRE GLN
ALPHARETTA GA 30004

KRITEMAN LEWIS S & LAURA H
280 MARJEAN WAY
ALPHARETTA GA 30009

KROGH CHRIS J
310 DESTINY TRC
ALPHARETTA GA 30009

MC SWEENEY STEPHEN D
2030 WILLSHIRE GLEN
ALPHARETTA GA 30004

MINER JONATHAN S
12032 ORCHID LN
ALPHARETTA GA 30009

MOORE WILLIAM & DEBORA A
220 MARJEAN WAY
ALPHARETTA GA 30009

MOSS LESLIE W
214 MARIETTA ST
ALPHARETTA GA 30004

NGUYEN NATHANIEL & DINH CHRISTINA
2060 WILLSHIRE GLEN
ALPHARETTA GA 30004

NIMMO JOHN & SALLY
1860 WILLSHIRE GLEN
ALPHARETTA GA 30004

PAKNIKAR AJAY & APARNA
1980 WILLSHIRE GLN
ALPHARETTA GA 30009

PARK JOAN H
12040 ORCHID LN
ALPHARETTA GA 30009

PATEL SHAILESHKUMAR & DAYALJI PATEL MNESHA
2100 WILLSHIRE GLN
ALPHARETTA GA 30009

PAUL DAVID A & AMY L
12020 ORCHID LN
ALPHARETTA GA 30009-7989

PITTMAN WILLIAM SAMUEL & SUSAN WOODARD
12043 ORCHID LANE
ALPHARETTA GA 30009

PROVIDENCE PARTNERS GROUP LLC
204 MARIETTA ST
ALPHARETTA GA 30004

PRP LAND LLC & VICTORIA SQUARE TOWNHOME ASSN INC
P.O. BOX 2458
ALPHARETTA GA 30023-2458

RAGE AWALE A & RAGE NATIA
2035 WILLSHIRE GLN
ALPHARETTA GA 30009

RATTARY DEBRA ANN
12002 ORCHID LANE
ALPHARETTA GA 30009

REINHARDT MICHAEL
12026 ORCHID LANE
ALPHARETTA GA 30009

ROBINSON GRAEME
2005 WILLSHIRE GLEN
ALPHARETTA GA 30004

RULAND MICHAEL & ELISA STEVENSON
320 MARJEAN WAY
ALPHARETTA GA 30009

SALVANHA JETHER
2065 WILLSHIRE GLN
ALPHARETTA GA 30009

SANCHEZ HECTOR & TUYMER ANTIA V
2010 WILLSHIRE GLN
ALPHARETTA GA 30004

SANDER ANN P
12008 ORCHID LN
ALPHARETTA GA 30009

SAUNDERS JEREMIE A SAUNDERS MARCELLA M
12042 ORCHID LN
ALPHARETTA GA 30009-7989

SAWANT PRASHANT VASANT SAWANT ASHWINI P
2070 WILLSHIRE GLEN
ALPHARETTA GA 30004

SHRIVASTAVA ASHWINI & SAHAY ALKA
2080 WILLSHIRE GLEN
ALPHARETTA GA 30004

SIEGEL FAMILY REVOCABLE TRUST THE
275 MARJEAN WAY
ALPHARETTA GA 30009

SINGH PRIYA R & SHWETA KUMARI
2040 WILLSHIRE GLEN
ALPHARETTA GA 30004

SPERNAK DANIEL R & JANET M
12037 ORCHID LANE
ALPHARETTA GA 30009

SPIEGEL AMY SUE
235 MARJEAN WAY
ALPHARETTA GA 30009

SUAREZ GABRIELA
12041 ORCHID LN
ALPHARETTA GA 30009

SUTTON TIMOTHY E & MARY L
12094 COTTON ALY
ALPHARETTA GA 30009-7983

TALON NEIGHBORHOODS LLC
1418 DRESDEN DR SUITE 200
ATLANTA GA 30319

TANG DARIN & TERI
245 MARJEAN WAY
ALPHARETTA GA 30009

TATARI JILL & BROOKS CHARLES R
2025 WILLSHIRE GLN
ALPHARETTA GA 30004

TRAINUM TIMOTHY WADE & TRAINUM KATARZYNA E
2105 WILLSHIRE GLN
ALPHARETTA GA 30009

VANSANT ROBERT SCOTT & STACEY O
215 MARJEAN WAY
ALPHARETTA GA 30009

VICTORIA SQUARE TOWNHOME ASSOCIATION INC
7380 MCGINNIS FERRY RD SUITE 200
SUWANEE GA 30024

VICTORIA SQUARE TOWNHOME ASSOCIATION INC
P.O. BOX 2458
ALPHARETTA GA 30023-2458

VIRGINIA N BURGESS REVOCABLE LIVING TRUST THE
152 MARIETTA ST
ALPHARETTA GA 30004-1922

VON NORDHEIM LIVING TRUST THE
1850 WILLSHIRE GLN
ALPHARETTA GA 30009

WALDORF WILLIAM
12006 ORCHID LANE
ALPHARETTA GA 30009

WANDRICK GREGORY A & DEVOUS DANIELLE J
1855 WILLSHIRE GLEN
ALPHARETTA GA 30004

WEISHAAR PAMELA & BISHOP LAUREN
12048 ORCHID LN
ALPHARETTA GA 30009

WILLS COMMONS HOMOWNERS ASSOC INC
P.O. BOX 2458
ALPHARETTA GA 30023-2458

WINDSONG TOWNHOME COMMUNITY ASSOCIATION INC
1418 DRESDEN DR SUITE 200
ATLANTA GA 30319

WONG HANSON & KATTI
2090 WILLSHIRE GLN
ALPHARETTA GA 30004

WOODY JOSEPH F & WOODY DESIREE L
230 MARJEAN WAY
ALPHARETTA GA 30009

ZENDEL ERICA L
12047 ORCHID LANE
ALPHARETTA GA 30009

LOT 02

LOT 01

STREETSCAPE CONCEPT

201 MARIETTA ST.
ALPHARETTA, GA 30009

OWNER: FERGAL BRADY

03.31.21

City Council Meeting
STAFF REPORT

Submitting Department: Finance
Submitted By:
Sponsored By:
Meeting Date: June 7, 2021

I. AGENDA ITEM TITLE: PUBLIC HEARING ON THE FISCAL YEAR 2022 BUDGET AND MILLAGE RATE LEVY

II. RECOMMENDATION:

The purpose of this hearing is to obtain public comment on the Recommended Fiscal Year 2022 Budget.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: $149,253,265 (SEE ATTACHED BUDGET DOCUMENT).

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

IV. REPORT IN BRIEF:

The FY 2022 Budget was distributed electronically to the City Council on April 26, 2021, and is available on the City's website as a downloadable pdf and available for filtering/analysis through the City's financial transparency site powered by OpenGov.

The Finance Department presented an overview of the operating and capital budget at the May 3rd, May 17th, and May 24th City Council meetings.

Tonight is the first of two public hearings and the first of two votes on the FY 2022 Budget and Millage Rate Levy with the schedule as follows:

June 7, 2021:
- Public Hearing
- City Council Meeting
  - Budget Ordinance (1st Reading)
  - Millage Ordinance (1st Reading)

June 21, 2021:
- Public Hearing
- City Council Meeting
  - Budget Ordinance (2nd Reading)
  - Millage Ordinance (2nd Reading)

There have been no changes to the budget since the May 24th City Council Budget Work Session.

V. ALTERNATIVES:

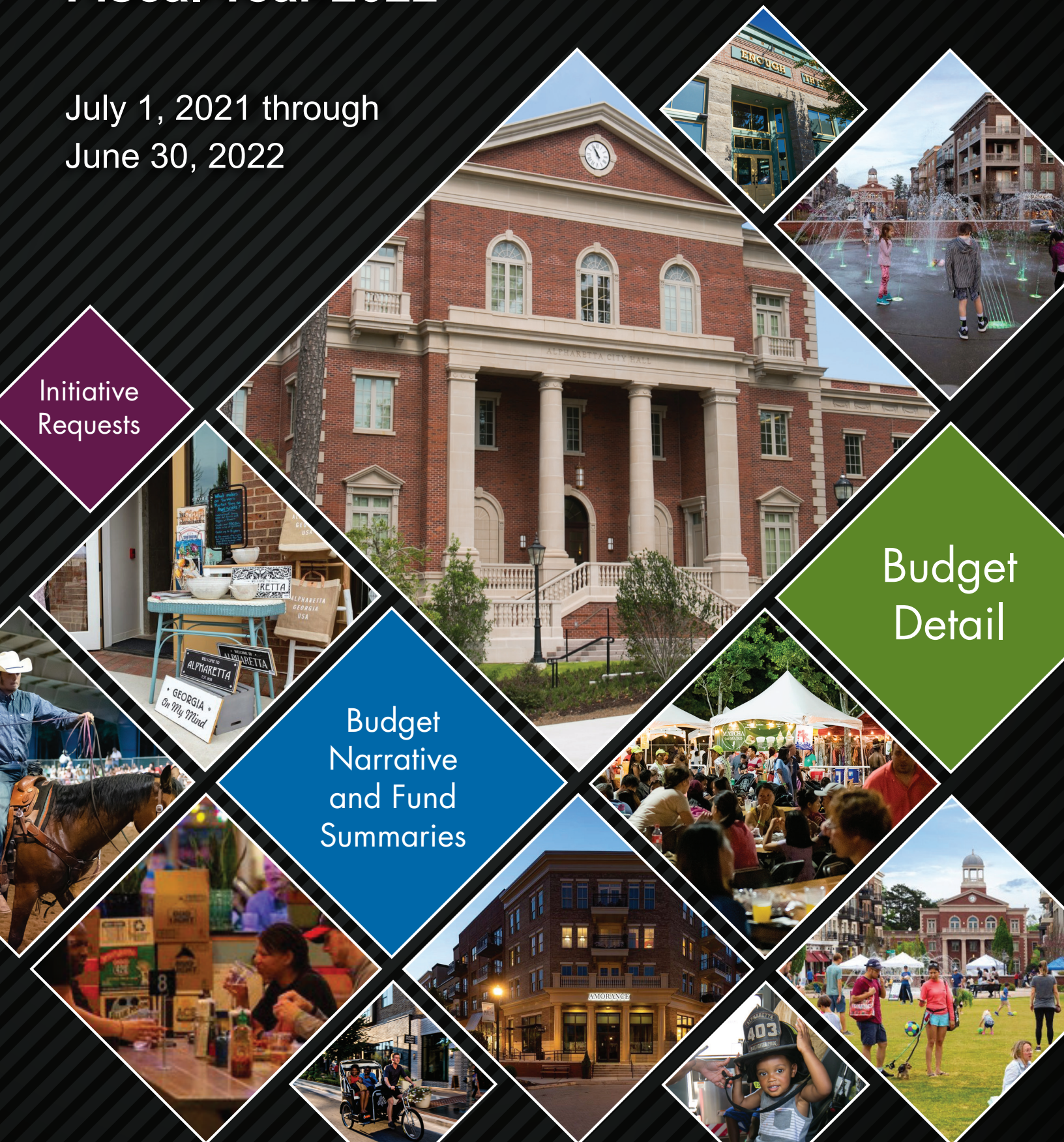
VI. ATTACHMENTS:

FY 2022 Budget

THE CITY OF ALPHARETTA GEORGIA

Operating and Capital Budget For Fiscal Year 2022

July 1, 2021 through
June 30, 2022



City of Alpharetta, GA

Prepared by:
Finance Department
2 Park Plaza
Alpharetta, GA 30009
Phone (678) 297-6094
Fax (678) 297-6063

Annual Operating & Capital Budget

for Fiscal Year 2022

(July 1, 2021 through June 30, 2022)

THE CITY OF
ALPHARETTA
GEORGIA

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MAYOR AND CITY COUNCIL

Mayor and City Council

DONALD MITCHELL
CITY COUNCIL (POST 1)

DMitchell@alpharetta.ga.us

BEN BURNETT
CITY COUNCIL (POST 2)

BBurnett@alpharetta.ga.us

KAREN RICHARD
CITY COUNCIL (POST 3)

KRichard@alpharetta.ga.us

JIM GILVIN
MAYOR

JGilvin@alpharetta.ga.us

Mission Statement

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

JOHN HIPES
CITY COUNCIL (POST 4)

JHipes@alpharetta.ga.us

JASON BINDER
CITY COUNCIL (POST 5)

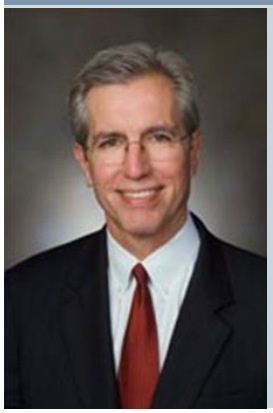
JBinder@alpharetta.ga.us

DAN MERKEL
CITY COUNCIL (POST 6)

DMerkel@alpharetta.ga.us

EXECUTIVE MANAGEMENT TEAM

Executive Management Team



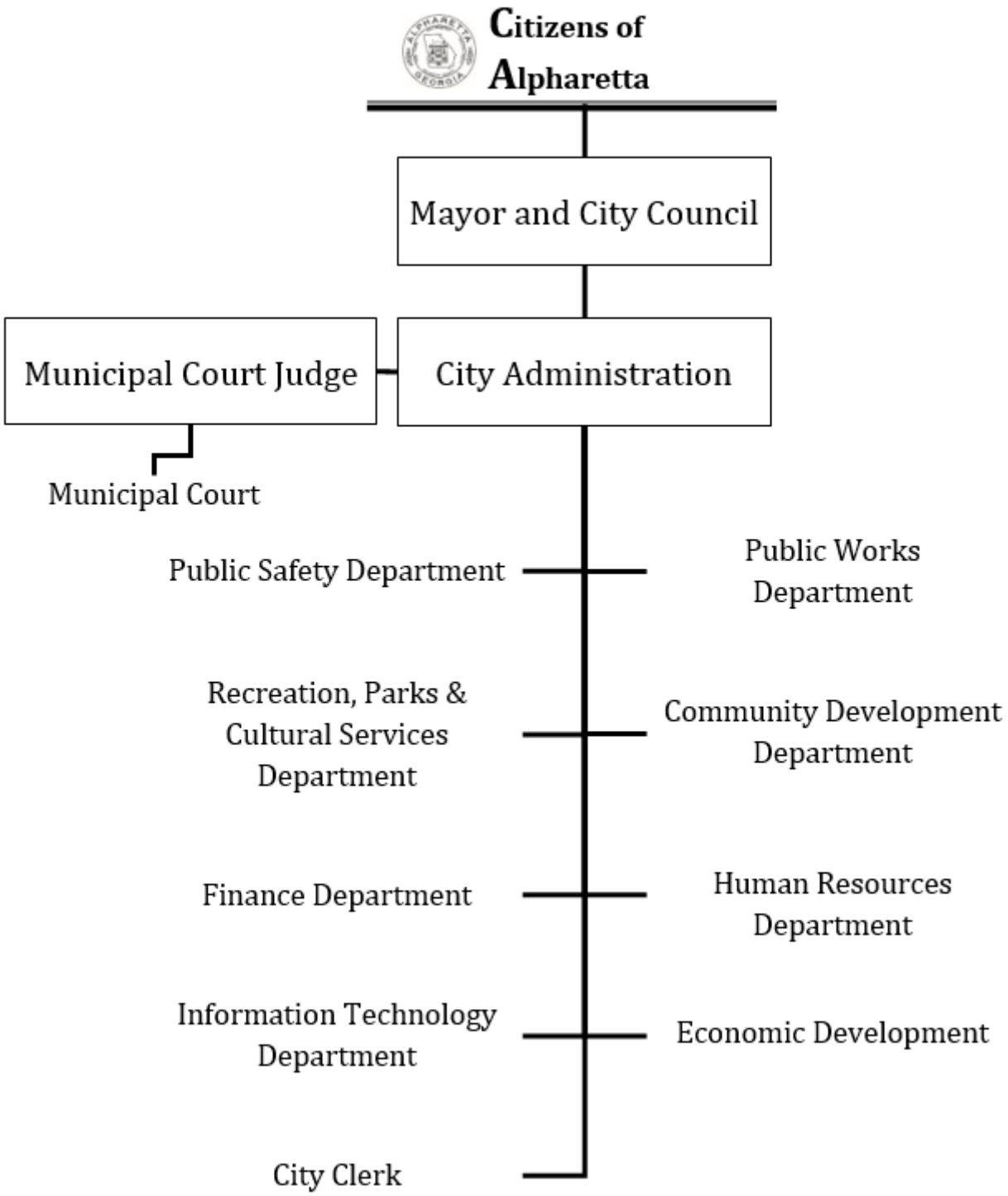
BOB REGUS
CITY ADMINISTRATOR

BRegus@alpharetta.ga.us

EXECUTIVE STAFF		
James Drinkard	JDrinkard@alpharetta.ga.us	Assistant City Administrator
Barry Zimmerman	BLz@zimmermanattys.com	Chief Judge
John Robison	JRobison@alpharetta.ga.us	Director of Public Safety
Pete Sewczwicz	PSewczwicz@alpharetta.ga.us	Director of Public Works
Morgan Rodgers	MRodgers@alpharetta.ga.us	Director of Recreation, Parks & Cultural Services
Kathi Cook	KCook@alpharetta.ga.us	Director of Community Development
Thomas G. Harris	THarris@alpharetta.ga.us	Director of Finance
Cris Randall	CRandall@alpharetta.ga.us	Director of Human Resources
Randy Bundy	RBundy@alpharetta.ga.us	Director of Information Technology
Erin Cobb	ECobb@alpharetta.ga.us	City Clerk

ORGANIZATIONAL STRUCTURE

Organizational Structure



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

June 7, 2021

To the City Council and Citizens of Alpharetta:

We are pleased to present our Annual Operating and Capital Budget (line-item budget detail) for Fiscal Year 2022 (the "Budget") of the City of Alpharetta, Georgia. Our recommendations are based on direction provided at our City Council Retreats as well as a thorough review of our current financial status, revenue trends, economic data, and our standard of providing top level service while maintaining our focus on keeping Alpharetta an affordable option for our citizens and stakeholders.

The City of Alpharetta, like many cities in our region and throughout the world, is currently facing fiscal challenges as a result of the COVID-19 pandemic. Current challenges include economic losses within the hospitality, restaurant, and arts/entertainment/recreation market segments, reduced consumer spending, etc. That said, economic trends are improving and, while not close to pre-pandemic levels, are trending towards growth. The one exception is forecasted to be the commercial segment of our property tax digest valuations which, with the 2021 taxroll year (FY 2022), will include revaluations associated with the reduced business income generation resulting from the COVID-19 pandemic.

In light of the current economic challenges and its impact on city resources, staff has compiled a budget in line with our guiding principles that accomplishes the following:

- Tax-burden reductions for our homeowners in excess of $5 million annually (see section entitled *Taxpayer Savings* for more information).
- Continuation of the same high service levels our citizenry, business owners, and stakeholders expect from our city.
- Maintenance of the city's millage rate at 5.750 mills (flat with FY 2021).
- Alignment of departmental operating budgets to the city's short-term revenue outlook.

MAYOR
JIM GILVIN

MAYOR PRO TEM
DONALD MITCHELL

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

CITY ADMINISTRATOR
ROBERT J. REGUS

INTRODUCTION AND OVERVIEW

- Capital investment focused on maintaining and improving city infrastructure and assets ($47 million when including potential grant sources) while reserving sufficient funds to provide flexibility for future prioritized capital investment ($1.4 million).

Budget Process and Overview

In response to the economic challenges, our businesses and citizens have tightened their budgets and are doing more with less. And so too shall the City of Alpharetta.

The city has been proactive in realigning its spending to match the current economic reality. Spending during FY 2021 has been limited to essential items only and vacancies are filled on a priority basis with an emphasis on public safety operations. Proactive fiscal management has positioned us to more effectively approach the challenges in the FY 2022 Budget resulting from COVID-19.

The Fiscal Year 2022 Budget process began with an update of the city's financial condition, which was presented to the Mayor and City Council during the September 2020 and January 2021 City Council retreats. During this update, a financial plan was established which prioritized the use of available fund balance to most effectively position the city for financial success in the future. This information was also shared with the city's department directors during budget kick-off meetings.

City departments responded to the direction provided by the Finance Department and submitted their 2022 budget requests to be in-line with current revenue estimates.

The FY 2022 Budget is balanced for all funds and totals $149 million with the breakdown by fund type as follows:

FUNDS BY TYPE	$	
General Fund	$ 74,499,064	
Special Revenue Funds	11,986,295	(1)
Debt Service Fund	4,958,881	
Capital Project Funds	41,231,310	(1)
Solid Waste Fund	5,595,116	
Risk Management Fund	1,610,172	
Medical Insurance Fund	8,740,000	
OPEB Funds	632,427	
Total	$149,253,265	

(1) Amounts contained herein represent new appropriations for FY 2022. Unexpended FY 2021 appropriations for City Council approved projects are re-appropriated annually pursuant to city policy.

INTRODUCTION AND OVERVIEW

Several of the major points of the FY 2022 Budget are as follows:

- Management of personnel and compensation program to align with current market environment:
  - Staffing level at 457.5 full-time equivalents "FTE" with the funding breakdown as follows:
    - 447 full-time equivalents (funded) – includes 6 positions funded as part of the 2022 operating initiatives (Quint apparatus staffing);
    - 10.5 full-time equivalents (unfunded; budgetary savings of $900,000); positions to remain vacant pending an identified funding source and workload justification.
  - Continuation of the annual performance-based merit program (3% on average) effective July 1, 2021 in an estimated cost of $1 million.
- Reduction (-1% or -$210,652) in departmental maintenance and operations budgets (General Fund) including controls on non-essential spending.
  - Net reduction is approximately -5% after adjusting for operating initiatives for 2022 [1], new initiatives (e.g. elections, municipal court office space lease, Innovation Academy field maintenance IGA, etc.), and growth drivers including risk insurance premiums (8% growth or +$59,500 based on premium trends), maintenance of new parks (+$42,000 for AlphaLoop, Thompson Street Park, Maddox Park, and Encore Park), and expanded Public Safety Taser program (42% growth or +$30,000).
- The departmental operating capital/lease budget primarily represents funding for the city's capital lease obligations (fire trucks, police tasers, etc.) coupled with minor maintenance capital needs. The FY 2022 budget experienced growth due primarily to approval of the Quint lease as part of the 2021 Mid-Year budget (replaced 1 Pumper with a dual-purpose Quint including ladder and water pumping capabilities).
- Funding from the General Fund which is available for immediate capital investment in 2022 includes the following:
  - $5,836,799 Fund Balance for one-time capital;
  - $1,650,000 Recurring Capital Contribution from the General Fund

    $7,486,799

Please refer to the Fund and Departmental Summary sections of this document for (1) multi-year revenue/expense statements on both a citywide and individual fund basis (e.g. Special Revenue Funds, Enterprise Fund, etc.) as well as (2) a personnel listing by department.

[1] Please refer to the *Operating Initiatives Request* section of this document for detail of the requests.

INTRODUCTION AND OVERVIEW

Budget and Millage Rate Hearings

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

DATE	ACTION
April 26, 2021	Distribute 2022 Mayor's Recommended Budget
May 3, 2021	Council Meeting
May 17, 2021	Council Meeting
May 24, 2021	Council Meeting
June 7, 2021	Public Hearing and Council Meeting (Budget)
	1st reading of Budget Ordinance
	1st reading of Millage Rate Ordinance
June 21, 2021	Public Hearing and Council Meeting (Budget)
	2nd reading of Budget Ordinance
	2nd reading of Millage Rate Ordinance

Budget Issues and Priorities

The FY 2022 Budget formalizes numerous key financial factors which have been themes for several years within the government.

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

Bond Ratings

The city's AAA bond rating was reaffirmed by Moody's and Standard & Poor's ("S&P") during April 2020 in conjunction with the sale of $18 million (par) of City of Alpharetta General Obligation Bonds Refunding Bonds, Series 2020, for refunding of the outstanding Series 2012 General Obligation Bonds (saving over $300,000 annually).

The AAA rating represents the highest rating available to municipalities and translates to significant savings to our citizens and stakeholders through reduced borrowing costs. This rating demonstrates the strongest creditworthiness relative to other US municipal or tax-exempt issuers and reflects the city's current sound financial position as well as strong financial management practices guiding our ongoing decision making. These practices are supported by formal policies to guide budget and procurement practices, capital investment,

INTRODUCTION AND OVERVIEW

and debt management. Other positive factors include a relatively strong economic base and debt/pension burdens. The FY 2022 Budget is mindful of these factors and the importance of maintaining the highest rating, not only for our citizens but also our bondholders.

Cost of Government

The city has historically acknowledged the need to provide a taxation rate commensurate with the government's level of service. The FY 2022 Budget is based on maintenance of the city's millage rate at 5.750 mills.

Fiscal Year	Operating Millage Levy	Debt Service Millage Levy	Total Millage Levy	% Increase (Decrease)
2022	4.935	0.815	5.750	0.0%
2021	4.935	0.815	5.750	0.0%
2020	4.820	0.930	5.750	0.0%
2019	4.770	0.980	5.750	0.0%
2018	4.720	1.030	5.750	0.0%
2017	4.620	1.130	5.750	0.0%
2016	5.000	0.750	5.750	0.0%
2015	4.950	0.800	5.750	0.0%
2014	4.870	0.880	5.750	0.0%
2013	4.820	0.930	5.750	0.0%

The portion of the millage rate funding debt service (Debt Service Fund) is proposed to remain flat with FY 2021 at 0.815 mills.

The portion of the millage rate funding operations and recurring capital investment (General Fund) is proposed to remain flat with FY 2021 at 4.935 mills.

Taxpayer Savings

The FY 2022 millage rate, coupled with the city's substantial Homestead Exemptions, goes great lengths in keeping Alpharetta an affordable place to live and strategically positions us relative to neighboring areas.

The city's multiple homestead exemptions are estimated to save our homeowners over $5 million annually and include:

- Floating Homestead exemption that caps the taxable value growth of homesteaded properties to the lesser of 3% or CPI;
- Basic Homestead exemption of $45,000 off the assessed value of homesteaded properties which is among the highest in the State;
- Senior Basic Homestead exemption of $25,000 off the assessed value of homesteaded properties for residents age 65 and older;
- Senior full-value exemption available to residents age 70 and older who meet certain income requirements.

Debt Service Payments

The city's primary method of funding large scale capital projects is through the issuance of bonds (e.g. general obligation bonds, Development Authority bonds, etc.). General obligation bonds have been issued to fund numerous large-scale projects including public safety

INTRODUCTION AND OVERVIEW

facilities, parks and recreation facilities, and transportation improvements that continue to define Alpharetta as a desirable community to work and live.

The Alpharetta Development Authority, a component unit of the city that is focused on economic development within our borders, issued bonds in 2016 to fund construction of our state-of-the-art Conference Center. These bonds are funded by a portion of the Hotel/Motel Tax.

Principal and interest payments for fiscal year 2022 are budgeted at $6.6 million with the following forecast: 2023 - 2041[2]: $7 million (annual average). These figures include city and Development Authority obligations and span multiple Funds.

Expansion of Departmental Service Levels (Operating Initiatives)

Recommended operating initiative funding totals $904,083 and is allocated as follows:

	General Fund	911 Fund	Total
Funds Available for Operating Initiatives:	**$ 654,083**	**$ 250,000**	**$ 904,083**
Recommended Initiatives:			
City Admin National Recruitment Services	$ 25,000	$ -	$ 25,000
HRIS Software Enhancement (Emp. Performance)	24,000	-	24,000
Quint Apparatus Staffing (Fire; 6 FTE)	605,083	-	605,083
Portable Radio Replacements (Qty: 200) - Capital Lease	-	250,000	250,000
	$ 654,083	**$ 250,000**	**$ 904,083**

Operating Initiative funding for FY 2022 has been programmed into the General Fund and 911 Fund budgets. Operating Initiatives not recommended for funding total $317,015. Please refer to the *Operating Initiatives Request* section of this document for detail of the requests.

Proper Use of Fund Balance

General Fund - Based on audited financial statements for the year ended June 30, 2020, the city's fund balance totaled $26.6 million. Of this amount, approximately $5.3 million was appropriated in the FY 2021 Budget for capital/one-time initiatives/reserve and $15.5 million has been designated as an emergency account based on a conservative policy of 23% of total appropriations (i.e. roughly 2½ months of operating expenditures). It has been the city's policy to utilize the remaining fund balance above the emergency requirement for one-time expenditures (generally capital investment). Available capital/one-time initiative funding for FY 2022 totals $5.8 million.

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

INTRODUCTION AND OVERVIEW

Funding Recurring Capital/Operational Reserves from Operating Budget

The 2020 budget included $4.8 million in appropriations within the General Fund budget to fund recurring capital initiatives (e.g. milling and resurfacing of city streets, traffic equipment replacement, fleet replacement, stormwater repair and maintenance, etc.). By programming the recurring capital program into the operating budget, the city is announcing to its citizens and stakeholders that capital investment in our roads and infrastructure is a priority that should be funded with certainty as opposed to relying on fund balance which may or may not be accumulated.

However, due to the sudden impact of COVID-19 on forecasted revenues, operational funding from the General Fund for recurring capital was reduced to $189,000 in FY 2021. The city is slowly growing the recurring capital funding in accordance with revenue growth and operational needs. The FY 2022 Budget proposes a recurring capital funding level of $1.7 million.

Funding from the General Fund available for immediate capital investment in 2022 includes the following:

- $5,836,799 Fund Balance for one-time capital;
- $1,650,000 Recurring Capital Contribution from the General Fund

$7,486,799

INTRODUCTION AND OVERVIEW

Maintaining an Effective Capital Improvement Program (Capital Initiatives)

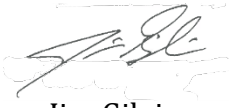
The FY 2022 Capital Plan includes funding of $48 million for capital initiatives (including potential grant funding). Recommended capital investment totals $47 million and is focused on maintaining and improving city infrastructure and assets. An additional $1.4 million is being reserved to provide flexibility for future prioritized capital investment.

	Capital Project Fund	Stormwater Capital Fund	T-SPLOST Fund	American Rescue Act Fund	Impact Fee Fund	E911 Fund	Subtotal	Other Sources	Total
Sources:									
Available Fund Balance	$ 2,000,000	$ -	$ 17,160,000	$ -	$ 1,443,100	$ 50,000	$ 20,653,100	$ -	$ 20,653,100
General Fund									
Recurring Capital Program	1,650,000	-	-	-	-	-	1,650,000	-	1,650,000
Available Fund Balance	4,316,799	1,520,000	-	-	-	-	5,836,799	-	5,836,799
Other (Taxes, Investment Earnings, etc.)	100,000	-	7,840,000	6,644,511	-	-	14,584,511	-	14,584,511
Grants (LMIG)	-	-	-	-	-	-	-	5,600,000	5,600,000
	$ 8,066,799	**$ 1,520,000**	**$ 25,000,000**	**$ 6,644,511**	**$ 1,443,100**	**$ 50,000**	**$ 42,724,410**	**$ 5,600,000**	**$ 48,324,410**
Uses:									
Capital									
Information Technology	$ 950,000	$ -	$ -		$ -		$ 950,000	$ -	$ 950,000
Public Safety	767,400	-	-		124,600	50,000	942,000	-	942,000
Public Works	3,344,000	1,520,000	25,000,000	4,644,511	-	-	34,508,511	600,000	35,108,511
Recreation, Parks & Cultural Services	1,584,500	-	-	2,000,000	-		3,584,500	-	3,584,500
Community Development	60,000	-	-		1,318,500		1,378,500	5,000,000	6,378,500
	$ 6,705,900	**$ 1,520,000**	**$ 25,000,000**	**$ 6,644,511**	**$ 1,443,100**	**$ 50,000**	**$ 41,363,511**	**$ 5,600,000**	**$ 46,963,511**
Non-Allocated:									
Future Capital/One-Time Initiatives	$ 1,360,899	$ -	$ -	$ -	$ -		$ 1,360,899	$ -	$ 1,360,899
	$ 1,360,899	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,360,899**	**$ -**	**$ 1,360,899**

Please refer to the *Capital Initiatives Request* section of this document for detail of the requests.

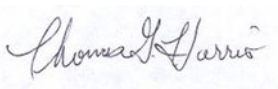
This budget is committed to continuing our focus on providing effective and efficient services to our citizens and stakeholders.

Respectfully Submitted,



Jim Gilvin
Mayor

Robert J. Regus
City Administrator



Thomas G. Harris
Finance Director

OPERATING INITIATIVE REQUESTS

Operating Initiative Requests

Executive Summary

	General Fund	911 Fund	Total
Funds Available for Operating Initiatives:	**$ 654,083**	**$ 250,000**	**$ 904,083**
Recommended Initiatives:			
City Admin National Recruitment Services	$ 25,000	$ -	$ 25,000
HRIS Software Enhancement (Emp. Performance)	24,000	-	24,000
Quint Apparatus Staffing (Fire; 6 FTE)	605,083	-	605,083
Portable Radio Replacements (Qty: 200) - Capital Lease	-	250,000	250,000
	$ 654,083	**$ 250,000**	**$ 904,083**

Operating Initiative funding for FY 2022 has been programmed into the respective departments within the General Fund and 911 Fund budgets.

Operating Initiatives not recommended for funding total $317,015.

Detail (Recommended Operating Initiatives)

General Fund

City Administration

City Administrator National Recruitment Services **$25,000**

This request is for professional services associated with conducting a national search for Alpharetta's next City Administrator. It is inclusive of services of a professional executive search firm, appropriate advertising, and other typical expenses associated with an executive search.

Human Resources

HRIS Software Enhancements **$24,000**

This request is for NEOGOV Human Resources Information System (HRIS) PERFORM module to automate the performance management review process. Increases transparency and engagement between employees and supervisors and identifies growth opportunities for professional development. Easily track workflows and reports on employee performance trends at the organizational, departmental, team, and individual level. Increase operation efficiency and effectiveness by eliminating laborious and cumbersome paper processes.

OPERATING INITIATIVE REQUESTS

Public Safety

Quint Apparatus Staffing (6 FTE) $605,083

In November 2020, the City Council approved funding a replacement Fire Pumper with a Quint Apparatus that provides water-pumping and aerial ladder functionality. This additional functionality will insulate the City from any service fluctuations associated with the City of Milton's eventual relocation of their ladder engine from FS 81.

However, the Quint does require additional staffing over the existing Fire Engine. Specifically, 6 personnel (2 per shift) will be programmed into the FY 2022 budget (3 Lieutenants and 3 Fire Apparatus Engineers; est. cost of $605K annually). The FY 2022 budget also includes a proposal requesting the purchase of an F-250 (est. one-time cost including equipment of $200K) to serve as a Rescue-Rapid Response unit to augment service capabilities and reduce the response of the Quint to lower priority incidents. The requested personnel will be utilized as staffing for the Rescue-Rapid Response unit while the Quint is not in the field. The lower planned utilization of the Quint also enabled the city to extend its useful life from the normal 10-years (typical Fire Engine Pumper) to 13-years which was represented in the financing terms.

911 Fund

Public Safety

Portable Radio Replacement (Qty: 200) – Capital Lease $250,000

The Public Safety Department places a high priority on integrating technology into its operations. A vital component of this strategy is ensuring department operations benefit from advances in technology as they become widely adopted and standardized. Two vital components of technology relied upon by the Department include mobile radios (installed in vehicles) and portable radios (carried by staff). Mobile radios were replaced in 2017 and are functioning well and meet technological needs. Portable radios, however, were replaced in 2015/2016 and have been eclipsed by advancements in technology and have reached end-of-life (as determined by the manufacturer, Motorola). New portable radio models ensure advanced technology for the end-user advancing security, location, encryption, and functionality with public safety partners in the adjoining area. Enhanced battery technology decrease weight and minimizes fatigue. Furthermore, new portable radio models utilize in the field programming, firmware updates, and cellular LTE backup in the event of radio system failure or out of territory utilization. Current estimates include replacing 200 portable radios in an amount approximating $2.2 million (including 7 years of service/maintenance costs).

Technology replacements are being programmed into the operating budget when it makes financial sense to do so (e.g. asset has a relative long-life of 7-years or greater coupled with a high-acquisition cost) through a capital lease arrangement. Mobile radios were replaced under a capital lease arrangement in 2017 with the associated lease payments funded within the 911 Fund operating budget. This request is to fund acquisition of replacement portable radios through a capital lease (7-year term) with the 911 Fund covering the annual payment. Payments will escalate over the life of the lease as software maintenance costs are $0 in year 1 and begin in year 2 with escalation factors

OPERATING INITIATIVE REQUESTS

every two years thereafter (payments estimated between $250K and $360K annually over the life of the lease). The portable radios are being acquired early in their lifecycle and are expected to last in excess of 7-years before any functional obsolescence occurs.

Detail (Unfunded Operating Initiatives)

General Fund

Community Development

Planner (intermediate level; 1.0 FTE) $103,000

This request is for an additional Planner (Intermediate) position to planner to fill-in, oversee trail planning, smart infrastructure, zoning research etc. Requested funding includes estimated salary and benefit expenses.

Public Safety

Public Safety Parking Attendant (1.0 FTE – upgrade from PT to FT) $28,015

This request is for the Parking Attendant position to be changed from a PT position to a FT position. This position reports to the Public Safety Traffic Division to walk the downtown parking areas for parking violations and issue parking citations. The salary and benefits cost for this position would increase from $19,190 to an estimated at $47,205, representing a net increase of $28,015.

Explorer Program $11,000

This request is to cover registration, travel and per diem costs for advisors and explorers to attend five (5) competitions and training conferences per year. Professional services include the registration fees for youth and adults, as well as re-charter fees paid to Learning for Life to cover insurance for the program. Registration and re-charter fees are $3,000 and lodging and per diem costs are $4,500. In addition, the Explorer program has operated out of the main PD Uniform and Equipment budget. We are seeking a line item of $3,500 annually to equip our Explorers with uniforms and equipment when necessary. We have been covering this expense in previous budgets in the past; however, with other expenses increasing, we need dedicated money to continue the Explorer program. Operational costs total $11,000 annually (uniforms, equipment, travel, etc.).

SWAT Training and Conferences $45,000

- **SWAT Tactical Medic Training:** This request is for two (2) SWAT Medics to attend a Tactical Medic Class. Though our Medics are highly trained, they need more advanced training in trauma care specific to the type of specialized care needed to treat wounds and injuries that happen in SWAT operations and training. They will receive advanced training taught by medics that have been in combat, enabling them to save more lives in the most serious of situations. $7,600
- **SWAT Sniper Training:** This request is for the SWAT Long Rifleman to attend an Advanced Marksmanship Class. This training will enhance their skill in making precision rifle shots in different environments, in various conditions, and from

OPERATING INITIATIVE REQUESTS

different positions. When these operators take a shot, they are shooting at an area of about 1.5 inches, so their skill must be at the highest level. These types of classes are crucial for the safety of officers and citizens. $5,500

- **SWAT Team Leader Training:** This request is for two (2) Team Leaders to attend a SWAT Team Leader Class. This training teaches many aspects of being a team leader, including but not limited to decision making, planning, risk assessment, risk mitigation and legal liability. This training is crucial in a Team Leader in running successful SWAT Operations, resulting the safest resolution of incidents as possible. $6,250
- **SWAT Negotiator Outside Instruction:** This request is to bring in an outside Crisis Negotiator Instructor. Crisis Negotiators are highly trained and need on-going training to maintain their proficiency level. This training is not offered locally, so the best way to get the training is to bring in an outside instructor to provide the training. It may be possible to recover some of the cost by charging other agencies to take the training. $6,000
- **SWAT GTOA Conference:** This request is for four (4) SWAT Operators to attend the Georgia Tactical Officers Association (GTOA) Conference. This conference allows operators to attend advanced training that is taught by instructors that are from outside of our normal area of operations. They will be exposed to new and different tactics and techniques that will improve the way we conduct operations. This outside training is mandated by national standards. This conference is a portion of our 40-hour annual in-service training requirement, which is also a national mandate. $10,650
- **SWAT Negotiator Conference:** This request is for four (4) Crisis Negotiators to attend the Negotiator Conference. Though our negotiators are highly trained, they need more advanced training in negotiations with different people in various situations. This will also allow negotiators to gain other skills needed for successful negotiations. $9,000

SWAT Night Vision Lease **$3,600**

This request is for the SWAT Team to lease night vision goggles and a thermal viewer for night-time operations. These devices are crucial for the SWAT Team to perform their duties. The cost to buy one set of goggles is $14,000 per unit while we can lease them for 300 per set. We have eleven (11) sets of goggles and one (1) thermal viewer.

Training Space **$116,400**

This request is for the rental of an approximately 10,000 square feet office/warehouse space for training purposes for one (1) year. Due to the climate of the country today the Public Safety Department has adjusted some areas of training and added additional training to ensure that the City of Alpharetta remains ready to handle any situation that it encounters. Use of Force and De-escalation as well as Defensive Tactics have become much of our focus. We have always done a very good job training on these topics, but we

OPERATING INITIATIVE REQUESTS

want to do more. When it comes to De-Escalation and Use-of-Force Training, doing realistic scenarios are the best way to reinforce classroom and online training.

To accomplish this goal, the Public Safety Department needs a facility where it can set up scenarios. This includes simulated houses, businesses, schools etc. The common term for this is "Shoot House." There are various ways, including physically building walls, walls on wheels, and various temporary structure, to make a "Shoot House" work. All of these options require a permanent dedicated space. Currently we do not have enough space to utilize any form of "Shoot House."

In order to train Defensive Tactics, we also need a dedicated permanent space. We need to have the ability to have mats and other equipment set up at all times. If we do not have a dedicated permanent training space, time is wasted rolling and unrolling mats. Constant rolling and unrolling will also reduce the life of the mats due to constantly taping and un-taping.

Changing the way training is done has caused us to add training staff, so we do not have enough office and storage space. This is an on-going issue.

We have located a couple of office/warehouse locations that would be ideal for our needs. Depending on the length of the lease, we would get an allowance from the owner for build out costs. The cost of leasing the space is approximately $9,700 per month, including rent and utilities.

Defensive Tactics Mats **$10,000**

Contingent on the approval of the training space, the department is also requesting funds for defensive tactics mat.

CAPITAL INITIATIVE REQUESTS

Capital Initiative Requests

Summary

Capital Funding Sources:

General Fund	
Recurring Capital Program:	$ 1,650,000
Available Fund Balance:	5,836,799
E911 Fund	
Available Fund Balance:	50,000
Capital Project Fund	
Available Fund Balance:	2,000,000
Other (interest earnings):	100,000
T-SPLOST Capital Fund	
Available Fund Balance:	17,160,000
Other (taxes, interest earnings):	7,840,000
Impact Fee Fund	
Available Fund Balance:	1,443,100
Grant[3]:	5,600,000
American Rescue Plan Act (both tranches):	6,644,511
Total Sources:	**$48,324,410**

Recommended Capital Initiatives*:

Recurring Capital Initiatives:	$ 6,587,000
Stormwater/Drainage Initiatives:	1,420,000
General Capital Initiatives:	7,312,000
TSPLOST Initiatives:	25,000,000
American Rescue Act Initiatives:	6,644,511
Total Uses:	**$46,963,511**

Non-Allocated (Future Capital/One-Time Investment)

Capital Project Fund:	$ 1,360,899

** Capital initiatives not recommended for funding total $5,397,150.*

[3] Includes potential LMIG grant funding for milling and resurfacing initiatives ($600,000) and Transportation Improvement Program grant funding ($5,000,000) for North Point Parkway improvements and would be appropriated upon execution of binding agreements and/or receipt of the funds.

CAPITAL INITIATIVE REQUESTS

Detail (Recommended Capital Investment)

American Rescue Act (and other sources where noted)

Public Works

Recurring Milling and Resurfacing $3,000,000 (multiple sources)

Priority 1: This request is for the on-going maintenance of milling and resurfacing and preservation of city streets. Resurfacing of city streets increases the life expectancy of the roads. Without resurfacing, roadways will deteriorate and be more costly to repair. It is anticipated that this project will be augmented through an LMIG grant (additional $600,000 that will be appropriated upon grant submission/approval) and American Rescue Act funding.

In FY 2019, the City contracted with Dynatest to complete a full evaluation of the city roadways. Each road receives a Pavement Condition Index score between 0 and 100. This standardized rating system is also used by the Georgia Department of Transportation. Lower scores indicate need for maintenance or reconstruction.

In FY 2022, the City will allocate funding in accordance with the Pavement Condition Index findings and identify preservation techniques that will best extend the life of our roads. This includes a combination of surface coating techniques, milling and resurfacing, soil cement, etc.

Funding to be provided through the following sources: Recurring Capital ($1,150,000); Fund Balance ($74,000); LMIG Grant ($600,000); and American Rescue Act ($1,176,000). Grant funding will be appropriated upon execution of binding agreements and/or receipt of the funds.

Recurring Stormwater Pipes/Structure Repair $2,894,511 (multiple sources)

Priority 1: This request is for stormwater pipe and structure maintenance, repair, and replacement. This category includes unclogging pipes and structures filled with sediment and debris, repairing pipes by relining, contractual repairs to stormwater structures, and pipe replacement projects. The contractual pipe unclogging and structure repair will be throughout the city based on inspection results.

Funding to be provided through the following sources: Fund Balance ($750,000); and American Rescue Act ($2,144,511).

Recurring Sidewalk Maintenance and Repair $1,324,000

Priority 1: This request is for the continual maintenance and repair of the city's sidewalk inventory. Over the last 10 years, the city has expended in excess of $5 million on sidewalk projects. During that same period, the city's sidewalk inventory has also been increased through larger roadway and streetscape projects, through private development, and through annexation. This request will fund the replacement/repair of approximately 26,500 linear feet of sidewalk.

CAPITAL INITIATIVE REQUESTS

In FY 2019 the City contracted with Dynatest to complete a sidewalk inventory and evaluate sidewalk conditions. This list standardizes the evaluation process, provides a clear prioritized list of sidewalks needing repair, and ties sidewalk data into the city's GIS and asset management software. Types of repairs (cracking, trip hazard vertical displacements, and spalling) along with location (near schools and parks, along arterial roadways, in the downtown district, etc.) will help determine the repair priority. Due to the large number and complexity, the City contracts out some of these repairs. This budget item covers the cost of sidewalk repairs completed by outside contractors. This work will occur in various locations throughout the city pursuant to the Dynatest findings.

Recreation, Parks & Cultural Services

Replace Boardwalk between old Wild Wings and Greenway $2,000,000

Priority 1: The current boardwalk in this location is in need of replacement. The poor design has accelerated the decline of the boardwalk. Whole sections of the boardwalk are failing, and some sections have been replaced and/or repaired numerous times. This project would replace in excess of 1,115 linear feet of boardwalk that connects the commercial areas with the City of Alpharetta's Greenway.

Recurring Capital Initiatives

Public Works

Recurring Traffic Signal System Maintenance $100,000

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

Recurring Traffic Control Equipment $100,000

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

Recurring Traffic Responsive System Maintenance $150,000

Priority 1: Since 2018, the Georgia Department of Transportation has upgraded over 100 signals throughout the City with new software (MaxTime) and has worked with the City staff to develop new Traffic Responsive timing plans along major corridors. All at no cost to the City. This request provides funds to maintain the upgraded traffic signal software and equipment provided and installed by GDOT. Additionally, the funds will be utilized to

CAPITAL INITIATIVE REQUESTS

work with consultants to analyze data collected through these upgrades to continue modifying timing plans and expand the system throughout the City with new signal timings. The funds will also be utilized for maintenance, replacements, upgrades, and necessary installations of network, security, and communication systems to and from signalized intersections/traffic cameras in the server room and out at the field. Furthermore, this request is for maintenance, replacements, upgrades, and installations of emergency vehicles preemption system and connected vehicles technology.

Recurring Traffic Striping and Signage $200,000

Priority 1: This request is for purchase of equipment and material needed for the repair/replacement of traffic striping and signage throughout the City. Repair/replacement of striping consists of refreshing the existing striping due to normal wear and the restriping of roadways after milling and resurfacing. Repair/replacement of traffic signage consists of replacement of existing signage due to normal wear as well as damage. This request also includes equipment/materials needed for fabrication of the city's signage (performed in-house).

Recurring Traffic Calming Improvements $75,000

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

Recurring Bridge Maintenance $150,000

This request is for the continual performance of required repairs and maintenance measures identified by Georgia Department of Transportation (GDOT) inspectors during their biennial inspections of city owned bridges. Tasks include: the removal of corrosion and repainting of bridge supports; remediation of erosion issues; installation/extension of concrete encasements around piles; cleaning and sealing deck joints; and replacement of failed wing walls. Failure to address these items can lead to further deterioration of bridge conditions.

Below is our list of bridge repair locations in order of highest priority to lowest. It is anticipated to complete bridge repairs at the first three locations in FY 2022: 1) Waters Road over Long Indian Creek; 2) Windward Pkwy westbound lanes over Big Creek; 3) Windward Pkwy eastbound lanes over Big Creek; 4) Windward Pkwy eastbound lanes over Camp Creek; 5) Windward Pkwy eastbound lanes over Big Creek Tributary; 6) Mansell Road westbound lanes over Foe Killer Creek; and 7) Windward Pkwy westbound lanes over Camp Creek. Future year funding will cover any needs not completed in the list above as well as findings from future GDOT Inspections.

CAPITAL INITIATIVE REQUESTS

Recurring Tree Planting and Landscape Improvements $265,000

Priority 1: This request is for tree pruning, tree removal, tree planting, and landscape improvements within city rights-of-way. The city's aging tree canopy within right-of-way areas requires pruning and removal to address issues such as pedestrian and vehicular safety, conflicts with streetlights, signal head clearance, and intersection sightline clearance. FY 2022 funding will be used at various locations throughout the city including along Kimball Bridge Rd. The Kimball scope includes installation of landscape within the right-of-way area from the east side of the bridge to Sterling Brooke Drive. The proposed landscape is intended to replace the landscape buffer that was installed by Sterling Brooke as part of their development plan and which they were responsible for maintaining. Once installed by the City, the replacement landscape within the right-of-way at this location will also be maintained by Sterling Brooke in perpetuity.

Recurring F-250 Truck Replacement $65,000

Priority 2: This request is for the replacement of a F-250 truck within the Public Works fleet. The F-250 replacement is based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 130,000 miles. FY 2022 replacements include Unit #689 (2011 model year F-250 4x2 Crew Cab) with 103,000 miles. This unit is utilized by our construction crew and is constantly idling for long periods of time, which is taxing on the vehicle. The transmission is beginning to show signs of slipping. The utility boxes on the sides are failing. Due to the age and wear and tear on the vehicle, this vehicle is scheduled for replacement.

Recurring Chipper Truck Replacement $140,000

Priority 2: This request is for the replacement of 1994 Ford F-800 Chipper Truck (Unit # 74) within the Public Works fleet. This vehicle enables staff to haul wood chips and is essential to enable staff to clear trees and brush from City right of way while recycling the debris to usable mulch. The chipper truck replacement is based on age, wear and tear, and maintenance/repair costs. This truck has extensive rust and corrosion on the frame, chassis, and suspension. Cracks and dry rot have developed on the air brake lines. The only backup staff has for this vehicle is a chipper-insert that allows current vehicles to assume some of the functionality (smaller-scale).

Recurring Skid Steer Loader Replacement $85,000

Priority 2: This request is for the purchase of a skid steer loader to replace a 2004 New Holland LS190 skid steer loader. This equipment allows staff to perform various digging, hauling, and lifting tasks on jobsites as well as loading/unloading cargo at Public Works headquarters. The current unit is showing its age and have a significant repair backlog including:

- Unit will not maintain proper hydraulic pressure when using hydraulic attachments;
- Both boom pivot pins, mounting pins and attachment arms need to be replaced;
- Both male and female hydraulic connections are worn out and will not safely keep hoses connected when in use;

CAPITAL INITIATIVE REQUESTS

- All tires need to be replaced immediately; and
- Units tilt bucket remote is inoperable and will need to be completely re-wired and the remote replaced.

Streetlight Maintenance (recurring) $80,000

Priority 1: This request is for City streets that currently do not have enough lighting or no lighting at all throughout the street and maintenance to existing City owned streetlights. The City owns and maintains approximately 600+ lights. This work will include installation and maintenance of new and existing lighting either on existing power poles or the installation of new poles along with lighting. This will increase the safety of citizens who use our streets and sidewalks daily. Periodic inspections and troubleshooting will ensure longevity and minimum replacement of lighting components.

Traffic Control Center/Server Room Maintenance (recurring) $60,000

Priority 1: This project is to make necessary improvements and keep the City traffic control center and server room equipment up to industry standards, concerning network communication and security features. Some of the major tasks include: 1) Asset management and upgrade assessment of ITS equipment; 2) Server room reorganization and reconfiguration; 3) Commissioning and configuring new and existing switches, routers, firewalls, and servers; 4) Implementing and configuring network management tools and software packages.

City Trash Receptacle Service (recurring) $50,000

Priority 1: This initiative proposes that 80 trash receptacles owned by the City and located within City right-of-way be serviced two days per week by a private vendor.

The work area will be split into two areas as follows: Area 1) all receptacles located within the Downtown Overlay District; and Area 2) all receptacles located outside of the Downtown Overlay District.

Justification: Public use of City owned trash receptacles has increased dramatically over the last few years, particularly in the Downtown Overlay District. The increased public use has resulted in a corresponding increase of Public Works resources committed to servicing the receptacles. The effect of this increased commitment to trash receptacle service is a decline in roadside litter collection, vegetation management, and other general right-of-way maintenance activities by the department.

Recurring PS Facility Roof Repairs/Wall Restorations $250,000

Priority 1: This request is for roof replacement of the metal roof segment at Fire Station 81. This roof was installed in 1996 and totals approximately 5,800 sq.ft. Although the field of the roof is in good shape, the transition at the ridge and eave are showing significant signs of age and are no longer providing adequate watertight protection. This facility is actively experiencing leaks. The metal roof segments at FS 82 and 83 were replaced in fiscal years 2020 and 2021 (proposed) respectively.

CAPITAL INITIATIVE REQUESTS

Recurring Facility Renovations (Fire Stations) $60,000
Priority 1: This request is for the renovation of bathrooms, kitchens, flooring, lighting, appliances, ceiling fans, etc. at various Fire Stations within the City. The renovations will be accomplished over multiple years. FY 2022 request includes: LED lighting in multiple fire stations, bathroom remodeling in multiple stations, exterior paint for Station 86, and pressure washing, sealing, and trim painting at various fire stations.

Recurring Rec Facility Bathroom, Painting, Floor Repairs $30,000
Priority 1: This request is for interior and exterior painting, updating sinks, toilets, and hand dryers as well as floor repairs at Webb Bridge Park restroom and concession, improving the functionality and the aesthetics of the facilities.

Recurring Parking Garage Maintenance $25,000
Priority 1: This request is for general maintenance of the two Parking Garages. For FY 2022: City Hall Parking Garage work includes painting stairway handrails, washing windows, pressure washing inside surfaces of garage, inspection of structural components and repair as needed. Typical repairs include, but are not limited to, epoxy injections for structural cracks on columns and wall surfaces, expansion joint repairs to verify proper flex under heavy loads and create a watertight seal, etc.

Recurring HVAC Replacements $60,000
Priority 2: This request is for the replacement of HVAC units for all City maintained facilities. Useful life expectancy for HVAC units is 15 years and a lot of the units serving facilities within the City are approaching or have exceeded the life expectancy. FY 2022 replacements include units at the Fire Stations 81, 84, and 85.

Recurring Generator Replacement (Detention Facility) $100,000
Priority 1: This request is for replacement of generators for city facilities. New generators will be natural gas instead of diesel. FY 2022 replacement is for Detention Facility. Currently, its unit is over 20 years old.

<u>Information Technology</u>
Recurring Technology Replacement (all city departments) $300,000
Priority 1: This request is to provide for the annual replacement of technology for all city departments. As in prior-years, funding for technology replacement is placed in one capital project account to allow for more efficient management (as opposed to being spread across multiple departments based on an estimate of replacement needs which may or may not equate to the actual need during the fiscal year). The city currently has 555 computers in operation (288 desktops; 267 laptops). The main component of the FY 2022 request includes funding for the replacement of approximately 132 PCs, 75 iPhones, 44 iPads, and wireless access points throughout city facilities (although actual replacement will be driven by equipment condition).

CAPITAL INITIATIVE REQUESTS

The current city standards for technology replacement (based on funding availability)are as follows: servers (5-6 years); SANS – Storage (5-6 years); desktop PCs (4 years); laptop PCs (4 years); iPad tablets (3 years); iPhones (3 years);large scale multi-function printers (MFPs) (5-7 years); small scale MFPs (5 years); small printers (3-5 years); desktop UPS (electrical service backup) (3 years); Network UPS (closets) (4 years); Wireless Access Points [WAPs] (5 years);network routers/switched/firewalls (5 years); telephony gateways (5-6 years). Larger replacement initiatives are not included in this appropriation (e.g. CISCO network devices).

Recurring Network Devices (all city departments) $350,000

Priority 1: This request is for network equipment replacement (typically CISCO, HP, and Palo Alto) for the data center at Public Works (PW), Pubic Safety, City Hall, and other network facilities at various City locations. The equipment to be replaced provides system-wide functionality and includes: the central core switch/router (catalyst 6500/7600 replacement) at PW, core switch/router (catalyst 3750 replacement) at Public Safety, switches for Recreation and Parks, City Hall, etc. (catalyst 3560s), a variety of network controllers, various power supplies, giga-ports for switches, and miscellaneous connective components at all locations. This will provide greater reliability, reduced annual costs, and greater efficiency and capability for the use of system applications for the city.

<u>Public Safety</u>

Recurring Fleet Replacement (Qty: 7) $305,000

Priority 1: This request is for the forecasted annual replacement of Police and Fire SUVs, light trucks and motorcycles. The replacement need is driven by the model year, mileage and mechanical condition of the vehicles. Emergency response vehicles are expected to last in excess of 100,000 to 110,000 miles; administrative vehicles will generally run somewhat longer. This request includes the complete upfitting costs for new vehicles and the stripping costs for expired vehicles in preparation for public auction. Replacement vehicles to be purchased in FY 2022 include: (2) SUVs for Patrol; (1) F150 for CID; (1) SUV for the Admin team; (1) F150 for Training and (2) motorcycles, totaling 7 vehicles.

Recurring Public Safety Equipment (replacement) $211,000

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

FY 2022 request includes: funding for Fire Station replacements for furniture/bedding ($10,000) and fire tools/equipment ($15,000); replacement of (2) turnout gear washing machines for Stations 81 and 83 ($14,000); replacement of exercise equipment ($10,000); (12) AEDs (Patrol $17,000); extrication equipment ($45,000); turnout gear and PPE for firefighters ($60,000); PD tools/equipment ($40,000).

CAPITAL INITIATIVE REQUESTS

Recreation, Parks & Cultural Services

Recurring Park Enhancements **$120,000**

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

Recurring Playground Equipment Improvements **$100,000**

Priority 1: One of our park systems favorite amenities is our playgrounds. This program will allow for the replacement of all our playgrounds in a timely manner. FY 2022 funding is for replacement of the playground at Wills Park # 3. The Kings Ridge Playground was originally built in 2003.

Recurring Park Repairs/Improvements **$125,000**

Priority 1: This funding is for general park repairs and improvements on a smaller scale (non-capital size projects). This account allows us to repair trails throughout the system as they need to be repaired. As an example, FY 2021 funds were used to: (1) remove and replace parking lot curb at Windward Community Park; (2) remove and replace damaged sidewalk at Union Hill Skatepark; (3) design and install a modular block wall at Wills Park Recreation Center; (4) repair concrete walkways and pads at Wills Park; (5) repair and refinish Gym 1 floor at Community Center, etc. This account is crucial to the Department's ability to respond to the needs and repairs as they arise throughout the year. The additional funds requested, beginning in FY 2022, will be used to repair picnic shelters/pavilions, as needed.

Recurring Tennis Courts Resurfacing **$60,000**

Priority 1: This request is for the repair/resurface/recoat of tennis courts with a fabric crack repair system. The FY 2022 request is for the resurfacing of four tennis courts at Webb Bridge Park. These courts were last resurfaced in FY 2014. Department policy is to resurface athletic courts every five years. A five-year cycle for this work is recommended to maintain the courts in the best and safest condition for public use.

Recurring Synthetic Turf Field Replacements **$500,000**

Priority 2: This request is for the replacement of North Park turf field #2. This multi-use field is over 11-years old and accommodates youth football, lacrosse, soccer programs, and public use. Average life of a turf field is 8-10 years. This field has required extensive turf repairs over the past 2-years. The current condition calls for immediate replacement for better playability and safety for users.

CAPITAL INITIATIVE REQUESTS

Recurring Fleet Replacement (Qty: 6) $275,000

Priority 2: This request is for the forecasted annual replacement of Recreation, Parks & Cultural Services vehicles. The replacement criteria is as follows: 1) when the department director determines it is no longer cost effective to retain the vehicle; 2) when either mileage or age reaches or exceeds 10-years of service or 125,000 miles; and 3) motorized equipment damaged in accidents shall be inspected by the Safety/Risk Administrator to determine feasibility of repairs as compared to replacement cost. FY 2022 includes replacement of (3) 2008 Ford F-150s; (2) 2008 Ford F-250s; and (1) 2005 Ford 15 passenger bus, totaling (6) vehicles.

Recurring Park Equipment Replacement $122,000

Priority 2: This request is for the replacement of (1) 1999 Skid Steer Loader, (1) 2007 EZ-Go Golf Cart, (1) 2012 John Deer 6x4 Trail Gator, (1) 2012 John Deer Turf Gator, (1) 2014 Turbine blower, (1) 2006 John Deer Field Rake, and (1) 2007 Mill Creek Turf Tiger Spreader. Replacement requested due to age, hours of use, and estimated repair cost.

Recurring Greenway Improvements/Repairs $250,000

Priority 3: This fund will be used to repair, improve and enhance the entire length of the Alpharetta Greenway. This asset is extremely valuable to the City but is showing its age. Washouts, erosion, heavy use and constant maintenance has taken a toll on the Greenway. Major repairs are needed on the boardwalk portion of the Greenway. Many trees need to be maintained and/or removed to ensure the health of the Greenway and Big Creek.

Stormwater/Drainage Initiatives

Public Works

Recurring Stormwater Drainage Maintenance $200,000

Priority 1: This request is for the continual maintenance and small drainage maintenance work within the city including: (1) small repairs such as grouting, paved inverts, and replacing tops; (2) annual maintenance of the city's stormceptor units, oil/water separators, and city-owned detention ponds (as required by the Georgia Environmental Protection Division); and (3) Water Quality lab testing (as required by the Georgia Environmental Protection Division). The breakdown for this account is approximately $70,000 for pond and best management practices maintenance and $130,000 for testing, sampling, sweeping, crew materials, etc.

Recurring Stormwater Inspections $120,000

Priority 1: The National Pollutant Discharge Elimination System (NPDES) Stormwater Permit requires Alpharetta to complete several inspections to protect our stormwater system. These inspections include site visits to private industrial facilities, private carwash and auto body repair shops, city ponds and stormwater management facilities, private ponds and stormwater management facilities, and city-maintained storm structures and pipes. These inspections help us identify maintenance repair work, help us prioritize our crews and CIP lists, and help us recognize private violations of the stormwater ordinance.

CAPITAL INITIATIVE REQUESTS

This project includes hiring a private consultant to complete the inspections so that city staff can focus their efforts toward planning, maintenance, and enforcement activities.

Recurring Stormwater Design/Studies $100,000
Priority 1: This request funds various drainage, flood, and watershed studies that are required by state and federal regulations. Watershed studies identify capital projects to improve water quality in impaired streams. Additional studies include dam breach analysis, bacterial source testing, emergency planning and estimating damage, GIS maintenance, inventory updates, stream delisting, etc. These studies also identify future capital improvement projects or provide specific information that can be used by the city to meet regulatory compliance or further our service to our citizenry.

Meadow Brook Hills Drainage Improvements (design) $250,000
Priority 1: This request is for design of drainage improvements in Meadow Brook Hills. This neighborhood has experienced drainage impacts of redevelopment. The impacts are localized between homes and are having a cumulative effect as you move downstream. The City is working with the on-call consultants to design a solution that will address the drainage issues in this neighborhood.

General Capital Initiatives

Community Development

North Point Parkway Corridor Imp. (TIP Grant) $6,250,000 (Grant; Impact Fee)
Priority 1: This initiative represents Atlanta Regional Commission TIP (Transportation Improvement Program) grant funding ($5,000,000) and associated match funding ($1,250,000) for North Point Parkway improvements which includes 12' sidewalks, landscaping, lighting, placemaking signage, and crosswalks as recommended in the North Point LCI and North Point Placemaking Plan. Grant funding will be appropriated upon execution of binding agreements and/or receipt of the funds. The Public Works Department will handle the construction phase of this project and, as such, this activity will be reported within the budgetary schedules under Public Works Department ownership.

Design Services $60,000
Priority 2: This request is to provide funding for various studies and professional services that arise each year from Council and/or Department initiatives. Such services may include revisions to Comprehensive Plans, Small Area Plans, project designs such as plazas, landscape architecture, hosting a series of public input sessions, conceptual design standards, etc. These types of studies and professional services are essential and will assist in forecasting the current market environment, recommend standards that will assist in policy decisions, improve project completion timelines and functionality to maintain the high level of performance by City Staff that our citizens and business owners are accustomed to.

CAPITAL INITIATIVE REQUESTS

Impact Fee Study Update **$68,500 (Impact Fee)**

Priority 2: This initiative includes the review and update of the city's impact fee ordinance to reflect current capital needs and adjust the resulting fees and categories (e.g. parks, roads, etc.) accordingly. The last update occurred in 2015. Funding is provided through the Impact Fee Fund. This activity will be recorded within a non-capital account (professional services) and, as such, will be reflected within the budgetary schedules as Maintenance & Operations activity.

Public Works

Stormwater Asset Management Assessment **$100,000**

Priority 1: This request is for an Asset Management Assessment of the entire Stormwater System to reasonably determine the condition and annual funding necessary to maintain the integrity of the system. This includes assessing and recommending funding levels for pipes, structures, management facilities such as ponds and swales, and operation needs such as inspections and testing. The study would include historical spend and costs to complete backlog. The study would assist the City in determining the state of the system, current funding adequacy, future funding level recommendations as well as best practice recommendations to our current stormwater code and operations. This phase would serve as the basis of a stormwater utility feasibility report should a dedicated funding source for stormwater maintenance be considered by mayor/council.

Design Services **$75,000**

Priority 1: This request is for various design services associated with minor projects unable to be completed by city staff. Such services include structural designs and/or evaluations, sub-surface geotechnical investigations, miscellaneous right-of-way/easement research. Utilizing experts in various fields enables city staff to make the appropriate decisions related to resolving construction issues. Additionally, the information gathered by the design professionals allows staff to properly design or address issues in the field.

Information Technology

City Council Audio Visual Replacement **$300,000**

Priority 1: This request is for the modernization, replacement, and upgrade of the City of Alpharetta City Council audio visual system located in City Hall. The equipment to be replaced provides support for City Council and other City meetings for conducting in person and remote broadcast of audio and video data. By replacing the equipment, this will provide greater reliability, reduced annual costs, and greater efficiency and capability for the use of the audio/video systems. The existing/remaining components will have reached end-of-life either in age or functionality. Software/equipment maintenance costs are estimated at $30K annually and will impact the operating budget in FY 2023.

CAPITAL INITIATIVE REQUESTS

Public Safety

E-911 Facility Renovations **$50,000 (E911 Fund)**

Priority 2: This request is for renovations to the E-911 facilities, including restrooms, breakroom, and training area. The current facilities are original to the structure and in need of repair. Renovations will include removal and replacement of sinks, toilets, partitions, cabinets, and appliances, improving the aesthetics and functionality of the facility. Funding is provided through the E911 Fund.

Lucas Chest Compression System Devices **$176,000**

Priority 1: This request is for acquisition of (8) Lucas-3 chest compression system devices. Lucas devices provide uninterrupted, consistent chest compressions during resuscitation events. This helps create life-sustaining perfusion of the heart and brain and ultimately increases the survivability rates in a cardiac arrest. With the LUCAS device, fatigue, individual variations or psychological factors are removed from CPR and there is no longer a need for switching providers every two minutes. LUCAS devices also help provide high-quality, uninterrupted chest compressions during patient movement and transportation. Placing one of these devices on each of our apparatus, including Air & Light Truck, would provide our personnel with a vital tool in the treatment of cardiac arrests.

Fire Rescue-Rapid Response Truck **$200,000 (Impact Fee; FB)**

Priority 1: This request is for the acquisition of one F-250 Rescue-Rapid Response truck for Fire Station 81. To maximize staffing service capabilities, the Department proposes to purchase this vehicle to augment service capabilities and reduce the response of larger vehicles to lower priority incidents, thereby, extending the life of the larger vehicles. This vehicle will be versatile, smaller, and more mobile to reach automobile cars in parking decks and serve the greenway. The system can also be used to complete gross decontamination of firefighters as they exit structure fires to reduce the exposure to carcinogens. Funding is provided through Impact Fees ($124,600 based on allowable impact fee funding allocations) and Fund Balance ($75,400).

Recreation, Parks & Cultural Services

The Stories Project **$12,500**

Priority 1: This project entails video recording the stories and oral history of our citizens and their memories of the Alpharetta Experience. This project will continue and involve the recordings of a number of citizens each year as seniors are willing to express their emotions, memories and recollections of the Alpharetta they have known. As time progresses, the videos will be compiled so they can be used as an online story of our past and its respected citizens who have helped to shape our city. This documentation will also be used within the History Center as an oral history of Alpharetta's development over time. This funding supplements existing funding within the FY 2021 budget ($12,500) to provide a total of $25,000 for investment in this project in FY 2022.

CAPITAL INITIATIVE REQUESTS

Design Services **$20,000**

Priority 2: This request is to provide funding for various studies and professional services that arise each year from Council and/or Department initiatives. Such services may include revisions to Recreation Master Plans, construction plans for recreation amenities including pavilions, gazebos, etc. These types of studies and professional services are essential and will assist in forecasting the current market environment, recommend standards that will assist in policy decisions, improve project completion timelines and functionality to maintain the high level of services our customers are accustomed to.

T-SPLOST

Old Milton Parkway Capacity Improvements **$2,000,000**

Priority 1: Project consists of widening Old Milton Parkway (SR 120) between GA 400 and State Bridge Road to provide a 6-lane divided section with appropriate pedestrian and bicycle amenities. Additionally, this project includes the design and construction of intersection improvements throughout the corridor that would add capacity to improve safety and intersection operations. Intersections include, but are not limited to, the following locations:

- Old Milton Parkway at Cotton Creek entry/Brookside Parkway;
- Old Milton Parkway at Vista Forest Drive/Brookside Parkway;
- Old Milton Parkway at Park Bridge Parkway/Alexander Drive.

Funding sources to include local (TSPLOST), state and/or Federal Funds. Project costs are currently estimated at $3M for design, $4M for right-of-way and easements, $25M for construction. Current cost estimates for the city's portion totals $5 million ($3 million in appropriations previously provided leaving $2 million left to fund).

Webb Bridge Road Improvements **$23,000,000**

Priority 1: In addition to milling/resurfacing and roadway striping, this request consists of widening Webb Bridge Road to create wider sidewalks along both sides of the road, adding bike lanes, traffic calming treatments such as concrete medians on Webb Bridge Road, and a roundabout at the intersection of Webb Bridge Road at Webb Bridge Way. The project design is anticipated to be completed by March 2021.

Detail (Unfunded Capital Investment)

City Administration

Website Upgrade **$145,000**

Priority 1: The project consists of the design, development, hosting, and maintenance of a new City of Alpharetta website and suite of public communications tools including an integrated mobile application, mass notification system, and other features. The core platform will be based on a complete Headless Content Management System (HCMS) with an enhanced design that will organize, structure, and label content in a way that will help website users find information and complete tasks in an efficient, user-friendly way. The solution proposed should be based on the latest technologies to be implemented in a

CAPITAL INITIATIVE REQUESTS

constantly growing organization with a need for scalability, security, and the capability necessary to seamlessly integrate with other systems used within the organization. It is estimated that the project would take approximately 28 weeks to plan, design, build, and launch.

Community Development

North Point Envelope Framework Plan $120,000

Priority 1: Building on the recommendations of the LCI and North Point Placemaking Plan, provide a framework of public streets, public space, trails and green infrastructure to guide high-value, sustainable redevelopment of auto-centric properties in the North Point area. To ensure that redevelopment within the North Point District aligns with community-based plans and vision for a walkable, mixed-use district, the North Point Development Framework Plan will provide actionable guidance that aligns public policy, regulatory tools, public capital investment, and private investment. The Development Framework will provide clarity around the arrangement of public streets, public spaces, and infrastructure on which the private market can plan their development and investment. Staff is researching alternate funding options including securing partner investment as well as utilizing existing appropriations.

Bus Shelter Construction Program $95,000

Priority 1: This request is for the installation of at least two (2) new bus shelters in Downtown Alpharetta, one on Haynes Bridge Road by the library and a second on Main Street near the former Hardees location. Designs will complement those installed by the North Fulton Community Improvement District.

Public Works

Recurring Park Facilities Pavement Preservation $250,000

Priority 1: This request is for the on-going maintenance of pavement within the city's park facilities. Preservation of the roads, drives, and parking lots increases their life expectancy. Without preservation, these pavements will deteriorate and be more costly to repair. FY 2022 funding request is for Webb Bridge Park.

Tree Planting and Landscape Improvements (Haynes Bridge Road) $450,000

Priority 1: This request includes landscape improvements along Haynes Bridge Road. Specifically, this initiative proposes to revitalize the existing declining and overgrown median landscape within the approximate one-mile segment from SR 400 to just south of Old Milton Parkway (Nottaway Lane). The project will include selective removal and pruning of existing trees/plants followed by the addition of new trees, shrubs and groundcovers. The city's aging tree canopy within right-of-way areas requires pruning and removal as needed to address issues such as vehicle clearance, traffic safety, streetlight and signal head clearance, and maintaining the required intersection sightlines. Approximately 10% of the budget item will go towards pruning and removal, while the remaining 90% will go towards the installation and watering of new trees and plants. Funding for this capital initiative may be partially offset through the City's Tree Replacement Fund.

CAPITAL INITIATIVE REQUESTS

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Streetlight Expansion **$250,000**

Priority 1: This request is for recurring capital of the installation of new street/pedestrian lighting in neighborhoods and areas of the City where currently limited illumination is evident. Older neighborhoods in the City do not meet today's illumination standards and require extra lighting for safety. Neighborhoods identified as needing more lighting are primarily located on the west side of town. Subdivisions such as North Farm, North Towne at Andover, Burnett Way, etc. have all inquired about adding more streetlighting in their neighborhoods for safety. This recurring capital item would start addressing these areas on an as needed/requested basis.

Citywide Sign Inventory **$150,000**

Priority 1: This request is for a citywide sign inventory. The City does not currently have an inventory of our right-of-way signage which hinders our ability to adequately maintain these assets. With this inventory the management, location, and condition of signage will be tracked. This inventory will provide data collection, post processing, and a geodatabase that will integrate with the city's asset management system (CityWorks) and the city's GIS. The inventory system will enable Public Works to identify when signage was installed and develop a pro-active replacement program for when signage exceeds its useful life (e.g. degradation of reflectivity).

Milton Estates Floodplain (design) **$260,000**

Priority 1: This request is for design solutions for the flooding issues occurring in Milton Estates. This neighborhood has experienced impacts of riverine flooding. The stretch of Foe Killer Creek in this neighborhood overtops it banks often and causes extreme flooding in yards and homes. The City is working with the on-call consultants to design a solution that will address the flooding in this neighborhood.

Recurring Rec Gym Restoration **$35,000**

Priority 1: This request is for repair and maintenance of interior ceilings, walls, beams, and duct work in various gym facilities. It will also include repairs to ceiling insulation and painting of the ceilings as well, improving the energy efficiency and longevity of the facility.

Recurring City Hall Maintenance **$40,000**

Priority 1: This request is for on-going interior maintenance of City Hall, including replacing cabinetry in multiple breakroom floors, painting walls and trim, repairs to the custom stained moldings throughout the main floor, etc., maintaining the aesthetics and functionality of the facility.

Public Safety HQ Parking Lot Expansion **$200,000**

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

CAPITAL INITIATIVE REQUESTS

Alpharetta Arts Center Parking Expansion (Design) $50,000

Priority 3: This request is for funding of the design for an expansion of the parking lot at the Arts Center. The existing parking lot provides 39 parking spaces. The proposed expansion would increase this number by 36 spaces to 75 (total). The parking lot expansion would be constructed atop the current detention pond. This will necessitate the creation of an underground detention system beneath the parking expansion. The use of permeable pavers in lieu of asphalt is proposed for the parking expansion. Construction costs are estimated at $900,000 and would be part of future funding requests.

Human Resources

Office Improvements $55,000

Priority 1: This request is for the reorganization of the Human Resources office to better utilize current space for efficient workflow and to allow accommodations for future personnel growth. The objective is to have three offices (two currently) with doors to deal with confidential matters, one reception desk, one workspace (copy and other office machines) and space for applicant computer kiosk.

Public Safety

Community Center Generator $200,000

Priority 3: This request is for purchase and installation a of a new 400kw natural gas generator for the Alpharetta Community Center. The facility is targeted to serve as an emergency shelter. The American Red Cross and Salvation Army require emergency shelters that serve the public to have emergency generators; however, at the current time, the Community Center does not have a generator.

i4POD Camera System $10,000

Priority 3: This request is for the (1) i4POD camera system and (5) mounting brackets. The i4POD system is a power pole mounted camera pod that give us (3) pan/tilt/zoom cameras and (1) fixed camera per pod. Communicating through the city's cellphone provider, they are accessible and controllable via a web interface. They can be mounted and placed anywhere, allowing them to be used for special events, trouble areas, or high traffic areas. The mounting brackets can be pre-positioned around the city at strategic locations and the pods can be mounted and unmounted in a matter of minutes as needed.

Automatic License Plate Reader (LPR) Equipment $15,500

Priority 1: This request is to expand the current vehicle mounted automatic license plate reader system in use in the Community Response Team. This request is to purchase (1) additional processing camera unit to pair with the spare camera unit currently in stock to enable one additional fully functioning 2-camera LPR system. The capabilities provided by the additional unit will allow for more coverage, which in turn will increase the amount of contacts with violators. Training on the additional systems will be done on-duty at no additional costs. Annual software fees will be identical to the fees already budgeted for the LPR system.

CAPITAL INITIATIVE REQUESTS

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Fire Station Alerting System **$250,000**

Priority 2: This request is for the installation of Purvis Fire Station Alerting System (FSAS) in all (6) fire stations. The PURVIS FSAS, an IP-based alerting system, provides improved response times through streamlined dispatch communications and reliable alert delivery; reduced stress on first responders through automated heart-friendly, zone specific alerts; accurate incident alerting through a variety of devices; and high system reliability and availability through real-time monitoring and built-in redundancy.

3D Laser Scanner **$60,100**

Priority 1: This request is for a Faro 3-D laser scanner and software with equipment which will replace the out-of-service and outdated Total Station equipment previously used during crash investigations by the Traffic Unit. The laser scanner captures a 3D representation of any scene, exactly how it was at the time. It can create 2D and 3D scene diagrams/animations, perform crash/crime scene analysis, and courtroom presentations. This system can be used for crime scene investigations, arson investigations, training, fire pre-planning, and wide array of other uses by several units within Public Safety. This request includes: Faro 3D scanner ($30,000); set up ($4,000); software ($9,000); equipment ($6,100); and 3-year maintenance and warranty on equipment and software ($11,000). Additional costs every 4 years of $16,000 to upgrade software and warranties.

Stalker Lasers **$20,000**

Priority 1: This request is for the purchase of (8) new Stalker RLR lasers. This purchase will replace (8) ProLaser 3 units, which were manufactured in 2001 and 2002. The new laser units can measure distance between vehicles for enforcement.

PS Equipment (New) **$76,550**

Priority 1: This request includes multiple new equipment initiatives for the Public Safety Department including:

- Operator Rifles ($15,000): This request is for three (3) rifles for our new SWAT Operators. These rifles are the LWRC M6 .223, piston operated rifle with 10.5 inch barrel and selector for semi-automatic and fully automatic modes. The following accessories will be included: Socom Suppressor, Aimpoint or Sig Optic, 6 Mag Pull 30 round magazines, 3 point tactical sling and carrying bag. These rifles are needed to ensure that we can handle incidents where suspects are wearing body armor or longer stand off distances are required.
- AR-10 Sniper Rifles ($12,660): This request is for two (2) AR-10 Sniper Rifle Systems, including the weapon, scope, suppressor, and bipod. The modern advances in weapon technology over the past ten (10) years have produced the current AR-10 platform that as accurate and reliable as traditional bolt action rifles. With the accuracy and reliability equal, other advantages such as rate of fire, fire control familiarization, and modularity of operational use, have pushed the AR-10 past other platforms as the superior SWAT sniper weapon system.

CAPITAL INITIATIVE REQUESTS

- SWAT Operator Truck Vaults ($6,000): This request is for six (6) SWAT vehicle truck vault vehicle containers. These containers are lockable, allowing SWAT Operators to safely and securely store their equipment, such as firearms, helmets, night vision equipment, etc., in their vehicles for quick access in an emergency situation.
- Movable Shoot House ($42,890): This request is for a mobile shoot house, a small arms shooting range used to train law enforcement personnel for close contact engagements in urban combat environments, simulating houses, businesses, schools, etc. It will allow Public Safety to train virtually and through the use of scenarios. This request includes a pressure treated upgrade, allowing more flexibility by enabling it to be used outdoors and provides improved durability.

Recreation, Parks & Cultural Services

Pocket Park Development (design) $50,000

Priority 1: The request is for the design/development of downtown pocket parks throughout downtown Alpharetta. These parks need to be planned for connectivity and curb appeal. Included in these areas are Ole Milton Park (where the fountain and Christmas tree are); areas at the corner of Old Roswell and Roswell Street; the corner of Old Canton and Canton; the parking area where Food Truck Alley is held; and other small city-owned areas in downtown. FY 2022 includes funding for design of the improvements. Construction of the improvements would span multiple years and is currently estimated at $375,000.

Park System Wayfinding Signage $100,000

Priority 1: This project is the implementation of the park system wayfinding and signage plan developed in FY 2017. The purpose of the signage plan is to bring uniformity to the numerous signs in our entire park system. The plan defines a specific sign style that will become our "brand" and help park patrons easily identify Alpharetta parks. The plan recommends locations for signs to help visitors locate various amenities in the parks, such as fields, playgrounds, tennis courts, restrooms, etc. Signs within parks will be evaluated and prioritized for replacement. Staff will systematically replace signs using the new guidelines outlined in the plan. Entrance upgrades were listed for all parks in the Master Plan and part of the upgrade includes signage. This is a multi-year initiative.

Historic Preservation Initiative $60,000

Priority 2: This fund supports several initiatives to preserve the rich history of the City of Alpharetta

- Farmhouse property - This request is for funding of a master plan, along with the necessary permits for the Farmhouse property.
- Alpharetta Old Milton County Museum - This request is for upgrading the displays, artifacts, equipment, etc. and totals $10,000 in 2022.

CAPITAL INITIATIVE REQUESTS

Cultural Services Plan **$30,000**

Priority 1: In 2018, Recreation, Parks and Cultural Services Master Plan recommended that Cultural Services develop a public art program to integrate art into all parks and public spaces in Alpharetta; create the Arts Center as a cultural hub; and create a Department-wide Program Plan. This Cultural Plan would be a yearlong planning effort, which includes in-depth research, engagement, analysis of City plans and collaboration with residents, artists, organizations, City Staff Departments and City Council / Leaders. Fulton County Arts & Culture is working with a consultant for an Arts & Culture Strategic Plan. To better collaborate and obtain funding, staff would like to have a Cultural Plan in place to follow on a City, County, and State level.

Haynes Bridge Road Park Restroom **$300,000**

Priority 1: This request is for a new restroom facility at Haynes Bridge Road Park. Currently at the Haynes Bridge Road Park, visitors have access only to a port-a-let. This access park was opened in 1997. Funds were limited and plans were to construct a restroom at a later date. A pre-tab type restroom would be preferred. The amount of funding requested for this facility is due to current flood plain constraints, entailing more site work prep, design, and surveying. Approximately 100' of sewer line will need to be installed. A waterline will have to be bored under Haynes Bridge Road and a new meter installed for connection to existing waterlines. Additional restrooms at the access points is the most requested improvement made by Greenway users.

Marconi Drive Park Restroom **$100,000**

Priority 1: This request is for a new restroom facility at Marconi Drive Park. Currently at the Marconi Drive Park, visitors have access only to a port-a-let. This access park was opened in 2011. Funds were limited and plans were to construct a restroom at a later date. A pre-tab type restroom would be preferred. We anticipate the estimated cost is $100,000, based on the construction costs of the restroom at Windward Community Park. Additional restrooms at the access points is the most requested improvement made by Greenway users.

Athletic Field Lighting (Wills Park fields 1-4) **$400,000**

Priority 1: This project entails athletic field lighting improvements for Wills Park fields 1-4. Specifically, these fields have older wooden poles (23 in total) that are reaching end of life and are also not in the optimal location for usability. This initiative involves replacing these poles with concrete poles like what is installed at fields 5-8.

Additionally, this initiative involves upgrading the lighting at fields 1-4 from incandescent to LED fixtures. LED fixtures provide a much lower operational cost (energy and maintenance) and more optimal lighting for our customers.

Restroom replacement (Wacky World – Wills Park) **$700,000**

Priority 1: The existing restroom at the Wacky World Playground serves the playground, four baseball fields, batting cages, two picnic pavilions, and trail users. The restroom

CAPITAL INITIATIVE REQUESTS

facility is old and much too small for the number of park users. The new restroom would have increased capacity for both women and men, as well as two family style restrooms.

Restroom replacement (North Park – Fields 1-4) $700,000

Priority 1: The existing restroom/concession stand at North Park (fields 1-4) serves four softball fields, batting cages, and a playground. The facility is old and much too small for the number of users. The new restroom/concession facility would have increased numbers of facilities for men and women. It would also have an enhanced concession operation.

Big Creek Stream Bank Restoration $100,000

Priority 2: At the direction of the Director of Recreation, Parks and Cultural Services, this capital item is for construction projects repairing bank stabilization along the Big Creek Greenway. The projects listed were identified in the FY 2018 Big Creek Erosion Study and were designed in FY 2019 and FY 2020. The FY 2022 funds are for the construction of a culvert replacement along the greenway trail south of Old Milton Parkway. This area has seen severe erosion and sediment deposition. This area has seen severe erosion and sediment deposition. In this area, the bank of Big Creek has been eroding away and threatens to impact the greenway trail.

Town Green Park Holiday (Christmas) Tree $125,000

Priority 2: This request is for a 60' Holiday (Christmas) Tree to place over the interactive fountain located at Town Green Park. This tree will become the centerpiece of Alpharetta's Season of Celebration, which happens every December and brings the community together. The current plans call for the existing tree located at the corner of Highway 9 and Milton Avenue to be removed as part of the renovation of this small pocket park. The tree is declining, and according to the City Arborist should be removed. In addition, it is hindering the growth of the large specimen oak tree in the same park.

The 60' Tree would be erected early in December and would remain in place through the New Year. It would serve as the backdrop for many of the Season of Celebration activities including the Nutcracker Village, our scheduled "snow days" and the food drive benefiting the North Fulton Community Charities.

This tree would be equipped with LED lighting that allows for changing colors and lighting patterns to be done easily and often.

The initial cost of $125,000 would include the tree, lighting and delivery. Estimated annual costs of $1,500 will be incurred for installation and removal each year. Staff is currently researching partner funding opportunities to fully/partially offset the city's investment in this initiative.

CITYWIDE BUDGET SUMMARIES

Citywide Budget Summaries

Overview

The *Citywide Budget Summaries* section is intended to provide readers with an overall understanding of the city's fiscal year 2022 budget. The following schedules provide readers with revenue and expenditure summaries from several different perspectives including:

- **Citywide Budget Summary by Fund**

  This section provides a summary/narrative of FY 2022 budget data by fund type (e.g. General Fund, Special Revenue Funds, etc.).

- **Citywide Budget Summary by Revenue Source**

  This section provides a summary/narrative of FY 2022 budget data by revenue source (i.e. Property Taxes, Other Taxes, Charges for Services, etc.). Please refer to the specific Fund Summaries section (e.g. General Fund Summary, Special Revenue Fund Summaries, etc.) of this document for more detailed information about the city's various revenue sources.

- **Citywide Budget Summary by Department Expenditures**

  This section provides a summary/narrative of FY 2022 budget data by department expenditures (e.g. City Administration, Public Safety, etc.). Please refer to the *Departmental Summaries* section of this document for more detailed information about each department's expenditures.

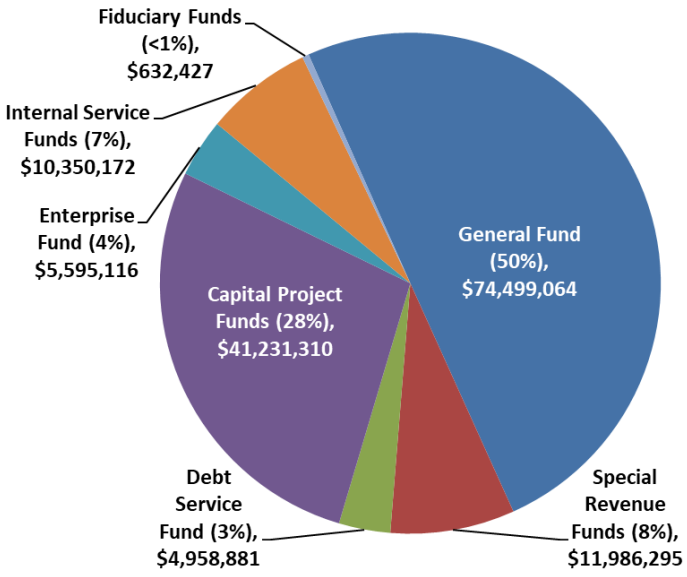
- **Citywide Budget Summary by Expenditure Category**

  This section provides a summary/narrative of FY 2022 budget data by expenditure category (e.g. Personnel Services, Maintenance & Operations, etc.).

CITYWIDE BUDGET SUMMARIES

Summary by Fund Type

FY 2022 Citywide Budget totals $149 Million



The Fiscal Year 2022 budget for all funds totals $149 million. The city budget includes appropriations for the following fund types:

General Fund: The city's General Fund is its largest fund and includes governmental activities such as police, fire, recreation, and other general governmental functions that are primarily funded with property taxes, utility taxes, franchise fees, and charges for services, such as recreation program fees.

Special Revenue Funds: These Funds are established to account for revenues that are restricted by statute, ordinance, or resolution for a specific purpose. Appropriated Funds include: E-911 Fund; Impact Fee Fund; and the Hotel/Motel Fund.

Debt Service Fund: This Fund is utilized to account for debt service requirements of the city's general government debt obligations.

Capital Project Funds: These Funds are used for various citywide capital projects. Projected funding for FY 2022 is from fund balance, T-SPLOST collections, transfers from other funds, and funds from the American Rescue Act. Unspent appropriations from fiscal year 2021 will be re-appropriated to continue previously approved projects.

Enterprise Fund: This Fund is a self-supporting entity that derives its revenue primarily from charges levied on the users of its services, much like private enterprises. The city utilizes an enterprise fund to account for operations of its solid waste system.

Internal Service Fund: These Funds are used to accumulate and allocate costs internally among the city's various functions. The city utilizes a Risk Management Fund (administering general liability, automotive liability, workers' compensation, etc.) and Medical Insurance Fund (account for activity under the Minimum Premium Plan in accordance with GAAP).

Fiduciary Funds: These Funds are used to account for resources held for the benefit of parties outside the government and include the OPEB Funds.

CITYWIDE BUDGET SUMMARIES

Summary by Fund

	Revenues	Expenditures	Balanced Budget
General Fund	**$ 74,499,064**	**$ 74,499,064**	√
Special Revenue Funds:			
E-911 Fund	$ 4,728,482	$ 4,728,482	√
Impact Fee Fund	1,443,100	1,443,100	√
Hotel/Motel Fund	5,814,713	5,814,713	√
	$ 11,986,295	**$ 11,986,295**	√
Debt Service Fund	**$ 4,958,881**	**$ 4,958,881**	√
Capital Project Funds:			
Capital Projects Fund	$ 8,066,799	$ 8,066,799	√
Stormwater Capital Fund	1,520,000	1,520,000	√
T-SPLOST Capital Fund	25,000,000	25,000,000	√
American Rescue Act Fund	6,644,511	6,644,511	√
	$ 41,231,310	**$ 41,231,310**	√
Enterprise Fund:			
Solid Waste Fund	**$ 5,595,116**	**$ 5,595,116**	√
Internal Service Funds:			
Risk Management Fund	$ 1,610,172	$ 1,610,172	√
Medical Insurance Fund	8,740,000	8,740,000	√
	$ 10,350,172	**$ 10,350,172**	√
Fiduciary Funds:			
OPEB Health Benefit Fund	$ 22,474	$ 22,474	√
OPEB Reimbursement Benefit Fund	609,953	609,953	√
	$ 632,427	**$ 632,427**	√
Total	**$ 149,253,265**	**$ 149,253,265**	√

CITYWIDE BUDGET SUMMARIES

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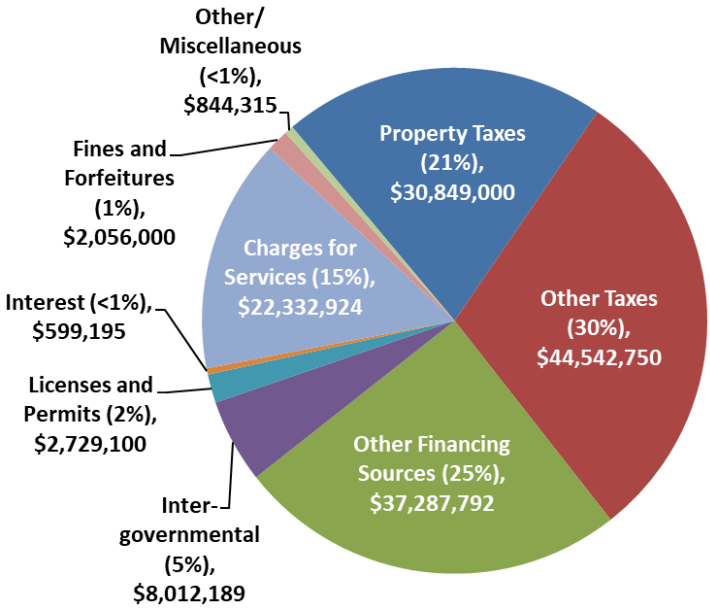
CITYWIDE BUDGET SUMMARIES

Summary by Revenue Source

FY 2022 Citywide Budget totals $149 Million



The chart above segments the FY 2022 budget by revenue source and includes the following:

Property Taxes: Ad Valorem tax on real/personal property owned within the city. The recommended millage rate for FY 2022 is flat with the prior year at 5.750 mills and is composed of the following: Operating Millage Rate of 4.935 mills (used to fund general city operations and the recurring capital program); and a Debt Service Millage Rate of 0.815 mills (used to fund debt service on voter approved general obligation bonds).

Other Taxes: Includes local option sales taxes (i.e. LOST), T-SPLOST collections (transportation special purpose local option sales taxes), franchise fees (fees charged to utility companies operating within the city that allow for the use of public right-of-way), hotel/motel taxes, business and occupational taxes, etc.

Licenses and Permits: Includes building permit fees, occupancy permit fees, alcohol beverage permit fees, development permits and related fees, etc.

Intergovernmental: Includes federal (American Rescue Act), state, and local grant funding as well as revenue sharing associated with intergovernmental agreements.

Charges for Services: Includes recreation user fees, planning and development fees, fire plan review fees, special event fees, solid waste fees, employer/employee premium fees; etc.

Fines and Forfeitures: Includes municipal court fines, code enforcement board fines, etc.

Interest: Includes investment earnings on city funds.

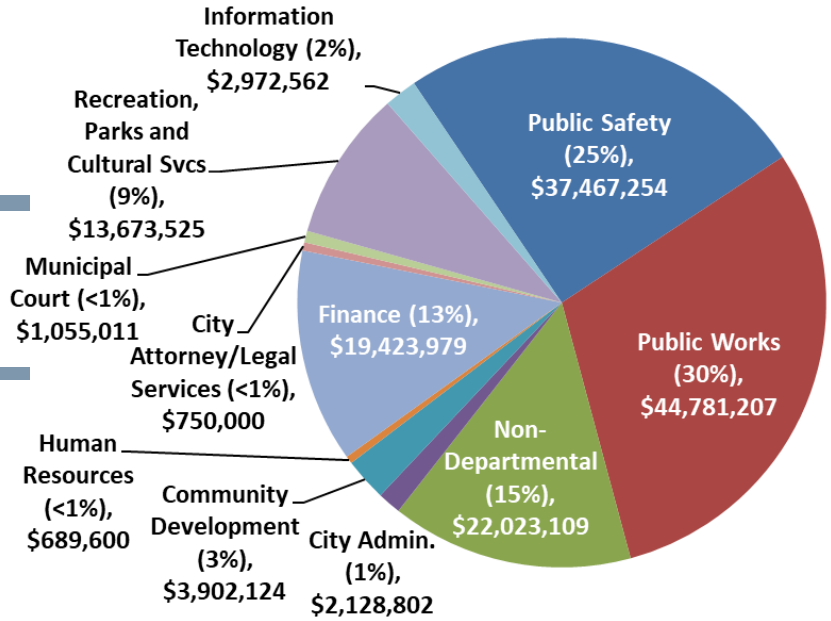
Other/Miscellaneous: Includes the sale of surplus assets, donations, and other miscellaneous revenues.

Other Financing Sources: Includes inter-fund transfers and budgeted fund balance.

CITYWIDE BUDGET SUMMARIES

Summary by Department Expenditures

FY 2022 Citywide Budget totals $149 Million



The chart above segments the FY 2022 budget by department/functional unit and includes the following:

Mayor and City Council

City Administration

Community Development

Public Works

Finance (includes general operations and activities associated with the Solid Waste Fund, Risk Management Fund, and Medical Insurance Fund)

Human Resources

Information Technology

Legal Services (City Attorney)

Municipal Court

Public Safety (includes general operations and activities associated with the E-911 Fund)

Recreation, Parks and Cultural Services

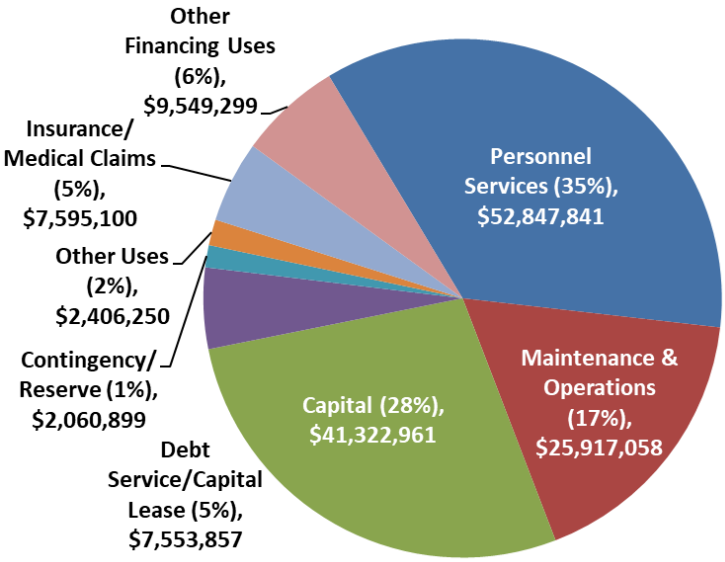
Non-Departmental (interfund transfers, contingency/reserves, Hotel/Motel Fund distributions, debt service, activities within the OPEB Funds, etc.)

Please refer to the *Departmental Summaries* section of this document for specific information on each department including mission, goals and objectives, financial summary, and performance measures.

CITYWIDE BUDGET SUMMARIES

Summary by Expenditure Category

FY 2022 Citywide Budget totals $149 Million



The chart above segments the FY 2022 budget by expenditure category and includes the following:

Personnel Services: Includes expenses for salaries, wages, and related employee benefits provided for all persons employed by the city whether on a full-time, part-time, temporary, or seasonal basis. Employee benefits include employer contribution for health insurance, pension, social security, workers compensation, other post-employment benefits, etc.

Maintenance and Operations: Includes expenses for goods and services associated with city's provision of services. Examples include professional fees, repair & maintenance, utilities, travel and training, etc.

Capital: Includes expenses for the acquisition of capital assets (e.g. building improvements, machinery and equipment, vehicle replacement/acquisition, etc.).

Debt Service: Includes expenses related to the repayment of the city's voter approved debt obligations (e.g. principal and interest payments, debt service fees, etc.).

Insurance/Medical Claims: Includes an actuarially determined estimate for risk-management insurance claims and estimated medical claims under the city's Minimum Premium Plan. There is a grossing-up effect with the Medical Insurance Fund as the employer premium expenses are also reflected in the Operating Funds (e.g. General Fund, E911 Fund, etc.).

Other Uses: Includes Hotel/Motel Tax disbursements to the Alpharetta Convention & Visitors Bureau.

Contingency/Reserves: Includes General Fund contingency appropriations and reserve appropriations across multiple funds (E911 Fund, American Rescue Act Fund, etc.).

Other Financing Uses: Includes interfund transfers for items such as grant matches, capital improvements, etc.

CITYWIDE BUDGET SUMMARIES

Consolidated Summary (Revenues by Source/Expenditures by Department)

		Special Revenue Funds			Capital Project Funds			
	General Fund	E-911 Fund	Impact Fee Fund	Hotel/Motel Fund	Capital Projects Fund	Stormwater Capital Fund	T-SPLOST Capital Fund	American Rescue Act Fund
REVENUES:								
Property Taxes	$ 26,097,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Local Option Sales Taxes/T-SPLOST	15,700,000	-	-	-	-	-	7,615,000	-
Other Taxes	15,727,750	-	-	5,500,000	-	-	-	-
Licenses and Permits	2,729,100	-	-	-	-	-	-	-
Intergovernmental Revenue	117,678	1,250,000	-	-	-	-	-	6,644,511
Charges for Services	3,741,450	3,410,000	-	-	-	-	-	-
Fines and Forfeitures	2,056,000	-	-	-	-	-	-	-
Interest Earnings	190,000	18,482	-	10,000	100,000	-	225,000	-
Other/Miscellaneous	240,787	-	-	-	-	-	-	-
subtotal	$ 66,599,765	$ 4,678,482	$ -	$ 5,510,000	$ 100,000	$ -	$ 7,840,000	$ 6,644,511
Other Financing Sources								
Interfund Transfer from General Fund	$ -	$ -	$ -	$ -	$ 5,966,799	$ 1,520,000	$ -	$ -
Interfund Transfer from Hotel/Motel Fund	2,062,500	-	-	-	-	-	-	-
Budgeted Fund Balance	5,836,799	50,000	1,443,100	304,713	2,000,000	-	17,160,000	-
subtotal	$ 7,899,299	$ 50,000	$ 1,443,100	$ 304,713	$ 7,966,799	$ 1,520,000	$ 17,160,000	$ -
Total Revenues	**$ 74,499,064**	**$ 4,728,482**	**$ 1,443,100**	**$ 5,814,713**	**$ 8,066,799**	**$ 1,520,000**	**$ 25,000,000**	**$ 6,644,511**
EXPENDITURES:								
Mayor and City Council	$ 386,092	$ -	$ -	$ -	$ -	$ -	$ -	$ -
City Administration	2,128,802	-	-	-	-	-	-	-
Finance	3,478,691	-	-	-	-	-	-	-
Legal Services	750,000	-	-	-	-	-	-	-
Information Technology	2,022,562	-	-	-	950,000	-	-	-
Human Resources	689,600	-	-	-	-	-	-	-
Municipal Court	1,055,011	-	-	-	-	-	-	-
Public Safety	31,846,772	4,728,482	124,600	-	767,400	-	-	-
Public Works	9,022,696	-	1,250,000	-	3,344,000	1,520,000	25,000,000	4,644,511
Recreation, Parks and Cultural Services	10,089,025	-	-	-	1,584,500	-	-	2,000,000
Community Development	3,773,624	-	68,500	-	60,000	-	-	-
Non-Departmental	-	-	-	6,000	-	-	-	-
Insurance Premiums (Risk Fund)	779,750	-	-	-	-	-	-	-
Alpharetta Convention and Visitors Bureau	-	-	-	2,406,250	-	-	-	-
Debt Service (Principal and Interest)*	289,640	-	-	1,339,963	-	-	-	-
Contingency	700,000	-	-	-	-	-	-	-
Non-Allocated (Reserve); One-Time Usage	-	-	-	-	1,360,899	-	-	-
subtotal	$ 67,012,265	$ 4,728,482	$ 1,443,100	$ 3,752,213	$ 8,066,799	$ 1,520,000	$ 25,000,000	$ 6,644,511
Other Financing Uses								
Interfund Transfer to General Fund	$ -	$ -	$ -	$ 2,062,500	$ -	$ -	$ -	$ -
Interfund Transfer to Capital Funds	7,486,799	-	-	-	-	-	-	-
subtotal	$ 7,486,799	$ -	$ -	$ 2,062,500	$ -	$ -	$ -	$ -
Total Expenditures	**$ 74,499,064**	**$ 4,728,482**	**$ 1,443,100**	**$ 5,814,713**	**$ 8,066,799**	**$ 1,520,000**	**$ 25,000,000**	**$ 6,644,511**

** Not including Capital Leases which are programmed into the appropriate Departmental budget above.*

CITYWIDE BUDGET SUMMARIES

		Enterprise Fund	Internal Service Funds		Fiduciary Funds		
	Debt Service Fund	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Health Benefit Fund	OPEB Reimb. Fund	TOTAL
REVENUES:							
Property Taxes	$ 4,752,000	$ -	$ -	$ -	$ -	$ -	$ 30,849,000
Local Option Sales Taxes/T-SPLOST	-	-	-	-	-	-	23,315,000
Other Taxes	-	-	-	-	-	-	21,227,750
Licenses and Permits	-	-	-	-	-	-	2,729,100
Intergovernmental Revenue	-	-	-	-	-	-	8,012,189
Charges for Services	-	4,831,575	1,609,899	8,740,000	-	-	22,332,924
Fines and Forfeitures	-	-	-	-	-	-	2,056,000
Interest Earnings	13,000	13,541	273	-	9,874	19,025	599,195
Other/Miscellaneous	-	-	-	-	12,600	590,928	844,315
subtotal	$ 4,765,000	$ 4,845,116	$ 1,610,172	$ 8,740,000	$ 22,474	$ 609,953	$ 111,965,473
Other Financing Sources							
Interfund Transfer from General Fund	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,486,799
Interfund Transfer from Hotel/Motel Fund	-	-	-	-	-	-	2,062,500
Budgeted Fund Balance	193,881	750,000	-	-	-	-	27,738,493
subtotal	$ 193,881	$ 750,000	$ -	$ -	$ -	$ -	$ 37,287,792
Total Revenues	**$ 4,958,881**	**$ 5,595,116**	**$ 1,610,172**	**$ 8,740,000**	**$ 22,474**	**$ 609,953**	**$ 149,253,265**
EXPENDITURES:							
Mayor and City Council	$ -	$ -	$ -	$ -	$ -	$ -	$ 386,092
City Administration	-	-	-	-	-	-	2,128,802
Finance	-	5,595,116	1,610,172	8,740,000	-	-	19,423,979
Legal Services	-	-	-	-	-	-	750,000
Information Technology	-	-	-	-	-	-	2,972,562
Human Resources	-	-	-	-	-	-	689,600
Municipal Court	-	-	-	-	-	-	1,055,011
Public Safety	-	-	-	-	-	-	37,467,254
Public Works	-	-	-	-	-	-	44,781,207
Recreation, Parks and Cultural Services	-	-	-	-	-	-	13,673,525
Community Development	-	-	-	-	-	-	3,902,124
Non-Departmental	16,000	-	-	-	22,474	609,953	654,427
Insurance Premiums (Risk Fund)	-	-	-	-	-	-	779,750
Alpharetta Convention and Visitors Bureau	-	-	-	-	-	-	2,406,250
Debt Service (Principal and Interest)*	4,942,881	-	-	-	-	-	6,572,484
Contingency	-	-	-	-	-	-	700,000
Non-Allocated (Reserve); One-Time Usage	-	-	-	-	-	-	1,360,899
subtotal	$ 4,958,881	$ 5,595,116	$ 1,610,172	$ 8,740,000	$ 22,474	$ 609,953	$ 139,703,966
Other Financing Uses							
Interfund Transfer to General Fund	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,062,500
Interfund Transfer to Capital Funds	-	-	-	-	-	-	7,486,799
subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ 9,549,299
Total Expenditures	**$ 4,958,881**	**$ 5,595,116**	**$ 1,610,172**	**$ 8,740,000**	**$ 22,474**	**$ 609,953**	**$ 149,253,265**

** Not including Capital Leases which are programmed into the appropriate Departmental budget above.*

CITYWIDE BUDGET SUMMARIES

Consolidated Summary (Revenues by Source/Expenditures by Category)

		Special Revenue Funds			Capital Project Funds			
	General Fund	E-911 Fund	Impact Fee Fund	Hotel/Motel Fund	Capital Project Fund	Stormwater Capital Fund	T-SPLOST Capital Fund	American Rescue Act Fund
REVENUES:								
Property Taxes	$ 26,097,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Local Option Sales Taxes/T-SPLOST	15,700,000	-	-	-	-	-	7,615,000	-
Other Taxes	15,727,750	-	-	5,500,000	-	-	-	-
Licenses and Permits	2,729,100	-	-	-	-	-	-	-
Intergovernmental Revenue	117,678	1,250,000	-	-	-	-	-	6,644,511
Charges for Services	3,741,450	3,410,000	-	-	-	-	-	-
Fines and Forfeitures	2,056,000	-	-	-	-	-	-	-
Interest Earnings	190,000	18,482	-	10,000	100,000	-	225,000	-
Other/Miscellaneous	240,787	-	-	-	-	-	-	-
subtotal	$ 66,599,765	$ 4,678,482	$ -	$ 5,510,000	$ 100,000	$ -	$ 7,840,000	$ 6,644,511
Other Financing Sources								
Interfund Transfer from General Fund	$ -	$ -	$ -	$ -	$ 5,966,799	$ 1,520,000	$ -	$ -
Interfund Transfer from Hotel/Motel Fund	2,062,500	-	-	-	-	-	-	-
Budgeted Fund Balance	5,836,799	50,000	1,443,100	304,713	2,000,000	-	17,160,000	-
subtotal	$ 7,899,299	$ 50,000	$ 1,443,100	$ 304,713	$ 7,966,799	$ 1,520,000	$ 17,160,000	$ -
Total Revenues	**$ 74,499,064**	**$ 4,728,482**	**$ 1,443,100**	**$ 5,814,713**	**$ 8,066,799**	**$ 1,520,000**	**$ 25,000,000**	**$ 6,644,511**
EXPENDITURES:								
Personnel Services	$ 49,136,071	$ 3,032,903	$ -	$ -	$ -	$ -	$ -	$ -
Maintenance and Operations	16,204,009	1,318,801	68,500	6,000	-	-	-	-
Capital	27,950	50,000	1,374,600	-	6,705,900	1,520,000	25,000,000	6,644,511
Debt Service	944,235	326,778	-	1,339,963	-	-	-	-
Other								
Insurance/Medical Claims	-	-	-	-	-	-	-	-
Alpharetta Convention and Visitors Bureau	-	-	-	2,406,250	-	-	-	-
Contingency	700,000	-	-	-	-	-	-	-
Non-Allocated (Reserve); One-Time Usage	-	-	-	-	1,360,899	-	-	-
subtotal	$ 67,012,265	$ 4,728,482	$ 1,443,100	$ 3,752,213	$ 8,066,799	$ 1,520,000	$ 25,000,000	$ 6,644,511
Other Financing Uses								
Interfund Transfer to General Fund	$ -	$ -	$ -	$ 2,062,500	$ -	$ -	$ -	$ -
Interfund Transfer to Capital Funds	7,486,799	-	-	-	-	-	-	-
subtotal	$ 7,486,799	$ -	$ -	$ 2,062,500	$ -	$ -	$ -	$ -
Total Expenditures	**$ 74,499,064**	**$ 4,728,482**	**$ 1,443,100**	**$ 5,814,713**	**$ 8,066,799**	**$ 1,520,000**	**$ 25,000,000**	**$ 6,644,511**

CITYWIDE BUDGET SUMMARIES

		Enterprise Fund	Internal Service Funds		Fiduciary Fund		
	Debt Service Fund	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Health Benefit Fund	OPEB Reimb. Fund	TOTAL
REVENUES:							
Property Taxes	$ 4,752,000	$ -	$ -	$ -	$ -	$ -	$ 30,849,000
Local Option Sales Taxes/T-SPLOST	-	-	-	-	-	-	23,315,000
Other Taxes	-	-	-	-	-	-	21,227,750
Licenses and Permits	-	-	-	-	-	-	2,729,100
Intergovernmental Revenue	-	-	-	-	-	-	8,012,189
Charges for Services	-	4,831,575	1,609,899	8,740,000	-	-	22,332,924
Fines and Forfeitures	-	-	-	-	-	-	2,056,000
Interest Earnings	13,000	13,541	273	-	9,874	19,025	599,195
Other/Miscellaneous	-	-	-	-	12,600	590,928	844,315
subtotal	$ 4,765,000	$ 4,845,116	$ 1,610,172	$ 8,740,000	$ 22,474	$ 609,953	$ 111,965,473
Other Financing Sources							
Interfund Transfer from General Fund	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,486,799
Interfund Transfer from Hotel/Motel Fund	-	-	-	-	-	-	2,062,500
Budgeted Fund Balance	193,881	750,000	-	-	-	-	27,738,493
subtotal	$ 193,881	$ 750,000	$ -	$ -	$ -	$ -	$ 37,287,792
Total Revenues	**$ 4,958,881**	**$ 5,595,116**	**$ 1,610,172**	**$ 8,740,000**	**$ 22,474**	**$ 609,953**	**$ 149,253,265**
EXPENDITURES:							
Personnel Services	$ -	$ 75,440	$ -	$ -	$ 12,474	$ 590,953	$ 52,847,841
Maintenance and Operations	16,000	5,519,676	900,072	1,855,000	10,000	19,000	25,917,058
Capital	-	-	-	-	-	-	41,322,961
Debt Service	4,942,881	-	-	-	-	-	7,553,857
Other							
Insurance/Medical Claims	-	-	710,100	6,885,000	-	-	7,595,100
Alpharetta Convention and Visitors Bureau	-	-	-	-	-	-	2,406,250
Contingency	-	-	-	-	-	-	700,000
Non-Allocated (Reserve); One-Time Usage	-	-	-	-	-	-	1,360,899
subtotal	$ 4,958,881	$ 5,595,116	$ 1,610,172	$ 8,740,000	$ 22,474	$ 609,953	$ 139,703,966
Other Financing Uses							
Interfund Transfer to General Fund	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,062,500
Interfund Transfer to Capital Funds	-	-	-	-	-	-	7,486,799
subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ 9,549,299
Total Expenditures	**$ 4,958,881**	**$ 5,595,116**	**$ 1,610,172**	**$ 8,740,000**	**$ 22,474**	**$ 609,953**	**$ 149,253,265**

CITYWIDE BUDGET SUMMARIES

Personnel Listing by Department

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Actual FY 2021	Proposed FY 2022*	Variance
Detail by Department:						
General Fund						
Mayor & City Council	7.0	7.0	7.0	7.0	7.0	-
City Administration	10.0	8.0	7.0	6.0	8.0	2.0
Community Development	26.0	28.0	30.0	32.0	30.0	(2.0)
Public Works	52.0	52.0	52.0	52.0	52.0	-
Finance	21.5	21.5	21.5	21.5	21.5	-
Public Safety	221.0	221.0	223.5	226.5	232.5	6.0
Human Resources	2.0	3.0	3.0	3.0	3.0	-
Municipal Court	9.0	8.0	8.0	8.0	7.0	(1.0)
Recreation, Parks and Cultural Svcs	51.0	51.0	51.0	51.0	50.5	(0.5)
Information Technology	11.0	11.0	12.0	12.0	12.0	-
subtotal	***410.5***	***410.5***	***415.0***	***419.0***	***423.5***	**4.5**
E-911 Fund (Special Revenue Fund)						
Public Safety	29.0	29.0	32.0	32.0	32.0	-
Information Technology	1.0	1.0	1.0	1.0	1.0	-
subtotal	***30.0***	***30.0***	***33.0***	***33.0***	***33.0***	**-**
DEA Fund (Special Revenue Fund)						
Public Safety	3.0	3.0	3.0	-	-	-
Solid Waste Fund (Enterprise Fund)						
Finance	1.0	1.0	1.0	1.0	1.0	-
Full-Time-Equivalent (FTE) Positions	***444.5***	***444.5***	***452.0***	***453.0***	***457.5***	***4.5***

Notes:

* Includes 10.5 full-time equivalent positions that are not funded but are part of the City's authorized work force. These positions will remain vacant pending a (1) justifiable needs assessment by City Administration and (2) identification of a sustainable funding source.

Frozen positions include:

General Fund	Department	Full-Time Equivalent
Crew Leader	Public Works	2.0
Tech I	Public Works	1.0
Civil Engineer	Public Works	1.0
Deputy Court Clerk III	Court	1.0
Treasury Services Manager	Finance	1.0
Technology Analyst	IT	1.0
Admin Assistant II	Parks	1.0
Police Officer	Public Safety	2.0
Parking Enforcement Officer	Public Safety	0.5
		10.5

GENERAL FUND SUMMARY

General Fund Summary

Overview

The *General Fund Summary* section is intended to provide readers with an overall understanding of the city's fiscal year 2022 General Fund budget. The following schedules provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **General Fund Summary**

  This section provides a brief description of the General Fund as well as charts segmenting revenues by source (e.g. Property Taxes, Licenses & Permits, etc.) and expenditures by department (e.g. City Administration, Public Safety, etc.).

- **Statement of Budgetary Comparisons**

  This statement provides a detailed comparison of revenues and expenditures for fiscal years 2021 and 2022. Revenues are presented by source and expenditures are presented by category (i.e. Personnel Services, Maintenance & Operations, Capital, etc.).

- **Budget Narrative**

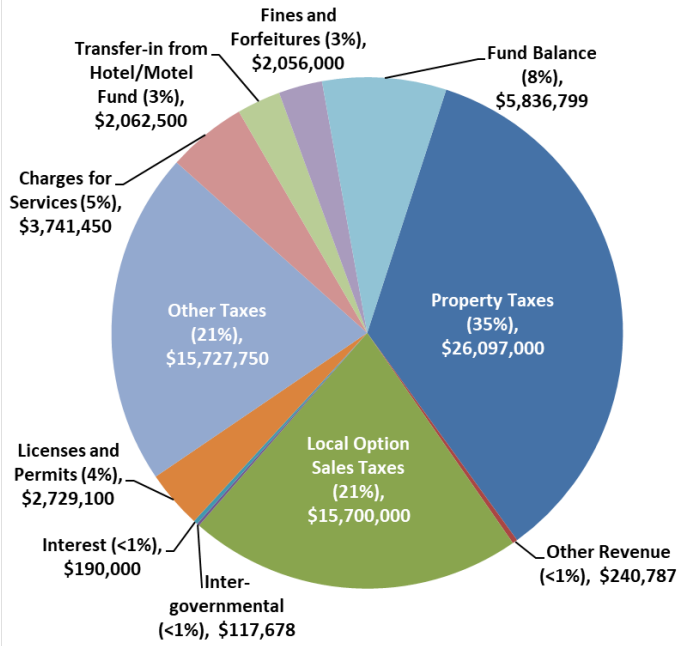
  This section provides a narrative of General Fund revenue and expenditure trends including historical information.

GENERAL FUND SUMMARY

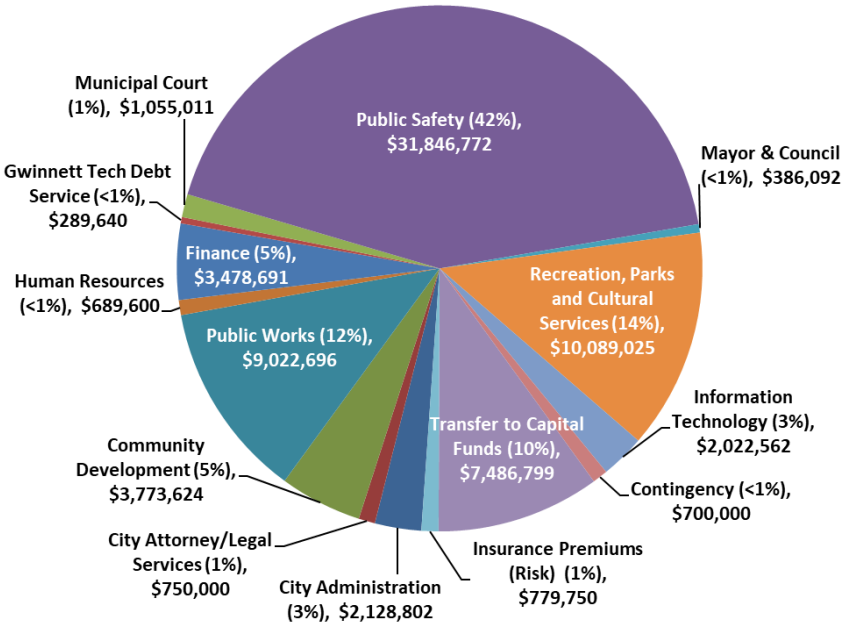
The General Fund is the city's largest fund and includes governmental activities such as police, fire, recreation, and other general governmental functions that are primarily funded with property taxes, utility taxes, franchise fees, state shared revenues, and charges for services, such as recreation program fees.

Summary by Revenue Source

FY 2022 General Fund Budget totals $74 Million



Summary by Department Expenditures



GENERAL FUND SUMMARY

Statement of Budgetary Comparisons

	FY 2021 AMENDED BUDGET	FY 2022 RECOMMENDED BUDGET	$ Variance	% Variance
Revenues:				
Property Taxes:				
Current Year	$ 25,350,000	$ 24,000,000	$ (1,350,000)	-5.3%
Motor Vehicle	75,000	60,000	(15,000)	-20.0%
Motor Vehicle Title Tax Fee	1,600,000	1,800,000	200,000	12.5%
Prior Year/Delinquent	217,000	237,000	20,000	9.2%
Local Option Sales Tax	13,479,457	15,700,000	2,220,543	16.5%
Other Taxes	15,556,950	15,727,750	170,800	1.1%
Licenses & Permits	2,579,750	2,729,100	149,350	5.8%
Intergovernmental	113,000	117,678	4,678	4.1%
Charges for Services	3,395,105	3,741,450	346,345	10.2%
Fines & Forfeitures	1,806,000	2,056,000	250,000	13.8%
Interest	310,000	190,000	(120,000)	-38.7%
Other Revenues	249,809	240,787	(9,022)	-3.6%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	2,531,250	2,062,500	(468,750)	-18.5%
Total Operating Revenues	**$ 67,263,321**	**$ 68,662,265**	**$ 1,398,944**	**2.1%**
Fund Balance Carryforward	5,289,252	5,836,799		
Total Revenues	**$ 72,552,573**	**$ 74,499,064**		
Expenditures (by Category):				
Personnel Services:				
Salaries	$ 29,915,404	$ 30,755,039	$ 839,635	2.8%
Group Insurance	9,005,901	9,473,883	467,982	5.2%
Pension (Defined Benefit)	2,675,532	2,818,660	143,128	5.3%
Pension (401A)	2,183,255	2,367,862	184,607	8.5%
Miscellaneous Benefits	3,644,651	3,720,627	75,976	2.1%
subtotal	$ 47,424,743	$ 49,136,071	$ 1,711,328	3.6%
Maintenance and Operations:				
Professional Services	$ 2,561,658	$ 2,696,938	$ 135,280	5.3%
Repair/Maintenance	1,603,061	1,620,750	17,689	1.1%
Maintenance Contracts	2,846,574	2,850,778	4,204	0.1%
Professional Services (IT)	2,048,834	2,027,570	(21,264)	-1.0%
General Supplies	958,131	869,161	(88,970)	-9.3%
Utilities	2,897,285	2,953,175	55,890	1.9%
Legal Services	750,000	750,000	-	0.0%
Insurance Premiums (Risk Fund)	720,250	779,750	59,500	8.3%
Miscellaneous	2,028,868	1,655,887	(372,981)	-18.4%
subtotal	$ 16,414,661	$ 16,204,009	$ (210,652)	-1.3%
Capital/Lease:	$ 613,848	$ 682,545	$ 68,697	11.2%
Other Uses:				
Contingency	$ 700,000	$ 700,000	$ -	0.0%
Gwinnett Tech Contribution (Debt Svc)	290,490	289,640	(850)	-0.3%
subtotal	$ 990,490	$ 989,640	$ (850)	-0.1%
Total Operating Expenditures	**$ 65,443,742**	**$ 67,012,265**	**$ 1,568,523**	**2.4%**
Non-Allocated/Reserve	1,880,579	-		
Non-Allocated/Reserve (One-Time Usage)	686,390	-		
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	4,352,862	5,836,799		
Recurring Capital Program	189,000	1,650,000		
Total Expenditures	**$ 72,552,573**	**$ 74,499,064**		
*Personnel (full-time-equivalent)**	419.0	423.5		

** FY 2022 includes 10.5 full-time equivalent positions that are not funded but are part of the City's authorized workforce. These positions will remain vacant pending a (1) justifiable needs assessment by City Administration and (2) identification of a sustainable funding source.*

GENERAL FUND SUMMARY

Budget Narrative

The City of Alpharetta, like many cities in our region and throughout the world, is currently facing fiscal challenges as a result of the COVID-19 pandemic. The main incremental economic impact forecasted for FY 2022 is a reduction in property taxes due to the COVID-19 pandemic's impact on property valuations (primarily commercial). Specifically, FY 2022 property valuations represent market conditions as of January 1, 2021 (valuations during 2020). Due to the unprecedented impact on our businesses during 2020 from COVID-19, the city has forecasted a steep reduction in commercial valuations (20% reduction). The forecasted reduction in commercial valuations, which is partially offset through forecasted growth in residential valuations and estimated new construction ($168 million in market valuations), equates to a -5% reduction in property tax revenues.

Other revenue sources, while down compared to pre-pandemic levels, are forecasting growth compared to FY 2021 except for Investment Earnings (low market interest rates).

The city has been proactive in realigning its spending to match the current economic reality. Spending since FY 2020 has been limited to essential items only and vacancies are filled on a priority basis with an emphasis on public safety operations. This trend continues and has positioned the city to more effectively approach the challenges in the FY 2022 Budget resulting from COVID-19.

GENERAL FUND SUMMARY

Revenues

FY 2022 General Fund operating revenues are forecasted to grow by 2%, or $1.4 million, compared to Amended FY 2021. The following table compares major revenue categories within the General Fund:

	FY 2021 AMENDED BUDGET	FY 2022 RECOMMENDED BUDGET	$ Variance	% Variance
Revenues:				
Property Taxes:				
Current Year	$ 25,350,000	$ 24,000,000	$ (1,350,000)	-5.3%
Motor Vehicle	75,000	60,000	(15,000)	-20.0%
Motor Vehicle Title Tax Fee	1,600,000	1,800,000	200,000	12.5%
Prior Year/Delinquent	217,000	237,000	20,000	9.2%
Local Option Sales Tax	13,479,457	15,700,000	2,220,543	16.5%
Other Taxes:				
Franchise Fees	6,675,000	6,620,000	(55,000)	-0.8%
Insurance Premium Tax	4,589,200	4,650,000	60,800	1.3%
Alcohol Beverage Excise Tax	2,100,000	2,025,000	(75,000)	-3.6%
Other Taxes	2,192,750	2,432,750	240,000	10.9%
Licenses & Permits	2,579,750	2,729,100	149,350	5.8%
Intergovernmental	113,000	117,678	4,678	4.1%
Charges for Services	3,395,105	3,741,450	346,345	10.2%
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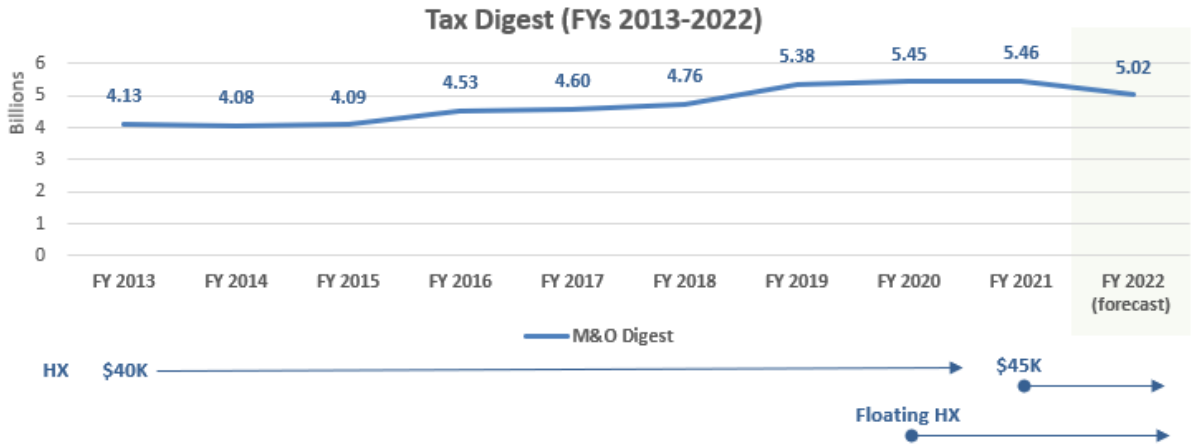
Fund Balance Carryforward	5,289,252	5,836,799		
Total Revenues	**$ 72,552,573**	**$ 74,499,064**		

Property and Motor Vehicle Taxes

Property taxes are calculated based on an assessed millage rate on real and personal property owned within the city. Real property consists of land, buildings, structures, and improvements affixed to land. Personal property includes machinery, equipment, inventory supplies, furniture, motor vehicles, boats, etc. The Fulton County Board of Assessors (the "BOA") determines the fair market value of property (i.e. tax digest) utilizing numerous analytical methods including comparative sales data. As of the date of this budget submission, the BOA has not provided the updated tax digest. As such, FY 2022 is based on a forecasted tax digest.

GENERAL FUND SUMMARY

The chart below illustrates the tax digest growth within the city for the last 9 years as provided by the BOA and a staff forecast for FY 2022. These figures are net of all exemptions (e.g. basic homestead and floating homestead exemptions).



As previously mentioned, FY's 2013-2021 represent tax digest valuations provided by the BOA. Property valuations have stagnated from a digest perspective over the last several years due to a combination of the following:

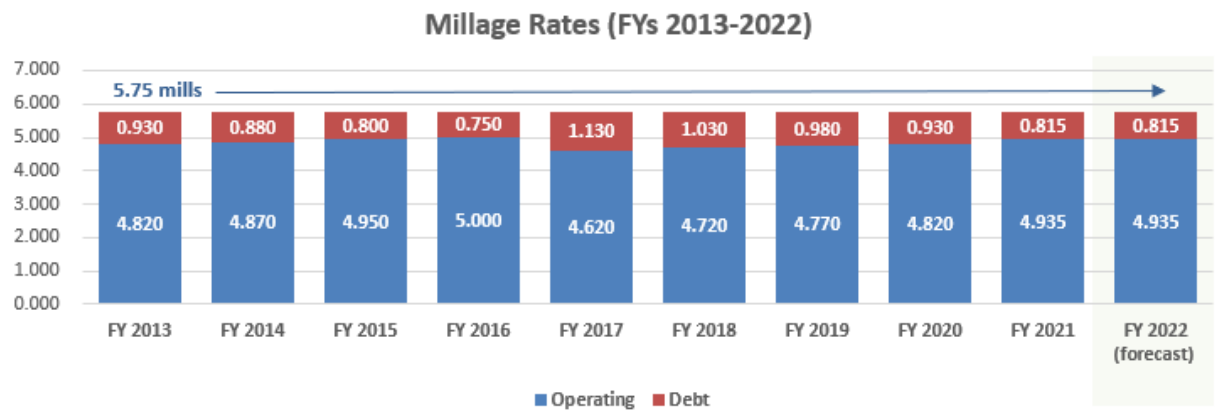
- FY 2020: Implementation of the floating homestead exemption;
- FY 2021: $5,000 increase to the basic homestead exemption ($40,000 to $45,000);
- FY 2021: Removal of income restrictions for residents age 65 and older to qualify for the $10,000 senior homestead exemption; and
- General tax digest appeal valuation adjustments.

As highlighted above, the tax digest is subject to tax appeal adjustments which reduce overall valuations. It is the City's practice to conservatively estimate appeal valuation adjustments as well as collectability when forecasting property tax collections for the upcoming budget year. Additionally, FY 2022 valuations represent the 1st year of valuation impacts resulting from the COVID-19 pandemic. Specifically, FY 2022 property valuations represent market conditions as of January 1, 2021 (valuations during 2020). Due to the unprecedented impact on our businesses during 2020 from COVID-19, the City has forecasted a steep reduction in commercial valuations (20% reduction). The forecasted reduction in commercial valuations, which is partially offset through forecasted growth in residential valuations and estimated new construction ($168 million in market valuations), equates to an -8% overall reduction in the property tax digest.

In conjunction with the annual budget process, the city adopts a millage rate to be applied to the tax digest in order to determine the taxroll value and, consequently, the property tax billings.

GENERAL FUND SUMMARY

The city has historically acknowledged the need to provide a taxation rate commensurate with the government's level of service. The chart below illustrates the annual millage rates levied by the city for the last 9 years including the request for FY 2022.

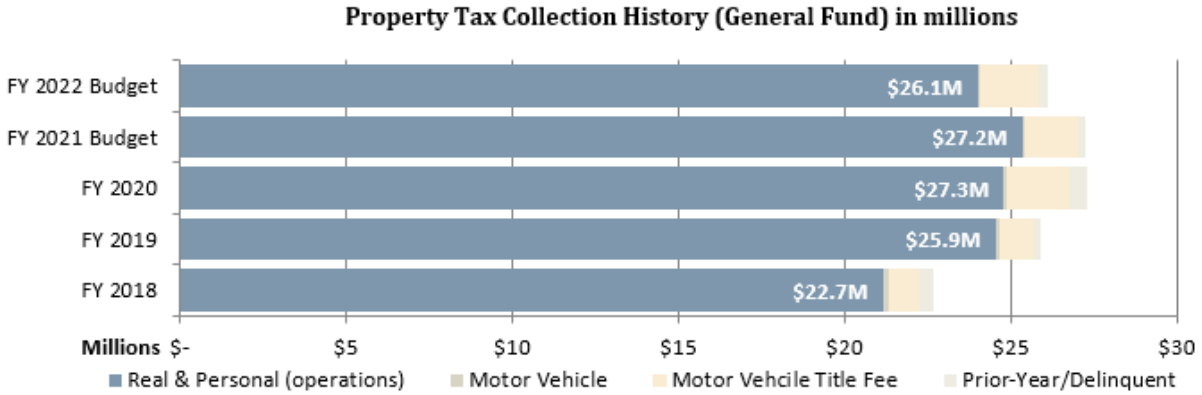


The FY 2022 Budget is based on maintenance of the city's millage rate at 5.750 mills.

- The portion of the millage rate funding debt service (Debt Service Fund) is estimated to remain flat with FY 2021 at 0.815 mills.
- The portion of the millage rate funding operations and recurring capital investment (General Fund) is estimated to remain flat with FY 2021 at 4.935 mills.

The property tax revenue estimates are net of the city's homestead exemptions which is estimated to save our homeowners over $5 million annually. The main homestead components include the floating homestead exemption that caps the valuation growth of homesteaded properties at the lesser of 3% or CPI and the basic homestead exemption that lowers the taxable value of a homesteaded property by $45,000. The city's homestead exemptions go great lengths in keeping Alpharetta an affordable place to live and retire.

General Fund property taxes are budgeted at $26.1 million in FY 2022 and represent approximately 35% of General Fund revenues. The chart below depicts a 5-year history of General Fund property tax collections by type.

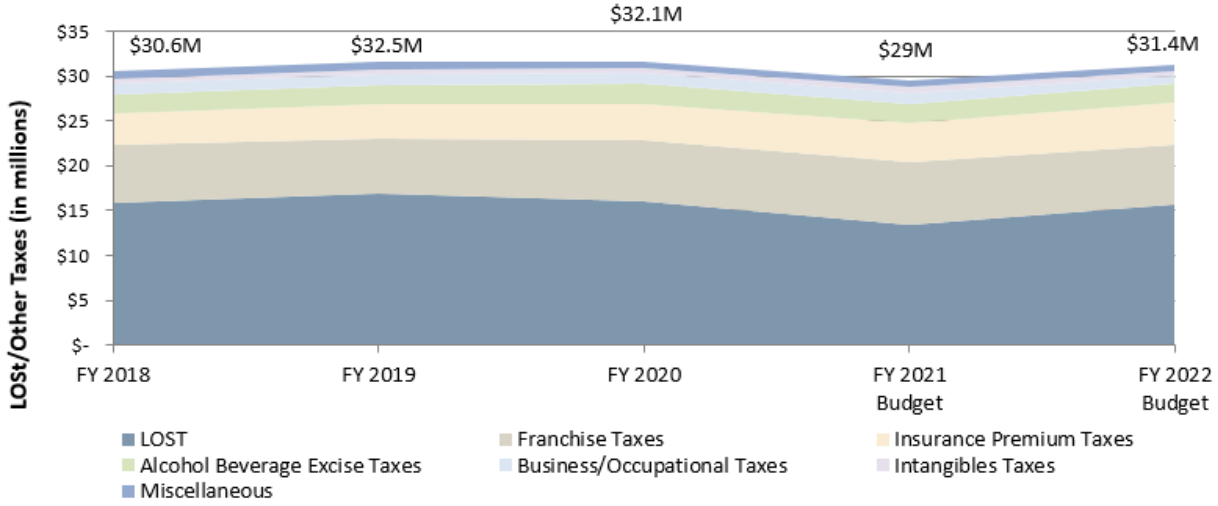


GENERAL FUND SUMMARY

Motor vehicle taxes are experiencing declines due to House Bill 386 which phased out motor vehicle taxes on all vehicles titled on or after March 1, 2013. The city is still receiving motor vehicle taxes on vehicles titled before March 1, 2013 until the vehicle is sold/transferred. The city is forecasting motor vehicle revenues to be fully phased-out over the period ending in FY 2024. HB 386 created a Motor Vehicle Title Fee to partially offset the reduction in motor vehicle taxes. The Title Fee is 6.6% and is shared between the State and local governments (county, city, and school boards; local share approaches 65% of collections). An increase of 13% is forecasted in FY 2022 for motor vehicle title fees from a budget-to-budget standpoint. However, the reduction programmed into the FY 2021 budget due to anticipated COVID-19 impacts has not been realized and 2021 actuals are trending towards $1.8 million resulting in a conservative flat-collection trend for 2022.

Other Taxes (including LOST)

Other taxes account for 42%, or $31 million, of total General Fund revenue for FY 2022. Specifically, revenue sources within the Other Taxes category include Local Option Sales Taxes ("LOST"), Franchise Taxes, Insurance Premium Taxes, Alcohol Beverage Excise Taxes, etc. The chart below provides a 5-year history of Other Tax collections by type.



- **Local Option Sales Taxes ("LOST"):** This revenue source represents the city's portion of the 7% sales and use tax collected in Fulton County (not counting T-SPLOST levy) and totals $15.7 million for FY 2022.

  Sales and use tax is collected by the retailer making sales of tangible personal property in Fulton County. LOST is reported and remitted to the Georgia Department of revenue each month for the previous month's sales. The DOR calculates the distribution and remits the revenue to the city monthly.

GENERAL FUND SUMMARY

The LOST is distributed to municipalities within Fulton County based on population. The rate of distribution is negotiated every 10-years after the decennial U.S. Census. Due to relative population growth (including annexations), the city received an increase in its proportionate distribution in 2013 to 5.84% of the amount shared by local governments (roughly 1% of the 7% sales and use tax levy).

An increase of 17% is forecasted for FY 2022 from a budget-to-budget standpoint. However, actual collections are conservatively estimated at $15.5 million in FY 2021 which equates to a revised growth rate of 2%. Due to the Federal stimulus recently approved and beginning to flow thru the local, State, and National economy, LOST collections are likely to exceed budgetary figures for 2022 and begin to recover towards pre-COVID trends (e.g. 2019).

- **Franchise Taxes:** Several of the larger franchise agreements include the following: Georgia Power (electric/4% of taxable gross sales); Comcast (cable and communications/5% of gross receipts); BellSouth (communications/3% of gross receipts); etc.

  A reduction of -1% is forecasted for FY 2022 from a budget-to-budget standpoint. However, actual collections are estimated at $6.4 million in FY 2021 which equates to a revised growth rate of 3%.

  Franchise Fee revenue is sensitive to fluctuations in usage (e.g. cool summer significantly lessens the need for air conditioning and associated energy usage) and economic activity. COVID-19 has had a detrimental effect on many of our commercial partners through closings and/or reduced operational hours which impacted onsite energy usage. That said, the residential segment will provide growth in energy usage (and cable usage) as families work/attend school from home. Budgetary practice is to be conservative with forecasting these collections to insulate the operating budget from the associated short-term collection fluctuations inherent in this revenue source.

  Collections from GA Power and Sawnee EMC, the largest contributors of this revenue source (70% of total franchise fees), totaled $4.3 million in FY 2021 and represents a -$440,370 decrease over the prior year ($4.8 million was collected in FY 2020). The budget forecast for FY 2022 totals $4.4 million and represents minor growth compared to 2021 collections. Augmenting revenue growth forecasts are approved rate increases by GA Power (average of 3% on 1/1/2021 and 5% on 1/1/2022).

  Collections from cable franchise agreements represent the next largest source and are estimated to total $890,000 in FY 2021. The budget forecast for FY 2022 totals $950,000 and reflects growth approximating 6%. The city raised the Cable Franchise Fee from 3% to 5% effective January 1, 2019.

GENERAL FUND SUMMARY

- **Insurance Premium Taxes:** This revenue source represents a percentage of insurers' gross direct premiums on life, accident, and sickness insurance policies written within the State and totals $4.7 million in FY 2022. Strong growth is forecasted for FY 2022 from a budget-to-budget standpoint. However, actual collections during FY 2021 totaled $4.6 million which is equates to a conservative 1% growth factor.

  Insurance premium tax is due on the first day of the calendar year and is collected directly by the city.

- **Alcohol Beverage Excise Taxes:** This revenue source represents taxes levied on dealers and wholesalers of alcoholic beverages within the city and totals $2 million in FY 2022. A contraction of -4% is forecasted for FY 2022 from a budget-to-budget standpoint. However, actual collections during FY 2021 are estimated at $2 million which equates to a conservative 1% growth factor and reflects the ongoing economic impacts of the COVID-19 pandemic.

Licenses & Permits

Licenses & permits account for 4%, or $2.7 million, of total General Fund revenue for FY 2022. Licenses and permit revenues include alcoholic beverage permit fees, development permit and related fees, building permit fees, occupancy permit fees, sign permit fees, etc.

Growth of 6% is forecasted for FY 2022 based on 2021 collection patterns but lags pre-pandemic collection levels ($4.2 million in 2019).

The largest revenue source is Building Permit Fees ($1.7 million conservatively forecasted for FY 2022; $1.9 million estimated for FY 2021).

Intergovernmental

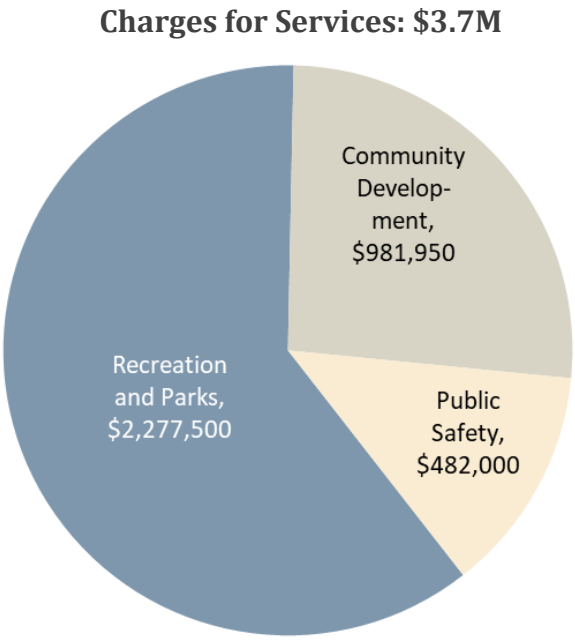
Intergovernmental sources account for <1%, or $117,678, of total General Fund revenue for FY 2022. This revenue is primarily generated from Intergovernmental Agreements with the City of Milton related to the sharing of court management capabilities as well as overtime reimbursement through the Federal HIDTA (High Intensity Drug Trafficking Area) program.

GENERAL FUND SUMMARY

Charges for Services

Charges for services include user fees for community development (plan review, planning and development fees, etc.), public safety (plan review, police reports and services, etc.), recreation and parks (program and activity fees, etc.), and special events.

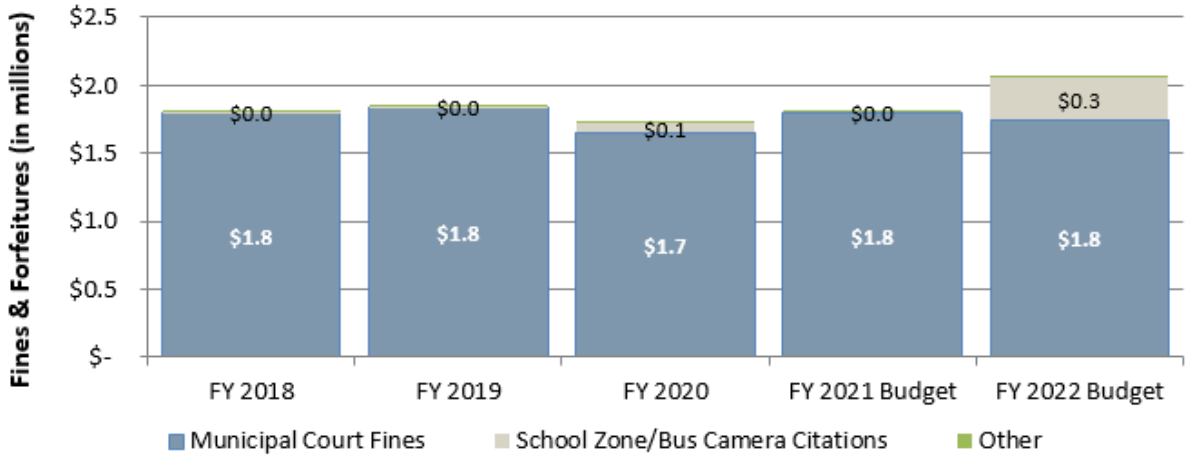
Charges for services account for 5%, or $3.7 million, of total General Fund revenue. Growth of 10% is forecasted for FY 2022 primarily due to increased plan review fee trends coupled with recreation program attendance growth (compared to 2020 which included significant program cancelations due to COVID-19).



Fines & Forfeitures

Fines & Forfeitures include municipal court fines, code enforcement, etc.

Fines & forfeitures account for 3%, or $2.1 million, of total General Fund revenue for FY 2022. An increase of 14% is forecasted for FY 2022 from a budget-to-budget standpoint due primarily to School Zone traffic camera citation fees being included within the budget.



Interest

Interest earnings account for <1%, or $190,000, of total General Fund revenue for FY 2022. Reductions are forecasted to more accurately reflect the earnings the city is currently receiving on its investments in the low market-rate environment.

GENERAL FUND SUMMARY

Other Financing Sources

Other Financing Sources account for 3%, or $2.1 million, of total General Fund revenue for FY 2022 and consists of the city's share (40%) of the Hotel/Motel Tax. This revenue source is discussed in more detail within the *Special Revenue Fund Summaries* (Hotel/Motel Fund) section of this document.

Fund Balance

Carryforward fund balance accounts for 8%, or $5.8 million, of total General Fund appropriations for FY 2022. Carryforward Fund Balance represents available cash in excess of the city's 23% emergency reserve.

It has been the city's policy to utilize the remaining fund balance above the emergency requirement for one-time expenditures.

GENERAL FUND SUMMARY

Expenditures

Operating expenditures of the General Fund are forecasted to grow by 2% over FY 2021. This figure includes the operating initiative funding for FY 2022[4]. After adjusting for the operating initiative funding, **the base operational growth totals 1%**.

The following table compares departmental appropriations within the General Fund:

Expenditures (by Department):	FY 2021 AMENDED BUDGET	FY 2022 RECOMMENDED BUDGET	$ Variance	% Variance
Mayor and Council	$ 382,505	$ 386,092	$ 3,587	0.9%
City Administration	1,288,313	2,128,802	840,489	65.2%
Finance	3,541,567	3,478,691	(62,876)	-1.8%
Legal Services	750,000	750,000	-	0.0%
Information Technology	2,194,661	2,022,562	(172,099)	-7.8%
Human Resources	647,529	689,600	42,071	6.5%
Municipal Court	1,006,645	1,055,011	48,366	4.8%
Public Safety	30,596,284	31,846,772	1,250,488	4.1%
Public Works	9,046,380	9,022,696	(23,684)	-0.3%
Recreation, Parks & Cultural Services	10,088,405	10,089,025	620	0.0%
Community Development	4,190,713	3,773,624	(417,089)	-10.0%
Non-Departmental:				
Contingency	700,000	700,000	-	0.0%
Insurance Premiums (Risk Fund)	720,250	779,750	59,500	8.3%
Gwinnett Tech Contribution (Debt Svc)	290,490	289,640	(850)	-0.3%
Total Operating Expenditures	**$ 65,443,742**	**$ 67,012,265**	**$ 1,568,523**	**2.4%**
Non-Allocated/Reserve	1,880,579	-		
Non-Allocated/Reserve (One-Time Usage)	686,390	-		
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	4,352,862	5,836,799		
Recurring Capital Program	189,000	1,650,000		
Total Expenditures	**$ 72,552,573**	**$ 74,499,064**		

[4] Please refer to the *Operating Initiatives Request* section of this document for detail of the requests.

GENERAL FUND SUMMARY

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

	FY 2021 AMENDED BUDGET	FY 2022 RECOMMENDED BUDGET	$ Variance	% Variance
Expenditures (by Category):				
Personnel Services:				
Salaries	$ 29,915,404	$ 30,755,039	$ 839,635	2.8%
Group Insurance	9,005,901	9,473,883	467,982	5.2%
Pension (Defined Benefit)	2,675,532	2,818,660	143,128	5.3%
Pension (401A)	2,183,255	2,367,862	184,607	8.5%
OPEB/Post Employment Healthcare	604,717	566,084	(38,633)	-6.4%
Miscellaneous Benefits	3,039,934	3,154,543	114,609	3.8%
subtotal	$ 47,424,743	$ 49,136,071	$ 1,711,328	3.6%
Maintenance and Operations:				
Professional Services	$ 2,561,658	$ 2,696,938	$ 135,280	5.3%
Repair/Maintenance	1,603,061	1,620,750	17,689	1.1%
Maintenance Contracts	2,846,574	2,850,778	4,204	0.1%
Professional Services (IT)	2,048,834	2,027,570	(21,264)	-1.0%
General Supplies	958,131	869,161	(88,970)	-9.3%
Utilities	2,897,285	2,953,175	55,890	1.9%
Legal Services	750,000	750,000	-	0.0%
Insurance Premiums (Risk Fund)	720,250	779,750	59,500	8.3%
Miscellaneous	2,028,868	1,655,887	(372,981)	-18.4%
subtotal	$ 16,414,661	$ 16,204,009	$ (210,652)	-1.3%
Capital/Lease:	$ 613,848	$ 682,545	$ 68,697	11.2%
Other Uses:				
Contingency	$ 700,000	$ 700,000	$ -	0.0%
Gwinnett Tech Contribution (Debt Svc)	290,490	289,640	(850)	-0.3%
subtotal	$ 990,490	$ 989,640	$ (850)	-0.1%
Total Operating Expenditures	**$ 65,443,742**	**$ 67,012,265**	**$ 1,568,523**	**2.4%**
Non-Allocated/Reserve	1,880,579	-		
Non-Allocated/Reserve (One-Time Usage)	686,390	-		
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	4,352,862	5,836,799		
Recurring Capital Program	189,000	1,650,000		
Total Expenditures	**$ 72,552,573**	**$ 74,499,064**		

GENERAL FUND SUMMARY

Meeting the Internal Needs of Operating Departments

Several of the major points of the FY 2022 Budget are as follows:

- Management of personnel and compensation program to align with current market environment:
  - Staffing level at 457.5 full-time equivalents "FTE" with the funding breakdown as follows:
    - 447 full-time equivalents (funded) – includes 6 positions funded as part of the 2022 operating initiatives (Quint apparatus staffing);
    - 10.5 full-time equivalents (unfunded; budgetary savings of $900,000); positions to remain vacant pending an identified funding source and workload justification.
  - Continuation of the annual performance-based merit program (3% on average) effective July 1, 2021 in an estimated cost of $1 million.
- Reduction (-1% or -$210,652) in departmental maintenance and operations budgets (General Fund) including controls on non-essential spending.
  - Net reduction is approximately -5% after adjusting for operating initiatives for 2022[5], new initiatives (e.g. elections, municipal court office space lease, Innovation Academy field maintenance IGA, etc.), and growth drivers including risk insurance premiums (8% growth or +$59,500 based on premium trends), maintenance of new parks (+$42,000 for AlphaLoop, Thompson Street Park, Maddox Park, and Encore Park), and expanded Public Safety Taser program (42% growth or +$30,000).
- The departmental operating capital/lease budget primarily represents funding for the city's capital lease obligations (fire trucks, police tasers, etc.) coupled with minor maintenance capital needs. The FY 2022 budget experienced growth due primarily to approval of the Quint lease as part of the 2021 Mid-Year budget (replaced 1 Pumper with a dual-purpose Quint including ladder and water pumping capabilities).
- Funding from the General Fund which is available for immediate capital investment in 2022 includes the following:
  - $5,836,799 Fund Balance for one-time capital;
  - $1,650,000 Recurring Capital Contribution from the General Fund

    $7,486,799

[5] Please refer to the *Operating Initiatives Request* section of this document for detail of the requests.

DEPARTMENTAL SUMMARIES

Departmental Summaries

Overview

The *Department Summaries* section is intended to provide detailed financial and non-financial information of the departmental operations funded within the General Fund.

This section segments departmental budgets into the following components:

- *Mission Statement* – the statement must identify the particular purpose for the department and how it relates to the city's overall mission.
- *Goals & Objectives* – a listing of the fundamental goals and objectives which aid the department in achieving its mission. Goals stretch and challenge the department, but they must also be SMART (Specific, Measurable, Achievable, Relevant, and Timed).

  Direct linkages are identified between the city's vision/strategic priorities and departmental goals & objectives.
- *Revenue/Expenditure Summary* – the budget for the department summarized by expenditure category:
  - Personal Services: salaries, overtime, and other compensation related expenditures.
  - Maintenance & Operations: professional fees, repair & maintenance, general supplies, communications, and other operational related expenditures.
  - Capital: departmental machinery & equipment expenses.
- *Statement of Service and Performance Measures* – multi-year summary of departmental performance measurements.

DEPARTMENTAL SUMMARIES

Mayor and City Council

DONALD MITCHELL
CITY COUNCIL (POST 1)

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BEN BURNETT
CITY COUNCIL (POST 2)

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KAREN RICHARD
CITY COUNCIL (POST 3)

KRichard@alpharetta.ga.us

JIM GILVIN
MAYOR

JGilvin@alpharetta.ga.us

Mission Statement

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

JOHN HIPES
CITY COUNCIL (POST 4)

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JASON BINDER
CITY COUNCIL (POST 5)

JBinder@alpharetta.ga.us

DAN MERKEL
CITY COUNCIL (POST 6)

DMerkel@alpharetta.ga.us

DEPARTMENTAL SUMMARIES

Mayor and City Council

Mission Statement

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

Core Values

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

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

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

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

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

Community Vision

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

Offering the highest quality of environment for our residents and businesses;

Fostering strong sense of community including safety and security;

Providing a business climate that attracts the top echelon companies.

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
N/A	$ -	$ -	$ -		$ -
TOTAL	**$ -**	**$ -**	**$ -**		**$ -**
EXPENDITURES					
Personnel Services:					
Salaries	$ 109,063	$ 120,000	$ 120,000	$ 120,000	$ 120,000
Group Insurance	128,080	165,061	171,786	184,845	188,913
FICA	6,615	7,036	7,036	9,438	9,448
Pension (Defined Benefit)	-	-	-		-
Pension (401A Contribution/Match)	12,844	15,563	18,000	18,000	18,000
Workers Compensation	3,027	3,307	3,626	3,384	3,363
OPEB Contribution	377	2,718	2,808	2,856	2,459
Miscellaneous	2,700	3,600	3,600	3,764	3,763
subtotal	*$ 262,705*	*$ 317,284*	*$ 326,856*	*$ 342,287*	*$ 345,946*
Maintenance & Operations:					
* Mayor	$ 7,782	$ 8,467	$ 9,000	$ 7,200	$ 7,200
* City Council Post 1	4,916	6,154	4,692	4,000	4,000
* City Council Post 2	3,936	4,975	5,000	4,000	4,000
* City Council Post 3	689	1,979	4,593	4,000	4,000
* City Council Post 4	1,954	1,513	4,472	4,000	4,000
* City Council Post 5	1,316	3,367	4,999	4,000	4,000
* City Council Post 6	3,395	958	3,527	4,000	4,000
Miscellaneous	5,840	6,845	3,278	9,018	8,946
subtotal	*$ 29,828*	*$ 34,258*	*$ 39,561*	*$ 40,218*	*$ 40,146*
Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*
TOTAL	**$ 292,533**	**$ 351,543**	**$ 366,417**	**$ 382,505**	**$ 386,092**
PERSONNEL					
Mayor	1.0	1.0	1.0	1.0	1.0
City Council	6.0	6.0	6.0	6.0	6.0
TOTAL	**7.0**	**7.0**	**7.0**	**7.0**	**7.0**

** Financial activity is tied to the Post and not the necessarily the current incumbent.*

DEPARTMENTAL SUMMARIES

Budget Narrative

The Fiscal Year 2022 Budget for Mayor and City Council totals $386,092 and represents an increase of 1%, or $3,587, compared to the FY 2021 budget. This variance is solely related to growth in group health insurance premiums.

The Maintenance and Operations remained relatively flat compared to FY 2021.

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

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Variance
Mayor	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 1	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 2	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 3	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 4	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 5	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 6	1.0	1.0	1.0	1.0	1.0	-
	7.0	7.0	7.0	7.0	7.0	-

The City of Alpharetta is one of the first communities in the region to qualify for the Green Community Certification by the Atlanta Regional Commission. Certification is earned by implementing environmental sustainability practices and policies in 10 categories, ranging from energy efficiency and green building to transportation and water efficiency.

The City Council adopted the Alpharetta Green City Program in early 2009 as a comprehensive document for all the city's sustainable policies and practices. A variety of measures are incorporated in the Green City Program, including LEED or EnergyStar certification for all new local government buildings, a green fleet policy, "green" purchasing policies and more. The city received points for its water conservation requirement for new construction, which mandates that any project within the city limits demonstrate how the project will reduce water consumption by at least 10 percent to receive a permit. Other measures implemented by the City of Alpharetta are community incentives for green building and WaterSense homes, a commercial recycling requirement, installation of LED bulbs in all traffic signals and a no-idling policy for government.

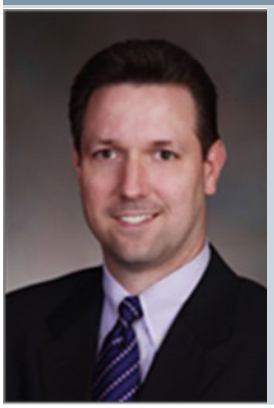
DEPARTMENTAL SUMMARIES

City Administration

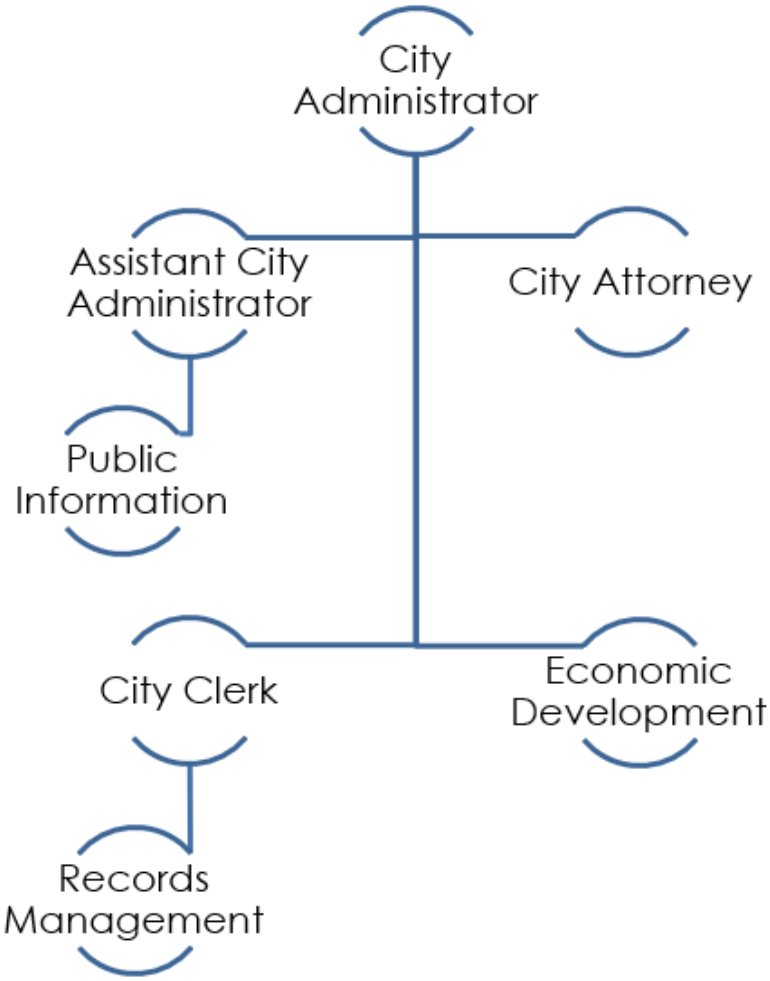
BOB REGUS
CITY ADMINISTRATOR

BRegus@alpharetta.ga.us

JAMES DRINKARD
ASSISTANT CITY ADMINISTRATOR



JDrinkard@alpharetta.ga.us



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

Offering the highest quality of environment for our residents and businesses;

Fostering strong sense of community including safety and security; and

Providing a business climate that attracts the top echelon companies.

The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

DEPARTMENTAL SUMMARIES

City Administration

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

City Administrator

Mission Statement

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

Goals and Objectives

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

DEPARTMENTAL SUMMARIES

Key Issues

- ✓ Continue the development of a "customer-driven" organizational culture among the staff;
- ✓ Strengthen the relationship between the City Council and staff - building bridges in communication to facilitate the relationship;
- ✓ Continue the informative, cooperative endeavor of providing the best available information for the City Council to remain effective and successful in their offices;
- ✓ Meet the service provision and service level demand of the citizens while ensuring the most cost-effective delivery of those services;
- ✓ Continue efforts toward more effective communication strategies with citizens through enhanced public awareness and public education programs;
- ✓ Seek to work with the local legislative delegation on the introduction or support of legislation that benefits the City of Alpharetta and its citizens;
- ✓ Anticipate the future population and area growth of the City as a result of continued development and annexations, ensuring staff meets the expectations of existing and new residents; and
- ✓ Continue efforts toward enhancing the compensation and benefits package to attract and retain the very best employees.

The City of Alpharetta has been awarded the *Certified City of Ethics* designation from the Georgia Municipal Association ("GMA"). This program was created to recognize cities that have adopted principles and procedures that offer guidance on ethical issues, along with a mechanism to resolve complaints at the local level.

The city has also been awarded the *City of Excellence* designation from the GMA in conjunction with Georgia Trend Magazine. This program was created to recognize Georgia's best managed and most livable cities.

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

City Administration
General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Licenses and Permits:					
Alcohol Beverage Permits	$ 10,150	$ 11,200	$ 2,300	$ -	$ -
Charges for Services:					
Taste of Alpharetta	-	-	-	-	-
Other (Events)	1,020	775	588	750	450
Other Revenue:					
Property Leases	-	-	-	-	-
Other	4,648	17,156	16,621	-	-
TOTAL	**$ 15,818**	**$ 29,131**	**$ 19,509**	**$ 750**	**$ 450**
EXPENDITURES					
Personnel Services:					
Salaries	$ 986,288	$ 897,873	$ 761,456	$ 723,908	$ 938,008
Overtime	88	-	-	-	-
Group Insurance	165,996	147,597	122,879	114,648	183,821
FICA	66,730	60,169	48,935	43,825	60,896
Pension (Defined Benefit)	100,437	99,253	80,260	102,738	112,581
Pension (401A Contribution/Match)	63,771	59,559	50,836	41,246	68,194
Workers Compensation	24,362	27,015	22,417	18,347	24,478
OPEB Contribution	3,115	22,789	18,216	15,483	17,799
Miscellaneous	7,433	7,743	7,200	7,526	7,772
subtotal	*$ 1,418,220*	*$ 1,321,998*	*$ 1,112,199*	*$ 1,067,721*	*$ 1,413,549*
Maintenance & Operations:					
Professional Services	$ 293,534	$ 113,594	$ 243,064	$ 69,500	$ 481,500
Advertising	184,783	115,804	162,385	8,750	23,750
Printing	1,342	-	3,308	-	5,000
Employee Training	30,809	9,102	6,305	9,500	12,200
Employee Travel	38,585	6,507	5,592	3,338	7,500
General Supplies	80,558	57,721	32,428	39,700	47,100
Maintenance Contracts/IT Services	103,360	88,943	79,379	85,804	134,203
Utilities	178	56	222	-	-
Miscellaneous	30,085	914	17,092	4,000	4,000
subtotal	*$ 763,232*	*$ 392,640*	*$ 549,774*	*$ 220,592*	*$ 715,253*
Capital	*$ -*	*$ -*	*$ -*		*$ -*
TOTAL	**$ 2,181,453**	**$ 1,714,638**	**$ 1,661,974**	**$ 1,288,313**	**$ 2,128,802**
Authorized Personnel	**10.0**	**8.0**	**7.0**	**6.0**	**8.0**

DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2022 Budget for City Administration totals $2,128,802 and represents an increase of 65%, or $840,489, compared to FY 2021. The primary drivers of this increase ($594,169) includes the transfer of the Economic Development function from Community Development (FY 2021) to City Administration (FY 2022) as well as estimated 2021 election costs ($155,000). The Economic Development function has historically been housed under the City Administration Department but was moved for FY 2021 to facilitate a better management linkage with the Community Development Department and is being moved back into City Administration for FY 2022 under the leadership of the newly funded Economic Development Director position.

The Personnel Services category increased 32%, or $345,828, due primarily to the transfer of the Economic Development Division (discussed above) coupled with wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021.

Authorized personnel total 8 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Variance
Assistant City Administrator	1.0	1.0	1.0	1.0	1.0	-
Assistant City Clerk	1.0	1.0	1.0	1.0	1.0	-
City Administrator	1.0	1.0	1.0	1.0	1.0	-
City Clerk	1.0	1.0	1.0	1.0	1.0	-
Economic Development Director*	1.0	1.0	-	-	1.0	1.0
Economic Development Manager*	1.0	1.0	1.0	-	1.0	1.0
Executive Office Coordinator	1.0	1.0	1.0	1.0	1.0	-
Internal Auditor	1.0	-	-	-	-	-
Records Manager	1.0	-	-	-	-	-
Web Administrator	1.0	1.0	1.0	1.0	1.0	-
	10.0	8.0	7.0	6.0	8.0	2.0

* Positions reorganized into the Community Development Department for fiscal year 2021 and transferred back under City Administration for FY 2022 upon approval of a Director position.

The Maintenance and Operations category increased 224%, or $494,661, due primarily to the following activity:

- Increase within multiple accounts totaling $285,815 representing the transfer of the Economic Development function from the Community Development Department (discussed above).
- Increase in professional services and advertising of $155,000 due to estimated costs to conduct the 2021 election under the terms of the Fulton County IGA.

- Increase in professional services of $25,000 for City Administrator national recruitment services (2022 operating initiative)[6].
- Increase in maintenance contracts and IT professional services due of $23,659 due to general growth in software maintenance costs coupled with additional funds for citizen communication-focused software applications (e.g. Survey Monkey, TypeForm, Mailchimp, MentiMeter, etc.).

Statement of Revenues, Expenditures, and changes in Personnel

Legal Services

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
N/A	$ -	$ -	$ -	$ -	$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
EXPENDITURES					
Maintenance & Operations:					
Professional Fees	$ 725,172	$ 842,459	$ 882,013	$ 750,000	$ 750,000
TOTAL	**$ 725,172**	**$ 842,459**	**$ 882,013**	**$ 750,000**	**$ 750,000**
PERSONNEL*	-	-	-	-	-

* City Attorney services are provided through a contractual arrangement with a private law firm.

[6] Please refer to the *Operating Initiatives Request* section of this document for detail of the requests.

DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on City Administration programs including performance measures and personnel.

- **City Administration**

  Statement of Service: Serves as the administrative head of the municipal government, coordinating municipal functions in order to provide effective, efficient, and responsive services. This office also ensures that ordinances, resolutions and regulations of the City Council and laws of the State of Georgia are enforced and is responsible for public relations activities.

City Administration Performance Measurements	Actual FY 2018	Actual FY 2019	Actual FY 2020	Target FY 2021	Target FY 2022
City Administration Department annual turnover percentage	0.0%	14.3%	0.0%	0.0%	16.7%
Number of website hits	536,173	585,556	614,396	590,000	600,000
Website Unique Visitors	332,428	361,548	497,660	360,000	420,000
Website Page Views	1,177,294	1,285,007	1,296,371	1,200,000	1,200,000
% of Website New Visits	61%	60%	81%	60%	70%
Facebook Followers	7,800	11,117	13,589	13,450	16,578
Twitter Followers	8,100	9,337	10,556	11,408	12,000
Personnel Assigned:	**8.0 FTE**	**7.0 FTE**	**6.0 FTE**	**6.0 FTE**	**6.0 FTE**
	City Administrator	City Administrator	City Administrator	City Administrator	City Administrator
	Asst City Admin	Asst City Admin	Asst City Admin	Asst City Admin	Asst City Admin
	Executive Office Coord.	Executive Office Coord.	Executive Office Coord.	Executive Office Coord.	Executive Office Coord.
	N/A	N/A	N/A	N/A	N/A
	Web Administrator	Web Administrator	Web Administrator	Web Administrator	Web Administrator
	City Clerk	City Clerk	City Clerk	City Clerk	City Clerk
	Assistant City Clerk	Assistant City Clerk	Assistant City Clerk	Assistant City Clerk	Assistant City Clerk
	Records Manager	Records Manager	N/A	N/A	N/A
	Internal Auditor				

Economic Development

Statement of Service: To promote the economic growth of Alpharetta.

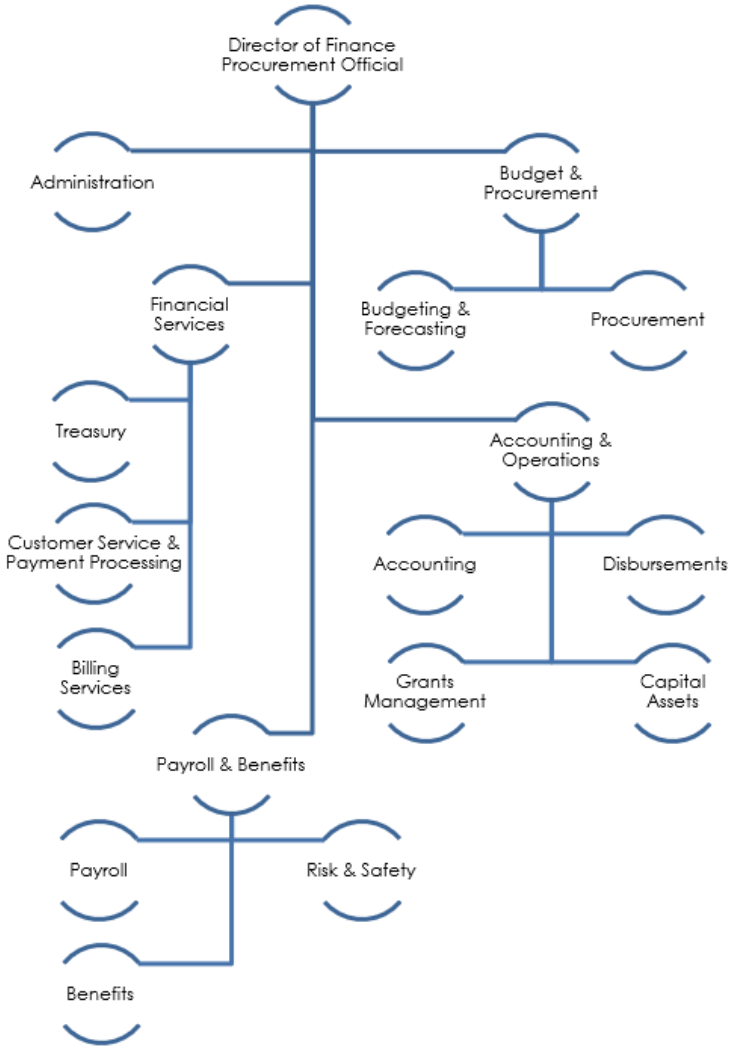
City Administration - Economic Development					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of Existing business contacts	425	400	418	400	415
# of New projects	9	15	19	15	20
# of Major business prospects recruited	1	2	2	3	5
Personnel Assigned:	**2.0 FTE**	**2.0 FTE**	**1.0 FTE**	**2.0 FTE**	**2.0 FTE**
	Economic Dev Director	Economic Dev Director	N/A	Economic Dev Director	Economic Dev Director
	Economic Dev Manager	Economic Dev Manager	Economic Dev Manager	Economic Dev Manager	Economic Dev Manager

DEPARTMENTAL SUMMARIES

Finance

THOMAS G. HARRIS
DIRECTOR

THarris@alpharetta.ga.us



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

Offering the highest quality of environment for our residents and businesses;

Fostering strong sense of community including safety and security; and

Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

DEPARTMENTAL SUMMARIES

Finance

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

Administration

Mission Statement

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

Goals and Objectives

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

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Finance
General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
N/A	$ -	$ -	$ -	$ -	$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
EXPENDITURES					
Personnel Services:					
Salaries	$ 1,554,527	$ 1,586,992	$ 1,568,576	$ 1,637,421	$ 1,649,301
Overtime	-	2,760	1,149	3,000	3,000
Group Insurance	382,135	402,106	422,092	454,424	465,150
FICA	109,700	113,798	110,447	119,873	120,716
Pension (Defined Benefit)	189,117	203,743	217,163	199,706	186,526
Pension (401A Cont./Match)	78,584	96,325	108,615	122,367	129,368
Workers Compensation	39,136	44,107	50,234	46,539	47,149
OPEB Contribution	4,704	34,943	37,647	39,279	34,273
Miscellaneous	792	930	1,006	980	571
subtotal	*$ 2,358,694*	*$ 2,485,702*	*$ 2,516,929*	*$ 2,623,589*	*$ 2,636,054*
Maintenance & Operations:					
Professional Services	$ 344,260	$ 296,764	$ 317,926	$ 313,964	$ 306,350
Printing	29,831	26,332	23,964	29,350	27,350
Employee Travel	12,490	6,582	1,777	7,906	3,750
Employee Training	12,254	9,112	10,201	9,889	6,565
Maint. Contracts/IT Services	235,154	200,182	340,372	338,420	333,362
General Supplies	47,856	38,496	54,224	45,063	41,260
Wellness Programs	156,995	160,768	122,071	166,386	119,000
Miscellaneous	9,572	16,966	(364)	7,000	5,000
subtotal	*$ 848,412*	*$ 755,201*	*$ 870,172*	*$ 917,978*	*$ 842,637*
Capital/Lease/Other:					
Capital	$ -	$ -	$ -	$ -	$ -
Enterprise Software Lease	110,902	-	-	-	-
Interest on Property Tax Refunds	1,519	7,080	7,280	-	-
subtotal	*$ 112,421*	*$ 7,080*	*$ 7,280*	*$ -*	*$ -*
TOTAL	**$ 3,319,528**	**$ 3,247,984**	**$ 3,394,381**	**$ 3,541,567**	**$ 3,478,691**
Authorized Personnel	**21.5**	**21.5**	**21.5**	**21.5**	**21.5**

FY 2022 includes 1 full-time equivalent position (Treasury Services Manager) that is not funded but part of the City's authorized workforce. This position will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2022 Budget for Finance totals $3,478,691 and represents a decrease of -2%, or -$62,876, compared to FY 2021.

The Personnel Services category was relatively flat with FY 2021 due to departmental turnover (and associated differences in incumbent salaries and benefit elections) which partially offset the wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021.

Authorized personnel total 21.5 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022*	Variance
Accountant (2FT; 1PT)	3.5	3.5	3.5	2.5	2.5	-
Accounting & Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Accounting Coordinator	-	-	-	-	1.0	1.0
Accounts Payable Technician	1.0	1.0	1.0	1.0	1.0	-
Benefits Analyst	-	-	-	1.0	-	(1.0)
Benefits Manager	1.0	1.0	1.0	-	-	-
Benefits Coordinator	1.0	1.0	1.0	-	-	-
Benefits Specialist	-	-	-	1.0	1.0	-
Billing Coordinator	1.0	1.0	1.0	1.0	1.0	-
Billing/Collections Rep.	1.0	1.0	1.0	1.0	1.0	-
Budget & Procurement Coordinator	-	-	-	-	3.0	3.0
Budget & Procurement Manager	1.0	1.0	1.0	1.0	1.0	-
Cash Management Coordinator	1.0	1.0	1.0	1.0	1.0	-
Chief Accountant	1.0	1.0	1.0	1.0	-	(1.0)
Customer Account Representative	1.0	1.0	1.0	1.0	1.0	-
Director of Finance	1.0	1.0	1.0	1.0	1.0	-
Office Manager	1.0	1.0	1.0	1.0	1.0	-
Payroll Coordinator	1.0	1.0	1.0	1.0	-	(1.0)
Payroll & Benefits Coordinator	-	-	-	-	1.0	1.0
Payroll & Benefits Manager	-	-	-	-	1.0	1.0
Payroll Specialist	-	-	-	1.0	1.0	-
Safety/Risk Administrator	1.0	1.0	1.0	1.0	1.0	-
Senior Budget & Procurement Analyst	3.0	3.0	3.0	3.0	-	(3.0)
Treasury Services Manager	1.0	1.0	1.0	1.0	1.0	-
	21.5	21.5	21.5	21.5	21.5	-

* FY 2022 includes 1 full-time equivalent position (Treasury Services Manager) that is not funded but part of the City's authorized workforce. This position will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

The Maintenance and Operations category decreased -8%, or -$75,341, to align with forecasted revenue trends resulting from the COVID-19 pandemic. These reductions were spread across all accounts based on a prioritization of need and will not impact core operational service delivery. The largest reduction occurred within the Wellness Program function (-$47,386).

DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Finance programs including performance measures and personnel.

- **Administration**

  Statement of Service: The purpose of the administrative arm of the Department of Finance is to facilitate the success of the operating divisions of the department through the provision of oversight, staff support, and internal and public advocacy. Finance administration provides fiduciary oversight and support to the various departments of the city and communicates the financial health of the city to the Mayor, City Council, and stakeholders. Administration is also responsible for cash and debt management.

Finance Admin Performance Measurements	Actual FY 2018	Actual FY 2019	Actual FY 2020	Target FY 2021	Target FY 2022
# of New GAAP/GASB financial requirements implemented	3	3	3	3	3
Bond rating maintained or upgraded	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA
Cash management program maximizing interest returns (all funds)	$1,196,713	$2,717,547	$2,184,465	$925,056	$599,231
Personnel Assigned:	**Finance Admin 2.0 FTE**	**Finance Admin 2.0 FTE**	**Finance Admin 2.0 FTE**	**Finance Admin 2.0 FTE**	**Finance Admin 2.0 FTE**
	Director of Finance Office Manager	Director of Finance Office Manager	Director of Finance Office Manager	Director of Finance Office Manager	Director of Finance Office Manager
	Risk Mgmt. 1.0 FTE	**Risk Mgmt. 1.0 FTE**	**Risk Mgmt. 1.0 FTE**	**Risk Mgmt. 1.0 FTE**	
	Safety/Risk Administrator	Safety/Risk Administrator	Safety/Risk Administrator	Safety/Risk Administrator	

- **Internal Services**

  Statement of Service: The internal services arm of the Department of Finance includes Accounting & Operations along with Budgeting & Procurement Services, each further defined as:

  - *Budget & Procurement*: The purpose of the budget/procurement division is to facilitate the financial planning process. This is accomplished through the budgeting and expenditure monitoring process in order to effectively distribute available resources consistent with city objectives and priorities. Responsibilities also include supporting all city departments with financial information, activities, transactions, and administration of their annual financial plan.

DEPARTMENTAL SUMMARIES

- *Accounting & Operations*: Accounting services records the city's financial transactions. Responsibilities include financial reporting and disbursement activities. The accounting function also provides financial data for the purpose of compiling management and public reports which reflect the financial condition of the city in accordance with Generally Accepted Accounting Principles.

Accounting, Budget, Procurement Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
Audited CAFR to be published within 180 days of fiscal year end	12/20/2018	12/5/2019	12/30/2020**	11/25/2021	11/25/2022
GFOA Certificate of Achievement for Excellence in Financial Reporting	Yes	Yes	Yes	Yes	Yes
GFOA Outstanding Achievement in Popular Annual Financial Reporting	Yes	Yes	Yes	Yes	Yes
GFOA Distinguished Budget Award	Yes	Yes	Yes	Yes	Yes
Percentage of General Fund departments within appropriated budget*	91%	91%	91%	100%	100%
% of Budgeted employees participating in direct deposit	99%	99%	99%	99%	99%
Average # of vendor responses to Bids/Requests for Proposals	6	5	4	6	6
	Accounting Services 7.5 FTE	**Accounting Services 7.5 FTE**	**Accounting Services 7.5 FTE**	**Accounting Services 7.5 FTE**	**Accounting Services 5.5 FTE**
	Accounting & Op. Mgr.	Accounting & Op. Mgr.	Accounting & Op. Mgr.	Accounting & Op. Mgr.	Accounting & Op. Mgr.
	Chief Accountant	Chief Accountant	Chief Accountant	Chief Accountant	Accounting Coordinator
	Accountant (3.5)	Accountant (3.5)	Accountant (3.5)	Accountant (3.5)	Accountant (2.5)
	Payroll Coordinator	Payroll Coordinator	Payroll Coordinator	Payroll Coordinator	
	Accounts Payable Technician	Accounts Payable Technician	Accounts Payable Technician	Accounts Payable Technician	Accounts Payable Technician
					Payroll & Benefits 5 FTE
					Payroll & Benefits Mgr.
					Benefits Specialist
					Payroll & Benefits Coord.
					Payroll Specialist
					Safety/Risk Amin.
	Budget/Procurement 4 FTE	**Budget/Procurement 4 FTE**	**Budget/Procurement 4 FTE**	**Budget/Procurement 4 FTE**	**Budget/Procurement 4 FTE**
	Budget & Procurement Mgr.	Budget & Procurement Mgr.	Budget & Procurement Mgr.	Budget & Procurement Mgr.	Budget & Procurement Mgr.
	Sr. Budget & Procurement Analyst (3)	Sr. Budget & Procurement Analyst (3)	Sr. Budget & Procurement Analyst (3)	Sr. Budget & Procurement Analyst (3)	Sr. Budget & Procurement Analyst (3)
Total Personnel Assigned Internal Services:	**11.5 FTE**	**11.5 FTE**	**11.5 FTE**	**11.5 FTE**	**14.5 FTE**

* Legal Services is the only department that has gone over its appropriations. Legal services represents professional services expenses to a private legal firm.
** COVID-19 Pandemic slowed auditor response times.

DEPARTMENTAL SUMMARIES

- **External Services**

Statement of Service: The purpose of the external services team is to provide accurate and efficient services to City of Alpharetta residents, businesses, and stakeholders through timely and accurate billing and collections processes and outstanding customer service.

Financial Services Performance Measurements	Actual FY 2018	Actual FY 2019	Actual FY 2020	Target* FY 2021	Target* FY 2022
% of bills generated on time	99%	99%	99%	99%	99%
% of bills collected on time	95%	95%	95%	95%	95%
# of Real estate tax bills generated	20,152	20,674	20,989	21,197	21,429
# of Personal property tax bills	3,030	3,055	3,128	3,096	2,900
# of Liens processed	86	127	135	150	150
# of Sanitation customers	16,277	16,382	16,550	16,696	17,000
% of Delinquent sanitation Accts	<10%	<10%	<10%	<10%	<10%
Personnel Assigned:	**6.0 FTE**	**6.0 FTE**	**6.0 FTE**	**6.0 FTE**	**6.0 FTE****
	Treasury Services Manager	Treasury Services Manager	Treasury Services Manager	Treasury Services Manager	Treasury Services Manager
	Billing Coordinator	Billing Coordinator	Billing Coordinator	Billing Coordinator	Billing Coordinator
	Cash Management Coordinator	Cash Management Coordinator	Cash Management Coordinator	Cash Management Coordinator	Cash Management Coordinator
	Billing/Collections Representative	Billing/Collections Representative	Billing/Collections Representative	Billing/Collections Representative	Billing/Collections Representative
	2 Customer Account Representative	2 Customer Account Representative	2 Customer Account Representative	2 Customer Account Representative	2 Customer Account Representative

* Includes 1 Treasury Services Manager position that is unfunded in the current budget proposal for 2021 and will remain vacant pending an identified funding source and workload justification.
** Includes 1 Customer Account Representative that is funded through the Solid Waste Fund.

DEPARTMENTAL SUMMARIES

Information Technology

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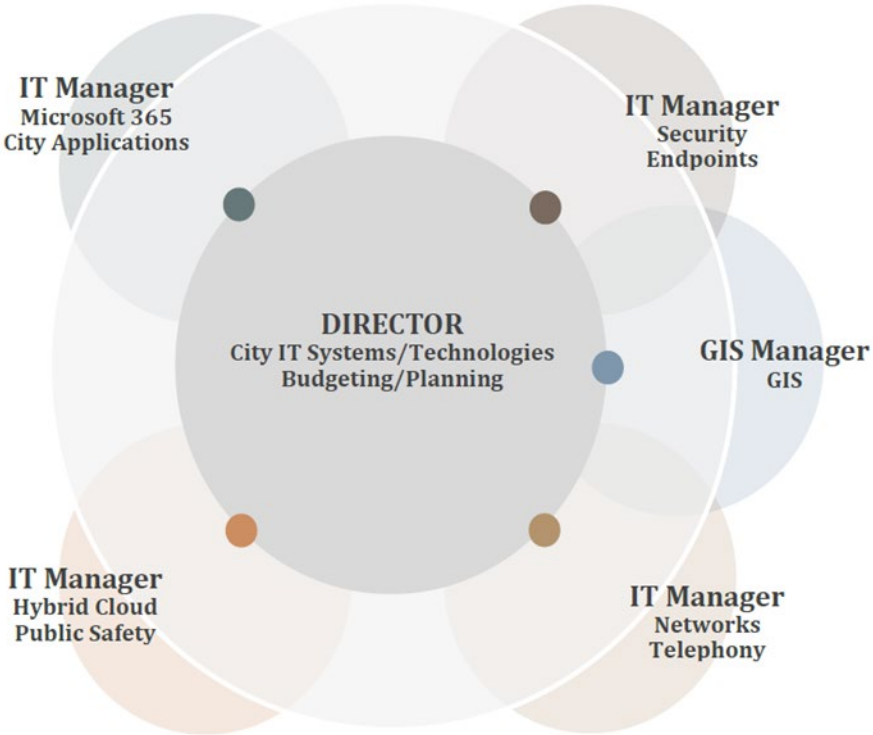

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Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

DEPARTMENTAL SUMMARIES

Information Technology

Administration, Network, and Systems

Mission Statement

Information Technology's mission is to provide high quality technology products, services and human resources to City departments that enable them to accomplish their goals and objectives. The Information Technology Department strives to continuously improve the delivery of services and minimize costs while accommodating future City growth.

Goals and Objectives

As we accomplish our mission, the City of Alpharetta Information Technology Department will be known to provide high quality services by:

- ✓ Being recognized by City departments as having a high level of skill and knowledge;
- ✓ Providing excellent service to all City departments as measured by the City's performance standards;
- ✓ Acquiring and supporting proven, sustainable technology solutions that are continually maintained and updated; and
- ✓ Helping City departments to improve and extend the functionality of major systems by offering systems integration and software development services.

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Information Technology
General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2021 Recommended Budget
REVENUES					
N/A	$ -	$ -	$ -	$ -	$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
EXPENDITURES					
Personnel Services:					
Salaries	$ 994,117	$ 1,030,097	$ 1,141,452	$ 1,191,783	$ 1,146,582
Group Insurance	211,182	223,431	261,312	306,017	305,173
FICA	72,841	74,945	83,668	90,572	86,435
Pension (Defined Benefit)	107,093	100,618	106,663	121,870	131,986
Pension (401A Cont./Match)	64,633	80,672	90,553	99,288	93,444
Workers Compensation	25,439	28,195	31,967	33,441	33,810
OPEB Contribution	3,114	22,734	24,384	28,223	24,579
Miscellaneous	408	544	542	-	980
subtotal	*$ 1,478,827*	*$ 1,561,237*	*$ 1,740,540*	*$ 1,871,194*	*$ 1,822,989*
Maintenance & Operations:					
Professional Services	$ 24,140	$ 20,044	$ 22,446	$ 10,000	$ -
Employee Travel	24,292	19,638	14,016	10,000	2,000
Employee Training	18,766	16,874	15,994	15,000	14,000
Maintenance Contracts/IT Svcs.	47,278	68,654	175,375	272,967	173,323
General Supplies	7,481	8,584	18,334	12,000	10,000
Utilities	-	-	-		-
Small Equipment	45	4,118	7,491	2,250	-
Miscellaneous	1,580	2,351	532	1,250	250
subtotal	*$ 123,583*	*$ 140,262*	*$ 254,188*	*$ 323,467*	*$ 199,573*
Capital/Other	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*
TOTAL	**$ 1,602,409**	**$ 1,701,499**	**$ 1,994,728**	**$ 2,194,661**	**$ 2,022,562**
Authorized Personnel	**11.0**	**11.0**	**12.0**	**12.0**	**12.0**

Budget Narrative

The FY 2022 Budget for Information Technology totals $2,022,562 and represents a decrease of -8%, or -$172,099, compared to FY 2021.

The Personnel Services category decreased -3%, or -$48,205, due to multiple factors including: departmental turnover (and associated differences in incumbent salaries and benefit elections); wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021; all of which is offset through elimination of funding for the vacant IT Analyst position. This position is still part of the city's authorized workforce

and will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

Authorized personnel total 12 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022*	Variance
Chief Security Officer	-	-	1.0	1.0	1.0	-
CityWorks IT Administrator	-	-	1.0	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
GIS Manager	1.0	1.0	1.0	1.0	1.0	-
IT Administrator	-	-	4.0	4.0	4.0	-
IT Analyst	-	-	1.0	1.0	1.0	-
IT Manager	4.0	4.0	3.0	3.0	3.0	-
Network Administrator	2.0	2.0	-	-	-	-
Network Analyst II	1.0	1.0	-	-	-	-
Systems Analyst II	2.0	2.0	-	-	-	-
	11.0	11.0	12.0	12.0	12.0	-

* FY 2022 includes 1 full-time equivalent position (IT Analyst) that is not funded but part of the City's authorized workforce. This position will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

The Maintenance & Operations category decreased -38%, or -$123,894, due primarily to reductions in maintenance contracts and general/IT professional services (-$99,644), travel/training (-$9,000), and professional services (-$10,000) to align with forecasted revenue trends resulting from the COVID-19 pandemic.

DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Information Technology programs including performance measures and personnel.

- **Information Technology**

  Statement of Service: Information Technology provides hardware, software and support services to all departments in technology related areas.

LEGEND
A = met or exceeded target
B = within 15% of target
C = missed target by more than 15%

Performance Measures
(Calendar Year Stats)

	Actual CYear 2016	Actual CYear 2017	Actual CYear 2018	Actual CYear 2019	Actual CYear 2020	Department Target	Results
Telephone							
Repairs							
Number	68	54	66	39	28		28
Number resolved w/in 24 hours	60	47	44	28	24		24
% resolved w/in 24 hours	88.24%	87.04%	66.67%	71.79%	85.71%	60.00%	A
Service Requests							
Number	158	133	144	167	131		131
Number resolved on time	144	130	135	145	123		123
% resolved on time	91.14%	97.74%	93.75%	86.83%	93.89%	90.00%	A
Network							
Repairs							
Number	256	318	288	221	188		188
Number resolved w/in 24 hours	220	260	259	207	180		180
% resolved w/in 24 hours	85.94%	81.76%	89.93%	93.67%	95.74%	80.00%	A
Service Requests							
Number	281	299	274	245	188		188
Number resolved on time	253	279	240	222	179		179
% resolved on time	90.04%	93.31%	87.59%	90.61%	95.21%	90.00%	A
Outages							
Number (including maintenance)	37	21	17	12	14		14
Avg. duration in hours	1.16	0.92	1.30	1.60	1.20		
Applications							
Repairs							
Number	751	872	934	1,208	1,431		1,431
Number resolved w/in 24 hours	535	706	775	899	1,156		1,156
% resolved w/in 24 hours	71.24%	80.96%	82.98%	74.42%	80.78%	70.00%	A
Desktop							
Repairs							
Number	1,099	946	988	934	899		899
Number resolved w/in 24 hours	750	728	711	727	689		689
% resolved w/in 24 hours	68.24%	76.96%	71.96%	77.84%	76.64%	60.00%	A
Service Requests							
Number	929	888	844	944	991		991
Number resolved on time	851	822	784	888	904		904
% resolved on time	91.60%	92.57%	92.89%	94.07%	91.22%	90.00%	A
Helpdesk							
Number total calls	4,089	4,318	3,841	4,487	4,891		4,891
Number resolved w/in 4 hours	1,406	1,698	1,391	1,981	2,077		2,077
Number resolved w/in 8 hours	501	777	684	567	600		600
% resolved w/in 8 hours	46.64%	57.32%	54.02%	56.79%	54.73%	40.00%	A
GIS							
Number total cases	354	322	268	314	277		277
Number resolved on time	295	280	222	267	253		253
% resolved on time	83.33%	86.96%	82.84%	85.03%	91.34%	80.00%	A
Emails							
Number	1,389,156	1,756,752	2,178,655	2,788,432	3,144,446		3,144,446
SPAM blocked	699,478	867,581	999,346	1,389,329	1,587,319		1,587,319
Viruses blocked	428,777	421,483	447,831	513,220	789,342		789,342
% SPAM	50.35%	49.39%	45.87%	49.82%	50.48%		50.48%
% viruses	30.87%	23.99%	20.56%	18.41%	25.10%		25.10%
Servers							
Avg. number	183	177	118	137	117		117
% availability (including maint.)	99.84%	99.88%	99.24%	99.36%	99.46%	99.00%	A

DEPARTMENTAL SUMMARIES

Human Resources

CRIS RANDALL
HUMAN RESOURCES DIRECTOR

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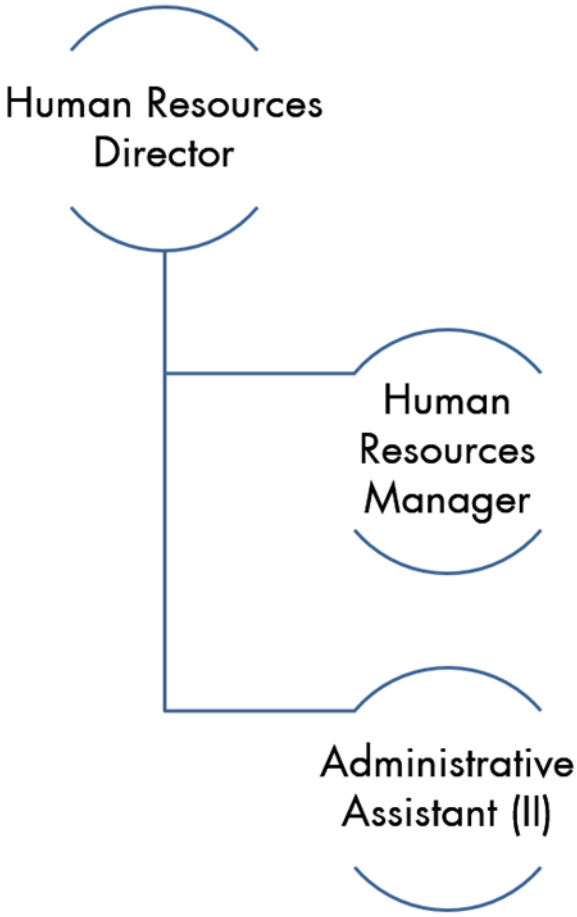

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DEPARTMENTAL SUMMARIES

Human Resources

Administration, Talent and Compensation Management, Employee Relations, Development, Recruitment and Retention

Mission Statement

It is the mission of the Human Resources Team to recruit, retain, and develop an efficient, creative, and professional workforce capable of meeting the current and future needs and expectations of the City of Alpharetta and the citizens and customers whom we exist to serve.

Human Resources Team

Synopsis

To successfully carryout our core mission, the Human Resources Team shall:

- ✓ Ensure that employees are provided the same concern, respect, and caring attitude within the organization that they are expected to share with every customer, both external and internal;
- ✓ Be committed to achieve the highest standards of public administration through sound HR practices, to ensure compliance with federal and local employment laws;
- ✓ Act as a catalyst in providing employees with the support, training and development needed to fulfill the duties and responsibilities of their position as a public servant and contribute at optimum levels towards the success of the community and the City of Alpharetta;
- ✓ Establish, administer, and effectively communicate sound policies, rules, and practices that treat employees with dignity, respect and equality while maintaining compliance with employment and labor laws, organizational directives, and the mission, vision and core values of the City of Alpharetta;
- ✓ Act as strategic partner and trusted advisor to senior management and supervisory staff on talent management, workforce planning and staffing, organizational effectiveness, training and development, engagement and corrective actions, compliance, and related matters; and
- ✓ Collaborate with Finance Department to develop and provide a competitive salary and benefit package that supports our employees and meets the needs and goals of the City of Alpharetta.

DEPARTMENTAL SUMMARIES

Goals and Objectives

- ✓ Develop and maintain appropriate personnel policies and procedures that provide flexibility in the management of personnel while maintaining compliance with current employment law and practice so as to effectively protect the City;
- ✓ Improve operational efficiency, effectiveness and reduce costs by elevating the overall health and wellbeing of our employees;
- ✓ Develop, implement, evaluate and communicate job classification and compensation policies and programs. This is a critical HR role as a well-designed classification and compensation system will help attract, motivate and retain employees as well as work within fiscal constraints;
- ✓ Develop and deliver effective training programs to all employees so as to constantly improve customer service delivery, efficiency of operations, and the overall effectiveness and professionalism of the organization;
- ✓ Identify and develop internal talent and future organization leaders to build succession pipelines to meet current and future talent needs in critical roles;
- ✓ Develop and maintain a Strategic Human Resources Plan to ensure continuity of operations, effective succession planning in key positions, appropriate staffing to meet City goals and customer service expectations, and anticipate fiscal needs and impacts;
- ✓ Serves as a resource for employees and supervisors to ensure positive City-employee relationships. Assist and educate employees about operating within the bounds of personnel policies. Assist supervisors address difficult employee situations, help in resolving labor disputes, and respond with the appropriate level of corrective action while working to prevent retaliation;
- ✓ Elevate and maintain employee engagement by enhancing communication channels and fostering an information rich environment; and
- ✓ Leverage technology to enhance the effectiveness and efficiencies of certain labor intense HR functions and automate routine and administrative tasks in order to be able to focus on more strategic tasks.

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Human Resources
General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Public Records Requests	$ -	$ -	$ -	$ -	$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
EXPENDITURES					
Personnel Services:					
Salaries	$ 139,789	$ 179,337	$ 262,440	$ 277,848	$ 282,949
Overtime	-	57	116	250	200
Group Insurance	11,661	15,100	25,896	38,586	39,529
FICA	13,647	16,381	22,849	20,719	21,395
Pension (Defined Benefit)	19,905	21,426	22,793	26,117	28,666
Pension (401A Cont./Match)	7,528	11,717	19,905	21,744	26,077
Workers Compensation	3,513	3,962	8,149	7,633	7,857
OPEB Contribution	430	3,197	6,199	6,438	5,701
Citywide Educational Programs	30,999	36,734	34,025	55,000	55,000
Miscellaneous	163	-	-	-	408
subtotal	*$ 227,634*	*$ 287,910*	*$ 402,372*	*$ 454,335*	*$ 467,782*
Maintenance & Operations:					
Professional Services	$ 58,933	$ 67,402	$ 41,824	$ 70,000	$ 65,000
Employee Travel	216	2,272	1,109	3,000	1,000
Employee Training	2,084	3,283	6,188	3,500	3,500
Maintenance Contracts/IT Svcs.	6,560	6,971	39,643	41,969	74,593
General Supplies	5,955	9,771	4,853	7,725	8,725
Employee Recognition	64,821	66,479	57,181	64,500	65,000
Miscellaneous	1,338	6,867	1,214	2,500	4,000
subtotal	*$ 139,906*	*$ 163,045*	*$ 152,012*	*$ 193,194*	*$ 221,818*
Capital	$ -	$ -	$ -	$ -	$ -
TOTAL	**$ 367,541**	**$ 450,955**	**$ 554,384**	**$ 647,529**	**$ 689,600**
Authorized Personnel	**2.0**	**3.0**	**3.0**	**3.0**	**3.0**

Budget Narrative

The FY 2022 Budget for Human Resources totals $689,600 and represents an increase of 6%, or $42,071, compared to FY 2021.

The Personnel Services category increased 3%, or $13,447 due primarily to wage increases associated with the 3.0% performance-based merit program scheduled for July 1, 2021, growth in group insurance premiums, etc.

DEPARTMENTAL SUMMARIES

Authorized personnel total 3 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Variance
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Human Resources Manager	1.0	1.0	1.0	1.0	1.0	-
Director of Human Resources	-	1.0	1.0	1.0	1.0	-
	2.0	3.0	3.0	3.0	3.0	-

The Maintenance & Operations category increased 15%, or $28,624, due primarily to 2022 operating initiatives (further NeoGov software enhancements[7]), incremental growth in HR software improvements (e.g. existing NeoGov software functionality), and growth in the citywide IT Professional Services cost allocation. After adjusting for the 2022 operating initiative funding, the base maintenance & operations growth totals 2%.

Performance Measurement

The following section provides detailed information on Human Resources programs including performance measures and personnel.

- **Administration**
  Statement of Service: The administrative function monitors legal compliance and employee relations in order to effectively administer sound policies, and practices that will treat all employees equally while maintaining compliance with employment and labor laws.

Human Resources Performance Measurements	Actual FY 2018	Actual FY 2019	Actual FY 2020	Target FY 2021	Target FY 2022
Human Resources Dept. annual turnover percentage	0.0%	0.0%	0.0%	0.0%	0.0%
City-wide turnover percentage	9.40%	11.80%	8.18%	9.00%	9.50%
Total # full-time equivalents (full-time, part-time, seasonal, and elected)	528	573	565	551	560
HR staff to total full-time equivalent employee ratio	264:01 0.379	191:01 0.524	188.33 0.531	183.66 0.544	186.67 0.536
Personnel Assigned:	**1.0 FTE** Admin Assistant II	**1.0 FTE** Admin Assistant II	**1.0 FTE** Admin Assistant II	**1.0 FTE** Admin Assistant II	**1.0 FTE** Admin Assistant II

HR-staff-to-employee-ratio represents the number of HR staff per 100 employees supported by HR in the organization. SHRM's most recent Human Capital Benchmarking Study shows the average HR-to-employee ratio in 2018 was 2.60.

[7] Please refer to the *Operating Initiatives Request* section of this document for detail of the requests.

DEPARTMENTAL SUMMARIES

- **Recruitment and Retention**

  Statement of Service: The recruitment and retention function facilitate programs to continually increase the quality of the workforce through placing, training, and retaining highly qualified individuals who have the educational background, knowledge, and competencies to perform at above average levels.

Human Resources Performance Measurements	Actual FY 2018	Actual FY 2019	Actual FY 2020	Target FY 2021	Target FY 2022
Employment & Retention					
Average cost per hire - Regular positions	$7,500	$7,500	$7,500	$7,500	$7,500
Average cost per hire - Seasonal positions	$1,200	$1,200	$1,200	$1,200	$1,200
# of Online job postings hits	n/a	6142*	36,459	15,000**	51,000
# of Job interest cards received	n/a	634*	1,347	2,000	2,500
# of Applications reviewed	775	767	342	910	1,500
# of Qualified applications processed	155	153	193	182	210
# of New hires - Regular positions	48	54	40	35	30
# of New hires - Seasonal positions	50	70	70	70	70
# of Internal promotions	19	24	22	8	15
# of Separations	105	121	115	120	110
# New hire orientation sessions	48	54	40	35	30
Workforce Management					
% of Employees rated "Exceeds" on annual merit review	17.5%	27.3%	37.4%	42.0%	49.0%
% of Employees rated "Meets" on annual merit review	82.6%	72.7%	62.6%	58.0%	51.0%
% of Employees underperforming on annual performance review	0.0%	0.0%	0.0%	0.0%	0.0%
% of Employees on "Performance Improvement Plan"	0.0%	0.0%	1.3%	1.0%	1.0%
# Employee Relation Cases		28	31	25	20
Education Incentive - Professional Development					
# enrollments by program***					
Doctorate Degree	2	2	1	0	0
Master's Degree	3	5	4	1	5
Bachelor's Degree	12	9	10	5	10
Associate's Degree	3	1	1	1	3
Certificate Programs	0	0	2	2	2
Total # of employees receiving education incentive	20	17	18	9	20
Personnel Assigned:	**1.0 FTE**	**2.0 FTE**	**2.0 FTE**	**2.0 FTE**	**2.0 FTE**
	Human Resources Manager	Director of Human Resources Human Resources Manager	Director of Human Resources Human Resources Manager	Director of Human Resources Human Resources Manager	Director of Human Resources Human Resources Manager

*New Applicant Tracking System (NEOGOV) implemented on Sept., 2019.
**Operating under hiring freeze for certain non-Public Safety positions.
*** FY21 and FY22 - program partially unfunded due to budget constraints

DEPARTMENTAL SUMMARIES

Municipal Court

BROOKE LAPPIN
DIRECTOR

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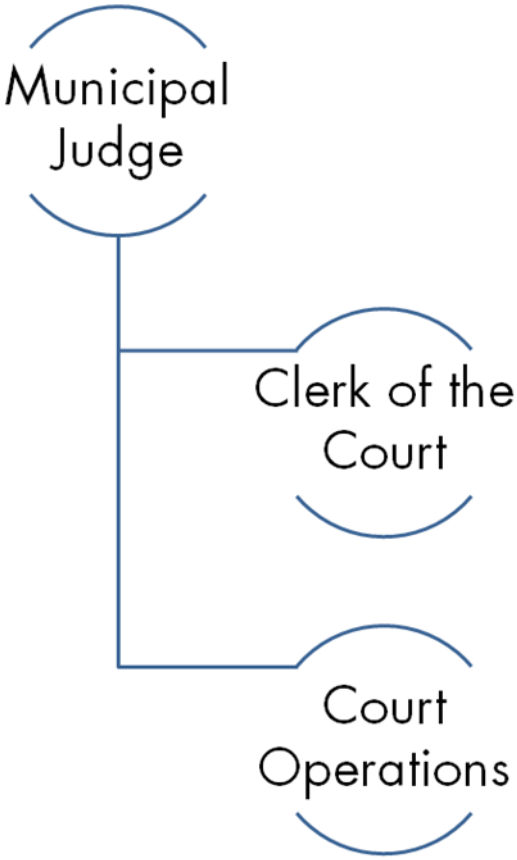

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DEPARTMENTAL SUMMARIES

Municipal Court

Administration, Employee Recruitment and Retention

Mission Statement

To grow and maintain sufficient staffing, infrastructure and general court services for the City of Alpharetta; to educate and inform persons who attend court; to ensure the citizens' rights are observed and protected; to achieve justice and fundamental fairness in all matters including cases that go to trial and those that are settled pre-trial; and to efficiently and responsibly serve all citizens living in the community.

Goals and Objectives

- ✓ Provide professional, quality service;
- ✓ Monitor court sessions and continue to improve efficiency;
- ✓ Develop operations guide to use internally;
- ✓ Implement the new eCourts software system;
- ✓ Enhance reporting to state and city departments;
- ✓ Review and enhance current reports/forms;
- ✓ Enhance the current data that is shared between Court/Police;
- ✓ Review, improve, and update day to day operations;
- ✓ Provide proper training to insure compliance with all State laws and regulations; and
- ✓ Continue to cross-train employees.

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Municipal Court
General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Intergovernmental	$ -	$ -	$ -	$ -	$ 64,678
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ 64,678**
EXPENDITURES					
Personnel Services:					
Salaries	$ 417,285	$ 355,800	$ 330,104	$ 361,048	$ 427,890
Group Insurance	106,364	92,507	70,243	97,370	101,211
FICA	29,972	25,531	24,251	27,210	25,560
Pension (Defined Benefit)	43,842	46,617	33,429	31,311	18,145
Pension (401A Cont./Match)	25,970	24,933	27,319	29,999	42,795
Workers Compensation	11,697	11,854	13,904	10,778	11,655
OPEB Contribution	1,431	9,576	10,590	9,105	8,470
Miscellaneous	686	784	-	734	-
subtotal	*$ 637,247*	*$ 567,603*	*$ 509,841*	*$ 567,555*	*$ 635,726*
Maintenance & Operations:					
Professional Services	$ 243,994	$ 265,152	$ 252,699	$ 275,000	$ 201,500
Printing	10,249	8,314	8,336	12,000	6,000
Maintenance Contracts/IT Svcs.	47,274	60,620	68,427	110,320	84,585
General Supplies	10,528	13,865	16,013	12,100	12,100
Utilities	25,473	19,586	21,544	24,175	24,175
Miscellaneous	8,426	38,758	12,574	5,495	90,925
subtotal	*$ 345,944*	*$ 406,295*	*$ 379,594*	*$ 439,090*	*$ 419,285*
Capital	$ -	$ -	$ -	$ -	$ -
TOTAL	**$ 983,191**	**$ 973,898**	**$ 889,434**	**$ 1,006,645**	**$ 1,055,011**
Authorized Personnel	**9.0**	**8.0**	**8.0**	**8.0**	**7.0**

Budget Narrative

The FY 2022 Budget for Municipal Court totals $1,055,011 and represents an increase of 5%, or $48,366, compared to FY 2021.

The Personnel Services category increased 12%, or $68,171, due to multiple factors including: departmental turnover (and associated differences in incumbent salaries and benefit elections); wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021; transfer of bailiff overtime appropriations ($90,000) from the Public Safety Department to allow for more direct management control; all of which

is partially offset through the elimination of 1 FTE during FY 2021 (Administrative Assistant I position).

Authorized personnel total 7 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Variance
Administrative Assistant I	-	-	-	1.0	-	(1.0)
Director	1.0	1.0	1.0	1.0	1.0	-
Deputy Clerk I	1.0	1.0	1.0	-	-	-
Deputy Clerk II	5.0	4.0	4.0	4.0	4.0	-
Deputy Clerk III	1.0	1.0	1.0	1.0	1.0	-
Judge	1.0	1.0	1.0	1.0	1.0	-
	9.0	8.0	8.0	8.0	7.0	(1.0)

* FY 2022 includes 1 full-time equivalent position (Deputy Clerk III) that is not funded but part of the City's authorized workforce. This position will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

The Maintenance and Operations category decreased -5%, or -$19,805, due primarily to the following activity:

- Decrease in professional fees of -$73,500 due primarily to software system improvements (including passing credit card processing fees to the end-user) and realigning service needs (court appointed attorneys, solicitors, etc.).
- Decrease in maintenance contracts/IT professional services of -$25,735 due primarily to the recognition that the City will not incur costs associated with the new eCourts system during FY 2022.
- All of which is partially offset through new costs for the leasing of office space for court operations from the City of Milton ($82,000).

DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Municipal Court programs including performance measures and personnel.

- **Violations Bureau**

  Statement of Service: The purpose of the Municipal Court is to process all alleged violations of city Ordinances and certain state laws in a fair, impartial, expeditious, accurate, and fiscally responsible manner. The Violations Bureau holds traffic and state court, monitors and handles all cash bonds and manages all Court records.

Municipal Court Performance Measurements	Actual FY 2018	Actual FY 2019	Actual FY 2020	Target FY 2021*	Target FY 2022*
# of Citations received to process	12,830	14,268	9,503	14,350	15,000
Total # of cases disposed	10,803	13,019	11,198	12,875	13,000
# of Court sessions	242	242	238	218	216
Annual deposits (Court Fines)	$1,793,974	$1,834,716	$1,657,373	$1,800,000	$1,750,000
Personnel Assigned:	**9.0 FTE**	**8.0 FTE**	**8.0 FTE**	**8.0 FTE**	**7.0 FTE**
	Municipal Judge	Municipal Judge	Municipal Judge	Municipal Judge	Municipal Judge
	Director	Director	Director	Director	Director
	Deputy Clerk III	Deputy Clerk III	Deputy Clerk III	Deputy Clerk III	Deputy Clerk III
	Deputy Clerk II (5)	Deputy Clerk II (4)	Deputy Clerk II (4)	Deputy Clerk II (4)	Deputy Clerk II (4)
	Deputy Clerk I	Deputy Clerk I	Deputy Clerk I	Admin Assistant I	

* Includes 1 Deputy Clerk III position that is unfunded in the current budget proposal for 2022 and will remain vacant pending an identified funding source and workload justification.

DEPARTMENTAL SUMMARIES

Public Safety

JOHN ROBISON
DIRECTOR

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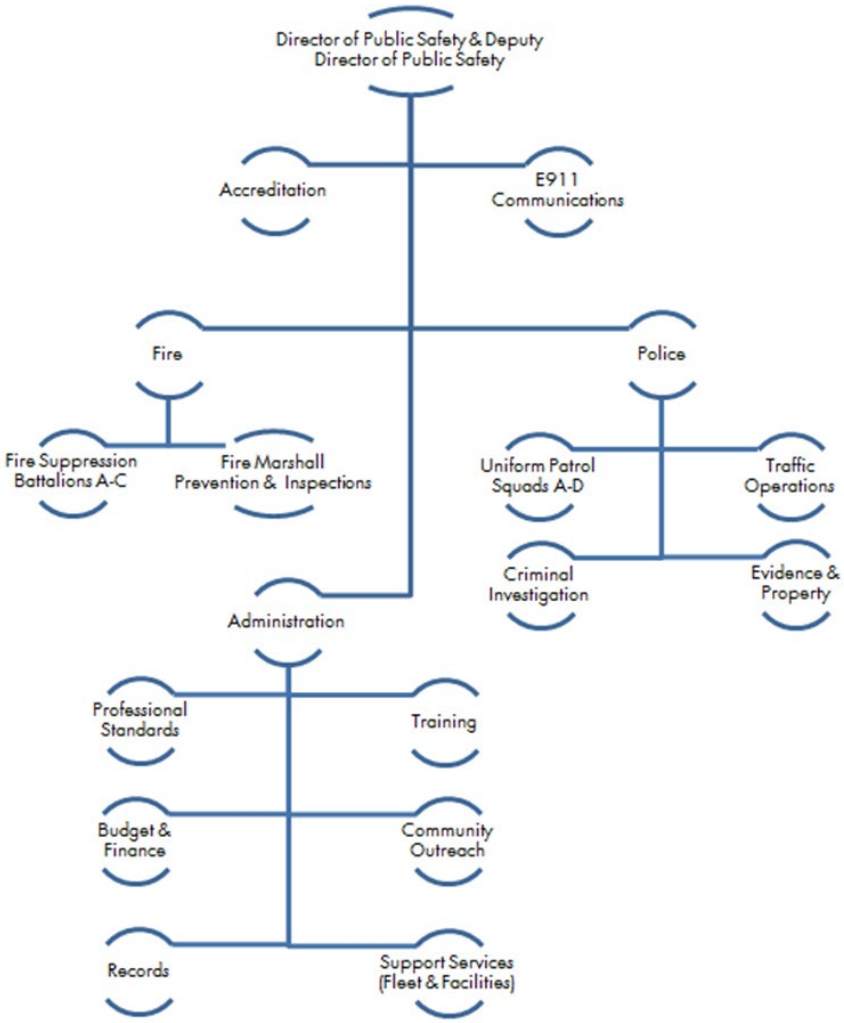

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DEPARTMENTAL SUMMARIES

Public Safety

Administration, Police, Fire, and Emergency 911

Fire Services

Mission Statement

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

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

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

Goals and Objectives

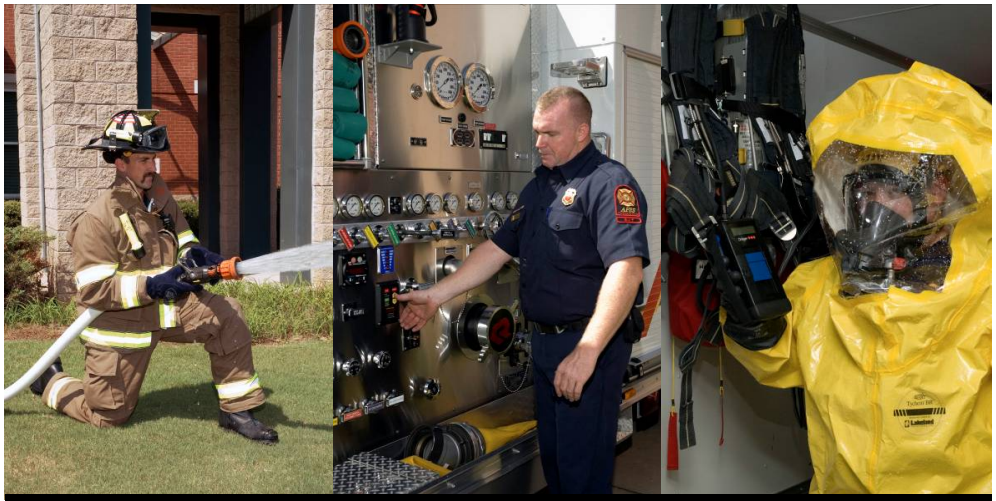
Police Services

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

DEPARTMENTAL SUMMARIES

Fire Services

- ✓ Maintain a minimum on-duty staffing level of not less than 23 Firefighter/EMT or Paramedics at all times;
- ✓ Assure all firefighters are certified at the National Professional Qualifications Firefighter II Level;
- ✓ Maintain a minimum of 240 hours of annual training and career development for each career firefighter;
- ✓ Place the first fire apparatus on the scene of an emergency within five minutes of dispatch at least 90% of the time;
- ✓ Place a minimum of 14 firefighters on the scene of a structure fire within seven minutes of dispatch at least 90% of the time;
- ✓ Place an advance life support paramedic on the scene of a medical emergency within five minutes of dispatch at least 90% of the time;
- ✓ Present programs of fire safety education to 80% of all preschool children and 95% of all first and fourth grade students who reside within the City; and
- ✓ Conduct a fire safety inspection and/or design a pre-fire plan for every non-residential occupancy annually.



Public Safety Department

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Public Safety

General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Licenses and Permits					
Alcohol Beverage	$ 670,979	$ 676,671	$ 26,925	$ -	$ -
Other	42,191	46,243	23,635	750	100
Intergovernmental:					
City of Milton	60,000	55,000	65,000	60,000	-
Charges for Services:					
Reports	17,315	25,942	22,641	25,000	25,000
Services	50,870	227,731	173,410	220,000	210,000
False Alarms	50,336	44,911	45,852	46,000	46,000
Plan Review	86,884	188,685	206,443	193,000	193,000
Other	17,676	19,335	11,280	10,000	8,000
Fines & Forfeitures:					
Municipal Court Fines	1,793,974	1,834,716	1,657,373	1,800,000	1,750,000
School Zone/Bus Camera Citations	15,540	4,020	63,009	4,000	304,000
Other	1,908	-	-	-	-
Other Revenue	57,540	15,254	944	1,019	-
TOTAL	**$ 2,865,213**	**$ 3,138,508**	**$ 2,296,512**	**$ 2,359,769**	**$ 2,536,100**
EXPENDITURES					
Personnel Services:					
Salaries	$ 13,393,254	$ 13,484,795	$ 14,197,773	$ 15,330,726	$ 15,475,139
Overtime	1,466,005	1,846,569	1,789,103	1,535,100	1,666,130
Group Insurance	4,025,019	4,174,201	4,602,770	5,082,193	5,317,358
FICA	1,070,484	1,109,675	1,161,545	1,251,363	1,293,633
Pension (Defined Benefit)	1,429,761	1,511,217	1,535,869	1,532,464	1,631,525
Pension (401A Cont./Match)	863,050	1,062,077	1,188,108	1,153,213	1,229,640
Miscellaneous	387,846	717,979	766,689	731,460	744,934
subtotal	*$ 22,635,420*	*$ 23,906,513*	*$ 25,241,856*	*$ 26,616,519*	*$ 27,358,359*
Maintenance & Operations:					
Professional Services	$ 115,484	$ 212,426	$ 176,701	$ 194,262	$ 202,563
Fuel/Repair & Maint. (Vehicles)	738,290	746,078	704,730	695,892	686,500
Employee Travel	120,290	120,059	85,902	74,238	90,550
Employee Training	103,713	99,716	76,567	56,245	107,856
Maint. Contracts/IT Services	1,002,568	1,032,103	1,115,253	1,482,956	1,466,675
General Supplies	298,807	244,860	285,121	251,582	241,741
Miscellaneous	568,123	629,878	537,461	641,616	432,850
subtotal	*$ 2,947,275*	*$ 3,085,120*	*$ 2,981,734*	*$ 3,396,791*	*$ 3,228,735*
Capital/Leases:					
Software/Fire Truck Lease(s)	$ 578,654	$ 630,405	$ 631,280	$ 582,974	$ 654,595
subtotal	*$ 578,654*	*$ 630,405*	*$ 631,280*	*$ 582,974*	*$ 654,595*
TOTAL	**$ 26,161,349**	**$ 27,622,038**	**$ 28,854,870**	**$ 30,596,284**	**$ 31,241,689**
Authorized Personnel	**221.0**	**221.0**	**223.5**	**226.5**	**226.5**

DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2022 Budget for Public Safety totals $31,846,772 and represents an increase of 4%, or $1,250,488, compared to FY 2021.

The Personnel Services category increased 5%, or $1,346,923, due to multiple factors including:

- Wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021;
- Annualized impact of the 3.0 FT police officer positions transferred from the DEA Fund during FY 2021;
- Increases in group insurance premiums, pension contributions, and risk insurance premiums;
- Operating initiative funding for 2022[8] to cover Quint staffing (6 full time positions including 3 Lieutenants and 3 Fire Apparatus Engineers).
- Some of which is partially offset through the transfer of bailiff overtime appropriations ($90,000) to the Courts Department to allow for more direct management control and the elimination of funding for 2 FT police officer positions. These positions are still part of the city's authorized workforce and will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

After adjusting for the 2022 operating initiative funding, the personnel services growth totaled 3%.

Authorized personnel total 232.5 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022*	Variance
Sworn Police Officers						
Director of Public Safety	1.0	1.0	1.0	1.0	1.0	-
Captain	6.0	4.0	4.0	4.0	4.0	-
Lieutenant	15.0	15.0	8.0	7.0	7.0	-
Division Chief	-	1.0	-	-	-	-
Field Training Officer	10.0	9.0	6.0	4.0	5.0	1.0
Officer	71.0	67.0	70.0	73.0	72.0	(1.0)
Sergeants	-	6.0	13.0	16.0	16.0	-
Police Operations Major	1.0	1.0	1.0	1.0	1.0	-
Police Support Operations Major	-	1.0	1.0	1.0	1.0	-
Public Information Officer	1.0	-	-	-	-	-
Training Coordinator/Police	-	-	1.0	1.0	1.0	-
	105.0	105.0	105.0	108.0	108.0	-

[8] Please refer to the *Operating Initiatives Request* section of this document for detail of the requests.

DEPARTMENTAL SUMMARIES

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022*	Variance
Certified Firefighters						
Deputy Director of Public Safety	1.0	1.0	1.0	-	-	-
Battalion Chief	2.0	3.0	4.0	4.0	4.0	-
Division Chief	1.0	-	-	-	-	-
Captain	23.0	22.0	18.0	18.0	17.0	(1.0)
EMS Chief	-	-	-	1.0	1.0	-
Lieutenant	-	-	3.0	3.0	7.0	4.0
Public Affairs Coordinator	-	1.0	1.0	1.0	-	(1.0)
Special Projects and Data Analyst	-	-	-	-	1.0	1.0
Accreditation/Emer. Mgmt. Coord. (Captain)	1.0	1.0	1.0	1.0	1.0	-
Training/Emergency Medical Svcs Coord.	1.0	1.0	1.0	-	-	-
Fire/EMS Training Officer	-	-	-	1.0	1.0	-
Fire Apparatus Engineer	22.0	24.0	24.0	24.0	27.0	3.0
Firefighter/Paramedic	20.0	20.0	20.0	20.0	20.0	-
Firefighter II	21.0	19.0	19.0	19.0	19.0	-
Public Safety Logistics Officer	1.0	1.0	1.0	1.0	1.0	-
Fire Marshal (Battalion Chief)	1.0	1.0	1.0	1.0	1.0	-
Fire Operations Chief	1.0	1.0	1.0	1.0	1.0	-
Deputy Fire Marshal	1.0	1.0	1.0	1.0	1.0	-
Assistant Fire Marshal	3.5	3.5	5.0	5.0	5.0	-
	99.5	99.5	101.0	101.0	107.0	6.0
Civilian Positions						
Administrative Assistant II	2.0	2.0	2.0	2.0	2.0	-
Criminal Intelligence Analyst	1.0	1.0	1.0	1.0	1.0	-
Evidence Custodian	1.0	1.0	1.0	1.0	1.0	-
Evidence Technician	-	-	1.0	1.0	1.0	-
Fingerprint Technician	1.0	1.0	1.0	0.5	0.5	-
Parking Enforcement Officer (2PT)	1.0	1.0	1.0	1.0	1.0	-
Public Safety Budget/Finance Administrator	1.0	1.0	1.0	1.0	1.0	-
Records Clerk	4.5	4.5	4.5	5.0	5.0	-
Records Manager	-	-	-	-	1.0	1.0
Records Supervisor	1.0	1.0	1.0	1.0	-	(1.0)
School Crossing Guard (8PT)	4.0	4.0	4.0	4.0	4.0	-
	16.5	16.5	17.5	17.5	17.5	-
	221.0	**221.0**	**223.5**	**226.5**	**232.5**	**6.0**

* FY 2022 includes 1 part-time position (Parking Enforcement Officer) and 2 full-time positions (Police Officers) that are not funded but part of the City's authorized workforce. This position will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

The Maintenance & Operations category decreased -5%, or -$168,056, to align with forecasted revenue trends resulting from the COVID-19 pandemic. These reductions were spread across all accounts based on a prioritization of need and will not impact core operational service delivery. Said reductions were reallocated to a reserve account in 2021 to assist with departmental cost management (identified herein within the Miscellaneous category).

The Capital/Lease category includes funding for fire truck leases, heart monitors, and tasers, and grew by 12%, or $71,621, compared to FY 2021 due primarily to approval of the Quint

DEPARTMENTAL SUMMARIES

lease as part of the 2021 Mid-Year budget (replaced 1 Pumper with a dual-purpose Quint including ladder and water pumping capabilities).

Performance Measurement

The following section provides detailed information on Public Safety programs including performance measures and personnel.

- **Administration**

  Statement of Service: Public Safety Administration ensures effective, efficient and responsive services by planning and administering the resources allocated to the various divisions of the department, ensuring activities are managed in a manner which produces a safe and secure city.

- **Police Services**

  Statement of Service: Alpharetta's Police Services include criminal investigations, uniform patrol, traffic patrol, and training activities.

LEGEND
A = met or exceeded target
B = within 15% of target
C = missed target by more than 15%

National Incident Based Reporting System

Patrol Division

Offenses	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 YTD
Group A Offenses	3,106.00	2,769.00	2,631.00	1,850.00	1,006.00
Group B Offenses	932.00	818.00	728.00	663.00	499.00
Total	4,038.00	3,587.00	3,359.00	2,513.00	1,505.00
Per 1000 Population	61.37	54.14	50.70	36.35	21.77
Arrest					
Group A Offenses	477.00	343.00	436.00	372.00	202.00
Group B Offenses	496.00	477.00	422.00	248.00	143.00
Non-Criminal Offenses	754.00	684.00	695.00	563.00	268.00
Total	1,727.00	1,504.00	1,553.00	1,183.00	613.00
Per 1000 Population	26.25	22.70	23.44	17.11	8.87
Criminal Investigations Division					
Assigned for Investigation	907.00	842.00	889.00	944.00	804.00
Closed by Arrest	51.00	59.00	60.00	87.00	68.00
Closed by Exception	44.00	50.00	27.00	38.00	7.00
Unfounded	100.00	101.00	78.00	112.00	86.00
Active Cases	712.00	632.00	724.00	707.00	643.00
Traffic Division					
Accidents	3,074.00	2,969.00	3,059.00	2,538.00	1,081.00
Fatalities	3.00	4.00	4.00	1.00	2.00
911 Communications					
Calls For Service	38,552.00	39,174.00	38,069.00	33,997.00	21,455.00

DEPARTMENTAL SUMMARIES

- **Fire Services**

Statement of Service: Alpharetta's Fire Services include fire prevention, fire inspection, and fire suppression.

	2016 Total Incidents	2017 Total Incidents	2018 Total Incidents	2019 Total Incidents	2020 Total Incidents
FIRES					
Structure Fires	61	60	32	45	41
Vehicle Fires	23	28	22	27	25
Other Fires	46	43	46	80	30
Total Fires	**130**	**131**	**100**	**152**	**96**
Pressure Ruptures, Explosion, Overheat	**4**	**5**	**2**	**0**	**0**
RESCUE CALLS					
Emergency Medical Treatment	3354	3373	3011	3103	3442
All Others	68	84	63	61	54
Total Rescue Calls	**3422**	**3457**	**3074**	**3164**	**3496**
Hazardous Condition Calls	169	160	121	107	147
Service Calls	640	946	726	806	598
Good Intent Calls	1468	1753	2424	2368	1123
Severe Weather or Natural Disaster	1	15	1	1	2
Special Incident Calls	10	19	3	9	2
Unknown Incident Type	0	0	0	0	0
FALSE CALLS					
Malicious Calls	10	21	16	18	19
Other False Calls	661	771	749	776	768
Total False Calls	**671**	**792**	**765**	**794**	**787**
TOTAL CALLS ……	**6515**	**7278**	**7216**	**7401**	**6251**

DEPARTMENTAL SUMMARIES

Public Works

PETE SEWCZWICZ
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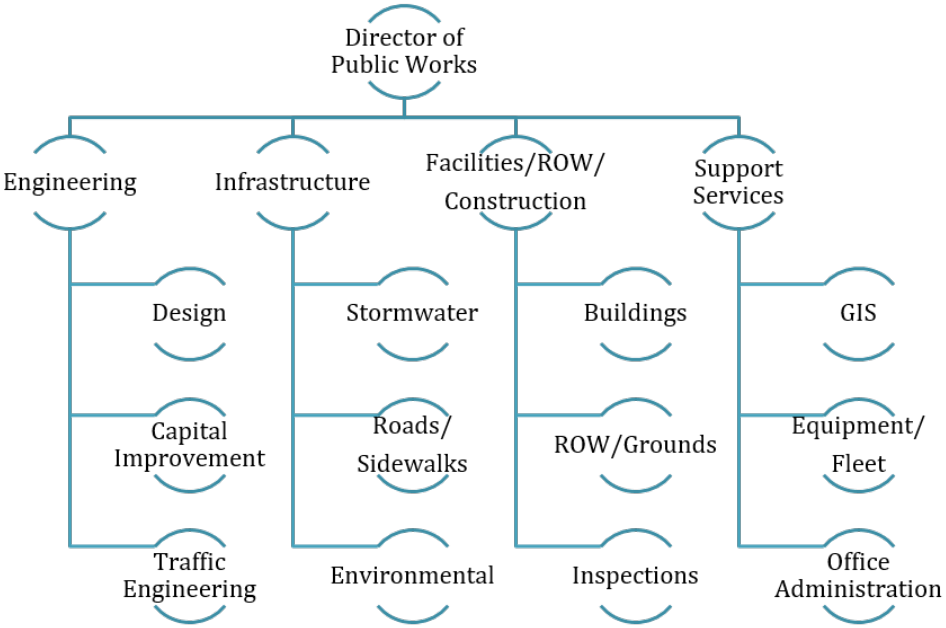

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Fostering strong sense of community including safety and security; and

Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

DEPARTMENTAL SUMMARIES

Public Works

Administration, Public Works and Conservation

Mission Statement

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

Goals and Objectives

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

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Public Works
General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Other Revenue:					
CID (GA400 Interchange Maint.)	$ 70,674	$ 73,262	$ 88,944	$ 85,194	$ 87,749
Miscellaneous	-	-	2,500	-	-
TOTAL	**$ 70,674**	**$ 73,262**	**$ 91,444**	**$ 85,194**	**$ 87,749**
EXPENDITURES					
Personnel Services:					
Salaries	$ 2,869,678	$ 2,952,337	$ 2,864,499	$ 3,105,010	$ 3,119,986
Overtime	43,316	39,419	33,356	45,000	40,000
Group Insurance	792,229	864,686	892,231	1,007,318	1,029,985
FICA	210,454	216,406	209,851	231,348	236,888
Pension (Defined Benefit)	290,243	310,830	354,974	306,128	323,670
Pension (401A Cont./Match)	155,069	194,753	216,423	236,425	252,638
Workers Compensation	73,941	83,195	94,888	88,360	91,966
OPEB Contribution	9,151	67,848	72,374	74,549	66,877
Miscellaneous	1,837	1,008	2,554	1,551	3,448
subtotal	*$ 4,445,918*	*$ 4,730,481*	*$ 4,741,150*	*$ 5,095,689*	*$ 5,165,458*
Maintenance & Operations:					
Professional Services	$ 37,568	$ 39,652	$ 10,933	$ 7,000	$ 5,500
Fuel/Repair & Maint. (Vehicles)	137,814	140,666	103,856	120,000	110,000
Repair & Maint. (Facilities)	393,039	437,871	414,037	380,000	347,000
Maint. Contracts/IT Services	938,960	957,455	1,038,912	1,206,341	1,181,888
General Supplies	150,350	159,758	142,199	143,800	108,750
Utilities	1,502,256	1,779,627	1,814,759	1,966,600	2,015,600
Miscellaneous	94,874	92,861	87,064	126,950	88,500
subtotal	*$ 3,254,860*	*$ 3,607,891*	*$ 3,611,761*	*$ 3,950,691*	*$ 3,857,238*
Capital/Lease/Other					
Enterprise Software Lease	$ 70,042	$ 76,942	$ -	$ -	$ -
subtotal	*$ 70,042*	*$ 76,942*	*$ -*	*$ -*	*$ -*
TOTAL	**$ 7,770,820**	**$ 8,415,314**	**$ 8,352,910**	**$ 9,046,380**	**$ 9,022,696**
Authorized Personnel	**52.0**	**52.0**	**52.0**	**52.0**	**52.0**

Budget Narrative

The FY 2022 Budget for Public Works totals $9,022,696 and is essentially flat with FY 2021.

DEPARTMENTAL SUMMARIES

The Personnel Services category increased 1%, or $69,769, due to multiple factors including: wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021; increases in group insurance premiums, pension contributions, and risk insurance premiums; which is partially offset through departmental turnover (and associated differences in incumbent salaries and benefit elections).

Authorized personnel total 52 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022*	Variance
Administrative Assistant II	1.0	1.0	1.0	-	-	-
Administrative Office Coordinator	1.0	-	-	-	-	-
Assistant Construction Manager	1.0	1.0	1.0	1.0	1.0	-
Civil Engineer	2.0	2.0	2.0	2.0	2.0	-
Construction Manager	1.0	1.0	1.0	1.0	1.0	-
Deputy Director of Public Works	1.0	1.0	1.0	-	-	-
Director of Public Works	1.0	1.0	1.0	1.0	1.0	-
Engineering Technician	6.0	6.0	5.0	5.0	4.0	(1.0)
Environmental Program Coordinator	1.0	1.0	1.0	1.0	1.0	-
Fleet/Equipment Logistics Manager	-	-	-	1.0	1.0	-
Fleet Coordinator	1.0	1.0	1.0	-	-	-
GIS Coordinator	-	-	-	-	1.0	1.0
Office Manager	-	-	-	1.0	1.0	-
Project Administrator	1.0	1.0	1.0	1.0	1.0	-
Public Works Crew Leader	8.0	8.0	8.0	8.0	8.0	-
Public Works Supervisor	4.0	4.0	4.0	4.0	4.0	-
Public Works Technician I	6.0	6.0	6.0	6.0	6.0	-
Public Works Technician II	10.0	10.0	10.0	10.0	10.0	-
Right of Way Coordinator	-	-	1.0	1.0	1.0	-
Senior Engineer	2.0	2.0	2.0	2.0	2.0	-
Senior Inspector	1.0	1.0	1.0	1.0	1.0	-
Senior Operations Manager	-	-	-	1.0	1.0	-
Senior Water Resources Analyst	1.0	1.0	1.0	1.0	1.0	-
Support Services Manager	-	1.0	1.0	1.0	1.0	-
Traffic Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Traffic Signal Engineer	1.0	1.0	1.0	-	-	-
Transportation Engineering Manager	-	-	-	1.0	1.0	-
Urban Forestry Program Manager	1.0	1.0	1.0	1.0	1.0	-
	52.0	52.0	52.0	52.0	52.0	-

* FY 2022 includes 4 full-time equivalent positions (2 Public Works Crew Leaders, 1 Public Works Technician I, and 1 Civil Engineer) that are not funded but part of the City's authorized workforce. These positions will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

The Maintenance and Operations category decreased -2%, or -$93,453, to align with forecasted revenue trends resulting from the COVID-19 pandemic. These reductions were spread across all accounts based on a prioritization of need and will not impact core operational service delivery.

DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Engineering and Public Works programs including performance measures and personnel.

- **Conservation**

  Statement of Service: Conservation provides education and community activism strategies to address environmental and aesthetic issues in the City of Alpharetta, through clean-up campaigns, seminars, literature, and other beautification efforts.

Public Works Conservation					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of Events coordinated	28	26	17	25	20
# of Students reached	738	419	404	600	400
# of Volunteers	752	626	307	652	300
Personnel Assigned:	**1.0 FTE**	**1.0 FTE**	**1.0 FTE**	**1.0 FTE**	**1.0 FTE**
	Environmental Program Coord.	Environmental Program Coord.	Environmental Program Coord.	Environmental Program Coord.	Environmental Program Coord.

DEPARTMENTAL SUMMARIES

- **Engineering**

Statement of Service: Engineering administration provides for the administration and technical review of public and private improvements in the City of Alpharetta by managing all projects skillfully, efficiently and professionally.

Public Works						
Engineering						
Performance Measurements	**Actual FY 2017**	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021***	**Target FY 2022***
# of Water quality samples analyzed	381	405	400	421	400	400
* *Capital contracts include traffic, stormwater, sidewalks, infrastructure, community development, and facilities projects.*						
Personnel Assigned:	**21.0 FTE**	**22.0 FTE**	**22.0 FTE**	**20.0 FTE**	**20.0 FTE**	**20.0 FTE**
	Director of PW	Director of PW	Director of PW	Director of PW	Director of PW	Director of PW
	Deputy Director	Deputy Director	Deputy Director	Sr. Operations Manager	Sr. Operations Manager	Sr. Operations Manager
	Project Administrator	Project Administrator	Project Administrator	Project Administrator	Project Administrator	Project Administrator
	Administrative Office Coordinator	Administrative Office Coordinator	Administrative Office Coordinator	Support Services Manager	Support Services Manager	Support Services Manager
	Admin Asst. II	Admin Asst. II	Admin Asst. II	Office Manager	Office Manager	Office Manager
	Fleet Coordinator	Fleet Coordinator	Fleet Coordinator	Equipment and Fleet Logistics Technician	Equipment and Fleet Logistics Technician	Equipment and Fleet Logistics Technician
	Civil Engineer (2)	Civil Engineer (2)	Civil Engineer (2)	Civil Engineer (2)	Civil Engineer (2)	Civil Engineer (2)
	Sr. Engineer (2)	Sr. Engineer (2)	Sr. Engineer (2)	Sr. Engineer (2)	Sr. Engineer (2)	Sr. Engineer (2)
	Construction Mgr.	Construction Mgr.	Construction Mgr.	Construction Mgr.	Construction Mgr.	Construction Mgr.
	Assistant Construction Mgr.	Assistant Construction Mgr.	Assistant Construction Mgr.	Assistant Construction Mgr.	Assistant Construction Mgr.	Assistant Construction Mgr.
	Senior Inspector	Senior Inspector	Senior Inspector	Senior Inspector	Senior Inspector	Senior Inspector
	Public Works Supervisor	Public Works Supervisor	Public Works Supervisor	Right of Way Coordinator	Right of Way Coordinator	Right of Way Coordinator
	Engineering Technician (4)	Engineering Technician (4)	Engineering Technician (4)	Engineering Technician (2)	Engineering Technician (2)	Engineering Technician (2)
	Traffic Operations Manager	Traffic Operations Manager	Traffic Operations Manager	Traffic Operations Manager	Traffic Operations Manager	Traffic Operations Manager
	Traffic Signal Engineer	Traffic Signal Engineer	Traffic Signal Engineer	Tranportation Engineer Manager	Tranportation Engineer Manager	Tranportation Engineer Manager
	Urban Forestry Program Manager	Urban Forestry Program Manager	Urban Forestry Program Manager	Urban Forestry Program Manager	Urban Forestry Program Manager	Urban Forestry Program Manager
	Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst

* Includes 1 Civil Engineer position that is unfunded in the current budget proposal for 2022 and will remain vacant pending an identified funding source and workload justification.

DEPARTMENTAL SUMMARIES

- **Public Works**

Statement of Service: Public works coordinates and performs maintenance on streets, sidewalks, traffic signals, traffic signs, and city facilities. Public Works also provides construction services in support of the engineering division and other city departments.

Public Works Public Works Operations						
Performance Measurements	**Actual FY 2017**	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021***	**Target FY 2022***
Average # of days to complete sidewalk work order	3.9	3.6	6.6	12.5	5.0	7.0
Average # of days to complete pothole work order	1.0	1.0	1.0	1.0	1.0	1.0
Average # of days to complete curb and gutter work order	2.3	3.0	4.1	2.7	3.0	3.0
Average # of days to complete ROW., mowing, limb work order	1.1	1.6	1.3	1.2	1.0	1.0
Average # of days to complete sink hole work order	1.0	4.8	1.4	2.2	3.0	2.0
Average # of days to complete sign replacement/upgrade work order	1.4	1.1	2.0	1.7	2.0	2.0
Average # of days to complete signal light maintenance work order	2.9	2.8	2.2	3.4	2.0	3.0
Average # of days to complete striping work order	15.2	4.5	2.2	5.9	3.0	4.0
Average # of days to complete catch basin work order	1.6	3.7	4.1	4.9	4.0	4.0
Average # of days to complete storm drain work order	2.7	5.0	7.3	5.2	5.0	5.0
Average # of days to complete facilities work order	2.1	2.3	3.4	4.8	3.0	3.0
Personnel Assigned:	**30.0 FTE**	**29.0 FTE**	**29.0 FTE**	**31.0 FTE**	**31.0 FTE**	**31.0 FTE**
	PW Supervisor (3)	PW Supervisor (3)	PW Supervisor (3)	PW Supervisor (4)	PW Supervisor (4)	PW Supervisor (4)
	PW Crew Leader (8)	PW Crew Leader (8)	PW Crew Leader (8)	PW Crew Leader (8)	PW Crew Leader (8)	PW Crew Leader (8)
	PW Tech II (7)	PW Tech II (10)	PW Tech II (10)	PW Tech II (10)	PW Tech II (10)	PW Tech II (10)
	PW Tech I (11)	PW Tech I (6)	PW Tech I (6)	PW Tech I (6)	PW Tech I (6)	PW Tech I (6)
	Utility Locator	Engineering Tech (2)	Engineering Tech (2)	Engineering Tech (3)	Engineering Tech (3)	Engineering Tech (3)

* Includes 2 PW Crew Leader and 1 PW Tech positions that are unfunded in the current budget proposal for 2022 and will remain vacant pending an identified funding source and workload justification.

DEPARTMENTAL SUMMARIES

Recreation, Parks & Cultural Services

MORGAN RODGERS
DIRECTOR

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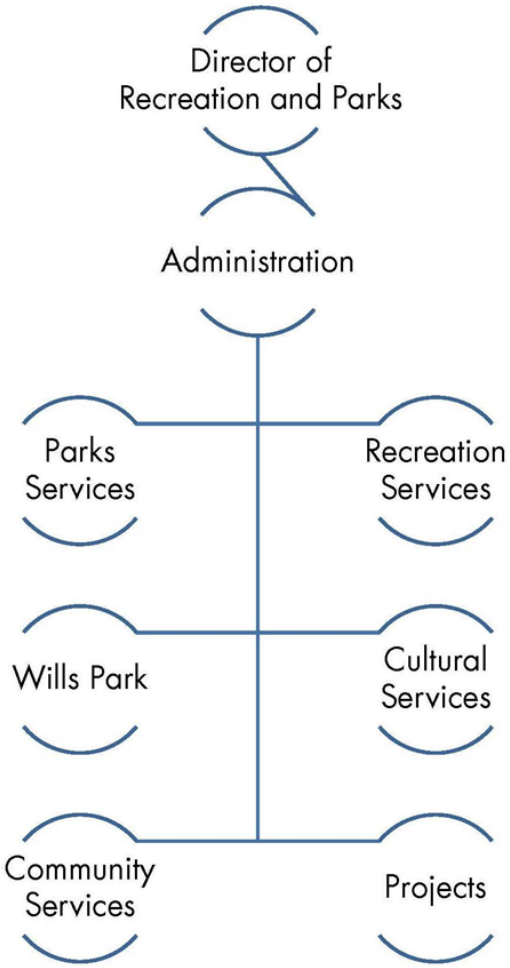

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DEPARTMENTAL SUMMARIES

Recreation and Parks

Administration, Parks Services, Recreation Services, Wills Park, Cultural Services, Community Services, Projects

Youth Athletics

Mission Statement

The Alpharetta Recreation and Parks Department strives to promote the highest quality recreation programs and park facilities to our citizens consistent with our core values of Excellence, Stewardship, Integrity, Service and Loyalty.

Goals and Objectives

- ✓ Implement Recreation and Parks Master Plan 2025 as funded and prioritized by City Officials;
- ✓ Develop a short/long term facility maintenance plan for all department facilities;
- ✓ Implement new programs where there is a need to serve residents;
- ✓ Increase revenues through increased participation and sponsorships; and
- ✓ Improve access and usability of all parks and facilities by improved signage, beautification and facility enhancement.

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Recreation, Parks and Cultural Services

General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Intergovernmental	$ 461,661	$ 452,098	$ 318,295	$ 3,000	$ 3,000
Charges for Services:					
Aquatics Activity Fees	158,113	216,328	127,559	160,000	150,000
Athletics Activity Fees	445,732	446,387	418,111	430,000	375,000
Arts Services	29,978	83,569	53,688	103,500	78,500
Community Center Activity Fees	584,668	599,823	451,273	455,000	520,000
Senior Center Activity Fees	66,808	98,071	102,675	90,000	67,000
Equestrian Center Activity Fees	300,412	362,103	222,383	200,000	315,000
Wills Park Rec. Ctr Activity Fees	197,252	264,324	211,913	155,000	240,000
Non-Resident Fees	273,280	247,467	199,162	215,000	300,000
Taste of Alpharetta	139,327	214,577	900	193,050	175,000
Other	78,798	76,024	219,178	132,305	57,000
Other Revenue	25,449	34,982	17,526	15,427	-
TOTAL	**$ 2,761,477**	**$ 3,095,753**	**$ 2,342,661**	**$ 2,152,282**	**$ 2,280,500**
EXPENDITURES					
Personnel Services:					
Salaries	$ 2,358,663	$ 2,474,200	$ 2,578,921	$ 2,730,574	$ 2,699,441
Seasonal	434,473	566,635	562,833	549,289	560,289
Overtime	115,253	156,640	128,413	158,900	148,400
Group Insurance	734,572	791,664	843,908	971,784	964,209
FICA	214,750	234,926	242,111	264,158	256,834
Pension (Defined Benefit)	197,564	182,937	186,096	210,321	223,610
Pension (401A Cont./Match)	168,948	219,505	234,332	250,544	254,883
Miscellaneous	83,613	141,745	137,315	136,218	131,450
subtotal	*$ 4,307,836*	*$ 4,768,252*	*$ 4,913,928*	*$ 5,271,788*	*$ 5,239,116*
Maintenance & Operations:					
Professional Services	$ 1,262,105	$ 1,692,651	$ 1,433,673	$ 1,460,232	$ 1,394,825
Fuel/Repair & Maint. (Vehicles)	52,374	59,212	53,574	60,600	60,600
Repair & Maintenance (Grounds)	536,794	514,541	525,515	551,754	634,900
Repair & Maintenance (Facilities)	42,833	33,498	19,749	29,310	18,500
Equipment Rental	193,853	148,993	129,803	133,638	87,843
Maintenance Contracts/IT Svcs.	877,179	967,872	1,016,315	1,132,908	1,245,558
General Supplies	346,740	388,613	395,035	392,421	371,485
Uniforms	24,462	25,822	23,220	25,100	25,100
Utilities	664,147	636,100	637,639	716,600	726,000
Miscellaneous	218,885	340,624	255,412	286,083	257,148
subtotal	*$ 4,219,372*	*$ 4,807,927*	*$ 4,489,937*	*$ 4,788,646*	*$ 4,821,959*
Capital/Other	$ 59,417	$ 52,593	$ 15,880	$ 27,971	$ 27,950
TOTAL	**$ 8,586,625**	**$ 9,628,772**	**$ 9,419,744**	**$ 10,088,405**	**$ 10,089,025**
Authorized Personnel	**51.0**	**51.0**	**51.0**	**51.0**	**50.5**

DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2022 Budget for Recreation, Parks & Cultural Services totals $10,089,025 and is flat with FY 2021.

The Personnel Services category decreased -1%, or -$32,672, due to multiple factors including: wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021; increases in group insurance premiums, pension contributions, and risk insurance premiums; all of which is fully offset through the elimination of funding for 1 position (Admin Assistant II - position is still part of the city's authorized workforce and will remain vacant pending a justifiable needs assessment and identification of a sustainable funding source) and a departmental reorganization within the Cultural Services Division that resulted in the reduction of 0.5 FTEs (moving a FT facility tech to PT).

Authorized personnel total 50.5 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022*	Variance
Administrative Assistant I	5.0	4.0	4.0	4.0	3.0	(1.0)
Administrative Assistant II	1.0	1.0	2.0	2.0	2.0	-
Administrative Office Coordinator	-	-	1.0	1.0	1.0	-
Community Agrcitucltural Coordinator	-	-	-	0.5	0.5	-
Community Services Manager	-	1.0	1.0	1.0	1.0	-
Cultural Services Coordinator	-	-	1.0	1.0	1.0	-
Cultural Arts Supervisor	1.0	1.0	1.0	1.0	-	(1.0)
Cultural Services Supervisor	-	-	-	-	2.0	2.0
Cultural Services Manager	-	1.0	1.0	1.0	1.0	-
Deputy Director of Recreation/Parks	1.0	-	-	-	-	-
Director of Recreation/Parks	1.0	1.0	1.0	1.0	1.0	-
Equestrian Center Manager	1.0	-	-	-	-	-
Facility Technician	4.0	4.0	4.0	4.0	3.5	(0.5)
Marketing/Accreditation Coordinator	1.0	1.0	-	-	-	-
Marketing Coordinator	-	-	0.5	0.5	0.5	-
Office Manager	1.0	1.0	-	-	-	-
Park Services Manager	1.0	1.0	1.0	1.0	1.0	-
Parks Maintenance Crew Leader	-	-	1.0	1.0	1.0	-
Parks Maintenance Technician I	13.0	12.0	12.0	12.0	12.0	-
Parks Maintenance Technician II	5.0	5.0	4.0	4.0	4.0	-
Parks Supervisor II	4.0	3.0	3.0	3.0	3.0	-
Projects Manager	-	1.0	1.0	1.0	1.0	-
Recreation Coordinator	5.0	6.0	4.0	4.0	4.0	-
Recreation Services Manager	-	1.0	1.0	1.0	1.0	-
Recreation Supervisor II	4.0	3.0	4.0	4.0	4.0	-
Special Events Coordinator	2.0	3.0	2.5	2.0	2.0	-
Special Events Manager	1.0	-	-	-	-	-
Wills Park Manager	-	1.0	1.0	1.0	1.0	-
	51.0	51.0	51.0	51.0	50.5	(0.5)

* FY 2022 includes 1 full-time equivalent position (Admin Assistant II) that are is funded but part of the City's authorized workforce. This position will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

DEPARTMENTAL SUMMARIES

The Maintenance and Operations category increased 1%, or $33,313, due primarily to the following activity:

- Increase in maintenance costs (multiple accounts) for our new parks (+$42,000 for AlphaLoop, Thompson Street Park, Maddox Park, and Encore Park), Innovation Academy field maintenance (+$60,000 County IGA), Alpharetta Elementary School Playground maintenance (+$7,000), etc.
- Net reduction of -$75,687 for all other accounts to align with forecasted revenue trends resulting from the COVID-19 pandemic.

The Capital/Other category includes funding for general repair/replacement capital and equipment needs.

Performance Measurement

The following section provides detailed information on Recreation and Parks programs including performance measures and personnel.

- **Administration**

  Statement of Service: The administrative arm of the Recreation & Parks Department provides short/long-term capital projects planning, oversees the effective distribution of the department's resources, and provides professional guidance to each division.

Recreation, Parks & Cultural Services - Rec Admin					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022***
Recreation & Parks turnover percentage	8%	16%	10%	10%	10%
Annual Activity Enrollments as in RecWare and ActiveNet	19,126	20,242	15,811	16,500	18,000
# of Part-time hours used	43,495	56,399	45,046	48,000	50,000
Personnel Assigned:	**5.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**
	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks
	Deputy Director	Project Manager	Project Manager	Project Manager	Project Manager
	Office Manager	Admin Office Coor	Admin Office Coor	Admin Office Coor	Admin Office Coor
	Admin Assistant I	Admin Assistant II	Admin Assistant II	Admin Assistant II	Admin Assistant II
	Mkt/Accreditation Coordinator				

* Includes 1 Admin Assistant II position that is unfunded in the current budget proposal for 2022 and will remain vacant pending an identified funding source and workload justification.

DEPARTMENTAL SUMMARIES

- **Adult Activity Center**

Statement of Service: To meet the needs of Alpharetta's adult and senior citizens through facilitating convenient, affordable, and accessible recreation activities and services.

Recreation, Parks & Cultural Services - Adult Activity					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
Total # of Participants per year*	29,194	32,321	22,425	25,000	30,000
(Res / Non-Res)	11970/17224	17707/14614	9299/13126	12000/13000	14000/16000
Total # of Building rentals	42	19	18	10	15
Total # of Day trips taken	97	95	100	55	80
Total # of Overnight trips taken using City buses	5	5	8	5	8
Personnel Assigned:	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**
	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II
	Recreation Coord	Recreation Coord	Recreation Coord	Recreation Coord	Recreation Coord
	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I
	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician

- **Aquatics**

Statement of Service: Aquatics provides accessible and safe recreation opportunities through water-related training, events, and facilities.

Recreation, Parks & Cultural Services - Aquatics					
Performance Measurements	**Actual FY 2018**	**Actual** FY 2019**	**Actual** FY 2020**	**Target FY 2021**	**Target FY 2022**
% of Days pool facilities were open during pool season (93 days)	100%	100%	100%	60%	100%
Average daily attendance at City pool	290	415	400	80	300
Hours of lifeguard training per person	24	40	40	40	40
# of Swim lessons held	152	128	133	0	125
# of Swim lessons participants	836	421	598	0	450
(resident / non-resident)	522/314	288/133	439/159	0	300/150
Swim teams participants	225	249	196	121	175
(resident / non-resident)	142/83	157/92	117/79	79/42	100/75
C.O.A.S.T. participants	38	39	19	0	25
(resident / non-resident)	28/10	20/19	9 res/10 nr	0	15/10
# of Pool passes sold	320	558	601	201	400
(resident / non-resident)	165/155	430/128	314/287	30/171	250/150
Personnel Assigned:					
Employees are hired seasonally. Aquatics is overseen by Rec.Services Mgr & Aquatics Coordinator					

**Numbers projected to be lower due to Milton MOU expiration

DEPARTMENTAL SUMMARIES

- **Health and Wellness**

Recreation, Parks & Cultural Services - Health & Wellness					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of Participants in aerobics	264	1416**	1459	900	1000
(resident / non-resident)	165/99	1062/354	1092/367	600/300	650/350
# of Participants in Yoga (Adults &	180	116	81	90	100
(resident / non-resident)	105/67	64/52	44/37	60/30	70/30
# of Participants in tennis	630	540	286	250	250
(resident / non-resident)	360/270	320/220	238/46	175/75	200/50
# of Participants in Couch to 5K	20	18	60	75	90
(resident / non-resident)	8/12	13/5	40/20	45/30	55/45
# Participants in Babysitter Bootcamp Classes and Camps	129	119	72	100	100
(resident / non-resident)	50/79	48/71	27/45	65/35	65/35
# of Participants in Cooking Classes(remove "and Camps")	N/A	28	40	35	45
(resident / non-resident)		19/9	11/29	25/10	35/10
# of HW Pop-Up Participants	0	872	1542	1750	1850
	0				
Personnel Assigned:	**1.0 FTE**	**1.0 FTE**	**1.0 FTE**	**1.0 FTE**	**1.0 FTE**
	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II

New area of programming launched July 2018.
* Numbers projected to be lower due to Milton MOU expiration.
**Participants Tracked by Visit starting Spring 2019

DEPARTMENTAL SUMMARIES

- **Athletics**

Statement of Service: Athletics provides accessible and safe recreation opportunities through athletic-related training and events.

Recreation, Parks & Cultural Services - Athletics						
Performance Measurements	**Actual FY 2017**	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of Participants - Adult Basketball						
2 Seasons-25 teams	279 w/42 teams	376/36 teams	451/48	111/11 teams	0-COVID	300/25
(resident / non-resident)	122/157	136/240	166/285	31/80	0-COVID	150
# of Participants - Adult Softball						
3 Seasons-170 teams	1528 w/126 teams	1734/114 teams	1567/124	598/46 teams	1200/110	1400/120
(resident / non-resident)	766/762	501/1233	596/971	232/366	450/750	500/900
# of Participants - Teen Basketball						
2 Season-12 teams	273 w/28 teams	230/20 teams	301/32	67/8 teams	70/8	300/30
(resident / non-resident)	199/74	95/135	94/207	20/47	25/45	95/205
# of Participants - Youth Basketball						
75 Teams	611 w/76 teams	584	582	491	0-COVID	615
(resident / non-resident)	352/259	331/253	343/239	353/138	0-COVID	365/250
# of Participants - Youth Soccer						
70 Teams	927 w/85 teams	897	1946	2071	1975	2000
(resident / non-resident)	707/220	583/314	1093/853	1292/779	1200/775	1300/700
# of Participants - Youth Travel Soccer						
40 Teams (2 seasons)	1063 w/88 teams	1079	1062	545	1000	1200
(resident / non-resident)	535/528	509/570	538/524	284/261	575/525	650/550
Personnel Assigned:	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**
	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II
	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician
	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I
	Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)

DEPARTMENTAL SUMMARIES

- **Community Center**

Statement of Service: The Alpharetta Community Center provides a convenient and safe environment for diverse recreational opportunities and services to meet the needs of all populations.

Recreation, Parks & Cultural Services - Community Center						
Performance Measurements	**Actual FY 2017**	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of Participants in summer camp	1200	1181	1316	1369	1500	1500
(resident / non-resident)	1140/60	641/540	612/704	770/599	850/650	850/650
# of Participants in dance, including camps	647	812	618	533	600	650
(resident / non-resident)	417/230	434/378	354/264	232/301	350/250	375/275
# of Participants in gymnastics, including camps	3747	3846	2564	2261	2500	2500
(resident / non-resident)	2031/1716	2105/1741	1383/1181	1315/946	1400/1100	1450/1050
# of Participants in Specialty Recreation	199	182	50	850	1000	1000
# of Part-time hours used	3,287	12,205				
Personnel Assigned:	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**
	Recreation Supervisor II	Recreation Supervisor II	Recreation Services Manager	Recreation Services Manager	Recreation Services Manager	Recreation Services Manager
	(Recreation Coord (2)	Recreation Coord (2)	Recreation Spv II (1)	Recreation Spv II (1)	Recreation Spv II(1)	Recreation Spv II(1)
			Recreation Coord (1)	Recreation Coord (1)	Recreation Coord (1)	Recreation Coord (1)
	Customer Service Representative	Admin Assistant I	Admin Assistant I	Admin Assistant I	Admin Assistant I	Admin Assistant I
	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician

DEPARTMENTAL SUMMARIES

- **Cultural Arts**

Statement of Service: Cultural Arts facilitates programs that educate and expose citizens and visitors to a rich and diverse range of cultural expressions, through both education and special events.

Recreation, Parks & Cultural Services - Cultural Arts					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022***
# of Participants in youth art classes	303	397	365	225	340
(resident/Milton/non-resident)	157/48/98	196/111/90	222/53/90	134/29/62	200/75/90
# of Participants in adult art classes	348	477	343	191	350
(resident/Milton/non-resident)	180/99/69	257/122/98	178/65/100	143/8/40	240/80/70
# of Participants in summer camp	261	277	119	74	275
(resident/Milton/non-resident)	130/94/20	158/61/58	84/21/14	46/13/15	140/60/40
Personnel Assigned:	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**	**4.5 FTE**
	Cultural Arts Manager Cultural Arts Supervisor Arts Coordinator Admin Assistant I Facility Tech	Cultural Arts Manager Cultural Arts Supervisor Arts Coordinator Admin Assistant I Facility Tech	Cultural Arts Manager Cultural Arts Supervisor Arts Coordinator Admin Assistant I Facility Tech	Cultural Arts Manager Cultural Arts Supervisor Arts Coordinator Admin Assistant I Facility Tech	Cultural Arts Manager 2 FT Cultural Arts Supervisors Cultural Services Coordinator PT Facility Tech

- **Equestrian Center**

Statement of Service: The equestrian center provides an accessible and safe venue for hosting local and national equestrian events as well as other outdoor events.

Recreation, Parks & Cultural Services - Equestrian Center					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
Total # of Equestrian event dates	107	92	86	95	100
Total # dog show events	17	17	6	14	15
Total # other event dates hosted at equestrian center	68	43	3	10	10
Total attendance at events	135,000	135,000	100,000	115,000	115,000
# of Arenas/rings maintained	5	5	5	5	6
# of Part-time hours used	113	261	9	250	1,000
Personnel Assigned:	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**
	Wills Park Manager	Wills Park Manager	Wills Park Manager	Wills Park Manager	Wills Park Manager
	Parks Maintenance Tech II	Parks Maintenance Tech II	Parks Maintenance Tech II	Parks Maintenance Tech II	Parks Maintenance Tech II
	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)

DEPARTMENTAL SUMMARIES

- **Community Services**

Statement of Service: To enhance the quality of life and reputation of the city by providing special event opportunities for citizens and visitors of Alpharetta.

Recreation, Parks & Cultural Services - Community Services Performance Measurements	Actual FY 2018	Actual FY 2019	Actual FY 2020	Target FY 2021	Target FY 2022
# of Total Approved Events:					
Exclusive City Events	18	48	24	0	3
City Partnered Events	15	36	32	20	50
Outside Event Applications Processed	N/A	37	17	30	30
Approved / Denied	N/A	37 / 0		30/0	
Film Permit Requests Processed	N/A	6	3	6	6
Approved / Denied	N/A	5 / 1	3/0		
Estimated Attendance for:					
Taste of Alpharetta	35,000	45,000	0	0	50,000
Mayor's Challenge	2,400	2,400	2,400	0	0
Old Soldier's Day Parade	6,000	4,000	3,000	0	0
Season of Celebration	10,000	1,500	7,000	0	7,000
Alpharetta Arts StreetFest	15,000	15,000	0	0	0
Scarecrow Harvest	7,000	5,000	5,000	0	0
Wire & Wood	1,500	15,000	20,000	0	20,000
Food Trucks	10,000	20,000	13,000	0	0
Restless In Resthaven	300	200	0	0	0
Grilling & Gridiron	1,800	750	1,000	0	1,000
Volunteer Recruitment:					
Taste of Alpharetta (Non-City Staff)	N/A	18	0	0	20
Season of Celebration	N/A	84	64	0	50
Scarecrow Harvest	N/A	51	40	0	0
Wire & Wood	N/A	25	6	0	10
Community Agriculture	N/A	225	65	100	100
TOTAL	325	403	175		
Sponsorship Revenue Raised:		SPONSORSHIPS ARE BASED ON CY NOT FY			
Taste of Alpharetta	N/A	63,210	0	0	0
Food Truck Alley	N/A	28,550	0	0	0
Season of Celebration	N/A	3,000	0	0	0
Scarecrow Harvest	N/A	3,400	0	0	0
Wire & Wood	N/A	78,000	0	0	0
Brooke Street Park Concert Series	N/A	20,000	0	0	0
TOTAL (minus 20% commission)	N/A	N/A			
Personnel Assigned:	**3.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**
	Special Events Manager	Community Services Manager	Community Services Manager	Community Services Manager	Community Services Manager
	Special Events Coord. (1 FT; 2 PT)	Marketing Coordinator(1PT)	Marketing Coordinator(1PT)	Marketing Coordinator(1PT)	Marketing Coordinator(1PT)
		Special Events Coordinator (2FT/1PT)	Special Events Coordinator (2FT/1PT)	Special Events Coordinator (2FT/1PT)	Special Events Coordinator (2FT) Community Agriculture Coordinator (1 PT)

DEPARTMENTAL SUMMARIES

- **Parks Maintenance**

Statement of Service: Parks maintenance provides for the development and maintenance of the city's parks, greenway space, recreation facility grounds, athletic fields, and other city owned property in order to aesthetically reflect community identity, enrich the quality of life, and provide accessible and safe open space for leisure time activities.

Recreation, Parks & Cultural Services - Parks Maintenance

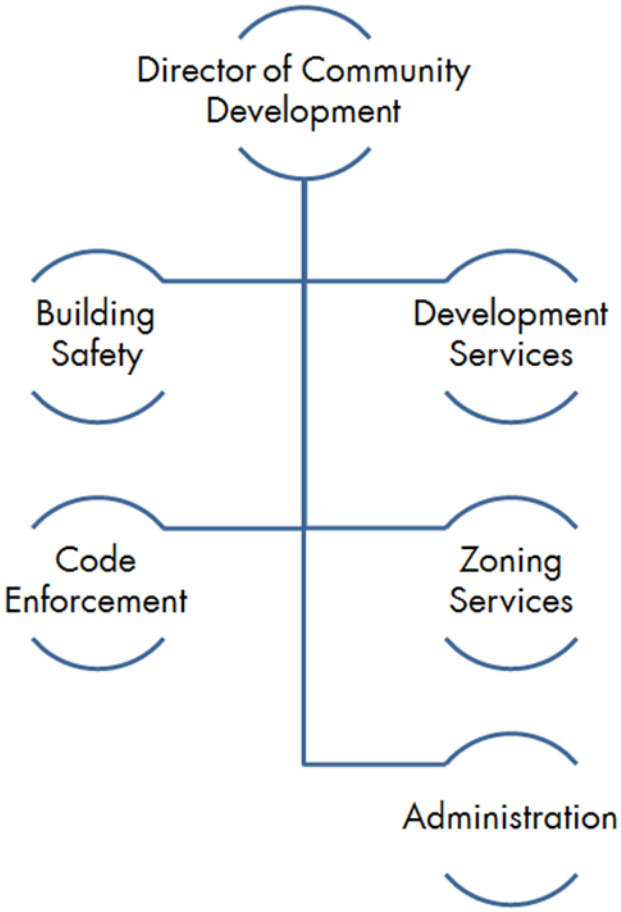
Performance Measurements	Actual FY 2018	Actual FY 2019	Actual FY 2020	Target FY 2021	Target FY 2022
# of Athletic fields maintained*	33	33	32	36	36
# of Park acres maintained	322	322	350	350	350
# of Greenway acres maintained	252	252	252	252	262
# of Playground inspections	96	96	102	108	108
# of Park/playground injuries	0	4	2	2	0
# of Athletic field preparations	5,832	6,864	5,304	7,488	7,488
# of Park mowings	40	40	40	40	40
# of Athletic field mowings	80	80	80	80	80
# of Buildings maintained	36	36	36	37	37
# of Restrooms maintained	55	54	56	57	57
# of Pavilions maintained	15	15	15	18	18
# of Hours utilized for trash	10,220	10,950	10,000	11,000	11,000
# of Part-time hours used	6,454	6,927	6,848	7,000	9,500
# of Vehicles maintained	16	17	18	18	19
# of Vehicle-related accidents	1	1	2	1	0
Personnel Assigned:	**19.0 FTE**	**19.0 FTE**	**19.0 FTE**	**19.0 FTE**	**19.0 FTE**
	Park Services Manager	Park Services Manager	Park Services Manager	Park Services Manager	Park Services Manager
	Park Supervisor II (3)	Park Supervisor II (3)	Park Supervisor II (3)	Park Supervisor II (3)	Park Supervisor II (3)
		Park Crew Leader (1)	Park Crew Leader (1)	Park Crew Leader (1)	Park Crew Leader (1)
	Park Maintenance Tech II (4)	Park Maintenance Tech II (3)	Park Maintenance Tech II (3)	Park Maintenance Tech II (3)	Park Maintenance Tech II (3)
	Park Maintenance Tech I (10)	Park Maintenance Tech I (10)	Park Maintenance Tech I (11)	Park Maintenance Tech I (13)	Park Maintenance Tech I (13)
	Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II

DEPARTMENTAL SUMMARIES

Community Development

KATHI COOK
DIRECTOR

KCook@alpharetta.ga.us



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

Offering the highest quality of environment for our residents and businesses;

Fostering strong sense of community including safety and security; and

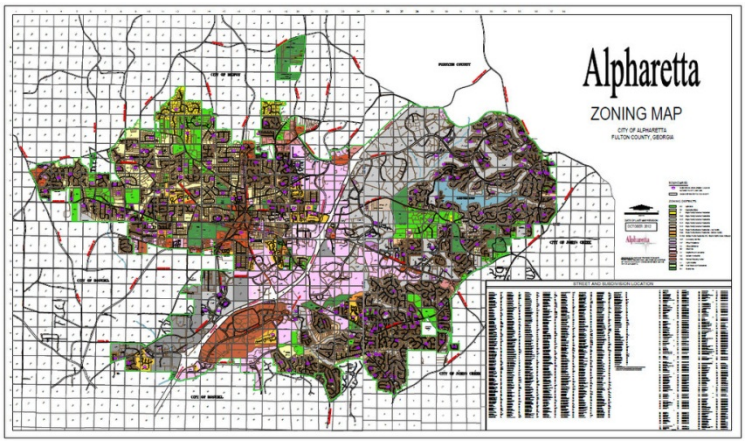
Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

DEPARTMENTAL SUMMARIES

Community Development

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



Mission Statement

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

Goals and Objectives

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

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Community Development

General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Business Taxes:					
Occupational License Fees	$ 1,132,316	$ 1,184,418	$ 1,162,099	$ 932,500	$ 957,500
Licenses & Permits:					
Development Permits/Fees	187,353	244,921	178,480	160,000	160,000
Building Permit Fees	2,232,284	2,887,710	2,130,275	1,550,000	1,700,000
Occupancy Permit Fees	182,594	249,586	187,262	160,000	160,000
Tree Removal Permit	6,421	12,626	4,736	7,500	7,500
Soil Erosion Permit	44,362	38,638	22,034	35,000	35,000
Alcoholic Beverage Permit	-	-	656,303	639,000	639,000
Other	27,276	31,218	36,433	27,500	27,500
Charges for Services:					
Planning and Development Fees	128,040	104,767	95,959	85,000	85,000
Plan Review Fees	719,380	1,059,850	1,003,981	660,000	875,000
Other	44,533	37,342	48,481	21,500	21,500
Fines & Forfeitures	2,300	2,406	1,250	2,000	2,000
TOTAL	**$ 4,706,861**	**$ 5,853,483**	**$ 5,527,293**	**$ 4,280,000**	**$ 4,670,000**
EXPENDITURES					
Personnel Services:					
Salaries	$ 1,594,195	$ 1,703,432	$ 1,887,959	$ 2,143,047	$ 2,085,230
Overtime	2,561	3,486	588	2,500	1,000
Group Insurance	455,245	554,638	646,350	748,716	736,988
FICA	116,577	124,889	137,068	157,181	155,453
Pension (Defined Benefit)	122,992	123,294	138,285	144,877	161,951
Pension (401A Contribution/Matc	116,905	150,008	170,800	210,429	204,853
Miscellaneous	44,772	84,951	94,476	107,316	100,534
subtotal	*$ 2,453,248*	*$ 2,744,699*	*$ 3,075,526*	*$ 3,514,066*	*$ 3,446,009*
Maintenance & Operations:					
Professional Services	$ 85,120	$ 77,771	$ 49,445	$ 161,700	$ 39,700
Board Member Fees	10,855	10,675	9,375	12,000	11,000
Fuel/Repair & Maintenance	17,746	19,277	12,702	17,000	13,000
Advertising	20,384	19,873	14,692	161,500	16,000
Employee Training	11,067	12,847	10,767	17,700	14,000
Employee Travel	16,988	14,810	7,355	17,794	17,500
Printing	4,923	4,938	6,900	10,500	5,000
Maintenance Contracts/IT Svcs.	132,394	131,424	141,345	218,805	179,215
General Supplies	35,309	31,105	26,226	49,740	24,000
Miscellaneous	5,540	13,026	10,363	9,908	8,200
subtotal	*$ 340,325*	*$ 335,747*	*$ 289,170*	*$ 676,647*	*$ 327,615*
Capital/Other	*$ -*	*$ -*	*$ 12,971*		*$ -*
TOTAL	**$ 2,793,574**	**$ 3,080,445**	**$ 3,377,667**	**$ 4,190,713**	**$ 3,773,624**
Authorized Personnel	**26.0**	**28.0**	**30.0**	**32.0**	**30.0**

DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2022 Budget for Community Development totals $3,773,624 and represents a decrease of -10%, or -$417,089 compared to FY 2021. The primary driver of this decrease is the transfer of the Economic Development function from Community Development (FY 2021) to City Administration (FY 2022). The Economic Development function has historically been housed under the City Administration Department but was moved for FY 2021 to facilitate a better management linkage with the Community Development Department and is being moved back into City Administration for FY 2022 under the leadership of the newly funded Economic Development Director position.

The Personnel Services category decreased -2%, or -$68,057, due primarily to the transfer of the Economic Development Division (discussed above) which is partially offset through wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021, and increases in group insurance and risk premiums as well as increased pension costs.

Authorized personnel total 30 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Variance
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Arborist	1.0	1.0	1.0	1.0	1.0	-
Building Inspector	4.0	4.0	4.0	4.0	4.0	-
Building Inspector Manager	-	1.0	1.0	1.0	1.0	-
Building Official	1.0	1.0	1.0	1.0	1.0	-
Building Plans Examiner	2.0	2.0	2.0	2.0	2.0	-
Code Enforcement Manager	1.0	1.0	1.0	1.0	1.0	-
Code Enforcement Officer	3.0	3.0	5.0	5.0	5.0	-
Director of Community Development	1.0	1.0	1.0	1.0	1.0	-
Development Services Engineer (Stormwater)	1.0	1.0	1.0	1.0	1.0	-
Economic Development Director*	-	-	-	1.0	-	(1.0)
Economic Development Manager*	-	-	-	1.0	-	(1.0)
GIS Specialist/Planner	1.0	1.0	1.0	1.0	1.0	-
Inspectors	3.0	3.0	3.0	3.0	3.0	-
Office Manager	-	1.0	1.0	1.0	1.0	-
Planning and Zoning Coordinator	1.0	1.0	1.0	1.0	1.0	-
Permit Technician	1.0	2.0	2.0	2.0	2.0	-
Project Administrator	1.0	1.0	1.0	1.0	1.0	-
Senior Building Inspector	1.0	-	-	-	-	-
Senior Transportation Engineer/Planner	1.0	1.0	1.0	1.0	1.0	-
Senior Planner	1.0	1.0	1.0	1.0	1.0	-
Zoning Administrator	1.0	1.0	1.0	1.0	1.0	-
	26.0	28.0	30.0	32.0	30.0	(2.0)

* Positions reorganized into the Community Development Department for fiscal year 2021 and transferred back under City Administration for FY 2022 upon approval of a Director position.

DEPARTMENTAL SUMMARIES

The Maintenance and Operations category decreased -52%, or -$349,032, due primarily to the transfer of the Economic Development function from the Community Development Department coupled with an overall reduction in operating costs to align with forecasted revenue trends resulting from the COVID-19 pandemic.

Performance Measurement

The following section provides detailed information on Community Development programs including performance measures and personnel.

- **Administration**

  Statement of Service: The purpose of Community Development Administration is to provide effective, efficient and responsive services to account for the resources allocated to the Planning & Zoning and Code Enforcement division of the department.

Community Development - Administration					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of Special projects managed	16	16	19	15	16
Personnel Assigned:	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**
	Director of Comm Development	Director of Comm Development	Director of Comm Development	Director of Comm Development	Director of Comm Development
	Admin Asst. II	Office Manager	Office Manager	Office Manager	Office Manager
	Senior Planner	Senior Planner	Senior Planner	Senior Planner	Senior Planner
	Project Administrator	Project Administrator	Project Administrator	Project Administrator	Project Administrator

DEPARTMENTAL SUMMARIES

- **Zoning/Development/Building Safety Services**

  Statement of Service: These Divisions are tasked with guiding the growth and development of the city in a manner that enhances the quality of life and recognizes the city's historic and natural features.

Community Development - Zoning					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of New public hearings filed	145	112	106	120	115
Total # of public hearings processed	132	85	91	120	115
# of parcels annexed	0	0	0	0	0
Personnel Assigned:	**3.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**
	Zoning Administrator	Zoning Administrator	Zoning Administrator	Zoning Administrator	Zoning Administrator
	GIS Specialist/Planner	GIS Specialist/Planner	GIS Specialist/Planner	GIS Specialist/Planner	GIS Specialist/Planner
		Administrative Assistant II	Administrative Assistant II	Administrative Assistant II	Administrative Assistant II
	Planning and Zoning Coordinator	Planning and Zoning Coordinator	Planning and Zoning Coordinator	Planning and Zoning Coordinator	Planning and Zoning Coordinator

Community Development - Development Services					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
Private development plans reviewed	160	144	136	140	140
Tree permits issued	878	1024	991	800	800
Personnel Assigned:	**6.0 FTE**	**6.0 FTE**	**6.0 FTE**	**6.0 FTE**	**6.0 FTE**
	Development Services Senior Engineer - Transportation	Development Services Senior Engineer - Transportation	Development Services Senior Engineer - Transportation	Development Services Senior Engineer - Transportation	Development Services Senior Engineer - Transportation
	Development Services Engineer - Stormwater	Development Services Engineer - Stormwater	Development Services Engineer - Stormwater	Development Services Engineer - Stormwater	Development Services Engineer - Stormwater
	Inspectors (3)	Inspectors (3)	Inspectors (3)	Inspectors (3)	Inspectors (3)
	Arborist	Arborist	Arborist	Arborist	Arborist

DEPARTMENTAL SUMMARIES

Community Development - Building Safety					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of New building permits issued	5,902	5,717	4,756	4,950	5,000
# of Building inspections completed	29,786	31,500	24,161	24,200	25,000
Personnel Assigned:	**9.0 FTE**	**10.0 FTE**	**10.0 FTE**	**10.0 FTE**	**10.0 FTE**
	Building Official	Building Official	Building Official	Building Official	Building Official
	Permit Technician	Permit Technicians (2)	Permit Technicians (2)	Permit Technicians (2)	Permit Technicians (2)
	Building Plans Examiners (2)	Building Plans Examiners (2)	Building Plans Examiners (2)	Building Plans Examiners (2)	Building Plans Examiners (2)
	Senior Building Inspector	Senior Building Inspector	Senior Building Inspector	Senior Building Inspector	Senior Building Inspector
	Building Inspectors (4)	Building Inspectors(4)	Building Inspectors(4)	Building Inspectors(4)	Building Inspectors(4)

- **<u>Code Enforcement Services</u>**

  Statement of Service: To protect the public health, safety, and welfare by ensuring compliance with city building and land-use codes and ordinances.

Community Development - Code Enforcement					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of Code enforcement inspections completed	644	677	679	500	500
Personnel Assigned:	**4.0 FTE**	**4.0 FTE**	**6.0 FTE**	**6.0 FTE**	**6.0 FTE**
	Code Enforcement Manager	Code Enforcement Manager	Code Enforcement Manager	Code Enforcement Manager	Code Enforcement Manager
	Code Enforcement Officers (3)	Code Enforcement Officers (3)	Code Enforcement Officers (5)	Code Enforcement Officers (5)	Code Enforcement Officers (5)

SPECIAL REVENUE FUND SUMMARIES

Special Revenue Fund Summaries

Overview

The *Special Revenue Fund Summaries* section is intended to provide readers with an overall understanding of the respective fiscal year 2022 budgets for the city's Special Revenue Funds.

Special Revenue Funds are used to account for revenues that are legally restricted to expenditures for specific uses. All special revenue funds utilize the modified accrual basis of budgeting and accounting.

The following schedules are set forth by Fund and provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **Fund Summary**

  This section provides a brief description of the Fund.

- **Statement of Revenues, Expenditures, and changes in Personnel**

  This statement provides a detailed comparison of revenues and expenditures for fiscal years 2018-2020 (actuals) and 2021-2022 (budget). Revenues are presented by source and expenditures are presented by use.

SPECIAL REVENUE FUND SUMMARIES

Emergency 911 Fund Summary

The E-911 Fund accounts for fees received from users, or potential users, of the city's Emergency 911 System. The fee equals $1.50 monthly and is paid by wired and wireless telecommunication providers (including prepaid cards) as well as Voice over Internet Protocol ("VOIP") providers, with expenditures occurring to maintain and run the system within the government. The Public Safety Department manages the E-911 Program.

Trends

The FY 2022 Budget for the E-911 Fund totals $4,728,482 and represents a decrease of -16%, or -$890,511, compared to FY 2021. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) budgeted in FY 2021[9]. After adjusting for the non-allocated reserve, the true operational budget request is roughly 9% (including new operating and capital initiatives).

The Personnel Services category increased 4%, or $130,435, due to wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021 coupled with growth in group insurance and risk premiums as well as increased pension costs. Authorized personnel total 33.0 FTEs.

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Variance
Communications Officer	17.0	17.0	20.0	20.0	20.0	-
Communications Shift Supervisor	4.0	4.0	4.0	4.0	4.0	-
Communications Quality Assurance Officer	-	1.0	1.0	1.0	1.0	-
Division Chief	1.0	1.0	1.0	1.0	1.0	-
Section Chief - Communications Training	1.0	1.0	1.0	1.0	1.0	-
Sr. Communications Officer	5.0	4.0	4.0	4.0	4.0	-
911 Operations Manager	1.0	1.0	1.0	1.0	1.0	-
IT Analyst	-	-	1.0	1.0	1.0	-
Network Analyst II	1.0	1.0	-	-	-	-
	30.0	30.0	33.0	33.0	33.0	-

The Maintenance and Operations category increased 2%, or $21,479, due primarily to growth in communications costs (e.g. AT&T), North Fulton Regional Radio System Authority costs, IT professional services, etc.

The Capital/Leases category includes appropriations for the existing mobile radio lease as well as funding requested through the 2022 Operating Initiatives (Portable Radio Replacement – Capital Lease) and 2022 Capital Requests (E911 Facility Renovations). Please

[9] Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Non-Allocated Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2022 will occur subsequent to adoption of the budget.

SPECIAL REVENUE FUND SUMMARIES

refer to the *Operating Initiative Requests* and *Capital Initiatives Requests* sections of this document for a detailed description.

Statement of Revenues, Expenditures, and changes in Personnel

Emergency 911 Fund
Public Safety Department

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Charges for Services:					
E-911 Service Fees	$ 2,831,466	$ 2,696,943	$ 2,774,476	$ 2,865,000	$ 3,130,000
E-911 Prepaid Service Fees	86,883	319,871	258,419	255,000	280,000
Intergovernmental:	941,752	1,238,943	1,260,758	1,130,000	1,250,000
Investment Earnings	12,542	24,444	23,154	26,568	18,482
Other					
Miscellaneous	-	-	403	-	-
Mobile Radio Lease Financing	504,024	-	-	-	-
Fund Balance	-	-	-	1,342,425	50,000
TOTAL	**$ 4,376,667**	**$ 4,280,200**	**$ 4,317,210**	**$ 5,618,993**	**$ 4,728,482**
EXPENDITURES					
Personnel Services:					
Salaries	$ 1,365,536	$ 1,448,818	$ 1,495,738	$ 1,642,059	$ 1,709,608
Overtime	235,161	265,227	218,017	200,000	199,821
Group Insurance	336,370	371,923	415,603	558,679	582,315
FICA	117,117	125,816	126,374	139,127	158,737
Pension (Defined Benefit)	117,865	100,062	99,468	103,689	115,365
Pension (401A Cont./Match)	104,934	138,775	151,194	166,462	179,763
Miscellaneous	43,160	79,469	82,367	92,452	87,294
subtotal	*$ 2,320,143*	*$ 2,530,089*	*$ 2,588,761*	*$ 2,902,468*	*$ 3,032,903*
Maintenance & Operations:					
Communications	$ 320,229	$ 358,194	$ 298,143	$ 353,000	$ 359,900
Maintenance Contracts	431,863	356,558	401,632	467,400	473,500
IT Professional Services	239,899	261,894	281,260	274,750	282,079
Miscellaneous	185,729	158,268	155,845	202,172	203,322
subtotal	*$ 1,177,720*	*$ 1,134,914*	*$ 1,136,880*	*$ 1,297,322*	*$ 1,318,801*
Capital/Leases:					
Capital	$ -	$ 70,437	$ 22,932	$ -	$ -
PS/911 HQ Improvements	273,160	438,310	-	-	50,000
North Fulton Regional Radio Syster	-	72,660	-	-	-
Radio Replacements	504,024	360	58,000	33,000	-
Mobile Radio Lease	76,777	76,777	76,777	76,778	76,778
Portable Radio Lease	-	-	-		250,000
subtotal	*$ 853,961*	*$ 658,544*	*$ 157,709*	*$ 109,778*	*$ 376,778*
Non-Allocated					
Reserve	$ -	$ -	$ -	$ 1,309,425	$ -
subtotal	*$ -*	*$ -*	*$ -*	*$ 1,309,425*	*$ -*
TOTAL	**$ 4,351,824**	**$ 4,323,547**	**$ 3,883,350**	**$ 5,618,993**	**$ 4,728,482**
Authorized Personnel	**30.0**	**30.0**	**33.0**	**33.0**	**33.0**

SPECIAL REVENUE FUND SUMMARIES

Impact Fee Fund Summary

The Impact Fee Fund accounts for fees assessed upon development activity. These fees are collected to pay for system improvements (recreation/parks, streets, and public safety) as detailed within the city's impact fee ordinance. The Community Development Department manages the Impact Fee Program.

Trends

The FY 2022 Budget totals $1,443,100. This fund accounts for fees assessed upon development activity. These fees are collected to pay for system improvements (recreation/parks, streets, and public safety) as detailed within the city's impact fee ordinance.

Impact Fee revenues are variable and dependent upon multiple factors such as the local and national economy. Due to the variability, the annual budget typically appropriates fund balance as the primary funding tool. That is to say, appropriations are made with funds already collected (i.e. fund balance) as opposed to a forecast of collections that may not materialize due to their inherent variability.

Impact Fees are being allocated to the following capital initiatives which are discussed in depth within the *Capital Initiatives Requests* section of this document.

- Impact Fee Study Update;
- North Point Corridor Improvements (TIP Grant match); and
- Fire Rapid-Rescue Response Truck.

SPECIAL REVENUE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Impact Fee Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Charges for Services:					
Impact Fees (Roads)	$ 255,071	$ 246,362	$ 182,291	$ -	$ -
Impact Fees (Parks)	1,022,419	564,632	592,472	745,000	-
Impact Fees (Public Safety)	69,100	149,437	91,329	-	-
Investment Earnings	36,045	83,063	74,870	-	-
Other					
Fund Balance	-	-	-	3,258,304	1,443,100
TOTAL	**$ 1,382,634**	**$ 1,043,495**	**$ 940,963**	**$ 4,003,304**	**$ 1,443,100**
EXPENDITURES					
Capital/Leases:					
Impact Fee Study Update	$ -	$ -	$ -	$ -	$ 68,500
Roads					
Rucker Rd Corridor Imp.	-	23,700	556,968	569,332	-
Wills Rd Widening	-	14,460	-	-	-
Teasley St Imp.	-	-	38,125	18,800	-
Park Plaza Signal	-	-	45,935	-	-
Hopewell/Vaughan Roundabout	-	-	16,553	11,652	-
North Point Corridor (grant match)	-	-	-	-	1,250,000
Parks					
Alpharetta Arts Center	1,113,438	13,606	-	-	-
Wills Park Pool Expansion	1,100,000	-	-	-	-
City Center Sidewalks	-	300,000	-	-	-
Greenway Ext. to Forsyth	-	-	-	1,251,402	-
Park Development	-	-	420,993	12,700	-
Public Safety					
Headquarters Expansion	520,464	40,000	-	-	-
HAZMAT Truck & Trailer	-	-	-	155,750	-
Fire Rescue-Rapid Resp. Truck	-	-	-	-	124,600
subtotal	*$ 2,733,902*	*$ 391,766*	*$ 1,078,574*	*$ 2,019,636*	*$ 1,443,100*
Non-Allocated					
Roads	$ -	$ -	$ -	$ 1,540,262	$ -
Parks	-	-	-	317,820	-
Public Safety	-	-	-	125,586	-
subtotal	*$ -*	*$ -*	*$ -*	*$ 1,983,668*	*$ -*
TOTAL	**$ 2,733,902**	**$ 391,766**	**$ 1,078,574**	**$ 4,003,304**	**$ 1,443,100**
Authorized Personnel	**-**	**-**	**-**	**-**	**-**

SPECIAL REVENUE FUND SUMMARIES

Hotel/Motel Fund Summary

The Hotel/Motel Fund accounts for occupancy tax collections from area hotels and motels for the purpose of promoting conventions, tourism, and trade shows, while providing funds to facilitate economic vitality in downtown areas. The city levies a hotel/motel occupancy tax of 8% on total rental charges. The resulting revenue is distributed as follows: City of Alpharetta (37.5%); Alpharetta Convention & Visitor's Bureau (43.75%); and Facilities (Conference Center/Tourism Product Development; 18.75%).

Trends

The FY 2022 Budget totals $5,814,713. This fund accounts for occupancy tax collections from area hotels and motels for the purpose of promoting conventions, tourism, and trade shows, while providing funds to facilitate economic vitality in downtown areas. The city levies a hotel/motel occupancy tax of 8% on total rental charges. The resulting revenue is distributed as follows: City of Alpharetta (37.5% or $2.1 million); Alpharetta Convention & Visitor's Bureau (43.75% or $2.4 million); and Tourism Product Development (18.75%). The Tourism Product Development portion of the revenue is dedicated to funding debt service on the Conference Center bonds ($1.3 million).

The COVID-19 pandemic has severely impacted the hospitality market segment and this revenue source has declined significantly as business and personal travel have been curtailed. That said, improvements are being witnessed with hotel occupancy reaching 60% of pre-pandemic levels in spring 2021. The 2022 budget assumes, on average, 60% of pre-pandemic activity which results in hotel/motel tax collections of $5.5 million (compared to $9 million in FY 2019).

SPECIAL REVENUE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Hotel/Motel Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Other Taxes					
Hotel/Motel Taxes	$ 7,665,868	$ 9,049,266	$ 6,668,386	$ 6,750,000	$ 5,500,000
Interest/Penalties	-	2,066	3,711	-	-
Investment Earnings	-	-	-	52,338	10,000
Other					
Transfer-In from Conf. Ctr. Fund	-	380,308	-	-	-
Fund Balance	-	-	-	1,966,633	304,713
TOTAL	**$ 7,665,868**	**$ 9,431,640**	**$ 6,672,097**	**$ 8,768,971**	**$ 5,814,713**
EXPENDITURES					
ACVB/City					
Alpharetta Convention & Visitors Bureau	$ 3,353,817	$ 3,959,958	$ 2,919,042	$ 2,953,125	$ 2,406,250
City of Alpharetta (transfer-out)	2,874,701	3,394,250	2,502,036	2,531,250	2,062,500
subtotal	*$ 6,228,518*	*$ 7,354,207*	*$ 5,421,079*	*$ 5,484,375*	*$ 4,468,750*
Facility					
Professional Svcs (Bond Admin)	$ 6,525	$ 6,440	$ 5,500	$ 6,000	$ 6,000
Series 2016 Bonds (debt service)	779,963	979,963	975,963	1,311,963	1,339,963
Debt Service Reserve	-	-	-	1,017,394	-
Downtown Land Purchase	-	-	795,398		-
Alpharetta Arts Center	385,609	164,391	-		-
Wayfinding Signage	-	-	53,917		-
Equestrian Center Improvements	-	-	3,185	246,815	-
Wills Park Master Plan Imp.	-	-	147,577	702,424	-
subtotal	*$ 1,172,096*	*$ 1,150,794*	*$ 1,981,540*	*$ 3,284,596*	*$ 1,345,963*
TOTAL	**$ 7,400,614**	**$ 8,505,001**	**$ 7,402,619**	**$ 8,768,971**	**$ 5,814,713**
Authorized Personnel	**-**	**-**	**-**		**-**

DEBT SERVICE FUND SUMMARY

Debt Service Fund Summary

Overview

Pursuant to the Governmental Accounting Standards Board's Codification, Section 1300.107, debt service funds are used to account for the accumulation of resources for the payment of principal and interest on general long-term debt.

Trends

The FY 2022 Budget for the Debt Service Fund totals $4,958,881 and funds the outstanding General Obligation Bonds (Series 2014, 2016, and 2020) set forth on the *Statement of Revenues, Expenditures, and changes in Fund Balance.*

The city refunded the Series 2012 General Obligation Bonds during fiscal year 2020 which resulted in a savings of over $300,000 annually. The fiscal year 2022 budget reflects the debt service savings.

The primary funding source for general obligation debt is property taxes. The portion of the millage rate funding debt service is estimated to remain at 0.815 mills in FY 2022.

DEBT SERVICE FUND SUMMARY

Statement of Revenues, Expenditures, and changes in Personnel

Debt Service Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Property Taxes					
Current Year	$ 5,099,934	$ 5,514,354	$ 5,564,390	$ 4,953,000	$ 4,720,000
Delinquent	94,326	34,313	95,378	-	17,000
Penalties/Interest	4,994	6,286	5,479	-	3,000
Motor Vehicle	39,890	28,952	20,145	-	12,000
Investment Earnings	20,456	79,535	81,590	-	13,000
Other					
Miscellaneous	-	452	457	-	-
Refunding Bond Proceeds	-	-	17,775,000	-	-
Premium on Bond Proceeds	-	-	5,501,675	-	-
Fund Balance	-	-	-	648,199	193,881
TOTAL	**$ 5,259,600**	**$ 5,663,892**	**$ 29,044,114**	**$ 5,601,199**	**$ 4,958,881**
EXPENDITURES					
Maintenance & Operations:					
Professional Services	$ 3,300	$ 3,927	$ 5,225	$ 15,860	$ 16,000
subtotal	*$ 3,300*	*$ 3,927*	*$ 5,225*	*$ 15,860*	*$ 16,000*
Debt Service					
General Obligation Bonds					
Series 2012	$ 1,483,900	$ 1,478,498	$ 1,485,350	$ -	$ -
Series 2014 (refunding)	1,935,477	1,933,622	1,930,948	1,927,455	1,918,143
Series 2016	1,930,788	1,930,788	1,929,788	1,927,188	1,923,988
Series 2020 (debt issuance costs)	-	-	381,757	-	-
Series 2020 (refunding)	-	-	23,886,801	1,082,497	1,100,750
Development Authority					
Series 2009 (refunding)	124,493	125,153	-	-	-
Capital Lease (Interest)	-	-	-		-
subtotal	*$ 5,474,657*	*$ 5,468,060*	*$ 29,614,644*	*$ 4,937,140*	*$ 4,942,881*
Non-Allocated					
Reserve	$ -	$ -	$ -	$ 648,199	$ -
subtotal	*$ -*	*$ -*	*$ -*	*$ 648,199*	*$ -*
TOTAL	**$ 5,477,957**	**$ 5,471,987**	**$ 29,619,869**	**$ 5,601,199**	**$ 4,958,881**
Authorized Personnel	**-**	**-**	**-**		**-**

ENTERPRISE FUND SUMMARY

Enterprise Fund Summary

Overview

The *Enterprise Fund Summary* section is intended to provide readers with an overall understanding of the fiscal year 2022 budget for the city's Solid Waste Fund.

Enterprise Funds are used to account for business-type activities whose operations are primarily funded by customer fees. The enterprise fund utilizes the accrual basis of budgeting and accounting.

The following schedules are set forth by Fund and provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **Fund Summary**

  This section provides a brief description of the Fund.

- **Statement of Revenues, Expenditures, and changes in Personnel**

  This statement provides a detailed comparison of revenues and expenditures for fiscal years 2018-2020 (actuals) and 2021-2022 (budget). Revenues are presented by source and expenditures are presented by use.

ENTERPRISE FUND SUMMARY

Solid Waste Fund Summary

The Solid Waste Fund accounts for fees received from users of the city's residential solid waste program (i.e. garbage, yard waste, and recycling collection including glass). Services are provided on a user charge basis and managed through a contract with a private operator. The Finance Department manages the Solid Waste Program including billing, collection, and customer service functions. Commercial solid waste customers are authorized to contract for commercial solid waste collection and disposal services from any contractor that has obtained a solid waste collection permit from the city.

Trends

The FY 2022 Budget for the Solid Waste Fund totals $5,595,116 and represents an increase of 19%, or $898,255, compared to FY 2021. This growth is driven through rate increases by our private sanitation hauler due to a combination of market forces including the impact of the COVID-19 pandemic on trash volume.

The city's private waste hauler increased rates by 25% effective April 1, 2021. To offset this increase, the city is utilizing reserves within the Solid Waste Fund ($750,000 for FY 2022) to cover most of the rate growth with the balance coming through an increase in sanitation fees to our customers. As a parallel process to these rate adjustments, the city is in the process of formulating an RFP for private sanitation hauler services to ensure continued excellent service to our customers at a competitive price.

The Personnel Services category was relatively flat with FY 2021 due to departmental turnover and varying salary/benefit elections.

Authorized personnel total 1.0 FTE and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Variance
Customer Account Representative	1.0	1.0	1.0	1.0	1.0	-
	1.0	1.0	1.0	1.0	1.0	-

The Maintenance and Operations category increased 24%, or $1,068,694, due primarily to the private sanitation hauler rate adjustments previously discussed.

ENTERPRISE FUND SUMMARY

Statement of Revenues, Expenditures, and changes in Personnel

Solid Waste Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Licenses and Permits					
Penalties and Interest	$ 50	$ -	$ 69	$ -	$ -
Charges for Services:					
Collection Fees	3,777,854	4,122,679	4,152,563	4,415,000	4,775,000
Commercial Hauler Fees	27,189	32,465	21,592	25,000	25,000
Penalties and Interest	45,199	31,757	31,267	30,000	30,000
Other	1,571	1,213	2,312	1,575	1,575
Investment Earnings	19,817	59,238	52,629	22,763	13,541
Other					
Miscellaneous	(56)	4	-		-
Fund Balance	-	-	-	202,523	750,000
TOTAL	**$ 3,871,624**	**$ 4,247,356**	**$ 4,260,432**	**$ 4,696,861**	**$ 5,595,116**
EXPENDITURES					
Personnel Services:					
Salaries	$ 38,117	$ 32,152	$ 39,645	$ 42,217	$ 43,573
Overtime	-	2,472	156	2,638	390
Group Insurance	26,139	21,680	19,648	20,418	20,858
FICA	2,624	2,352	2,981	3,407	3,331
Pension (401A Cont./Match)	3,377	3,369	4,659	4,996	5,186
Miscellaneous	1,085	1,954	2,149	2,170	2,102
subtotal	*$ 71,341*	*$ 63,979*	*$ 69,238*	*$ 75,846*	*$ 75,440*
Maintenance & Operations:					
Professional Services (Haulers)	$ 3,659,933	$ 4,102,010	$ 4,192,244	$ 4,385,990	$ 5,453,500
Miscellaneous	87,370	60,966	58,020	64,992	66,176
subtotal	*$ 3,747,302*	*$ 4,162,976*	*$ 4,250,264*	*$ 4,450,982*	*$ 5,519,676*
Non-Allocated					
Reserve	$ -	$ -	$ -	$ 170,033	$ -
subtotal	*$ -*	*$ -*	*$ -*	*$ 170,033*	*$ -*
TOTAL	**$ 3,818,643**	**$ 4,226,955**	**$ 4,319,502**	**$ 4,696,861**	**$ 5,595,116**
Authorized Personnel	**1.0**	**1.0**	**1.0**	**1.0**	**1.0**

INTERNAL SERVICE FUND SUMMARIES

Internal Service Fund Summaries

Overview

The *Internal Service Fund Summaries* section is intended to provide readers with an overall understanding of the respective fiscal year 2022 budgets for the city's Internal Service Funds.

Internal Service Funds are used to accumulate and allocate costs internally among the city's various functions and utilizes the accrual basis of budgeting and accounting.

The following schedules provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **Fund Summary**

  This section provides a brief description of the Fund.

- **Statement of Revenues, Expenditures, and changes in Personnel**

  This statement provides a detailed comparison of revenues and expenditures for fiscal years 2018-2020 (actuals) and 2021-2022 (budget). Revenues are presented by source and expenditures are presented by use.

INTERNAL SERVICE FUND SUMMARIES

Risk Management Fund Summary

The Risk Management Fund accounts for expenses related to providing and administering the general liability, automotive liability, workers' compensation and property insurance coverage for the city. Funding is provided through an (approximate) 2% charge per employee (based on salary) for workers compensation coupled with funding from the General Fund for insurance premiums. The Finance Department manages the Risk Management Program including all workers compensation, general liability, and other insurance claims.

Trends

The FY 2022 Budget for the Risk Management Fund totals $1,610,172 and represents a decrease of -40%, or -$1,061,071, compared to FY 2021. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) budgeted in FY 2021[10]. After adjusting for the non-allocated reserve, the true operational budget growth is flat with 2021.

[10] Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Non-Allocated Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2021 will occur subsequent to adoption of the budget.

INTERNAL SERVICE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Risk Management Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Charges for Services:					
Risk Management Allocations	$ 1,335,000	$ 1,446,500	$ 1,499,800	$ 793,361	$ 830,149
Insurance Premium Funding	-	-	-	720,250	779,750
Investment Earnings	9,247	28,736	31,873	12,639	273
Other					
Insurance Proceeds	56,175	14,573	52,528	-	-
Fund Balance	-	-	-	1,144,813	-
TOTAL	**$ 1,400,421**	**$ 1,489,809**	**$ 1,584,201**	**$ 2,671,063**	**$ 1,610,172**
EXPENDITURES					
Maintenance & Operations:					
Professional Services	$ 131,408	$ 108,241	$ 106,003	$ 125,000	$ 118,000
Insurance Premiums					
Vehicle	159,588	163,093	165,625	180,432	187,000
Property/Equipment	92,197	87,694	105,652	120,976	125,000
Fine Art	-	2,500	3,201	3,201	4,000
General Liability	56,626	57,952	55,354	65,324	70,000
Law Enforcement Liability	85,194	86,283	86,313	86,256	90,500
Public Entity Liability	58,077	62,733	73,360	73,360	76,500
Workers Comp Excess	103,609	105,684	100,398	110,642	114,000
Criminal Liability	3,386	3,386	3,386	3,386	4,000
Cyber Liability	6,394	6,805	30,202	32,823	35,750
Umbrella Liability	52,782	53,745	54,246	65,677	70,000
Medical Services (PS Custody)	40,155	2,475	319	10,000	5,322
Claims/Judgments	668,204	200,354	426,332	735,298	710,100
subtotal	*$ 1,457,620*	*$ 940,944*	*$ 1,210,390*	*$ 1,612,375*	*$ 1,610,172*
Non-Allocated					
Reserve	$ -	$ -	$ -	$ 1,058,868	$ -
subtotal	*$ -*	*$ -*	*$ -*	*$ 1,058,868*	*$ -*
TOTAL	**$ 1,457,620**	**$ 940,944**	**$ 1,210,390**	**$ 2,671,243**	**$ 1,610,172**
Authorized Personnel	-	-	-		-

INTERNAL SERVICE FUND SUMMARIES

Medical Insurance Fund Summary

The Medical Insurance Fund accounts for activity under the City's Minimum Premium Plan (MPP) in accordance with Generally Accepted Accounting Principles.

Accounting rules dictate the creation of an Internal Service Fund to track activity under an MPP. As such, this fund does not represent new costs. Rather, it represents a flow of funds from the Operating Funds (e.g. employer/employee premiums) that does have the effect of grossing-up the totals as the appropriations are reflected in multiple Funds.

Under the MPP, the City and the medical insurer (CIGNA) agree that the City will be responsible for paying all claims up to an agreed-upon aggregate level, with the insurer responsible for the excess. The insurer will continue to process claims and administrative services. Through the MPP arrangement, the City can reduce premium taxes while maintaining coverage benefits. The MPP is still a fully insured medical plan.

Trends

The FY 2022 Budget totals $8.7 million and represents premiums (employer and employee) and the associated expenditures (administration, claims, and reserves). The operating funds (e.g. General Fund, E911 Fund, DEA Fund, and Sanitation Fund) all include group insurance expenses that represent the city's costs.

INTERNAL SERVICE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Medical Insurance Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Charges for Services:					
Medical Insurance Premiums					
Employer Contribution	$ 6,249,906	$ 6,365,425	$ 7,024,367	$ 7,700,000	$ 7,930,000
Employee Contribution	749,815	760,710	616,248	785,000	810,000
Investment Earnings	119	151	1,048		-
Other					
Fund Balance	-	-		2,449	-
TOTAL	**$ 6,999,839**	**$ 7,126,286**	**$ 7,641,662**	**$ 8,487,449**	**$ 8,740,000**
EXPENDITURES					
Maintenance & Operations:					
Medical Premiums	$ 1,506,906	$ 1,631,686	$ 1,742,464	$ 1,800,000	$ 1,855,000
Medical Claims	5,257,053	5,458,174	5,633,235	6,685,000	6,885,000
subtotal	*$ 6,763,958*	*$ 7,089,860*	*$ 7,375,700*	*$ 8,485,000*	*$ 8,740,000*
Other					
Transfer to OPEB Fund	$ -	$ 1,500,000	$ -	$ -	$ -
subtotal	*$ -*	*$ 1,500,000*	*$ -*	*$ -*	*$ -*
Non-Allocated					
Reserve	$ -	$ -	$ -	$ 2,449	$ -
subtotal	*$ -*	*$ -*	*$ -*	*$ 2,449*	*$ -*
TOTAL	**$ 6,763,958**	**$ 8,589,860**	**$ 7,375,700**	**$ 8,487,449**	**$ 8,740,000**
Authorized Personnel	**-**	**-**	**-**		**-**

FIDUCIARY FUND SUMMARIES

Fiduciary Fund Summaries

Overview

The *Fiduciary Fund Summaries* section is intended to provide readers with an overall understanding of the respective fiscal year 2022 budgets for the Other Post Employment Benefit (OPEB) Funds.

Fiduciary Funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds utilize the accrual basis of accounting.

The following schedules provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **Fund Summary**

  This section provides a brief description of the Fund.

- **Statement of Revenues, Expenditures, and changes in Personnel**

  This statement provides a detailed comparison of revenues and expenditures for fiscal years 2018-2020 (actuals) and 2021-2022 (budget). Revenues are presented by source and expenditures are presented by use.

FIDUCIARY FUND SUMMARIES

Other Post Employment Benefit (OPEB) Trust Fund Summary

The OPEB Health Fund represents activity associated the other post-employment benefit plan (OPEB). Eligible retirees are offered the same health and prescription drug coverage as active employees. Each fiscal year, the city determines the Plan benefits and premium rate for participants (active and retirees). However, unlike active employees, retirees pay 100% of the blended premium afforded to the city. Therefore, as the retiree makes the full premium payment, the city's only exposure is the accounting treatment of this implicit rate subsidy caused by the difference in the blended rate offered to the retiree and his/her actual age adjusted premium. Coverage expires at age 65. OPEB related funding for FY 2022 totals $22,474.

Statement of Revenues, Expenditures, and changes in Personnel

OPEB Health Benefit Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Investment Earnings	$ 16,391	$ 39,750	$ 29,985	$ 10,000	$ 9,874
Other					
OPEB Health Benefit Funding					
Employer Contribution	85,200	85,000	68,015	76,589	12,600
Employee Contribution	-	-	-	-	-
Fund Balance	-	-	-	68,048	-
TOTAL	**$ 101,591**	**$ 124,750**	**$ 98,000**	**$ 154,637**	**$ 22,474**
EXPENDITURES					
Maintenance & Operations:					
OPEB Health Benefit	$ 7,686	$ 9,094	$ 21,875	$ 76,589	$ 12,474
Miscellaneous	-	5,737	8,076	10,000	10,000
subtotal	*$ 7,686*	*$ 14,831*	*$ 29,951*	*$ 86,589*	*$ 22,474*
Non-Allocated					
Reserve	$ -	$ -	$ -	$ 68,048	$ -
subtotal	*$ -*	*$ -*	*$ -*	*$ 68,048*	*$ -*
TOTAL	**$ 7,686**	**$ 14,831**	**$ 29,951**	**$ 154,637**	**$ 22,474**
Authorized Personnel	**-**	**-**	**-**		**-**

FIDUCIARY FUND SUMMARIES

Other Post Employment Benefit (OPEB) Reimbursement Fund Summary

Starting with Fiscal Year 2019, the city implemented a new post-employment healthcare benefit to assist our employees in funding one of their primary cost drivers during retirement, healthcare.

Costs for this benefit approximate 2% of payroll ($590,928 citywide for FY 2022). This benefit will require a minimum 15-year vesting (maximum benefit achieved at 25-years[11]) which will further assist in not only recruitment, but also retention of our most valuable assets, our employee.

Statement of Revenues, Expenditures, and changes in Personnel

OPEB Health Reimbursement Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Investment Earnings	$ -	$ 48,386	$ 53,648	$ 19,000	$ 19,025
Other					
OPEB Health Reimbursement Funding					
Employer Contribution	-	550,000	575,000	574,502	590,928
Transfer-In					
Medical Insurance Fund	-	1,500,000	-	-	-
Fund Balance	-	-	-	2,703,531	-
TOTAL	**$ -**	**$ 2,098,386**	**$ 628,648**	**$ 3,297,033**	**$ 609,953**
EXPENDITURES					
Maintenance & Operations:					
OPEB Reimbursement Benefit	$ -	$ -	$ -	$ 574,502	$ 590,953
Miscellaneous	-	8,538	14,964	19,000	19,000
subtotal	*$ -*	*$ 8,538*	*$ 14,964*	*$ 593,502*	*$ 609,953*
Non-Allocated					
Reserve	$ -	$ -	$ -	$ 2,703,531	$ -
subtotal	*$ -*	*$ -*	*$ -*	*$ 2,703,531*	*$ -*
TOTAL	**$ -**	**$ 8,538**	**$ 14,964**	**$ 3,297,033**	**$ 609,953**
Authorized Personnel	-	-	-		-

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

Appendix

Alpharetta Convention & Visitors Bureau (ACVB)

The ACVB, while a separate legal entity from the city, is funded through a portion of the city's hotel/motel tax (as detailed within the Hotel/Motel Fund budget). As a component of our operational relationship, the city reports on certain economic activities of the ACVB such as the annual adopted budget. This section is provided for informational purposes only.

- **Vision Statement**
  To positively impact the economic life of Alpharetta.
- **ACVB Mission Statement**
  To position the city of Alpharetta as a regionally, nationally and globally recognized premier tourism destination by developing quality programs and facilities to attract overnight visitors.
- **How We Are Funded**
  Alpharetta's 29 hotels collect an 8 percent hotel occupancy tax from their visitors and pay it to the city on a monthly basis. The city keeps 37.5% of the tax to spend on enhancements for its citizens, 18.75% is given to the conference center (facility portion of the tax) and 43.75% is distributed to the ACVB to market and promote the city of Alpharetta.
- **What We Do**

  The ACVB uses innovative and targeted marketing strategies, along with aggressive sales efforts, to attract overnight visitors to the city. We do this in three key areas:

  - Increasing the awareness and identity of Alpharetta as a destination for the leisure and individual traveler and raising awareness of the economic importance of the visitor industry to Alpharetta by placing advertisements, writing press releases, utilizing social media and maintaining a technologically advanced website;
  - Employing a variety of sales strategies to increase the number of group room nights booked in Alpharetta's 29 hotels through attendance at tradeshows, association meetings and conferences as well as sales calls and site visits with event organizers; and
  - Providing leadership for the visitor industry, coordinating activities, encouraging marketing activities and partnerships, and projecting an appealing image on behalf of the city of Alpharetta.

APPENDIX

Alpharetta Convention & Visitors Bureau
Fiscal Year 2022 Adopted Budget

Occupancy Tax Revenues	$	2,406,250
Interest Income		1,600
Accumulated Surplus		500,000
TOTAL REVENUE	**$**	**2,907,850**
Salary & Benefits	$	1,195,318
Accounting & Legal Fees		15,000
Advertising		
Georgia/Metro Atlanta Ads		129,500
National/Regional Ads		126,780
Business License		400
Computer Equipment		4,200
Business Development		
Ameris Bank Amphitheatre		128,000
Conference Center		500,000
Computer Software/Maintenance		67,000
Research		9,120
Contingency Fund		165,441
Insurance		4,600
Meeting Expenses		44,300
Membership Dues		40,856
Subscriptions		650
Office Equipment/Leases		9,640
Office Rent (utilities, cleaning, security)		99,318
Office Supplies/Furniture		16,500
Postage/Shipping		7,600
Premiums/Gifts		10,000
Printing/Production		62,000
Taxes/Leased Equipment		1,200
Public Relations		50,000
Sponsorships/Bid Fees		140,700
Telephone/ISP		24,252
Tradeshows/Conference/Professional Development		55,175
Staff Development		300
TOTAL EXPENSES	**$**	**2,907,850**

City Council Meeting
STAFF REPORT

Submitting Department: Community Development
Submitted By:
Sponsored By:
Meeting Date: June 7, 2021

I. AGENDA ITEM TITLE: PH-21-10 UNIFIED DEVELOPMENT CODE TEXT AMENDMENT – HISTORIC PRESERVATION INCENTIVE ZONING (2ND READING)

CONSIDERATION OF TEXT AMENDMENTS TO ARTICLE II, APPENDIX A: HISTORIC RESOURCES INVENTORY – CONTRIBUTING HISTORIC BUILDINGS AND APPENDIX A: ALPHARETTA DOWNTOWN CODE SUBSECTION 3.2.4(I)(2) OF THE UNIFIED DEVELOPMENT CODE TO REMOVE A PROPERTY FROM THE LIST.

II. RECOMMENDATION:

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

IV. REPORT IN BRIEF:

V. ALTERNATIVES:

VI. ATTACHMENTS:

UDC Remove 126 N Main St CC Staff Report, Aerial Location Map, UDC Article II Appendix A, UDC Appendix A Alpharetta Downtown Code Sec._3.2.___Rules_of_Interpretation., Ordinance HPIZ 126 North Main St Removal, 126 N Main St photos

CITY COUNCIL MEETING
STAFF REPORT

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

I. AGENDA ITEM TITLE: PH-21-10 UNIFIED DEVELOPMENT CODE TEXT AMENDMENTS – HISTORIC PRESERVATION INCENTIVE ORDINANCE

CITY COUNCIL: MAY 24, 2021

This item was heard at the 5/6/2021 Planning Commission meeting. There were no public comments. After discussion, Planning Commission recommended approval subject to staff's recommended conditions. Vote 7-0

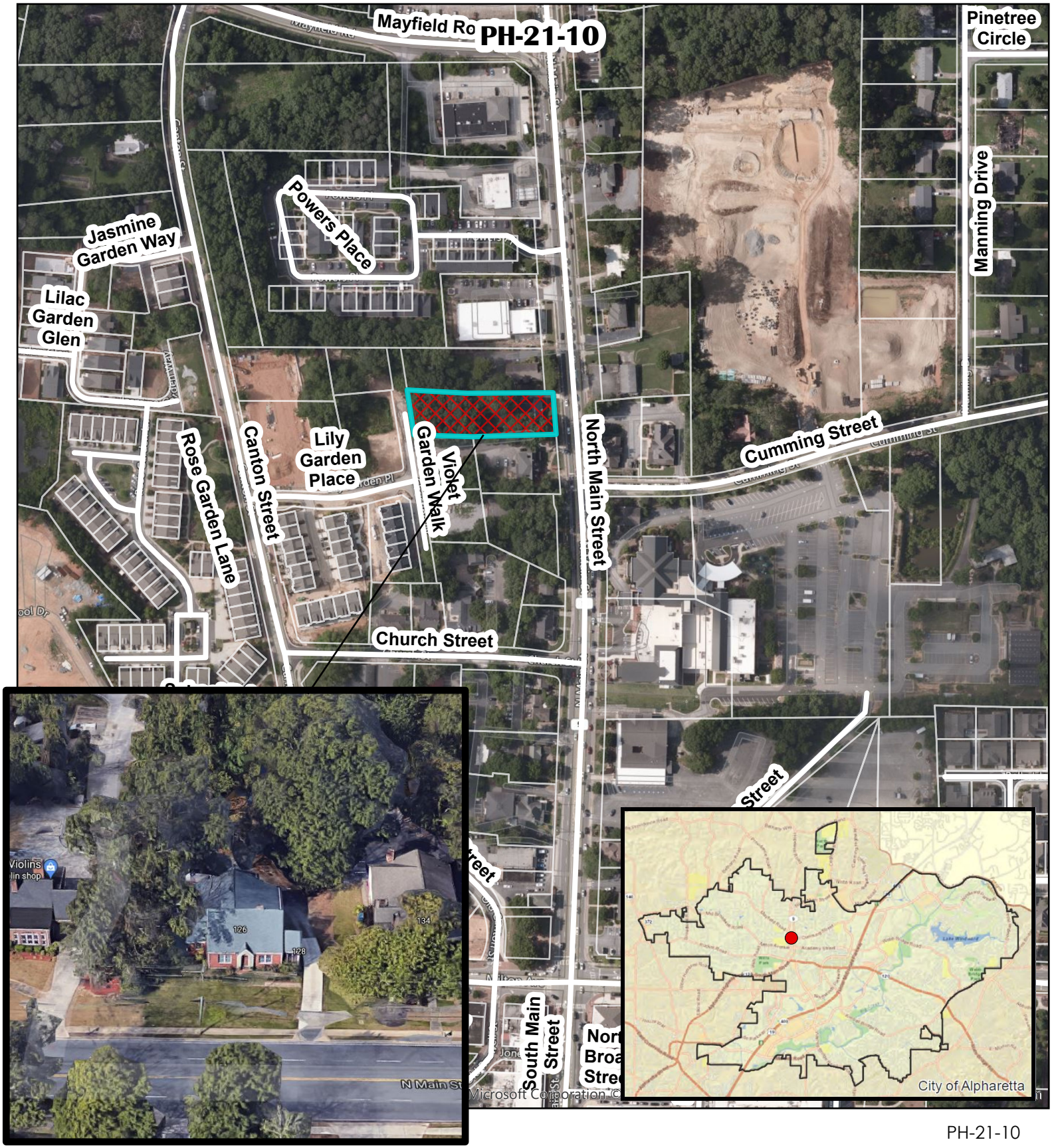
II. REPORT IN BRIEF:

Consideration of text amendments to Unified Development Code (UDC) Article II, Appendix A: Historic Resources Inventory – Contributing Historic Buildings and Appendix A: Alpharetta Downtown Code, Subsection 3.2.4(I)(2) to remove 126 North Main Street from the Contributing Historic Property list. The property has been modified over the years and does not represent 1) an outstanding example of a building representative of its era, 2) one of the few remaining examples of a past architectural style or type, and 3) a place associated with an event or person(s) of historic or cultural significance to the City, the region, the State, or the nation.

According to information provided by the Alpharetta Historic Society, 126 North Main Street was the second house of Dr. Morris and is believed to be constructed around 1933. There is no information regarding the architectural style of the home. Fulton County Tax Assessor information indicates that the home was built in 1950. The property is 0.69 acres and the 1-story home is approximately 2,140 square feet. The current property owner is Judge Roy Roberts, who is the grandson of Dr. Morris.

III. ATTACHMENTS:

- UDC Strike Through and Underline Edits



PH-21-10

Aerial Map
126 North Main Street

Map Source :
Community Development GIS

APPENDIX A - HISTORIC RESOURCES INVENTORY—CONTRIBUTING HISTORIC BUILDINGS

Building Address		
94 Academy Street	1825 Mayfield Rd.	37 Old Roswell Street
375 Brady Place	1405 Mid-Broadwell Rd.	48 Old Roswell Street
184 Canton Street	20 Milton Avenue	755 Old Rucker Rd.
193 Canton Street	22 Milton Avenue	760 Old Rucker Rd.
212 Canton Street	24 Milton Avenue	54 Roswell Street
248 Canton Street	26 Milton Avenue	61 Roswell Street
36 Church Street	28 Milton Avenue	88 Roswell Street
37 Church Street	210 Milton Avenue	103 Roswell Street
10 Cumming Street	333 Milton Avenue	119 Roswell Street

18 Cumming Street	38 North Main Street	1080 Rucker Rd.
112 Cumming Street	31 North Main Street	1670 Rucker Rd.
40 Cumming Street	69 North Main Street	1 South Main Street
130 Cumming Street	101 North Main Street	3 South Main Street
133 Cumming Street	116 North Main Street	9 South Main Street
122 Marietta Street	~~126 North Main Street~~	23 South Main Street
11475 Maxwell Rd.	134 North Main Street	25 South Main Street
1145 Mayfield Rd.	11 Old Canton Street	29 South Main Street
1750 Mayfield Rd.	1815 Old Milton Pkwy	50 South Main Street
	1835 Old Milton Pkwy	531 South Main Street

(Ord. No. 712 , § 1(Exh. A), 9-8-2015; Ord. No. 738 , § 3(Exhs. A, B), 5-1-2017)

Sec. 3.2. - Rules of Interpretation.

I. A site's Open space requirements shall be considered completely satisfied when a development incorporates a historic building that complies with all of the following:

1. The building is at least 75 years old and is listed on the following table:
2.

Original Building Address

94 Academy Street	25 Milton Avenue	61 Roswell Street
375 Brady Place	90 Milton Avenue	88 Roswell Street
184 Canton Street	333 Milton Avenue	103 Roswell Street
193 Canton Street	20 North Main Street	119 Roswell Street
212 Canton Street	31 North Main Street	164 Roswell Street
36 Church Street	38 North Main Street	86 School Drive
37 Church Street	69 North Main Street	3 South Main Street
10 Cumming Street	101 North Main Street	1 South Main Street

18 Cumming Street	116 North Main Street	3 South Main Street
40 Cumming Street	~~126 North Main Street~~	9 South Main Street
112 Cumming Street	126 North Main Street	21 South Main Street
130 Cumming Street	11 Old Canton Street	23 South Main Street
133 Cumming Street	1815 Old Milton Pkwy	25 South Main Street
122 Marietta Street	1835 Old Milton Pkwy	29 South Main Street
1825 Mayfield Road	48 Old Roswell Street	50 South Main Street
20 Milton Ave	37 Roswell Street	531 South Main Street
24 Milton Avenue	54 Roswell Street	

3. The building is deemed fit for human habitation in accordance with Article III of Chapter 5 of The Code of the City of Alpharetta, Georgia; and

4. A binding legal agreement that established a program for guaranteeing maintenance of said building through a condominium association, a homeowner association, bonding, or other protective maintenance guarantees is signed by all property owners and/or their prospective successors in title and is submitted to the City of Alpharetta.

J. When a historic building used to satisfy open space requirements in accordance with Section 3.2.4.I. is subsequently completely destroyed, the applicable open space requirements of the zoning district must be satisfied within one year unless a variance is granted by the Board of Appeals.

(Ord. No. 732 , §§ 47—55, 2-6-2017; Ord. No. 738 , § 4(Exhs. C, D), 5-1-2017; Ord. No. 757 , § 1(Exh. A), 5-9-2018)

AN ORDINANCE TO AMEND ARTICLE II AND APPENDIX A: ALPHARETTA DOWNTOWN CODE OF THE UNIFIED DEVELOPMENT CODE OF THE CITY OF ALPHARETTA, GEORGIA; TO REMOVE 126 NORTH MAIN STREET FROM THE CONTRIBUTING HISTORIC PROPERTY LIST; TO REPEAL CONFLICTING ORDINANCES; AND FOR OTHER PURPOSES.

WHEREAS, on or about May 21, 2001, the City of Alpharetta (the "City") adopted a comprehensive zoning ordinance known and cited as the Unified Development Code of the City of Alpharetta, Georgia, which has subsequently been amended from time to time (the "Unified Development Code"); and

WHEREAS, the Mayor and Council of the City of Alpharetta (the "City Council" or "Council") are charged with the protection of the public health, safety, and welfare of the citizens of the City of Alpharetta; and

WHEREAS, the Unified Development Code was designed to be amended from time to time when circumstances warrant that modifications be made in order to make said Codes more responsive to community needs; and

WHEREAS, the City Council finds that ordinances and regulations governing the uses of land and development of land within the City, as well as the City's operations, should be continually improved from time to time and modified as necessary to better protect and promote the public health, safety and welfare of the residents and businesses of the City of Alpharetta; and

WHEREAS, the City Council desires to amend Article II and Appendix A: Alpharetta Downtown Code of the Unified Development Code for the foregoing purposes; and

WHEREAS, the City Council finds that the following amendments to the Unified Development Code promote the health, safety, morals, convenience, order, prosperity and general welfare of the present and future inhabitants of the City of Alpharetta;

NOW THEREFORE, The Council of the City of Alpharetta hereby ordains, as follows:

Section 1: Article II, Appendix A: Historic Resources Inventory – Contributing Historic Buildings of the Unified Development Code is hereby amended by revising same as set forth in Exhibit "A" attached hereto as if fully set forth herein; and

Section 2: Appendix A: Alpharetta Downtown Code, Subsection 3.2.4(I)(2) of the Unified Development Code is hereby amended by revising same as set forth in Exhibit "B" attached hereto as if fully set forth herein; and

Section 3: If any section, subsection, provisions, or clause of any part of this Ordinance shall be declared invalid or unconstitutional or, if the provisions of any part of this Ordinance as applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this Ordinance not so held to be invalid, or the application of this Ordinance to other circumstances not so held to be invalid. It is hereby declared as the intent of the City Council that this Ordinance would have been adopted in its current form without the invalid or unconstitutional provision contained therein.

<u>Section 4</u>: This Ordinance shall be effective immediately upon its adoption by the City Council and the amendments made herein shall be incorporated into the Unified Development Code of the City of Alpharetta, Georgia, as applicable. This Ordinance hereby repeals any and all conflicting ordinances and amendments.

SO ORDAINED this the _____day of _____, 2021.

Approved:

_____
Jim Gilvin, Mayor

Attest:

_____
Erin Cobb, City Clerk
(Seal)

Approved as to Form:

_____
C. Sam Thomas, City Attorney

COUNCILMEMBERS

_____

_____

_____

_____

_____

_____

Exhibit “A”

APPENDIX A - HISTORIC RESOURCES INVENTORY—CONTRIBUTING HISTORIC BUILDINGS

Building Address		
94 Academy Street	1825 Mayfield Rd.	37 Old Roswell Street
375 Brady Place	1405 Mid-Broadwell Rd.	48 Old Roswell Street
184 Canton Street	20 Milton Avenue	755 Old Rucker Rd.
193 Canton Street	22 Milton Avenue	760 Old Rucker Rd.
212 Canton Street	24 Milton Avenue	54 Roswell Street
248 Canton Street	26 Milton Avenue	61 Roswell Street
36 Church Street	28 Milton Avenue	88 Roswell Street
37 Church Street	210 Milton Avenue	103 Roswell Street
10 Cumming Street	333 Milton Avenue	119 Roswell Street

18 Cumming Street	38 North Main Street	1080 Rucker Rd.
112 Cumming Street	31 North Main Street	1670 Rucker Rd.
40 Cumming Street	69 North Main Street	1 South Main Street
130 Cumming Street	101 North Main Street	3 South Main Street
133 Cumming Street	116 North Main Street	9 South Main Street
122 Marietta Street	~~126 North Main Street~~	23 South Main Street
11475 Maxwell Rd.	134 North Main Street	25 South Main Street
1145 Mayfield Rd.	11 Old Canton Street	29 South Main Street
1750 Mayfield Rd.	1815 Old Milton Pkwy	50 South Main Street
	1835 Old Milton Pkwy	531 South Main Street

Exhibit “B”

Sec. 3.2. - Rules of Interpretation.

I. A site's Open space requirements shall be considered completely satisfied when a development incorporates a historic building that complies with all of the following:

1. The building is at least 75 years old and is listed on the following table:
2.

Original Building Address		
94 Academy Street	25 Milton Avenue	61 Roswell Street
375 Brady Place	90 Milton Avenue	88 Roswell Street
184 Canton Street	333 Milton Avenue	103 Roswell Street
193 Canton Street	20 North Main Street	119 Roswell Street
212 Canton Street	31 North Main Street	164 Roswell Street
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37 Church Street	69 North Main Street	3 South Main Street
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40 Cumming Street	~~126 North Main Street~~	9 South Main Street
112 Cumming Street	126 North Main Street	21 South Main Street
130 Cumming Street	11 Old Canton Street	23 South Main Street
133 Cumming Street	1815 Old Milton Pkwy	25 South Main Street
122 Marietta Street	1835 Old Milton Pkwy	29 South Main Street
1825 Mayfield Road	48 Old Roswell Street	50 South Main Street
20 Milton Ave	37 Roswell Street	531 South Main Street
24 Milton Avenue	54 Roswell Street	

3. The building is deemed fit for human habitation in accordance with Article III of Chapter 5 of The Code of the City of Alpharetta, Georgia; and

4. A binding legal agreement that established a program for guaranteeing maintenance of said building through a condominium association, a homeowner association, bonding, or other protective maintenance guarantees is signed by all property owners and/or their prospective successors in title and is submitted to the City of Alpharetta.

J. When a historic building used to satisfy open space requirements in accordance with Section 3.2.4.I. is subsequently completely destroyed, the applicable open space requirements of the zoning district must be satisfied within one year unless a variance is granted by the Board of Appeals.

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City Council Meeting
STAFF REPORT

Submitting Department: Human Resources
Submitted By: Cris Randall
Sponsored By:
Meeting Date: June 7, 2021

I. AGENDA ITEM TITLE: CITY OF ALPHARETTA PAY PLAN UPDATE

II. RECOMMENDATION:

Staff recommends approval of the proposed Pay Plan, effective June 26, 2021.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: YES
FISCAL IMPACT: YES
INCLUDED IN CURRENT FY CPTL BUDGET: NO
INCLUDED IN CURRENT FY OPRT. BUDGET: YES
TOTAL PROJECT COST:
APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

IV. REPORT IN BRIEF:

Talent management is a fundamental element of public management and the delivery of services for the community. A well designed and competitive compensation plan is a key part of the foundation for delivering quality public services because it is through an organization's ability to attract and retain a capable and talented workforce that quality public services are provided efficiently and effectively.

Compensation rarely remains static. The rate of pay is constantly changing with external market and economic activity; therefore, the City's compensation system requires periodic maintenance. Without proper upkeep, the potential for recruitment and retention challenges may increase as the compensation and classification system becomes dated and likely less competitive. Each year staff will evaluate the effectiveness of the City's pay plan. The evaluation will be based on factors such as consumer price index (CPI) from prior 12 months, recruitment and retention, labor market and City's compensation philosophy to remain at 50th percentile, matching comparable communities.

The CPI as provided by the Bureau of Labor Statistics, December 2020 publication, rose 1.4 percent in 2020. Along with the CPI increase, certain pay range spread percentages needed to be updated to reflect current labor market conditions and to better align with City's compensation policy.

The proposed pay plan will be effective June 26, 2021, (July 16, 2021 paycheck) coinciding with the beginning of the FY22 budget.

The continued evaluation and maintenance of the City's Pay Plan strongly aligns with the **City's Core Values** of:

- Excellence: by the pursuit of continuous improvement in our results and how they are achieved;

- **Stewardship**: by reflecting professionalism, ethics, industry standards and best practices;

- **Integrity**: by providing a fair and careful assessment and transparency of information; and

- **Service**: by our commitment to efficient, effective and responsive service delivery.

V. ALTERNATIVES:

VI. ATTACHMENTS:

Proposed Pay Plan - effective 20210626

CITY OF ALPHARETTA

PROPOSED PAY PLAN – EFFECTIVE JUNE 26, 2021

# EEs in Grade	Grade	Minimum	Midpoint	Maximum	Range Spread	Grade Progression
14	301	$ 31,214.98	$ 42,920.59	$ 54,626.21	75%	
11	302	$ 34,336.47	$ 47,212.65	$ 60,088.83	75%	10%
23	303	$ 37,770.12	$ 51,933.92	$ 66,097.71	75%	10%
26	304	$ 41,547.13	$ 56,711.84	$ 71,876.54	73%	9%
180	305	$ 45,701.85	$ 62,383.02	$ 79,064.19	73%	10%
21	306	$ 50,272.03	$ 68,872.68	$ 87,473.33	74%	11%
40	307	$ 55,299.23	$ 75,759.95	$ 96,220.67	74%	10%
46	308	$ 60,829.16	$ 83,335.95	$ 105,842.73	74%	10%
24	309	$ 66,912.07	$ 91,334.98	$ 115,757.89	73%	9%
17	310	$ 73,603.28	$ 100,468.48	$ 127,333.68	73%	10%
5	311	$ 80,963.61	$ 110,110.51	$ 139,257.41	72%	9%

CITY OF ALPHARETTA

CURRENT PAY PLAN

# EEs in Grade	Grade	Minimum	Midpoint	Maximum	Range Spread	Grade Progression
14	301	$ 30,784.00	$ 40,019.20	$ 49,254.40	60%	
11	302	$ 33,862.40	$ 44,021.12	$ 54,179.84	60%	10%
23	303	$ 37,248.64	$ 48,423.23	$ 59,597.82	60%	10%
26	304	$ 40,973.50	$ 53,265.56	$ 65,557.61	60%	10%
180	305	$ 45,070.85	$ 58,592.11	$ 72,113.37	60%	10%
21	306	$ 49,577.94	$ 64,451.32	$ 79,324.70	60%	10%
40	307	$ 54,535.73	$ 70,896.45	$ 87,257.17	60%	10%
46	308	$ 59,989.31	$ 77,986.10	$ 95,982.89	60%	10%
24	309	$ 65,988.24	$ 85,784.71	$ 105,581.18	60%	10%
17	310	$ 72,587.06	$ 94,363.18	$ 116,139.30	60%	10%
5	311	$ 79,845.77	$ 103,799.50	$ 127,753.23	60%	10%

City Council Meeting
STAFF REPORT

Submitting Department: City Clerk
Submitted By: Morgan Rodgers
Sponsored By:
Meeting Date: June 7, 2021

I. AGENDA ITEM TITLE: DISCUSSION AND PUBLIC INPUT ON PARKS BOND REFERENDUM

II. RECOMMENDATION:

This item is being presented for informational purposes and to seek public input. No formal vote is required.

III. REPORT IN BRIEF:

Please reference attached document.

IV. ALTERNATIVES:

V. ATTACHMENTS:

Bond items with budget explanations 5-28-21

Possible Bond Referendum Items

updated 5/26/21

1.	Wills Park Equestrian Renovation build out (50% match)	5,000,000
2.	Turf Webb Bridge large Soccer field	1,000,000
3.	Will Park Master Plan projects	6,000,000
4.	Union Hill Park re-development/trailhead	3,250,000
5.	Mid Broadwell Park build out	500,000
6.	Old Rucker Park design & build out	3,000,000
7.	Farmhouse Park design & build out	2,000,000
8.	Waters Road Park design & build out	2,000,000
9.	Alpha Loop	4,000,000
10.	Mayfield Road Park (50% match)	0
11.	Brookside Park (Phase 1 – connection/bridge	2,000,000
12.	Milton Avenue design & build out	750,000

$29,500,000

Wills Park Equestrian Center – Phase 1

Existing Barns Demo	200,000
Barns Site Work & Utilities	900,000
New/renovated Barns	3,500,000
Core Area site work & utilities	600,000
Renovated arenas (3)	
Footings, fencing, lighting	1,000,000
Trailer Parking / RV lot	400,000
Total construction	$6,600,000
Design fee	$1,000,000
Contingency	$2,400,000
Total Cost	$10,000,000

Will Park Master Plan – Phase 1

Gateway Entrance (NE)	$150,000
Gateway Entrance (NW)	$200,000
Wacky World Playground redo	$200,000
Waggy World Dog Park redo	$100,000
Spine connection (NE to NW)	$850,000
Additional Parking	$150,000
Expand existing parking	$100,000
Gathering spot/pool parking & disc golf redo	$125,000
Wacky World restroom	$750,000
Landscaping/stormwater	$800,000
Athletic Lighting replacement	$450,000
Total construction	$3,875,000
Design fee	$725,000
Contingency	$1,400,000
Total Cost	$6,000,000

Union Hill Park Trail Head & Renovation

Trail Head for Greenway	$70,000
Resurfacing parking lot	$250,000
Trails/Bridges	$1,500,000
Stormwater	$250,000
Construction Cost	$2,070,000
Design Fee	$414,000
Contingency Fee	$828,000
Total Cost	$3,312,000

Mid-Broadwell Park Build out

Playground	$125,000
Trails/Bridges	$125,000
Park amenities	$ 50,000
Construction Cost	$300,000
Design Cost	$50,000
Contingency	$150,000
Total Cost	$500,000

Old Rucker Park build out

Road improvements and parking	$200,000
Swift tower and entrance Kiosk	$50,000
Gravel Road	$75,000
Sidewalks	$20,000
Walking trails and bridges	$700,000
Grading	$300,000
Lighting	$100,000
Erosion control	$50,000
Shed & Pavilion	$150,000
Stormwater	$350,000
Construction Cost	$1,995,000
Design fee	$349,000
Contingency	$656,000
Total Cost	$3,000,000

Milton Avenue Park

Parking	$151,000
Sidewalks	$25,000
Grading	$125,000
Detention	$125,000
Landscaping	$10,000
Construction	$436,000
Design Fee	$100,000
Contingency Fee	$214,400
Total Cost	$750,400

City Council Meeting
STAFF REPORT

Submitting Department: Public Works
Submitted By: Pete Sewczwicz
Sponsored By:
Meeting Date: June 7, 2021

I. AGENDA ITEM TITLE: CONSIDERATION OF PROPOSED TSPLOST II PROJECTS

II. RECOMMENDATION:

Please approve the recommended TSPLOST II project list and authorize the Mayor to execute all necessary documents.

III. REPORT IN BRIEF:

Attached are the proposed projects within each tier with anticipated project costs. If TSPLOST II is approved by the voters, public meetings will take place for each project.

IV. ALTERNATIVES:

V. ATTACHMENTS:

TSPLOST II Project List_051821

TSPLOST II Project List

		Allocation (05/18/21)
TIER I (85%)	Mid-Block Crosswalk (Alpharetta Elementary School)	$85,000
	Mid-Block Crosswalk (Manning Oaks Elementary School)	$150,000
	Improved Crossing from Parking Deck to north side of Milton Ave	$275,000
	Raised intersection at Marietta St and Roswell St	$350,000
	Improved Pedestrian Crossings from City Center to Churches	$750,000
	Alpha Loop (Old Milton Pkwy to Northwinds Pkwy)	$12,000,000
	4 Pedestrian Bridges (Windward Pkwy over Big Creek; Greenway access)	$4,000,000
	North Point Pkwy Corridor (cost is an allocation)	$10,000,000
	Mid-Block Crosswalk (Cogburn Road Park)	$85,000
	Mid-Block Crosswalk (Mid Broadwell Rd at Charlotte Dr)	$100,000
	Webb Bridge Rd Improvements (Morris Rd to Greenway)	$13,000,000
	Tradewinds Ripple Effect Improvements	$6,500,000
	Cumming St Corridor Improvements (cost is an allocation)	$4,750,000
		$ 52,045,000
TIER II (100%)	Kimball Bridge Rd Widening (Verizon to Georgia Power driveways)	2,000,000
	Academy St Improvements	3,250,000
	Milton Ave Improvements (cost is an allocation)	3,935,740
		9,185,740
TIER III (115%)	Roundabout (Hopewell Rd at Vaughan Dr)	$1,500,000
	Roundabout (Mayfield Rd at Canton St)	2,000,000
	Roundabout (Mayfield Rd at Providence Rd)	2,000,000
	Pedestrain Tunnel Under Haynes Bridge Road at GA 400 (Design/Concept)	500,000
	Miliing and Resurfacing	2,500,000
	Debt Retirement/Debt Service	681,850
		$9,181,850
		$68,215,000

*Public Works revised project pricing, based on the current increase of construction, cost estimates from on-call vendors, and recent bids.

*The increase of funds form the initial allocation to the revised (4/30/21)is based on new projected figures from Fulton County. Most recent figures received came on April 29, 2021.

*Cost allocation means the project cannot be accomplished for the dolalr amount listed and funds listed is for design work, right of way acquisition, utility relocations, or matching dolalrs for grants.

City Council Meeting
STAFF REPORT

Submitting Department: Finance
Submitted By:
Sponsored By:
Meeting Date: June 7, 2021

I. AGENDA ITEM TITLE: APPROVAL OF FISCAL YEAR 2022 BUDGET AND MILLAGE RATE LEVY (1ST READING)

II. RECOMMENDATION:

The purpose of this hearing is to provide an update on the Recommended Fiscal Year 2022 Budget and adopt the following: (a) Fiscal Year 2022 Budget Ordinance (1st reading); and (b) Fiscal Year 2022 Millage Rate Ordinance (1st reading).

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: $149,253,265 (SEE ATTACHED BUDGET)

APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT

IV. REPORT IN BRIEF:

The FY 2022 Budget was distributed electronically to the City Council on April 26, 2021, and is available on the City's website as a downloadable pdf and available for filtering/analysis through the City's financial transparency site powered by OpenGov.

The Finance Department presented an overview of the operating and capital budget at the May 3rd, May 7th, and May 24th City Council meetings.

Tonight is the first of two public hearings and the first of two votes on the FY 2022 Budget and Millage Rate Levy with the schedule as follows:

June 7, 2021:
- Public Hearing
- City Council Meeting
  - Budget Ordinance (1st Reading)
  - Millage Ordinance (1st Reading)

June 21, 2021:
- Public Hearing
- City Council Meeting
  - Budget Ordinance (2nd Reading)

Millage Ordinance (2nd Reading)

There have been no changes to the budget since the May 24th City Council Budget Work Session.

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

V. ALTERNATIVES:

VI. ATTACHMENTS:

Budget Ordinance (FY 2022 Budget), Exhibit A - Legal Level of Control (FY 2022 Budget), Exhibit B - Budget (FY 2022 Budget), Millage Rate Ordinance (FY 2022)

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA, ADOPTING THE FINAL ESTIMATES OF REVENUE AND EXPENDITURES FOR THE FISCAL YEAR COMMENCING JULY 1, 2021, AND ENDING ON JUNE 30, 2022, AS ITS ANNUAL BUDGET, APPROPRIATING THE USE OF FUNDS SHOWN THEREIN AS MAY BE NEEDED OR DEEMED NECESSARY TO DEFRAY ALL EXPENDITURES AND LIABILITIES OF THE CITY FOR SUCH FISCAL YEAR; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the Mayor and Council of the City of Alpharetta have held public hearing(s) upon its proposed budget for the 2021-2022 fiscal year;

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

WHEREAS, the 2021-2022 fiscal year budget provides a financial plan for the government, establishing appropriations for each operating department in order to extend services:

NOW, THEREFORE BE IT ORDAINED that this budget, "Exhibit A" attached hereto and by this reference made a part hereof this ordinance, shall be the City of Alpharetta's 2021-2022 fiscal year budget; and

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

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

BE IT FURTHER ORDAINED that for the following funds, all project encumbrances and unexpended appropriations outstanding as of fiscal year end 2020-2021 shall carry forward for the same purpose. If the project is complete, the unexpended appropriations shall carry forward and be appropriated to a reserve account.

Fund 210:	Confiscated Assets Fund (Federal)	Fund 317:	Series 2016 Capital Improvements Bond Fund
Fund 211:	Confiscated Assets Fund (State)	Fund 335:	T-SPLOST Capital Fund
Fund 215:	Emergency 911 Fund	Fund 340:	Capital Grant Fund
Fund 220:	Operating Grant Fund	Fund 410:	Debt Service Fund
Fund 270:	Impact Fee Fund	Fund 540:	Solid Waste Fund
Fund 275:	Hotel/Motel Fund	Fund 600:	Risk Management Fund
Fund 301:	Capital Project Fund	Fund 605:	Medical Insurance Fund
Fund 302:	Storm Water Capital Project Fund	Fund 790:	OPEB Health Benefit Fund
Fund 303:	American Rescue Act Fund	Fund 791:	OPEB Health Reimbursement Fund

BE IT FURTHER ORDAINED that for the following funds, fund balance as of fiscal year end 2020-2021, if applicable, shall carry forward and be appropriated to a reserve account:

Fund 210:	Confiscated Assets Fund (Federal)	Fund 317:	Series 2016 Capital Improvements Bond Fund
Fund 211:	Confiscated Assets Fund (State)	Fund 335:	T-SPLOST Capital Fund
Fund 215:	Emergency 911 Fund	Fund 340:	Capital Grant Fund
Fund 220:	Operating Grant Fund	Fund 410:	Debt Service Fund
Fund 270:	Impact Fee Fund	Fund 540:	Solid Waste Fund
Fund 275:	Hotel/Motel Fund	Fund 600:	Risk Management Fund
Fund 301:	Capital Project Fund	Fund 605:	Medical Insurance Fund
Fund 302:	Storm Water Capital Project Fund	Fund 790:	OPEB Health Benefit Fund
Fund 303:	American Rescue Act Fund	Fund 791:	OPEB Health Reimbursement Fund

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

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

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

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

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

BE IT FURTHER ORDAINED that this Ordinance shall take effect as provided by law, but the budget adopted hereby shall take effect as of July 1, 2021.

ADOPTED AND APPROVED this _____ day of _____, 2021.

CITY OF ALPHARETTA, GEORGIA

By: _____
Mayor

_____ _____
Council Member Council Member

_____
Council Member

_____
Council Member

_____
Council Member

_____
Council Member

(SEAL)

Attest:

_____
City Clerk

City of Alpharetta
FY 2022 Budget
Citywide Statement of Revenues and Expenditures (by Department)

		Special Revenue Funds			Capital Project Funds					Enterprise Fund	Internal Service Funds		Fiduciary Funds		
	General Fund	E-911 Fund	Impact Fee Fund	Hotel/Motel Fund	Capital Projects Fund	Stormwater Capital Fund	T-SPLOST Capital Fund	American Rescue Act Fund	Debt Service Fund	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Health Benefit Fund	OPEB Reimb. Fund	**TOTAL**
REVENUES:															
Property Taxes	$ 26,097,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,752,000	$ -	$ -	$ -	$ -	$ -	$ 30,849,000
Local Option Sales Taxes/T-SPLOST	15,700,000	-	-	-	-	-	7,615,000	-	-	-	-	-	-	-	23,315,000
Other Taxes	15,727,750	-	-	5,500,000	-	-	-	-	-	-	-	-	-	-	21,227,750
Licenses and Permits	2,729,100	-	-	-	-	-	-	-	-	-	-	-	-	-	2,729,100
Intergovernmental Revenue	117,678	1,250,000	-	-	-	-	-	6,644,511	-	-	-	-	-	-	8,012,189
Charges for Services	3,741,450	3,410,000	-	-	-	-	-	-	-	4,831,575	1,609,899	8,740,000	-	-	22,332,924
Fines and Forfeitures	2,056,000	-	-	-	-	-	-	-	-	-	-	-	-	-	2,056,000
Interest Earnings	190,000	18,482	-	10,000	100,000	-	225,000	-	13,000	13,541	273	-	9,874	19,025	599,195
Other/Miscellaneous	240,787	-	-	-	-	-	-	-	-	-	-	-	12,600	590,928	844,315
subtotal	$ 66,599,765	$ 4,678,482	$ -	$ 5,510,000	$ 100,000	$ -	$ 7,840,000	$ 6,644,511	$ 4,765,000	$ 4,845,116	$ 1,610,172	$ 8,740,000	$ 22,474	$ 609,953	$ 111,965,473
Other Financing Sources															
Interfund Transfer from General Fund	$ -	$ -	$ -	$ -	$ 5,966,799	$ 1,520,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,486,799
Interfund Transfer from Hotel/Motel Fund	2,062,500	-	-	-	-	-	-	-	-	-	-	-	-	-	2,062,500
Budgeted Fund Balance	5,836,799	50,000	1,443,100	304,713	2,000,000	-	17,160,000	-	193,881	750,000	-	-	-	-	27,738,493
subtotal	$ 7,899,299	$ 50,000	$ 1,443,100	$ 304,713	$ 7,966,799	$ 1,520,000	$ 17,160,000	$ -	$ 193,881	$ 750,000	$ -	$ -	$ -	$ -	$ 37,287,792
Total Revenues	**$ 74,499,064**	**$ 4,728,482**	**$ 1,443,100**	**$ 5,814,713**	**$ 8,066,799**	**$ 1,520,000**	**$ 25,000,000**	**$ 6,644,511**	**$ 4,958,881**	**$ 5,595,116**	**$ 1,610,172**	**$ 8,740,000**	**$ 22,474**	**$ 609,953**	**$ 149,253,265**
EXPENDITURES:															
Mayor and City Council	$ 386,092	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 386,092
City Administration	2,128,802	-	-	-	-	-	-	-	-	-	-	-	-	-	2,128,802
Finance	3,478,691	-	-	-	-	-	-	-	-	5,595,116	1,610,172	8,740,000	-	-	19,423,979
Legal Services	750,000	-	-	-	-	-	-	-	-	-	-	-	-	-	750,000
Information Technology	2,022,562	-	-	-	950,000	-	-	-	-	-	-	-	-	-	2,972,562
Human Resources	689,600	-	-	-	-	-	-	-	-	-	-	-	-	-	689,600
Municipal Court	1,055,011	-	-	-	-	-	-	-	-	-	-	-	-	-	1,055,011
Public Safety	31,846,772	4,728,482	124,600	-	767,400	-	-	-	-	-	-	-	-	-	37,467,254
Public Works	9,022,696	-	1,250,000	-	3,344,000	1,520,000	25,000,000	4,644,511	-	-	-	-	-	-	44,781,207
Recreation, Parks and Cultural Services	10,089,025	-	-	-	1,584,500	-	-	2,000,000	-	-	-	-	-	-	13,673,525
Community Development	3,773,624	-	68,500	-	60,000	-	-	-	-	-	-	-	-	-	3,902,124
Non-Departmental	-	-	-	6,000	-	-	-	-	16,000	-	-	-	22,474	609,953	654,427
Insurance Premiums (Risk Fund)	779,750	-	-	-	-	-	-	-	-	-	-	-	-	-	779,750
Alpharetta Convention and Visitors Bureau	-	-	-	2,406,250	-	-	-	-	-	-	-	-	-	-	2,406,250
Debt Service (Principal and Interest)*	289,640	-	-	1,339,963	-	-	-	-	4,942,881	-	-	-	-	-	6,572,484
Contingency	700,000	-	-	-	-	-	-	-	-	-	-	-	-	-	700,000
Non-Allocated (Reserve); One-Time Usage	-	-	-	-	1,360,899	-	-	-	-	-	-	-	-	-	1,360,899
subtotal	$ 67,012,265	$ 4,728,482	$ 1,443,100	$ 3,752,213	$ 8,066,799	$ 1,520,000	$ 25,000,000	$ 6,644,511	$ 4,958,881	$ 5,595,116	$ 1,610,172	$ 8,740,000	$ 22,474	$ 609,953	$ 139,703,966
Other Financing Uses															
Interfund Transfer to General Fund	$ -	$ -	$ -	$ 2,062,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,062,500
Interfund Transfer to Capital Funds	7,486,799	-	-	-	-	-	-	-	-	-	-	-	-	-	7,486,799
subtotal	$ 7,486,799	$ -	$ -	$ 2,062,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 9,549,299
Total Expenditures	**$ 74,499,064**	**$ 4,728,482**	**$ 1,443,100**	**$ 5,814,713**	**$ 8,066,799**	**$ 1,520,000**	**$ 25,000,000**	**$ 6,644,511**	**$ 4,958,881**	**$ 5,595,116**	**$ 1,610,172**	**$ 8,740,000**	**$ 22,474**	**$ 609,953**	**$ 149,253,265**

** Not including Capital Leases which are programmed into the appropriate Departmental budget above.*

City of Alpharetta
FY 2022 Budget
Capital Plan Use (Project Detail)

	Capital Project Fund	Stormwater Capital Fund	T-SPLOST Fund	American Rescue Act Fund	E911 Fund	Impact Fee Fund	Total	Other Sources	Total
Community Development									
North Point Pkwy Corridor (TIP Grant Match)	$ -	$ -	$ -	$ -	$ -	$ 1,250,000	$ 1,250,000	$ 5,000,000	$ 6,250,000
Design Services	60,000	-	-	-	-	-	60,000	-	60,000
Impact Fee Program (update)	-	-	-	-	-	68,500	68,500	-	68,500
Subtotal	**$ 60,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,318,500**	**$ 1,378,500**	**$ 5,000,000**	**$ 6,378,500**
Public Works									
Recurring Traffic Signal System Maintenance	$ 100,000	$ -	$ -	$ -	$ -	$ -	$ 100,000	$ -	$ 100,000
Recurring Milling and Resurfacing	1,224,000	-	-	1,176,000	-	-	2,400,000	600,000	3,000,000
Recurring Traffic Control Equipment	100,000	-	-	-	-	-	100,000	-	100,000
Recurring Traffic Responsive System Maintenance	150,000	-	-	-	-	-	150,000	-	150,000
Recurring Traffic Striping and Signage	200,000	-	-	-	-	-	200,000	-	200,000
Recurring Traffic Calming Improvements	75,000	-	-	-	-	-	75,000	-	75,000
Recurring Bridge Maintenance	150,000	-	-	-	-	-	150,000	-	150,000
Recurring Tree Planting and Landscape Improvements	265,000	-	-	-	-	-	265,000	-	265,000
Sidewalk Maintenance and Repair (recurring)	-	-	-	1,324,000	-	-	1,324,000	-	1,324,000
Recurring Fleet (F-250 Crew Cab Service Truck)	65,000	-	-	-	-	-	65,000	-	65,000
Recurring Fleet (Chipper Dump Truck)	140,000	-	-	-	-	-	140,000	-	140,000
Recurring Equipment (Skid Steer Loader)	85,000	-	-	-	-	-	85,000	-	85,000
Streetlight Maintenance (recurring)	80,000	-	-	-	-	-	80,000	-	80,000
Traffic Control Center/Server Room Maintenance (recurring)	60,000	-	-	-	-	-	60,000	-	60,000
City Trash Receptacle Service (recurring)	50,000	-	-	-	-	-	50,000	-	50,000
Recurring Facility Renovations (PS Roof)	250,000	-	-	-	-	-	250,000	-	250,000
Recurring Facility Renovations (Fire Stations)	60,000	-	-	-	-	-	60,000	-	60,000
Recurring Rec Facility Bathroom, Painting, Floor Repairs	30,000	-	-	-	-	-	30,000	-	30,000
Recurring Parking Garage Maintenance	25,000	-	-	-	-	-	25,000	-	25,000
Recurring HVAC Replacements	60,000	-	-	-	-	-	60,000	-	60,000
Recurring Generator Replacement (Fire Stations 81/PS HQ)	100,000	-	-	-	-	-	100,000	-	100,000

City of Alpharetta
FY 2022 Budget
Capital Plan Use (Project Detail)

	Capital Project Fund	Stormwater Capital Fund	T-SPLOST Fund	American Rescue Act Fund	E911 Fund	Impact Fee Fund	Total	Other Sources	Total
Recurring Stormwater Pipes/Structure Repair/Maintenance	-	750,000	-	2,144,511	-	-	2,894,511	-	2,894,511
Recurring Stormwater Drainage Maintenance	-	200,000	-	-	-	-	200,000	-	200,000
Recurring Stormwater Inspections	-	120,000	-	-	-	-	120,000	-	120,000
Recurring Stormwater Design/Studies	-	100,000	-	-	-	-	100,000	-	100,000
Meadow Brook Hills Drainage Imp. (design)	-	250,000	-	-	-	-	250,000	-	250,000
Stormwater Needs Assessment	-	100,000	-	-	-	-	100,000	-	100,000
Design Services	75,000	-	-	-	-	-	75,000	-	75,000
Subtotal	**$ 3,344,000**	**$ 1,520,000**	**$ -**	**$ 4,644,511**	**$ -**	**$ -**	**$ 9,508,511**	**$ 600,000**	**$ 10,108,511**
Information Technology									
Recurring Technology Replacement (all city departments)	$ 300,000	$ -	$ -	$ -	$ -	$ -	$ 300,000	$ -	$ 300,000
Citywide Network Devices (replacement)	350,000	-	-	-	-	-	350,000	-	350,000
City Council A/V (replacement)	300,000	-	-	-	-	-	300,000	-	300,000
Subtotal	**$ 950,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 950,000**	**$ -**	**$ 950,000**
Public Safety									
Recurring Fleet Replacement (Qty: 7)	$ 305,000	$ -	$ -	$ -	$ -	$ -	$ 305,000	$ -	$ 305,000
Recurring Public Safety Equipment (replacement)	211,000	-	-	-	-	-	211,000	-	211,000
E911 Facility Renovations	-	-	-	-	50,000	-	50,000	-	50,000
Lucas Devices (PS Fire)	176,000	-	-	-	-	-	176,000	-	176,000
Rapid Rescue Truck (Fire)	75,400	-	-	-	-	124,600	200,000	-	200,000
Subtotal	**$ 767,400**	**$ -**	**$ -**	**$ -**	**$ 50,000**	**$ 124,600**	**$ 942,000**	**$ -**	**$ 942,000**
Recreation, Parks & Cultural Services									
Recurring Park Enhancements	$ 120,000	$ -	$ -	$ -	$ -	$ -	$ 120,000	$ -	$ 120,000
Recurring Playground Equipment Improvements	100,000	-	-	-	-	-	100,000	-	100,000
Recurring Park Repairs/Improvements	125,000	-	-	-	-	-	125,000	-	125,000
Recurring Athletic Courts Resurfacing	60,000	-	-	-	-	-	60,000	-	60,000
Recurring Synthetic Turf Fields Replacement	500,000	-	-	-	-	-	500,000	-	500,000
Recurring Fleet Replacement (Qty: 6)	275,000	-	-	-	-	-	275,000	-	275,000
Recurring Park Equipment Replacement	122,000	-	-	-	-	-	122,000	-	122,000
Recurring Greenway Improvements/Repairs	250,000	-	-	-	-	-	250,000	-	250,000
Replace Boardwalk between old Wild Wings and Greenway	-	-	-	2,000,000	-	-	2,000,000	-	2,000,000
The Stories Project	12,500	-	-	-	-	-	12,500	-	12,500
Design Services	20,000	-	-	-	-	-	20,000	-	20,000
Subtotal	**$ 1,584,500**	**$ -**	**$ -**	**$ 2,000,000**	**$ -**	**$ -**	**$ 3,584,500**	**$ -**	**$ 3,584,500**

City of Alpharetta
FY 2022 Budget
Capital Plan Use (Project Detail)

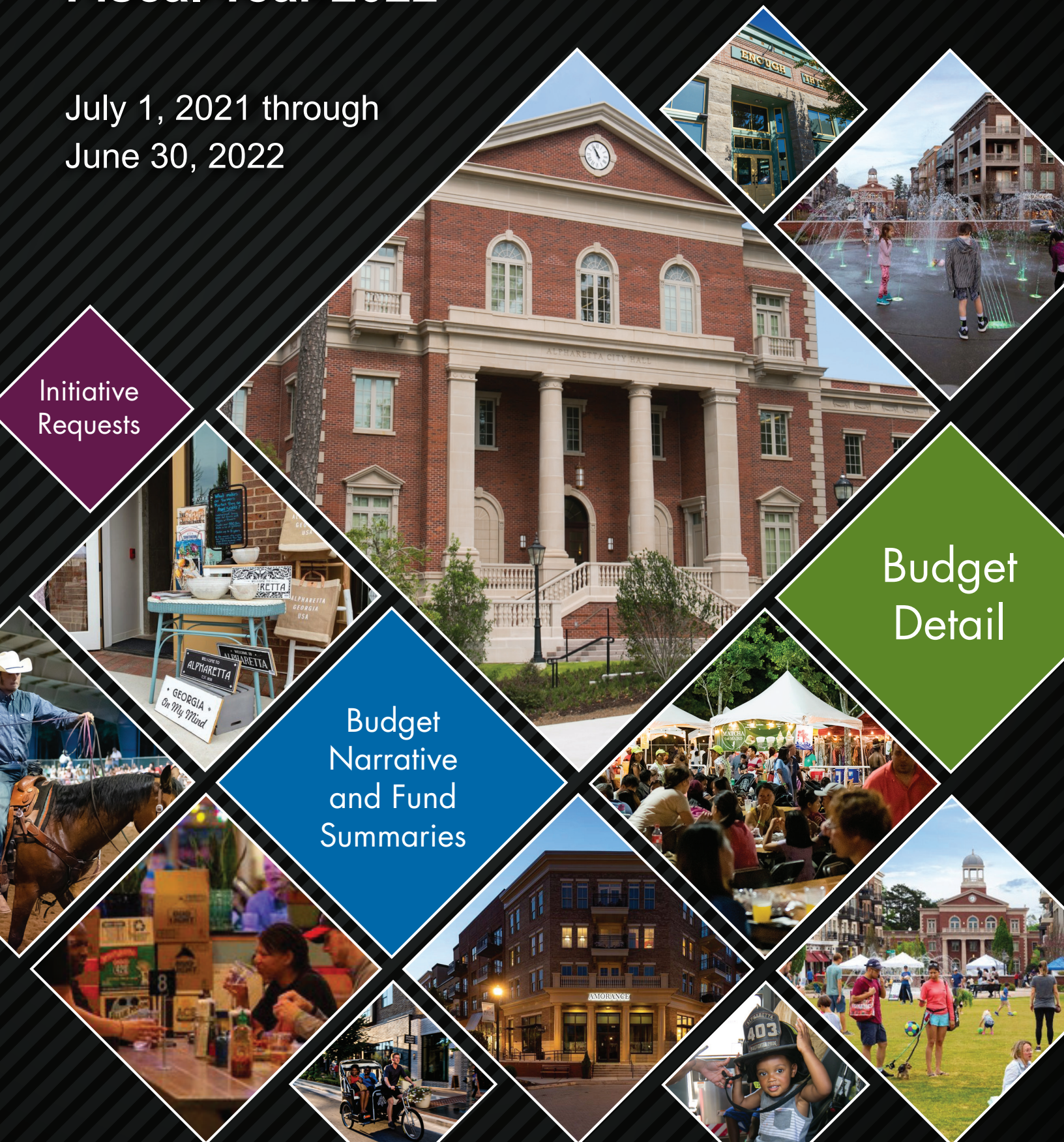
	Capital Project Fund	Stormwater Capital Fund	T-SPLOST Fund	American Rescue Act Fund	E911 Fund	Impact Fee Fund	Total	Other Sources	Total
TSPLOST									
Old Milton Pkwy Capacity Improvements (North Point Pkwy to City limits)	$ -	$ -	$ 2,000,000	$ -	$ -	$ -	$ 2,000,000	$ -	$ 2,000,000
Webb Bridge Rd Improvements (Greenway to Webb Bridge Way)	-	-	23,000,000	-	-	-	23,000,000	-	23,000,000
Subtotal	**$ -**	**$ -**	**$ 25,000,000**	**$ -**	**$ -**	**$ -**	**$ 25,000,000**	**$ -**	**$ 25,000,000**
TOTAL	**$ 6,705,900**	**$ 1,520,000**	**$ 25,000,000**	**$ 6,644,511**	**$ 50,000**	**$ 1,443,100**	**$ 41,363,511**	**$ 5,600,000**	**$ 46,963,511**
NON-ALLOCATED (future capital/one-time	**$ 1,360,899**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,360,899**		**$ 1,360,899**
	Budgeted as part of FY 2022 Budget							**Budgeted once received**	

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

THE CITY OF ALPHARETTA GEORGIA

Operating and Capital Budget For Fiscal Year 2022

July 1, 2021 through
June 30, 2022



City of Alpharetta, GA

Prepared by:
Finance Department
2 Park Plaza
Alpharetta, GA 30009
Phone (678) 297-6094
Fax (678) 297-6063

Annual Operating & Capital Budget

for Fiscal Year 2022

(July 1, 2021 through June 30, 2022)

THE CITY OF
ALPHARETTA
GEORGIA

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MAYOR AND CITY COUNCIL

Mayor and City Council

DONALD MITCHELL
CITY COUNCIL (POST 1)

DMitchell@alpharetta.ga.us

BEN BURNETT
CITY COUNCIL (POST 2)

BBurnett@alpharetta.ga.us

KAREN RICHARD
CITY COUNCIL (POST 3)

KRichard@alpharetta.ga.us

JIM GILVIN
MAYOR

JGilvin@alpharetta.ga.us

Mission Statement

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

JOHN HIPES
CITY COUNCIL (POST 4)

JHipes@alpharetta.ga.us

JASON BINDER
CITY COUNCIL (POST 5)

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DAN MERKEL
CITY COUNCIL (POST 6)

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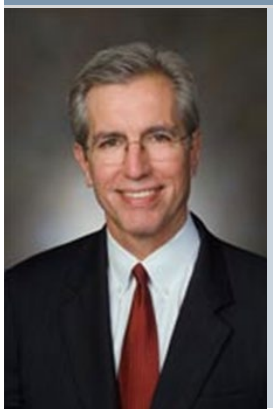
EXECUTIVE MANAGEMENT TEAM

Executive Management Team



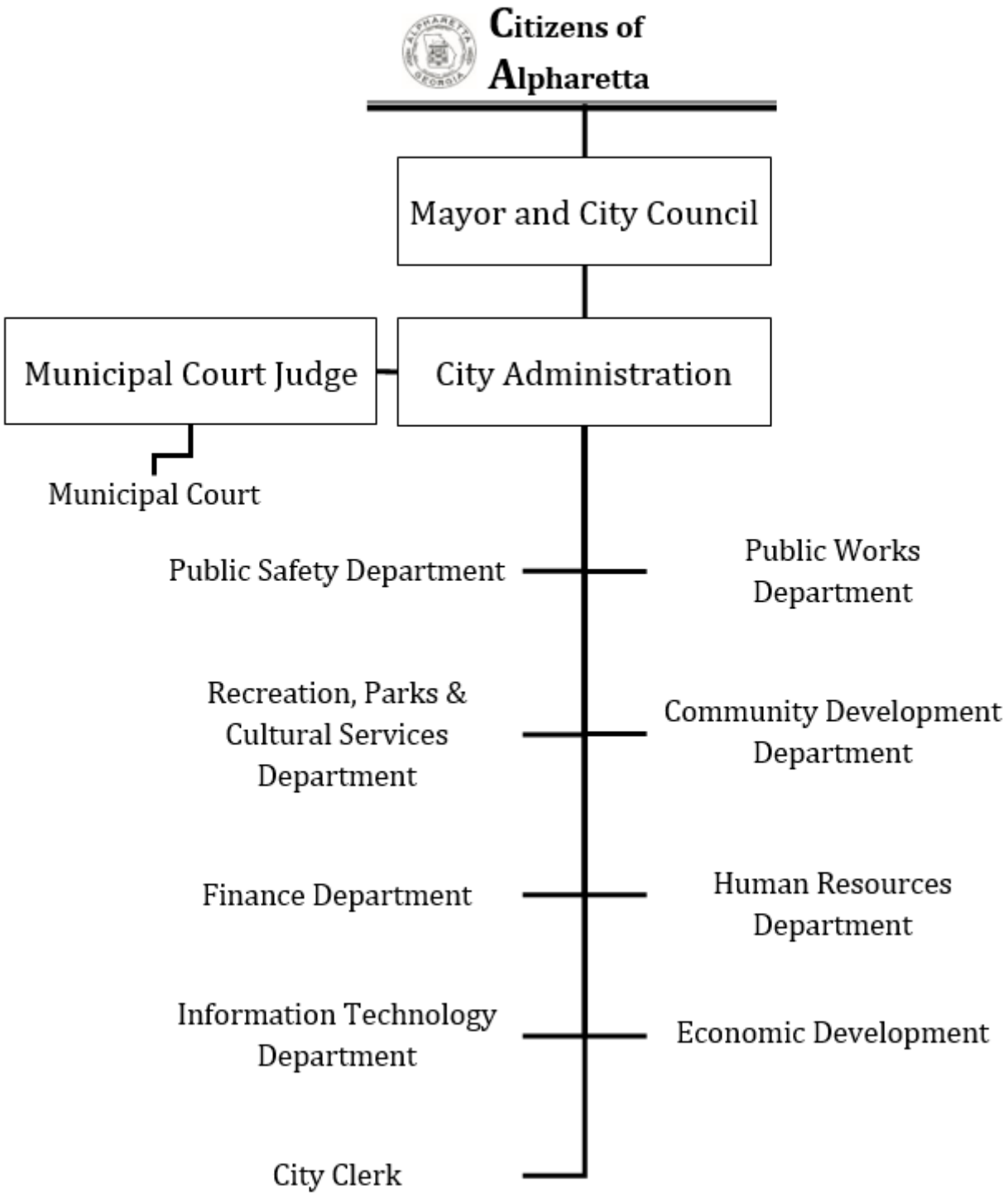
BOB REGUS
CITY ADMINISTRATOR

BRegus@alpharetta.ga.us

EXECUTIVE STAFF		
James Drinkard	JDrinkard@alpharetta.ga.us	Assistant City Administrator
Barry Zimmerman	BLz@zimmermanattys.com	Chief Judge
John Robison	JRobison@alpharetta.ga.us	Director of Public Safety
Pete Sewczwicz	PSewczwicz@alpharetta.ga.us	Director of Public Works
Morgan Rodgers	MRodgers@alpharetta.ga.us	Director of Recreation, Parks & Cultural Services
Kathi Cook	KCook@alpharetta.ga.us	Director of Community Development
Thomas G. Harris	THarris@alpharetta.ga.us	Director of Finance
Cris Randall	CRandall@alpharetta.ga.us	Director of Human Resources
Randy Bundy	RBundy@alpharetta.ga.us	Director of Information Technology
Erin Cobb	ECobb@alpharetta.ga.us	City Clerk

ORGANIZATIONAL STRUCTURE

Organizational Structure



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

June 7, 2021

To the City Council and Citizens of Alpharetta:

We are pleased to present our Annual Operating and Capital Budget (line-item budget detail) for Fiscal Year 2022 (the "Budget") of the City of Alpharetta, Georgia. Our recommendations are based on direction provided at our City Council Retreats as well as a thorough review of our current financial status, revenue trends, economic data, and our standard of providing top level service while maintaining our focus on keeping Alpharetta an affordable option for our citizens and stakeholders.

The City of Alpharetta, like many cities in our region and throughout the world, is currently facing fiscal challenges as a result of the COVID-19 pandemic. Current challenges include economic losses within the hospitality, restaurant, and arts/entertainment/recreation market segments, reduced consumer spending, etc. That said, economic trends are improving and, while not close to pre-pandemic levels, are trending towards growth. The one exception is forecasted to be the commercial segment of our property tax digest valuations which, with the 2021 taxroll year (FY 2022), will include revaluations associated with the reduced business income generation resulting from the COVID-19 pandemic.

In light of the current economic challenges and its impact on city resources, staff has compiled a budget in line with our guiding principles that accomplishes the following:

- Tax-burden reductions for our homeowners in excess of $5 million annually (see section entitled *Taxpayer Savings* for more information).
- Continuation of the same high service levels our citizenry, business owners, and stakeholders expect from our city.
- Maintenance of the city's millage rate at 5.750 mills (flat with FY 2021).
- Alignment of departmental operating budgets to the city's short-term revenue outlook.

MAYOR
JIM GILVIN

MAYOR PRO TEM
DONALD MITCHELL

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

CITY ADMINISTRATOR
ROBERT J. REGUS

INTRODUCTION AND OVERVIEW

- Capital investment focused on maintaining and improving city infrastructure and assets ($47 million when including potential grant sources) while reserving sufficient funds to provide flexibility for future prioritized capital investment ($1.4 million).

Budget Process and Overview

In response to the economic challenges, our businesses and citizens have tightened their budgets and are doing more with less. And so too shall the City of Alpharetta.

The city has been proactive in realigning its spending to match the current economic reality. Spending during FY 2021 has been limited to essential items only and vacancies are filled on a priority basis with an emphasis on public safety operations. Proactive fiscal management has positioned us to more effectively approach the challenges in the FY 2022 Budget resulting from COVID-19.

The Fiscal Year 2022 Budget process began with an update of the city's financial condition, which was presented to the Mayor and City Council during the September 2020 and January 2021 City Council retreats. During this update, a financial plan was established which prioritized the use of available fund balance to most effectively position the city for financial success in the future. This information was also shared with the city's department directors during budget kick-off meetings.

City departments responded to the direction provided by the Finance Department and submitted their 2022 budget requests to be in-line with current revenue estimates.

The FY 2022 Budget is balanced for all funds and totals $149 million with the breakdown by fund type as follows:

FUNDS BY TYPE	$	
General Fund	$ 74,499,064	
Special Revenue Funds	11,986,295	(1)
Debt Service Fund	4,958,881	
Capital Project Funds	41,231,310	(1)
Solid Waste Fund	5,595,116	
Risk Management Fund	1,610,172	
Medical Insurance Fund	8,740,000	
OPEB Funds	632,427	
Total	$149,253,265	

(1) Amounts contained herein represent new appropriations for FY 2022. Unexpended FY 2021 appropriations for City Council approved projects are re-appropriated annually pursuant to city policy.

INTRODUCTION AND OVERVIEW

Several of the major points of the FY 2022 Budget are as follows:

- Management of personnel and compensation program to align with current market environment:
  - Staffing level at 457.5 full-time equivalents "FTE" with the funding breakdown as follows:
    - 447 full-time equivalents (funded) – includes 6 positions funded as part of the 2022 operating initiatives (Quint apparatus staffing);
    - 10.5 full-time equivalents (unfunded; budgetary savings of $900,000); positions to remain vacant pending an identified funding source and workload justification.
  - Continuation of the annual performance-based merit program (3% on average) effective July 1, 2021 in an estimated cost of $1 million.
- Reduction (-1% or -$210,652) in departmental maintenance and operations budgets (General Fund) including controls on non-essential spending.
  - Net reduction is approximately -5% after adjusting for operating initiatives for 2022 [1], new initiatives (e.g. elections, municipal court office space lease, Innovation Academy field maintenance IGA, etc.), and growth drivers including risk insurance premiums (8% growth or +$59,500 based on premium trends), maintenance of new parks (+$42,000 for AlphaLoop, Thompson Street Park, Maddox Park, and Encore Park), and expanded Public Safety Taser program (42% growth or +$30,000).
- The departmental operating capital/lease budget primarily represents funding for the city's capital lease obligations (fire trucks, police tasers, etc.) coupled with minor maintenance capital needs. The FY 2022 budget experienced growth due primarily to approval of the Quint lease as part of the 2021 Mid-Year budget (replaced 1 Pumper with a dual-purpose Quint including ladder and water pumping capabilities).
- Funding from the General Fund which is available for immediate capital investment in 2022 includes the following:
  - $5,836,799 Fund Balance for one-time capital;
  - $1,650,000 Recurring Capital Contribution from the General Fund

    $7,486,799

Please refer to the Fund and Departmental Summary sections of this document for (1) multi-year revenue/expense statements on both a citywide and individual fund basis (e.g. Special Revenue Funds, Enterprise Fund, etc.) as well as (2) a personnel listing by department.

[1] Please refer to the *Operating Initiatives Request* section of this document for detail of the requests.

INTRODUCTION AND OVERVIEW

Budget and Millage Rate Hearings

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

DATE	ACTION
April 26, 2021	Distribute 2022 Mayor's Recommended Budget
May 3, 2021	Council Meeting
May 17, 2021	Council Meeting
May 24, 2021	Council Meeting
June 7, 2021	Public Hearing and Council Meeting (Budget)
	1st reading of Budget Ordinance
	1st reading of Millage Rate Ordinance
June 21, 2021	Public Hearing and Council Meeting (Budget)
	2nd reading of Budget Ordinance
	2nd reading of Millage Rate Ordinance

Budget Issues and Priorities

The FY 2022 Budget formalizes numerous key financial factors which have been themes for several years within the government.

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

Bond Ratings

The city's AAA bond rating was reaffirmed by Moody's and Standard & Poor's ("S&P") during April 2020 in conjunction with the sale of $18 million (par) of City of Alpharetta General Obligation Bonds Refunding Bonds, Series 2020, for refunding of the outstanding Series 2012 General Obligation Bonds (saving over $300,000 annually).

The AAA rating represents the highest rating available to municipalities and translates to significant savings to our citizens and stakeholders through reduced borrowing costs. This rating demonstrates the strongest creditworthiness relative to other US municipal or tax-exempt issuers and reflects the city's current sound financial position as well as strong financial management practices guiding our ongoing decision making. These practices are supported by formal policies to guide budget and procurement practices, capital investment,

INTRODUCTION AND OVERVIEW

and debt management. Other positive factors include a relatively strong economic base and debt/pension burdens. The FY 2022 Budget is mindful of these factors and the importance of maintaining the highest rating, not only for our citizens but also our bondholders.

Cost of Government

The city has historically acknowledged the need to provide a taxation rate commensurate with the government's level of service. The FY 2022 Budget is based on maintenance of the city's millage rate at 5.750 mills.

Fiscal Year	Operating Millage Levy	Debt Service Millage Levy	Total Millage Levy	% Increase (Decrease)
2022	4.935	0.815	5.750	0.0%
2021	4.935	0.815	5.750	0.0%
2020	4.820	0.930	5.750	0.0%
2019	4.770	0.980	5.750	0.0%
2018	4.720	1.030	5.750	0.0%
2017	4.620	1.130	5.750	0.0%
2016	5.000	0.750	5.750	0.0%
2015	4.950	0.800	5.750	0.0%
2014	4.870	0.880	5.750	0.0%
2013	4.820	0.930	5.750	0.0%

The portion of the millage rate funding debt service (Debt Service Fund) is proposed to remain flat with FY 2021 at 0.815 mills.

The portion of the millage rate funding operations and recurring capital investment (General Fund) is proposed to remain flat with FY 2021 at 4.935 mills.

Taxpayer Savings

The FY 2022 millage rate, coupled with the city's substantial Homestead Exemptions, goes great lengths in keeping Alpharetta an affordable place to live and strategically positions us relative to neighboring areas.

The city's multiple homestead exemptions are estimated to save our homeowners over $5 million annually and include:

- Floating Homestead exemption that caps the taxable value growth of homesteaded properties to the lesser of 3% or CPI;
- Basic Homestead exemption of $45,000 off the assessed value of homesteaded properties which is among the highest in the State;
- Senior Basic Homestead exemption of $25,000 off the assessed value of homesteaded properties for residents age 65 and older;
- Senior full-value exemption available to residents age 70 and older who meet certain income requirements.

Debt Service Payments

The city's primary method of funding large scale capital projects is through the issuance of bonds (e.g. general obligation bonds, Development Authority bonds, etc.). General obligation bonds have been issued to fund numerous large-scale projects including public safety

INTRODUCTION AND OVERVIEW

facilities, parks and recreation facilities, and transportation improvements that continue to define Alpharetta as a desirable community to work and live.

The Alpharetta Development Authority, a component unit of the city that is focused on economic development within our borders, issued bonds in 2016 to fund construction of our state-of-the-art Conference Center. These bonds are funded by a portion of the Hotel/Motel Tax.

Principal and interest payments for fiscal year 2022 are budgeted at $6.6 million with the following forecast: 2023 - 2041[2]: $7 million (annual average). These figures include city and Development Authority obligations and span multiple Funds.

Expansion of Departmental Service Levels (Operating Initiatives)

Recommended operating initiative funding totals $904,083 and is allocated as follows:

	General Fund	911 Fund	Total
Funds Available for Operating Initiatives:	**$ 654,083**	**$ 250,000**	**$ 904,083**
Recommended Initiatives:			
City Admin National Recruitment Services	$ 25,000	$ -	$ 25,000
HRIS Software Enhancement (Emp. Performance)	24,000	-	24,000
Quint Apparatus Staffing (Fire; 6 FTE)	605,083	-	605,083
Portable Radio Replacements (Qty: 200) - Capital Lease	-	250,000	250,000
	$ 654,083	**$ 250,000**	**$ 904,083**

Operating Initiative funding for FY 2022 has been programmed into the General Fund and 911 Fund budgets. Operating Initiatives not recommended for funding total $317,015. Please refer to the *Operating Initiatives Request* section of this document for detail of the requests.

Proper Use of Fund Balance

General Fund - Based on audited financial statements for the year ended June 30, 2020, the city's fund balance totaled $26.6 million. Of this amount, approximately $5.3 million was appropriated in the FY 2021 Budget for capital/one-time initiatives/reserve and $15.5 million has been designated as an emergency account based on a conservative policy of 23% of total appropriations (i.e. roughly 2½ months of operating expenditures). It has been the city's policy to utilize the remaining fund balance above the emergency requirement for one-time expenditures (generally capital investment). Available capital/one-time initiative funding for FY 2022 totals $5.8 million.

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

INTRODUCTION AND OVERVIEW

Funding Recurring Capital/Operational Reserves from Operating Budget

The 2020 budget included $4.8 million in appropriations within the General Fund budget to fund recurring capital initiatives (e.g. milling and resurfacing of city streets, traffic equipment replacement, fleet replacement, stormwater repair and maintenance, etc.). By programming the recurring capital program into the operating budget, the city is announcing to its citizens and stakeholders that capital investment in our roads and infrastructure is a priority that should be funded with certainty as opposed to relying on fund balance which may or may not be accumulated.

However, due to the sudden impact of COVID-19 on forecasted revenues, operational funding from the General Fund for recurring capital was reduced to $189,000 in FY 2021. The city is slowly growing the recurring capital funding in accordance with revenue growth and operational needs. The FY 2022 Budget proposes a recurring capital funding level of $1.7 million.

Funding from the General Fund available for immediate capital investment in 2022 includes the following:

- $5,836,799 Fund Balance for one-time capital;
- $1,650,000 Recurring Capital Contribution from the General Fund

$7,486,799

INTRODUCTION AND OVERVIEW

Maintaining an Effective Capital Improvement Program (Capital Initiatives)

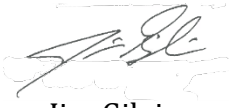
The FY 2022 Capital Plan includes funding of $48 million for capital initiatives (including potential grant funding). Recommended capital investment totals $47 million and is focused on maintaining and improving city infrastructure and assets. An additional $1.4 million is being reserved to provide flexibility for future prioritized capital investment.

	Capital Project Fund	Stormwater Capital Fund	T-SPLOST Fund	American Rescue Act Fund	Impact Fee Fund	E911 Fund	Subtotal	Other Sources	Total
Sources:									
Available Fund Balance	$ 2,000,000	$ -	$ 17,160,000	$ -	$ 1,443,100	$ 50,000	$ 20,653,100	$ -	$ 20,653,100
General Fund									
Recurring Capital Program	1,650,000	-	-	-	-	-	1,650,000	-	1,650,000
Available Fund Balance	4,316,799	1,520,000	-	-	-	-	5,836,799	-	5,836,799
Other (Taxes, Investment Earnings, etc.)	100,000	-	7,840,000	6,644,511	-	-	14,584,511	-	14,584,511
Grants (LMIG)	-	-	-	-	-	-	-	5,600,000	5,600,000
	$ 8,066,799	**$ 1,520,000**	**$ 25,000,000**	**$ 6,644,511**	**$ 1,443,100**	**$ 50,000**	**$ 42,724,410**	**$ 5,600,000**	**$ 48,324,410**
Uses:									
Capital									
Information Technology	$ 950,000	$ -	$ -		$ -		$ 950,000	$ -	$ 950,000
Public Safety	767,400	-	-		124,600	50,000	942,000	-	942,000
Public Works	3,344,000	1,520,000	25,000,000	4,644,511	-	-	34,508,511	600,000	35,108,511
Recreation, Parks & Cultural Services	1,584,500	-	-	2,000,000	-		3,584,500	-	3,584,500
Community Development	60,000	-	-		1,318,500		1,378,500	5,000,000	6,378,500
	$ 6,705,900	**$ 1,520,000**	**$ 25,000,000**	**$ 6,644,511**	**$ 1,443,100**	**$ 50,000**	**$ 41,363,511**	**$ 5,600,000**	**$ 46,963,511**
Non-Allocated:									
Future Capital/One-Time Initiatives	$ 1,360,899	$ -	$ -	$ -	$ -		$ 1,360,899	$ -	$ 1,360,899
	$ 1,360,899	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,360,899**	**$ -**	**$ 1,360,899**

Please refer to the *Capital Initiatives Request* section of this document for detail of the requests.

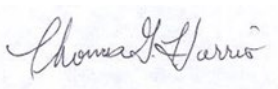
This budget is committed to continuing our focus on providing effective and efficient services to our citizens and stakeholders.

Respectfully Submitted,



Jim Gilvin
Mayor

Robert J. Regus
City Administrator



Thomas G. Harris
Finance Director

OPERATING INITIATIVE REQUESTS

Operating Initiative Requests

Executive Summary

	General Fund	911 Fund	Total
Funds Available for Operating Initiatives:	**$ 654,083**	**$ 250,000**	**$ 904,083**
Recommended Initiatives:			
City Admin National Recruitment Services	$ 25,000	$ -	$ 25,000
HRIS Software Enhancement (Emp. Performance)	24,000	-	24,000
Quint Apparatus Staffing (Fire; 6 FTE)	605,083	-	605,083
Portable Radio Replacements (Qty: 200) - Capital Lease	-	250,000	250,000
	$ 654,083	**$ 250,000**	**$ 904,083**

Operating Initiative funding for FY 2022 has been programmed into the respective departments within the General Fund and 911 Fund budgets.

Operating Initiatives not recommended for funding total $317,015.

Detail (Recommended Operating Initiatives)

General Fund

City Administration

City Administrator National Recruitment Services **$25,000**

This request is for professional services associated with conducting a national search for Alpharetta's next City Administrator. It is inclusive of services of a professional executive search firm, appropriate advertising, and other typical expenses associated with an executive search.

Human Resources

HRIS Software Enhancements **$24,000**

This request is for NEOGOV Human Resources Information System (HRIS) PERFORM module to automate the performance management review process. Increases transparency and engagement between employees and supervisors and identifies growth opportunities for professional development. Easily track workflows and reports on employee performance trends at the organizational, departmental, team, and individual level. Increase operation efficiency and effectiveness by eliminating laborious and cumbersome paper processes.

OPERATING INITIATIVE REQUESTS

Public Safety

Quint Apparatus Staffing (6 FTE) $605,083

In November 2020, the City Council approved funding a replacement Fire Pumper with a Quint Apparatus that provides water-pumping and aerial ladder functionality. This additional functionality will insulate the City from any service fluctuations associated with the City of Milton's eventual relocation of their ladder engine from FS 81.

However, the Quint does require additional staffing over the existing Fire Engine. Specifically, 6 personnel (2 per shift) will be programmed into the FY 2022 budget (3 Lieutenants and 3 Fire Apparatus Engineers; est. cost of $605K annually). The FY 2022 budget also includes a proposal requesting the purchase of an F-250 (est. one-time cost including equipment of $200K) to serve as a Rescue-Rapid Response unit to augment service capabilities and reduce the response of the Quint to lower priority incidents. The requested personnel will be utilized as staffing for the Rescue-Rapid Response unit while the Quint is not in the field. The lower planned utilization of the Quint also enabled the city to extend its useful life from the normal 10-years (typical Fire Engine Pumper) to 13-years which was represented in the financing terms.

911 Fund

Public Safety

Portable Radio Replacement (Qty: 200) – Capital Lease $250,000

The Public Safety Department places a high priority on integrating technology into its operations. A vital component of this strategy is ensuring department operations benefit from advances in technology as they become widely adopted and standardized. Two vital components of technology relied upon by the Department include mobile radios (installed in vehicles) and portable radios (carried by staff). Mobile radios were replaced in 2017 and are functioning well and meet technological needs. Portable radios, however, were replaced in 2015/2016 and have been eclipsed by advancements in technology and have reached end-of-life (as determined by the manufacturer, Motorola). New portable radio models ensure advanced technology for the end-user advancing security, location, encryption, and functionality with public safety partners in the adjoining area. Enhanced battery technology decrease weight and minimizes fatigue. Furthermore, new portable radio models utilize in the field programming, firmware updates, and cellular LTE backup in the event of radio system failure or out of territory utilization. Current estimates include replacing 200 portable radios in an amount approximating $2.2 million (including 7 years of service/maintenance costs).

Technology replacements are being programmed into the operating budget when it makes financial sense to do so (e.g. asset has a relative long-life of 7-years or greater coupled with a high-acquisition cost) through a capital lease arrangement. Mobile radios were replaced under a capital lease arrangement in 2017 with the associated lease payments funded within the 911 Fund operating budget. This request is to fund acquisition of replacement portable radios through a capital lease (7-year term) with the 911 Fund covering the annual payment. Payments will escalate over the life of the lease as software maintenance costs are $0 in year 1 and begin in year 2 with escalation factors

OPERATING INITIATIVE REQUESTS

every two years thereafter (payments estimated between $250K and $360K annually over the life of the lease). The portable radios are being acquired early in their lifecycle and are expected to last in excess of 7-years before any functional obsolescence occurs.

Detail (Unfunded Operating Initiatives)

General Fund

Community Development

Planner (intermediate level; 1.0 FTE) $103,000

This request is for an additional Planner (Intermediate) position to planner to fill-in, oversee trail planning, smart infrastructure, zoning research etc. Requested funding includes estimated salary and benefit expenses.

Public Safety

Public Safety Parking Attendant (1.0 FTE – upgrade from PT to FT) $28,015

This request is for the Parking Attendant position to be changed from a PT position to a FT position. This position reports to the Public Safety Traffic Division to walk the downtown parking areas for parking violations and issue parking citations. The salary and benefits cost for this position would increase from $19,190 to an estimated at $47,205, representing a net increase of $28,015.

Explorer Program $11,000

This request is to cover registration, travel and per diem costs for advisors and explorers to attend five (5) competitions and training conferences per year. Professional services include the registration fees for youth and adults, as well as re-charter fees paid to Learning for Life to cover insurance for the program. Registration and re-charter fees are $3,000 and lodging and per diem costs are $4,500. In addition, the Explorer program has operated out of the main PD Uniform and Equipment budget. We are seeking a line item of $3,500 annually to equip our Explorers with uniforms and equipment when necessary. We have been covering this expense in previous budgets in the past; however, with other expenses increasing, we need dedicated money to continue the Explorer program. Operational costs total $11,000 annually (uniforms, equipment, travel, etc.).

SWAT Training and Conferences $45,000

- **SWAT Tactical Medic Training:** This request is for two (2) SWAT Medics to attend a Tactical Medic Class. Though our Medics are highly trained, they need more advanced training in trauma care specific to the type of specialized care needed to treat wounds and injuries that happen in SWAT operations and training. They will receive advanced training taught by medics that have been in combat, enabling them to save more lives in the most serious of situations. $7,600
- **SWAT Sniper Training:** This request is for the SWAT Long Rifleman to attend an Advanced Marksmanship Class. This training will enhance their skill in making precision rifle shots in different environments, in various conditions, and from

OPERATING INITIATIVE REQUESTS

different positions. When these operators take a shot, they are shooting at an area of about 1.5 inches, so their skill must be at the highest level. These types of classes are crucial for the safety of officers and citizens. $5,500

- **SWAT Team Leader Training:** This request is for two (2) Team Leaders to attend a SWAT Team Leader Class. This training teaches many aspects of being a team leader, including but not limited to decision making, planning, risk assessment, risk mitigation and legal liability. This training is crucial in a Team Leader in running successful SWAT Operations, resulting the safest resolution of incidents as possible. $6,250
- **SWAT Negotiator Outside Instruction:** This request is to bring in an outside Crisis Negotiator Instructor. Crisis Negotiators are highly trained and need on-going training to maintain their proficiency level. This training is not offered locally, so the best way to get the training is to bring in an outside instructor to provide the training. It may be possible to recover some of the cost by charging other agencies to take the training. $6,000
- **SWAT GTOA Conference:** This request is for four (4) SWAT Operators to attend the Georgia Tactical Officers Association (GTOA) Conference. This conference allows operators to attend advanced training that is taught by instructors that are from outside of our normal area of operations. They will be exposed to new and different tactics and techniques that will improve the way we conduct operations. This outside training is mandated by national standards. This conference is a portion of our 40-hour annual in-service training requirement, which is also a national mandate. $10,650
- **SWAT Negotiator Conference:** This request is for four (4) Crisis Negotiators to attend the Negotiator Conference. Though our negotiators are highly trained, they need more advanced training in negotiations with different people in various situations. This will also allow negotiators to gain other skills needed for successful negotiations. $9,000

SWAT Night Vision Lease **$3,600**

This request is for the SWAT Team to lease night vision goggles and a thermal viewer for night-time operations. These devices are crucial for the SWAT Team to perform their duties. The cost to buy one set of goggles is $14,000 per unit while we can lease them for 300 per set. We have eleven (11) sets of goggles and one (1) thermal viewer.

Training Space **$116,400**

This request is for the rental of an approximately 10,000 square feet office/warehouse space for training purposes for one (1) year. Due to the climate of the country today the Public Safety Department has adjusted some areas of training and added additional training to ensure that the City of Alpharetta remains ready to handle any situation that it encounters. Use of Force and De-escalation as well as Defensive Tactics have become much of our focus. We have always done a very good job training on these topics, but we

OPERATING INITIATIVE REQUESTS

want to do more. When it comes to De-Escalation and Use-of-Force Training, doing realistic scenarios are the best way to reinforce classroom and online training.

To accomplish this goal, the Public Safety Department needs a facility where it can set up scenarios. This includes simulated houses, businesses, schools etc. The common term for this is "Shoot House." There are various ways, including physically building walls, walls on wheels, and various temporary structure, to make a "Shoot House" work. All of these options require a permanent dedicated space. Currently we do not have enough space to utilize any form of "Shoot House."

In order to train Defensive Tactics, we also need a dedicated permanent space. We need to have the ability to have mats and other equipment set up at all times. If we do not have a dedicated permanent training space, time is wasted rolling and unrolling mats. Constant rolling and unrolling will also reduce the life of the mats due to constantly taping and un-taping.

Changing the way training is done has caused us to add training staff, so we do not have enough office and storage space. This is an on-going issue.

We have located a couple of office/warehouse locations that would be ideal for our needs. Depending on the length of the lease, we would get an allowance from the owner for build out costs. The cost of leasing the space is approximately $9,700 per month, including rent and utilities.

Defensive Tactics Mats **$10,000**

Contingent on the approval of the training space, the department is also requesting funds for defensive tactics mat.

CAPITAL INITIATIVE REQUESTS

Capital Initiative Requests

Summary

Capital Funding Sources:

General Fund	
Recurring Capital Program:	$ 1,650,000
Available Fund Balance:	5,836,799
E911 Fund	
Available Fund Balance:	50,000
Capital Project Fund	
Available Fund Balance:	2,000,000
Other (interest earnings):	100,000
T-SPLOST Capital Fund	
Available Fund Balance:	17,160,000
Other (taxes, interest earnings):	7,840,000
Impact Fee Fund	
Available Fund Balance:	1,443,100
Grant[3]:	5,600,000
American Rescue Plan Act (both tranches):	6,644,511
Total Sources:	**$48,324,410**

Recommended Capital Initiatives*:

Recurring Capital Initiatives:	$ 6,587,000
Stormwater/Drainage Initiatives:	1,420,000
General Capital Initiatives:	7,312,000
TSPLOST Initiatives:	25,000,000
American Rescue Act Initiatives:	6,644,511
Total Uses:	**$46,963,511**

Non-Allocated (Future Capital/One-Time Investment)

Capital Project Fund:	$ 1,360,899

** Capital initiatives not recommended for funding total $5,397,150.*

[3] Includes potential LMIG grant funding for milling and resurfacing initiatives ($600,000) and Transportation Improvement Program grant funding ($5,000,000) for North Point Parkway improvements and would be appropriated upon execution of binding agreements and/or receipt of the funds.

CAPITAL INITIATIVE REQUESTS

Detail (Recommended Capital Investment)

American Rescue Act (and other sources where noted)

Public Works

Recurring Milling and Resurfacing $3,000,000 (multiple sources)

Priority 1: This request is for the on-going maintenance of milling and resurfacing and preservation of city streets. Resurfacing of city streets increases the life expectancy of the roads. Without resurfacing, roadways will deteriorate and be more costly to repair. It is anticipated that this project will be augmented through an LMIG grant (additional $600,000 that will be appropriated upon grant submission/approval) and American Rescue Act funding.

In FY 2019, the City contracted with Dynatest to complete a full evaluation of the city roadways. Each road receives a Pavement Condition Index score between 0 and 100. This standardized rating system is also used by the Georgia Department of Transportation. Lower scores indicate need for maintenance or reconstruction.

In FY 2022, the City will allocate funding in accordance with the Pavement Condition Index findings and identify preservation techniques that will best extend the life of our roads. This includes a combination of surface coating techniques, milling and resurfacing, soil cement, etc.

Funding to be provided through the following sources: Recurring Capital ($1,150,000); Fund Balance ($74,000); LMIG Grant ($600,000); and American Rescue Act ($1,176,000). Grant funding will be appropriated upon execution of binding agreements and/or receipt of the funds.

Recurring Stormwater Pipes/Structure Repair $2,894,511 (multiple sources)

Priority 1: This request is for stormwater pipe and structure maintenance, repair, and replacement. This category includes unclogging pipes and structures filled with sediment and debris, repairing pipes by relining, contractual repairs to stormwater structures, and pipe replacement projects. The contractual pipe unclogging and structure repair will be throughout the city based on inspection results.

Funding to be provided through the following sources: Fund Balance ($750,000); and American Rescue Act ($2,144,511).

Recurring Sidewalk Maintenance and Repair $1,324,000

Priority 1: This request is for the continual maintenance and repair of the city's sidewalk inventory. Over the last 10 years, the city has expended in excess of $5 million on sidewalk projects. During that same period, the city's sidewalk inventory has also been increased through larger roadway and streetscape projects, through private development, and through annexation. This request will fund the replacement/repair of approximately 26,500 linear feet of sidewalk.

CAPITAL INITIATIVE REQUESTS

In FY 2019 the City contracted with Dynatest to complete a sidewalk inventory and evaluate sidewalk conditions. This list standardizes the evaluation process, provides a clear prioritized list of sidewalks needing repair, and ties sidewalk data into the city's GIS and asset management software. Types of repairs (cracking, trip hazard vertical displacements, and spalling) along with location (near schools and parks, along arterial roadways, in the downtown district, etc.) will help determine the repair priority. Due to the large number and complexity, the City contracts out some of these repairs. This budget item covers the cost of sidewalk repairs completed by outside contractors. This work will occur in various locations throughout the city pursuant to the Dynatest findings.

Recreation, Parks & Cultural Services

Replace Boardwalk between old Wild Wings and Greenway $2,000,000

Priority 1: The current boardwalk in this location is in need of replacement. The poor design has accelerated the decline of the boardwalk. Whole sections of the boardwalk are failing, and some sections have been replaced and/or repaired numerous times. This project would replace in excess of 1,115 linear feet of boardwalk that connects the commercial areas with the City of Alpharetta's Greenway.

Recurring Capital Initiatives

Public Works

Recurring Traffic Signal System Maintenance $100,000

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

Recurring Traffic Control Equipment $100,000

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

Recurring Traffic Responsive System Maintenance $150,000

Priority 1: Since 2018, the Georgia Department of Transportation has upgraded over 100 signals throughout the City with new software (MaxTime) and has worked with the City staff to develop new Traffic Responsive timing plans along major corridors. All at no cost to the City. This request provides funds to maintain the upgraded traffic signal software and equipment provided and installed by GDOT. Additionally, the funds will be utilized to

CAPITAL INITIATIVE REQUESTS

work with consultants to analyze data collected through these upgrades to continue modifying timing plans and expand the system throughout the City with new signal timings. The funds will also be utilized for maintenance, replacements, upgrades, and necessary installations of network, security, and communication systems to and from signalized intersections/traffic cameras in the server room and out at the field. Furthermore, this request is for maintenance, replacements, upgrades, and installations of emergency vehicles preemption system and connected vehicles technology.

Recurring Traffic Striping and Signage $200,000

Priority 1: This request is for purchase of equipment and material needed for the repair/replacement of traffic striping and signage throughout the City. Repair/replacement of striping consists of refreshing the existing striping due to normal wear and the restriping of roadways after milling and resurfacing. Repair/replacement of traffic signage consists of replacement of existing signage due to normal wear as well as damage. This request also includes equipment/materials needed for fabrication of the city's signage (performed in-house).

Recurring Traffic Calming Improvements $75,000

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

Recurring Bridge Maintenance $150,000

This request is for the continual performance of required repairs and maintenance measures identified by Georgia Department of Transportation (GDOT) inspectors during their biennial inspections of city owned bridges. Tasks include: the removal of corrosion and repainting of bridge supports; remediation of erosion issues; installation/extension of concrete encasements around piles; cleaning and sealing deck joints; and replacement of failed wing walls. Failure to address these items can lead to further deterioration of bridge conditions.

Below is our list of bridge repair locations in order of highest priority to lowest. It is anticipated to complete bridge repairs at the first three locations in FY 2022: 1) Waters Road over Long Indian Creek; 2) Windward Pkwy westbound lanes over Big Creek; 3) Windward Pkwy eastbound lanes over Big Creek; 4) Windward Pkwy eastbound lanes over Camp Creek; 5) Windward Pkwy eastbound lanes over Big Creek Tributary; 6) Mansell Road westbound lanes over Foe Killer Creek; and 7) Windward Pkwy westbound lanes over Camp Creek. Future year funding will cover any needs not completed in the list above as well as findings from future GDOT Inspections.

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Recurring Tree Planting and Landscape Improvements $265,000

Priority 1: This request is for tree pruning, tree removal, tree planting, and landscape improvements within city rights-of-way. The city's aging tree canopy within right-of-way areas requires pruning and removal to address issues such as pedestrian and vehicular safety, conflicts with streetlights, signal head clearance, and intersection sightline clearance. FY 2022 funding will be used at various locations throughout the city including along Kimball Bridge Rd. The Kimball scope includes installation of landscape within the right-of-way area from the east side of the bridge to Sterling Brooke Drive. The proposed landscape is intended to replace the landscape buffer that was installed by Sterling Brooke as part of their development plan and which they were responsible for maintaining. Once installed by the City, the replacement landscape within the right-of-way at this location will also be maintained by Sterling Brooke in perpetuity.

Recurring F-250 Truck Replacement $65,000

Priority 2: This request is for the replacement of a F-250 truck within the Public Works fleet. The F-250 replacement is based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 130,000 miles. FY 2022 replacements include Unit #689 (2011 model year F-250 4x2 Crew Cab) with 103,000 miles. This unit is utilized by our construction crew and is constantly idling for long periods of time, which is taxing on the vehicle. The transmission is beginning to show signs of slipping. The utility boxes on the sides are failing. Due to the age and wear and tear on the vehicle, this vehicle is scheduled for replacement.

Recurring Chipper Truck Replacement $140,000

Priority 2: This request is for the replacement of 1994 Ford F-800 Chipper Truck (Unit # 74) within the Public Works fleet. This vehicle enables staff to haul wood chips and is essential to enable staff to clear trees and brush from City right of way while recycling the debris to usable mulch. The chipper truck replacement is based on age, wear and tear, and maintenance/repair costs. This truck has extensive rust and corrosion on the frame, chassis, and suspension. Cracks and dry rot have developed on the air brake lines. The only backup staff has for this vehicle is a chipper-insert that allows current vehicles to assume some of the functionality (smaller-scale).

Recurring Skid Steer Loader Replacement $85,000

Priority 2: This request is for the purchase of a skid steer loader to replace a 2004 New Holland LS190 skid steer loader. This equipment allows staff to perform various digging, hauling, and lifting tasks on jobsites as well as loading/unloading cargo at Public Works headquarters. The current unit is showing its age and have a significant repair backlog including:

- Unit will not maintain proper hydraulic pressure when using hydraulic attachments;
- Both boom pivot pins, mounting pins and attachment arms need to be replaced;
- Both male and female hydraulic connections are worn out and will not safely keep hoses connected when in use;

CAPITAL INITIATIVE REQUESTS

- All tires need to be replaced immediately; and
- Units tilt bucket remote is inoperable and will need to be completely re-wired and the remote replaced.

Streetlight Maintenance (recurring) $80,000

Priority 1: This request is for City streets that currently do not have enough lighting or no lighting at all throughout the street and maintenance to existing City owned streetlights. The City owns and maintains approximately 600+ lights. This work will include installation and maintenance of new and existing lighting either on existing power poles or the installation of new poles along with lighting. This will increase the safety of citizens who use our streets and sidewalks daily. Periodic inspections and troubleshooting will ensure longevity and minimum replacement of lighting components.

Traffic Control Center/Server Room Maintenance (recurring) $60,000

Priority 1: This project is to make necessary improvements and keep the City traffic control center and server room equipment up to industry standards, concerning network communication and security features. Some of the major tasks include: 1) Asset management and upgrade assessment of ITS equipment; 2) Server room reorganization and reconfiguration; 3) Commissioning and configuring new and existing switches, routers, firewalls, and servers; 4) Implementing and configuring network management tools and software packages.

City Trash Receptacle Service (recurring) $50,000

Priority 1: This initiative proposes that 80 trash receptacles owned by the City and located within City right-of-way be serviced two days per week by a private vendor.

The work area will be split into two areas as follows: Area 1) all receptacles located within the Downtown Overlay District; and Area 2) all receptacles located outside of the Downtown Overlay District.

Justification: Public use of City owned trash receptacles has increased dramatically over the last few years, particularly in the Downtown Overlay District. The increased public use has resulted in a corresponding increase of Public Works resources committed to servicing the receptacles. The effect of this increased commitment to trash receptacle service is a decline in roadside litter collection, vegetation management, and other general right-of-way maintenance activities by the department.

Recurring PS Facility Roof Repairs/Wall Restorations $250,000

Priority 1: This request is for roof replacement of the metal roof segment at Fire Station 81. This roof was installed in 1996 and totals approximately 5,800 sq.ft. Although the field of the roof is in good shape, the transition at the ridge and eave are showing significant signs of age and are no longer providing adequate watertight protection. This facility is actively experiencing leaks. The metal roof segments at FS 82 and 83 were replaced in fiscal years 2020 and 2021 (proposed) respectively.

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Recurring Facility Renovations (Fire Stations) $60,000
Priority 1: This request is for the renovation of bathrooms, kitchens, flooring, lighting, appliances, ceiling fans, etc. at various Fire Stations within the City. The renovations will be accomplished over multiple years. FY 2022 request includes: LED lighting in multiple fire stations, bathroom remodeling in multiple stations, exterior paint for Station 86, and pressure washing, sealing, and trim painting at various fire stations.

Recurring Rec Facility Bathroom, Painting, Floor Repairs $30,000
Priority 1: This request is for interior and exterior painting, updating sinks, toilets, and hand dryers as well as floor repairs at Webb Bridge Park restroom and concession, improving the functionality and the aesthetics of the facilities.

Recurring Parking Garage Maintenance $25,000
Priority 1: This request is for general maintenance of the two Parking Garages. For FY 2022: City Hall Parking Garage work includes painting stairway handrails, washing windows, pressure washing inside surfaces of garage, inspection of structural components and repair as needed. Typical repairs include, but are not limited to, epoxy injections for structural cracks on columns and wall surfaces, expansion joint repairs to verify proper flex under heavy loads and create a watertight seal, etc.

Recurring HVAC Replacements $60,000
Priority 2: This request is for the replacement of HVAC units for all City maintained facilities. Useful life expectancy for HVAC units is 15 years and a lot of the units serving facilities within the City are approaching or have exceeded the life expectancy. FY 2022 replacements include units at the Fire Stations 81, 84, and 85.

Recurring Generator Replacement (Detention Facility) $100,000
Priority 1: This request is for replacement of generators for city facilities. New generators will be natural gas instead of diesel. FY 2022 replacement is for Detention Facility. Currently, its unit is over 20 years old.

<u>Information Technology</u>
Recurring Technology Replacement (all city departments) $300,000
Priority 1: This request is to provide for the annual replacement of technology for all city departments. As in prior-years, funding for technology replacement is placed in one capital project account to allow for more efficient management (as opposed to being spread across multiple departments based on an estimate of replacement needs which may or may not equate to the actual need during the fiscal year). The city currently has 555 computers in operation (288 desktops; 267 laptops). The main component of the FY 2022 request includes funding for the replacement of approximately 132 PCs, 75 iPhones, 44 iPads, and wireless access points throughout city facilities (although actual replacement will be driven by equipment condition).

CAPITAL INITIATIVE REQUESTS

The current city standards for technology replacement (based on funding availability)are as follows: servers (5-6 years); SANS – Storage (5-6 years); desktop PCs (4 years); laptop PCs (4 years); iPad tablets (3 years); iPhones (3 years);large scale multi-function printers (MFPs) (5-7 years); small scale MFPs (5 years); small printers (3-5 years); desktop UPS (electrical service backup) (3 years); Network UPS (closets) (4 years); Wireless Access Points [WAPs] (5 years);network routers/switched/firewalls (5 years); telephony gateways (5-6 years). Larger replacement initiatives are not included in this appropriation (e.g. CISCO network devices).

Recurring Network Devices (all city departments) $350,000

Priority 1: This request is for network equipment replacement (typically CISCO, HP, and Palo Alto) for the data center at Public Works (PW), Pubic Safety, City Hall, and other network facilities at various City locations. The equipment to be replaced provides system-wide functionality and includes: the central core switch/router (catalyst 6500/7600 replacement) at PW, core switch/router (catalyst 3750 replacement) at Public Safety, switches for Recreation and Parks, City Hall, etc. (catalyst 3560s), a variety of network controllers, various power supplies, giga-ports for switches, and miscellaneous connective components at all locations. This will provide greater reliability, reduced annual costs, and greater efficiency and capability for the use of system applications for the city.

<u>Public Safety</u>

Recurring Fleet Replacement (Qty: 7) $305,000

Priority 1: This request is for the forecasted annual replacement of Police and Fire SUVs, light trucks and motorcycles. The replacement need is driven by the model year, mileage and mechanical condition of the vehicles. Emergency response vehicles are expected to last in excess of 100,000 to 110,000 miles; administrative vehicles will generally run somewhat longer. This request includes the complete upfitting costs for new vehicles and the stripping costs for expired vehicles in preparation for public auction. Replacement vehicles to be purchased in FY 2022 include: (2) SUVs for Patrol; (1) F150 for CID; (1) SUV for the Admin team; (1) F150 for Training and (2) motorcycles, totaling 7 vehicles.

Recurring Public Safety Equipment (replacement) $211,000

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

FY 2022 request includes: funding for Fire Station replacements for furniture/bedding ($10,000) and fire tools/equipment ($15,000); replacement of (2) turnout gear washing machines for Stations 81 and 83 ($14,000); replacement of exercise equipment ($10,000); (12) AEDs (Patrol $17,000); extrication equipment ($45,000); turnout gear and PPE for firefighters ($60,000); PD tools/equipment ($40,000).

CAPITAL INITIATIVE REQUESTS

Recreation, Parks & Cultural Services

Recurring Park Enhancements **$120,000**

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

Recurring Playground Equipment Improvements **$100,000**

Priority 1: One of our park systems favorite amenities is our playgrounds. This program will allow for the replacement of all our playgrounds in a timely manner. FY 2022 funding is for replacement of the playground at Wills Park # 3. The Kings Ridge Playground was originally built in 2003.

Recurring Park Repairs/Improvements **$125,000**

Priority 1: This funding is for general park repairs and improvements on a smaller scale (non-capital size projects). This account allows us to repair trails throughout the system as they need to be repaired. As an example, FY 2021 funds were used to: (1) remove and replace parking lot curb at Windward Community Park; (2) remove and replace damaged sidewalk at Union Hill Skatepark; (3) design and install a modular block wall at Wills Park Recreation Center; (4) repair concrete walkways and pads at Wills Park; (5) repair and refinish Gym 1 floor at Community Center, etc. This account is crucial to the Department's ability to respond to the needs and repairs as they arise throughout the year. The additional funds requested, beginning in FY 2022, will be used to repair picnic shelters/pavilions, as needed.

Recurring Tennis Courts Resurfacing **$60,000**

Priority 1: This request is for the repair/resurface/recoat of tennis courts with a fabric crack repair system. The FY 2022 request is for the resurfacing of four tennis courts at Webb Bridge Park. These courts were last resurfaced in FY 2014. Department policy is to resurface athletic courts every five years. A five-year cycle for this work is recommended to maintain the courts in the best and safest condition for public use.

Recurring Synthetic Turf Field Replacements **$500,000**

Priority 2: This request is for the replacement of North Park turf field #2. This multi-use field is over 11-years old and accommodates youth football, lacrosse, soccer programs, and public use. Average life of a turf field is 8-10 years. This field has required extensive turf repairs over the past 2-years. The current condition calls for immediate replacement for better playability and safety for users.

CAPITAL INITIATIVE REQUESTS

Recurring Fleet Replacement (Qty: 6) $275,000

Priority 2: This request is for the forecasted annual replacement of Recreation, Parks & Cultural Services vehicles. The replacement criteria is as follows: 1) when the department director determines it is no longer cost effective to retain the vehicle; 2) when either mileage or age reaches or exceeds 10-years of service or 125,000 miles; and 3) motorized equipment damaged in accidents shall be inspected by the Safety/Risk Administrator to determine feasibility of repairs as compared to replacement cost. FY 2022 includes replacement of (3) 2008 Ford F-150s; (2) 2008 Ford F-250s; and (1) 2005 Ford 15 passenger bus, totaling (6) vehicles.

Recurring Park Equipment Replacement $122,000

Priority 2: This request is for the replacement of (1) 1999 Skid Steer Loader, (1) 2007 EZ-Go Golf Cart, (1) 2012 John Deer 6x4 Trail Gator, (1) 2012 John Deer Turf Gator, (1) 2014 Turbine blower, (1) 2006 John Deer Field Rake, and (1) 2007 Mill Creek Turf Tiger Spreader. Replacement requested due to age, hours of use, and estimated repair cost.

Recurring Greenway Improvements/Repairs $250,000

Priority 3: This fund will be used to repair, improve and enhance the entire length of the Alpharetta Greenway. This asset is extremely valuable to the City but is showing its age. Washouts, erosion, heavy use and constant maintenance has taken a toll on the Greenway. Major repairs are needed on the boardwalk portion of the Greenway. Many trees need to be maintained and/or removed to ensure the health of the Greenway and Big Creek.

Stormwater/Drainage Initiatives

Public Works

Recurring Stormwater Drainage Maintenance $200,000

Priority 1: This request is for the continual maintenance and small drainage maintenance work within the city including: (1) small repairs such as grouting, paved inverts, and replacing tops; (2) annual maintenance of the city's stormceptor units, oil/water separators, and city-owned detention ponds (as required by the Georgia Environmental Protection Division); and (3) Water Quality lab testing (as required by the Georgia Environmental Protection Division). The breakdown for this account is approximately $70,000 for pond and best management practices maintenance and $130,000 for testing, sampling, sweeping, crew materials, etc.

Recurring Stormwater Inspections $120,000

Priority 1: The National Pollutant Discharge Elimination System (NPDES) Stormwater Permit requires Alpharetta to complete several inspections to protect our stormwater system. These inspections include site visits to private industrial facilities, private carwash and auto body repair shops, city ponds and stormwater management facilities, private ponds and stormwater management facilities, and city-maintained storm structures and pipes. These inspections help us identify maintenance repair work, help us prioritize our crews and CIP lists, and help us recognize private violations of the stormwater ordinance.

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This project includes hiring a private consultant to complete the inspections so that city staff can focus their efforts toward planning, maintenance, and enforcement activities.

Recurring Stormwater Design/Studies $100,000
Priority 1: This request funds various drainage, flood, and watershed studies that are required by state and federal regulations. Watershed studies identify capital projects to improve water quality in impaired streams. Additional studies include dam breach analysis, bacterial source testing, emergency planning and estimating damage, GIS maintenance, inventory updates, stream delisting, etc. These studies also identify future capital improvement projects or provide specific information that can be used by the city to meet regulatory compliance or further our service to our citizenry.

Meadow Brook Hills Drainage Improvements (design) $250,000
Priority 1: This request is for design of drainage improvements in Meadow Brook Hills. This neighborhood has experienced drainage impacts of redevelopment. The impacts are localized between homes and are having a cumulative effect as you move downstream. The City is working with the on-call consultants to design a solution that will address the drainage issues in this neighborhood.

General Capital Initiatives

Community Development

North Point Parkway Corridor Imp. (TIP Grant) $6,250,000 (Grant; Impact Fee)
Priority 1: This initiative represents Atlanta Regional Commission TIP (Transportation Improvement Program) grant funding ($5,000,000) and associated match funding ($1,250,000) for North Point Parkway improvements which includes 12' sidewalks, landscaping, lighting, placemaking signage, and crosswalks as recommended in the North Point LCI and North Point Placemaking Plan. Grant funding will be appropriated upon execution of binding agreements and/or receipt of the funds. The Public Works Department will handle the construction phase of this project and, as such, this activity will be reported within the budgetary schedules under Public Works Department ownership.

Design Services $60,000
Priority 2: This request is to provide funding for various studies and professional services that arise each year from Council and/or Department initiatives. Such services may include revisions to Comprehensive Plans, Small Area Plans, project designs such as plazas, landscape architecture, hosting a series of public input sessions, conceptual design standards, etc. These types of studies and professional services are essential and will assist in forecasting the current market environment, recommend standards that will assist in policy decisions, improve project completion timelines and functionality to maintain the high level of performance by City Staff that our citizens and business owners are accustomed to.

CAPITAL INITIATIVE REQUESTS

Impact Fee Study Update **$68,500 (Impact Fee)**

Priority 2: This initiative includes the review and update of the city's impact fee ordinance to reflect current capital needs and adjust the resulting fees and categories (e.g. parks, roads, etc.) accordingly. The last update occurred in 2015. Funding is provided through the Impact Fee Fund. This activity will be recorded within a non-capital account (professional services) and, as such, will be reflected within the budgetary schedules as Maintenance & Operations activity.

Public Works

Stormwater Asset Management Assessment **$100,000**

Priority 1: This request is for an Asset Management Assessment of the entire Stormwater System to reasonably determine the condition and annual funding necessary to maintain the integrity of the system. This includes assessing and recommending funding levels for pipes, structures, management facilities such as ponds and swales, and operation needs such as inspections and testing. The study would include historical spend and costs to complete backlog. The study would assist the City in determining the state of the system, current funding adequacy, future funding level recommendations as well as best practice recommendations to our current stormwater code and operations. This phase would serve as the basis of a stormwater utility feasibility report should a dedicated funding source for stormwater maintenance be considered by mayor/council.

Design Services **$75,000**

Priority 1: This request is for various design services associated with minor projects unable to be completed by city staff. Such services include structural designs and/or evaluations, sub-surface geotechnical investigations, miscellaneous right-of-way/easement research. Utilizing experts in various fields enables city staff to make the appropriate decisions related to resolving construction issues. Additionally, the information gathered by the design professionals allows staff to properly design or address issues in the field.

Information Technology

City Council Audio Visual Replacement **$300,000**

Priority 1: This request is for the modernization, replacement, and upgrade of the City of Alpharetta City Council audio visual system located in City Hall. The equipment to be replaced provides support for City Council and other City meetings for conducting in person and remote broadcast of audio and video data. By replacing the equipment, this will provide greater reliability, reduced annual costs, and greater efficiency and capability for the use of the audio/video systems. The existing/remaining components will have reached end-of-life either in age or functionality. Software/equipment maintenance costs are estimated at $30K annually and will impact the operating budget in FY 2023.

CAPITAL INITIATIVE REQUESTS

Public Safety

E-911 Facility Renovations **$50,000 (E911 Fund)**

Priority 2: This request is for renovations to the E-911 facilities, including restrooms, breakroom, and training area. The current facilities are original to the structure and in need of repair. Renovations will include removal and replacement of sinks, toilets, partitions, cabinets, and appliances, improving the aesthetics and functionality of the facility. Funding is provided through the E911 Fund.

Lucas Chest Compression System Devices **$176,000**

Priority 1: This request is for acquisition of (8) Lucas-3 chest compression system devices. Lucas devices provide uninterrupted, consistent chest compressions during resuscitation events. This helps create life-sustaining perfusion of the heart and brain and ultimately increases the survivability rates in a cardiac arrest. With the LUCAS device, fatigue, individual variations or psychological factors are removed from CPR and there is no longer a need for switching providers every two minutes. LUCAS devices also help provide high-quality, uninterrupted chest compressions during patient movement and transportation. Placing one of these devices on each of our apparatus, including Air & Light Truck, would provide our personnel with a vital tool in the treatment of cardiac arrests.

Fire Rescue-Rapid Response Truck **$200,000 (Impact Fee; FB)**

Priority 1: This request is for the acquisition of one F-250 Rescue-Rapid Response truck for Fire Station 81. To maximize staffing service capabilities, the Department proposes to purchase this vehicle to augment service capabilities and reduce the response of larger vehicles to lower priority incidents, thereby, extending the life of the larger vehicles. This vehicle will be versatile, smaller, and more mobile to reach automobile cars in parking decks and serve the greenway. The system can also be used to complete gross decontamination of firefighters as they exit structure fires to reduce the exposure to carcinogens. Funding is provided through Impact Fees ($124,600 based on allowable impact fee funding allocations) and Fund Balance ($75,400).

Recreation, Parks & Cultural Services

The Stories Project **$12,500**

Priority 1: This project entails video recording the stories and oral history of our citizens and their memories of the Alpharetta Experience. This project will continue and involve the recordings of a number of citizens each year as seniors are willing to express their emotions, memories and recollections of the Alpharetta they have known. As time progresses, the videos will be compiled so they can be used as an online story of our past and its respected citizens who have helped to shape our city. This documentation will also be used within the History Center as an oral history of Alpharetta's development over time. This funding supplements existing funding within the FY 2021 budget ($12,500) to provide a total of $25,000 for investment in this project in FY 2022.

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Design Services **$20,000**

Priority 2: This request is to provide funding for various studies and professional services that arise each year from Council and/or Department initiatives. Such services may include revisions to Recreation Master Plans, construction plans for recreation amenities including pavilions, gazebos, etc. These types of studies and professional services are essential and will assist in forecasting the current market environment, recommend standards that will assist in policy decisions, improve project completion timelines and functionality to maintain the high level of services our customers are accustomed to.

T-SPLOST

Old Milton Parkway Capacity Improvements **$2,000,000**

Priority 1: Project consists of widening Old Milton Parkway (SR 120) between GA 400 and State Bridge Road to provide a 6-lane divided section with appropriate pedestrian and bicycle amenities. Additionally, this project includes the design and construction of intersection improvements throughout the corridor that would add capacity to improve safety and intersection operations. Intersections include, but are not limited to, the following locations:

- Old Milton Parkway at Cotton Creek entry/Brookside Parkway;
- Old Milton Parkway at Vista Forest Drive/Brookside Parkway;
- Old Milton Parkway at Park Bridge Parkway/Alexander Drive.

Funding sources to include local (TSPLOST), state and/or Federal Funds. Project costs are currently estimated at $3M for design, $4M for right-of-way and easements, $25M for construction. Current cost estimates for the city's portion totals $5 million ($3 million in appropriations previously provided leaving $2 million left to fund).

Webb Bridge Road Improvements **$23,000,000**

Priority 1: In addition to milling/resurfacing and roadway striping, this request consists of widening Webb Bridge Road to create wider sidewalks along both sides of the road, adding bike lanes, traffic calming treatments such as concrete medians on Webb Bridge Road, and a roundabout at the intersection of Webb Bridge Road at Webb Bridge Way. The project design is anticipated to be completed by March 2021.

Detail (Unfunded Capital Investment)

City Administration

Website Upgrade **$145,000**

Priority 1: The project consists of the design, development, hosting, and maintenance of a new City of Alpharetta website and suite of public communications tools including an integrated mobile application, mass notification system, and other features. The core platform will be based on a complete Headless Content Management System (HCMS) with an enhanced design that will organize, structure, and label content in a way that will help website users find information and complete tasks in an efficient, user-friendly way. The solution proposed should be based on the latest technologies to be implemented in a

CAPITAL INITIATIVE REQUESTS

constantly growing organization with a need for scalability, security, and the capability necessary to seamlessly integrate with other systems used within the organization. It is estimated that the project would take approximately 28 weeks to plan, design, build, and launch.

Community Development

North Point Envelope Framework Plan $120,000

Priority 1: Building on the recommendations of the LCI and North Point Placemaking Plan, provide a framework of public streets, public space, trails and green infrastructure to guide high-value, sustainable redevelopment of auto-centric properties in the North Point area. To ensure that redevelopment within the North Point District aligns with community-based plans and vision for a walkable, mixed-use district, the North Point Development Framework Plan will provide actionable guidance that aligns public policy, regulatory tools, public capital investment, and private investment. The Development Framework will provide clarity around the arrangement of public streets, public spaces, and infrastructure on which the private market can plan their development and investment. Staff is researching alternate funding options including securing partner investment as well as utilizing existing appropriations.

Bus Shelter Construction Program $95,000

Priority 1: This request is for the installation of at least two (2) new bus shelters in Downtown Alpharetta, one on Haynes Bridge Road by the library and a second on Main Street near the former Hardees location. Designs will complement those installed by the North Fulton Community Improvement District.

Public Works

Recurring Park Facilities Pavement Preservation $250,000

Priority 1: This request is for the on-going maintenance of pavement within the city's park facilities. Preservation of the roads, drives, and parking lots increases their life expectancy. Without preservation, these pavements will deteriorate and be more costly to repair. FY 2022 funding request is for Webb Bridge Park.

Tree Planting and Landscape Improvements (Haynes Bridge Road) $450,000

Priority 1: This request includes landscape improvements along Haynes Bridge Road. Specifically, this initiative proposes to revitalize the existing declining and overgrown median landscape within the approximate one-mile segment from SR 400 to just south of Old Milton Parkway (Nottaway Lane). The project will include selective removal and pruning of existing trees/plants followed by the addition of new trees, shrubs and groundcovers. The city's aging tree canopy within right-of-way areas requires pruning and removal as needed to address issues such as vehicle clearance, traffic safety, streetlight and signal head clearance, and maintaining the required intersection sightlines. Approximately 10% of the budget item will go towards pruning and removal, while the remaining 90% will go towards the installation and watering of new trees and plants. Funding for this capital initiative may be partially offset through the City's Tree Replacement Fund.

CAPITAL INITIATIVE REQUESTS

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Streetlight Expansion **$250,000**

Priority 1: This request is for recurring capital of the installation of new street/pedestrian lighting in neighborhoods and areas of the City where currently limited illumination is evident. Older neighborhoods in the City do not meet today's illumination standards and require extra lighting for safety. Neighborhoods identified as needing more lighting are primarily located on the west side of town. Subdivisions such as North Farm, North Towne at Andover, Burnett Way, etc. have all inquired about adding more streetlighting in their neighborhoods for safety. This recurring capital item would start addressing these areas on an as needed/requested basis.

Citywide Sign Inventory **$150,000**

Priority 1: This request is for a citywide sign inventory. The City does not currently have an inventory of our right-of-way signage which hinders our ability to adequately maintain these assets. With this inventory the management, location, and condition of signage will be tracked. This inventory will provide data collection, post processing, and a geodatabase that will integrate with the city's asset management system (CityWorks) and the city's GIS. The inventory system will enable Public Works to identify when signage was installed and develop a pro-active replacement program for when signage exceeds its useful life (e.g. degradation of reflectivity).

Milton Estates Floodplain (design) **$260,000**

Priority 1: This request is for design solutions for the flooding issues occurring in Milton Estates. This neighborhood has experienced impacts of riverine flooding. The stretch of Foe Killer Creek in this neighborhood overtops it banks often and causes extreme flooding in yards and homes. The City is working with the on-call consultants to design a solution that will address the flooding in this neighborhood.

Recurring Rec Gym Restoration **$35,000**

Priority 1: This request is for repair and maintenance of interior ceilings, walls, beams, and duct work in various gym facilities. It will also include repairs to ceiling insulation and painting of the ceilings as well, improving the energy efficiency and longevity of the facility.

Recurring City Hall Maintenance **$40,000**

Priority 1: This request is for on-going interior maintenance of City Hall, including replacing cabinetry in multiple breakroom floors, painting walls and trim, repairs to the custom stained moldings throughout the main floor, etc., maintaining the aesthetics and functionality of the facility.

Public Safety HQ Parking Lot Expansion **$200,000**

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

CAPITAL INITIATIVE REQUESTS

Alpharetta Arts Center Parking Expansion (Design) $50,000

Priority 3: This request is for funding of the design for an expansion of the parking lot at the Arts Center. The existing parking lot provides 39 parking spaces. The proposed expansion would increase this number by 36 spaces to 75 (total). The parking lot expansion would be constructed atop the current detention pond. This will necessitate the creation of an underground detention system beneath the parking expansion. The use of permeable pavers in lieu of asphalt is proposed for the parking expansion. Construction costs are estimated at $900,000 and would be part of future funding requests.

Human Resources

Office Improvements $55,000

Priority 1: This request is for the reorganization of the Human Resources office to better utilize current space for efficient workflow and to allow accommodations for future personnel growth. The objective is to have three offices (two currently) with doors to deal with confidential matters, one reception desk, one workspace (copy and other office machines) and space for applicant computer kiosk.

Public Safety

Community Center Generator $200,000

Priority 3: This request is for purchase and installation a of a new 400kw natural gas generator for the Alpharetta Community Center. The facility is targeted to serve as an emergency shelter. The American Red Cross and Salvation Army require emergency shelters that serve the public to have emergency generators; however, at the current time, the Community Center does not have a generator.

i4POD Camera System $10,000

Priority 3: This request is for the (1) i4POD camera system and (5) mounting brackets. The i4POD system is a power pole mounted camera pod that give us (3) pan/tilt/zoom cameras and (1) fixed camera per pod. Communicating through the city's cellphone provider, they are accessible and controllable via a web interface. They can be mounted and placed anywhere, allowing them to be used for special events, trouble areas, or high traffic areas. The mounting brackets can be pre-positioned around the city at strategic locations and the pods can be mounted and unmounted in a matter of minutes as needed.

Automatic License Plate Reader (LPR) Equipment $15,500

Priority 1: This request is to expand the current vehicle mounted automatic license plate reader system in use in the Community Response Team. This request is to purchase (1) additional processing camera unit to pair with the spare camera unit currently in stock to enable one additional fully functioning 2-camera LPR system. The capabilities provided by the additional unit will allow for more coverage, which in turn will increase the amount of contacts with violators. Training on the additional systems will be done on-duty at no additional costs. Annual software fees will be identical to the fees already budgeted for the LPR system.

CAPITAL INITIATIVE REQUESTS

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Fire Station Alerting System **$250,000**

Priority 2: This request is for the installation of Purvis Fire Station Alerting System (FSAS) in all (6) fire stations. The PURVIS FSAS, an IP-based alerting system, provides improved response times through streamlined dispatch communications and reliable alert delivery; reduced stress on first responders through automated heart-friendly, zone specific alerts; accurate incident alerting through a variety of devices; and high system reliability and availability through real-time monitoring and built-in redundancy.

3D Laser Scanner **$60,100**

Priority 1: This request is for a Faro 3-D laser scanner and software with equipment which will replace the out-of-service and outdated Total Station equipment previously used during crash investigations by the Traffic Unit. The laser scanner captures a 3D representation of any scene, exactly how it was at the time. It can create 2D and 3D scene diagrams/animations, perform crash/crime scene analysis, and courtroom presentations. This system can be used for crime scene investigations, arson investigations, training, fire pre-planning, and wide array of other uses by several units within Public Safety. This request includes: Faro 3D scanner ($30,000); set up ($4,000); software ($9,000); equipment ($6,100); and 3-year maintenance and warranty on equipment and software ($11,000). Additional costs every 4 years of $16,000 to upgrade software and warranties.

Stalker Lasers **$20,000**

Priority 1: This request is for the purchase of (8) new Stalker RLR lasers. This purchase will replace (8) ProLaser 3 units, which were manufactured in 2001 and 2002. The new laser units can measure distance between vehicles for enforcement.

PS Equipment (New) **$76,550**

Priority 1: This request includes multiple new equipment initiatives for the Public Safety Department including:

- Operator Rifles ($15,000): This request is for three (3) rifles for our new SWAT Operators. These rifles are the LWRC M6 .223, piston operated rifle with 10.5 inch barrel and selector for semi-automatic and fully automatic modes. The following accessories will be included: Socom Suppressor, Aimpoint or Sig Optic, 6 Mag Pull 30 round magazines, 3 point tactical sling and carrying bag. These rifles are needed to ensure that we can handle incidents where suspects are wearing body armor or longer stand off distances are required.
- AR-10 Sniper Rifles ($12,660): This request is for two (2) AR-10 Sniper Rifle Systems, including the weapon, scope, suppressor, and bipod. The modern advances in weapon technology over the past ten (10) years have produced the current AR-10 platform that as accurate and reliable as traditional bolt action rifles. With the accuracy and reliability equal, other advantages such as rate of fire, fire control familiarization, and modularity of operational use, have pushed the AR-10 past other platforms as the superior SWAT sniper weapon system.

CAPITAL INITIATIVE REQUESTS

- SWAT Operator Truck Vaults ($6,000): This request is for six (6) SWAT vehicle truck vault vehicle containers. These containers are lockable, allowing SWAT Operators to safely and securely store their equipment, such as firearms, helmets, night vision equipment, etc., in their vehicles for quick access in an emergency situation.
- Movable Shoot House ($42,890): This request is for a mobile shoot house, a small arms shooting range used to train law enforcement personnel for close contact engagements in urban combat environments, simulating houses, businesses, schools, etc. It will allow Public Safety to train virtually and through the use of scenarios. This request includes a pressure treated upgrade, allowing more flexibility by enabling it to be used outdoors and provides improved durability.

Recreation, Parks & Cultural Services

Pocket Park Development (design) $50,000

Priority 1: The request is for the design/development of downtown pocket parks throughout downtown Alpharetta. These parks need to be planned for connectivity and curb appeal. Included in these areas are Ole Milton Park (where the fountain and Christmas tree are); areas at the corner of Old Roswell and Roswell Street; the corner of Old Canton and Canton; the parking area where Food Truck Alley is held; and other small city-owned areas in downtown. FY 2022 includes funding for design of the improvements. Construction of the improvements would span multiple years and is currently estimated at $375,000.

Park System Wayfinding Signage $100,000

Priority 1: This project is the implementation of the park system wayfinding and signage plan developed in FY 2017. The purpose of the signage plan is to bring uniformity to the numerous signs in our entire park system. The plan defines a specific sign style that will become our "brand" and help park patrons easily identify Alpharetta parks. The plan recommends locations for signs to help visitors locate various amenities in the parks, such as fields, playgrounds, tennis courts, restrooms, etc. Signs within parks will be evaluated and prioritized for replacement. Staff will systematically replace signs using the new guidelines outlined in the plan. Entrance upgrades were listed for all parks in the Master Plan and part of the upgrade includes signage. This is a multi-year initiative.

Historic Preservation Initiative $60,000

Priority 2: This fund supports several initiatives to preserve the rich history of the City of Alpharetta

- Farmhouse property - This request is for funding of a master plan, along with the necessary permits for the Farmhouse property.
- Alpharetta Old Milton County Museum - This request is for upgrading the displays, artifacts, equipment, etc. and totals $10,000 in 2022.

CAPITAL INITIATIVE REQUESTS

Cultural Services Plan **$30,000**

Priority 1: In 2018, Recreation, Parks and Cultural Services Master Plan recommended that Cultural Services develop a public art program to integrate art into all parks and public spaces in Alpharetta; create the Arts Center as a cultural hub; and create a Department-wide Program Plan. This Cultural Plan would be a yearlong planning effort, which includes in-depth research, engagement, analysis of City plans and collaboration with residents, artists, organizations, City Staff Departments and City Council / Leaders. Fulton County Arts & Culture is working with a consultant for an Arts & Culture Strategic Plan. To better collaborate and obtain funding, staff would like to have a Cultural Plan in place to follow on a City, County, and State level.

Haynes Bridge Road Park Restroom **$300,000**

Priority 1: This request is for a new restroom facility at Haynes Bridge Road Park. Currently at the Haynes Bridge Road Park, visitors have access only to a port-a-let. This access park was opened in 1997. Funds were limited and plans were to construct a restroom at a later date. A pre-tab type restroom would be preferred. The amount of funding requested for this facility is due to current flood plain constraints, entailing more site work prep, design, and surveying. Approximately 100' of sewer line will need to be installed. A waterline will have to be bored under Haynes Bridge Road and a new meter installed for connection to existing waterlines. Additional restrooms at the access points is the most requested improvement made by Greenway users.

Marconi Drive Park Restroom **$100,000**

Priority 1: This request is for a new restroom facility at Marconi Drive Park. Currently at the Marconi Drive Park, visitors have access only to a port-a-let. This access park was opened in 2011. Funds were limited and plans were to construct a restroom at a later date. A pre-tab type restroom would be preferred. We anticipate the estimated cost is $100,000, based on the construction costs of the restroom at Windward Community Park. Additional restrooms at the access points is the most requested improvement made by Greenway users.

Athletic Field Lighting (Wills Park fields 1-4) **$400,000**

Priority 1: This project entails athletic field lighting improvements for Wills Park fields 1-4. Specifically, these fields have older wooden poles (23 in total) that are reaching end of life and are also not in the optimal location for usability. This initiative involves replacing these poles with concrete poles like what is installed at fields 5-8.

Additionally, this initiative involves upgrading the lighting at fields 1-4 from incandescent to LED fixtures. LED fixtures provide a much lower operational cost (energy and maintenance) and more optimal lighting for our customers.

Restroom replacement (Wacky World – Wills Park) **$700,000**

Priority 1: The existing restroom at the Wacky World Playground serves the playground, four baseball fields, batting cages, two picnic pavilions, and trail users. The restroom

CAPITAL INITIATIVE REQUESTS

facility is old and much too small for the number of park users. The new restroom would have increased capacity for both women and men, as well as two family style restrooms.

Restroom replacement (North Park – Fields 1-4) $700,000

Priority 1: The existing restroom/concession stand at North Park (fields 1-4) serves four softball fields, batting cages, and a playground. The facility is old and much too small for the number of users. The new restroom/concession facility would have increased numbers of facilities for men and women. It would also have an enhanced concession operation.

Big Creek Stream Bank Restoration $100,000

Priority 2: At the direction of the Director of Recreation, Parks and Cultural Services, this capital item is for construction projects repairing bank stabilization along the Big Creek Greenway. The projects listed were identified in the FY 2018 Big Creek Erosion Study and were designed in FY 2019 and FY 2020. The FY 2022 funds are for the construction of a culvert replacement along the greenway trail south of Old Milton Parkway. This area has seen severe erosion and sediment deposition. This area has seen severe erosion and sediment deposition. In this area, the bank of Big Creek has been eroding away and threatens to impact the greenway trail.

Town Green Park Holiday (Christmas) Tree $125,000

Priority 2: This request is for a 60' Holiday (Christmas) Tree to place over the interactive fountain located at Town Green Park. This tree will become the centerpiece of Alpharetta's Season of Celebration, which happens every December and brings the community together. The current plans call for the existing tree located at the corner of Highway 9 and Milton Avenue to be removed as part of the renovation of this small pocket park. The tree is declining, and according to the City Arborist should be removed. In addition, it is hindering the growth of the large specimen oak tree in the same park.

The 60' Tree would be erected early in December and would remain in place through the New Year. It would serve as the backdrop for many of the Season of Celebration activities including the Nutcracker Village, our scheduled "snow days" and the food drive benefiting the North Fulton Community Charities.

This tree would be equipped with LED lighting that allows for changing colors and lighting patterns to be done easily and often.

The initial cost of $125,000 would include the tree, lighting and delivery. Estimated annual costs of $1,500 will be incurred for installation and removal each year. Staff is currently researching partner funding opportunities to fully/partially offset the city's investment in this initiative.

CITYWIDE BUDGET SUMMARIES

Citywide Budget Summaries

Overview

The *Citywide Budget Summaries* section is intended to provide readers with an overall understanding of the city's fiscal year 2022 budget. The following schedules provide readers with revenue and expenditure summaries from several different perspectives including:

- **Citywide Budget Summary by Fund**

  This section provides a summary/narrative of FY 2022 budget data by fund type (e.g. General Fund, Special Revenue Funds, etc.).

- **Citywide Budget Summary by Revenue Source**

  This section provides a summary/narrative of FY 2022 budget data by revenue source (i.e. Property Taxes, Other Taxes, Charges for Services, etc.). Please refer to the specific Fund Summaries section (e.g. General Fund Summary, Special Revenue Fund Summaries, etc.) of this document for more detailed information about the city's various revenue sources.

- **Citywide Budget Summary by Department Expenditures**

  This section provides a summary/narrative of FY 2022 budget data by department expenditures (e.g. City Administration, Public Safety, etc.). Please refer to the *Departmental Summaries* section of this document for more detailed information about each department's expenditures.

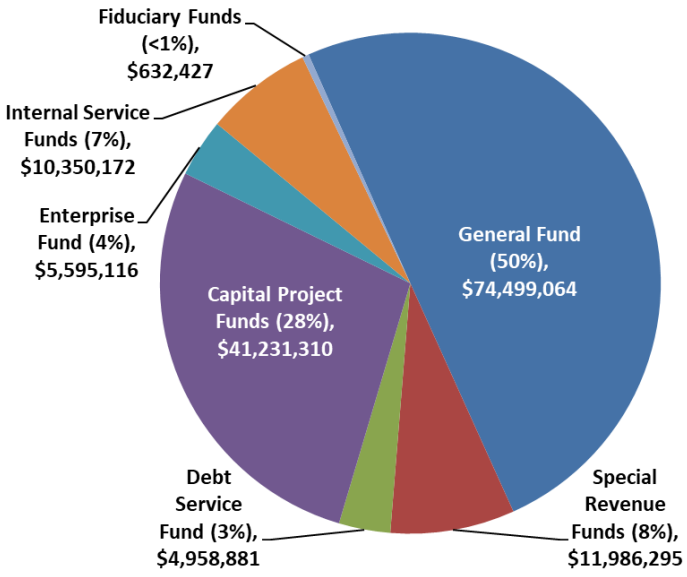
- **Citywide Budget Summary by Expenditure Category**

  This section provides a summary/narrative of FY 2022 budget data by expenditure category (e.g. Personnel Services, Maintenance & Operations, etc.).

CITYWIDE BUDGET SUMMARIES

Summary by Fund Type

FY 2022 Citywide Budget totals $149 Million



The Fiscal Year 2022 budget for all funds totals $149 million. The city budget includes appropriations for the following fund types:

General Fund: The city's General Fund is its largest fund and includes governmental activities such as police, fire, recreation, and other general governmental functions that are primarily funded with property taxes, utility taxes, franchise fees, and charges for services, such as recreation program fees.

Special Revenue Funds: These Funds are established to account for revenues that are restricted by statute, ordinance, or resolution for a specific purpose. Appropriated Funds include: E-911 Fund; Impact Fee Fund; and the Hotel/Motel Fund.

Debt Service Fund: This Fund is utilized to account for debt service requirements of the city's general government debt obligations.

Capital Project Funds: These Funds are used for various citywide capital projects. Projected funding for FY 2022 is from fund balance, T-SPLOST collections, transfers from other funds, and funds from the American Rescue Act. Unspent appropriations from fiscal year 2021 will be re-appropriated to continue previously approved projects.

Enterprise Fund: This Fund is a self-supporting entity that derives its revenue primarily from charges levied on the users of its services, much like private enterprises. The city utilizes an enterprise fund to account for operations of its solid waste system.

Internal Service Fund: These Funds are used to accumulate and allocate costs internally among the city's various functions. The city utilizes a Risk Management Fund (administering general liability, automotive liability, workers' compensation, etc.) and Medical Insurance Fund (account for activity under the Minimum Premium Plan in accordance with GAAP).

Fiduciary Funds: These Funds are used to account for resources held for the benefit of parties outside the government and include the OPEB Funds.

CITYWIDE BUDGET SUMMARIES

Summary by Fund

	Revenues	Expenditures	Balanced Budget
General Fund	**$ 74,499,064**	**$ 74,499,064**	√
Special Revenue Funds:			
E-911 Fund	$ 4,728,482	$ 4,728,482	√
Impact Fee Fund	1,443,100	1,443,100	√
Hotel/Motel Fund	5,814,713	5,814,713	√
	$ 11,986,295	**$ 11,986,295**	√
Debt Service Fund	**$ 4,958,881**	**$ 4,958,881**	√
Capital Project Funds:			
Capital Projects Fund	$ 8,066,799	$ 8,066,799	√
Stormwater Capital Fund	1,520,000	1,520,000	√
T-SPLOST Capital Fund	25,000,000	25,000,000	√
American Rescue Act Fund	6,644,511	6,644,511	√
	$ 41,231,310	**$ 41,231,310**	√
Enterprise Fund:			
Solid Waste Fund	**$ 5,595,116**	**$ 5,595,116**	√
Internal Service Funds:			
Risk Management Fund	$ 1,610,172	$ 1,610,172	√
Medical Insurance Fund	8,740,000	8,740,000	√
	$ 10,350,172	**$ 10,350,172**	√
Fiduciary Funds:			
OPEB Health Benefit Fund	$ 22,474	$ 22,474	√
OPEB Reimbursement Benefit Fund	609,953	609,953	√
	$ 632,427	**$ 632,427**	√
Total	**$ 149,253,265**	**$ 149,253,265**	√

CITYWIDE BUDGET SUMMARIES

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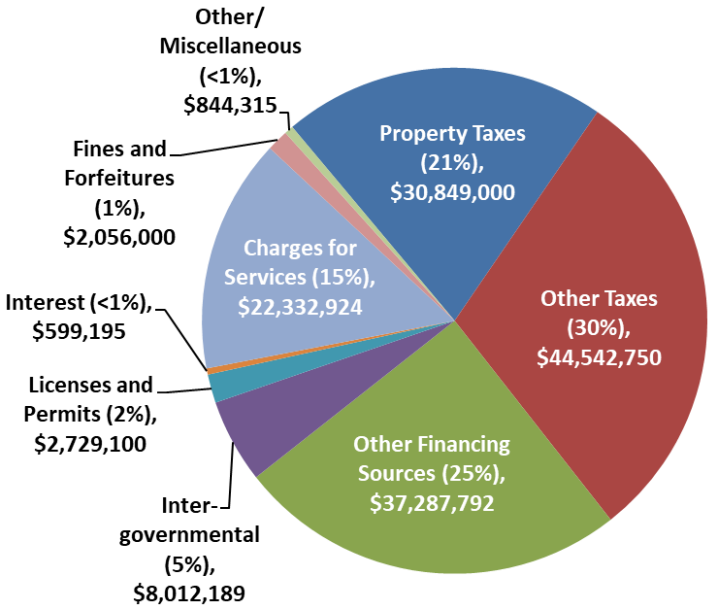
CITYWIDE BUDGET SUMMARIES

Summary by Revenue Source

FY 2022 Citywide Budget totals $149 Million



The chart above segments the FY 2022 budget by revenue source and includes the following:

Property Taxes: Ad Valorem tax on real/personal property owned within the city. The recommended millage rate for FY 2022 is flat with the prior year at 5.750 mills and is composed of the following: Operating Millage Rate of 4.935 mills (used to fund general city operations and the recurring capital program); and a Debt Service Millage Rate of 0.815 mills (used to fund debt service on voter approved general obligation bonds).

Other Taxes: Includes local option sales taxes (i.e. LOST), T-SPLOST collections (transportation special purpose local option sales taxes), franchise fees (fees charged to utility companies operating within the city that allow for the use of public right-of-way), hotel/motel taxes, business and occupational taxes, etc.

Licenses and Permits: Includes building permit fees, occupancy permit fees, alcohol beverage permit fees, development permits and related fees, etc.

Intergovernmental: Includes federal (American Rescue Act), state, and local grant funding as well as revenue sharing associated with intergovernmental agreements.

Charges for Services: Includes recreation user fees, planning and development fees, fire plan review fees, special event fees, solid waste fees, employer/employee premium fees; etc.

Fines and Forfeitures: Includes municipal court fines, code enforcement board fines, etc.

Interest: Includes investment earnings on city funds.

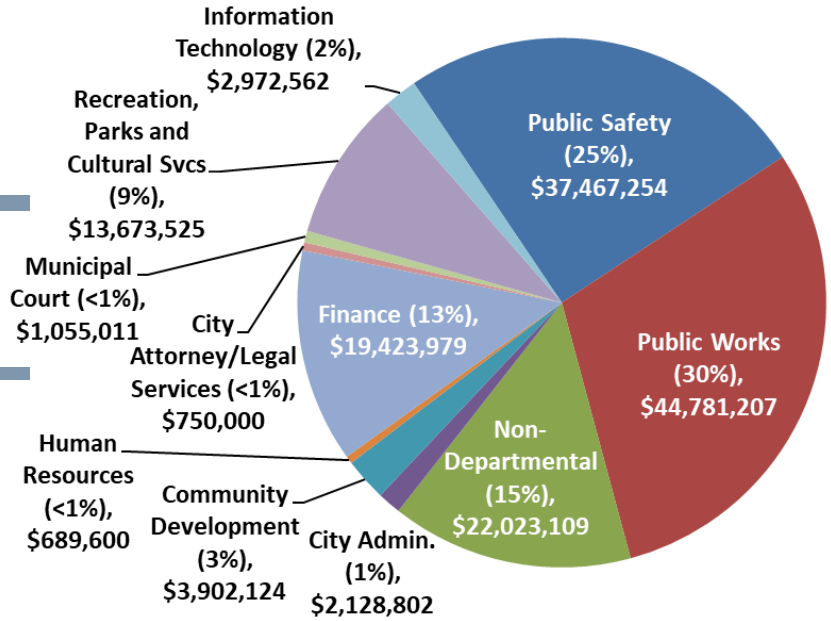
Other/Miscellaneous: Includes the sale of surplus assets, donations, and other miscellaneous revenues.

Other Financing Sources: Includes inter-fund transfers and budgeted fund balance.

CITYWIDE BUDGET SUMMARIES

Summary by Department Expenditures

FY 2022 Citywide Budget totals $149 Million



The chart above segments the FY 2022 budget by department/functional unit and includes the following:

Mayor and City Council

City Administration

Community Development

Public Works

Finance (includes general operations and activities associated with the Solid Waste Fund, Risk Management Fund, and Medical Insurance Fund)

Human Resources

Information Technology

Legal Services (City Attorney)

Municipal Court

Public Safety (includes general operations and activities associated with the E-911 Fund)

Recreation, Parks and Cultural Services

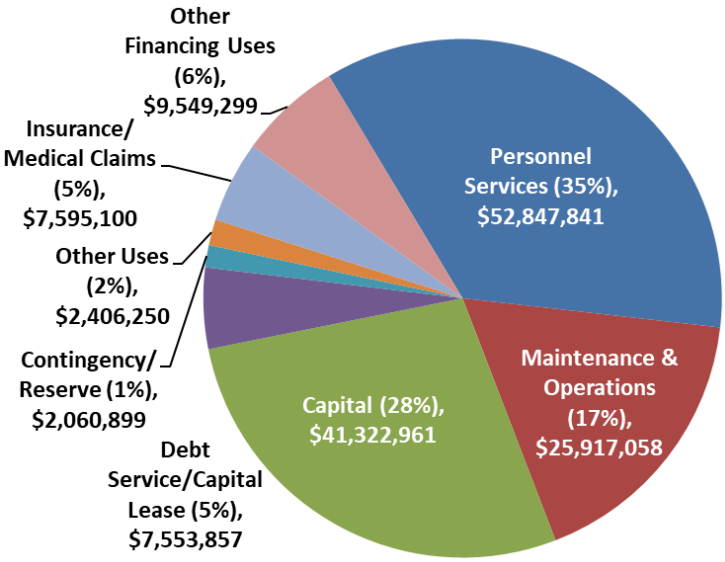
Non-Departmental (interfund transfers, contingency/reserves, Hotel/Motel Fund distributions, debt service, activities within the OPEB Funds, etc.)

Please refer to the *Departmental Summaries* section of this document for specific information on each department including mission, goals and objectives, financial summary, and performance measures.

CITYWIDE BUDGET SUMMARIES

Summary by Expenditure Category

FY 2022 Citywide Budget totals $149 Million



The chart above segments the FY 2022 budget by expenditure category and includes the following:

Personnel Services: Includes expenses for salaries, wages, and related employee benefits provided for all persons employed by the city whether on a full-time, part-time, temporary, or seasonal basis. Employee benefits include employer contribution for health insurance, pension, social security, workers compensation, other post-employment benefits, etc.

Maintenance and Operations: Includes expenses for goods and services associated with city's provision of services. Examples include professional fees, repair & maintenance, utilities, travel and training, etc.

Capital: Includes expenses for the acquisition of capital assets (e.g. building improvements, machinery and equipment, vehicle replacement/acquisition, etc.).

Debt Service: Includes expenses related to the repayment of the city's voter approved debt obligations (e.g. principal and interest payments, debt service fees, etc.).

Insurance/Medical Claims: Includes an actuarially determined estimate for risk-management insurance claims and estimated medical claims under the city's Minimum Premium Plan. There is a grossing-up effect with the Medical Insurance Fund as the employer premium expenses are also reflected in the Operating Funds (e.g. General Fund, E911 Fund, etc.).

Other Uses: Includes Hotel/Motel Tax disbursements to the Alpharetta Convention & Visitors Bureau.

Contingency/Reserves: Includes General Fund contingency appropriations and reserve appropriations across multiple funds (E911 Fund, American Rescue Act Fund, etc.).

Other Financing Uses: Includes interfund transfers for items such as grant matches, capital improvements, etc.

CITYWIDE BUDGET SUMMARIES

Consolidated Summary (Revenues by Source/Expenditures by Department)

		Special Revenue Funds			Capital Project Funds			
	General Fund	E-911 Fund	Impact Fee Fund	Hotel/Motel Fund	Capital Projects Fund	Stormwater Capital Fund	T-SPLOST Capital Fund	American Rescue Act Fund
REVENUES:								
Property Taxes	$ 26,097,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Local Option Sales Taxes/T-SPLOST	15,700,000	-	-	-	-	-	7,615,000	-
Other Taxes	15,727,750	-	-	5,500,000	-	-	-	-
Licenses and Permits	2,729,100	-	-	-	-	-	-	-
Intergovernmental Revenue	117,678	1,250,000	-	-	-	-	-	6,644,511
Charges for Services	3,741,450	3,410,000	-	-	-	-	-	-
Fines and Forfeitures	2,056,000	-	-	-	-	-	-	-
Interest Earnings	190,000	18,482	-	10,000	100,000	-	225,000	-
Other/Miscellaneous	240,787	-	-	-	-	-	-	-
subtotal	$ 66,599,765	$ 4,678,482	$ -	$ 5,510,000	$ 100,000	$ -	$ 7,840,000	$ 6,644,511
Other Financing Sources								
Interfund Transfer from General Fund	$ -	$ -	$ -	$ -	$ 5,966,799	$ 1,520,000	$ -	$ -
Interfund Transfer from Hotel/Motel Fund	2,062,500	-	-	-	-	-	-	-
Budgeted Fund Balance	5,836,799	50,000	1,443,100	304,713	2,000,000	-	17,160,000	-
subtotal	$ 7,899,299	$ 50,000	$ 1,443,100	$ 304,713	$ 7,966,799	$ 1,520,000	$ 17,160,000	$ -
Total Revenues	**$ 74,499,064**	**$ 4,728,482**	**$ 1,443,100**	**$ 5,814,713**	**$ 8,066,799**	**$ 1,520,000**	**$ 25,000,000**	**$ 6,644,511**
EXPENDITURES:								
Mayor and City Council	$ 386,092	$ -	$ -	$ -	$ -	$ -	$ -	$ -
City Administration	2,128,802	-	-	-	-	-	-	-
Finance	3,478,691	-	-	-	-	-	-	-
Legal Services	750,000	-	-	-	-	-	-	-
Information Technology	2,022,562	-	-	-	950,000	-	-	-
Human Resources	689,600	-	-	-	-	-	-	-
Municipal Court	1,055,011	-	-	-	-	-	-	-
Public Safety	31,846,772	4,728,482	124,600	-	767,400	-	-	-
Public Works	9,022,696	-	1,250,000	-	3,344,000	1,520,000	25,000,000	4,644,511
Recreation, Parks and Cultural Services	10,089,025	-	-	-	1,584,500	-	-	2,000,000
Community Development	3,773,624	-	68,500	-	60,000	-	-	-
Non-Departmental	-	-	-	6,000	-	-	-	-
Insurance Premiums (Risk Fund)	779,750	-	-	-	-	-	-	-
Alpharetta Convention and Visitors Bureau	-	-	-	2,406,250	-	-	-	-
Debt Service (Principal and Interest)*	289,640	-	-	1,339,963	-	-	-	-
Contingency	700,000	-	-	-	-	-	-	-
Non-Allocated (Reserve); One-Time Usage	-	-	-	-	1,360,899	-	-	-
subtotal	$ 67,012,265	$ 4,728,482	$ 1,443,100	$ 3,752,213	$ 8,066,799	$ 1,520,000	$ 25,000,000	$ 6,644,511
Other Financing Uses								
Interfund Transfer to General Fund	$ -	$ -	$ -	$ 2,062,500	$ -	$ -	$ -	$ -
Interfund Transfer to Capital Funds	7,486,799	-	-	-	-	-	-	-
subtotal	$ 7,486,799	$ -	$ -	$ 2,062,500	$ -	$ -	$ -	$ -
Total Expenditures	**$ 74,499,064**	**$ 4,728,482**	**$ 1,443,100**	**$ 5,814,713**	**$ 8,066,799**	**$ 1,520,000**	**$ 25,000,000**	**$ 6,644,511**

** Not including Capital Leases which are programmed into the appropriate Departmental budget above.*

CITYWIDE BUDGET SUMMARIES

		Enterprise Fund	Internal Service Funds		Fiduciary Funds		
	Debt Service Fund	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Health Benefit Fund	OPEB Reimb. Fund	TOTAL
REVENUES:							
Property Taxes	$ 4,752,000	$ -	$ -	$ -	$ -	$ -	$ 30,849,000
Local Option Sales Taxes/T-SPLOST	-	-	-	-	-	-	23,315,000
Other Taxes	-	-	-	-	-	-	21,227,750
Licenses and Permits	-	-	-	-	-	-	2,729,100
Intergovernmental Revenue	-	-	-	-	-	-	8,012,189
Charges for Services	-	4,831,575	1,609,899	8,740,000	-	-	22,332,924
Fines and Forfeitures	-	-	-	-	-	-	2,056,000
Interest Earnings	13,000	13,541	273	-	9,874	19,025	599,195
Other/Miscellaneous	-	-	-	-	12,600	590,928	844,315
subtotal	$ 4,765,000	$ 4,845,116	$ 1,610,172	$ 8,740,000	$ 22,474	$ 609,953	$ 111,965,473
Other Financing Sources							
Interfund Transfer from General Fund	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,486,799
Interfund Transfer from Hotel/Motel Fund	-	-	-	-	-	-	2,062,500
Budgeted Fund Balance	193,881	750,000	-	-	-	-	27,738,493
subtotal	$ 193,881	$ 750,000	$ -	$ -	$ -	$ -	$ 37,287,792
Total Revenues	**$ 4,958,881**	**$ 5,595,116**	**$ 1,610,172**	**$ 8,740,000**	**$ 22,474**	**$ 609,953**	**$ 149,253,265**
EXPENDITURES:							
Mayor and City Council	$ -	$ -	$ -	$ -	$ -	$ -	$ 386,092
City Administration	-	-	-	-	-	-	2,128,802
Finance	-	5,595,116	1,610,172	8,740,000	-	-	19,423,979
Legal Services	-	-	-	-	-	-	750,000
Information Technology	-	-	-	-	-	-	2,972,562
Human Resources	-	-	-	-	-	-	689,600
Municipal Court	-	-	-	-	-	-	1,055,011
Public Safety	-	-	-	-	-	-	37,467,254
Public Works	-	-	-	-	-	-	44,781,207
Recreation, Parks and Cultural Services	-	-	-	-	-	-	13,673,525
Community Development	-	-	-	-	-	-	3,902,124
Non-Departmental	16,000	-	-	-	22,474	609,953	654,427
Insurance Premiums (Risk Fund)	-	-	-	-	-	-	779,750
Alpharetta Convention and Visitors Bureau	-	-	-	-	-	-	2,406,250
Debt Service (Principal and Interest)*	4,942,881	-	-	-	-	-	6,572,484
Contingency	-	-	-	-	-	-	700,000
Non-Allocated (Reserve); One-Time Usage	-	-	-	-	-	-	1,360,899
subtotal	$ 4,958,881	$ 5,595,116	$ 1,610,172	$ 8,740,000	$ 22,474	$ 609,953	$ 139,703,966
Other Financing Uses							
Interfund Transfer to General Fund	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,062,500
Interfund Transfer to Capital Funds	-	-	-	-	-	-	7,486,799
subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ 9,549,299
Total Expenditures	**$ 4,958,881**	**$ 5,595,116**	**$ 1,610,172**	**$ 8,740,000**	**$ 22,474**	**$ 609,953**	**$ 149,253,265**

** Not including Capital Leases which are programmed into the appropriate Departmental budget above.*

CITYWIDE BUDGET SUMMARIES

Consolidated Summary (Revenues by Source/Expenditures by Category)

		Special Revenue Funds			Capital Project Funds			
	General Fund	E-911 Fund	Impact Fee Fund	Hotel/Motel Fund	Capital Project Fund	Stormwater Capital Fund	T-SPLOST Capital Fund	American Rescue Act Fund
REVENUES:								
Property Taxes	$ 26,097,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Local Option Sales Taxes/T-SPLOST	15,700,000	-	-	-	-	-	7,615,000	-
Other Taxes	15,727,750	-	-	5,500,000	-	-	-	-
Licenses and Permits	2,729,100	-	-	-	-	-	-	-
Intergovernmental Revenue	117,678	1,250,000	-	-	-	-	-	6,644,511
Charges for Services	3,741,450	3,410,000	-	-	-	-	-	-
Fines and Forfeitures	2,056,000	-	-	-	-	-	-	-
Interest Earnings	190,000	18,482	-	10,000	100,000	-	225,000	-
Other/Miscellaneous	240,787	-	-	-	-	-	-	-
subtotal	$ 66,599,765	$ 4,678,482	$ -	$ 5,510,000	$ 100,000	$ -	$ 7,840,000	$ 6,644,511
Other Financing Sources								
Interfund Transfer from General Fund	$ -	$ -	$ -	$ -	$ 5,966,799	$ 1,520,000	$ -	$ -
Interfund Transfer from Hotel/Motel Fund	2,062,500	-	-	-	-	-	-	-
Budgeted Fund Balance	5,836,799	50,000	1,443,100	304,713	2,000,000	-	17,160,000	-
subtotal	$ 7,899,299	$ 50,000	$ 1,443,100	$ 304,713	$ 7,966,799	$ 1,520,000	$ 17,160,000	$ -
Total Revenues	**$ 74,499,064**	**$ 4,728,482**	**$ 1,443,100**	**$ 5,814,713**	**$ 8,066,799**	**$ 1,520,000**	**$ 25,000,000**	**$ 6,644,511**
EXPENDITURES:								
Personnel Services	$ 49,136,071	$ 3,032,903	$ -	$ -	$ -	$ -	$ -	$ -
Maintenance and Operations	16,204,009	1,318,801	68,500	6,000	-	-	-	-
Capital	27,950	50,000	1,374,600	-	6,705,900	1,520,000	25,000,000	6,644,511
Debt Service	944,235	326,778	-	1,339,963	-	-	-	-
Other								
Insurance/Medical Claims	-	-	-	-	-	-	-	-
Alpharetta Convention and Visitors Bureau	-	-	-	2,406,250	-	-	-	-
Contingency	700,000	-	-	-	-	-	-	-
Non-Allocated (Reserve); One-Time Usage	-	-	-	-	1,360,899	-	-	-
subtotal	$ 67,012,265	$ 4,728,482	$ 1,443,100	$ 3,752,213	$ 8,066,799	$ 1,520,000	$ 25,000,000	$ 6,644,511
Other Financing Uses								
Interfund Transfer to General Fund	$ -	$ -	$ -	$ 2,062,500	$ -	$ -	$ -	$ -
Interfund Transfer to Capital Funds	7,486,799	-	-	-	-	-	-	-
subtotal	$ 7,486,799	$ -	$ -	$ 2,062,500	$ -	$ -	$ -	$ -
Total Expenditures	**$ 74,499,064**	**$ 4,728,482**	**$ 1,443,100**	**$ 5,814,713**	**$ 8,066,799**	**$ 1,520,000**	**$ 25,000,000**	**$ 6,644,511**

CITYWIDE BUDGET SUMMARIES

		Enterprise Fund	Internal Service Funds		Fiduciary Fund		
	Debt Service Fund	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Health Benefit Fund	OPEB Reimb. Fund	TOTAL
REVENUES:							
Property Taxes	$ 4,752,000	$ -	$ -	$ -	$ -	$ -	$ 30,849,000
Local Option Sales Taxes/T-SPLOST	-	-	-	-	-	-	23,315,000
Other Taxes	-	-	-	-	-	-	21,227,750
Licenses and Permits	-	-	-	-	-	-	2,729,100
Intergovernmental Revenue	-	-	-	-	-	-	8,012,189
Charges for Services	-	4,831,575	1,609,899	8,740,000	-	-	22,332,924
Fines and Forfeitures	-	-	-	-	-	-	2,056,000
Interest Earnings	13,000	13,541	273	-	9,874	19,025	599,195
Other/Miscellaneous	-	-	-	-	12,600	590,928	844,315
subtotal	$ 4,765,000	$ 4,845,116	$ 1,610,172	$ 8,740,000	$ 22,474	$ 609,953	$ 111,965,473
Other Financing Sources							
Interfund Transfer from General Fund	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,486,799
Interfund Transfer from Hotel/Motel Fund	-	-	-	-	-	-	2,062,500
Budgeted Fund Balance	193,881	750,000	-	-	-	-	27,738,493
subtotal	$ 193,881	$ 750,000	$ -	$ -	$ -	$ -	$ 37,287,792
Total Revenues	**$ 4,958,881**	**$ 5,595,116**	**$ 1,610,172**	**$ 8,740,000**	**$ 22,474**	**$ 609,953**	**$ 149,253,265**
EXPENDITURES:							
Personnel Services	$ -	$ 75,440	$ -	$ -	$ 12,474	$ 590,953	$ 52,847,841
Maintenance and Operations	16,000	5,519,676	900,072	1,855,000	10,000	19,000	25,917,058
Capital	-	-	-	-	-	-	41,322,961
Debt Service	4,942,881	-	-	-	-	-	7,553,857
Other							
Insurance/Medical Claims	-	-	710,100	6,885,000	-	-	7,595,100
Alpharetta Convention and Visitors Bureau	-	-	-	-	-	-	2,406,250
Contingency	-	-	-	-	-	-	700,000
Non-Allocated (Reserve); One-Time Usage	-	-	-	-	-	-	1,360,899
subtotal	$ 4,958,881	$ 5,595,116	$ 1,610,172	$ 8,740,000	$ 22,474	$ 609,953	$ 139,703,966
Other Financing Uses							
Interfund Transfer to General Fund	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,062,500
Interfund Transfer to Capital Funds	-	-	-	-	-	-	7,486,799
subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ 9,549,299
Total Expenditures	**$ 4,958,881**	**$ 5,595,116**	**$ 1,610,172**	**$ 8,740,000**	**$ 22,474**	**$ 609,953**	**$ 149,253,265**

CITYWIDE BUDGET SUMMARIES

Personnel Listing by Department

	Actual FY 2018	Actual FY 2019	Actual FY 2020	Actual FY 2021	Proposed FY 2022*	Variance
Detail by Department:						
General Fund						
Mayor & City Council	7.0	7.0	7.0	7.0	7.0	-
City Administration	10.0	8.0	7.0	6.0	8.0	2.0
Community Development	26.0	28.0	30.0	32.0	30.0	(2.0)
Public Works	52.0	52.0	52.0	52.0	52.0	-
Finance	21.5	21.5	21.5	21.5	21.5	-
Public Safety	221.0	221.0	223.5	226.5	232.5	6.0
Human Resources	2.0	3.0	3.0	3.0	3.0	-
Municipal Court	9.0	8.0	8.0	8.0	7.0	(1.0)
Recreation, Parks and Cultural Svcs	51.0	51.0	51.0	51.0	50.5	(0.5)
Information Technology	11.0	11.0	12.0	12.0	12.0	-
subtotal	***410.5***	***410.5***	***415.0***	***419.0***	***423.5***	**4.5**
E-911 Fund (Special Revenue Fund)						
Public Safety	29.0	29.0	32.0	32.0	32.0	-
Information Technology	1.0	1.0	1.0	1.0	1.0	-
subtotal	***30.0***	***30.0***	***33.0***	***33.0***	***33.0***	**-**
DEA Fund (Special Revenue Fund)						
Public Safety	3.0	3.0	3.0	-	-	-
Solid Waste Fund (Enterprise Fund)						
Finance	1.0	1.0	1.0	1.0	1.0	-
Full-Time-Equivalent (FTE) Positions	***444.5***	***444.5***	***452.0***	***453.0***	***457.5***	***4.5***

Notes:

* Includes 10.5 full-time equivalent positions that are not funded but are part of the City's authorized work force. These positions will remain vacant pending a (1) justifiable needs assessment by City Administration and (2) identification of a sustainable funding source.

Frozen positions include:

General Fund	Department	Full-Time Equivalent
Crew Leader	Public Works	2.0
Tech I	Public Works	1.0
Civil Engineer	Public Works	1.0
Deputy Court Clerk III	Court	1.0
Treasury Services Manager	Finance	1.0
Technology Analyst	IT	1.0
Admin Assistant II	Parks	1.0
Police Officer	Public Safety	2.0
Parking Enforcement Officer	Public Safety	0.5
		10.5

GENERAL FUND SUMMARY

General Fund Summary

Overview

The *General Fund Summary* section is intended to provide readers with an overall understanding of the city's fiscal year 2022 General Fund budget. The following schedules provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **General Fund Summary**

  This section provides a brief description of the General Fund as well as charts segmenting revenues by source (e.g. Property Taxes, Licenses & Permits, etc.) and expenditures by department (e.g. City Administration, Public Safety, etc.).

- **Statement of Budgetary Comparisons**

  This statement provides a detailed comparison of revenues and expenditures for fiscal years 2021 and 2022. Revenues are presented by source and expenditures are presented by category (i.e. Personnel Services, Maintenance & Operations, Capital, etc.).

- **Budget Narrative**

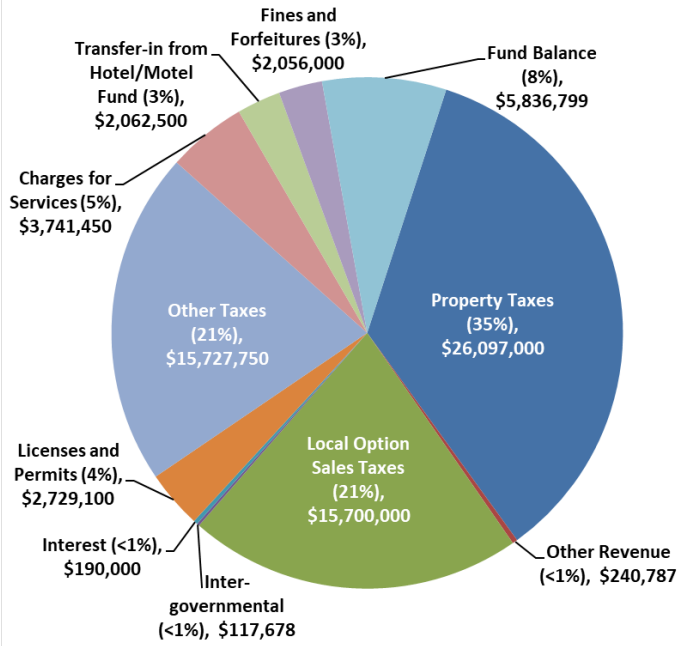
  This section provides a narrative of General Fund revenue and expenditure trends including historical information.

GENERAL FUND SUMMARY

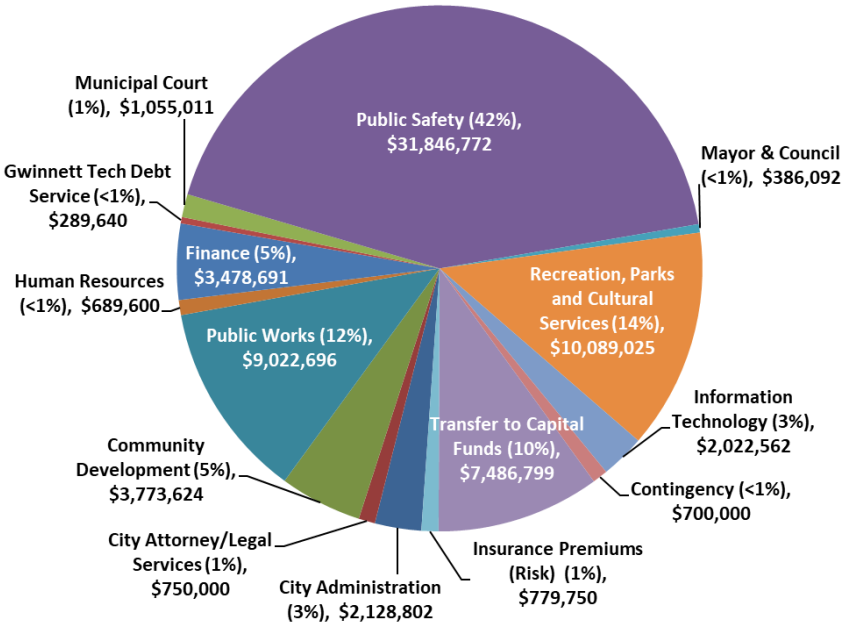
The General Fund is the city's largest fund and includes governmental activities such as police, fire, recreation, and other general governmental functions that are primarily funded with property taxes, utility taxes, franchise fees, state shared revenues, and charges for services, such as recreation program fees.

Summary by Revenue Source

FY 2022 General Fund Budget totals $74 Million



Summary by Department Expenditures



GENERAL FUND SUMMARY

Statement of Budgetary Comparisons

	FY 2021 AMENDED BUDGET	FY 2022 RECOMMENDED BUDGET	$ Variance	% Variance
Revenues:				
Property Taxes:				
Current Year	$ 25,350,000	$ 24,000,000	$ (1,350,000)	-5.3%
Motor Vehicle	75,000	60,000	(15,000)	-20.0%
Motor Vehicle Title Tax Fee	1,600,000	1,800,000	200,000	12.5%
Prior Year/Delinquent	217,000	237,000	20,000	9.2%
Local Option Sales Tax	13,479,457	15,700,000	2,220,543	16.5%
Other Taxes	15,556,950	15,727,750	170,800	1.1%
Licenses & Permits	2,579,750	2,729,100	149,350	5.8%
Intergovernmental	113,000	117,678	4,678	4.1%
Charges for Services	3,395,105	3,741,450	346,345	10.2%
Fines & Forfeitures	1,806,000	2,056,000	250,000	13.8%
Interest	310,000	190,000	(120,000)	-38.7%
Other Revenues	249,809	240,787	(9,022)	-3.6%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	2,531,250	2,062,500	(468,750)	-18.5%
Total Operating Revenues	**$ 67,263,321**	**$ 68,662,265**	**$ 1,398,944**	**2.1%**
Fund Balance Carryforward	5,289,252	5,836,799		
Total Revenues	**$ 72,552,573**	**$ 74,499,064**		
Expenditures (by Category):				
Personnel Services:				
Salaries	$ 29,915,404	$ 30,755,039	$ 839,635	2.8%
Group Insurance	9,005,901	9,473,883	467,982	5.2%
Pension (Defined Benefit)	2,675,532	2,818,660	143,128	5.3%
Pension (401A)	2,183,255	2,367,862	184,607	8.5%
Miscellaneous Benefits	3,644,651	3,720,627	75,976	2.1%
subtotal	$ 47,424,743	$ 49,136,071	$ 1,711,328	3.6%
Maintenance and Operations:				
Professional Services	$ 2,561,658	$ 2,696,938	$ 135,280	5.3%
Repair/Maintenance	1,603,061	1,620,750	17,689	1.1%
Maintenance Contracts	2,846,574	2,850,778	4,204	0.1%
Professional Services (IT)	2,048,834	2,027,570	(21,264)	-1.0%
General Supplies	958,131	869,161	(88,970)	-9.3%
Utilities	2,897,285	2,953,175	55,890	1.9%
Legal Services	750,000	750,000	-	0.0%
Insurance Premiums (Risk Fund)	720,250	779,750	59,500	8.3%
Miscellaneous	2,028,868	1,655,887	(372,981)	-18.4%
subtotal	$ 16,414,661	$ 16,204,009	$ (210,652)	-1.3%
Capital/Lease:	$ 613,848	$ 682,545	$ 68,697	11.2%
Other Uses:				
Contingency	$ 700,000	$ 700,000	$ -	0.0%
Gwinnett Tech Contribution (Debt Svc)	290,490	289,640	(850)	-0.3%
subtotal	$ 990,490	$ 989,640	$ (850)	-0.1%
Total Operating Expenditures	**$ 65,443,742**	**$ 67,012,265**	**$ 1,568,523**	**2.4%**
Non-Allocated/Reserve	1,880,579	-		
Non-Allocated/Reserve (One-Time Usage)	686,390	-		
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	4,352,862	5,836,799		
Recurring Capital Program	189,000	1,650,000		
Total Expenditures	**$ 72,552,573**	**$ 74,499,064**		
*Personnel (full-time-equivalent)**	419.0	423.5		

** FY 2022 includes 10.5 full-time equivalent positions that are not funded but are part of the City's authorized workforce. These positions will remain vacant pending a (1) justifiable needs assessment by City Administration and (2) identification of a sustainable funding source.*

GENERAL FUND SUMMARY

Budget Narrative

The City of Alpharetta, like many cities in our region and throughout the world, is currently facing fiscal challenges as a result of the COVID-19 pandemic. The main incremental economic impact forecasted for FY 2022 is a reduction in property taxes due to the COVID-19 pandemic's impact on property valuations (primarily commercial). Specifically, FY 2022 property valuations represent market conditions as of January 1, 2021 (valuations during 2020). Due to the unprecedented impact on our businesses during 2020 from COVID-19, the city has forecasted a steep reduction in commercial valuations (20% reduction). The forecasted reduction in commercial valuations, which is partially offset through forecasted growth in residential valuations and estimated new construction ($168 million in market valuations), equates to a -5% reduction in property tax revenues.

Other revenue sources, while down compared to pre-pandemic levels, are forecasting growth compared to FY 2021 except for Investment Earnings (low market interest rates).

The city has been proactive in realigning its spending to match the current economic reality. Spending since FY 2020 has been limited to essential items only and vacancies are filled on a priority basis with an emphasis on public safety operations. This trend continues and has positioned the city to more effectively approach the challenges in the FY 2022 Budget resulting from COVID-19.

GENERAL FUND SUMMARY

Revenues

FY 2022 General Fund operating revenues are forecasted to grow by 2%, or $1.4 million, compared to Amended FY 2021. The following table compares major revenue categories within the General Fund:

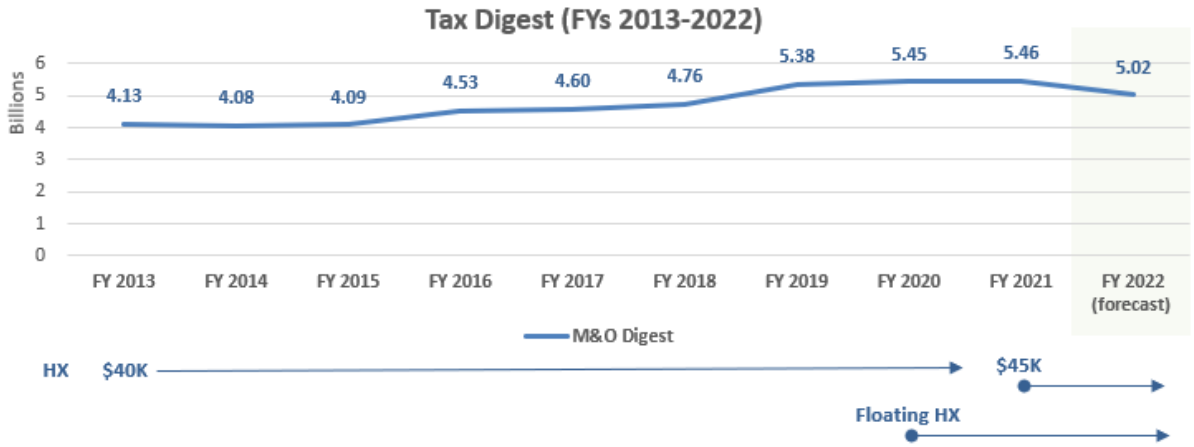
	FY 2021 AMENDED BUDGET	FY 2022 RECOMMENDED BUDGET	$ Variance	% Variance
Revenues:				
Property Taxes:				
Current Year	$ 25,350,000	$ 24,000,000	$ (1,350,000)	-5.3%
Motor Vehicle	75,000	60,000	(15,000)	-20.0%
Motor Vehicle Title Tax Fee	1,600,000	1,800,000	200,000	12.5%
Prior Year/Delinquent	217,000	237,000	20,000	9.2%
Local Option Sales Tax	13,479,457	15,700,000	2,220,543	16.5%
Other Taxes:				
Franchise Fees	6,675,000	6,620,000	(55,000)	-0.8%
Insurance Premium Tax	4,589,200	4,650,000	60,800	1.3%
Alcohol Beverage Excise Tax	2,100,000	2,025,000	(75,000)	-3.6%
Other Taxes	2,192,750	2,432,750	240,000	10.9%
Licenses & Permits	2,579,750	2,729,100	149,350	5.8%
Intergovernmental	113,000	117,678	4,678	4.1%
Charges for Services	3,395,105	3,741,450	346,345	10.2%
Fines & Forfeitures	1,806,000	2,056,000	250,000	13.8%
Interest	310,000	190,000	(120,000)	-38.7%
Other Revenues	249,809	240,787	(9,022)	-3.6%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	2,531,250	2,062,500	(468,750)	-18.5%
Total Operating Revenues	**$ 67,263,321**	**$ 68,662,265**	**$ 1,398,944**	**2.1%**
Fund Balance Carryforward	5,289,252	5,836,799		
Total Revenues	**$ 72,552,573**	**$ 74,499,064**		

Property and Motor Vehicle Taxes

Property taxes are calculated based on an assessed millage rate on real and personal property owned within the city. Real property consists of land, buildings, structures, and improvements affixed to land. Personal property includes machinery, equipment, inventory supplies, furniture, motor vehicles, boats, etc. The Fulton County Board of Assessors (the "BOA") determines the fair market value of property (i.e. tax digest) utilizing numerous analytical methods including comparative sales data. As of the date of this budget submission, the BOA has not provided the updated tax digest. As such, FY 2022 is based on a forecasted tax digest.

GENERAL FUND SUMMARY

The chart below illustrates the tax digest growth within the city for the last 9 years as provided by the BOA and a staff forecast for FY 2022. These figures are net of all exemptions (e.g. basic homestead and floating homestead exemptions).



As previously mentioned, FY's 2013-2021 represent tax digest valuations provided by the BOA. Property valuations have stagnated from a digest perspective over the last several years due to a combination of the following:

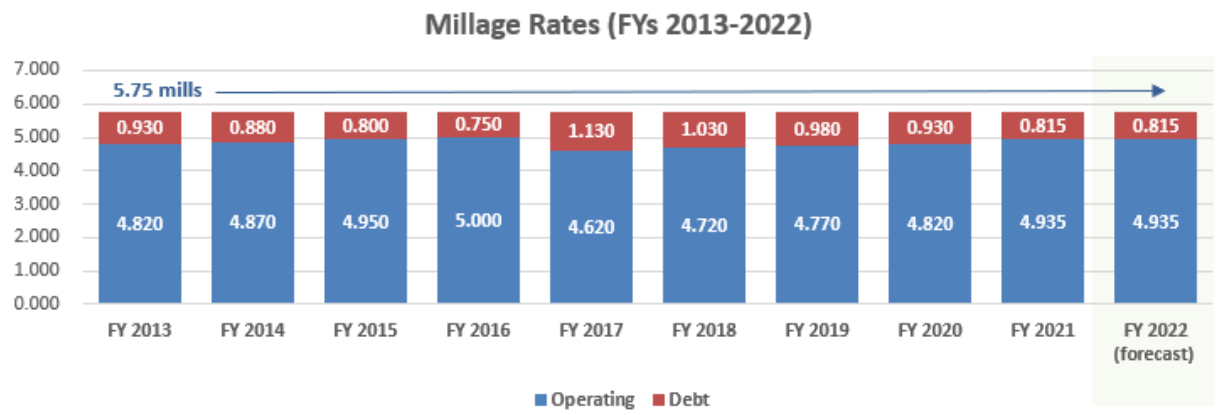
- FY 2020: Implementation of the floating homestead exemption;
- FY 2021: $5,000 increase to the basic homestead exemption ($40,000 to $45,000);
- FY 2021: Removal of income restrictions for residents age 65 and older to qualify for the $10,000 senior homestead exemption; and
- General tax digest appeal valuation adjustments.

As highlighted above, the tax digest is subject to tax appeal adjustments which reduce overall valuations. It is the City's practice to conservatively estimate appeal valuation adjustments as well as collectability when forecasting property tax collections for the upcoming budget year. Additionally, FY 2022 valuations represent the 1st year of valuation impacts resulting from the COVID-19 pandemic. Specifically, FY 2022 property valuations represent market conditions as of January 1, 2021 (valuations during 2020). Due to the unprecedented impact on our businesses during 2020 from COVID-19, the City has forecasted a steep reduction in commercial valuations (20% reduction). The forecasted reduction in commercial valuations, which is partially offset through forecasted growth in residential valuations and estimated new construction ($168 million in market valuations), equates to an -8% overall reduction in the property tax digest.

In conjunction with the annual budget process, the city adopts a millage rate to be applied to the tax digest in order to determine the taxroll value and, consequently, the property tax billings.

GENERAL FUND SUMMARY

The city has historically acknowledged the need to provide a taxation rate commensurate with the government's level of service. The chart below illustrates the annual millage rates levied by the city for the last 9 years including the request for FY 2022.

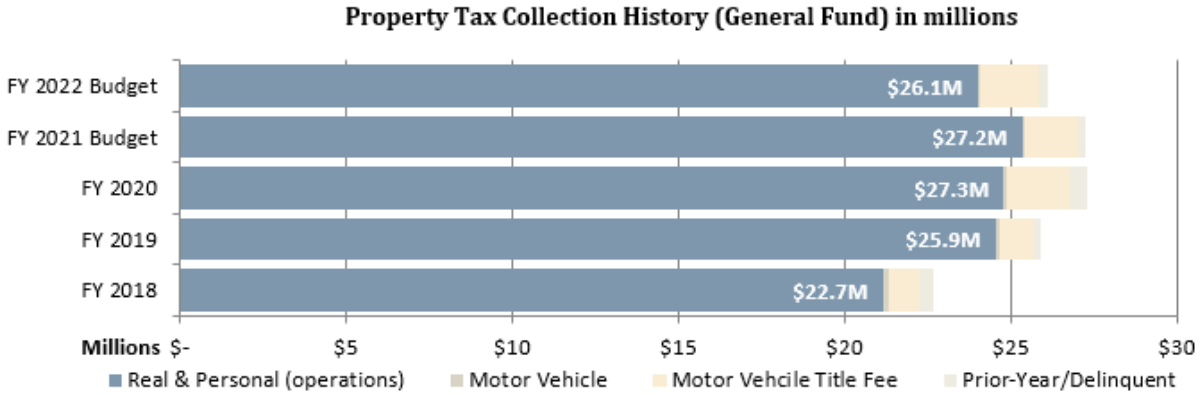


The FY 2022 Budget is based on maintenance of the city's millage rate at 5.750 mills.

- The portion of the millage rate funding debt service (Debt Service Fund) is estimated to remain flat with FY 2021 at 0.815 mills.
- The portion of the millage rate funding operations and recurring capital investment (General Fund) is estimated to remain flat with FY 2021 at 4.935 mills.

The property tax revenue estimates are net of the city's homestead exemptions which is estimated to save our homeowners over $5 million annually. The main homestead components include the floating homestead exemption that caps the valuation growth of homesteaded properties at the lesser of 3% or CPI and the basic homestead exemption that lowers the taxable value of a homesteaded property by $45,000. The city's homestead exemptions go great lengths in keeping Alpharetta an affordable place to live and retire.

General Fund property taxes are budgeted at $26.1 million in FY 2022 and represent approximately 35% of General Fund revenues. The chart below depicts a 5-year history of General Fund property tax collections by type.

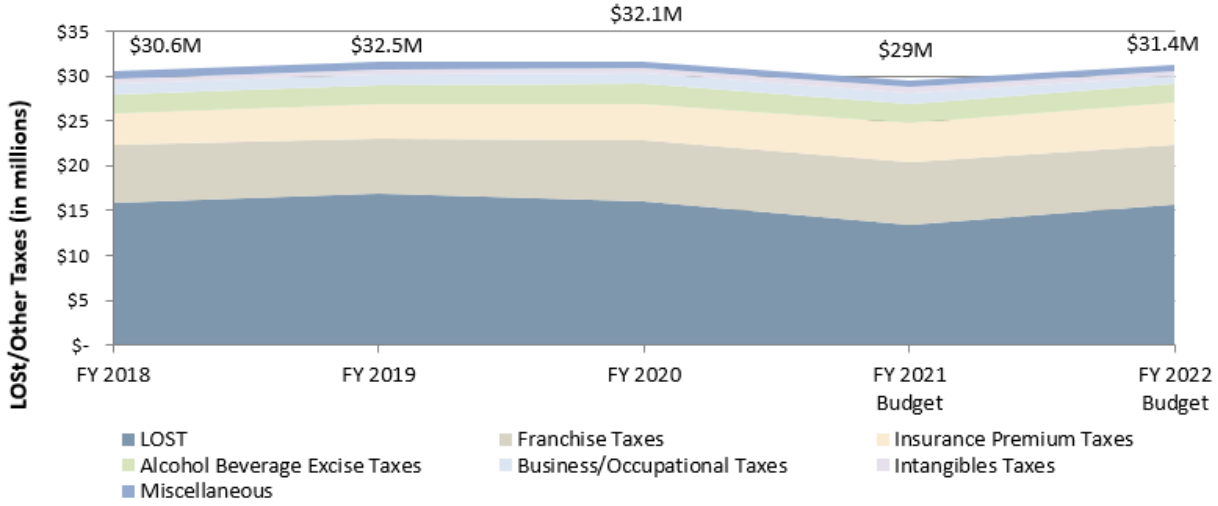


GENERAL FUND SUMMARY

Motor vehicle taxes are experiencing declines due to House Bill 386 which phased out motor vehicle taxes on all vehicles titled on or after March 1, 2013. The city is still receiving motor vehicle taxes on vehicles titled before March 1, 2013 until the vehicle is sold/transferred. The city is forecasting motor vehicle revenues to be fully phased-out over the period ending in FY 2024. HB 386 created a Motor Vehicle Title Fee to partially offset the reduction in motor vehicle taxes. The Title Fee is 6.6% and is shared between the State and local governments (county, city, and school boards; local share approaches 65% of collections). An increase of 13% is forecasted in FY 2022 for motor vehicle title fees from a budget-to-budget standpoint. However, the reduction programmed into the FY 2021 budget due to anticipated COVID-19 impacts has not been realized and 2021 actuals are trending towards $1.8 million resulting in a conservative flat-collection trend for 2022.

Other Taxes (including LOST)

Other taxes account for 42%, or $31 million, of total General Fund revenue for FY 2022. Specifically, revenue sources within the Other Taxes category include Local Option Sales Taxes ("LOST"), Franchise Taxes, Insurance Premium Taxes, Alcohol Beverage Excise Taxes, etc. The chart below provides a 5-year history of Other Tax collections by type.



- **Local Option Sales Taxes ("LOST"):** This revenue source represents the city's portion of the 7% sales and use tax collected in Fulton County (not counting T-SPLOST levy) and totals $15.7 million for FY 2022.

  Sales and use tax is collected by the retailer making sales of tangible personal property in Fulton County. LOST is reported and remitted to the Georgia Department of revenue each month for the previous month's sales. The DOR calculates the distribution and remits the revenue to the city monthly.

GENERAL FUND SUMMARY

The LOST is distributed to municipalities within Fulton County based on population. The rate of distribution is negotiated every 10-years after the decennial U.S. Census. Due to relative population growth (including annexations), the city received an increase in its proportionate distribution in 2013 to 5.84% of the amount shared by local governments (roughly 1% of the 7% sales and use tax levy).

An increase of 17% is forecasted for FY 2022 from a budget-to-budget standpoint. However, actual collections are conservatively estimated at $15.5 million in FY 2021 which equates to a revised growth rate of 2%. Due to the Federal stimulus recently approved and beginning to flow thru the local, State, and National economy, LOST collections are likely to exceed budgetary figures for 2022 and begin to recover towards pre-COVID trends (e.g. 2019).

- **Franchise Taxes:** Several of the larger franchise agreements include the following: Georgia Power (electric/4% of taxable gross sales); Comcast (cable and communications/5% of gross receipts); BellSouth (communications/3% of gross receipts); etc.

  A reduction of -1% is forecasted for FY 2022 from a budget-to-budget standpoint. However, actual collections are estimated at $6.4 million in FY 2021 which equates to a revised growth rate of 3%.

  Franchise Fee revenue is sensitive to fluctuations in usage (e.g. cool summer significantly lessens the need for air conditioning and associated energy usage) and economic activity. COVID-19 has had a detrimental effect on many of our commercial partners through closings and/or reduced operational hours which impacted onsite energy usage. That said, the residential segment will provide growth in energy usage (and cable usage) as families work/attend school from home. Budgetary practice is to be conservative with forecasting these collections to insulate the operating budget from the associated short-term collection fluctuations inherent in this revenue source.

  Collections from GA Power and Sawnee EMC, the largest contributors of this revenue source (70% of total franchise fees), totaled $4.3 million in FY 2021 and represents a -$440,370 decrease over the prior year ($4.8 million was collected in FY 2020). The budget forecast for FY 2022 totals $4.4 million and represents minor growth compared to 2021 collections. Augmenting revenue growth forecasts are approved rate increases by GA Power (average of 3% on 1/1/2021 and 5% on 1/1/2022).

  Collections from cable franchise agreements represent the next largest source and are estimated to total $890,000 in FY 2021. The budget forecast for FY 2022 totals $950,000 and reflects growth approximating 6%. The city raised the Cable Franchise Fee from 3% to 5% effective January 1, 2019.

GENERAL FUND SUMMARY

- **Insurance Premium Taxes:** This revenue source represents a percentage of insurers' gross direct premiums on life, accident, and sickness insurance policies written within the State and totals $4.7 million in FY 2022. Strong growth is forecasted for FY 2022 from a budget-to-budget standpoint. However, actual collections during FY 2021 totaled $4.6 million which is equates to a conservative 1% growth factor.

  Insurance premium tax is due on the first day of the calendar year and is collected directly by the city.

- **Alcohol Beverage Excise Taxes:** This revenue source represents taxes levied on dealers and wholesalers of alcoholic beverages within the city and totals $2 million in FY 2022. A contraction of -4% is forecasted for FY 2022 from a budget-to-budget standpoint. However, actual collections during FY 2021 are estimated at $2 million which equates to a conservative 1% growth factor and reflects the ongoing economic impacts of the COVID-19 pandemic.

Licenses & Permits

Licenses & permits account for 4%, or $2.7 million, of total General Fund revenue for FY 2022. Licenses and permit revenues include alcoholic beverage permit fees, development permit and related fees, building permit fees, occupancy permit fees, sign permit fees, etc.

Growth of 6% is forecasted for FY 2022 based on 2021 collection patterns but lags pre-pandemic collection levels ($4.2 million in 2019).

The largest revenue source is Building Permit Fees ($1.7 million conservatively forecasted for FY 2022; $1.9 million estimated for FY 2021).

Intergovernmental

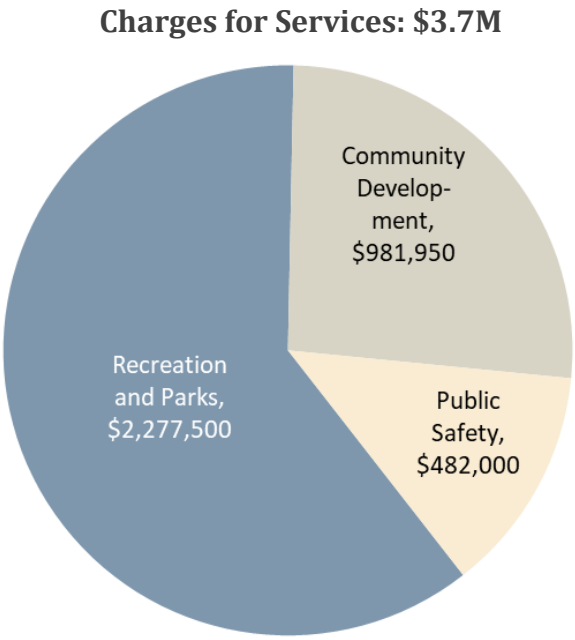
Intergovernmental sources account for <1%, or $117,678, of total General Fund revenue for FY 2022. This revenue is primarily generated from Intergovernmental Agreements with the City of Milton related to the sharing of court management capabilities as well as overtime reimbursement through the Federal HIDTA (High Intensity Drug Trafficking Area) program.

GENERAL FUND SUMMARY

Charges for Services

Charges for services include user fees for community development (plan review, planning and development fees, etc.), public safety (plan review, police reports and services, etc.), recreation and parks (program and activity fees, etc.), and special events.

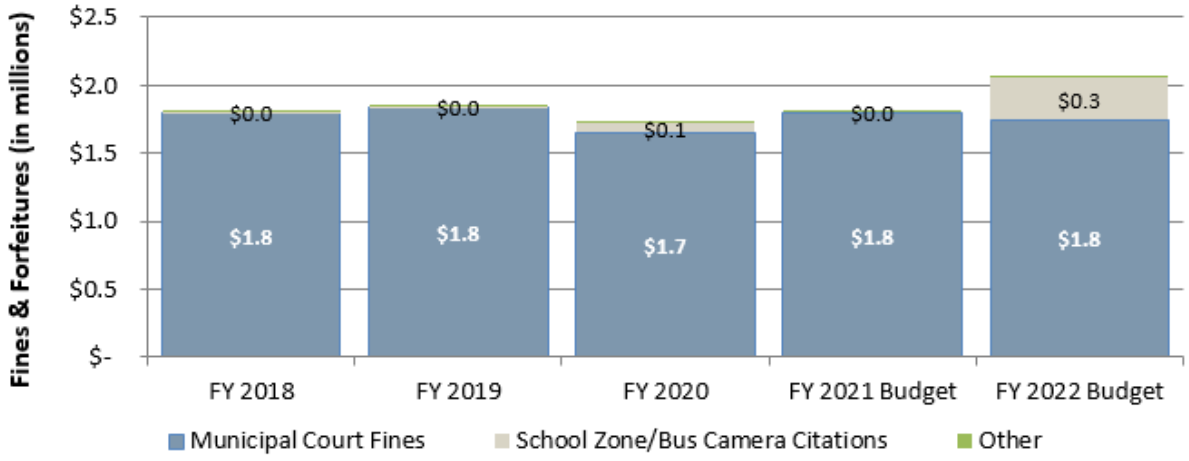
Charges for services account for 5%, or $3.7 million, of total General Fund revenue. Growth of 10% is forecasted for FY 2022 primarily due to increased plan review fee trends coupled with recreation program attendance growth (compared to 2020 which included significant program cancelations due to COVID-19).



Fines & Forfeitures

Fines & Forfeitures include municipal court fines, code enforcement, etc.

Fines & forfeitures account for 3%, or $2.1 million, of total General Fund revenue for FY 2022. An increase of 14% is forecasted for FY 2022 from a budget-to-budget standpoint due primarily to School Zone traffic camera citation fees being included within the budget.



Interest

Interest earnings account for <1%, or $190,000, of total General Fund revenue for FY 2022. Reductions are forecasted to more accurately reflect the earnings the city is currently receiving on its investments in the low market-rate environment.

GENERAL FUND SUMMARY

Other Financing Sources

Other Financing Sources account for 3%, or $2.1 million, of total General Fund revenue for FY 2022 and consists of the city's share (40%) of the Hotel/Motel Tax. This revenue source is discussed in more detail within the *Special Revenue Fund Summaries* (Hotel/Motel Fund) section of this document.

Fund Balance

Carryforward fund balance accounts for 8%, or $5.8 million, of total General Fund appropriations for FY 2022. Carryforward Fund Balance represents available cash in excess of the city's 23% emergency reserve.

It has been the city's policy to utilize the remaining fund balance above the emergency requirement for one-time expenditures.

GENERAL FUND SUMMARY

Expenditures

Operating expenditures of the General Fund are forecasted to grow by 2% over FY 2021. This figure includes the operating initiative funding for FY 2022[4]. After adjusting for the operating initiative funding, **the base operational growth totals 1%**.

The following table compares departmental appropriations within the General Fund:

Expenditures (by Department):	FY 2021 AMENDED BUDGET	FY 2022 RECOMMENDED BUDGET	$ Variance	% Variance
Mayor and Council	$ 382,505	$ 386,092	$ 3,587	0.9%
City Administration	1,288,313	2,128,802	840,489	65.2%
Finance	3,541,567	3,478,691	(62,876)	-1.8%
Legal Services	750,000	750,000	-	0.0%
Information Technology	2,194,661	2,022,562	(172,099)	-7.8%
Human Resources	647,529	689,600	42,071	6.5%
Municipal Court	1,006,645	1,055,011	48,366	4.8%
Public Safety	30,596,284	31,846,772	1,250,488	4.1%
Public Works	9,046,380	9,022,696	(23,684)	-0.3%
Recreation, Parks & Cultural Services	10,088,405	10,089,025	620	0.0%
Community Development	4,190,713	3,773,624	(417,089)	-10.0%
Non-Departmental:				
Contingency	700,000	700,000	-	0.0%
Insurance Premiums (Risk Fund)	720,250	779,750	59,500	8.3%
Gwinnett Tech Contribution (Debt Svc)	290,490	289,640	(850)	-0.3%
Total Operating Expenditures	**$ 65,443,742**	**$ 67,012,265**	**$ 1,568,523**	**2.4%**
Non-Allocated/Reserve	1,880,579	-		
Non-Allocated/Reserve (One-Time Usage)	686,390	-		
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	4,352,862	5,836,799		
Recurring Capital Program	189,000	1,650,000		
Total Expenditures	**$ 72,552,573**	**$ 74,499,064**		

[4] Please refer to the *Operating Initiatives Request* section of this document for detail of the requests.

GENERAL FUND SUMMARY

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

	FY 2021 AMENDED BUDGET	FY 2022 RECOMMENDED BUDGET	$ Variance	% Variance
Expenditures (by Category):				
Personnel Services:				
Salaries	$ 29,915,404	$ 30,755,039	$ 839,635	2.8%
Group Insurance	9,005,901	9,473,883	467,982	5.2%
Pension (Defined Benefit)	2,675,532	2,818,660	143,128	5.3%
Pension (401A)	2,183,255	2,367,862	184,607	8.5%
OPEB/Post Employment Healthcare	604,717	566,084	(38,633)	-6.4%
Miscellaneous Benefits	3,039,934	3,154,543	114,609	3.8%
subtotal	$ 47,424,743	$ 49,136,071	$ 1,711,328	3.6%
Maintenance and Operations:				
Professional Services	$ 2,561,658	$ 2,696,938	$ 135,280	5.3%
Repair/Maintenance	1,603,061	1,620,750	17,689	1.1%
Maintenance Contracts	2,846,574	2,850,778	4,204	0.1%
Professional Services (IT)	2,048,834	2,027,570	(21,264)	-1.0%
General Supplies	958,131	869,161	(88,970)	-9.3%
Utilities	2,897,285	2,953,175	55,890	1.9%
Legal Services	750,000	750,000	-	0.0%
Insurance Premiums (Risk Fund)	720,250	779,750	59,500	8.3%
Miscellaneous	2,028,868	1,655,887	(372,981)	-18.4%
subtotal	$ 16,414,661	$ 16,204,009	$ (210,652)	-1.3%
Capital/Lease:	$ 613,848	$ 682,545	$ 68,697	11.2%
Other Uses:				
Contingency	$ 700,000	$ 700,000	$ -	0.0%
Gwinnett Tech Contribution (Debt Svc)	290,490	289,640	(850)	-0.3%
subtotal	$ 990,490	$ 989,640	$ (850)	-0.1%
Total Operating Expenditures	**$ 65,443,742**	**$ 67,012,265**	**$ 1,568,523**	**2.4%**
Non-Allocated/Reserve	1,880,579	-		
Non-Allocated/Reserve (One-Time Usage)	686,390	-		
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	4,352,862	5,836,799		
Recurring Capital Program	189,000	1,650,000		
Total Expenditures	**$ 72,552,573**	**$ 74,499,064**		

GENERAL FUND SUMMARY

Meeting the Internal Needs of Operating Departments

Several of the major points of the FY 2022 Budget are as follows:

- Management of personnel and compensation program to align with current market environment:
  - Staffing level at 457.5 full-time equivalents "FTE" with the funding breakdown as follows:
    - 447 full-time equivalents (funded) – includes 6 positions funded as part of the 2022 operating initiatives (Quint apparatus staffing);
    - 10.5 full-time equivalents (unfunded; budgetary savings of $900,000); positions to remain vacant pending an identified funding source and workload justification.
  - Continuation of the annual performance-based merit program (3% on average) effective July 1, 2021 in an estimated cost of $1 million.
- Reduction (-1% or -$210,652) in departmental maintenance and operations budgets (General Fund) including controls on non-essential spending.
  - Net reduction is approximately -5% after adjusting for operating initiatives for 2022[5], new initiatives (e.g. elections, municipal court office space lease, Innovation Academy field maintenance IGA, etc.), and growth drivers including risk insurance premiums (8% growth or +$59,500 based on premium trends), maintenance of new parks (+$42,000 for AlphaLoop, Thompson Street Park, Maddox Park, and Encore Park), and expanded Public Safety Taser program (42% growth or +$30,000).
- The departmental operating capital/lease budget primarily represents funding for the city's capital lease obligations (fire trucks, police tasers, etc.) coupled with minor maintenance capital needs. The FY 2022 budget experienced growth due primarily to approval of the Quint lease as part of the 2021 Mid-Year budget (replaced 1 Pumper with a dual-purpose Quint including ladder and water pumping capabilities).
- Funding from the General Fund which is available for immediate capital investment in 2022 includes the following:
  - $5,836,799 Fund Balance for one-time capital;
  - $1,650,000 Recurring Capital Contribution from the General Fund

    $7,486,799

[5] Please refer to the *Operating Initiatives Request* section of this document for detail of the requests.

DEPARTMENTAL SUMMARIES

Departmental Summaries

Overview

The *Department Summaries* section is intended to provide detailed financial and non-financial information of the departmental operations funded within the General Fund.

This section segments departmental budgets into the following components:

- *Mission Statement* – the statement must identify the particular purpose for the department and how it relates to the city's overall mission.
- *Goals & Objectives* – a listing of the fundamental goals and objectives which aid the department in achieving its mission. Goals stretch and challenge the department, but they must also be SMART (Specific, Measurable, Achievable, Relevant, and Timed).

  Direct linkages are identified between the city's vision/strategic priorities and departmental goals & objectives.
- *Revenue/Expenditure Summary* – the budget for the department summarized by expenditure category:
  - Personal Services: salaries, overtime, and other compensation related expenditures.
  - Maintenance & Operations: professional fees, repair & maintenance, general supplies, communications, and other operational related expenditures.
  - Capital: departmental machinery & equipment expenses.
- *Statement of Service and Performance Measures* – multi-year summary of departmental performance measurements.

DEPARTMENTAL SUMMARIES

Mayor and City Council

DONALD MITCHELL
CITY COUNCIL (POST 1)

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BEN BURNETT
CITY COUNCIL (POST 2)

BBurnett@alpharetta.ga.us

KAREN RICHARD
CITY COUNCIL (POST 3)

KRichard@alpharetta.ga.us

JIM GILVIN
MAYOR

JGilvin@alpharetta.ga.us

Mission Statement

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

JOHN HIPES
CITY COUNCIL (POST 4)

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JASON BINDER
CITY COUNCIL (POST 5)

JBinder@alpharetta.ga.us

DAN MERKEL
CITY COUNCIL (POST 6)

DMerkel@alpharetta.ga.us

DEPARTMENTAL SUMMARIES

Mayor and City Council

Mission Statement

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

Core Values

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

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

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

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

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

Community Vision

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

Offering the highest quality of environment for our residents and businesses;

Fostering strong sense of community including safety and security;

Providing a business climate that attracts the top echelon companies.

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
N/A	$ -	$ -	$ -		$ -
TOTAL	**$ -**	**$ -**	**$ -**		**$ -**
EXPENDITURES					
Personnel Services:					
Salaries	$ 109,063	$ 120,000	$ 120,000	$ 120,000	$ 120,000
Group Insurance	128,080	165,061	171,786	184,845	188,913
FICA	6,615	7,036	7,036	9,438	9,448
Pension (Defined Benefit)	-	-	-		-
Pension (401A Contribution/Match)	12,844	15,563	18,000	18,000	18,000
Workers Compensation	3,027	3,307	3,626	3,384	3,363
OPEB Contribution	377	2,718	2,808	2,856	2,459
Miscellaneous	2,700	3,600	3,600	3,764	3,763
subtotal	*$ 262,705*	*$ 317,284*	*$ 326,856*	*$ 342,287*	*$ 345,946*
Maintenance & Operations:					
* Mayor	$ 7,782	$ 8,467	$ 9,000	$ 7,200	$ 7,200
* City Council Post 1	4,916	6,154	4,692	4,000	4,000
* City Council Post 2	3,936	4,975	5,000	4,000	4,000
* City Council Post 3	689	1,979	4,593	4,000	4,000
* City Council Post 4	1,954	1,513	4,472	4,000	4,000
* City Council Post 5	1,316	3,367	4,999	4,000	4,000
* City Council Post 6	3,395	958	3,527	4,000	4,000
Miscellaneous	5,840	6,845	3,278	9,018	8,946
subtotal	*$ 29,828*	*$ 34,258*	*$ 39,561*	*$ 40,218*	*$ 40,146*
Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*
TOTAL	**$ 292,533**	**$ 351,543**	**$ 366,417**	**$ 382,505**	**$ 386,092**
PERSONNEL					
Mayor	1.0	1.0	1.0	1.0	1.0
City Council	6.0	6.0	6.0	6.0	6.0
TOTAL	**7.0**	**7.0**	**7.0**	**7.0**	**7.0**

** Financial activity is tied to the Post and not the necessarily the current incumbent.*

DEPARTMENTAL SUMMARIES

Budget Narrative

The Fiscal Year 2022 Budget for Mayor and City Council totals $386,092 and represents an increase of 1%, or $3,587, compared to the FY 2021 budget. This variance is solely related to growth in group health insurance premiums.

The Maintenance and Operations remained relatively flat compared to FY 2021.

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

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Variance
Mayor	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 1	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 2	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 3	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 4	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 5	1.0	1.0	1.0	1.0	1.0	-
Councilperson Post 6	1.0	1.0	1.0	1.0	1.0	-
	7.0	7.0	7.0	7.0	7.0	-

The City of Alpharetta is one of the first communities in the region to qualify for the Green Community Certification by the Atlanta Regional Commission. Certification is earned by implementing environmental sustainability practices and policies in 10 categories, ranging from energy efficiency and green building to transportation and water efficiency.

The City Council adopted the Alpharetta Green City Program in early 2009 as a comprehensive document for all the city's sustainable policies and practices. A variety of measures are incorporated in the Green City Program, including LEED or EnergyStar certification for all new local government buildings, a green fleet policy, "green" purchasing policies and more. The city received points for its water conservation requirement for new construction, which mandates that any project within the city limits demonstrate how the project will reduce water consumption by at least 10 percent to receive a permit. Other measures implemented by the City of Alpharetta are community incentives for green building and WaterSense homes, a commercial recycling requirement, installation of LED bulbs in all traffic signals and a no-idling policy for government.

DEPARTMENTAL SUMMARIES

City Administration

BOB REGUS
CITY ADMINISTRATOR

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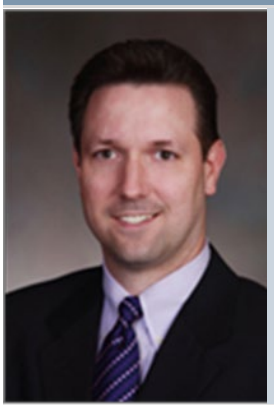
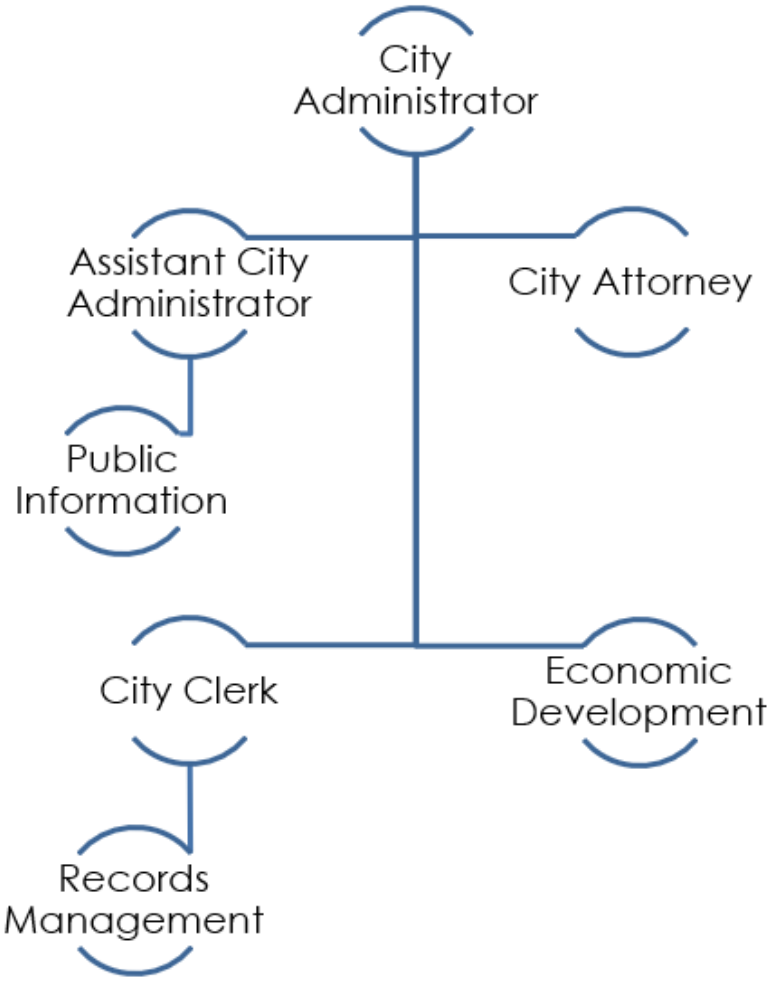
JAMES DRINKARD
ASSISTANT CITY ADMINISTRATOR



JDrinkard@alpharetta.ga.us



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

Offering the highest quality of environment for our residents and businesses;

Fostering strong sense of community including safety and security; and

Providing a business climate that attracts the top echelon companies.

The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

DEPARTMENTAL SUMMARIES

City Administration

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

City Administrator

Mission Statement

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

Goals and Objectives

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

DEPARTMENTAL SUMMARIES

Key Issues

- ✓ Continue the development of a "customer-driven" organizational culture among the staff;
- ✓ Strengthen the relationship between the City Council and staff - building bridges in communication to facilitate the relationship;
- ✓ Continue the informative, cooperative endeavor of providing the best available information for the City Council to remain effective and successful in their offices;
- ✓ Meet the service provision and service level demand of the citizens while ensuring the most cost-effective delivery of those services;
- ✓ Continue efforts toward more effective communication strategies with citizens through enhanced public awareness and public education programs;
- ✓ Seek to work with the local legislative delegation on the introduction or support of legislation that benefits the City of Alpharetta and its citizens;
- ✓ Anticipate the future population and area growth of the City as a result of continued development and annexations, ensuring staff meets the expectations of existing and new residents; and
- ✓ Continue efforts toward enhancing the compensation and benefits package to attract and retain the very best employees.

The City of Alpharetta has been awarded the *Certified City of Ethics* designation from the Georgia Municipal Association ("GMA"). This program was created to recognize cities that have adopted principles and procedures that offer guidance on ethical issues, along with a mechanism to resolve complaints at the local level.

The city has also been awarded the *City of Excellence* designation from the GMA in conjunction with Georgia Trend Magazine. This program was created to recognize Georgia's best managed and most livable cities.

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

City Administration
General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Licenses and Permits:					
Alcohol Beverage Permits	$ 10,150	$ 11,200	$ 2,300	$ -	$ -
Charges for Services:					
Taste of Alpharetta	-	-	-	-	-
Other (Events)	1,020	775	588	750	450
Other Revenue:					
Property Leases	-	-	-	-	-
Other	4,648	17,156	16,621	-	-
TOTAL	**$ 15,818**	**$ 29,131**	**$ 19,509**	**$ 750**	**$ 450**
EXPENDITURES					
Personnel Services:					
Salaries	$ 986,288	$ 897,873	$ 761,456	$ 723,908	$ 938,008
Overtime	88	-	-	-	-
Group Insurance	165,996	147,597	122,879	114,648	183,821
FICA	66,730	60,169	48,935	43,825	60,896
Pension (Defined Benefit)	100,437	99,253	80,260	102,738	112,581
Pension (401A Contribution/Match)	63,771	59,559	50,836	41,246	68,194
Workers Compensation	24,362	27,015	22,417	18,347	24,478
OPEB Contribution	3,115	22,789	18,216	15,483	17,799
Miscellaneous	7,433	7,743	7,200	7,526	7,772
subtotal	*$ 1,418,220*	*$ 1,321,998*	*$ 1,112,199*	*$ 1,067,721*	*$ 1,413,549*
Maintenance & Operations:					
Professional Services	$ 293,534	$ 113,594	$ 243,064	$ 69,500	$ 481,500
Advertising	184,783	115,804	162,385	8,750	23,750
Printing	1,342	-	3,308	-	5,000
Employee Training	30,809	9,102	6,305	9,500	12,200
Employee Travel	38,585	6,507	5,592	3,338	7,500
General Supplies	80,558	57,721	32,428	39,700	47,100
Maintenance Contracts/IT Services	103,360	88,943	79,379	85,804	134,203
Utilities	178	56	222	-	-
Miscellaneous	30,085	914	17,092	4,000	4,000
subtotal	*$ 763,232*	*$ 392,640*	*$ 549,774*	*$ 220,592*	*$ 715,253*
Capital	*$ -*	*$ -*	*$ -*		*$ -*
TOTAL	**$ 2,181,453**	**$ 1,714,638**	**$ 1,661,974**	**$ 1,288,313**	**$ 2,128,802**
Authorized Personnel	**10.0**	**8.0**	**7.0**	**6.0**	**8.0**

DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2022 Budget for City Administration totals $2,128,802 and represents an increase of 65%, or $840,489, compared to FY 2021. The primary drivers of this increase ($594,169) includes the transfer of the Economic Development function from Community Development (FY 2021) to City Administration (FY 2022) as well as estimated 2021 election costs ($155,000). The Economic Development function has historically been housed under the City Administration Department but was moved for FY 2021 to facilitate a better management linkage with the Community Development Department and is being moved back into City Administration for FY 2022 under the leadership of the newly funded Economic Development Director position.

The Personnel Services category increased 32%, or $345,828, due primarily to the transfer of the Economic Development Division (discussed above) coupled with wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021.

Authorized personnel total 8 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Variance
Assistant City Administrator	1.0	1.0	1.0	1.0	1.0	-
Assistant City Clerk	1.0	1.0	1.0	1.0	1.0	-
City Administrator	1.0	1.0	1.0	1.0	1.0	-
City Clerk	1.0	1.0	1.0	1.0	1.0	-
Economic Development Director*	1.0	1.0	-	-	1.0	1.0
Economic Development Manager*	1.0	1.0	1.0	-	1.0	1.0
Executive Office Coordinator	1.0	1.0	1.0	1.0	1.0	-
Internal Auditor	1.0	-	-	-	-	-
Records Manager	1.0	-	-	-	-	-
Web Administrator	1.0	1.0	1.0	1.0	1.0	-
	10.0	8.0	7.0	6.0	8.0	2.0

* Positions reorganized into the Community Development Department for fiscal year 2021 and transferred back under City Administration for FY 2022 upon approval of a Director position.

The Maintenance and Operations category increased 224%, or $494,661, due primarily to the following activity:

- Increase within multiple accounts totaling $285,815 representing the transfer of the Economic Development function from the Community Development Department (discussed above).
- Increase in professional services and advertising of $155,000 due to estimated costs to conduct the 2021 election under the terms of the Fulton County IGA.

- Increase in professional services of $25,000 for City Administrator national recruitment services (2022 operating initiative)[6].
- Increase in maintenance contracts and IT professional services due of $23,659 due to general growth in software maintenance costs coupled with additional funds for citizen communication-focused software applications (e.g. Survey Monkey, TypeForm, Mailchimp, MentiMeter, etc.).

Statement of Revenues, Expenditures, and changes in Personnel

Legal Services

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
N/A	$ -	$ -	$ -	$ -	$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
EXPENDITURES					
Maintenance & Operations:					
Professional Fees	$ 725,172	$ 842,459	$ 882,013	$ 750,000	$ 750,000
TOTAL	**$ 725,172**	**$ 842,459**	**$ 882,013**	**$ 750,000**	**$ 750,000**
PERSONNEL*	-	-	-	-	-

* City Attorney services are provided through a contractual arrangement with a private law firm.

[6] Please refer to the *Operating Initiatives Request* section of this document for detail of the requests.

DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on City Administration programs including performance measures and personnel.

- **City Administration**

  Statement of Service: Serves as the administrative head of the municipal government, coordinating municipal functions in order to provide effective, efficient, and responsive services. This office also ensures that ordinances, resolutions and regulations of the City Council and laws of the State of Georgia are enforced and is responsible for public relations activities.

City Administration Performance Measurements	Actual FY 2018	Actual FY 2019	Actual FY 2020	Target FY 2021	Target FY 2022
City Administration Department annual turnover percentage	0.0%	14.3%	0.0%	0.0%	16.7%
Number of website hits	536,173	585,556	614,396	590,000	600,000
Website Unique Visitors	332,428	361,548	497,660	360,000	420,000
Website Page Views	1,177,294	1,285,007	1,296,371	1,200,000	1,200,000
% of Website New Visits	61%	60%	81%	60%	70%
Facebook Followers	7,800	11,117	13,589	13,450	16,578
Twitter Followers	8,100	9,337	10,556	11,408	12,000
Personnel Assigned:	**8.0 FTE**	**7.0 FTE**	**6.0 FTE**	**6.0 FTE**	**6.0 FTE**
	City Administrator	City Administrator	City Administrator	City Administrator	City Administrator
	Asst City Admin	Asst City Admin	Asst City Admin	Asst City Admin	Asst City Admin
	Executive Office Coord.	Executive Office Coord.	Executive Office Coord.	Executive Office Coord.	Executive Office Coord.
	N/A	N/A	N/A	N/A	N/A
	Web Administrator	Web Administrator	Web Administrator	Web Administrator	Web Administrator
	City Clerk	City Clerk	City Clerk	City Clerk	City Clerk
	Assistant City Clerk	Assistant City Clerk	Assistant City Clerk	Assistant City Clerk	Assistant City Clerk
	Records Manager	Records Manager	N/A	N/A	N/A
	Internal Auditor				

Economic Development

Statement of Service: To promote the economic growth of Alpharetta.

City Administration - Economic Development					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of Existing business contacts	425	400	418	400	415
# of New projects	9	15	19	15	20
# of Major business prospects recruited	1	2	2	3	5
Personnel Assigned:	**2.0 FTE**	**2.0 FTE**	**1.0 FTE**	**2.0 FTE**	**2.0 FTE**
	Economic Dev Director	Economic Dev Director	N/A	Economic Dev Director	Economic Dev Director
	Economic Dev Manager	Economic Dev Manager	Economic Dev Manager	Economic Dev Manager	Economic Dev Manager

DEPARTMENTAL SUMMARIES

Finance

THOMAS G. HARRIS
DIRECTOR

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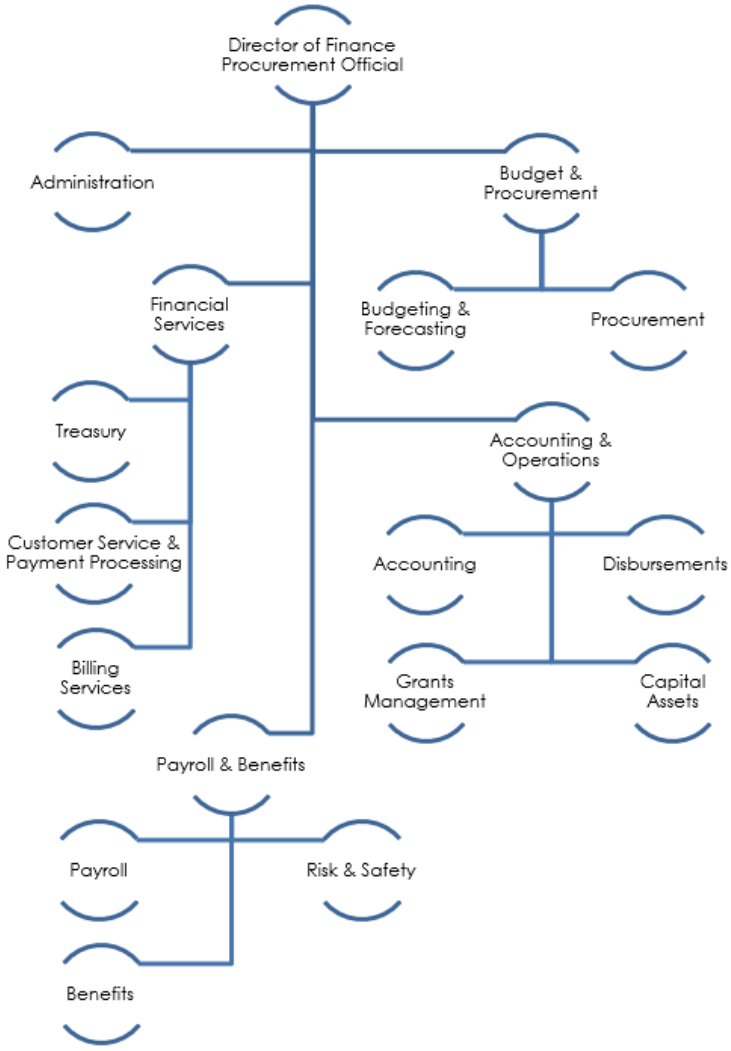

Our Community Vision is to advance Alpharetta as a signature City by:

Offering the highest quality of environment for our residents and businesses;

Fostering strong sense of community including safety and security; and

Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

DEPARTMENTAL SUMMARIES

Finance

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

Administration

Mission Statement

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

Goals and Objectives

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

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Finance
General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
N/A	$ -	$ -	$ -	$ -	$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
EXPENDITURES					
Personnel Services:					
Salaries	$ 1,554,527	$ 1,586,992	$ 1,568,576	$ 1,637,421	$ 1,649,301
Overtime	-	2,760	1,149	3,000	3,000
Group Insurance	382,135	402,106	422,092	454,424	465,150
FICA	109,700	113,798	110,447	119,873	120,716
Pension (Defined Benefit)	189,117	203,743	217,163	199,706	186,526
Pension (401A Cont./Match)	78,584	96,325	108,615	122,367	129,368
Workers Compensation	39,136	44,107	50,234	46,539	47,149
OPEB Contribution	4,704	34,943	37,647	39,279	34,273
Miscellaneous	792	930	1,006	980	571
subtotal	*$ 2,358,694*	*$ 2,485,702*	*$ 2,516,929*	*$ 2,623,589*	*$ 2,636,054*
Maintenance & Operations:					
Professional Services	$ 344,260	$ 296,764	$ 317,926	$ 313,964	$ 306,350
Printing	29,831	26,332	23,964	29,350	27,350
Employee Travel	12,490	6,582	1,777	7,906	3,750
Employee Training	12,254	9,112	10,201	9,889	6,565
Maint. Contracts/IT Services	235,154	200,182	340,372	338,420	333,362
General Supplies	47,856	38,496	54,224	45,063	41,260
Wellness Programs	156,995	160,768	122,071	166,386	119,000
Miscellaneous	9,572	16,966	(364)	7,000	5,000
subtotal	*$ 848,412*	*$ 755,201*	*$ 870,172*	*$ 917,978*	*$ 842,637*
Capital/Lease/Other:					
Capital	$ -	$ -	$ -	$ -	$ -
Enterprise Software Lease	110,902	-	-	-	-
Interest on Property Tax Refunds	1,519	7,080	7,280	-	-
subtotal	*$ 112,421*	*$ 7,080*	*$ 7,280*	*$ -*	*$ -*
TOTAL	**$ 3,319,528**	**$ 3,247,984**	**$ 3,394,381**	**$ 3,541,567**	**$ 3,478,691**
Authorized Personnel	**21.5**	**21.5**	**21.5**	**21.5**	**21.5**

FY 2022 includes 1 full-time equivalent position (Treasury Services Manager) that is not funded but part of the City's authorized workforce. This position will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2022 Budget for Finance totals $3,478,691 and represents a decrease of -2%, or -$62,876, compared to FY 2021.

The Personnel Services category was relatively flat with FY 2021 due to departmental turnover (and associated differences in incumbent salaries and benefit elections) which partially offset the wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021.

Authorized personnel total 21.5 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022*	Variance
Accountant (2FT; 1PT)	3.5	3.5	3.5	2.5	2.5	-
Accounting & Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Accounting Coordinator	-	-	-	-	1.0	1.0
Accounts Payable Technician	1.0	1.0	1.0	1.0	1.0	-
Benefits Analyst	-	-	-	1.0	-	(1.0)
Benefits Manager	1.0	1.0	1.0	-	-	-
Benefits Coordinator	1.0	1.0	1.0	-	-	-
Benefits Specialist	-	-	-	1.0	1.0	-
Billing Coordinator	1.0	1.0	1.0	1.0	1.0	-
Billing/Collections Rep.	1.0	1.0	1.0	1.0	1.0	-
Budget & Procurement Coordinator	-	-	-	-	3.0	3.0
Budget & Procurement Manager	1.0	1.0	1.0	1.0	1.0	-
Cash Management Coordinator	1.0	1.0	1.0	1.0	1.0	-
Chief Accountant	1.0	1.0	1.0	1.0	-	(1.0)
Customer Account Representative	1.0	1.0	1.0	1.0	1.0	-
Director of Finance	1.0	1.0	1.0	1.0	1.0	-
Office Manager	1.0	1.0	1.0	1.0	1.0	-
Payroll Coordinator	1.0	1.0	1.0	1.0	-	(1.0)
Payroll & Benefits Coordinator	-	-	-	-	1.0	1.0
Payroll & Benefits Manager	-	-	-	-	1.0	1.0
Payroll Specialist	-	-	-	1.0	1.0	-
Safety/Risk Administrator	1.0	1.0	1.0	1.0	1.0	-
Senior Budget & Procurement Analyst	3.0	3.0	3.0	3.0	-	(3.0)
Treasury Services Manager	1.0	1.0	1.0	1.0	1.0	-
	21.5	21.5	21.5	21.5	21.5	-

* FY 2022 includes 1 full-time equivalent position (Treasury Services Manager) that is not funded but part of the City's authorized workforce. This position will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

The Maintenance and Operations category decreased -8%, or -$75,341, to align with forecasted revenue trends resulting from the COVID-19 pandemic. These reductions were spread across all accounts based on a prioritization of need and will not impact core operational service delivery. The largest reduction occurred within the Wellness Program function (-$47,386).

DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Finance programs including performance measures and personnel.

- **Administration**

  Statement of Service: The purpose of the administrative arm of the Department of Finance is to facilitate the success of the operating divisions of the department through the provision of oversight, staff support, and internal and public advocacy. Finance administration provides fiduciary oversight and support to the various departments of the city and communicates the financial health of the city to the Mayor, City Council, and stakeholders. Administration is also responsible for cash and debt management.

Finance Admin Performance Measurements	Actual FY 2018	Actual FY 2019	Actual FY 2020	Target FY 2021	Target FY 2022
# of New GAAP/GASB financial requirements implemented	3	3	3	3	3
Bond rating maintained or upgraded	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA	Maintain Aaa - AAA
Cash management program maximizing interest returns (all funds)	$1,196,713	$2,717,547	$2,184,465	$925,056	$599,231
Personnel Assigned:	**Finance Admin 2.0 FTE**	**Finance Admin 2.0 FTE**	**Finance Admin 2.0 FTE**	**Finance Admin 2.0 FTE**	**Finance Admin 2.0 FTE**
	Director of Finance Office Manager	Director of Finance Office Manager	Director of Finance Office Manager	Director of Finance Office Manager	Director of Finance Office Manager
	Risk Mgmt. 1.0 FTE	**Risk Mgmt. 1.0 FTE**	**Risk Mgmt. 1.0 FTE**	**Risk Mgmt. 1.0 FTE**	
	Safety/Risk Administrator	Safety/Risk Administrator	Safety/Risk Administrator	Safety/Risk Administrator	

- **Internal Services**

  Statement of Service: The internal services arm of the Department of Finance includes Accounting & Operations along with Budgeting & Procurement Services, each further defined as:

  - *Budget & Procurement*: The purpose of the budget/procurement division is to facilitate the financial planning process. This is accomplished through the budgeting and expenditure monitoring process in order to effectively distribute available resources consistent with city objectives and priorities. Responsibilities also include supporting all city departments with financial information, activities, transactions, and administration of their annual financial plan.

DEPARTMENTAL SUMMARIES

- *Accounting & Operations*: Accounting services records the city's financial transactions. Responsibilities include financial reporting and disbursement activities. The accounting function also provides financial data for the purpose of compiling management and public reports which reflect the financial condition of the city in accordance with Generally Accepted Accounting Principles.

Accounting, Budget, Procurement Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
Audited CAFR to be published within 180 days of fiscal year end	12/20/2018	12/5/2019	12/30/2020**	11/25/2021	11/25/2022
GFOA Certificate of Achievement for Excellence in Financial Reporting	Yes	Yes	Yes	Yes	Yes
GFOA Outstanding Achievement in Popular Annual Financial Reporting	Yes	Yes	Yes	Yes	Yes
GFOA Distinguished Budget Award	Yes	Yes	Yes	Yes	Yes
Percentage of General Fund departments within appropriated budget*	91%	91%	91%	100%	100%
% of Budgeted employees participating in direct deposit	99%	99%	99%	99%	99%
Average # of vendor responses to Bids/Requests for Proposals	6	5	4	6	6
	Accounting Services 7.5 FTE	**Accounting Services 7.5 FTE**	**Accounting Services 7.5 FTE**	**Accounting Services 7.5 FTE**	**Accounting Services 5.5 FTE**
	Accounting & Op. Mgr.	Accounting & Op. Mgr.	Accounting & Op. Mgr.	Accounting & Op. Mgr.	Accounting & Op. Mgr.
	Chief Accountant	Chief Accountant	Chief Accountant	Chief Accountant	Accounting Coordinator
	Accountant (3.5)	Accountant (3.5)	Accountant (3.5)	Accountant (3.5)	Accountant (2.5)
	Payroll Coordinator	Payroll Coordinator	Payroll Coordinator	Payroll Coordinator	
	Accounts Payable Technician	Accounts Payable Technician	Accounts Payable Technician	Accounts Payable Technician	Accounts Payable Technician
					Payroll & Benefits 5 FTE
					Payroll & Benefits Mgr.
					Benefits Specialist
					Payroll & Benefits Coord.
					Payroll Specialist
					Safety/Risk Amin.
	Budget/Procurement 4 FTE	**Budget/Procurement 4 FTE**	**Budget/Procurement 4 FTE**	**Budget/Procurement 4 FTE**	**Budget/Procurement 4 FTE**
	Budget & Procurement Mgr.	Budget & Procurement Mgr.	Budget & Procurement Mgr.	Budget & Procurement Mgr.	Budget & Procurement Mgr.
	Sr. Budget & Procurement Analyst (3)	Sr. Budget & Procurement Analyst (3)	Sr. Budget & Procurement Analyst (3)	Sr. Budget & Procurement Analyst (3)	Sr. Budget & Procurement Analyst (3)
Total Personnel Assigned Internal Services:	**11.5 FTE**	**11.5 FTE**	**11.5 FTE**	**11.5 FTE**	**14.5 FTE**

* Legal Services is the only department that has gone over its appropriations. Legal services represents professional services expenses to a private legal firm.
** COVID-19 Pandemic slowed auditor response times.

DEPARTMENTAL SUMMARIES

- **External Services**

Statement of Service: The purpose of the external services team is to provide accurate and efficient services to City of Alpharetta residents, businesses, and stakeholders through timely and accurate billing and collections processes and outstanding customer service.

Financial Services Performance Measurements	Actual FY 2018	Actual FY 2019	Actual FY 2020	Target* FY 2021	Target* FY 2022
% of bills generated on time	99%	99%	99%	99%	99%
% of bills collected on time	95%	95%	95%	95%	95%
# of Real estate tax bills generated	20,152	20,674	20,989	21,197	21,429
# of Personal property tax bills	3,030	3,055	3,128	3,096	2,900
# of Liens processed	86	127	135	150	150
# of Sanitation customers	16,277	16,382	16,550	16,696	17,000
% of Delinquent sanitation Accts	<10%	<10%	<10%	<10%	<10%
Personnel Assigned:	**6.0 FTE**	**6.0 FTE**	**6.0 FTE**	**6.0 FTE**	**6.0 FTE****
	Treasury Services Manager	Treasury Services Manager	Treasury Services Manager	Treasury Services Manager	Treasury Services Manager
	Billing Coordinator	Billing Coordinator	Billing Coordinator	Billing Coordinator	Billing Coordinator
	Cash Management Coordinator	Cash Management Coordinator	Cash Management Coordinator	Cash Management Coordinator	Cash Management Coordinator
	Billing/Collections Representative	Billing/Collections Representative	Billing/Collections Representative	Billing/Collections Representative	Billing/Collections Representative
	2 Customer Account Representative	2 Customer Account Representative	2 Customer Account Representative	2 Customer Account Representative	2 Customer Account Representative

* Includes 1 Treasury Services Manager position that is unfunded in the current budget proposal for 2021 and will remain vacant pending an identified funding source and workload justification.
** Includes 1 Customer Account Representative that is funded through the Solid Waste Fund.

DEPARTMENTAL SUMMARIES

Information Technology

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DIRECTOR

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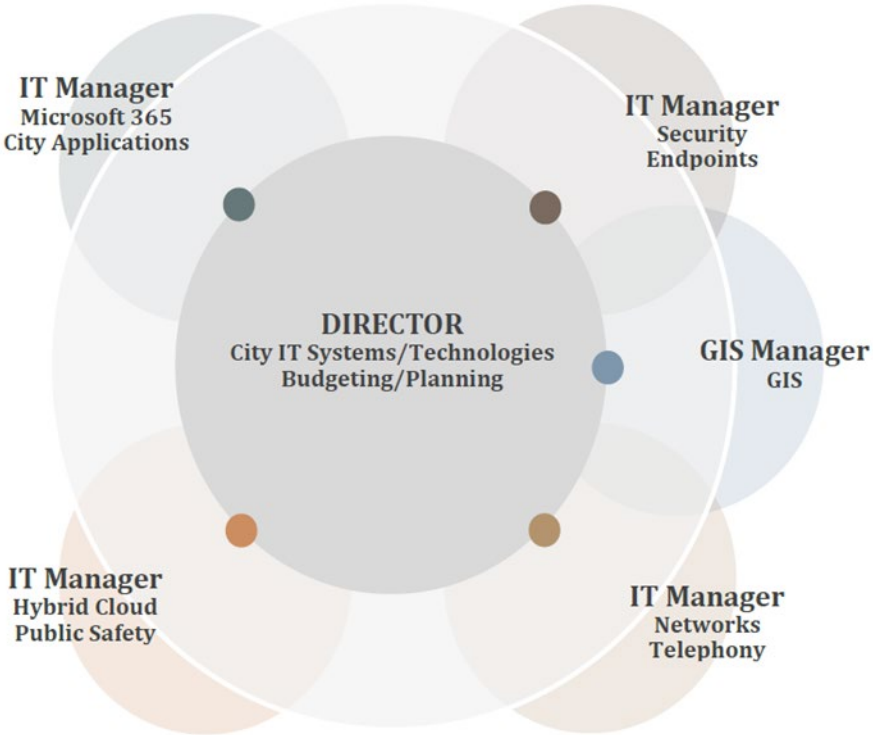

Our Community Vision is to advance Alpharetta as a signature City by:

- *Offering the highest quality of environment for our residents and businesses;*
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DEPARTMENTAL SUMMARIES

Information Technology

Administration, Network, and Systems

Mission Statement

Information Technology's mission is to provide high quality technology products, services and human resources to City departments that enable them to accomplish their goals and objectives. The Information Technology Department strives to continuously improve the delivery of services and minimize costs while accommodating future City growth.

Goals and Objectives

As we accomplish our mission, the City of Alpharetta Information Technology Department will be known to provide high quality services by:

- ✓ Being recognized by City departments as having a high level of skill and knowledge;
- ✓ Providing excellent service to all City departments as measured by the City's performance standards;
- ✓ Acquiring and supporting proven, sustainable technology solutions that are continually maintained and updated; and
- ✓ Helping City departments to improve and extend the functionality of major systems by offering systems integration and software development services.

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Information Technology
General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2021 Recommended Budget
REVENUES					
N/A	$ -	$ -	$ -	$ -	$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
EXPENDITURES					
Personnel Services:					
Salaries	$ 994,117	$ 1,030,097	$ 1,141,452	$ 1,191,783	$ 1,146,582
Group Insurance	211,182	223,431	261,312	306,017	305,173
FICA	72,841	74,945	83,668	90,572	86,435
Pension (Defined Benefit)	107,093	100,618	106,663	121,870	131,986
Pension (401A Cont./Match)	64,633	80,672	90,553	99,288	93,444
Workers Compensation	25,439	28,195	31,967	33,441	33,810
OPEB Contribution	3,114	22,734	24,384	28,223	24,579
Miscellaneous	408	544	542	-	980
subtotal	*$ 1,478,827*	*$ 1,561,237*	*$ 1,740,540*	*$ 1,871,194*	*$ 1,822,989*
Maintenance & Operations:					
Professional Services	$ 24,140	$ 20,044	$ 22,446	$ 10,000	$ -
Employee Travel	24,292	19,638	14,016	10,000	2,000
Employee Training	18,766	16,874	15,994	15,000	14,000
Maintenance Contracts/IT Svcs.	47,278	68,654	175,375	272,967	173,323
General Supplies	7,481	8,584	18,334	12,000	10,000
Utilities	-	-	-		-
Small Equipment	45	4,118	7,491	2,250	-
Miscellaneous	1,580	2,351	532	1,250	250
subtotal	*$ 123,583*	*$ 140,262*	*$ 254,188*	*$ 323,467*	*$ 199,573*
Capital/Other	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*
TOTAL	**$ 1,602,409**	**$ 1,701,499**	**$ 1,994,728**	**$ 2,194,661**	**$ 2,022,562**
Authorized Personnel	**11.0**	**11.0**	**12.0**	**12.0**	**12.0**

Budget Narrative

The FY 2022 Budget for Information Technology totals $2,022,562 and represents a decrease of -8%, or -$172,099, compared to FY 2021.

The Personnel Services category decreased -3%, or -$48,205, due to multiple factors including: departmental turnover (and associated differences in incumbent salaries and benefit elections); wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021; all of which is offset through elimination of funding for the vacant IT Analyst position. This position is still part of the city's authorized workforce

and will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

Authorized personnel total 12 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022*	Variance
Chief Security Officer	-	-	1.0	1.0	1.0	-
CityWorks IT Administrator	-	-	1.0	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
GIS Manager	1.0	1.0	1.0	1.0	1.0	-
IT Administrator	-	-	4.0	4.0	4.0	-
IT Analyst	-	-	1.0	1.0	1.0	-
IT Manager	4.0	4.0	3.0	3.0	3.0	-
Network Administrator	2.0	2.0	-	-	-	-
Network Analyst II	1.0	1.0	-	-	-	-
Systems Analyst II	2.0	2.0	-	-	-	-
	11.0	11.0	12.0	12.0	12.0	-

* FY 2022 includes 1 full-time equivalent position (IT Analyst) that is not funded but part of the City's authorized workforce. This position will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

The Maintenance & Operations category decreased -38%, or -$123,894, due primarily to reductions in maintenance contracts and general/IT professional services (-$99,644), travel/training (-$9,000), and professional services (-$10,000) to align with forecasted revenue trends resulting from the COVID-19 pandemic.

DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Information Technology programs including performance measures and personnel.

- **Information Technology**

  Statement of Service: Information Technology provides hardware, software and support services to all departments in technology related areas.

LEGEND
A = met or exceeded target
B = within 15% of target
C = missed target by more than 15%

Performance Measures
(Calendar Year Stats)

	Actual CYear 2016	Actual CYear 2017	Actual CYear 2018	Actual CYear 2019	Actual CYear 2020	Department Target	Results
Telephone							
Repairs							
Number	68	54	66	39	28		28
Number resolved w/in 24 hours	60	47	44	28	24		24
% resolved w/in 24 hours	88.24%	87.04%	66.67%	71.79%	85.71%	60.00%	A
Service Requests							
Number	158	133	144	167	131		131
Number resolved on time	144	130	135	145	123		123
% resolved on time	91.14%	97.74%	93.75%	86.83%	93.89%	90.00%	A
Network							
Repairs							
Number	256	318	288	221	188		188
Number resolved w/in 24 hours	220	260	259	207	180		180
% resolved w/in 24 hours	85.94%	81.76%	89.93%	93.67%	95.74%	80.00%	A
Service Requests							
Number	281	299	274	245	188		188
Number resolved on time	253	279	240	222	179		179
% resolved on time	90.04%	93.31%	87.59%	90.61%	95.21%	90.00%	A
Outages							
Number (including maintenance)	37	21	17	12	14		14
Avg. duration in hours	1.16	0.92	1.30	1.60	1.20		
Applications							
Repairs							
Number	751	872	934	1,208	1,431		1,431
Number resolved w/in 24 hours	535	706	775	899	1,156		1,156
% resolved w/in 24 hours	71.24%	80.96%	82.98%	74.42%	80.78%	70.00%	A
Desktop							
Repairs							
Number	1,099	946	988	934	899		899
Number resolved w/in 24 hours	750	728	711	727	689		689
% resolved w/in 24 hours	68.24%	76.96%	71.96%	77.84%	76.64%	60.00%	A
Service Requests							
Number	929	888	844	944	991		991
Number resolved on time	851	822	784	888	904		904
% resolved on time	91.60%	92.57%	92.89%	94.07%	91.22%	90.00%	A
Helpdesk							
Number total calls	4,089	4,318	3,841	4,487	4,891		4,891
Number resolved w/in 4 hours	1,406	1,698	1,391	1,981	2,077		2,077
Number resolved w/in 8 hours	501	777	684	567	600		600
% resolved w/in 8 hours	46.64%	57.32%	54.02%	56.79%	54.73%	40.00%	A
GIS							
Number total cases	354	322	268	314	277		277
Number resolved on time	295	280	222	267	253		253
% resolved on time	83.33%	86.96%	82.84%	85.03%	91.34%	80.00%	A
Emails							
Number	1,389,156	1,756,752	2,178,655	2,788,432	3,144,446		3,144,446
SPAM blocked	699,478	867,581	999,346	1,389,329	1,587,319		1,587,319
Viruses blocked	428,777	421,483	447,831	513,220	789,342		789,342
% SPAM	50.35%	49.39%	45.87%	49.82%	50.48%		50.48%
% viruses	30.87%	23.99%	20.56%	18.41%	25.10%		25.10%
Servers							
Avg. number	183	177	118	137	117		117
% availability (including maint.)	99.84%	99.88%	99.24%	99.36%	99.46%	99.00%	A

DEPARTMENTAL SUMMARIES

Human Resources

CRIS RANDALL
HUMAN RESOURCES DIRECTOR

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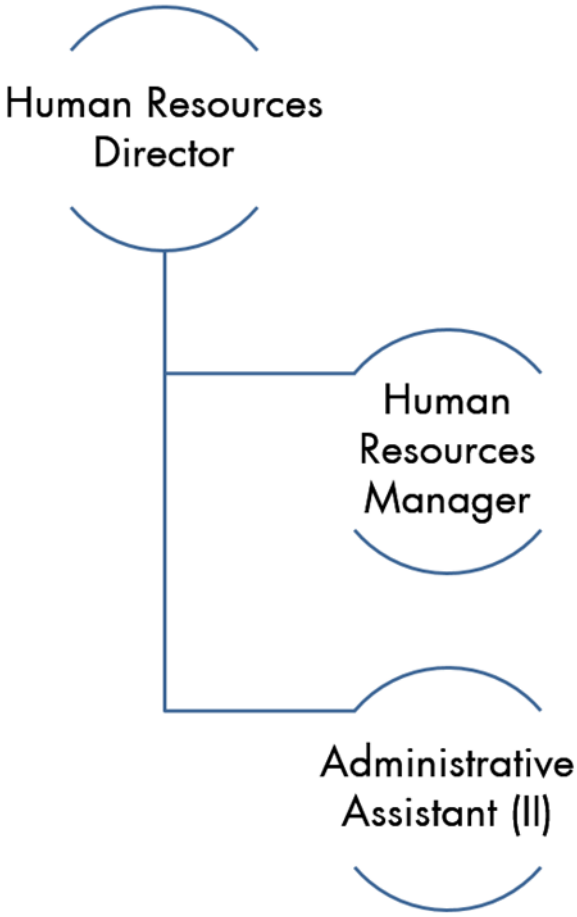

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DEPARTMENTAL SUMMARIES

Human Resources

Administration, Talent and Compensation Management, Employee Relations, Development, Recruitment and Retention

Mission Statement

It is the mission of the Human Resources Team to recruit, retain, and develop an efficient, creative, and professional workforce capable of meeting the current and future needs and expectations of the City of Alpharetta and the citizens and customers whom we exist to serve.

Human Resources Team

Synopsis

To successfully carryout our core mission, the Human Resources Team shall:

- ✓ Ensure that employees are provided the same concern, respect, and caring attitude within the organization that they are expected to share with every customer, both external and internal;
- ✓ Be committed to achieve the highest standards of public administration through sound HR practices, to ensure compliance with federal and local employment laws;
- ✓ Act as a catalyst in providing employees with the support, training and development needed to fulfill the duties and responsibilities of their position as a public servant and contribute at optimum levels towards the success of the community and the City of Alpharetta;
- ✓ Establish, administer, and effectively communicate sound policies, rules, and practices that treat employees with dignity, respect and equality while maintaining compliance with employment and labor laws, organizational directives, and the mission, vision and core values of the City of Alpharetta;
- ✓ Act as strategic partner and trusted advisor to senior management and supervisory staff on talent management, workforce planning and staffing, organizational effectiveness, training and development, engagement and corrective actions, compliance, and related matters; and
- ✓ Collaborate with Finance Department to develop and provide a competitive salary and benefit package that supports our employees and meets the needs and goals of the City of Alpharetta.

DEPARTMENTAL SUMMARIES

Goals and Objectives

- ✓ Develop and maintain appropriate personnel policies and procedures that provide flexibility in the management of personnel while maintaining compliance with current employment law and practice so as to effectively protect the City;
- ✓ Improve operational efficiency, effectiveness and reduce costs by elevating the overall health and wellbeing of our employees;
- ✓ Develop, implement, evaluate and communicate job classification and compensation policies and programs. This is a critical HR role as a well-designed classification and compensation system will help attract, motivate and retain employees as well as work within fiscal constraints;
- ✓ Develop and deliver effective training programs to all employees so as to constantly improve customer service delivery, efficiency of operations, and the overall effectiveness and professionalism of the organization;
- ✓ Identify and develop internal talent and future organization leaders to build succession pipelines to meet current and future talent needs in critical roles;
- ✓ Develop and maintain a Strategic Human Resources Plan to ensure continuity of operations, effective succession planning in key positions, appropriate staffing to meet City goals and customer service expectations, and anticipate fiscal needs and impacts;
- ✓ Serves as a resource for employees and supervisors to ensure positive City-employee relationships. Assist and educate employees about operating within the bounds of personnel policies. Assist supervisors address difficult employee situations, help in resolving labor disputes, and respond with the appropriate level of corrective action while working to prevent retaliation;
- ✓ Elevate and maintain employee engagement by enhancing communication channels and fostering an information rich environment; and
- ✓ Leverage technology to enhance the effectiveness and efficiencies of certain labor intense HR functions and automate routine and administrative tasks in order to be able to focus on more strategic tasks.

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Human Resources
General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Public Records Requests	$ -	$ -	$ -	$ -	$ -
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
EXPENDITURES					
Personnel Services:					
Salaries	$ 139,789	$ 179,337	$ 262,440	$ 277,848	$ 282,949
Overtime	-	57	116	250	200
Group Insurance	11,661	15,100	25,896	38,586	39,529
FICA	13,647	16,381	22,849	20,719	21,395
Pension (Defined Benefit)	19,905	21,426	22,793	26,117	28,666
Pension (401A Cont./Match)	7,528	11,717	19,905	21,744	26,077
Workers Compensation	3,513	3,962	8,149	7,633	7,857
OPEB Contribution	430	3,197	6,199	6,438	5,701
Citywide Educational Programs	30,999	36,734	34,025	55,000	55,000
Miscellaneous	163	-	-	-	408
subtotal	*$ 227,634*	*$ 287,910*	*$ 402,372*	*$ 454,335*	*$ 467,782*
Maintenance & Operations:					
Professional Services	$ 58,933	$ 67,402	$ 41,824	$ 70,000	$ 65,000
Employee Travel	216	2,272	1,109	3,000	1,000
Employee Training	2,084	3,283	6,188	3,500	3,500
Maintenance Contracts/IT Svcs.	6,560	6,971	39,643	41,969	74,593
General Supplies	5,955	9,771	4,853	7,725	8,725
Employee Recognition	64,821	66,479	57,181	64,500	65,000
Miscellaneous	1,338	6,867	1,214	2,500	4,000
subtotal	*$ 139,906*	*$ 163,045*	*$ 152,012*	*$ 193,194*	*$ 221,818*
Capital	$ -	$ -	$ -	$ -	$ -
TOTAL	**$ 367,541**	**$ 450,955**	**$ 554,384**	**$ 647,529**	**$ 689,600**
Authorized Personnel	**2.0**	**3.0**	**3.0**	**3.0**	**3.0**

Budget Narrative

The FY 2022 Budget for Human Resources totals $689,600 and represents an increase of 6%, or $42,071, compared to FY 2021.

The Personnel Services category increased 3%, or $13,447 due primarily to wage increases associated with the 3.0% performance-based merit program scheduled for July 1, 2021, growth in group insurance premiums, etc.

DEPARTMENTAL SUMMARIES

Authorized personnel total 3 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Variance
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Human Resources Manager	1.0	1.0	1.0	1.0	1.0	-
Director of Human Resources	-	1.0	1.0	1.0	1.0	-
	2.0	3.0	3.0	3.0	3.0	-

The Maintenance & Operations category increased 15%, or $28,624, due primarily to 2022 operating initiatives (further NeoGov software enhancements[7]), incremental growth in HR software improvements (e.g. existing NeoGov software functionality), and growth in the citywide IT Professional Services cost allocation. After adjusting for the 2022 operating initiative funding, the base maintenance & operations growth totals 2%.

Performance Measurement

The following section provides detailed information on Human Resources programs including performance measures and personnel.

- **Administration**
  Statement of Service: The administrative function monitors legal compliance and employee relations in order to effectively administer sound policies, and practices that will treat all employees equally while maintaining compliance with employment and labor laws.

Human Resources Performance Measurements	Actual FY 2018	Actual FY 2019	Actual FY 2020	Target FY 2021	Target FY 2022
Human Resources Dept. annual turnover percentage	0.0%	0.0%	0.0%	0.0%	0.0%
City-wide turnover percentage	9.40%	11.80%	8.18%	9.00%	9.50%
Total # full-time equivalents (full-time, part-time, seasonal, and elected)	528	573	565	551	560
HR staff to total full-time equivalent employee ratio	264:01 0.379	191:01 0.524	188.33 0.531	183.66 0.544	186.67 0.536
Personnel Assigned:	**1.0 FTE** Admin Assistant II	**1.0 FTE** Admin Assistant II	**1.0 FTE** Admin Assistant II	**1.0 FTE** Admin Assistant II	**1.0 FTE** Admin Assistant II

HR-staff-to-employee-ratio represents the number of HR staff per 100 employees supported by HR in the organization. SHRM's most recent Human Capital Benchmarking Study shows the average HR-to-employee ratio in 2018 was 2.60.

[7] Please refer to the *Operating Initiatives Request* section of this document for detail of the requests.

DEPARTMENTAL SUMMARIES

- **Recruitment and Retention**

  Statement of Service: The recruitment and retention function facilitate programs to continually increase the quality of the workforce through placing, training, and retaining highly qualified individuals who have the educational background, knowledge, and competencies to perform at above average levels.

Human Resources Performance Measurements	Actual FY 2018	Actual FY 2019	Actual FY 2020	Target FY 2021	Target FY 2022
Employment & Retention					
Average cost per hire - Regular positions	$7,500	$7,500	$7,500	$7,500	$7,500
Average cost per hire - Seasonal positions	$1,200	$1,200	$1,200	$1,200	$1,200
# of Online job postings hits	n/a	6142*	36,459	15,000**	51,000
# of Job interest cards received	n/a	634*	1,347	2,000	2,500
# of Applications reviewed	775	767	342	910	1,500
# of Qualified applications processed	155	153	193	182	210
# of New hires - Regular positions	48	54	40	35	30
# of New hires - Seasonal positions	50	70	70	70	70
# of Internal promotions	19	24	22	8	15
# of Separations	105	121	115	120	110
# New hire orientation sessions	48	54	40	35	30
Workforce Management					
% of Employees rated "Exceeds" on annual merit review	17.5%	27.3%	37.4%	42.0%	49.0%
% of Employees rated "Meets" on annual merit review	82.6%	72.7%	62.6%	58.0%	51.0%
% of Employees underperforming on annual performance review	0.0%	0.0%	0.0%	0.0%	0.0%
% of Employees on "Performance Improvement Plan"	0.0%	0.0%	1.3%	1.0%	1.0%
# Employee Relation Cases		28	31	25	20
Education Incentive - Professional Development					
# enrollments by program***					
Doctorate Degree	2	2	1	0	0
Master's Degree	3	5	4	1	5
Bachelor's Degree	12	9	10	5	10
Associate's Degree	3	1	1	1	3
Certificate Programs	0	0	2	2	2
Total # of employees receiving education incentive	20	17	18	9	20
Personnel Assigned:	**1.0 FTE**	**2.0 FTE**	**2.0 FTE**	**2.0 FTE**	**2.0 FTE**
	Human Resources Manager	Director of Human Resources Human Resources Manager	Director of Human Resources Human Resources Manager	Director of Human Resources Human Resources Manager	Director of Human Resources Human Resources Manager

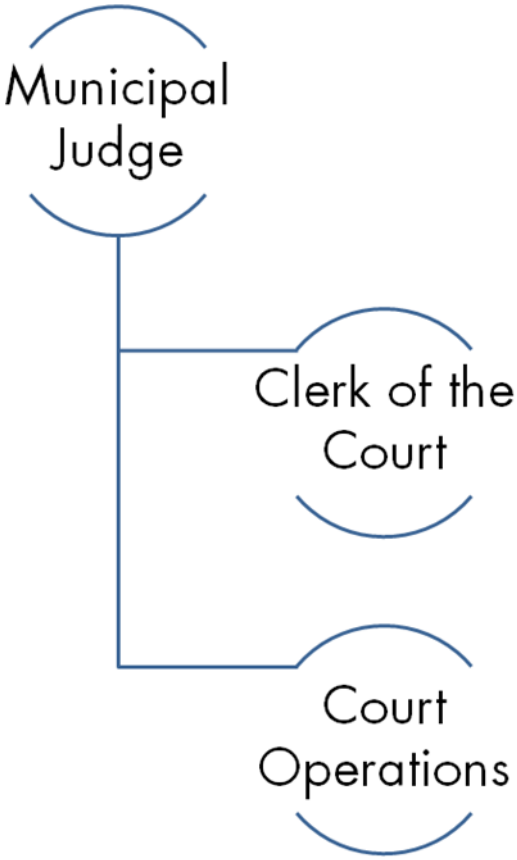
*New Applicant Tracking System (NEOGOV) implemented on Sept., 2019.
**Operating under hiring freeze for certain non-Public Safety positions.
*** FY21 and FY22 - program partially unfunded due to budget constraints

DEPARTMENTAL SUMMARIES

Municipal Court

BROOKE LAPPIN
DIRECTOR

BLappin@alpharetta.ga.us



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DEPARTMENTAL SUMMARIES

Municipal Court

Administration, Employee Recruitment and Retention

Mission Statement

To grow and maintain sufficient staffing, infrastructure and general court services for the City of Alpharetta; to educate and inform persons who attend court; to ensure the citizens' rights are observed and protected; to achieve justice and fundamental fairness in all matters including cases that go to trial and those that are settled pre-trial; and to efficiently and responsibly serve all citizens living in the community.

Goals and Objectives

- ✓ Provide professional, quality service;
- ✓ Monitor court sessions and continue to improve efficiency;
- ✓ Develop operations guide to use internally;
- ✓ Implement the new eCourts software system;
- ✓ Enhance reporting to state and city departments;
- ✓ Review and enhance current reports/forms;
- ✓ Enhance the current data that is shared between Court/Police;
- ✓ Review, improve, and update day to day operations;
- ✓ Provide proper training to insure compliance with all State laws and regulations; and
- ✓ Continue to cross-train employees.

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Municipal Court
General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Intergovernmental	$ -	$ -	$ -	$ -	$ 64,678
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ 64,678**
EXPENDITURES					
Personnel Services:					
Salaries	$ 417,285	$ 355,800	$ 330,104	$ 361,048	$ 427,890
Group Insurance	106,364	92,507	70,243	97,370	101,211
FICA	29,972	25,531	24,251	27,210	25,560
Pension (Defined Benefit)	43,842	46,617	33,429	31,311	18,145
Pension (401A Cont./Match)	25,970	24,933	27,319	29,999	42,795
Workers Compensation	11,697	11,854	13,904	10,778	11,655
OPEB Contribution	1,431	9,576	10,590	9,105	8,470
Miscellaneous	686	784	-	734	-
subtotal	*$ 637,247*	*$ 567,603*	*$ 509,841*	*$ 567,555*	*$ 635,726*
Maintenance & Operations:					
Professional Services	$ 243,994	$ 265,152	$ 252,699	$ 275,000	$ 201,500
Printing	10,249	8,314	8,336	12,000	6,000
Maintenance Contracts/IT Svcs.	47,274	60,620	68,427	110,320	84,585
General Supplies	10,528	13,865	16,013	12,100	12,100
Utilities	25,473	19,586	21,544	24,175	24,175
Miscellaneous	8,426	38,758	12,574	5,495	90,925
subtotal	*$ 345,944*	*$ 406,295*	*$ 379,594*	*$ 439,090*	*$ 419,285*
Capital	$ -	$ -	$ -	$ -	$ -
TOTAL	**$ 983,191**	**$ 973,898**	**$ 889,434**	**$ 1,006,645**	**$ 1,055,011**
Authorized Personnel	**9.0**	**8.0**	**8.0**	**8.0**	**7.0**

Budget Narrative

The FY 2022 Budget for Municipal Court totals $1,055,011 and represents an increase of 5%, or $48,366, compared to FY 2021.

The Personnel Services category increased 12%, or $68,171, due to multiple factors including: departmental turnover (and associated differences in incumbent salaries and benefit elections); wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021; transfer of bailiff overtime appropriations ($90,000) from the Public Safety Department to allow for more direct management control; all of which

is partially offset through the elimination of 1 FTE during FY 2021 (Administrative Assistant I position).

Authorized personnel total 7 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Variance
Administrative Assistant I	-	-	-	1.0	-	(1.0)
Director	1.0	1.0	1.0	1.0	1.0	-
Deputy Clerk I	1.0	1.0	1.0	-	-	-
Deputy Clerk II	5.0	4.0	4.0	4.0	4.0	-
Deputy Clerk III	1.0	1.0	1.0	1.0	1.0	-
Judge	1.0	1.0	1.0	1.0	1.0	-
	9.0	8.0	8.0	8.0	7.0	(1.0)

* FY 2022 includes 1 full-time equivalent position (Deputy Clerk III) that is not funded but part of the City's authorized workforce. This position will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

The Maintenance and Operations category decreased -5%, or -$19,805, due primarily to the following activity:

- Decrease in professional fees of -$73,500 due primarily to software system improvements (including passing credit card processing fees to the end-user) and realigning service needs (court appointed attorneys, solicitors, etc.).
- Decrease in maintenance contracts/IT professional services of -$25,735 due primarily to the recognition that the City will not incur costs associated with the new eCourts system during FY 2022.
- All of which is partially offset through new costs for the leasing of office space for court operations from the City of Milton ($82,000).

DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Municipal Court programs including performance measures and personnel.

- **Violations Bureau**

  Statement of Service: The purpose of the Municipal Court is to process all alleged violations of city Ordinances and certain state laws in a fair, impartial, expeditious, accurate, and fiscally responsible manner. The Violations Bureau holds traffic and state court, monitors and handles all cash bonds and manages all Court records.

Municipal Court Performance Measurements	Actual FY 2018	Actual FY 2019	Actual FY 2020	Target FY 2021*	Target FY 2022*
# of Citations received to process	12,830	14,268	9,503	14,350	15,000
Total # of cases disposed	10,803	13,019	11,198	12,875	13,000
# of Court sessions	242	242	238	218	216
Annual deposits (Court Fines)	$1,793,974	$1,834,716	$1,657,373	$1,800,000	$1,750,000
Personnel Assigned:	**9.0 FTE**	**8.0 FTE**	**8.0 FTE**	**8.0 FTE**	**7.0 FTE**
	Municipal Judge	Municipal Judge	Municipal Judge	Municipal Judge	Municipal Judge
	Director	Director	Director	Director	Director
	Deputy Clerk III	Deputy Clerk III	Deputy Clerk III	Deputy Clerk III	Deputy Clerk III
	Deputy Clerk II (5)	Deputy Clerk II (4)	Deputy Clerk II (4)	Deputy Clerk II (4)	Deputy Clerk II (4)
	Deputy Clerk I	Deputy Clerk I	Deputy Clerk I	Admin Assistant I	

* Includes 1 Deputy Clerk III position that is unfunded in the current budget proposal for 2022 and will remain vacant pending an identified funding source and workload justification.

DEPARTMENTAL SUMMARIES

Public Safety

JOHN ROBISON
DIRECTOR

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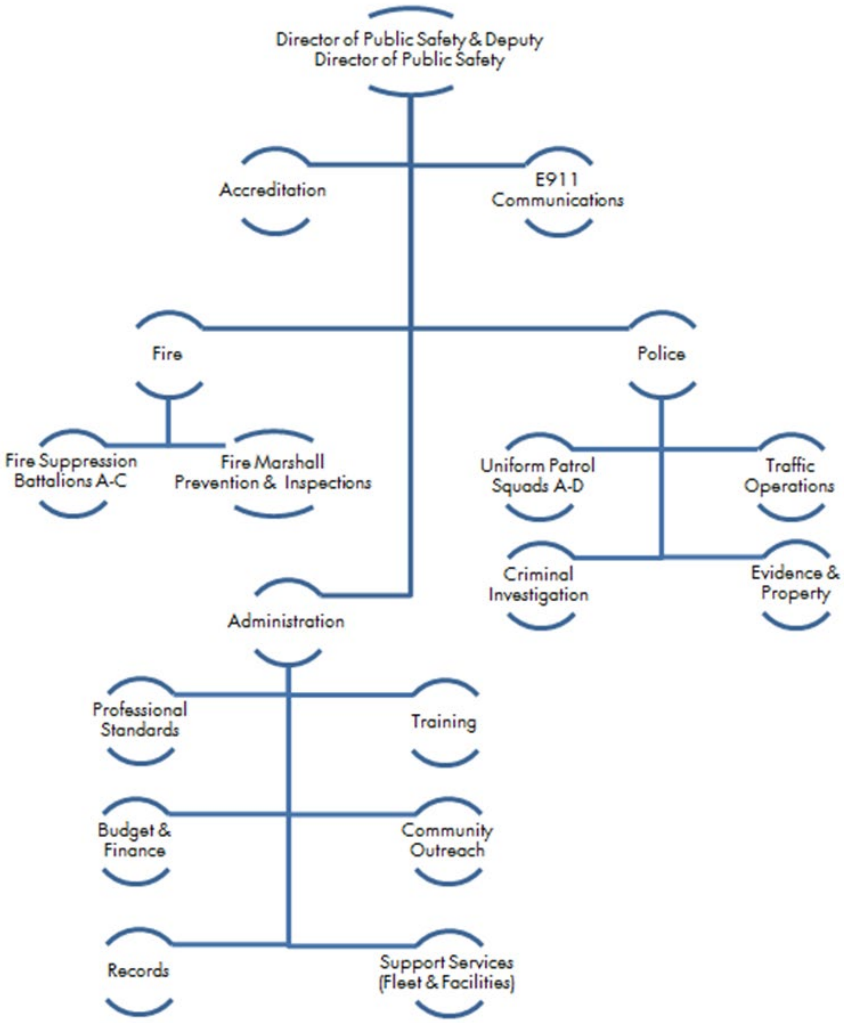

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DEPARTMENTAL SUMMARIES

Public Safety

Administration, Police, Fire, and Emergency 911

Fire Services

Mission Statement

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

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

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

Goals and Objectives

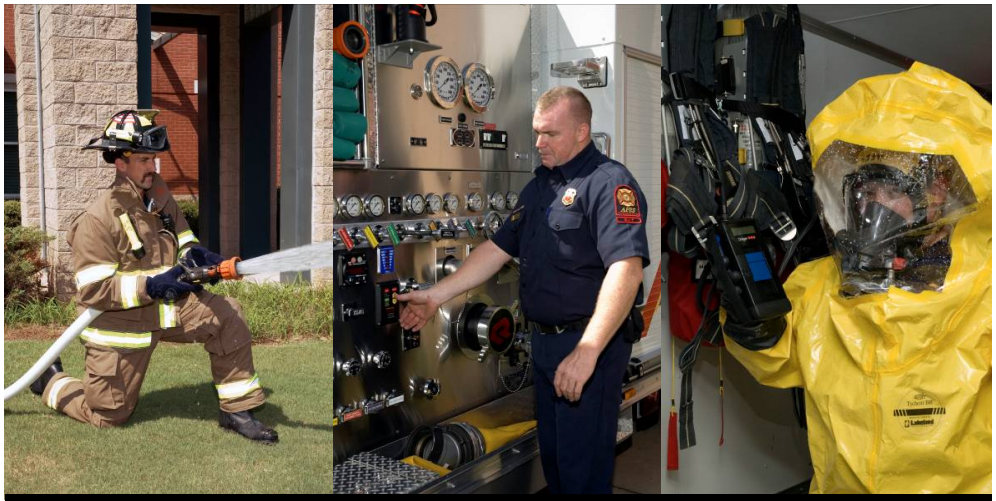
Police Services

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

DEPARTMENTAL SUMMARIES

Fire Services

- ✓ Maintain a minimum on-duty staffing level of not less than 23 Firefighter/EMT or Paramedics at all times;
- ✓ Assure all firefighters are certified at the National Professional Qualifications Firefighter II Level;
- ✓ Maintain a minimum of 240 hours of annual training and career development for each career firefighter;
- ✓ Place the first fire apparatus on the scene of an emergency within five minutes of dispatch at least 90% of the time;
- ✓ Place a minimum of 14 firefighters on the scene of a structure fire within seven minutes of dispatch at least 90% of the time;
- ✓ Place an advance life support paramedic on the scene of a medical emergency within five minutes of dispatch at least 90% of the time;
- ✓ Present programs of fire safety education to 80% of all preschool children and 95% of all first and fourth grade students who reside within the City; and
- ✓ Conduct a fire safety inspection and/or design a pre-fire plan for every non-residential occupancy annually.



Public Safety Department

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Public Safety

General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Licenses and Permits					
Alcohol Beverage	$ 670,979	$ 676,671	$ 26,925	$ -	$ -
Other	42,191	46,243	23,635	750	100
Intergovernmental:					
City of Milton	60,000	55,000	65,000	60,000	-
Charges for Services:					
Reports	17,315	25,942	22,641	25,000	25,000
Services	50,870	227,731	173,410	220,000	210,000
False Alarms	50,336	44,911	45,852	46,000	46,000
Plan Review	86,884	188,685	206,443	193,000	193,000
Other	17,676	19,335	11,280	10,000	8,000
Fines & Forfeitures:					
Municipal Court Fines	1,793,974	1,834,716	1,657,373	1,800,000	1,750,000
School Zone/Bus Camera Citations	15,540	4,020	63,009	4,000	304,000
Other	1,908	-	-	-	-
Other Revenue	57,540	15,254	944	1,019	-
TOTAL	**$ 2,865,213**	**$ 3,138,508**	**$ 2,296,512**	**$ 2,359,769**	**$ 2,536,100**
EXPENDITURES					
Personnel Services:					
Salaries	$ 13,393,254	$ 13,484,795	$ 14,197,773	$ 15,330,726	$ 15,475,139
Overtime	1,466,005	1,846,569	1,789,103	1,535,100	1,666,130
Group Insurance	4,025,019	4,174,201	4,602,770	5,082,193	5,317,358
FICA	1,070,484	1,109,675	1,161,545	1,251,363	1,293,633
Pension (Defined Benefit)	1,429,761	1,511,217	1,535,869	1,532,464	1,631,525
Pension (401A Cont./Match)	863,050	1,062,077	1,188,108	1,153,213	1,229,640
Miscellaneous	387,846	717,979	766,689	731,460	744,934
subtotal	*$ 22,635,420*	*$ 23,906,513*	*$ 25,241,856*	*$ 26,616,519*	*$ 27,358,359*
Maintenance & Operations:					
Professional Services	$ 115,484	$ 212,426	$ 176,701	$ 194,262	$ 202,563
Fuel/Repair & Maint. (Vehicles)	738,290	746,078	704,730	695,892	686,500
Employee Travel	120,290	120,059	85,902	74,238	90,550
Employee Training	103,713	99,716	76,567	56,245	107,856
Maint. Contracts/IT Services	1,002,568	1,032,103	1,115,253	1,482,956	1,466,675
General Supplies	298,807	244,860	285,121	251,582	241,741
Miscellaneous	568,123	629,878	537,461	641,616	432,850
subtotal	*$ 2,947,275*	*$ 3,085,120*	*$ 2,981,734*	*$ 3,396,791*	*$ 3,228,735*
Capital/Leases:					
Software/Fire Truck Lease(s)	$ 578,654	$ 630,405	$ 631,280	$ 582,974	$ 654,595
subtotal	*$ 578,654*	*$ 630,405*	*$ 631,280*	*$ 582,974*	*$ 654,595*
TOTAL	**$ 26,161,349**	**$ 27,622,038**	**$ 28,854,870**	**$ 30,596,284**	**$ 31,241,689**
Authorized Personnel	**221.0**	**221.0**	**223.5**	**226.5**	**226.5**

DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2022 Budget for Public Safety totals $31,846,772 and represents an increase of 4%, or $1,250,488, compared to FY 2021.

The Personnel Services category increased 5%, or $1,346,923, due to multiple factors including:

- Wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021;
- Annualized impact of the 3.0 FT police officer positions transferred from the DEA Fund during FY 2021;
- Increases in group insurance premiums, pension contributions, and risk insurance premiums;
- Operating initiative funding for 2022[8] to cover Quint staffing (6 full time positions including 3 Lieutenants and 3 Fire Apparatus Engineers).
- Some of which is partially offset through the transfer of bailiff overtime appropriations ($90,000) to the Courts Department to allow for more direct management control and the elimination of funding for 2 FT police officer positions. These positions are still part of the city's authorized workforce and will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

After adjusting for the 2022 operating initiative funding, the personnel services growth totaled 3%.

Authorized personnel total 232.5 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022*	Variance
Sworn Police Officers						
Director of Public Safety	1.0	1.0	1.0	1.0	1.0	-
Captain	6.0	4.0	4.0	4.0	4.0	-
Lieutenant	15.0	15.0	8.0	7.0	7.0	-
Division Chief	-	1.0	-	-	-	-
Field Training Officer	10.0	9.0	6.0	4.0	5.0	1.0
Officer	71.0	67.0	70.0	73.0	72.0	(1.0)
Sergeants	-	6.0	13.0	16.0	16.0	-
Police Operations Major	1.0	1.0	1.0	1.0	1.0	-
Police Support Operations Major	-	1.0	1.0	1.0	1.0	-
Public Information Officer	1.0	-	-	-	-	-
Training Coordinator/Police	-	-	1.0	1.0	1.0	-
	105.0	105.0	105.0	108.0	108.0	-

[8] Please refer to the *Operating Initiatives Request* section of this document for detail of the requests.

DEPARTMENTAL SUMMARIES

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022*	Variance
Certified Firefighters						
Deputy Director of Public Safety	1.0	1.0	1.0	-	-	-
Battalion Chief	2.0	3.0	4.0	4.0	4.0	-
Division Chief	1.0	-	-	-	-	-
Captain	23.0	22.0	18.0	18.0	17.0	(1.0)
EMS Chief	-	-	-	1.0	1.0	-
Lieutenant	-	-	3.0	3.0	7.0	4.0
Public Affairs Coordinator	-	1.0	1.0	1.0	-	(1.0)
Special Projects and Data Analyst	-	-	-	-	1.0	1.0
Accreditation/Emer. Mgmt. Coord. (Captain)	1.0	1.0	1.0	1.0	1.0	-
Training/Emergency Medical Svcs Coord.	1.0	1.0	1.0	-	-	-
Fire/EMS Training Officer	-	-	-	1.0	1.0	-
Fire Apparatus Engineer	22.0	24.0	24.0	24.0	27.0	3.0
Firefighter/Paramedic	20.0	20.0	20.0	20.0	20.0	-
Firefighter II	21.0	19.0	19.0	19.0	19.0	-
Public Safety Logistics Officer	1.0	1.0	1.0	1.0	1.0	-
Fire Marshal (Battalion Chief)	1.0	1.0	1.0	1.0	1.0	-
Fire Operations Chief	1.0	1.0	1.0	1.0	1.0	-
Deputy Fire Marshal	1.0	1.0	1.0	1.0	1.0	-
Assistant Fire Marshal	3.5	3.5	5.0	5.0	5.0	-
	99.5	99.5	101.0	101.0	107.0	6.0
Civilian Positions						
Administrative Assistant II	2.0	2.0	2.0	2.0	2.0	-
Criminal Intelligence Analyst	1.0	1.0	1.0	1.0	1.0	-
Evidence Custodian	1.0	1.0	1.0	1.0	1.0	-
Evidence Technician	-	-	1.0	1.0	1.0	-
Fingerprint Technician	1.0	1.0	1.0	0.5	0.5	-
Parking Enforcement Officer (2PT)	1.0	1.0	1.0	1.0	1.0	-
Public Safety Budget/Finance Administrator	1.0	1.0	1.0	1.0	1.0	-
Records Clerk	4.5	4.5	4.5	5.0	5.0	-
Records Manager	-	-	-	-	1.0	1.0
Records Supervisor	1.0	1.0	1.0	1.0	-	(1.0)
School Crossing Guard (8PT)	4.0	4.0	4.0	4.0	4.0	-
	16.5	16.5	17.5	17.5	17.5	-
	221.0	**221.0**	**223.5**	**226.5**	**232.5**	**6.0**

* FY 2022 includes 1 part-time position (Parking Enforcement Officer) and 2 full-time positions (Police Officers) that are not funded but part of the City's authorized workforce. This position will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

The Maintenance & Operations category decreased -5%, or -$168,056, to align with forecasted revenue trends resulting from the COVID-19 pandemic. These reductions were spread across all accounts based on a prioritization of need and will not impact core operational service delivery. Said reductions were reallocated to a reserve account in 2021 to assist with departmental cost management (identified herein within the Miscellaneous category).

The Capital/Lease category includes funding for fire truck leases, heart monitors, and tasers, and grew by 12%, or $71,621, compared to FY 2021 due primarily to approval of the Quint

DEPARTMENTAL SUMMARIES

lease as part of the 2021 Mid-Year budget (replaced 1 Pumper with a dual-purpose Quint including ladder and water pumping capabilities).

Performance Measurement

The following section provides detailed information on Public Safety programs including performance measures and personnel.

- **Administration**

  Statement of Service: Public Safety Administration ensures effective, efficient and responsive services by planning and administering the resources allocated to the various divisions of the department, ensuring activities are managed in a manner which produces a safe and secure city.

- **Police Services**

  Statement of Service: Alpharetta's Police Services include criminal investigations, uniform patrol, traffic patrol, and training activities.

LEGEND
A = met or exceeded target
B = within 15% of target
C = missed target by more than 15%

National Incident Based Reporting System

Patrol Division

Offenses	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 YTD
Group A Offenses	3,106.00	2,769.00	2,631.00	1,850.00	1,006.00
Group B Offenses	932.00	818.00	728.00	663.00	499.00
Total	4,038.00	3,587.00	3,359.00	2,513.00	1,505.00
Per 1000 Population	61.37	54.14	50.70	36.35	21.77
Arrest					
Group A Offenses	477.00	343.00	436.00	372.00	202.00
Group B Offenses	496.00	477.00	422.00	248.00	143.00
Non-Criminal Offenses	754.00	684.00	695.00	563.00	268.00
Total	1,727.00	1,504.00	1,553.00	1,183.00	613.00
Per 1000 Population	26.25	22.70	23.44	17.11	8.87
Criminal Investigations Division					
Assigned for Investigation	907.00	842.00	889.00	944.00	804.00
Closed by Arrest	51.00	59.00	60.00	87.00	68.00
Closed by Exception	44.00	50.00	27.00	38.00	7.00
Unfounded	100.00	101.00	78.00	112.00	86.00
Active Cases	712.00	632.00	724.00	707.00	643.00
Traffic Division					
Accidents	3,074.00	2,969.00	3,059.00	2,538.00	1,081.00
Fatalities	3.00	4.00	4.00	1.00	2.00
911 Communications					
Calls For Service	38,552.00	39,174.00	38,069.00	33,997.00	21,455.00

DEPARTMENTAL SUMMARIES

- **Fire Services**

Statement of Service: Alpharetta's Fire Services include fire prevention, fire inspection, and fire suppression.

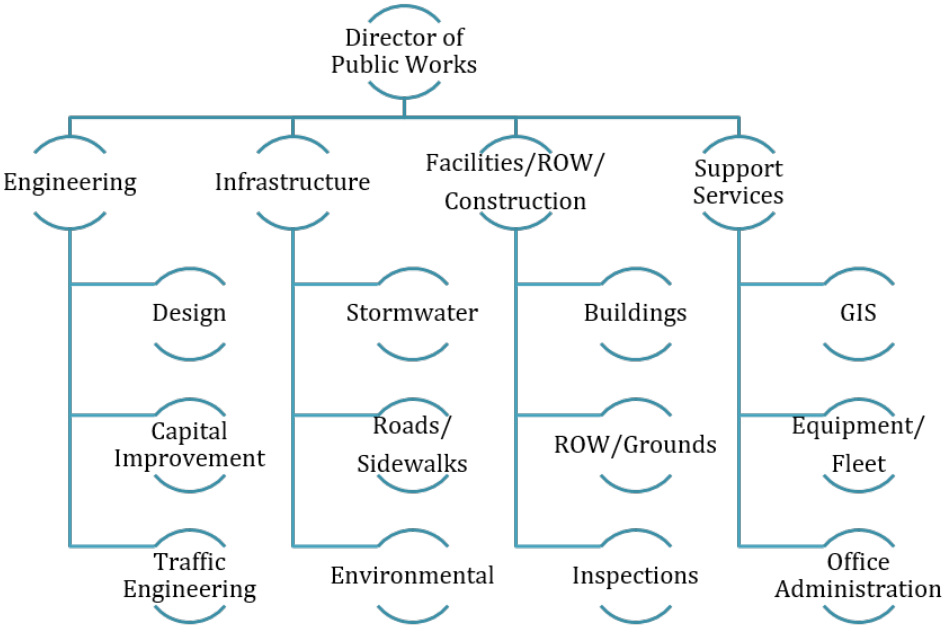
	2016 Total Incidents	2017 Total Incidents	2018 Total Incidents	2019 Total Incidents	2020 Total Incidents
FIRES					
Structure Fires	61	60	32	45	41
Vehicle Fires	23	28	22	27	25
Other Fires	46	43	46	80	30
Total Fires	**130**	**131**	**100**	**152**	**96**
Pressure Ruptures, Explosion, Overheat	**4**	**5**	**2**	**0**	**0**
RESCUE CALLS					
Emergency Medical Treatment	3354	3373	3011	3103	3442
All Others	68	84	63	61	54
Total Rescue Calls	**3422**	**3457**	**3074**	**3164**	**3496**
Hazardous Condition Calls	169	160	121	107	147
Service Calls	640	946	726	806	598
Good Intent Calls	1468	1753	2424	2368	1123
Severe Weather or Natural Disaster	1	15	1	1	2
Special Incident Calls	10	19	3	9	2
Unknown Incident Type	0	0	0	0	0
FALSE CALLS					
Malicious Calls	10	21	16	18	19
Other False Calls	661	771	749	776	768
Total False Calls	**671**	**792**	**765**	**794**	**787**
TOTAL CALLS ……	**6515**	**7278**	**7216**	**7401**	**6251**

DEPARTMENTAL SUMMARIES

Public Works

PETE SEWCZWICZ
DIRECTOR

PSewczwicz@alpharetta.ga.us



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

Offering the highest quality of environment for our residents and businesses;

Fostering strong sense of community including safety and security; and

Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

DEPARTMENTAL SUMMARIES

Public Works

Administration, Public Works and Conservation

Mission Statement

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

Goals and Objectives

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

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Public Works
General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Other Revenue:					
CID (GA400 Interchange Maint.)	$ 70,674	$ 73,262	$ 88,944	$ 85,194	$ 87,749
Miscellaneous	-	-	2,500	-	-
TOTAL	**$ 70,674**	**$ 73,262**	**$ 91,444**	**$ 85,194**	**$ 87,749**
EXPENDITURES					
Personnel Services:					
Salaries	$ 2,869,678	$ 2,952,337	$ 2,864,499	$ 3,105,010	$ 3,119,986
Overtime	43,316	39,419	33,356	45,000	40,000
Group Insurance	792,229	864,686	892,231	1,007,318	1,029,985
FICA	210,454	216,406	209,851	231,348	236,888
Pension (Defined Benefit)	290,243	310,830	354,974	306,128	323,670
Pension (401A Cont./Match)	155,069	194,753	216,423	236,425	252,638
Workers Compensation	73,941	83,195	94,888	88,360	91,966
OPEB Contribution	9,151	67,848	72,374	74,549	66,877
Miscellaneous	1,837	1,008	2,554	1,551	3,448
subtotal	*$ 4,445,918*	*$ 4,730,481*	*$ 4,741,150*	*$ 5,095,689*	*$ 5,165,458*
Maintenance & Operations:					
Professional Services	$ 37,568	$ 39,652	$ 10,933	$ 7,000	$ 5,500
Fuel/Repair & Maint. (Vehicles)	137,814	140,666	103,856	120,000	110,000
Repair & Maint. (Facilities)	393,039	437,871	414,037	380,000	347,000
Maint. Contracts/IT Services	938,960	957,455	1,038,912	1,206,341	1,181,888
General Supplies	150,350	159,758	142,199	143,800	108,750
Utilities	1,502,256	1,779,627	1,814,759	1,966,600	2,015,600
Miscellaneous	94,874	92,861	87,064	126,950	88,500
subtotal	*$ 3,254,860*	*$ 3,607,891*	*$ 3,611,761*	*$ 3,950,691*	*$ 3,857,238*
Capital/Lease/Other					
Enterprise Software Lease	$ 70,042	$ 76,942	$ -	$ -	$ -
subtotal	*$ 70,042*	*$ 76,942*	*$ -*	*$ -*	*$ -*
TOTAL	**$ 7,770,820**	**$ 8,415,314**	**$ 8,352,910**	**$ 9,046,380**	**$ 9,022,696**
Authorized Personnel	**52.0**	**52.0**	**52.0**	**52.0**	**52.0**

Budget Narrative

The FY 2022 Budget for Public Works totals $9,022,696 and is essentially flat with FY 2021.

DEPARTMENTAL SUMMARIES

The Personnel Services category increased 1%, or $69,769, due to multiple factors including: wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021; increases in group insurance premiums, pension contributions, and risk insurance premiums; which is partially offset through departmental turnover (and associated differences in incumbent salaries and benefit elections).

Authorized personnel total 52 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022*	Variance
Administrative Assistant II	1.0	1.0	1.0	-	-	-
Administrative Office Coordinator	1.0	-	-	-	-	-
Assistant Construction Manager	1.0	1.0	1.0	1.0	1.0	-
Civil Engineer	2.0	2.0	2.0	2.0	2.0	-
Construction Manager	1.0	1.0	1.0	1.0	1.0	-
Deputy Director of Public Works	1.0	1.0	1.0	-	-	-
Director of Public Works	1.0	1.0	1.0	1.0	1.0	-
Engineering Technician	6.0	6.0	5.0	5.0	4.0	(1.0)
Environmental Program Coordinator	1.0	1.0	1.0	1.0	1.0	-
Fleet/Equipment Logistics Manager	-	-	-	1.0	1.0	-
Fleet Coordinator	1.0	1.0	1.0	-	-	-
GIS Coordinator	-	-	-	-	1.0	1.0
Office Manager	-	-	-	1.0	1.0	-
Project Administrator	1.0	1.0	1.0	1.0	1.0	-
Public Works Crew Leader	8.0	8.0	8.0	8.0	8.0	-
Public Works Supervisor	4.0	4.0	4.0	4.0	4.0	-
Public Works Technician I	6.0	6.0	6.0	6.0	6.0	-
Public Works Technician II	10.0	10.0	10.0	10.0	10.0	-
Right of Way Coordinator	-	-	1.0	1.0	1.0	-
Senior Engineer	2.0	2.0	2.0	2.0	2.0	-
Senior Inspector	1.0	1.0	1.0	1.0	1.0	-
Senior Operations Manager	-	-	-	1.0	1.0	-
Senior Water Resources Analyst	1.0	1.0	1.0	1.0	1.0	-
Support Services Manager	-	1.0	1.0	1.0	1.0	-
Traffic Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Traffic Signal Engineer	1.0	1.0	1.0	-	-	-
Transportation Engineering Manager	-	-	-	1.0	1.0	-
Urban Forestry Program Manager	1.0	1.0	1.0	1.0	1.0	-
	52.0	52.0	52.0	52.0	52.0	-

* FY 2022 includes 4 full-time equivalent positions (2 Public Works Crew Leaders, 1 Public Works Technician I, and 1 Civil Engineer) that are not funded but part of the City's authorized workforce. These positions will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

The Maintenance and Operations category decreased -2%, or -$93,453, to align with forecasted revenue trends resulting from the COVID-19 pandemic. These reductions were spread across all accounts based on a prioritization of need and will not impact core operational service delivery.

DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Engineering and Public Works programs including performance measures and personnel.

- **Conservation**

  Statement of Service: Conservation provides education and community activism strategies to address environmental and aesthetic issues in the City of Alpharetta, through clean-up campaigns, seminars, literature, and other beautification efforts.

Public Works Conservation					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of Events coordinated	28	26	17	25	20
# of Students reached	738	419	404	600	400
# of Volunteers	752	626	307	652	300
Personnel Assigned:	**1.0 FTE**	**1.0 FTE**	**1.0 FTE**	**1.0 FTE**	**1.0 FTE**
	Environmental Program Coord.	Environmental Program Coord.	Environmental Program Coord.	Environmental Program Coord.	Environmental Program Coord.

DEPARTMENTAL SUMMARIES

- **Engineering**

Statement of Service: Engineering administration provides for the administration and technical review of public and private improvements in the City of Alpharetta by managing all projects skillfully, efficiently and professionally.

Public Works						
Engineering						
Performance Measurements	**Actual FY 2017**	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021***	**Target FY 2022***
# of Water quality samples analyzed	381	405	400	421	400	400
* *Capital contracts include traffic, stormwater, sidewalks, infrastructure, community development, and facilities projects.*						
Personnel Assigned:	**21.0 FTE**	**22.0 FTE**	**22.0 FTE**	**20.0 FTE**	**20.0 FTE**	**20.0 FTE**
	Director of PW	Director of PW	Director of PW	Director of PW	Director of PW	Director of PW
	Deputy Director	Deputy Director	Deputy Director	Sr. Operations Manager	Sr. Operations Manager	Sr. Operations Manager
	Project Administrator	Project Administrator	Project Administrator	Project Administrator	Project Administrator	Project Administrator
	Administrative Office Coordinator	Administrative Office Coordinator	Administrative Office Coordinator	Support Services Manager	Support Services Manager	Support Services Manager
	Admin Asst. II	Admin Asst. II	Admin Asst. II	Office Manager	Office Manager	Office Manager
	Fleet Coordinator	Fleet Coordinator	Fleet Coordinator	Equipment and Fleet Logistics Technician	Equipment and Fleet Logistics Technician	Equipment and Fleet Logistics Technician
	Civil Engineer (2)	Civil Engineer (2)	Civil Engineer (2)	Civil Engineer (2)	Civil Engineer (2)	Civil Engineer (2)
	Sr. Engineer (2)	Sr. Engineer (2)	Sr. Engineer (2)	Sr. Engineer (2)	Sr. Engineer (2)	Sr. Engineer (2)
	Construction Mgr.	Construction Mgr.	Construction Mgr.	Construction Mgr.	Construction Mgr.	Construction Mgr.
	Assistant Construction Mgr.	Assistant Construction Mgr.	Assistant Construction Mgr.	Assistant Construction Mgr.	Assistant Construction Mgr.	Assistant Construction Mgr.
	Senior Inspector	Senior Inspector	Senior Inspector	Senior Inspector	Senior Inspector	Senior Inspector
	Public Works Supervisor	Public Works Supervisor	Public Works Supervisor	Right of Way Coordinator	Right of Way Coordinator	Right of Way Coordinator
	Engineering Technician (4)	Engineering Technician (4)	Engineering Technician (4)	Engineering Technician (2)	Engineering Technician (2)	Engineering Technician (2)
	Traffic Operations Manager	Traffic Operations Manager	Traffic Operations Manager	Traffic Operations Manager	Traffic Operations Manager	Traffic Operations Manager
	Traffic Signal Engineer	Traffic Signal Engineer	Traffic Signal Engineer	Tranportation Engineer Manager	Tranportation Engineer Manager	Tranportation Engineer Manager
	Urban Forestry Program Manager	Urban Forestry Program Manager	Urban Forestry Program Manager	Urban Forestry Program Manager	Urban Forestry Program Manager	Urban Forestry Program Manager
	Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst	Senior Water Resources Analyst

* Includes 1 Civil Engineer position that is unfunded in the current budget proposal for 2022 and will remain vacant pending an identified funding source and workload justification.

DEPARTMENTAL SUMMARIES

- **Public Works**

Statement of Service: Public works coordinates and performs maintenance on streets, sidewalks, traffic signals, traffic signs, and city facilities. Public Works also provides construction services in support of the engineering division and other city departments.

Public Works Public Works Operations						
Performance Measurements	**Actual FY 2017**	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021***	**Target FY 2022***
Average # of days to complete sidewalk work order	3.9	3.6	6.6	12.5	5.0	7.0
Average # of days to complete pothole work order	1.0	1.0	1.0	1.0	1.0	1.0
Average # of days to complete curb and gutter work order	2.3	3.0	4.1	2.7	3.0	3.0
Average # of days to complete ROW., mowing, limb work order	1.1	1.6	1.3	1.2	1.0	1.0
Average # of days to complete sink hole work order	1.0	4.8	1.4	2.2	3.0	2.0
Average # of days to complete sign replacement/upgrade work order	1.4	1.1	2.0	1.7	2.0	2.0
Average # of days to complete signal light maintenance work order	2.9	2.8	2.2	3.4	2.0	3.0
Average # of days to complete striping work order	15.2	4.5	2.2	5.9	3.0	4.0
Average # of days to complete catch basin work order	1.6	3.7	4.1	4.9	4.0	4.0
Average # of days to complete storm drain work order	2.7	5.0	7.3	5.2	5.0	5.0
Average # of days to complete facilities work order	2.1	2.3	3.4	4.8	3.0	3.0
Personnel Assigned:	**30.0 FTE**	**29.0 FTE**	**29.0 FTE**	**31.0 FTE**	**31.0 FTE**	**31.0 FTE**
	PW Supervisor (3)	PW Supervisor (3)	PW Supervisor (3)	PW Supervisor (4)	PW Supervisor (4)	PW Supervisor (4)
	PW Crew Leader (8)	PW Crew Leader (8)	PW Crew Leader (8)	PW Crew Leader (8)	PW Crew Leader (8)	PW Crew Leader (8)
	PW Tech II (7)	PW Tech II (10)	PW Tech II (10)	PW Tech II (10)	PW Tech II (10)	PW Tech II (10)
	PW Tech I (11)	PW Tech I (6)	PW Tech I (6)	PW Tech I (6)	PW Tech I (6)	PW Tech I (6)
	Utility Locator	Engineering Tech (2)	Engineering Tech (2)	Engineering Tech (3)	Engineering Tech (3)	Engineering Tech (3)

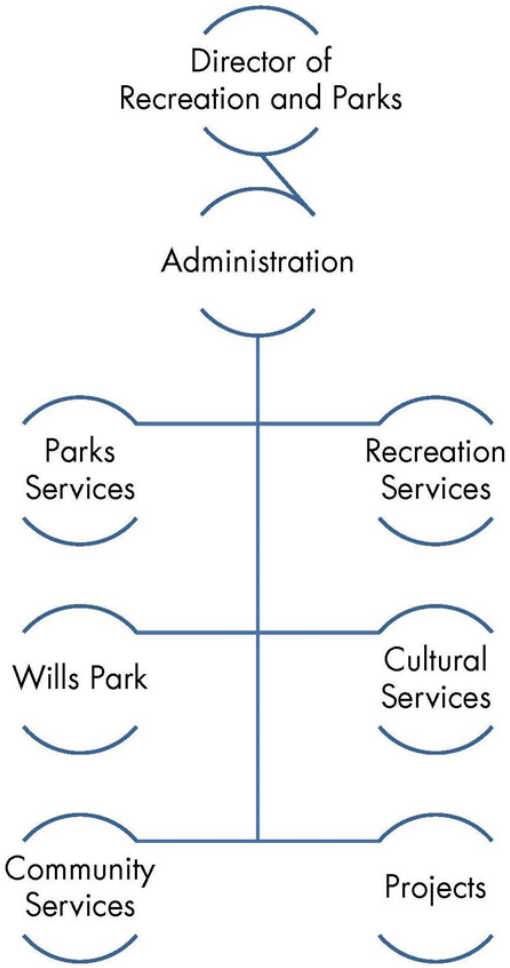
* Includes 2 PW Crew Leader and 1 PW Tech positions that are unfunded in the current budget proposal for 2022 and will remain vacant pending an identified funding source and workload justification.

DEPARTMENTAL SUMMARIES

Recreation, Parks & Cultural Services

MORGAN RODGERS
DIRECTOR

MRodgers@alpharetta.ga.us



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

Offering the highest quality of environment for our residents and businesses;

Fostering strong sense of community including safety and security; and

Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

DEPARTMENTAL SUMMARIES

Recreation and Parks

Administration, Parks Services, Recreation Services, Wills Park, Cultural Services, Community Services, Projects

Youth Athletics

Mission Statement

The Alpharetta Recreation and Parks Department strives to promote the highest quality recreation programs and park facilities to our citizens consistent with our core values of Excellence, Stewardship, Integrity, Service and Loyalty.

Goals and Objectives

- ✓ Implement Recreation and Parks Master Plan 2025 as funded and prioritized by City Officials;
- ✓ Develop a short/long term facility maintenance plan for all department facilities;
- ✓ Implement new programs where there is a need to serve residents;
- ✓ Increase revenues through increased participation and sponsorships; and
- ✓ Improve access and usability of all parks and facilities by improved signage, beautification and facility enhancement.

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Recreation, Parks and Cultural Services

General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Intergovernmental	$ 461,661	$ 452,098	$ 318,295	$ 3,000	$ 3,000
Charges for Services:					
Aquatics Activity Fees	158,113	216,328	127,559	160,000	150,000
Athletics Activity Fees	445,732	446,387	418,111	430,000	375,000
Arts Services	29,978	83,569	53,688	103,500	78,500
Community Center Activity Fees	584,668	599,823	451,273	455,000	520,000
Senior Center Activity Fees	66,808	98,071	102,675	90,000	67,000
Equestrian Center Activity Fees	300,412	362,103	222,383	200,000	315,000
Wills Park Rec. Ctr Activity Fees	197,252	264,324	211,913	155,000	240,000
Non-Resident Fees	273,280	247,467	199,162	215,000	300,000
Taste of Alpharetta	139,327	214,577	900	193,050	175,000
Other	78,798	76,024	219,178	132,305	57,000
Other Revenue	25,449	34,982	17,526	15,427	-
TOTAL	**$ 2,761,477**	**$ 3,095,753**	**$ 2,342,661**	**$ 2,152,282**	**$ 2,280,500**
EXPENDITURES					
Personnel Services:					
Salaries	$ 2,358,663	$ 2,474,200	$ 2,578,921	$ 2,730,574	$ 2,699,441
Seasonal	434,473	566,635	562,833	549,289	560,289
Overtime	115,253	156,640	128,413	158,900	148,400
Group Insurance	734,572	791,664	843,908	971,784	964,209
FICA	214,750	234,926	242,111	264,158	256,834
Pension (Defined Benefit)	197,564	182,937	186,096	210,321	223,610
Pension (401A Cont./Match)	168,948	219,505	234,332	250,544	254,883
Miscellaneous	83,613	141,745	137,315	136,218	131,450
subtotal	*$ 4,307,836*	*$ 4,768,252*	*$ 4,913,928*	*$ 5,271,788*	*$ 5,239,116*
Maintenance & Operations:					
Professional Services	$ 1,262,105	$ 1,692,651	$ 1,433,673	$ 1,460,232	$ 1,394,825
Fuel/Repair & Maint. (Vehicles)	52,374	59,212	53,574	60,600	60,600
Repair & Maintenance (Grounds)	536,794	514,541	525,515	551,754	634,900
Repair & Maintenance (Facilities)	42,833	33,498	19,749	29,310	18,500
Equipment Rental	193,853	148,993	129,803	133,638	87,843
Maintenance Contracts/IT Svcs.	877,179	967,872	1,016,315	1,132,908	1,245,558
General Supplies	346,740	388,613	395,035	392,421	371,485
Uniforms	24,462	25,822	23,220	25,100	25,100
Utilities	664,147	636,100	637,639	716,600	726,000
Miscellaneous	218,885	340,624	255,412	286,083	257,148
subtotal	*$ 4,219,372*	*$ 4,807,927*	*$ 4,489,937*	*$ 4,788,646*	*$ 4,821,959*
Capital/Other	$ 59,417	$ 52,593	$ 15,880	$ 27,971	$ 27,950
TOTAL	**$ 8,586,625**	**$ 9,628,772**	**$ 9,419,744**	**$ 10,088,405**	**$ 10,089,025**
Authorized Personnel	**51.0**	**51.0**	**51.0**	**51.0**	**50.5**

DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2022 Budget for Recreation, Parks & Cultural Services totals $10,089,025 and is flat with FY 2021.

The Personnel Services category decreased -1%, or -$32,672, due to multiple factors including: wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021; increases in group insurance premiums, pension contributions, and risk insurance premiums; all of which is fully offset through the elimination of funding for 1 position (Admin Assistant II - position is still part of the city's authorized workforce and will remain vacant pending a justifiable needs assessment and identification of a sustainable funding source) and a departmental reorganization within the Cultural Services Division that resulted in the reduction of 0.5 FTEs (moving a FT facility tech to PT).

Authorized personnel total 50.5 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022*	Variance
Administrative Assistant I	5.0	4.0	4.0	4.0	3.0	(1.0)
Administrative Assistant II	1.0	1.0	2.0	2.0	2.0	-
Administrative Office Coordinator	-	-	1.0	1.0	1.0	-
Community Agrcitucltural Coordinator	-	-	-	0.5	0.5	-
Community Services Manager	-	1.0	1.0	1.0	1.0	-
Cultural Services Coordinator	-	-	1.0	1.0	1.0	-
Cultural Arts Supervisor	1.0	1.0	1.0	1.0	-	(1.0)
Cultural Services Supervisor	-	-	-	-	2.0	2.0
Cultural Services Manager	-	1.0	1.0	1.0	1.0	-
Deputy Director of Recreation/Parks	1.0	-	-	-	-	-
Director of Recreation/Parks	1.0	1.0	1.0	1.0	1.0	-
Equestrian Center Manager	1.0	-	-	-	-	-
Facility Technician	4.0	4.0	4.0	4.0	3.5	(0.5)
Marketing/Accreditation Coordinator	1.0	1.0	-	-	-	-
Marketing Coordinator	-	-	0.5	0.5	0.5	-
Office Manager	1.0	1.0	-	-	-	-
Park Services Manager	1.0	1.0	1.0	1.0	1.0	-
Parks Maintenance Crew Leader	-	-	1.0	1.0	1.0	-
Parks Maintenance Technician I	13.0	12.0	12.0	12.0	12.0	-
Parks Maintenance Technician II	5.0	5.0	4.0	4.0	4.0	-
Parks Supervisor II	4.0	3.0	3.0	3.0	3.0	-
Projects Manager	-	1.0	1.0	1.0	1.0	-
Recreation Coordinator	5.0	6.0	4.0	4.0	4.0	-
Recreation Services Manager	-	1.0	1.0	1.0	1.0	-
Recreation Supervisor II	4.0	3.0	4.0	4.0	4.0	-
Special Events Coordinator	2.0	3.0	2.5	2.0	2.0	-
Special Events Manager	1.0	-	-	-	-	-
Wills Park Manager	-	1.0	1.0	1.0	1.0	-
	51.0	51.0	51.0	51.0	50.5	(0.5)

* FY 2022 includes 1 full-time equivalent position (Admin Assistant II) that are is funded but part of the City's authorized workforce. This position will remain vacant pending a (1) justifiable needs assessment and (2) identification of a sustainable funding source.

DEPARTMENTAL SUMMARIES

The Maintenance and Operations category increased 1%, or $33,313, due primarily to the following activity:

- Increase in maintenance costs (multiple accounts) for our new parks (+$42,000 for AlphaLoop, Thompson Street Park, Maddox Park, and Encore Park), Innovation Academy field maintenance (+$60,000 County IGA), Alpharetta Elementary School Playground maintenance (+$7,000), etc.
- Net reduction of -$75,687 for all other accounts to align with forecasted revenue trends resulting from the COVID-19 pandemic.

The Capital/Other category includes funding for general repair/replacement capital and equipment needs.

Performance Measurement

The following section provides detailed information on Recreation and Parks programs including performance measures and personnel.

- **Administration**

  Statement of Service: The administrative arm of the Recreation & Parks Department provides short/long-term capital projects planning, oversees the effective distribution of the department's resources, and provides professional guidance to each division.

Recreation, Parks & Cultural Services - Rec Admin					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022***
Recreation & Parks turnover percentage	8%	16%	10%	10%	10%
Annual Activity Enrollments as in RecWare and ActiveNet	19,126	20,242	15,811	16,500	18,000
# of Part-time hours used	43,495	56,399	45,046	48,000	50,000
Personnel Assigned:	**5.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**
	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks	Director - Rec/Parks
	Deputy Director	Project Manager	Project Manager	Project Manager	Project Manager
	Office Manager	Admin Office Coor	Admin Office Coor	Admin Office Coor	Admin Office Coor
	Admin Assistant I	Admin Assistant II	Admin Assistant II	Admin Assistant II	Admin Assistant II
	Mkt/Accreditation Coordinator				

* Includes 1 Admin Assistant II position that is unfunded in the current budget proposal for 2022 and will remain vacant pending an identified funding source and workload justification.

DEPARTMENTAL SUMMARIES

- **Adult Activity Center**

Statement of Service: To meet the needs of Alpharetta's adult and senior citizens through facilitating convenient, affordable, and accessible recreation activities and services.

Recreation, Parks & Cultural Services - Adult Activity					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
Total # of Participants per year*	29,194	32,321	22,425	25,000	30,000
(Res / Non-Res)	11970/17224	17707/14614	9299/13126	12000/13000	14000/16000
Total # of Building rentals	42	19	18	10	15
Total # of Day trips taken	97	95	100	55	80
Total # of Overnight trips taken using City buses	5	5	8	5	8
Personnel Assigned:	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**
	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II
	Recreation Coord	Recreation Coord	Recreation Coord	Recreation Coord	Recreation Coord
	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I
	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician

- **Aquatics**

Statement of Service: Aquatics provides accessible and safe recreation opportunities through water-related training, events, and facilities.

Recreation, Parks & Cultural Services - Aquatics					
Performance Measurements	**Actual FY 2018**	**Actual** FY 2019**	**Actual** FY 2020**	**Target FY 2021**	**Target FY 2022**
% of Days pool facilities were open during pool season (93 days)	100%	100%	100%	60%	100%
Average daily attendance at City pool	290	415	400	80	300
Hours of lifeguard training per person	24	40	40	40	40
# of Swim lessons held	152	128	133	0	125
# of Swim lessons participants	836	421	598	0	450
(resident / non-resident)	522/314	288/133	439/159	0	300/150
Swim teams participants	225	249	196	121	175
(resident / non-resident)	142/83	157/92	117/79	79/42	100/75
C.O.A.S.T. participants	38	39	19	0	25
(resident / non-resident)	28/10	20/19	9 res/10 nr	0	15/10
# of Pool passes sold	320	558	601	201	400
(resident / non-resident)	165/155	430/128	314/287	30/171	250/150
Personnel Assigned:					
Employees are hired seasonally. Aquatics is overseen by Rec.Services Mgr & Aquatics Coordinator					

**Numbers projected to be lower due to Milton MOU expiration

DEPARTMENTAL SUMMARIES

- **Health and Wellness**

Recreation, Parks & Cultural Services - Health & Wellness					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of Participants in aerobics	264	1416**	1459	900	1000
(resident / non-resident)	165/99	1062/354	1092/367	600/300	650/350
# of Participants in Yoga (Adults &	180	116	81	90	100
(resident / non-resident)	105/67	64/52	44/37	60/30	70/30
# of Participants in tennis	630	540	286	250	250
(resident / non-resident)	360/270	320/220	238/46	175/75	200/50
# of Participants in Couch to 5K	20	18	60	75	90
(resident / non-resident)	8/12	13/5	40/20	45/30	55/45
# Participants in Babysitter Bootcamp Classes and Camps	129	119	72	100	100
(resident / non-resident)	50/79	48/71	27/45	65/35	65/35
# of Participants in Cooking Classes(remove "and Camps")	N/A	28	40	35	45
(resident / non-resident)		19/9	11/29	25/10	35/10
# of HW Pop-Up Participants	0	872	1542	1750	1850
	0				
Personnel Assigned:	**1.0 FTE**	**1.0 FTE**	**1.0 FTE**	**1.0 FTE**	**1.0 FTE**
	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II

New area of programming launched July 2018.
* Numbers projected to be lower due to Milton MOU expiration.
**Participants Tracked by Visit starting Spring 2019

DEPARTMENTAL SUMMARIES

- **Athletics**

Statement of Service: Athletics provides accessible and safe recreation opportunities through athletic-related training and events.

Recreation, Parks & Cultural Services - Athletics						
Performance Measurements	**Actual FY 2017**	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of Participants - Adult Basketball						
2 Seasons-25 teams	279 w/42 teams	376/36 teams	451/48	111/11 teams	0-COVID	300/25
(resident / non-resident)	122/157	136/240	166/285	31/80	0-COVID	150
# of Participants - Adult Softball						
3 Seasons-170 teams	1528 w/126 teams	1734/114 teams	1567/124	598/46 teams	1200/110	1400/120
(resident / non-resident)	766/762	501/1233	596/971	232/366	450/750	500/900
# of Participants - Teen Basketball						
2 Season-12 teams	273 w/28 teams	230/20 teams	301/32	67/8 teams	70/8	300/30
(resident / non-resident)	199/74	95/135	94/207	20/47	25/45	95/205
# of Participants - Youth Basketball						
75 Teams	611 w/76 teams	584	582	491	0-COVID	615
(resident / non-resident)	352/259	331/253	343/239	353/138	0-COVID	365/250
# of Participants - Youth Soccer						
70 Teams	927 w/85 teams	897	1946	2071	1975	2000
(resident / non-resident)	707/220	583/314	1093/853	1292/779	1200/775	1300/700
# of Participants - Youth Travel Soccer						
40 Teams (2 seasons)	1063 w/88 teams	1079	1062	545	1000	1200
(resident / non-resident)	535/528	509/570	538/524	284/261	575/525	650/550
Personnel Assigned:	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**
	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II	Recreation Supervisor II
	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician
	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I	Admin Asst. I
	Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)	Recreation Coord (2)

DEPARTMENTAL SUMMARIES

- **Community Center**

Statement of Service: The Alpharetta Community Center provides a convenient and safe environment for diverse recreational opportunities and services to meet the needs of all populations.

Recreation, Parks & Cultural Services - Community Center						
Performance Measurements	**Actual FY 2017**	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of Participants in summer camp	1200	1181	1316	1369	1500	1500
(resident / non-resident)	1140/60	641/540	612/704	770/599	850/650	850/650
# of Participants in dance, including camps	647	812	618	533	600	650
(resident / non-resident)	417/230	434/378	354/264	232/301	350/250	375/275
# of Participants in gymnastics, including camps	3747	3846	2564	2261	2500	2500
(resident / non-resident)	2031/1716	2105/1741	1383/1181	1315/946	1400/1100	1450/1050
# of Participants in Specialty Recreation	199	182	50	850	1000	1000
# of Part-time hours used	3,287	12,205				
Personnel Assigned:	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**
	Recreation Supervisor II	Recreation Supervisor II	Recreation Services Manager	Recreation Services Manager	Recreation Services Manager	Recreation Services Manager
	(Recreation Coord (2)	Recreation Coord (2)	Recreation Spv II (1)	Recreation Spv II (1)	Recreation Spv II(1)	Recreation Spv II(1)
			Recreation Coord (1)	Recreation Coord (1)	Recreation Coord (1)	Recreation Coord (1)
	Customer Service Representative	Admin Assistant I	Admin Assistant I	Admin Assistant I	Admin Assistant I	Admin Assistant I
	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician	Facility Technician

DEPARTMENTAL SUMMARIES

- **Cultural Arts**

Statement of Service: Cultural Arts facilitates programs that educate and expose citizens and visitors to a rich and diverse range of cultural expressions, through both education and special events.

Recreation, Parks & Cultural Services - Cultural Arts					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022***
# of Participants in youth art classes	303	397	365	225	340
(resident/Milton/non-resident)	157/48/98	196/111/90	222/53/90	134/29/62	200/75/90
# of Participants in adult art classes	348	477	343	191	350
(resident/Milton/non-resident)	180/99/69	257/122/98	178/65/100	143/8/40	240/80/70
# of Participants in summer camp	261	277	119	74	275
(resident/Milton/non-resident)	130/94/20	158/61/58	84/21/14	46/13/15	140/60/40
Personnel Assigned:	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**	**5.0 FTE**	**4.5 FTE**
	Cultural Arts Manager Cultural Arts Supervisor Arts Coordinator Admin Assistant I Facility Tech	Cultural Arts Manager Cultural Arts Supervisor Arts Coordinator Admin Assistant I Facility Tech	Cultural Arts Manager Cultural Arts Supervisor Arts Coordinator Admin Assistant I Facility Tech	Cultural Arts Manager Cultural Arts Supervisor Arts Coordinator Admin Assistant I Facility Tech	Cultural Arts Manager 2 FT Cultural Arts Supervisors Cultural Services Coordinator PT Facility Tech

- **Equestrian Center**

Statement of Service: The equestrian center provides an accessible and safe venue for hosting local and national equestrian events as well as other outdoor events.

Recreation, Parks & Cultural Services - Equestrian Center					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
Total # of Equestrian event dates	107	92	86	95	100
Total # dog show events	17	17	6	14	15
Total # other event dates hosted at equestrian center	68	43	3	10	10
Total attendance at events	135,000	135,000	100,000	115,000	115,000
# of Arenas/rings maintained	5	5	5	5	6
# of Part-time hours used	113	261	9	250	1,000
Personnel Assigned:	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**
	Wills Park Manager	Wills Park Manager	Wills Park Manager	Wills Park Manager	Wills Park Manager
	Parks Maintenance Tech II	Parks Maintenance Tech II	Parks Maintenance Tech II	Parks Maintenance Tech II	Parks Maintenance Tech II
	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)	Parks Maintenance Tech I (2)

DEPARTMENTAL SUMMARIES

- **Community Services**

Statement of Service: To enhance the quality of life and reputation of the city by providing special event opportunities for citizens and visitors of Alpharetta.

Recreation, Parks & Cultural Services - Community Services Performance Measurements	Actual FY 2018	Actual FY 2019	Actual FY 2020	Target FY 2021	Target FY 2022
# of Total Approved Events:					
Exclusive City Events	18	48	24	0	3
City Partnered Events	15	36	32	20	50
Outside Event Applications Processed	N/A	37	17	30	30
Approved / Denied	N/A	37 / 0		30/0	
Film Permit Requests Processed	N/A	6	3	6	6
Approved / Denied	N/A	5 / 1	3/0		
Estimated Attendance for:					
Taste of Alpharetta	35,000	45,000	0	0	50,000
Mayor's Challenge	2,400	2,400	2,400	0	0
Old Soldier's Day Parade	6,000	4,000	3,000	0	0
Season of Celebration	10,000	1,500	7,000	0	7,000
Alpharetta Arts StreetFest	15,000	15,000	0	0	0
Scarecrow Harvest	7,000	5,000	5,000	0	0
Wire & Wood	1,500	15,000	20,000	0	20,000
Food Trucks	10,000	20,000	13,000	0	0
Restless In Resthaven	300	200	0	0	0
Grilling & Gridiron	1,800	750	1,000	0	1,000
Volunteer Recruitment:					
Taste of Alpharetta (Non-City Staff)	N/A	18	0	0	20
Season of Celebration	N/A	84	64	0	50
Scarecrow Harvest	N/A	51	40	0	0
Wire & Wood	N/A	25	6	0	10
Community Agriculture	N/A	225	65	100	100
TOTAL	325	403	175		
Sponsorship Revenue Raised:		SPONSORSHIPS ARE BASED ON CY NOT FY			
Taste of Alpharetta	N/A	63,210	0	0	0
Food Truck Alley	N/A	28,550	0	0	0
Season of Celebration	N/A	3,000	0	0	0
Scarecrow Harvest	N/A	3,400	0	0	0
Wire & Wood	N/A	78,000	0	0	0
Brooke Street Park Concert Series	N/A	20,000	0	0	0
TOTAL (minus 20% commission)	N/A	N/A			
Personnel Assigned:	**3.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**
	Special Events Manager	Community Services Manager	Community Services Manager	Community Services Manager	Community Services Manager
	Special Events Coord. (1 FT; 2 PT)	Marketing Coordinator(1PT)	Marketing Coordinator(1PT)	Marketing Coordinator(1PT)	Marketing Coordinator(1PT)
		Special Events Coordinator (2FT/1PT)	Special Events Coordinator (2FT/1PT)	Special Events Coordinator (2FT/1PT)	Special Events Coordinator (2FT) Community Agriculture Coordinator (1 PT)

DEPARTMENTAL SUMMARIES

- **Parks Maintenance**

Statement of Service: Parks maintenance provides for the development and maintenance of the city's parks, greenway space, recreation facility grounds, athletic fields, and other city owned property in order to aesthetically reflect community identity, enrich the quality of life, and provide accessible and safe open space for leisure time activities.

Recreation, Parks & Cultural Services - Parks Maintenance

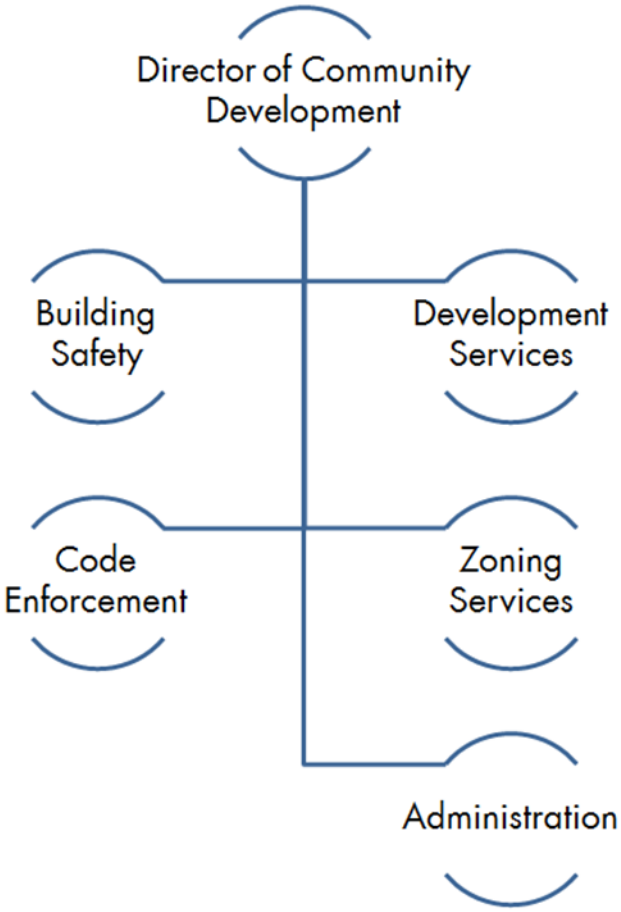
Performance Measurements	Actual FY 2018	Actual FY 2019	Actual FY 2020	Target FY 2021	Target FY 2022
# of Athletic fields maintained*	33	33	32	36	36
# of Park acres maintained	322	322	350	350	350
# of Greenway acres maintained	252	252	252	252	262
# of Playground inspections	96	96	102	108	108
# of Park/playground injuries	0	4	2	2	0
# of Athletic field preparations	5,832	6,864	5,304	7,488	7,488
# of Park mowings	40	40	40	40	40
# of Athletic field mowings	80	80	80	80	80
# of Buildings maintained	36	36	36	37	37
# of Restrooms maintained	55	54	56	57	57
# of Pavilions maintained	15	15	15	18	18
# of Hours utilized for trash	10,220	10,950	10,000	11,000	11,000
# of Part-time hours used	6,454	6,927	6,848	7,000	9,500
# of Vehicles maintained	16	17	18	18	19
# of Vehicle-related accidents	1	1	2	1	0
Personnel Assigned:	**19.0 FTE**	**19.0 FTE**	**19.0 FTE**	**19.0 FTE**	**19.0 FTE**
	Park Services Manager	Park Services Manager	Park Services Manager	Park Services Manager	Park Services Manager
	Park Supervisor II (3)	Park Supervisor II (3)	Park Supervisor II (3)	Park Supervisor II (3)	Park Supervisor II (3)
		Park Crew Leader (1)	Park Crew Leader (1)	Park Crew Leader (1)	Park Crew Leader (1)
	Park Maintenance Tech II (4)	Park Maintenance Tech II (3)	Park Maintenance Tech II (3)	Park Maintenance Tech II (3)	Park Maintenance Tech II (3)
	Park Maintenance Tech I (10)	Park Maintenance Tech I (10)	Park Maintenance Tech I (11)	Park Maintenance Tech I (13)	Park Maintenance Tech I (13)
	Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II	Admin Asst. II

DEPARTMENTAL SUMMARIES

Community Development

KATHI COOK
DIRECTOR

KCook@alpharetta.ga.us



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

Offering the highest quality of environment for our residents and businesses;

Fostering strong sense of community including safety and security; and

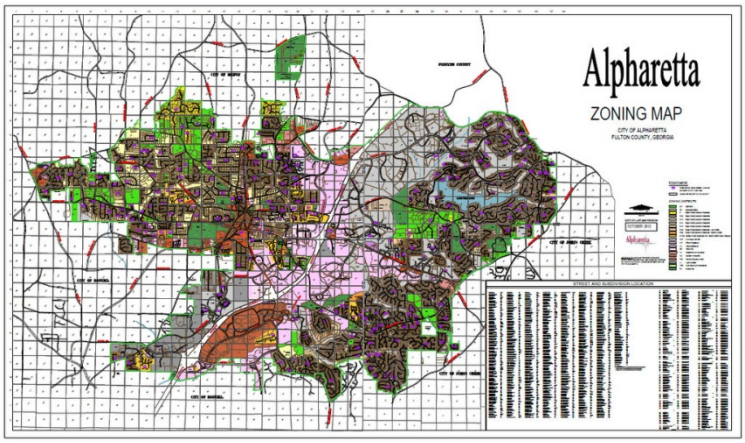
Providing a business climate that attracts the top echelon companies.

Our Community Vision serves as the guiding principles for the planning and operation of our city government and each department structures its mission, goals and objectives to facilitate achievement of our mission. The icons set forth above are used throughout the Budget Narrative to identify the link between the city's Community Vision and the goals and objectives of our various departmental divisions/projects.

DEPARTMENTAL SUMMARIES

Community Development

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



Mission Statement

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

Goals and Objectives

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

DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Community Development

General Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Business Taxes:					
Occupational License Fees	$ 1,132,316	$ 1,184,418	$ 1,162,099	$ 932,500	$ 957,500
Licenses & Permits:					
Development Permits/Fees	187,353	244,921	178,480	160,000	160,000
Building Permit Fees	2,232,284	2,887,710	2,130,275	1,550,000	1,700,000
Occupancy Permit Fees	182,594	249,586	187,262	160,000	160,000
Tree Removal Permit	6,421	12,626	4,736	7,500	7,500
Soil Erosion Permit	44,362	38,638	22,034	35,000	35,000
Alcoholic Beverage Permit	-	-	656,303	639,000	639,000
Other	27,276	31,218	36,433	27,500	27,500
Charges for Services:					
Planning and Development Fees	128,040	104,767	95,959	85,000	85,000
Plan Review Fees	719,380	1,059,850	1,003,981	660,000	875,000
Other	44,533	37,342	48,481	21,500	21,500
Fines & Forfeitures	2,300	2,406	1,250	2,000	2,000
TOTAL	**$ 4,706,861**	**$ 5,853,483**	**$ 5,527,293**	**$ 4,280,000**	**$ 4,670,000**
EXPENDITURES					
Personnel Services:					
Salaries	$ 1,594,195	$ 1,703,432	$ 1,887,959	$ 2,143,047	$ 2,085,230
Overtime	2,561	3,486	588	2,500	1,000
Group Insurance	455,245	554,638	646,350	748,716	736,988
FICA	116,577	124,889	137,068	157,181	155,453
Pension (Defined Benefit)	122,992	123,294	138,285	144,877	161,951
Pension (401A Contribution/Matc	116,905	150,008	170,800	210,429	204,853
Miscellaneous	44,772	84,951	94,476	107,316	100,534
subtotal	*$ 2,453,248*	*$ 2,744,699*	*$ 3,075,526*	*$ 3,514,066*	*$ 3,446,009*
Maintenance & Operations:					
Professional Services	$ 85,120	$ 77,771	$ 49,445	$ 161,700	$ 39,700
Board Member Fees	10,855	10,675	9,375	12,000	11,000
Fuel/Repair & Maintenance	17,746	19,277	12,702	17,000	13,000
Advertising	20,384	19,873	14,692	161,500	16,000
Employee Training	11,067	12,847	10,767	17,700	14,000
Employee Travel	16,988	14,810	7,355	17,794	17,500
Printing	4,923	4,938	6,900	10,500	5,000
Maintenance Contracts/IT Svcs.	132,394	131,424	141,345	218,805	179,215
General Supplies	35,309	31,105	26,226	49,740	24,000
Miscellaneous	5,540	13,026	10,363	9,908	8,200
subtotal	*$ 340,325*	*$ 335,747*	*$ 289,170*	*$ 676,647*	*$ 327,615*
Capital/Other	*$ -*	*$ -*	*$ 12,971*		*$ -*
TOTAL	**$ 2,793,574**	**$ 3,080,445**	**$ 3,377,667**	**$ 4,190,713**	**$ 3,773,624**
Authorized Personnel	**26.0**	**28.0**	**30.0**	**32.0**	**30.0**

DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2022 Budget for Community Development totals $3,773,624 and represents a decrease of -10%, or -$417,089 compared to FY 2021. The primary driver of this decrease is the transfer of the Economic Development function from Community Development (FY 2021) to City Administration (FY 2022). The Economic Development function has historically been housed under the City Administration Department but was moved for FY 2021 to facilitate a better management linkage with the Community Development Department and is being moved back into City Administration for FY 2022 under the leadership of the newly funded Economic Development Director position.

The Personnel Services category decreased -2%, or -$68,057, due primarily to the transfer of the Economic Development Division (discussed above) which is partially offset through wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021, and increases in group insurance and risk premiums as well as increased pension costs.

Authorized personnel total 30 full-time-equivalents ("FTE") and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Variance
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Arborist	1.0	1.0	1.0	1.0	1.0	-
Building Inspector	4.0	4.0	4.0	4.0	4.0	-
Building Inspector Manager	-	1.0	1.0	1.0	1.0	-
Building Official	1.0	1.0	1.0	1.0	1.0	-
Building Plans Examiner	2.0	2.0	2.0	2.0	2.0	-
Code Enforcement Manager	1.0	1.0	1.0	1.0	1.0	-
Code Enforcement Officer	3.0	3.0	5.0	5.0	5.0	-
Director of Community Development	1.0	1.0	1.0	1.0	1.0	-
Development Services Engineer (Stormwater)	1.0	1.0	1.0	1.0	1.0	-
Economic Development Director*	-	-	-	1.0	-	(1.0)
Economic Development Manager*	-	-	-	1.0	-	(1.0)
GIS Specialist/Planner	1.0	1.0	1.0	1.0	1.0	-
Inspectors	3.0	3.0	3.0	3.0	3.0	-
Office Manager	-	1.0	1.0	1.0	1.0	-
Planning and Zoning Coordinator	1.0	1.0	1.0	1.0	1.0	-
Permit Technician	1.0	2.0	2.0	2.0	2.0	-
Project Administrator	1.0	1.0	1.0	1.0	1.0	-
Senior Building Inspector	1.0	-	-	-	-	-
Senior Transportation Engineer/Planner	1.0	1.0	1.0	1.0	1.0	-
Senior Planner	1.0	1.0	1.0	1.0	1.0	-
Zoning Administrator	1.0	1.0	1.0	1.0	1.0	-
	26.0	28.0	30.0	32.0	30.0	(2.0)

* Positions reorganized into the Community Development Department for fiscal year 2021 and transferred back under City Administration for FY 2022 upon approval of a Director position.

DEPARTMENTAL SUMMARIES

The Maintenance and Operations category decreased -52%, or -$349,032, due primarily to the transfer of the Economic Development function from the Community Development Department coupled with an overall reduction in operating costs to align with forecasted revenue trends resulting from the COVID-19 pandemic.

Performance Measurement

The following section provides detailed information on Community Development programs including performance measures and personnel.

- **Administration**

  Statement of Service: The purpose of Community Development Administration is to provide effective, efficient and responsive services to account for the resources allocated to the Planning & Zoning and Code Enforcement division of the department.

Community Development - Administration					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of Special projects managed	16	16	19	15	16
Personnel Assigned:	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**
	Director of Comm Development	Director of Comm Development	Director of Comm Development	Director of Comm Development	Director of Comm Development
	Admin Asst. II	Office Manager	Office Manager	Office Manager	Office Manager
	Senior Planner	Senior Planner	Senior Planner	Senior Planner	Senior Planner
	Project Administrator	Project Administrator	Project Administrator	Project Administrator	Project Administrator

DEPARTMENTAL SUMMARIES

- **Zoning/Development/Building Safety Services**

  Statement of Service: These Divisions are tasked with guiding the growth and development of the city in a manner that enhances the quality of life and recognizes the city's historic and natural features.

Community Development - Zoning					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of New public hearings filed	145	112	106	120	115
Total # of public hearings processed	132	85	91	120	115
# of parcels annexed	0	0	0	0	0
Personnel Assigned:	**3.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**	**4.0 FTE**
	Zoning Administrator	Zoning Administrator	Zoning Administrator	Zoning Administrator	Zoning Administrator
	GIS Specialist/Planner	GIS Specialist/Planner	GIS Specialist/Planner	GIS Specialist/Planner	GIS Specialist/Planner
		Administrative Assistant II	Administrative Assistant II	Administrative Assistant II	Administrative Assistant II
	Planning and Zoning Coordinator	Planning and Zoning Coordinator	Planning and Zoning Coordinator	Planning and Zoning Coordinator	Planning and Zoning Coordinator

Community Development - Development Services					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
Private development plans reviewed	160	144	136	140	140
Tree permits issued	878	1024	991	800	800
Personnel Assigned:	**6.0 FTE**	**6.0 FTE**	**6.0 FTE**	**6.0 FTE**	**6.0 FTE**
	Development Services Senior Engineer - Transportation	Development Services Senior Engineer - Transportation	Development Services Senior Engineer - Transportation	Development Services Senior Engineer - Transportation	Development Services Senior Engineer - Transportation
	Development Services Engineer - Stormwater	Development Services Engineer - Stormwater	Development Services Engineer - Stormwater	Development Services Engineer - Stormwater	Development Services Engineer - Stormwater
	Inspectors (3)	Inspectors (3)	Inspectors (3)	Inspectors (3)	Inspectors (3)
	Arborist	Arborist	Arborist	Arborist	Arborist

DEPARTMENTAL SUMMARIES

Community Development - Building Safety					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of New building permits issued	5,902	5,717	4,756	4,950	5,000
# of Building inspections completed	29,786	31,500	24,161	24,200	25,000
Personnel Assigned:	**9.0 FTE**	**10.0 FTE**	**10.0 FTE**	**10.0 FTE**	**10.0 FTE**
	Building Official	Building Official	Building Official	Building Official	Building Official
	Permit Technician	Permit Technicians (2)	Permit Technicians (2)	Permit Technicians (2)	Permit Technicians (2)
	Building Plans Examiners (2)	Building Plans Examiners (2)	Building Plans Examiners (2)	Building Plans Examiners (2)	Building Plans Examiners (2)
	Senior Building Inspector	Senior Building Inspector	Senior Building Inspector	Senior Building Inspector	Senior Building Inspector
	Building Inspectors (4)	Building Inspectors(4)	Building Inspectors(4)	Building Inspectors(4)	Building Inspectors(4)

- **<u>Code Enforcement Services</u>**

  Statement of Service: To protect the public health, safety, and welfare by ensuring compliance with city building and land-use codes and ordinances.

Community Development - Code Enforcement					
Performance Measurements	**Actual FY 2018**	**Actual FY 2019**	**Actual FY 2020**	**Target FY 2021**	**Target FY 2022**
# of Code enforcement inspections completed	644	677	679	500	500
Personnel Assigned:	**4.0 FTE**	**4.0 FTE**	**6.0 FTE**	**6.0 FTE**	**6.0 FTE**
	Code Enforcement Manager	Code Enforcement Manager	Code Enforcement Manager	Code Enforcement Manager	Code Enforcement Manager
	Code Enforcement Officers (3)	Code Enforcement Officers (3)	Code Enforcement Officers (5)	Code Enforcement Officers (5)	Code Enforcement Officers (5)

SPECIAL REVENUE FUND SUMMARIES

Special Revenue Fund Summaries

Overview

The *Special Revenue Fund Summaries* section is intended to provide readers with an overall understanding of the respective fiscal year 2022 budgets for the city's Special Revenue Funds.

Special Revenue Funds are used to account for revenues that are legally restricted to expenditures for specific uses. All special revenue funds utilize the modified accrual basis of budgeting and accounting.

The following schedules are set forth by Fund and provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **Fund Summary**

  This section provides a brief description of the Fund.

- **Statement of Revenues, Expenditures, and changes in Personnel**

  This statement provides a detailed comparison of revenues and expenditures for fiscal years 2018-2020 (actuals) and 2021-2022 (budget). Revenues are presented by source and expenditures are presented by use.

SPECIAL REVENUE FUND SUMMARIES

Emergency 911 Fund Summary

The E-911 Fund accounts for fees received from users, or potential users, of the city's Emergency 911 System. The fee equals $1.50 monthly and is paid by wired and wireless telecommunication providers (including prepaid cards) as well as Voice over Internet Protocol ("VOIP") providers, with expenditures occurring to maintain and run the system within the government. The Public Safety Department manages the E-911 Program.

Trends

The FY 2022 Budget for the E-911 Fund totals $4,728,482 and represents a decrease of -16%, or -$890,511, compared to FY 2021. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) budgeted in FY 2021[9]. After adjusting for the non-allocated reserve, the true operational budget request is roughly 9% (including new operating and capital initiatives).

The Personnel Services category increased 4%, or $130,435, due to wage increases associated with the 3% performance-based merit program scheduled for July 1, 2021 coupled with growth in group insurance and risk premiums as well as increased pension costs. Authorized personnel total 33.0 FTEs.

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Variance
Communications Officer	17.0	17.0	20.0	20.0	20.0	-
Communications Shift Supervisor	4.0	4.0	4.0	4.0	4.0	-
Communications Quality Assurance Officer	-	1.0	1.0	1.0	1.0	-
Division Chief	1.0	1.0	1.0	1.0	1.0	-
Section Chief - Communications Training	1.0	1.0	1.0	1.0	1.0	-
Sr. Communications Officer	5.0	4.0	4.0	4.0	4.0	-
911 Operations Manager	1.0	1.0	1.0	1.0	1.0	-
IT Analyst	-	-	1.0	1.0	1.0	-
Network Analyst II	1.0	1.0	-	-	-	-
	30.0	30.0	33.0	33.0	33.0	-

The Maintenance and Operations category increased 2%, or $21,479, due primarily to growth in communications costs (e.g. AT&T), North Fulton Regional Radio System Authority costs, IT professional services, etc.

The Capital/Leases category includes appropriations for the existing mobile radio lease as well as funding requested through the 2022 Operating Initiatives (Portable Radio Replacement – Capital Lease) and 2022 Capital Requests (E911 Facility Renovations). Please

[9] Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Non-Allocated Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2022 will occur subsequent to adoption of the budget.

SPECIAL REVENUE FUND SUMMARIES

refer to the *Operating Initiative Requests* and *Capital Initiatives Requests* sections of this document for a detailed description.

Statement of Revenues, Expenditures, and changes in Personnel

Emergency 911 Fund
Public Safety Department

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Charges for Services:					
E-911 Service Fees	$ 2,831,466	$ 2,696,943	$ 2,774,476	$ 2,865,000	$ 3,130,000
E-911 Prepaid Service Fees	86,883	319,871	258,419	255,000	280,000
Intergovernmental:	941,752	1,238,943	1,260,758	1,130,000	1,250,000
Investment Earnings	12,542	24,444	23,154	26,568	18,482
Other					
Miscellaneous	-	-	403	-	-
Mobile Radio Lease Financing	504,024	-	-	-	-
Fund Balance	-	-	-	1,342,425	50,000
TOTAL	**$ 4,376,667**	**$ 4,280,200**	**$ 4,317,210**	**$ 5,618,993**	**$ 4,728,482**
EXPENDITURES					
Personnel Services:					
Salaries	$ 1,365,536	$ 1,448,818	$ 1,495,738	$ 1,642,059	$ 1,709,608
Overtime	235,161	265,227	218,017	200,000	199,821
Group Insurance	336,370	371,923	415,603	558,679	582,315
FICA	117,117	125,816	126,374	139,127	158,737
Pension (Defined Benefit)	117,865	100,062	99,468	103,689	115,365
Pension (401A Cont./Match)	104,934	138,775	151,194	166,462	179,763
Miscellaneous	43,160	79,469	82,367	92,452	87,294
subtotal	*$ 2,320,143*	*$ 2,530,089*	*$ 2,588,761*	*$ 2,902,468*	*$ 3,032,903*
Maintenance & Operations:					
Communications	$ 320,229	$ 358,194	$ 298,143	$ 353,000	$ 359,900
Maintenance Contracts	431,863	356,558	401,632	467,400	473,500
IT Professional Services	239,899	261,894	281,260	274,750	282,079
Miscellaneous	185,729	158,268	155,845	202,172	203,322
subtotal	*$ 1,177,720*	*$ 1,134,914*	*$ 1,136,880*	*$ 1,297,322*	*$ 1,318,801*
Capital/Leases:					
Capital	$ -	$ 70,437	$ 22,932	$ -	$ -
PS/911 HQ Improvements	273,160	438,310	-	-	50,000
North Fulton Regional Radio Syster	-	72,660	-	-	-
Radio Replacements	504,024	360	58,000	33,000	-
Mobile Radio Lease	76,777	76,777	76,777	76,778	76,778
Portable Radio Lease	-	-	-		250,000
subtotal	*$ 853,961*	*$ 658,544*	*$ 157,709*	*$ 109,778*	*$ 376,778*
Non-Allocated					
Reserve	$ -	$ -	$ -	$ 1,309,425	$ -
subtotal	*$ -*	*$ -*	*$ -*	*$ 1,309,425*	*$ -*
TOTAL	**$ 4,351,824**	**$ 4,323,547**	**$ 3,883,350**	**$ 5,618,993**	**$ 4,728,482**
Authorized Personnel	**30.0**	**30.0**	**33.0**	**33.0**	**33.0**

SPECIAL REVENUE FUND SUMMARIES

Impact Fee Fund Summary

The Impact Fee Fund accounts for fees assessed upon development activity. These fees are collected to pay for system improvements (recreation/parks, streets, and public safety) as detailed within the city's impact fee ordinance. The Community Development Department manages the Impact Fee Program.

Trends

The FY 2022 Budget totals $1,443,100. This fund accounts for fees assessed upon development activity. These fees are collected to pay for system improvements (recreation/parks, streets, and public safety) as detailed within the city's impact fee ordinance.

Impact Fee revenues are variable and dependent upon multiple factors such as the local and national economy. Due to the variability, the annual budget typically appropriates fund balance as the primary funding tool. That is to say, appropriations are made with funds already collected (i.e. fund balance) as opposed to a forecast of collections that may not materialize due to their inherent variability.

Impact Fees are being allocated to the following capital initiatives which are discussed in depth within the *Capital Initiatives Requests* section of this document.

- Impact Fee Study Update;
- North Point Corridor Improvements (TIP Grant match); and
- Fire Rapid-Rescue Response Truck.

SPECIAL REVENUE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Impact Fee Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Charges for Services:					
Impact Fees (Roads)	$ 255,071	$ 246,362	$ 182,291	$ -	$ -
Impact Fees (Parks)	1,022,419	564,632	592,472	745,000	-
Impact Fees (Public Safety)	69,100	149,437	91,329	-	-
Investment Earnings	36,045	83,063	74,870	-	-
Other					
Fund Balance	-	-	-	3,258,304	1,443,100
TOTAL	**$ 1,382,634**	**$ 1,043,495**	**$ 940,963**	**$ 4,003,304**	**$ 1,443,100**
EXPENDITURES					
Capital/Leases:					
Impact Fee Study Update	$ -	$ -	$ -	$ -	$ 68,500
Roads					
Rucker Rd Corridor Imp.	-	23,700	556,968	569,332	-
Wills Rd Widening	-	14,460	-	-	-
Teasley St Imp.	-	-	38,125	18,800	-
Park Plaza Signal	-	-	45,935	-	-
Hopewell/Vaughan Roundabout	-	-	16,553	11,652	-
North Point Corridor (grant match)	-	-	-	-	1,250,000
Parks					
Alpharetta Arts Center	1,113,438	13,606	-	-	-
Wills Park Pool Expansion	1,100,000	-	-	-	-
City Center Sidewalks	-	300,000	-	-	-
Greenway Ext. to Forsyth	-	-	-	1,251,402	-
Park Development	-	-	420,993	12,700	-
Public Safety					
Headquarters Expansion	520,464	40,000	-	-	-
HAZMAT Truck & Trailer	-	-	-	155,750	-
Fire Rescue-Rapid Resp. Truck	-	-	-	-	124,600
subtotal	*$ 2,733,902*	*$ 391,766*	*$ 1,078,574*	*$ 2,019,636*	*$ 1,443,100*
Non-Allocated					
Roads	$ -	$ -	$ -	$ 1,540,262	$ -
Parks	-	-	-	317,820	-
Public Safety	-	-	-	125,586	-
subtotal	*$ -*	*$ -*	*$ -*	*$ 1,983,668*	*$ -*
TOTAL	**$ 2,733,902**	**$ 391,766**	**$ 1,078,574**	**$ 4,003,304**	**$ 1,443,100**
Authorized Personnel	**-**	**-**	**-**	**-**	**-**

SPECIAL REVENUE FUND SUMMARIES

Hotel/Motel Fund Summary

The Hotel/Motel Fund accounts for occupancy tax collections from area hotels and motels for the purpose of promoting conventions, tourism, and trade shows, while providing funds to facilitate economic vitality in downtown areas. The city levies a hotel/motel occupancy tax of 8% on total rental charges. The resulting revenue is distributed as follows: City of Alpharetta (37.5%); Alpharetta Convention & Visitor's Bureau (43.75%); and Facilities (Conference Center/Tourism Product Development; 18.75%).

Trends

The FY 2022 Budget totals $5,814,713. This fund accounts for occupancy tax collections from area hotels and motels for the purpose of promoting conventions, tourism, and trade shows, while providing funds to facilitate economic vitality in downtown areas. The city levies a hotel/motel occupancy tax of 8% on total rental charges. The resulting revenue is distributed as follows: City of Alpharetta (37.5% or $2.1 million); Alpharetta Convention & Visitor's Bureau (43.75% or $2.4 million); and Tourism Product Development (18.75%). The Tourism Product Development portion of the revenue is dedicated to funding debt service on the Conference Center bonds ($1.3 million).

The COVID-19 pandemic has severely impacted the hospitality market segment and this revenue source has declined significantly as business and personal travel have been curtailed. That said, improvements are being witnessed with hotel occupancy reaching 60% of pre-pandemic levels in spring 2021. The 2022 budget assumes, on average, 60% of pre-pandemic activity which results in hotel/motel tax collections of $5.5 million (compared to $9 million in FY 2019).

SPECIAL REVENUE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Hotel/Motel Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Other Taxes					
Hotel/Motel Taxes	$ 7,665,868	$ 9,049,266	$ 6,668,386	$ 6,750,000	$ 5,500,000
Interest/Penalties	-	2,066	3,711	-	-
Investment Earnings	-	-	-	52,338	10,000
Other					
Transfer-In from Conf. Ctr. Fund	-	380,308	-	-	-
Fund Balance	-	-	-	1,966,633	304,713
TOTAL	**$ 7,665,868**	**$ 9,431,640**	**$ 6,672,097**	**$ 8,768,971**	**$ 5,814,713**
EXPENDITURES					
ACVB/City					
Alpharetta Convention & Visitors Bureau	$ 3,353,817	$ 3,959,958	$ 2,919,042	$ 2,953,125	$ 2,406,250
City of Alpharetta (transfer-out)	2,874,701	3,394,250	2,502,036	2,531,250	2,062,500
subtotal	*$ 6,228,518*	*$ 7,354,207*	*$ 5,421,079*	*$ 5,484,375*	*$ 4,468,750*
Facility					
Professional Svcs (Bond Admin)	$ 6,525	$ 6,440	$ 5,500	$ 6,000	$ 6,000
Series 2016 Bonds (debt service)	779,963	979,963	975,963	1,311,963	1,339,963
Debt Service Reserve	-	-	-	1,017,394	-
Downtown Land Purchase	-	-	795,398		-
Alpharetta Arts Center	385,609	164,391	-		-
Wayfinding Signage	-	-	53,917		-
Equestrian Center Improvements	-	-	3,185	246,815	-
Wills Park Master Plan Imp.	-	-	147,577	702,424	-
subtotal	*$ 1,172,096*	*$ 1,150,794*	*$ 1,981,540*	*$ 3,284,596*	*$ 1,345,963*
TOTAL	**$ 7,400,614**	**$ 8,505,001**	**$ 7,402,619**	**$ 8,768,971**	**$ 5,814,713**
Authorized Personnel	**-**	**-**	**-**		**-**

DEBT SERVICE FUND SUMMARY

Debt Service Fund Summary

Overview

Pursuant to the Governmental Accounting Standards Board's Codification, Section 1300.107, debt service funds are used to account for the accumulation of resources for the payment of principal and interest on general long-term debt.

Trends

The FY 2022 Budget for the Debt Service Fund totals $4,958,881 and funds the outstanding General Obligation Bonds (Series 2014, 2016, and 2020) set forth on the *Statement of Revenues, Expenditures, and changes in Fund Balance.*

The city refunded the Series 2012 General Obligation Bonds during fiscal year 2020 which resulted in a savings of over $300,000 annually. The fiscal year 2022 budget reflects the debt service savings.

The primary funding source for general obligation debt is property taxes. The portion of the millage rate funding debt service is estimated to remain at 0.815 mills in FY 2022.

DEBT SERVICE FUND SUMMARY

Statement of Revenues, Expenditures, and changes in Personnel

Debt Service Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Property Taxes					
Current Year	$ 5,099,934	$ 5,514,354	$ 5,564,390	$ 4,953,000	$ 4,720,000
Delinquent	94,326	34,313	95,378	-	17,000
Penalties/Interest	4,994	6,286	5,479	-	3,000
Motor Vehicle	39,890	28,952	20,145	-	12,000
Investment Earnings	20,456	79,535	81,590	-	13,000
Other					
Miscellaneous	-	452	457	-	-
Refunding Bond Proceeds	-	-	17,775,000	-	-
Premium on Bond Proceeds	-	-	5,501,675	-	-
Fund Balance	-	-	-	648,199	193,881
TOTAL	**$ 5,259,600**	**$ 5,663,892**	**$ 29,044,114**	**$ 5,601,199**	**$ 4,958,881**
EXPENDITURES					
Maintenance & Operations:					
Professional Services	$ 3,300	$ 3,927	$ 5,225	$ 15,860	$ 16,000
subtotal	*$ 3,300*	*$ 3,927*	*$ 5,225*	*$ 15,860*	*$ 16,000*
Debt Service					
General Obligation Bonds					
Series 2012	$ 1,483,900	$ 1,478,498	$ 1,485,350	$ -	$ -
Series 2014 (refunding)	1,935,477	1,933,622	1,930,948	1,927,455	1,918,143
Series 2016	1,930,788	1,930,788	1,929,788	1,927,188	1,923,988
Series 2020 (debt issuance costs)	-	-	381,757	-	-
Series 2020 (refunding)	-	-	23,886,801	1,082,497	1,100,750
Development Authority					
Series 2009 (refunding)	124,493	125,153	-	-	-
Capital Lease (Interest)	-	-	-		-
subtotal	*$ 5,474,657*	*$ 5,468,060*	*$ 29,614,644*	*$ 4,937,140*	*$ 4,942,881*
Non-Allocated					
Reserve	$ -	$ -	$ -	$ 648,199	$ -
subtotal	*$ -*	*$ -*	*$ -*	*$ 648,199*	*$ -*
TOTAL	**$ 5,477,957**	**$ 5,471,987**	**$ 29,619,869**	**$ 5,601,199**	**$ 4,958,881**
Authorized Personnel	**-**	**-**	**-**		**-**

ENTERPRISE FUND SUMMARY

Enterprise Fund Summary

Overview

The *Enterprise Fund Summary* section is intended to provide readers with an overall understanding of the fiscal year 2022 budget for the city's Solid Waste Fund.

Enterprise Funds are used to account for business-type activities whose operations are primarily funded by customer fees. The enterprise fund utilizes the accrual basis of budgeting and accounting.

The following schedules are set forth by Fund and provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **Fund Summary**

  This section provides a brief description of the Fund.

- **Statement of Revenues, Expenditures, and changes in Personnel**

  This statement provides a detailed comparison of revenues and expenditures for fiscal years 2018-2020 (actuals) and 2021-2022 (budget). Revenues are presented by source and expenditures are presented by use.

ENTERPRISE FUND SUMMARY

Solid Waste Fund Summary

The Solid Waste Fund accounts for fees received from users of the city's residential solid waste program (i.e. garbage, yard waste, and recycling collection including glass). Services are provided on a user charge basis and managed through a contract with a private operator. The Finance Department manages the Solid Waste Program including billing, collection, and customer service functions. Commercial solid waste customers are authorized to contract for commercial solid waste collection and disposal services from any contractor that has obtained a solid waste collection permit from the city.

Trends

The FY 2022 Budget for the Solid Waste Fund totals $5,595,116 and represents an increase of 19%, or $898,255, compared to FY 2021. This growth is driven through rate increases by our private sanitation hauler due to a combination of market forces including the impact of the COVID-19 pandemic on trash volume.

The city's private waste hauler increased rates by 25% effective April 1, 2021. To offset this increase, the city is utilizing reserves within the Solid Waste Fund ($750,000 for FY 2022) to cover most of the rate growth with the balance coming through an increase in sanitation fees to our customers. As a parallel process to these rate adjustments, the city is in the process of formulating an RFP for private sanitation hauler services to ensure continued excellent service to our customers at a competitive price.

The Personnel Services category was relatively flat with FY 2021 due to departmental turnover and varying salary/benefit elections.

Authorized personnel total 1.0 FTE and represent the following:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Variance
Customer Account Representative	1.0	1.0	1.0	1.0	1.0	-
	1.0	1.0	1.0	1.0	1.0	-

The Maintenance and Operations category increased 24%, or $1,068,694, due primarily to the private sanitation hauler rate adjustments previously discussed.

ENTERPRISE FUND SUMMARY

Statement of Revenues, Expenditures, and changes in Personnel

Solid Waste Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Licenses and Permits					
Penalties and Interest	$ 50	$ -	$ 69	$ -	$ -
Charges for Services:					
Collection Fees	3,777,854	4,122,679	4,152,563	4,415,000	4,775,000
Commercial Hauler Fees	27,189	32,465	21,592	25,000	25,000
Penalties and Interest	45,199	31,757	31,267	30,000	30,000
Other	1,571	1,213	2,312	1,575	1,575
Investment Earnings	19,817	59,238	52,629	22,763	13,541
Other					
Miscellaneous	(56)	4	-		-
Fund Balance	-	-	-	202,523	750,000
TOTAL	**$ 3,871,624**	**$ 4,247,356**	**$ 4,260,432**	**$ 4,696,861**	**$ 5,595,116**
EXPENDITURES					
Personnel Services:					
Salaries	$ 38,117	$ 32,152	$ 39,645	$ 42,217	$ 43,573
Overtime	-	2,472	156	2,638	390
Group Insurance	26,139	21,680	19,648	20,418	20,858
FICA	2,624	2,352	2,981	3,407	3,331
Pension (401A Cont./Match)	3,377	3,369	4,659	4,996	5,186
Miscellaneous	1,085	1,954	2,149	2,170	2,102
subtotal	*$ 71,341*	*$ 63,979*	*$ 69,238*	*$ 75,846*	*$ 75,440*
Maintenance & Operations:					
Professional Services (Haulers)	$ 3,659,933	$ 4,102,010	$ 4,192,244	$ 4,385,990	$ 5,453,500
Miscellaneous	87,370	60,966	58,020	64,992	66,176
subtotal	*$ 3,747,302*	*$ 4,162,976*	*$ 4,250,264*	*$ 4,450,982*	*$ 5,519,676*
Non-Allocated					
Reserve	$ -	$ -	$ -	$ 170,033	$ -
subtotal	*$ -*	*$ -*	*$ -*	*$ 170,033*	*$ -*
TOTAL	**$ 3,818,643**	**$ 4,226,955**	**$ 4,319,502**	**$ 4,696,861**	**$ 5,595,116**
Authorized Personnel	**1.0**	**1.0**	**1.0**	**1.0**	**1.0**

INTERNAL SERVICE FUND SUMMARIES

Internal Service Fund Summaries

Overview

The *Internal Service Fund Summaries* section is intended to provide readers with an overall understanding of the respective fiscal year 2022 budgets for the city's Internal Service Funds.

Internal Service Funds are used to accumulate and allocate costs internally among the city's various functions and utilizes the accrual basis of budgeting and accounting.

The following schedules provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **Fund Summary**

  This section provides a brief description of the Fund.

- **Statement of Revenues, Expenditures, and changes in Personnel**

  This statement provides a detailed comparison of revenues and expenditures for fiscal years 2018-2020 (actuals) and 2021-2022 (budget). Revenues are presented by source and expenditures are presented by use.

INTERNAL SERVICE FUND SUMMARIES

Risk Management Fund Summary

The Risk Management Fund accounts for expenses related to providing and administering the general liability, automotive liability, workers' compensation and property insurance coverage for the city. Funding is provided through an (approximate) 2% charge per employee (based on salary) for workers compensation coupled with funding from the General Fund for insurance premiums. The Finance Department manages the Risk Management Program including all workers compensation, general liability, and other insurance claims.

Trends

The FY 2022 Budget for the Risk Management Fund totals $1,610,172 and represents a decrease of -40%, or -$1,061,071, compared to FY 2021. The main driver of this variance is the non-allocated reserve (i.e. available fund balance) budgeted in FY 2021[10]. After adjusting for the non-allocated reserve, the true operational budget growth is flat with 2021.

[10] Annually after the year-end accrual period (i.e. September), the city carries-forward available fund balance and places in a Non-Allocated Reserve account. The purpose is to provide elected officials, city staff, citizens, and stakeholders with a transparent view of the funding available for future initiatives. The carry-forward for FY 2021 will occur subsequent to adoption of the budget.

INTERNAL SERVICE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Risk Management Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Charges for Services:					
Risk Management Allocations	$ 1,335,000	$ 1,446,500	$ 1,499,800	$ 793,361	$ 830,149
Insurance Premium Funding	-	-	-	720,250	779,750
Investment Earnings	9,247	28,736	31,873	12,639	273
Other					
Insurance Proceeds	56,175	14,573	52,528	-	-
Fund Balance	-	-	-	1,144,813	-
TOTAL	**$ 1,400,421**	**$ 1,489,809**	**$ 1,584,201**	**$ 2,671,063**	**$ 1,610,172**
EXPENDITURES					
Maintenance & Operations:					
Professional Services	$ 131,408	$ 108,241	$ 106,003	$ 125,000	$ 118,000
Insurance Premiums					
Vehicle	159,588	163,093	165,625	180,432	187,000
Property/Equipment	92,197	87,694	105,652	120,976	125,000
Fine Art	-	2,500	3,201	3,201	4,000
General Liability	56,626	57,952	55,354	65,324	70,000
Law Enforcement Liability	85,194	86,283	86,313	86,256	90,500
Public Entity Liability	58,077	62,733	73,360	73,360	76,500
Workers Comp Excess	103,609	105,684	100,398	110,642	114,000
Criminal Liability	3,386	3,386	3,386	3,386	4,000
Cyber Liability	6,394	6,805	30,202	32,823	35,750
Umbrella Liability	52,782	53,745	54,246	65,677	70,000
Medical Services (PS Custody)	40,155	2,475	319	10,000	5,322
Claims/Judgments	668,204	200,354	426,332	735,298	710,100
subtotal	*$ 1,457,620*	*$ 940,944*	*$ 1,210,390*	*$ 1,612,375*	*$ 1,610,172*
Non-Allocated					
Reserve	$ -	$ -	$ -	$ 1,058,868	$ -
subtotal	*$ -*	*$ -*	*$ -*	*$ 1,058,868*	*$ -*
TOTAL	**$ 1,457,620**	**$ 940,944**	**$ 1,210,390**	**$ 2,671,243**	**$ 1,610,172**
Authorized Personnel	-	-	-		-

INTERNAL SERVICE FUND SUMMARIES

Medical Insurance Fund Summary

The Medical Insurance Fund accounts for activity under the City's Minimum Premium Plan (MPP) in accordance with Generally Accepted Accounting Principles.

Accounting rules dictate the creation of an Internal Service Fund to track activity under an MPP. As such, this fund does not represent new costs. Rather, it represents a flow of funds from the Operating Funds (e.g. employer/employee premiums) that does have the effect of grossing-up the totals as the appropriations are reflected in multiple Funds.

Under the MPP, the City and the medical insurer (CIGNA) agree that the City will be responsible for paying all claims up to an agreed-upon aggregate level, with the insurer responsible for the excess. The insurer will continue to process claims and administrative services. Through the MPP arrangement, the City can reduce premium taxes while maintaining coverage benefits. The MPP is still a fully insured medical plan.

Trends

The FY 2022 Budget totals $8.7 million and represents premiums (employer and employee) and the associated expenditures (administration, claims, and reserves). The operating funds (e.g. General Fund, E911 Fund, DEA Fund, and Sanitation Fund) all include group insurance expenses that represent the city's costs.

INTERNAL SERVICE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Medical Insurance Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Charges for Services:					
Medical Insurance Premiums					
Employer Contribution	$ 6,249,906	$ 6,365,425	$ 7,024,367	$ 7,700,000	$ 7,930,000
Employee Contribution	749,815	760,710	616,248	785,000	810,000
Investment Earnings	119	151	1,048		-
Other					
Fund Balance	-	-		2,449	-
TOTAL	**$ 6,999,839**	**$ 7,126,286**	**$ 7,641,662**	**$ 8,487,449**	**$ 8,740,000**
EXPENDITURES					
Maintenance & Operations:					
Medical Premiums	$ 1,506,906	$ 1,631,686	$ 1,742,464	$ 1,800,000	$ 1,855,000
Medical Claims	5,257,053	5,458,174	5,633,235	6,685,000	6,885,000
subtotal	*$ 6,763,958*	*$ 7,089,860*	*$ 7,375,700*	*$ 8,485,000*	*$ 8,740,000*
Other					
Transfer to OPEB Fund	$ -	$ 1,500,000	$ -	$ -	$ -
subtotal	*$ -*	*$ 1,500,000*	*$ -*	*$ -*	*$ -*
Non-Allocated					
Reserve	$ -	$ -	$ -	$ 2,449	$ -
subtotal	*$ -*	*$ -*	*$ -*	*$ 2,449*	*$ -*
TOTAL	**$ 6,763,958**	**$ 8,589,860**	**$ 7,375,700**	**$ 8,487,449**	**$ 8,740,000**
Authorized Personnel	**-**	**-**	**-**		**-**

FIDUCIARY FUND SUMMARIES

Fiduciary Fund Summaries

Overview

The *Fiduciary Fund Summaries* section is intended to provide readers with an overall understanding of the respective fiscal year 2022 budgets for the Other Post Employment Benefit (OPEB) Funds.

Fiduciary Funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds utilize the accrual basis of accounting.

The following schedules provide readers with revenue and expenditure summaries/narratives from several different perspectives including:

- **Fund Summary**

  This section provides a brief description of the Fund.

- **Statement of Revenues, Expenditures, and changes in Personnel**

  This statement provides a detailed comparison of revenues and expenditures for fiscal years 2018-2020 (actuals) and 2021-2022 (budget). Revenues are presented by source and expenditures are presented by use.

FIDUCIARY FUND SUMMARIES

Other Post Employment Benefit (OPEB) Trust Fund Summary

The OPEB Health Fund represents activity associated the other post-employment benefit plan (OPEB). Eligible retirees are offered the same health and prescription drug coverage as active employees. Each fiscal year, the city determines the Plan benefits and premium rate for participants (active and retirees). However, unlike active employees, retirees pay 100% of the blended premium afforded to the city. Therefore, as the retiree makes the full premium payment, the city's only exposure is the accounting treatment of this implicit rate subsidy caused by the difference in the blended rate offered to the retiree and his/her actual age adjusted premium. Coverage expires at age 65. OPEB related funding for FY 2022 totals $22,474.

Statement of Revenues, Expenditures, and changes in Personnel

OPEB Health Benefit Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Investment Earnings	$ 16,391	$ 39,750	$ 29,985	$ 10,000	$ 9,874
Other					
OPEB Health Benefit Funding					
Employer Contribution	85,200	85,000	68,015	76,589	12,600
Employee Contribution	-	-	-	-	-
Fund Balance	-	-	-	68,048	-
TOTAL	**$ 101,591**	**$ 124,750**	**$ 98,000**	**$ 154,637**	**$ 22,474**
EXPENDITURES					
Maintenance & Operations:					
OPEB Health Benefit	$ 7,686	$ 9,094	$ 21,875	$ 76,589	$ 12,474
Miscellaneous	-	5,737	8,076	10,000	10,000
subtotal	*$ 7,686*	*$ 14,831*	*$ 29,951*	*$ 86,589*	*$ 22,474*
Non-Allocated					
Reserve	$ -	$ -	$ -	$ 68,048	$ -
subtotal	*$ -*	*$ -*	*$ -*	*$ 68,048*	*$ -*
TOTAL	**$ 7,686**	**$ 14,831**	**$ 29,951**	**$ 154,637**	**$ 22,474**
Authorized Personnel	**-**	**-**	**-**		**-**

FIDUCIARY FUND SUMMARIES

Other Post Employment Benefit (OPEB) Reimbursement Fund Summary

Starting with Fiscal Year 2019, the city implemented a new post-employment healthcare benefit to assist our employees in funding one of their primary cost drivers during retirement, healthcare.

Costs for this benefit approximate 2% of payroll ($590,928 citywide for FY 2022). This benefit will require a minimum 15-year vesting (maximum benefit achieved at 25-years[11]) which will further assist in not only recruitment, but also retention of our most valuable assets, our employee.

Statement of Revenues, Expenditures, and changes in Personnel

OPEB Health Reimbursement Fund

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Amended Budget	FY 2022 Recommended Budget
REVENUES					
Investment Earnings	$ -	$ 48,386	$ 53,648	$ 19,000	$ 19,025
Other					
OPEB Health Reimbursement Funding					
Employer Contribution	-	550,000	575,000	574,502	590,928
Transfer-In					
Medical Insurance Fund	-	1,500,000	-	-	-
Fund Balance	-	-	-	2,703,531	-
TOTAL	**$ -**	**$ 2,098,386**	**$ 628,648**	**$ 3,297,033**	**$ 609,953**
EXPENDITURES					
Maintenance & Operations:					
OPEB Reimbursement Benefit	$ -	$ -	$ -	$ 574,502	$ 590,953
Miscellaneous	-	8,538	14,964	19,000	19,000
subtotal	*$ -*	*$ 8,538*	*$ 14,964*	*$ 593,502*	*$ 609,953*
Non-Allocated					
Reserve	$ -	$ -	$ -	$ 2,703,531	$ -
subtotal	*$ -*	*$ -*	*$ -*	*$ 2,703,531*	*$ -*
TOTAL	**$ -**	**$ 8,538**	**$ 14,964**	**$ 3,297,033**	**$ 609,953**
Authorized Personnel	-	-	-		-

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

Appendix

Alpharetta Convention & Visitors Bureau (ACVB)

The ACVB, while a separate legal entity from the city, is funded through a portion of the city's hotel/motel tax (as detailed within the Hotel/Motel Fund budget). As a component of our operational relationship, the city reports on certain economic activities of the ACVB such as the annual adopted budget. This section is provided for informational purposes only.

- **Vision Statement**
  To positively impact the economic life of Alpharetta.
- **ACVB Mission Statement**
  To position the city of Alpharetta as a regionally, nationally and globally recognized premier tourism destination by developing quality programs and facilities to attract overnight visitors.
- **How We Are Funded**
  Alpharetta's 29 hotels collect an 8 percent hotel occupancy tax from their visitors and pay it to the city on a monthly basis. The city keeps 37.5% of the tax to spend on enhancements for its citizens, 18.75% is given to the conference center (facility portion of the tax) and 43.75% is distributed to the ACVB to market and promote the city of Alpharetta.
- **What We Do**

  The ACVB uses innovative and targeted marketing strategies, along with aggressive sales efforts, to attract overnight visitors to the city. We do this in three key areas:

  - Increasing the awareness and identity of Alpharetta as a destination for the leisure and individual traveler and raising awareness of the economic importance of the visitor industry to Alpharetta by placing advertisements, writing press releases, utilizing social media and maintaining a technologically advanced website;
  - Employing a variety of sales strategies to increase the number of group room nights booked in Alpharetta's 29 hotels through attendance at tradeshows, association meetings and conferences as well as sales calls and site visits with event organizers; and
  - Providing leadership for the visitor industry, coordinating activities, encouraging marketing activities and partnerships, and projecting an appealing image on behalf of the city of Alpharetta.

APPENDIX

Alpharetta Convention & Visitors Bureau
Fiscal Year 2022 Adopted Budget

Occupancy Tax Revenues	$	2,406,250
Interest Income		1,600
Accumulated Surplus		500,000
TOTAL REVENUE	**$**	**2,907,850**
Salary & Benefits	$	1,195,318
Accounting & Legal Fees		15,000
Advertising		
Georgia/Metro Atlanta Ads		129,500
National/Regional Ads		126,780
Business License		400
Computer Equipment		4,200
Business Development		
Ameris Bank Amphitheatre		128,000
Conference Center		500,000
Computer Software/Maintenance		67,000
Research		9,120
Contingency Fund		165,441
Insurance		4,600
Meeting Expenses		44,300
Membership Dues		40,856
Subscriptions		650
Office Equipment/Leases		9,640
Office Rent (utilities, cleaning, security)		99,318
Office Supplies/Furniture		16,500
Postage/Shipping		7,600
Premiums/Gifts		10,000
Printing/Production		62,000
Taxes/Leased Equipment		1,200
Public Relations		50,000
Sponsorships/Bid Fees		140,700
Telephone/ISP		24,252
Tradeshows/Conference/Professional Development		55,175
Staff Development		300
TOTAL EXPENSES	**$**	**2,907,850**

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA, TO FIX THE AD VALOREM TAX RATE OF THE CITY OF ALPHARETTA, GEORGIA FOR THE FISCAL YEAR COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022; AND FOR OTHER PURPOSES.

BE IT ORDAINED by the Mayor and City Council of the City of Alpharetta, Georgia as follows:

SECTION I: The ad valorem tax rate for the City of Alpharetta, Georgia for the 2021 calendar year, on property subject to ad valorem taxation by the City is hereby fixed at $5.750 on forty percent (40%) of each $1,000.00 of property subject to ad valorem tax by the City.

SECTION II: Said rate of $5.750 on forty percent (40%) of each $1,000.00 of taxable property is hereby levied as follows:

(a) For General Government purposes $4.935 on forty percent (40%) of each $1,000.00 of taxable property**.**

(b) For the purpose of retiring outstanding General Obligation bonds, $0.815 on forty percent (40%) of each $1,000.00 of taxable property.

SECTION III: All ordinances and parts of ordinances in conflict herewith are hereby repealed.

ADOPTED AND APPROVED this _____ day of _____, 2021.

CITY OF ALPHARETTA, GEORGIA

By: _____
Mayor

_____ _____
Council Member Council Member

_____
Council Member

_____
Council Member

_____
Council Member

_____
Council Member

(SEAL)

Attest:

_____
City Clerk

City Council Meeting
STAFF REPORT

Submitting Department: Public Works
Submitted By: Arash Moradkhani
Sponsored By: CM's Burnett, Mitchell, Richard & Binder
Meeting Date: June 7, 2021

I. AGENDA ITEM TITLE: DESIGN / BUILD PEDESTRIAN SCRAMBLE AT THE INTERSECTION OF MILTON AVENUE AND CANTON STREET / ROSWELL STREET
SPONSORED BY: CM'S BURNETT, MITCHELL, RICHARD & BINDER

II. RECOMMENDATION:

Please award RFP 21-110 to Brooks-Berry-Haynie & Associates, Inc. for the design and construction of the Milton Avenue at Canton Street / Roswell Street scramble crosswalk in an amount not to exceed $103,160.00 and authorize the Mayor to execute all necessary documents.

III. BUDGET IMPLICATIONS:

BUDGETED ITEM: NO
FISCAL IMPACT: YES
INCLUDED IN CURRENT FY CPTL BUDGET: NO
INCLUDED IN CURRENT FY OPRT. BUDGET: NO
TOTAL PROJECT COST: $103,160.00
APPROPRIATIONS:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
Unallocated Capital Fund / 30190200-579000	$103,160.00

EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
N/A	$0.00

IV. REPORT IN BRIEF:

In response to RFP 21-110, for design / build pedestrian scramble at the intersection of Milton Avenue and Canton Street / Roswell Street, that was issued on April 13, 2021, three competitive proposals were received from the following contractors on May 11, 2021:

- Brooks-Berry-Haynie & Associates, Inc. (BBH)
- Lumin8 Transportation Technologies, LLC.
- Reedwick, LLC

Some of the major components of this project include: 1) installation of additional pedestrian signal heads and crosswalks, 2) rewiring the traffic signal cabinet, 3) programming the traffic signal controller for pedestrian scramble, and 4) modifying the existing wheelchair ramps to be ADA complaint.

Staff reviewed proposals and determined that BBH proposal in terms of project team, available resources, and project approach was more comprehensive compared to the other two proposals. Project schedule and timeline, proposed by BBH, shows that the project design and construction will complete in approximately five months upon notice-to-proceed.

In order to further review the project scope, staff met with representatives from BBH on June 1, 2021. The BBH team is fully aware of the project importance and delivery of the project within budget and scheduled timeframe. Multiple design and construction tasks will be conducted simultaneously to expedite the project schedule.

Once a contract with Brooks-Berry-Haynie & Associates, Inc. has been finalized and executed, construction

will begin immediately. The anticipated completion date for the project is no more than 150 days from notice to proceed.

V. ALTERNATIVES:

None.

VI. ATTACHMENTS:

BBH Proposal, RFP 21-110 - Design Build Pedestrian Scramble - Final Scoring Summary, Best and Final Offer Proposal

Brooks-Berry-Haynie
In association with
Keck+Wood
COLLABORATION BY DESIGN

DESIGN/BUILD PEDESTRIAN SCRAMBLE AT THE INTERSECTION OF MILTON AVENUE AND CANTON STREET/ROSWELL STREET

ALPHARETTA
CITY CENTER

MAY 11, 2021

RFQ 21-110

Submitted To:

City of Alpharetta
Attn: Debora Westbrook
2 Park Plaza
Alpharetta, Georgia 30009

Submitted By:

Brooks-Berry-Haynie & Associates, Inc.
600 Discovery Place
Mableton, Georgia 30126

DOCUMENT 1:
Company Information

May 11, 2021

City of Alpharetta
2 Park Plaza
Alpharetta, Georgia 30009

Re: Proposal for Design/Build Pedestrian Scramble at the Intersection of Milton Avenue and Canton Street/ Roswell Street (RFP-21-110)

Dear Members of the Selection Committee:

Brooks-Berry-Haynie is pleased to submit our proposal to the City of Alpharetta for design-build services at the intersection of Milton Avenue and Canton Street/Roswell Street.

For this RFP, we believe we have developed a strong team with unique capabilities and experience that can make this project successful. Combined, our team has over 50 years in the traffic industry with experience delivering projects varying in size and scope from a few thousand dollars, to several million dollars. For the last 60 years, Brooks-Berry-Haynie has been providing the highest quality service in electrical contracting for the greater Atlanta area. Our promise to our customers, and ourselves, is to diligently perform our work to the highest level of quality, with the highest regard for safety, and to complete the work on time and on budget.

In addition to the electrical contractors on our team, we also strengthened our team with design professionals familiar with delivering projects almost identical in size and scope to this project. Keck and Wood has a proven track record for delivering quality traffic signal designs in downtown areas where right-of-way is limited, historical resources can impact design alternatives, and utility configurations can be complex.

Many of the team members that will work on this project have been working together for over a decade to deliver all types of projects. Having this much experience with the group makes working together more streamlined. Also, this team was specially built in such a way to address all the needs of this contract – including lighting design and a utility impacts and relocation specialist.

In addition to our experience, our team is committed to building and developing lasting relationships with the people and clients we work with. We have worked with most, if not all, of the City of Alpharetta personnel that will be involved with this project. Our team has a long track record of working for cities and counties all over the state, many of which we have had relationships with for decades due to our commitment to putting the client first.

We look forward to the opportunity to partner with the City to successfully deliver design-build services for your Downtown Traffic Signal Project. If you have any questions or need additional information, please don't hesitate to reach out by phone or email.

Sincerely,
Brooks-Berry-Haynie & Associates, Inc.

Scott Christman
Project Manager
(mobile) 404-441-8279; Scott@bbhelectric.com

Company Information

NAME OF FIRM
Brooks-Berry-Haynie & Associates, Inc.

OFFICE ADDRESS
600 Discovery Place
Mableton, GA 30126

CONTACT INFORMATION
Telephone Number:
770-874-1162
Fax Number:
770-874-1171
Website Address:
www.bbhelectric.com

NUMBER OF STAFF EMPLOYED (MABLETON OFFICE)
Project Managers: 16
Estimation: 4
Accounting: 4
Clerical: 2
Field Supervision: 37
Skilled Labor: 138
Unskilled Labor: 36

PRIMARY POINT OF CONTACT
Mr. Scott Christman
770-874-1162 - office
404-441-8279 - mobile
scott@bbhelectric.com

Firm History

For over 60 years Brooks-Berry-Haynie has been providing the highest quality service in electrical contracting to the greater Atlanta area. Starting out in a small office in Atlanta, Georgia, we committed ourselves to ensuring our name represents the best work, at the best price, delivered on time no matter if your project is indoor, outdoor, airfield navigation, traffic or highway systems, civil, or high voltage. Our goal to be the best electrical contractor for your job is rooted in a long history of excellence, which drives us to continue to grow and improve the services we can bring to any project. Since our start we have continued to grow our reputation as being the best choice as electrical contractor for your job. We hire the best electricians trained in all of the latest techniques, technology and safety programs. We've built up a full service fleet and multiple offices throughout the southeast ensuring we have what we need where we need it to complete your projects on time and on budget. We have cultivated long standing relationships with our insurance company to ensure we have sufficient bonding for any job we bid. We have the financial stability, expert workforce, and expansive fleet to get the job done right.

Our Mission:

It is the mission of Brooks-Berry-Haynie to treat our customers, subcontractors, vendors, and co-workers with the same level of professionalism, integrity and commitment to quality that we ourselves desire to receive.

Business Activities

Brooks-Berry-Haynie provides services in Aviation, Mass Transit, Roadways, and several specialty areas. A list of traffic specific services are included below.

- Traffic Signal Installations
- ITS Equipment Installations & Integration
- Signal/ITS Modifications & Retrofits
- Aerial Preventative Maintenance
- Ground Preventative maintenance
- Street Lighting
- Changeable Message Signs (CMS)

Brooks-Berry-Haynie

www.bbhelectric.com.com

Brooks-Berry-Haynie
In association with
Keck+Wood
COLLABORATION BY DESIGN

DESIGN/BUILD PEDESTRIAN SCRAMBLE AT THE INTERSECTION OF MILTON AVENUE AND CANTON STREET/ROSWELL STREET

ALPHARETTA
CITY CENTER

MAY 11, 2021

RFQ 21-110

Submitted To:

City of Alpharetta
Attn: Debora Westbrook
2 Park Plaza
Alpharetta, Georgia 30009

Submitted By:

Brooks-Berry-Haynie & Associates, Inc.
600 Discovery Place
Mableton, Georgia 30126

DOCUMENT 2:
Project Team: Statement of Qualifications, Project Staffing, Available Resources, References

Organization Chart

City of Alpharetta, GA

Project Manager
BBH & Associates, Inc.
Scott Christman

Project Principal
BBH & Associates, Inc.
Bill Gunter

Traffic Design Lead
Keck & Wood, Inc.
Clay Smith, PE

Site Superintendent
BBH & Associates, Inc.
Derreck Lee

Project Architect
Keck & Wood, Inc.
Tripp Barrineau, PLA

Public Utlities
Keck & Wood, Inc.
John Payne, PE

Traffic Operations Lead
Keck & Wood, Inc.
Alex Simmons, PE

Lighting Design
Keck & Wood, Inc.
Colton Cloud, EIT

Keck & Wood Additional Resources:
Transportation Engineering and Technical Resources
9 PE's & 8 EIT's

Brooks-Berry-Haynie & Associates Additional Resources: 37 Field Supervisors & 138 Skilled Laborers

BILL GUNTER

Project Principal

EDUCATION

BS Civil Engineering 2008

Southern Polytechnic State University

CERTIFICATIONS

NCCER Crew Leader

FAA Private Pilot

FAA Small Unmanned Aircraft System Pilot

EXPERIENCE

17 years

BBH since 2010

Mr. Gunter is an Area Manager for Brooks-Barry-Haynie & Associates, Inc. and specializes in electrical construction related to transportation and heavy civil projects, transportation Design/Build projects, Intelligent Transportation System (ITS) construction, electrical distribution, and traffic signal projects. Bill has 17 years of experience in the transportation industry and has worked in multiple capacities on transportation projects - in State Government, as a design consultant, and as a contractor. Bill recently completed the BBH portions of the I-85 Widening project, I-75 South Express Lanes project, Northwest Corridor Express Lanes project, and the I-85 Bridge Collapse project. As Area Manager, Bill is responsible for the operations of the BBH Marietta office, which encompasses design/build construction teams, ITS maintenance operations, fiber optic services, and local municipal projects. In addition to these duties, he is also managing the GDOT's Statewide ITS contract and the BBH portions of several major infrastructure projects in the Atlanta area.

Project Experience

- **Project Manager, GDOT Statewide ITS Maintenance** - Maintenance of over 4,000 ITS devices and components across the State for GDOT on a 5-year, $150M IDIQ performance-based contract. BBH is part of the three-firm team responsible for carrying out this contract. Duties include managing all aspects of the BBH ITS program, ensuring program goals and Service Level Agreements are met, working with the Team on managing and developing the program, and interfacing with GDOT on a daily basis. Bill is also the contractually-named ITS Maintenance Lead for the project team, responsible for managing the technical maintenance operations of the Team.
- **Project Manager, Transform 285 (I-285/GA-400) P3 Project** - Installation of roadway and tunnel lighting systems, power distribution systems for lighting, and lighting control systems. Managing all BBH scope and the BBH project team on this project.
- **Project Manager, I-75 NB Collector/Distributor Lanes Project** - Installation of roadway and tunnel lighting systems, high-mast lighting, fiber optic system, ITS devices, and traffic signals on this project constructing C/D lanes from Forest Parkway to I-285 in Atlanta. Project includes multiple stages and traffic shifts, and construction of a bridge/tunnel to weave C/D lanes and on-ramps. Managing all BBH scope and scheduling, and manages the BBH project team on this project. Also designed a custom 500' long lighting rack system for the tunnel lights.
- **Project Manager, Kennesaw Truck Route CMS Project**- Installation of 3 arterial DMS, 1 decorative monument sign, and 4 radar vehicle detection sites for the City of Kennesaw. BBH is the prime contractor on this project and is responsible for erosion control, land clearing, grading, and all sign structure and ITS work. Managing overall project, including BBH and subcontractor scopes, interfacing with the City, performing scheduling, and managing the BBH project team.

SCOTT CHRISTMAN

Project Manager

EDUCATION/QUALIFICATIONS:

- General Foreman, General Manager, Utilities Coordinator / Georgia Power Contractor
- ATMS, ITS, HUB, Fiber Optic Installations and Networks / AT&T, GDOT
- City, County, GDOT Traffic Signals, CFI's, HAWK's, Mid-blocks, Ramp Meters
- Various Lighting – Sports Complex, Street / Pedestrian Lighting
- Competent Person – Excavation, Shoring, Rigging & Crane Safety
- Confined Space Training
- CPR / First Aid Training and various OSHA Training
- Various NECA Project Management Courses
- Licensed Utility Foreman, State of Georgia
- Crew Leader

EXPERIENCE

14 years

BBH since 2007

Mr. Christman has managed multiple GDOT projects since 2007. He has provided management for individual projects ranging in value from $100K to $4M, oftentimes simultaneously. Scott has over 14 years experience in the traffic industry and has built a reputation with his clients for delivering quality projects in a timely and cost-effective manner.

Project Experience

- **GDOT's INMHO-0285-01(354) - Flat Shoals Parkway** - The scope of this contract was to install new pedestrian lighting along I-285 & Flat Shoals Parkway., 3 traffic signal upgrades, 1 HAWK's system, and relocate fiber / power supply / ATMS devices along I-285. Project Manager's responsibility for this project were coordination with GDOT & prime contractor representatives, acquisition of material, scheduling, quality control to ensure MUTCD standards, ATMS & traffic signal integration to GDOT's TMC, coordinate subcontractors, and budget management from NTP through project acceptance.

- **GDOT's 0012678, Call 017, District 7 - Rockdale County - Traffic Signal Upgrades** - Project scope was upgrades to 10 traffic signals / intersections though the city of Conyers, GA. Project Manager's responsibility for this project were coordination with Georgia DOT, acquisition of material, scheduling, quality control to ensure MUTCD standards, ATMS & traffic signal integration to GDOT's TMC, utility coordination, CSX Railroad coordination and compliance, coordination of subcontractors, and budgeting from NTP to project acceptance.

- **One Way Conversion at 999 Peachtree Street Northeast Atlanta, Mid-town** - Traffic signal and traffic control device modification, lane assignment modification, addition of SmartView 360 camera systems, and integration to alter one-way traffic into two-way traffic for 4 intersecting streets through mid-town Atlanta. Project Manager's duties were coordination with Owner's representative (City of Atlanta), prime contractor (Astra Group, Inc.), and engineering firm (Kimley Horn) ensuring project schedule, functionality of devices / ATMS / traffic patterns during conversions, procurement of material, budget, schedule, and adherence to USFHA, Georgia Division as designed.

DERRICK LEE

Site Superintendent

EDUCATION/QUALIFICATIONS:

- OSHA10, 30 Hour Training
- Competent Person – Excavation, Shoring, rigging & Crane Safety
- Confined Space Training
- CPR / First Aid Training
- IMSA Level II
- Crew Leader
- Utility Coordination
- WTCS and WECS

EXPERIENCE

16 years

BBH since 2005

Mr. Lee has worked on multiple GDOT projects since 2005. Has provided field and crew supervision for individual projects ranging in value from $100K to $4M, oftentimes simultaneously.

Project Experience

- **GDOT's INMHO-0285-01(354) - Flat Shoals Parkway** - The scope of this contract was 3 traffic signal upgrades, 1 HAWK's system, and relocate fiber / power supply / ATMS devices along I-285. Project Superintendent's responsibility for this project were coordination with BBH & prime contractor crews, scheduling, quality control to ensure MUTCD standards, ATMS & traffic signal integration to GDOT's TMC, traffic control, and coordinate subcontractors.
- **GDOT's 0012678, Call 017, District 7 - Rockdale County - Traffic Signal Upgrades** - The scope of this project was the upgrade of 10 traffic signals through the city of Conyers, GA. Project Superintendent's responsibility for this project were coordination with Georgia DOT, crew scheduling, quality control, ATMS & traffic signal integration, utility coordination, CSX Railroad compliance, traffic control, erosion control, and coordination of subcontractors.
- **Hartsfield Jackson Atlanta International - Surface Movements Guidance Control System (SMGCS)**- This project consisted of traffic signal and traffic control device modification, lane assignment modification, addition of SmartView 360 camera systems, and integration to alter one-way traffic into two-way traffic for 4 intersecting streets through mid-town Atlanta. Project Superintendent's duties were coordination with the City of Atlanta, the prime contractor, and BBH crews ensuring project schedule, functionality of devices / ATMS / traffic patterns during conversions, schedule, and adherence to USFHA, Georgia Division as designed.

Keck+Wood
COLLABORATION BY DESIGN

CLAY SMITH, PE

Traffic Design Lead

EDUCATION

BSCET 2012

Southern Polytechnic State University

PROFESSIONAL REGISTRATIONS

Professional Engineer - GA (45287)

CERTIFICATIONS

IMSA Traffic Signals Level 2

IMSA ITS Design Level 2

PROFESSIONAL ASSOCIATIONS

Institute of Transportation Engineers (ITE)

Safety Committee Chairman (2018)

Intelligent Transportation Society (ITS)

American Council of Engineering Companies (ACEC)

EXPERIENCE

10 years

Keck & Wood since 2020

Mr. Smith is a Senior Project Manager in Keck & Wood's Traffic Engineering Division. Over his 11 year career, he has experience with a wide variety of traffic engineering projects in all facets of traffic engineering. He has worked for state governments, local governments, and private developers. While Mr. Smith has a well rounded background, his specialty is in traffic signal and intelligent transportation system design. His knowledge of traffic signal programming and how components work in the field help him create designs that are constructible and maximize the capability of the software/ components being used.

Project Experience

- **GDOT Regional On-Call Contract, Various Counties, GA.** Traffic Project Manager responsible for the successful design and permitting for 14 signalized intersections in Chatham and Washington County, Georgia. Work included designing: mast arm and span wire traffic signals, intelligent transportation systems (fiber optic trunk line, fiber optic drop cable, 4G unit installation), ADA ramp improvements, pedestrian equipment placement, and other cross-sectional elements. Railroad pre-emption and emergency vehicle pre-emption design was also included as part of this contract.
- **GDOT Statewide Signal Design Contract, Various Locations, GA.** Lead Traffic Engineer responsible for the design of over 50 intersections spanning 8 counties. Designed both span wire and mast arm configurations. Work involved installing traffic signal equipment, pedestrian equipment, vehicle detection, and ITS equipment. Many of the intersections were located in historic downtown locations. Proposed designs had to address situations of tight right-of-way, no impacts to historical resources, and complicated utility configurations while still being constructible. Some unique solutions involved: unique ADA ramps, strategic drainage improvements, and special construction methods to meet the needs of the topography.
- **Statewide ITS Design Contract, GA** - Project Manager responsible for overseeing the design of eight traffic signals in DeKalb and Gwinnett Counties. Also oversaw the design of fiber optic routing plans in Gwinnett County. Performed internal quality control reviews. Communicated with client on a consistent basis to ensure deadlines were met.
- **SR 120 at George Rogers Road Intersection Improvements, Duluth, GA** - Project Manager responsible for the design of a single signal in the City of Duluth at the intersection of SR 120 and George Rogers Road. The project was designed to Gwinnett County and GDOT standards. Included GDOT permitting. The signal included 4G wireless unit, CCTV and mast arms.
- **Georgia Department of Transportation, SR 60 Widening From SR 136 to SR 400 Signal Design** - Project engineer responsible for the design of two signalized intersections to be installed during the widening of SR 60 from SR 136 to SR 400 as a subconsultant to Heath & Lineback. Activities included creating signal plans as well as a school zone flasher plan.

Keck+Wood
COLLABORATION BY DESIGN

TRIPP BARRINEAU, PLA, ASLA

Project Architect

EDUCATION

BA Landscape Architecture 2006
Clemson University

PROFESSIONAL LANDSCAPE ARCHITECT

SC (1147), GA, NC

CERTIFICATIONS

Master Rain Gardener Certification (2018)
NCSU's Stream & Restoration (2016)

CONTINUING EDUCATION

Americans with Disability Act (ADA)

PROFESSIONAL ASSOCIATIONS

American Society of Landscape Architects
South Carolina Recreation & Parks Association

EXPERIENCE

14 years
Keck & Wood since 2013

Mr. Barrineau's experience includes working with municipalities, architects, and private developers. He has participated in planning, recreational site design, and numerous landscape architecture projects in South Carolina, Georgia, and North Carolina. His design experience includes master planning, parks, greenways, gateway projects, and green infrastructure.

Project Experience

- Landscape Architect for Destination Park in the City of Loganville, Georgia. Project includes planning and landscape architecture services including sidewalks, benches, bench swings, arbors, memorial pavers, landscaping, picnic shelter, restrooms, play equipment shade structure, and play area resurfacing.
- Project Manager for the Lindsay Pettus Greeway in Lancaster, South Carolina. This planned 5-mile greenway stretches from the Highway 521 Bypass to the existing water treatment plant along the Gills Creek Floodplain and provides access to downtown Lancaster, large commercial hubs, and numerous residential neighborhoods. Provided planning and landscape architectural services for the trail alignment, site furnishings, parking and trail head areas, nature education, and pedestrian road crossings. Worked closely with the greenway steering committee on community outreach.
- Mr. Barrineau completed the Master Plan for City Park in York, South Carolina. City Park is an existing greenspace located in the heart of downtown. The site has been neglected and underused for years. The proposed Master Plan improvements includes a splash pad with the City logo, playgrounds, picnic shelters, premanufactured restroom structure, a pedestrian loop trail, an outdoor stage, a centrally located greenspace, and parking improvements. The improvements will also include pedestrian and bicycle connections to the downtown area and existing trail system.
- Project Manager for the Walter Elisha Park Improvements Project located in Fort Mill, South Carolina. The proposed park improvements includes a 600 seat Outdoor Amphitheater, a centrally located restroom structure, bench swings, and parking improvements.

Keck+Wood
COLLABORATION BY DESIGN

ALEX SIMMONS, PE

Traffic Operations Lead

EDUCATION

BSCE 2013

Georgia Southern University

PROFESSIONAL REGISTRATIONS

Professional Engineer - GA (43348)

CERTIFICATIONS

IMSA Traffic Signals Level 2

IMSA ITS Design Level 2

PROFESSIONAL ASSOCIATIONS

Institute of Transportation Engineers (ITE)

Intelligent Transportation Society (ITS)

EXPERIENCE

8 years

Keck & Wood since 2021

Mr. Simmons is a Senior Traffic Engineer in Keck & Wood's Traffic Engineering Division. His several years of experience include traffic signal timing development (e.g., implementation and fine-tuning), traffic operations, signal design, ITS design, traffic impact studies, and corridor studies. While Alex has a diverse history in traffic engineering, his focus has been on evaluating, designing, and implementing traffic operations improvements. With significant experience in the field and working with signal contractors on construction and repair of numerous intersections, Alex helps to deliver cost-effective and constructable methods on each of his projects. Alex has built a reputation with his clients for his responsiveness, commitment to quality and attention to detail.

Project Experience

- **Regional Traffic Operations Program (RTOP), Atlanta, GA** - Corridor Manager/Maintenance Specialist. As a subconsultant to Kimley-Horn, responsible for the operation and maintenance of traffic signals along SR 120 in Fulton County as a corridor manager. Work as a corridor manager included signal timing, incident management, traffic signal maintenance, and the development of studies due to signal or roadway geometry changes. As a maintenance specialist, Alex assisted multiple zones with the development and tracking of OCRs working closely with the maintenance manager. Additional responsibilities included tracking overlapping construction activities in the zones, verifying and updating TEAMS, and providing QA/QC for OCR quantities and hours.
- **GDOT Statewide ITS Design Contract, Gwinnett County, GA** - Senior Engineer. Responsible for the design of traffic signal and pedestrian infrastructure upgrades at five locations in Gwinnett County. The design of fiber optic routing plans was also included in the project scope. This project followed full GDOT PDP guidelines.
- **SR 49/Hancock Street & SR 29/Clark Street Pedestrian Upgrades, Milledgeville, GA** - Senior Engineer. Responsible for developing the signal timing database to operate in conjunction with the new pedestrian scramble phase that was constructed. Both free and coordinated timings were developed for the intersection. Responsible for overseeing the traffic signal activation and fine-tuning each of the signal timing plans once construction was complete.
- **SR 21 & I-95 DDI (Design-Build), Chatham County, GA** - Senior Engineer. Assisted with the preliminary signal design of the DDI at SR 21 and the I-95 Ramps as part of the design-build team. This was the first DDI in Georgia that went under a bridge rather than on the bridge. Alex also served as the lead engineer in the timing development, implementation and fine-tuning of the signal timings for the new DDI. He was responsible for overseeing the successful activation of each signal the night the road was opened.

Description of Project Team

Brooks-Berry-Haynie's Mableton, GA office will manage all work for the City of Alpharetta's design-build pedestrian scramble project at the intersection of Milton Avenue and Canton Street/Roswell Street.

We are committed to completing this project on time, within budget, and according to GDOT and City of Alpharetta standards and guidelines. We have assembled a team that is uniquely qualified to successfully deliver this project. Our team has the technical proficiency, local knowledge, and GDOT and local municipality project delivery experience to meet the project demands. Having team members that are proficient in all areas from design through construction will ensure a successful project. The responsibility to deliver this project will reside with the Project Manager, Scott Christman. Scott will serve as the main point of contact between the City of Alpharetta and the individual subconsultants. As the project transitions through its various phases, Scott will be responsible for establishing the necessary lines of communication with the various stakeholders involved. Scott has a background in managing projects that are multi-phased, ranging in value from $100K to $4M. Scott understands that this project requires effective communication in all directions, as well as taking the initiative to continue to drive the project forward.

Clay Smith has extensive experience delivering a variety of traffic signal and intelligent transportation system (ITS) design projects for many different clients. Clay's experience has provided him the knowledge to address any design issues that might be encountered. An example of this was the unique ADA ramp designs he developed in downtown Milledgeville, GA as part of a 14-intersection traffic signal design project. This unique design allowed for historical steps to remain and meant that a structural engineer wasn't needed to develop special retaining walls. Also, the right-of-way impact was eliminated. This was a cost savings as well as a time savings for that project.

Tripp Barrineau will serve as our Project Architect. Tripp has participated in numerous landscape architecture projects and has provided designs in conjunction with master planning projects, parks, gateway projects, and green infrastructure. His experience in these areas will ensure our design aligns with the core principles of the Downtown Alpharetta master plan.

Alex Simmons has a resume that matches up very nicely with the scope of this project. He has worked on a variety of signal design and operational contracts such as Statewide Signal Design and SigOps Metro to name a few. His unique experience has allowed him to see projects through from design to construction allowing him to develop cost-effective and constructible solutions for clients. Additionally, his time as a corridor manager on the SR 120 corridor has allowed him to better understand the operations and signal timing goals for the City of Alpharetta.

Derrick Lee will serve as the Site Superintendent for this project. Derrick has over 16 years of experience providing field and crew supervision for projects ranging in value from $100K to $4M. Most recently, Derrick served as Site Superintendent for the installation of a pedestrian scramble and ramp upgrades for the City of Milledgeville.

In addition to our project team, we have also included John Payne and Colton Cloud from Keck & Wood to serve as additional resources for this project. John Payne will use his 20 years of designing and constructing utilities (both new utility installations and utility relocations) to give the team true cost estimates for the anticipated impact. Lastly, Colton Cloud has been added to the team to provide guidance and design for pedestrian lighting. With potential impacts to one light pole already considered, Colton with provide valuable insights that allow our team to stay on schedule and on budget.

Bill Gunter will serve as our Principal in Charge. With 17 years experience in the industry, and more than 10 years of design-build experience, Bill has seen what obstacles can arise during projects similar to this, and he will provide valuable insights to the project team to ensure the project stays on track. His expertise and longstanding track record in the delivery of design-build projects will help make this project a success.

We believe that our team is uniquely qualified to deliver this project as indicated above. We are dedicated to seeing this project be a success. It would be our privilege to have a chance to work with the City of Alpharetta to provide design-build services for this project.

I-85 Express Lanes Extension

GDOT - Gwinnett County, Georgia

Project Experience

Client Contact
Jennifer Tsien
770-933-0280
jennifer.tsien@atkinsglobal.com

Location
Gwinnett County, Georgia

Design Build Cost
$1.4 Million

Date Complete
2015-2019

The project included the design, construction, and integration related services to construct one managed lane northbound and southbound from Old Peachtree Road to Hamilton Mill Road.

BBH was instrumental in the installation of ITS infrastructure and devices along the 11-mile long project. The BBH team coordinated with GDOT and the remainder of the design-build team to ensure the project was delivered on time, and on budget. The only supplemental agreements for this project were in conjunction with adjacent projects at the request of GDOT.

Brooks-Berry-Haynie
In association with
Keck+Wood
COLLABORATION BY DESIGN

I-75 Express Lanes

Henry/Clayton County, Georgia

Project Experience

Client Contact
Loren Barlett
404-946-9771
lbartlett@hntb.com

Location
Henry/Clayton, Georgia

Design Build Cost
$1.7 Million

Date Complete
2013-2017

The project included the design and construction of reversible, barrier-separated, tolled managed lane system along I-75 from SR 138 to SR 155.

BBH was instrumental in the installation of ITS infrastructure and devices along the 14-mile long project. The BBH team also installed roadway lighting and a managed lane Access Control System (ACS) for the reversible lane.

Brooks-Berry-Haynie
In association with
Keck+Wood
COLLABORATION BY DESIGN

SR 21 @ I-95 DDI

GDOT - Chatham County, Georgia

Project Experience

Client Contact
Andrew Hoenig
404-631-1757
ahoenig@dot.ga.gov

Location
Chatham County, Georgia

Design Build Cost
$7.2 Million

Date Complete
2015-2017

The project included the design and construction of a DDI under the I-95 bridge at SR 21. This project was the first DDI in Georgia to operate under the bridge deck.

Members of our project team were instrumental in both the design and signal timing implementation process. The design was completed on schedule and the timing implementation allowed for a successful opening of the new interchange. The timing team conducted a field fine-tuning once the interchange was fully opened and incorporated negative pedestrian phases in the timing database for added pedestrian safety.

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/15/2019

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

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

PRODUCER
The Dillon Agency
P.O. Box 2070
Powder Springs GA 30127

CONTACT NAME: Dawn (Melisa) Howse
PHONE (A/C, No, Ext): (404) 410-1430 FAX (A/C, No): (404) 410-1431
E-MAIL ADDRESS: dhowse@dilloninsllc.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Cincinnati Ins. Co.	10677
INSURER B : CINCINNATI INS CO (10230)	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Brooks Berry Haynie & Associates, Inc.
600 Discovery Place, SE
Mableton GA 30126

COVERAGES CERTIFICATE NUMBER: 19-20 REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [ ] LOC OTHER:			ENP0527663	03/31/2019	03/31/2020	EACH OCCURRENCE	$ 500,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 500,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 500,000
							GENERAL AGGREGATE	$ 1,000,000
							PRODUCTS - COMP/OP AGG	$ 1,000,000
							Employee Benefits	$ 1,000,000
A	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY			ENP0527663	03/31/2019	03/31/2020	COMBINED SINGLE LIMIT (Ea accident)	$ 500,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
							Medical payments	$ 5,000
A	[X] UMBRELLA LIAB [ ] OCCUR EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $			ENP0527663	03/31/2019	03/31/2020	EACH OCCURRENCE	$ 10,000,000
							AGGREGATE	$ 10,000,000
								$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		EWC0486754-00	03/31/2019	03/31/2020	[X] PER STATUTE [ ] OTH-ER	
							E.L. EACH ACCIDENT	$ 500,000
							E.L. DISEASE - EA EMPLOYEE	$ 500,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

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

Owner, contractor and other entities listed in the contract are additional insured for general liability, including ongoing and completed operations, and shall be primary and non-contributory as required by written contract. Umbrella is following form with underlying policies. A waiver of subrogation applies to the additional insureds with regard to general liability, auto liability and workers compensation when required by written contract. A 30 day notice of cancellation applies with the exception of 10 days for non-payment of premium.

CERTIFICATE HOLDER

For Information Purpose Only

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

Michael J. Dillon

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Page 4 of 4

References

Georgia Department of Transportation
Oladimeji Onabanjo, Assistant State Signal Maintenance Engineer
470-456-7638
oonabanjo@dot.ga.gov

Cobb County Department of Transportation
Mike Whitfield, Traffic Signal Construction Project Manager
770-598-4161
michael.whitfield@cobbcounty.org

City of Peachtree Corners, GA
Greg Ramsey, Public Works Director/City Engineer
470-395-7021
gramsey@peachtreecornersga.gov

City of Loganville, GA
Danny Roberts, City Manager
770-466-3184
droberts@loganville-ga.gov

City of Monroe, GA
Logan Propes, City Administrator
770-266-5114
lpropes@monroega.gov

Our team takes great pride in the outstanding relationships we develop with our clients. We are committed to putting clients first and achieving successful project outcomes.

Brooks-Berry-Haynie

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Keck+Wood
COLLABORATION BY DESIGN

DESIGN/BUILD PEDESTRIAN SCRAMBLE AT THE INTERSECTION OF MILTON AVENUE AND CANTON STREET/ROSWELL STREET

ALPHARETTA
CITY CENTER

MAY 11, 2021

RFQ 21-110

Submitted To:

City of Alpharetta
Attn: Debora Westbrook
2 Park Plaza
Alpharetta, Georgia 30009

Submitted By:

Brooks-Berry-Haynie & Associates, Inc.
600 Discovery Place
Mableton, Georgia 30126

DOCUMENT 3:
Technical Proposal, Project Approach, Previous Projects, and Conceptual Design

Project Understanding

The City of Alpharetta is requesting proposals to provide design-build services for pedestrian improvements at the intersection of Milton Avenue and Canton Street/Roswell Street.

With Downtown Alpharetta's continued focus on creating a live-work-play district, pedestrian accessibility plays a vital role in the City's success. To facilitate growing pedestrian volumes in the downtown area, there is a need to upgrade the existing pedestrian facilities at the intersection of Milton Avenue and Canton Street/Roswell Street. The current geometry consists of pedestrian ramps, crosswalks and pedestrian signal heads on all four corners of the intersection; however, the proposed project will design and construct diagonal pedestrian crosswalks, additional pedestrian signal heads and implement signal timing modifications to allow for the operation of a pedestrian scramble phase. In conjunction with the exclusive pedestrian operation, additional signage will be installed to better navigate both pedestrians and motorists. These signs will include right-turn restrictions on all approaches to improve pedestrian safety at the intersection.

Project Approach

Driven by collaboration, our team will engage with the City during each step of this project. We create partnerships on a personal level through clear communication, face-to-face meetings, boots on the ground, and personal accountability. The following tasks outline our approach to delivering this project.

Task 1 – Concept Approval and Preliminary Plans

Once a notice to proceed is issued, our team would begin to prepare for, and schedule, the kickoff meeting with the City. The proposed concept layout will be presented along with a cost estimate to the City of Alpharetta before proceeding with detailed construction drawings. Potential utility coordination will be discussed during this meeting to ensure the City's expectations and timelines for delivery will be met. Our team will be prepared with alternative design solutions if utility coordination and potential relocation of elements fall beyond the scope of this project. During this meeting, we will present the initial project management plan, which outlines meeting schedules and deliverable dates. Meeting minutes would be provided for the kickoff meeting and all other subsequent meetings with the City.

Once we receive the field survey data from the City, our team will incorporate the files into the approved concept layout from the kick-off meeting. Several of our team members have already visited the project intersection to fully understand the goals, and logical steps needed to deliver a quality project. By walking the intersection, we have gained a better understanding of the existing conditions and began to strategically identify potential locations for the proposed equipment. Each of these steps allow us to provide a quick turnaround to conclude the preliminary design plan milestone for City review. During this time, we will leverage the signal contractors on our team to ensure the proposed design elements are feasible and constructible. The continual correspondence between all members of our team will help us to deliver this project on schedule, and on budget.

The design will be in accordance with the latest MUTCD, Georgia Department of Transportation, and City of Alpharetta Standards and Specifications.

- After our team has completed our Comprehensive Quality Assurance Review, preliminary project quantities and a construction cost estimate will be developed along with the preliminary plans for the City's review. Each of our teams deliverables will go through a multitiered QA/QC process before finally being submitted to the City of Alpharetta. This means that when a deliverable is being pulled together, there should not be any large issues to address – they should have already been discussed.
- A Preliminary Field Plan Review will be scheduled with City personnel to review the plans and provide comments. All comments will be addressed and responded to in writing to the City for review and approval.

Task 2 – Final Plans and Preconstruction Meeting

We will develop final design plans upon receiving approval of Preliminary Plans from the City.

- All standards and construction details, as well as special provisions, will be listed in the final construction plans.
- The project team will calculate final quantities and back-check, review and record them on summary sheets so that a detailed cost estimate can be prepared and submitted as part of the Final Construction Plan set.
- Upon completion, 90% plans will be submitted to the City for review.
- A Final Field Plan Review will be scheduled with City personnel to review the plans and provide comments. All comments will be addressed and responded to in writing to the City for review and approval. It is proposed that the Preconstruction Meeting be held concurrently with the Final Field Plan Review.

During the preconstruction meeting, the City will be introduced to the construction team and debriefed on the roles for each person. At that time, the Project Manager will review the project timeline and provide the proposed start dates for each phase of the construction process. Formal introductions with the Site Superintendent, Work Zone Traffic Control Supervisor (WTCS), and Work Zone Erosion Control Supervisor (WECS) will be made to establish both the site, and emergency contacts. The team's safety policy will be shared with the City at this time as well. This meeting will discuss any necessary material submittals for the project. Lastly, by conducting this meeting in conjunction with the Final Field Plan Review, potential utilities can be further discussed and coordination can begin immediately to cut down on construction time.

- After all comments have been addressed and responded to in writing, final plans will be updated and re-submitted for final approval by City's staff.
- Upon City of Alpharetta acceptance of the completed plans, the consultant will provide a flash drive with all electronic files and drawings. Final drawing files will be in Microstation format.
- Our teams timing engineer will set up a call with the City Traffic Engineer to discuss methodology for the timing of the proposed improvements. Once that discussion has taken place, we will calculate the new clearance intervals based on the final design plans and prepare the signal timing database. The signal timing database will tested for each timing plan developed to ensure each plan operates as it is intended and to avoid or minimize any field issues. After testing is complete,the database will then be submitted to the City for review and acceptance.

Task 3 – Construction and Signal Timing Implementation

During the following construction tasks, our Project Manager will create clear lines of communication with the City. This will include email correspondence, daily inspections with City staff, a photo diary of the project, and weekly updates. Progress meetings will be setup based on the information that comes out of the preconstruction meeting and minutes will be provided to all pertinent individuals. The construction process for this project will be broken into the five phases listed below:

Phase 1:

Our team will begin with the underground signal work first. This will include the installation of conduit, adjustments to existing pull boxes and bores, and pulling new signal cable and pedestrian lead-in wire to each corner of the intersection.

- During the preconstruction meeting our team will pull each of the pull box lids and analyze each of the existing conduits. If there is enough empty space in the existing conduit system, our team will be able to pull the new wires and cables without first disconnecting the existing pedestrian signal heads. This would allow the existing pedestrian phases to stay in operation during the construction process. If there is no space in the existing conduit system, our team will place "Crosswalk Closed" signage and provide the expected downtime to the City. Since this project does fall in a downtown area, every effort will be made to maintain at least one crosswalk for both the side street and mainline approaches. All potential closures will be discussed in length with the City to ensure an agreeable decision is made.

Phase 2:

For this phase, our team will begin the concrete work, flatwork, curb and gutter work, and paver work associated with the construction of new pedestrian ramps. This phase will also include the potential removal and/or relocation of the existing street light on the northeast corner of the intersection. Our team of skilled contractors, utility engineers, and lighting design engineers will ensure this process goes smoothly if and when the time comes.

Phase 3:

In this phase our team will commence with striping modifications, remove the existing pedestrian signal heads and buttons, and install the new pedestrian equipment per the final design plans. At this point, the heads will be bagged and the crosswalks will be closed with the appropriate signage as mentioned in the note for Phase 1. Our contractors will continue to work efficiently through this phase of construction to minimize the down time for each crosswalk. Discussions with the City will continue through this phase to ensure the overall safety of vehicular and pedestrian traffic during the closure.

Phase 4:

This phase is comprised solely of coordination with the City to select the date and time for the activation of the new pedestrian scramble phase. It is expected that the City will provide public notification of the proposed operation changes; however, message boards will be positioned at the project intersection to inform motorists and pedestrians of the upcoming operation change in the days leading up the activation.

Phase 5:
The pedestrian scramble phase will be activated and the timing engineer will commence with any necessary fine-tuning efforts at the intersection. Our timing engineer has worked on several intersections with a pedestrian scramble phase in operation including a recent project in Milledgeville, at Georgia College University. This team member has extensive knowledge of both MaxTime and MaxView and has worked with the City in his time as the SR 120/ Old Milton Parkway corridor manager. This experience, and familiarity with the SigOps Metro staff, will allow him to easily coordinate with all stakeholders to provide signal timings that align with everyone's goals.

Task 4 – Project Closeout

Once construction is complete and all inspections have concluded, our design team will finalize the as-built drawings for the intersection. The design team will conduct a field review and coordinate with the Project Superintendent to make sure all design elements are correct on the as-built drawings. Any additional notes regarding the final constructed layout that may prove useful to the City will be added to the design plan, or submitted in a separate document. Each of these files will be provided to the City on a flash drive similar to the final plan submittal.

Summary

Our team of contractors and designers have been working together for nearly a decade on various sized traffic projects within the state of Georgia. This level of familiarity allows our team to work hand-in-hand to streamline deliverables and construction services to deliver a quality project. Our project manager will maintain clear lines of communication with each of the key project team members and the City to ensure each of these tasks stay on schedule, and on budget.

We want to make your project a success and deliver what was promised to the citizens of Alpharetta. We will strive to exceed the project schedule and to surpass all of your project expectations.

SO15357 OCR - Pedestrian Scramble

City of Milledgeville, Georgia

Project Experience

Client Contact
Ray Spires
GDOT District 2
478-553-3364
rspires@dot.ga.gov

Location
Milledgeville, Georgia

Date Complete
December 2020

GDOT utilized its OCR program to upgrade pedestrian infrastructure and implement a pedestrian scramble phase at the intersection of W Hancock Street and S Clarke Street in Milledgeville, GA. Additionally, a PHB signal was installed to the east to provide a safe mid-block crossing for pedestrians. Signal timing development, implementation and fine-tuning services were also provided to make this project a success.

Historic Downtown Winder Streetscape Project (PI 0008979)

City of Winder, Georgia

Project Experience

Reference
Barry Edgar, Planning Director
770-867-3106
barry.edgar@cityofwinder.com

Location
Winder, Georgia

Construction Cost
$4.9 Million

Complete
2014

2013-14 ASCE Small Project of the Year
2015 ACEC National Recognition
2015 ENR SE Best Small Project
2015 APWA GDOT Small Cities Transp/Tech Innovation Project

The City of Winder has had a long-standing goal of redeveloping and revitalizing its downtown. Broad Street, its main thoroughfare, experiences heavy traffic around the clock as it is the route of three state highways. While many cities undertake streetscapes on busy streets, Winder's challenge to improve the pedestrian experience in the same corridor as a major truck route is substantial.

Traffic flow was a critical item. Three state routes converging onto a single roadway in Winder's downtown created a unique opportunity to combine pedestrian upgrades and improve traffic flow. As a result, this project included the removal of left turn lanes allowing for the curb lines to be pulled in, resulting in wider sidewalks for pedestrian upgrades. The removal of left turn lanes, coupled with traffic signal synchronization, provided provisions for improved traffic flow.

Three intersections along Broad Street were upgraded within this streetscape project. The intersection upgrades included ped heads, traffic signal interconnect, video detection, new mast arms, pedestrian bumpouts and striping modifications. Because heavy rutting of Broad Street resulting from lateral flow of the asphalt from truck traffic was evident in the travel lanes, it became apparent that normal asphalt overlaying would not be a good long-term solution.

As a result, GDOT was successful in obtaining $2M in Highways for Life grant funds from the FHWA to supplement the budget for the Broad Street project. GDOT and the City realized that officially merging the TE project, focused mostly on the pedestrian areas, and the street reconstruction project, focused on the driving lanes, and pooling the available funding to create a $4.9M project, had the potential to satisfy both sets of objectives with the lowest cost and shortest disruption of downtown Winder. GDOT and K&W developed what would turn out to be a very successful teaming arrangement, delivering a successful project. K&W developed the geometry for the street plan and profile to fit the ADA compliant, handicap accessible sidewalks and the underground storm drainage system. GDOT used K&W's design to prepare the travel lane plans, ultimately consolidating the bid documents.

During the panel installation phase of the project, the FHWA selected the Project as one of their "Showcase" events. The 60 engineers from around the Southeast who attended were able to observe the panel installation process and to discuss the challenges encountered, allowing them to make educated decisions about using the technology in other parts of the country.

Brooks-Berry-Haynie
In association with
Keck+Wood

Project Experience

US 78 at Brand Road Intersection Improvements

City of Loganville, Georgia

(in partnership with Gwinnett County DOT)

Reference
Danny Roberts, City Manager
770-466-3184
daroberts@loganville-ga.gov

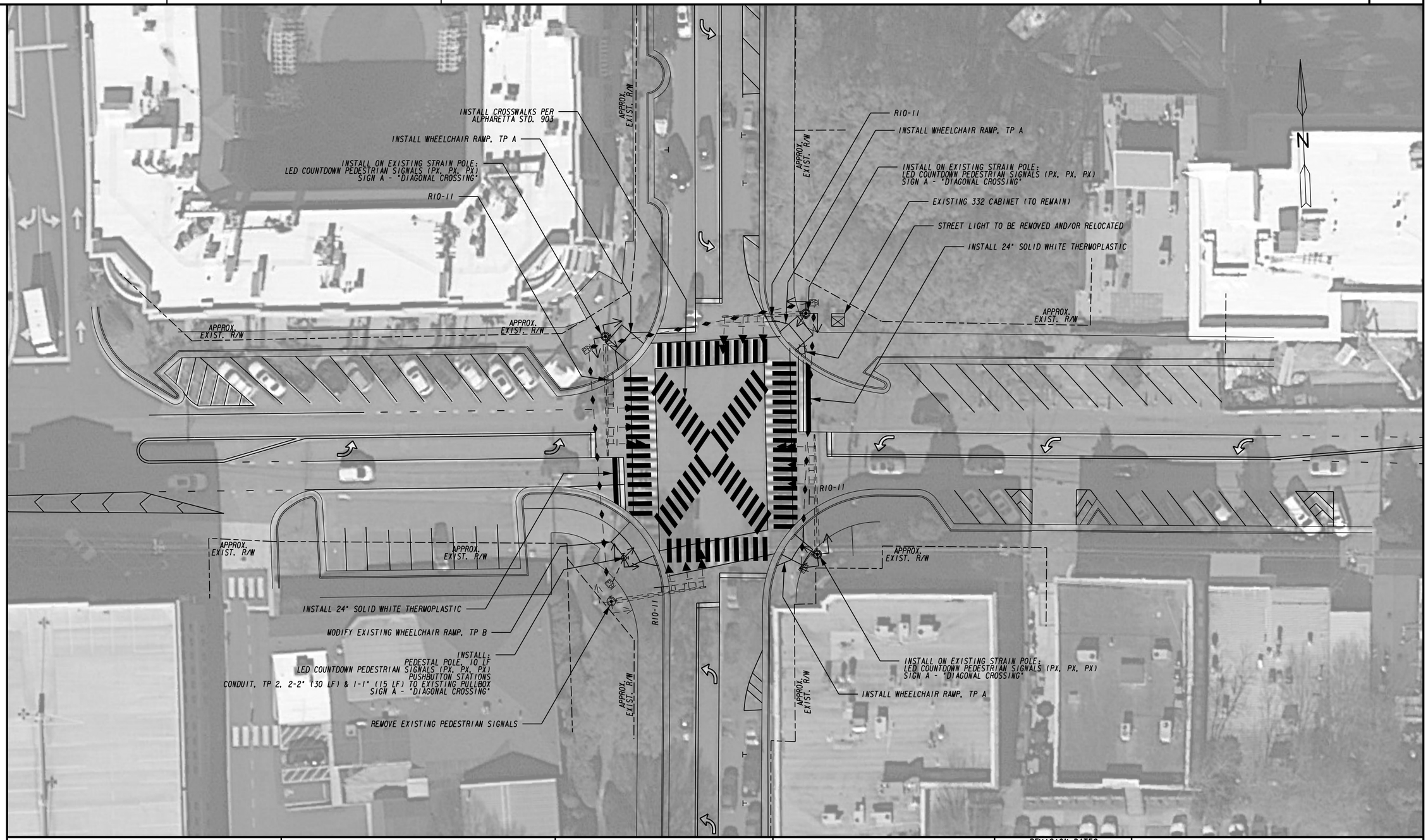
Location
Loganville, Georgia

Construction Cost
$968,525

Complete
2017

The City of Loganville partnered with Gwinnett County via an inter-governmental agreement to deliver the design and construction of this SPLOST funded project. Keck & Wood was contracted directly with the City of Loganville to provide all of the services necessary to design, bid and construct the project.

Improvements included traffic signal upgrades, roadway widening (from 2 to 4 lanes), curb & gutter, drainage upgrades, utility relocations, traffic signal installations, and concrete sidewalk. With minimal right of way and extensive utility infrastructure, detailed coordination with property owners and utility providers proved to be a vital aspect to implementing a successful project. Keck & Wood provided professional services beginning with the concept phase through construction administration.



SIGNAL LEGEND

- PROPOSED SIGNAL HEAD
- PROPOSED 4-SECTION SIGNAL HEAD
- EXISTING SIGNAL HEAD
- PROPOSED 5-SECTION OR 4-SECTION SIGNAL HEAD
- RELOCATED SIGNAL HEAD
- PEDESTRIAN SIGNAL HEAD

DETECTION LEGEND

- PROPOSED INDUCTANCE LOOP
- PROPOSED VIRTUAL DETECTION ZONE
- PROPOSED VIDEO DETECTION CAMERA
- PROPOSED MAGNETOMETER
- PROPOSED RADAR

Keck+Wood
COLLABORATION BY DESIGN
3090 Premiere Parkway, Suite 200
Duluth, GA 30097
(678) 417-4000 keckwood.com

20 0 20 40 60FT.
SCALE: 1" = 20'

REVISION DATES

CONCEPT LAYOUT

INTERSECTION #1
MILTON AVENUE @
ROSWELL STREET/CANTON STREET

CHECKED:		DATE:	
BACKCHECKED:		DATE:	
CORRECTED:		DATE:	
VERIFIED:		DATE:	

DRAWING No. 27-0001

4/28/2016 GPLN

Brooks-Berry-Haynie

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In association with
Keck+Wood
COLLABORATION BY DESIGN

DESIGN/BUILD PEDESTRIAN SCRAMBLE AT THE INTERSECTION OF MILTON AVENUE AND CANTON STREET/ROSWELL STREET

ALPHARETTA
CITY CENTER

MAY 11, 2021

RFQ 21-110

Submitted To:

City of Alpharetta
Attn: Debora Westbrook
2 Park Plaza
Alpharetta, Georgia 30009

Submitted By:

Brooks-Berry-Haynie & Associates, Inc.
600 Discovery Place
Mableton, Georgia 30126

DOCUMENT 4:
Project Schedule & Timeline

Project Schedule

Task	Months	1				2				3				4				5			
	Weeks	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
NTP																					
Kick-Off Meeting																					
Preliminary Plans																					
50% Plans																					
Preliminary Field Plan Review																					
90% Plans																					
Final Field Plan Review & Preconstruction Meeting																					
Final Plans																					
Construction Submittals																					
Phase 1: Underground																					
Phase 2: Concrete Work																					
Phase 3: Striping & Above Ground Signal Work																					
Phase 4: Coordinate Activation with City																					
Phase 5: Activation & Fine-Tuning																					
Project Closeout																					

To help successfully deliver this project on time, our team will leverage several strengths of our team. First, we understand how important it is to develop strong, working relationships with our clients. Building these strong relationships means that we understand what our clients expect and there is a level of trust that is developed. In addition to our relationships, we will leverage our project team's high levels of availability to make sure this project stays on schedule. Both our design and construction team's have the capacity to take on more work, meaning this project will be our top priority. Lastly, we will leverage our large pool of technical resources and bench strength to allocate the necessary number of resources to meet the time table for this project.

We are excited about the opportunity to work with the City of Alpharetta to help deliver this project! We appreciate the chance to submit this proposal.

Brooks-Berry-Haynie

www.bbhelectric.com.com

THE CITY OF ALPHARETTA GEORGIA

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

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

a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;

b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;

c) The Contractor will notify the City of Alpharetta in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;

d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;

e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);

f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10- 91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and

g) The Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the City of Alpharetta within five business days of receipt.

61995

Federal Work Authorization User Identification Number

10/17/2007

Date of Authorization

Brooks Berry Haynie & Associates inc

Name of Contractor

Design / Build Pedestrian Scramble at Intersection of Milton Ave & Canton St / Roswell St

Name of Project

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

Executed date 05/10/2021 in Mableton (city), GA (state).

Signature of Authorized Officer or Agent

Annette O'Kelley

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE 10 DAY OF May, 20 21.00.

NOTARY PUBLIC

My Commission Expires: 09/10/2023

ANDREW MILOTA
My Commission Expires
NOTARY PUBLIC
09-10-2023
PAULDING COUNTY, GEORGIA

21-110 - Design / Build Pedestrian Scramble at the Interse

Scoring Summary

Active Submissions

	Total	B - Proposal	B-1 - Project Team, Statements of Qualifications, Project Staffing, Available Resources, References	B-2 - Technical Proposal, Project Approach, Previous Projects, Conceptual Design
Supplier	/ 100 pts	/ 75 pts	/ 30 pts	/ 30 pts
Brooks-Berry-Haynie/ Keck & Wood	87.18	69	28	28
Lumin8 Transportation Technologies	78	53	22	20
Reedwick, LLC	50.38	37	14	18

B-3 - Project Schedule, Timeline	C - Admin review	C-1 - Questionnaire: Addenda Acknowledgement	C-2 - Cost Proposal and Estimated Annual Maintenance Cost	C-3 - e-verify
/ 15 pts	/ 25 pts	Pass/Fail	/ 25 pts	Pass/Fail
13	18.18	Pass	18.18 ($121,735.00)	Pass
11	25	Pass	25 ($88,550.00)	Pass
5	13.38	Pass	13.38 ($165,500.00)	Pass

C-4 - Disclosure	C-5 - Bid Bond	C-6 - State & Federal SAM/Debar Check
Pass/Fail	Pass/Fail	Pass/Fail
Pass	Pass	Pass
Pass	Pass	Pass
Pass	Pass	Pass

21-110 - Design / Build Pedestrian Scramble at the Intersection of Mi
Brooks-Berry-Haynie/Keck & Wood

Scoring Summary

Evaluation Group 1 - Administrative Evaluation

	C - Admin review	C-1 - Questionnaire: Addenda Acknowledgement	C-3 - e-verify
Reviewer	**/ 0 pts**	**Pass/Fail**	**Pass/Fail**
Debora Westbrook	0	Pass	Pass
	Average:	**Pass**	**Pass**
	Consensus:	**-**	**-**
		↓	↓
Calculated:	**0**	**Pass**	**Pass**

Evaluation Group 2 - Technical Evlauation

	Total	B - Proposal	B-1 - Project Team, Statements of Qualifications, Project Staffing, Available Resources, References
Reviewer	**/ 75 pts**	**/ 75 pts**	**/ 30 pts**

Arash Moradkhani	72	72	5 / 5
Harry Bentley	60	60	4 / 5
Jason Waters	75	75	5 / 5
		Average:	**4.667 / 5**
		Consensus:	**-**
			↓
Calculated:	**69**	**69**	**28**

Evaluation Group 3 - Cost Evaluation

	Total	C - Admin review	C-2 - Cost Proposal and Estimated Annual Maintenance Cost
Reviewer	**/ 25 pts**	**/ 25 pts**	**/ 25 pts**
Debora Westbrook	18.18	18.18	$121,735.00
		Average:	**$121,735.00**
		Consensus:	**-**
			↓
Calculated:	**18.18**	**18.18**	**18.18 ($121,735.00)**

Scoring Comments

B-1 - Project Team, Statements of Qualifications, Project Staffing, Available Resources, References - Revie

Reviewer	Score	Reason	Comments
Arash Moradkhani	5 / 5	Well-supported claim(s)	Team members are well experienced for their areas of responsibility. Supporting statements provided in their proposal are clear and to the point.
Harry Bentley	4 / 5	Strongly fits desired attribute(s)	BBH/ Keck & Wood present years of great experience and the resources to provide quality services we look for in a contractor.
Jason Waters	5 / 5	Meets or exceeds my expectations	Very professional and well put together.

B-2 - Technical Proposal, Project Approach, Previous Projects, Conceptual Design - Reviewer Scores

Reviewer	Score	Reason	Comments
Arash Moradkhani	5 / 5	Well-supported claim(s)	They have broken down Project Approach into 4 tasks and multiple phases. Upon review, it is evident that their understanding of project scope is clear and all tasks and phases are well organized and make sense.

Harry Bentley	4 / 5	Meets or exceeds my expectations	BBH/Keck & Wood provide a very detailed approach and has vast experience reflected through their previous projects that support their technical understanding of this project.
Jason Waters	5 / 5	Meets or exceeds my expectations	Brooks-Berry-Haynie have completed some very big jobs all over the state.

B-3 - Project Schedule, Timeline - Reviewer Scores

Reviewer	Score	Reason	Comments
Arash Moradkhani	4 / 5	High level of detail in response	Proposed schedule makes sense and has accounted for different construction steps / phases appropriately.
Harry Bentley	4 / 5	Strongly fits desired attribute(s)	BBH/ Keck & Wood schedule meets the desired timeline of completion.
Jason Waters	5 / 5	Meets or exceeds my expectations	The time line looks very good and professional

C-1 - Questionnaire: Addenda Acknowledgement - Reviewer Scores

Reviewer	Score	Reason	Comments
Debora Westbrook	Pass	Meets the requirement(s)	Received

C-2 - Cost Proposal and Estimated Annual Maintenance Cost - Reviewer Scores

Reviewer	Score	Reason	Comments
Debora Westbrook	18.18 ($121,735.00)	-	Received

C-3 - e-verify - Reviewer Scores

Reviewer	Score	Reason	Comments
Debora Westbrook	Pass	Meets the requirement(s)	Received

C-4 - Disclosure - Reviewer Scores

Reviewer	Score	Reason	Comments
Debora Westbrook	Pass	Meets the requirement(s)	Received

C-5 - Bid Bond - Reviewer Scores

Reviewer	Score	Reason	Comments
Debora Westbrook	Pass	Meets the requirement(s)	Received

C-6 - State & Federal SAM/Debar Check - Reviewer Scores

Reviewer	Score	Reason	Comments

Debora Westbrook	Pass	Meets the requirement(s)	No exceptions found

C-4 - Disclosure	C-5 - Bid Bond	C-6 - State & Federal SAM/Debar Check
Pass/Fail	Pass/Fail	Pass/Fail
Pass	Pass	Pass
Pass	Pass	Pass
-	-	-
↓	↓	↓
Pass	Pass	Pass

B-2 - Technical Proposal, Project Approach, Previous Projects, Conceptual Design	B-3 - Project Schedule, Timeline
/ 30 pts	/ 15 pts

5 / 5	4 / 5
4 / 5	4 / 5
5 / 5	5 / 5
4.667 / 5	**4.333 / 5**
-	**-**
↓	↓
28	**13**

21-110 - Design / Build Pedestrian Scramble at the Intersection of Mi

Lumin8 Transportation Technologies

Scoring Summary

Evaluation Group 1 - Administrative Evaluation

	C - Admin review	C-1 - Questionnaire: Addenda Acknowledgement	C-3 - e-verify
Reviewer	**/ 0 pts**	**Pass/Fail**	**Pass/Fail**
Debora Westbrook	0	Pass	Pass
	Average:	**Pass**	**Pass**
	Consensus:	**-**	**-**
		↓	↓
Calculated:	**0**	**Pass**	**Pass**

Evaluation Group 2 - Technical Evlauation

	Total	B - Proposal	B-1 - Project Team, Statements of Qualifications, Project Staffing, Available Resources, References
Reviewer	**/ 75 pts**	**/ 75 pts**	**/ 30 pts**

Arash Moradkhani	45	45	3 / 5
Harry Bentley	60	60	4 / 5
Jason Waters	54	54	4 / 5
		Average:	**3.667 / 5**
		Consensus:	**-**
			↓
Calculated:	**53**	**53**	**22**

Evaluation Group 3 - Cost Evaluation

	Total	C - Admin review	C-2 - Cost Proposal and Estimated Annual Maintenance Cost
Reviewer	**/ 25 pts**	**/ 25 pts**	**/ 25 pts**
Debora Westbrook	25	25	$88,550.00
		Average:	**$88,550.00**
		Consensus:	**-**
			↓
Calculated:	**25**	**25**	**25 ($88,550.00)**

Scoring Comments

B-1 - Project Team, Statements of Qualifications, Project Staffing, Available Resources, References - Revie

Reviewer	Score	Reason	Comments
Arash Moradkhani	3 / 5	Partially fits desired attributes	Although project staff seem to have experience in their areas of responsibility, however, their responses and description of qualifications are not detailed.
Harry Bentley	4 / 5	Meets or exceeds my expectations	Lumin8 has the staff and the resources that meet the qualifications required to perform this project.
Jason Waters	4 / 5	Strongly fits desired attribute(s)	Good description of staffing.

B-2 - Technical Proposal, Project Approach, Previous Projects, Conceptual Design - Reviewer Scores

Reviewer	Score	Reason	Comments
Arash Moradkhani	3 / 5	Mostly complete response	It has been stated in their proposal that existing signal design in CADD (dgn), and also traffic signal equipment to be updated will be provided by the City, and hereby 50% plans will complete in 8 days. The aforementioned items are contractor's responsibility to prepare without requiring the City to provide any one of them to contractors.

Harry Bentley	4 / 5	Meets or exceeds my expectations	Lumin8 has the experience and the technical knowledge to design a concept that will satisfy the City of Alpharetta's project expectations.
Jason Waters	3 / 5	Partially meets my expectations	Not many jobs were completed by Lumin8 most of the jobs were completed by Wilburn Engineering.

B-3 - Project Schedule, Timeline - Reviewer Scores

Reviewer	Score	Reason	Comments
Arash Moradkhani	3 / 5	Partially supported claim(s)	Proposed schedule is not well organized. For example, ADA Wheelchair Ramp Modifications & Installation is scheduled to complete on July 6th; however, Final Construction Plans completion date is July 14th. The proposed schedule is squeezed which doesn't sound realistic.
Harry Bentley	4 / 5	Meets or exceeds my expectations	Lumin8 meets the desired timeline required for this project,
Jason Waters	4 / 5	Strongly fits desired attribute(s)	Time line looks good.

C-1 - Questionnaire: Addenda Acknowledgement - Reviewer Scores

Reviewer	Score	Reason	Comments

Debora Westbrook	Pass	Meets the requirement(s)	Received

C-2 - Cost Proposal and Estimated Annual Maintenance Cost - Reviewer Scores

Reviewer	Score	Reason	Comments
Debora Westbrook	25 ($88,550.00)	-	Received

C-3 - e-verify - Reviewer Scores

Reviewer	Score	Reason	Comments
Debora Westbrook	Pass	Meets the requirement(s)	Received

C-4 - Disclosure - Reviewer Scores

Reviewer	Score	Reason	Comments
Debora Westbrook	Pass	Meets the requirement(s)	Received

C-5 - Bid Bond - Reviewer Scores

Reviewer	Score	Reason	Comments
Debora Westbrook	Pass	Meets the requirement(s)	Received

C-6 - State & Federal SAM/Debar Check - Reviewer Scores

Reviewer	Score	Reason	Comments
Debora Westbrook	Pass	Meets the requirement(s)	No exceptions noted

C-4 - Disclosure	C-5 - Bid Bond	C-6 - State & Federal SAM/Debar Check
Pass/Fail	Pass/Fail	Pass/Fail
Pass	Pass	Pass
Pass	Pass	Pass
-	-	-
↓	↓	↓
Pass	Pass	Pass

B-2 - Technical Proposal, Project Approach, Previous Projects, Conceptual Design	B-3 - Project Schedule, Timeline
/ 30 pts	/ 15 pts

3 / 5	3 / 5
4 / 5	4 / 5
3 / 5	4 / 5
3.333 / 5	**3.667 / 5**
-	**-**
↓	↓
20	**11**

21-110 - Design / Build Pedestrian Scramble at the Intersection of Mi
Reedwick, LLC

Scoring Summary

Evaluation Group 1 - Administrative Evaluation

	C - Admin review	C-1 - Questionnaire: Addenda Acknowledgement	C-3 - e-verify
Reviewer	/ 0 pts	Pass/Fail	Pass/Fail
Debora Westbrook	0	Pass	Pass
	Average:	Pass	Pass
	Consensus:	-	-
		↓	↓
Calculated:	0	Pass	Pass

Evaluation Group 2 - Technical Evlauation

	Total	B - Proposal	B-1 - Project Team, Statements of Qualifications, Project Staffing, Available Resources, References
Reviewer	/ 75 pts	/ 75 pts	/ 30 pts

Arash Moradkhani	45	45	3 / 5
Harry Bentley	33	33	2 / 5
Jason Waters	33	33	2 / 5
		Average:	**2.333 / 5**
		Consensus:	**-**
			↓
Calculated:	**37**	**37**	**14**

Evaluation Group 3 - Cost Evaluation

	Total	C - Admin review	C-2 - Cost Proposal and Estimated Annual Maintenance Cost
Reviewer	**/ 25 pts**	**/ 25 pts**	**/ 25 pts**
Debora Westbrook	13.38	13.38	$165,500.00
		Average:	**$165,500.00**
		Consensus:	**-**
			↓
Calculated:	**13.38**	**13.38**	**13.38 ($165,500.00)**

Scoring Comments

B-1 - Project Team, Statements of Qualifications, Project Staffing, Available Resources, References - Revie

Reviewer	Score	Reason	Comments
Arash Moradkhani	3 / 5	Medium level of detail in response	In terms of intersections design, signal timing, and traffic signal field work not much of the detail has been provided.
Harry Bentley	2 / 5	Partially fits desired attributes	Reedwick, LLC although they present a team with years of experience, the lack of completed projects does not provide great confidence.
Jason Waters	2 / 5	Medium level of detail in response	Very poor descriptions not enough details.

B-2 - Technical Proposal, Project Approach, Previous Projects, Conceptual Design - Reviewer Scores

Reviewer	Score	Reason	Comments
Arash Moradkhani	3 / 5	Medium level of detail in response	Project understanding and necessary approach to tackle it are not described. This is making it challenging to evaluate contractor's understanding of the project. List of similar projects is not adequate.
Harry Bentley	3 / 5	Partially meets my expectations	Reedwick, LLC approach to the project meets the medium requirements but does not provide enough detail.

Jason Waters	3 / 5	Partially fits desired attributes	Not many projects to review and not the same scope of work.

B-3 - Project Schedule, Timeline - Reviewer Scores

Reviewer	Score	Reason	Comments
Arash Moradkhani	3 / 5	Medium level of detail in response	Design and construction schedule are broad and generic, lacking necessary details.
Harry Bentley	1 / 5	Poor level of detail in response	Project timeline and schedule are not very detailed and lack adequate information.
Jason Waters	1 / 5	Doesn't meet my expectations	A very short response.

C-1 - Questionnaire: Addenda Acknowledgement - Reviewer Scores

Reviewer	Score	Reason	Comments
Debora Westbrook	Pass	Meets the requirement(s)	Received

C-2 - Cost Proposal and Estimated Annual Maintenance Cost - Reviewer Scores

Reviewer	Score	Reason	Comments
Debora Westbrook	13.38 ($165,500.00)	-	Received

C-3 - e-verify - Reviewer Scores

Reviewer	Score	Reason	Comments
Debora Westbrook	Pass	Meets the requirement(s)	Received

C-4 - Disclosure - Reviewer Scores

Reviewer	Score	Reason	Comments
Debora Westbrook	Pass	Meets the requirement(s)	Received

C-5 - Bid Bond - Reviewer Scores

Reviewer	Score	Reason	Comments
Debora Westbrook	Pass	Meets the requirement(s)	Received

C-6 - State & Federal SAM/Debar Check - Reviewer Scores

Reviewer	Score	Reason	Comments
Debora Westbrook	Pass	Meets the requirement(s)	No exceptions noted

C-4 - Disclosure	C-5 - Bid Bond	C-6 - State & Federal SAM/Debar Check
Pass/Fail	Pass/Fail	Pass/Fail
Pass	Pass	Pass
Pass	Pass	Pass
-	-	-
↓	↓	↓
Pass	Pass	Pass

B-2 - Technical Proposal, Project Approach, Previous Projects, Conceptual Design	B-3 - Project Schedule, Timeline
/ 30 pts	/ 15 pts

3 / 5	3 / 5
3 / 5	1 / 5
3 / 5	1 / 5
3 / 5	**1.667 / 5**
-	**-**
↓	↓
18	**5**

21-110 - Design / Build Pedestrian Scramble at the Intersection of Mi

Questionnaire - RFP 21-109 Questionnaire, Design / Build Pedestrian Scramble at th

Question Set - Addenda Acknowledgement

#	Question	Points	Lumin8 Transportation Technologies
1.0.1	Acknowledge addenda posted by the City. Enter the number of addenda received and reviewed.	0	Response: 3 Comment: 1

Question Set - Offeror Information

#	Question	Points	Lumin8 Transportation Technologies
2.0.1	Enter DUNS Number	0	151042868
2.0.2	Notice to Parties: Provide the location address and contact information for all contractual notices and communications. Do not provide a post office box address in response to this item. Required information: Company Name, Contact's Name and Title, Street Address, City, State, Zip Code.	0	Lumin8 Transportation Technologies Speedy Boutwell Engineering Manager 55 Millard Farmer Industrial Blvd., Newnan, GA 30263

2.0.3	Authorized Signer: Electronic Signature for contract execution: include the following information for authorized signer. This employee must have the authority to bind the firm in the contract process: □□Authorized signer□s name as it should be listed for signing, □□Authorized signer□s business title □□Authorized signer□s email address	0	Jason Leatherman, COO, jleatherman@lumin8.com

Question Set - Contract Draft Review

#	Question	Points	Lumin8 Transportation Technologies
3.0.1	Review Contract Draft provided by City: By replying to this RFP, Offerors confirm review and agreement with this contract language. If an Offeror has any exceptions to the contract provisions, please note exception here.	0	Agree

Average	Brooks-Berry-Haynie/Keck & Wood	Average	Reedwick, LLC
-	Response: 1 Comment: We have received, and reviewed, the Addendum posted on May 3, 2021.	-	Response: 1 Comment: Addendum 1 Acknowledged

Average	Brooks-Berry-Haynie/Keck & Wood	Average	Reedwick, LLC
-	Response: 1 Comment: 005808811	-	079183056
-	Response: 1 Comment: Brooks Berry Haynie & Associates Inc Tim McCarty - CFO 600 Discovery Place, Mableton, GA 30126	-	Reedwick, LLC 15071 Veterans Memorial Hwy, Villa Rica, GA 30180

-	Response: 1 Comment: Tim McCarty CFO tmccarty@bbhelectric.com	-	Jonathan M Reedy, Owner, matt_reedy@reedwick.com

Average	Brooks-Berry-Haynie/Keck & Wood	Average	Reedwick, LLC
-	Response: 1 Comment: Agree.	-	No Exceptions

Average
-

Average
-
-

-

Average
-

BROOKS-BERRY-HAYNIE & ASSOCIATES, INC.

May 19, 2021

RE: RFP 21-110 Design/Build Pedestrian Scramble at the Intersection of Milton Avenue and Canton Street/Roswell Street

Thank you for allowing Brooks-Berry-Haynie & Associates and Keck and Wood to provide you with a best and final offer. In response to some of the questions that you have requested let me provide you with some detail that was included in our original proposal. In our original proposal we included replacing all (4) corners of the intersection to ensure that the ramps are ADA compliant with solid concrete. In addition, we were moving the push buttons off the mast arm pole in the southwest corner and installing on a new pedestrian pole closer to the ADA ramp. The pedestrian pole is also a decorative pole to match the mast arms in the intersection.

As a team we have re-evaluated the project and have concluded that the southwest corner ramp can remain except for modifying the ramp by adding (2) additional rumble strips. In addition, we will not replace the other ramps with solid concrete but re-use the existing bricks over a concrete base which will allow all the ramps appearance to remain as they currently are in place but ADA compliant but save on the installation of new concrete.

Below you will find our revised price with more detail than what was originally submitted.

Item	QTY	Unit Price	Total
|| Traffic Signal Lump Sum	LS	$37,300.00	$37,300.00
|| Concrete ADA Ramps	LS	$21,200.00	$21,200.00
|| Striping	LS	$16,660.00	$16,660.00
|| Traffic Signal Timing	LS	$3,200.00	$3,200.00

600 DISCOVERY PLACE • MABLETON, GA 30126
PHONE (770) 874-1162 • FAX (770) 874-1171

|| Traffic Control	LS	$6,785.00	$6,785.00
|| Annual Maintenance	LS	$2,135.00	$2,135.00
|| Design Fee	LS	$15,880.00	$15,880.00
		Total	**$103,160.00**

Please feel free to reach out if you have any questions or need additional breakdown.

Very truly yours,

Kevin Berkenkamp
Vice President
kevin@bbhelectric.com
770-874-1162 Business
770-874-1169 Direct
404-597-7943 Mobile