



CITY COUNCIL MEETING & PUBLIC HEARING MAY 22, 2023

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

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE TO THE FLAG**
4. **PRESENTATIONS & PROCLAMATIONS**
 - A. **Proclamation: 2022-2023 Alpharetta Gymnastics Academy**
 - B. **Proclamation: 2022-2023 Alpharetta High School Women's Lacrosse Team**
 - C. **Proclamation: 2022-2023 Alpharetta High School Men's Lacrosse Team**
 - D. **Proclamation: 2023 Public Works Week**
5. **CONSENT AGENDA**
 - A. **City Council Work Session Minutes (5/15/2023)**
Consideration of approval of the City Council Work Session minutes from the Work Session of May 15, 2023.
 - B. **City Council Meeting Minutes (Meeting of 5/15/2023)**
Consideration of approval of the City Council meeting minutes from the meeting of May 15, 2023.
 - C. **Alcoholic Beverage License Applications**
Consideration of approval of the following alcoholic beverage license application:
 1. **PH-23-AB-10 Flik International Corp., d/b/a Equifax J.V. White by FLIK**
1505 Windward Concourse Alpharetta, GA 30005

Restaurant
Consumption on Premises
Distilled Spirits, Beer, Wine & Sunday Sales
Owner: Equifax J.V. White by FLIK
Registered Agent: Michael Sard
 - D. **Consent Order and Final Judgment: McGinnis Ferry Road Widening Project - Parcel #43**
Council ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV364011 in the amount of \$42,100.00 in connection with Parcel #43 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owner: Maria C. Morales & Windward HOA).
 - E. **Consent Order and Final Judgment: McGinnis Ferry Road Widening Project - Parcel #46**
Council ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV364094 in the amount of \$49,500.00 in connection with Parcel #46 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owner: Oswaldo & Silvia D'Acevedo and Windward HOA).
 - F. **Consent Order and Final Judgment: McGinnis Ferry Road Widening Project - Parcel #51**
Council ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV364152 in the amount of \$8,160.00 in connection with Parcel #51 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owners: Srinivas Halembur & Sushma Mahashetti and Kendrix HOA).

- G. Consent Order and Final Judgment: McGinnis Ferry Road Widening Project - Parcel #54**
Council ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV364155 in the amount of \$6,500.00 in connection with Parcel #54 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owner: Nitin Surve and Kendrix HOA).
- H. Consent Order and Final Judgment: McGinnis Ferry Road Widening Project - Parcel #55**
Council ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV364014 in the amount of \$6,500.00 in connection with Parcel #55 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owner: Vineeth Sasidhara Panicker & Minu Balachandran and Kendrix HOA).
- I. Consent Order and Final Judgment: McGinnis Ferry Road Widening Project - Parcel #61**
Council ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV364150 in the amount of \$19,640.00 in connection with Parcel #61 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owner: Shreni Goel & Harsh Mittal and Kendrix HOA).
- J. Consent Order and Final Judgment: McGinnis Ferry Road Widening Project - Parcel #64A**
Council ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV363860 in the amount of \$19,132.00 in connection with Parcel #64A of the McGinnis Ferry Road Widening Project (PI #0004634) (Owners: Narayanan Krishnan & Malathi Krishnan and Windward HOA).
- K. Consent Order and Final Judgment: McGinnis Ferry Road Widening Project - Parcel #69**
Council ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV364147 in the amount of \$6,000.00 in connection with Parcel #69 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owners: Krishna Sampath & Shripriya Ramanujam and Windward HOA).

6. PUBLIC HEARING

- A. PH-23-06 / V-23-09 Midgard Change of Conditions & Variance**
Consideration of a change to previous conditions of zoning and variance to allow for the construction of a self-storage facility. The request to change zoning conditions is related to a change to the approved site plan and a variance is requested to allow for an encroachment into the Georgia 400 tree buffer. The property is located at 11425 Morris Road and is legally described as being located in Land Lots 855 and 856, 1st District, 2nd Section, Fulton County, Georgia.
- B. Public Hearing on the Fiscal Year 2024 Budget and Millage Rate Levy**
An opportunity for the public to speak on the City of Alpharetta's Fiscal Year 2024 Budget and Millage Rate Levy.
- C. Ordinance: The Code of the City of Alpharetta, Georgia Text Amendments – Code of Ethics and Conduct**
FIRST READING
Consideration of an ordinance to amend Article V of Chapter 2 of The Code of the City of Alpharetta, Georgia; to amend requirements for the filing of ethics complaints; to provide for the composition of the ethics panel; to provide operating procedures for the ethics panel; to establish procedures for processing ethics complaints; to provide for disciplinary action; to provide for penalties for the wrongful use of an ethics complaint; to provide for attorney's fees; to repeal conflicting provisions; to provide an effective date; and for other purposes.

7. NEW BUSINESS

- A. Fiscal Year 2024 Budget Ordinance**
FIRST READING
Consideration of adoption of the City of Alpharetta's Fiscal Year 2024 Budget Ordinance.
- B. Fiscal Year 2024 Millage Rate Ordinance**
FIRST READING
Consideration of adoption of the City of Alpharetta's Fiscal Year 2024 Millage Rate Ordinance.
- C. Task Order Funding Award: City-Wide Stormwater Pipe Lining to IPR Southeast, LLC**
Consideration of approval to award funding in an amount not to exceed \$1,104,355.12 to IPR

Southeast, LLC for stormwater pipe lining through the City, pursuant to the August 23, 2021 On-Call Storm Pipe Lining Services Contract by and between the IPR Southeast, LLC and the City of Alpharetta, and authorization for the Mayor to execute all necessary documents.

D. Change Orders: Design/Project Management Services for Webb Bridge Road (Big Creek Greenway to City Limits)

Consideration of approval of the following change orders (a) Change Order #4 to Purchase Order 19000583 for Pond & Company in the amount of \$59,340.00 for design revisions to the Webb Bridge Road (Greenway to Webb Bridge Way); (b) Change Order #3 to Purchase Order 19000584 for Atkins in the amount of \$6,000.00 for additional project management services; and authorization for the Mayor to execute all necessary documents.

E. Resolution: Fiscal Year 2023 Bulletproof Vest Partnership Grant Application

Consideration of adoption of a Resolution authorizing the submission of the 2023 Bulletproof Vest Partnership Grant to the U.S. Department of Justice.

F. Resolution: 2022-2023 Land and Water Conservation Fund Grant

Consideration of adoption of a Resolution authorizing the submission of the 2022 - 2023 Land and Water Conservation Fund Grant pre-application to the Georgia Department of Natural Resources and authorization for the Mayor to execute all necessary documents.

8. WORKSHOP ITEMS

A. Webb Bridge Dog Park Opportunity - Request and Funding Provided by Private Donor

Presentation and discussion of the inclusion of a privately funded dog park at Webb Bridge Park.

9. PUBLIC COMMENT

10. REPORTS

11. EXECUTIVE SESSION (IF NECESSARY)

12. ADJOURNMENT



A PROCLAMATION
BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA
"2022 – 2023 Alpharetta Gymnastics Academy"

WHEREAS: Under the leadership of Alpharetta Gymnastics Academy Director, Ashley Parks, the 2023 Alpharetta Gymnastic Academy competition season has been nothing short of successful. This year, as a team, the Alpharetta Gymnastics Academy earned the title of Level 6 State Champions, the Xcel Diamond placed 2nd in the state out of eleven teams, Xcel Bronze placed 4th in the state out of twenty-eight teams, and Xcel Silver placed 10th in the state out of forty-eight teams; and

WHEREAS: During this year's state meet, there were over thirty 1st place wins, with several Alpharetta gymnasts earning the title of State Champions for their competing event; and

WHEREAS: With hundreds of thousands of gymnasts competing all over the country, the following gymnasts made the country's 'Top 100' charts: Quinn Casey, Eleanor Griffin, and Aven Van Gelder placed nationally for their vault scores, and Audrey Hannaford placed nationally for their floor scores; and

WHEREAS: The following 2022 – 2023 Alpharetta Gymnastics Academy team members were Regional Qualifiers:

Lyla Allen	Natalee Alvarez	Cameron Bogdanchik	Madi Booker
Cameron Bragg	Lucy Grace Conner	Kaitlyn Davis	Aryn Devereaux
Shayla Flanagan	Gianna Guffey	Natali Hazay	Kayla Horne
Lynli Jennings	Sara Kamber	Madison Lefevre	Maisy Marsden
Sarah Mendirichaga	Kristen Merrill	Maddie Schoeller	Arzoo Taraporewalla
Allie Ulmer	Natalie Var	Emery Vo; and	

WHEREAS: The following 2022 – 2023 Alpharetta Gymnastics Academy team members received individual awards:

Lyla Allen: <i>Bars and AA State Champion</i>	Madi Booker: <i>Vault and AA State Champion</i>
Cameron Bogdanchik: <i>Vault and Floor State Champion</i>	Jojo Case: <i>Vault State Champion</i>
Quinn Casey: <i>Vault State Champion</i>	Aryn Devereaux: <i>Vault State Champion</i>
Shayla Flanagan: <i>Beam State Champion</i>	Kelsey Gorman: <i>Floor State Champion</i>
Kristen Merrill: <i>Bars, Beam, and AA State Champion</i>	Vida Ledford: <i>Vault State Champion</i>
Lucy Turner: <i>Bars, Beam, and AA State Champion</i>	Emery Vo: <i>Beam State Champion</i>
Natalie Var: <i>Bars and Floor State Champion</i>	Audrey Hannaford: <i>Floor State Champion</i>
Sarah Mendirichaga: <i>Vault, Beam, Floor and AA State Champion; and</i>	

NOW, THEREFORE: We, the Mayor and City Council of the City of Alpharetta, do recognize the 2022 – 2023 Alpharetta Gymnastics Academy for their outstanding achievements this season, and give thanks to Director Ashley Parks and to the parents and guardians who encourage, lead, and support our young gymnasts in Alpharetta.

SO PROCLAIMED: This 22nd day of May 2023, by the Mayor and City Council of the City of Alpharetta, Georgia.

Jim Gilvin
Mayor of the City of Alpharetta

Lauren Shapiro
City Clerk for the City of Alpharetta



A PROCLAMATION
BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA
"2022 – 2023 Alpharetta High School Women's Lacrosse Team"

WHEREAS: The Alpharetta High School 2022 – 2023 Women's Lacrosse Team received many awards this season; this year's team not only had the longest win streak in the history of the program, but also had the most wins in any season at Alpharetta High School; and

WHEREAS: The Women's Lacrosse Raiders were undefeated at all home games, had their second appearance during the "Elite Eight" competition, and also earned their first title as "Region Champions"; and

WHEREAS: Additionally, the Women's Lacrosse Raiders hosted their first ever state playoff game, and for the first time, won two playoff rounds on their home turf; and

WHEREAS: The following students and coaches are a part of the 2022 – 2023 Women's Lacrosse Raiders:

PLAYERS:

Mack Alizota	Sloane Batley	Ansley Blum	Roshni Chimmelli
Violet Demko	Courtney Eccleston	Ella Echavarria	Emily Firestone
Gabi Gavranovic	Laine Gregory	Katherine Hinton	Ella Knolle
Janina Krishjanthan	Sahana Krishjanthan	Lula Masters	Phoebe Masters
Claire McDonald	Madalyn McLaughlin	Perri Mixon	Julieta Montiel
Ashley Moran	Malu Nobre	Piper Pattelis	Kellyn Powell
Whitney Ricks	Izzy Sabatini	Scarlett Shannon	Mikayla Shedrawy
Annalise Sheley	Ava Uphues	Sydney White	

COACHES:

Brandon Allen	Karen Allen	Grayson Beck	Maddie Dewey
PJ Graybeck	Julia Thompson; and		

WHEREAS: A few players received incredible accolades this season; Claire McDonald scored her 100th goal of her lacrosse career, Sahana Krishjanthan completed 100 saves, and Ava Uphues set a new goal record at Alpharetta High School of 252 goals during her lacrosse career; and

NOW, THEREFORE: We, the Mayor and City Council of the City of Alpharetta, do recognize the 2022 – 2023 Women's Lacrosse Raiders, coaches, and parents for their dedication and determination this season as they lead their team to victory when they won the region championship for the first time ever in Alpharetta High School Women's Lacrosse history.

SO PROCLAIMED: This 22nd day of May 2023, by the Mayor and City Council of the City of Alpharetta, Georgia.

Jim Gilvin
Mayor of the City of Alpharetta

Lauren Shapiro
City Clerk for the City of Alpharetta



**A PROCLAMATION
BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA**

"2022 – 2023 Alpharetta High School Men's Lacrosse Team"

WHEREAS: The Alpharetta High School 2022 – 2023 Men's Lacrosse Team received several accolades this season; this year's team not only had a 14-3 overall season record, but also had the most wins in a season since 2008; and

WHEREAS: The Men's Lacrosse Raiders beat Cambridge High School for the first time in school history, won the Region Championship for the first time since 2012, competed during the Sweet Sixteen, and won playoffs for the first time since 2016; and

WHEREAS: The cumulative grade point average of the Men's Lacrosse Raiders was 90%; these young men are not only incredible athletes and leaders in our community, but are also scholars in the classroom; and

WHEREAS: The following students and coaches are a part of the 2022 – 2023 Men's Lacrosse Raiders:

PLAYERS:

Jake Biller	Henry Bunarek	Ryan Butch	Brady Corkill
Connor Corkill	Michael Corkill	Liam Demko	Jack Eisele
Ty Fowler	Jake Gil	Jack Glencross	Will Hendrix
Charlie Howard	Patrick Jones	Tucker Kelleher	Hayden Ko
Charlie Morrison	Holden Morrison	Lucas Nobles	Hayden Packard
Sumner Price	Lucas Proffitt	Koen Rose	Doc Rush
Avery Woods	Cameron Woods	Chapel Young	

COACHES:

Chris Innis	Alex Gavilla	CJ Mucker
Head Faculty Coach	Head Community Coach	Defensive Coordinator; and

WHEREAS: There were two all-state selections from this year's team; Captain and Junior Defenseman, Brady Corkill, was selected first for Team All-State and Captain and Junior Attackman, Koen Rose was selected third for Team All-State.

NOW, THEREFORE: We, the Mayor and City Council of the City of Alpharetta, do recognize the 2022 – 2023 Alpharetta High School Men's Lacrosse Team for their dedication and determination this season, recognize their outstanding athletic and academic achievements, and give thanks to the coaches and parents for guiding them through this season.

SO PROCLAIMED: This 22nd day of May 2023, by the Mayor and City Council of the City of Alpharetta, Georgia.

Jim Gilvin
Mayor of the City of Alpharetta

Lauren Shapiro
City Clerk for the City of Alpharetta



A PROCLAMATION
BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA
"Public Works Week: May 21-27, 2023"

- WHEREAS:** Public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life, and well-being of the people of the City of Alpharetta; and
- WHEREAS:** These infrastructures, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment, solid waste systems, public buildings, and other structures and facilities essential for citizens; and
- WHEREAS:** It is in the public interest for the citizens, civic leaders, and children in the City of Alpharetta to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and
- WHEREAS:** The year 2023, with the theme 'Connecting the World Through Public Works', marks the 63rd annual National Public Works Week sponsored by the American Public Works Association.
- NOW, THEREFORE:** We, the Mayor and City Council, of the City of Alpharetta do hereby proclaim May 21-27, 2023, as **"Public Works Week"** in the City of Alpharetta and urge all citizens to join with representatives of the American Public Works Association to pay tribute to our local public works team and to recognize the substantial contributions they make to protect our health, safety, and quality of life.
- SO PROCLAIMED:** This twenty-second day of May two-thousand and twenty-three, by the Mayor of the City of Alpharetta, Georgia.

Jim Gilvin
Mayor of the City of Alpharetta

Lauren Shapiro
City Clerk for the City of Alpharetta



STAFF REPORT

Department: City Clerk
Submitted By: Lauren Shapiro
Meeting Date: May 22, 2023

AGENDA ITEM:

City Council Work Session Minutes (5/15/2023)

Consideration of approval of the City Council Work Session minutes from the Work Session of May 15, 2023.

STAFF RECOMMENDATION:

Approve the City Council Work Session minutes from the meeting of May 15, 2023, as part of the consent agenda.

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

City Clerk, Lauren Shapiro, prepared a synopsis of the pertinent information that occurred during the City Council Work Session on May 15, 2023.

ALTERNATIVES:

Do not approve the City Council Work Session minutes from the meeting of May 15, 2023.

ATTACHMENTS:

1. CC WS Minutes 5.15.2023



City Council Work Session

MAY 15, 2023

UNOFFICIAL MINUTES

Office of the City Clerk

ALPHARETTA CITY HALL

COUNCIL CHAMBERS | 2 PARK PLAZA | 5:30 PM

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I. CALL TO ORDER

- Mayor Gilvin called the Work Session to order at 5:30 p.m.

II. ROLL CALL

• Council Members

- Mayor Jim Gilvin
- Mayor Pro Tem Dan Merkel
- Donald F. Mitchell
- Brian Will
- Douglas J. DeRito
- John Hipes
- Jason Binder

• Staff

- Chris Lagerbloom, City Administrator
- Molly Esswein, City Attorney with Jarrard & Davis
- James Drinkard, Assistant City Administrator
- Lauren Shapiro, City Clerk

III. PLEDGE TO THE FLAG

IV. WORK SESSION ITEMS

A. Ethics Ordinance

Presentation and discussion of proposed text amendments to Article V of The Code of the City of Alpharetta, the City's Code of Ethics and Conduct.

- City Administrator, Chris Lagerbloom introduced this item.
- City Attorney, Molly Esswein, came forward to present this item.

- During the November 28, 2022 City Council Work Session, the City Attorney's office presented proposed text amendments to Chapter 2, Article V, Code of Ethics and Conduct, of the Alpharetta City Code. The proposed amendments were suggested after adjudication of the City's first ethics complaint. Since that Work Session, the City Attorney's Office removed the subpoena power of the Ethics Panel, added a provision for tolling of any complaints submitted prior to or during an election season, added provisions regarding frivolous complaints and attorney's fees.
- The main purpose of this Work Session discussion is to determine the Mayor and City Council's preferences as to the composition of the Ethics Board.
- Attached hereto as Exhibit "A" is the powerpoint presentation that was presented to Mayor and City Council.

CITY COUNCIL DISCUSSION:

- Council Member Binder shared that he would like for certain types of ethics complaints to not be subject to a tolling period, if brought forward during an election season, such as felony crimes, harassment or mistreatment of staff, or anything involving money. Additionally, he asked if the City Attorney could clarify the provision related to attorneys selected to serve on the board and their involvement in the City of Alpharetta; he would like for the provision to be more clear by stating that the attorney does not have an office or complete any business in the City of Alpharetta.
- Mayor Pro Tem Merkel shared that he would like for a provision to be added that would allow the accused official to have an opportunity to either allow the complaint to move forward, regardless of election season, or decide for it to be withheld until after election season. Additionally, he prefers the City Attorney's drafted option in terms of composition of the board (6-12 attorneys and a panel of 3 attorneys who will review and hear ethics complaints).
- Council Member Hipes shared that he would like assurances that there are significant repercussions provided in the Code and against a person who submits a frivolous and/or illegitimate ethics complaint (example: attorney's fees). Additionally, he prefers the City Attorney's drafted option in terms of composition of the board (6-12 attorneys and a panel of 3 attorneys who will review and hear ethics complaints); he also mentioned that there are vast differences from a jury trial and a bench trial, and he would not like to see someone charged with an ethics violation because of a bad jury.
- Council Member Will shared that he would like to go with the draft of the Code the City Attorney has prepared.
- Council Member DeRito shared that he believes that there should be community participation of individuals on the ethics panel and would prefer each Council Member to appoint a person to serve and have a sitting judge manage the process. However, he would be supportive of the version that the rest of Council is favoring, but he does have a personal opinion that local individuals should be a part of the process.
- Council Member Mitchell shared that he would feel better if 3 attorneys reviewed ethics complaints and hopes that we do not have ethics complaints in the City of Alpharetta.
- Mayor Gilvin shared that the ethics ordinance does not just apply to City Council, but also to the people who City Council appoints. Further, our Board and Commission appointments do not want to have their reputations destroyed if a complaint was filed

against them. He shared that he favors the City Attorney's draft of the Code, as it would be more likely to create an objective, fair process with attorneys who are experienced with these types of hearings.

V. EXECUTIVE SESSION (IF NEEDED)

- There was not an executive session, as time did not permit.

VI. ADJOURNMENT

- With there being no further items to consider or discuss, Mayor Gilvin adjourned the meeting at 6:26 p.m.

Respectfully submitted,



Lauren Shapiro, City Clerk

EXHIBIT A

Ethics Ordinance Revisions

ALPHARETTA CITY COUNCIL

MAY 15, 2023

Existing Ordinance

- 5 member board
- Randomly drawn from a panel of fourteen (14) individuals
 - Mayor and Councilmembers each appoint 2 individuals for the panel

Draft Ordinance

- On an annual basis, City Council will jointly appoint no less than six (6) and no more than twelve (12) individuals from which to draw members of ethics panels.
- Qualifications:
 - Attorney in good standing;
 - At least five (5) years experience, with at least three (3) years experience in general civil litigation;
 - Does not reside in or maintain an office in the City;
 - Is not, and has never been, an employee or City official, and not the spouse, parent, child or sibling of an existing or former City employee or official;
 - Has no business or contractual relationship with the City or City Council members;
 - Has not provided money or in kind campaign contributions to City Council members;
 - Has not been convicted of a felony involving moral turpitude

Alternate Compositions

- 7 citizens for a set term
- Mayor and Councilmembers each appoint one member
- Two alternates to be appointed by majority vote of Mayor and Council for service in the event of a conflict.
- Training required prior hearing a case/complaint

Alternate Compositions

- 5 members for a set term
- Each member appointed by majority vote of Mayor and Council
- 2 alternates appointed in the same manner to serve if conflicts arise
- Training required prior to hearing a case/complaint

Alternate Compositions

- 5 members for a set term
- Each member appointed by majority vote of Mayor and Council
- Composition would be varied:
 - 3 citizen members
 - 2 members from the legal profession with experience in civil litigation
- 1 citizen alternate and 1 lawyer alternate appointed in the same manner to serve if conflicts arise
- Training required prior to hearing a case/complaint



STAFF REPORT

Department: City Clerk
Submitted By: Lauren Shapiro
Meeting Date: May 22, 2023

AGENDA ITEM:

City Council Meeting Minutes (Meeting of 5/15/2023)

Consideration of approval of the City Council meeting minutes from the meeting of May 15, 2023.

STAFF RECOMMENDATION:

Approve the City Council Meeting minutes from the meeting of May 15, 2023.

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

City Clerk, Lauren Shapiro, prepared a synopsis of the pertinent information that occurred during the City Council meeting on May 15, 2023.

ALTERNATIVES:

Do not approve the meeting minutes as part of the consent agenda.

ATTACHMENTS:

1. CC Minutes 5.15.2023



City Council Meeting & Public Hearing

MAY 15, 2023

UNOFFICIAL MINUTES

Office of the City Clerk

ALPHARETTA CITY HALL

COMMUNITY ROOM | 2 PARK PLAZA | 6:30 PM

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I. CALL TO ORDER

- Mayor Gilvin called the meeting to order at 6:35 p.m.

II. ROLL CALL

• Council Members

- Mayor Jim Gilvin
- Mayor Pro Tem Dan Merkel
- Donald F. Mitchell
- Brian Will
- Douglas J. DeRito
- John Hipes
- Jason Binder

• Staff

- Chris Lagerbloom, City Administrator
- Molly Esswein, City Attorney with Jarrard & Davis
- James Drinkard, Assistant City Administrator
- Lauren Shapiro, City Clerk
- Adam Montgomery, Interim Director of Information Technology
- Cris Randall, Director of Human Resources
- John Robison, Director of Public Safety
- Kathi Cook, Director of Community and Economic Development
- Kelsie Speight, City Solicitor
- Morgan Rodgers, Director of Parks, Recreation, and Cultural Services
- Pete Sewczwicz, Director of Public Works

- Thomas Harris, Director of Finance
- Shawn Mitchell, Budget & Procurement Manager

III. PLEDGE TO THE FLAG

IV. CONSENT AGENDA

A. City Council Meeting Minutes (Meeting of 5/1/2023)

Consideration of approval of the City Council meeting minutes from the meeting of May 1, 2023.

B. Alcoholic Beverage License Applications

Consideration of approval of the following alcoholic beverage license applications:

1. PH-23-AB-09 SRB Management GA, Inc., d/b/a Slurpin' Ramen Bar, 11770 Haynes Bridge Road #101, Alpharetta, GA 30009

Restaurant

Consumption on Premises

Distilled Spirits, Beer, Wine & Sunday Sales

Owner: SRB Management GA, Inc.

Registered Agent: Han Joo Sohn

2. PH-23-AB-07 Roaring Social - Alpharetta, LLC, d/b/a Roaring Social, 35 Milton Avenue, Alpharetta, GA 30009

Change in Ownership

Establishment within a Hotel

Consumption on Premises

Distilled Spirits, Beer & Wine

Owner: Roaring Social - Alpharetta, LLC

Registered Agent: Michael Sard

C. Financial Management Report (Month Ending March 31, 2023)

Consideration of approval of the Financial Management Report for the month ending March 31, 2023.

PUBLIC COMMENTS

- There were no public comments.
- ❖ Mayor Pro Tem Merkel offered a motion to approve the Consent Agenda.
 - Council Member Hipes seconded the motion.
 - The motion was approved unanimously (7-0).

V. NEW BUSINESS

A. Substitute City Solicitor Employment Agreement: Joseph Cusack

Consideration of approval of an Employment Agreement by and between the City of Alpharetta, Georgia and Joseph Cusack, as Substitute City Solicitor

- City Attorney, Molly Esswein, came forward to present this item and shared that in the event of the City Solicitor's absence, a substitute city solicitor could fill in. This employment agreement would allow for that, and the substitute city solicitor would be paid on a per session basis.
- City Solicitor, Kelsie Speight, came forward to introduce Joseph Cusack.
- Mr. Cusack shared that he attended Mercer Law School and University of Georgia for his undergraduate degree. Additionally, he served as an Assistant District Attorney in Douglas County.

PUBLIC COMMENTS

- There were no public comments.
 - ❖ Council Member Will offered a motion to approve an Employment Agreement by and between the City of Alpharetta, Georgia and Joseph Cusack, as Substitute City Solicitor.
 - Council Member Mitchell seconded the motion.
 - The motion was approved (7-0).

B. Substitute City Solicitor Employment Agreement: Margaret Benson

Consideration of approval of an Employment Agreement by and between the City of Alpharetta, Georgia and Margaret Benson, as Substitute City Solicitor.

- City Attorney, Molly Esswein, came forward to present this item.
- City Solicitor, Kelsie Speight, came forward to introduce Margaret Benson.
- Mrs. Benson shared that she is a resident in the City of Alpharetta and serves as the Substitute City Solicitor in the city of Johns Creek. She attended Emory Law School and was a felony prosecutor for 18 years.

PUBLIC COMMENTS

- There were no public comments.
 - ❖ Council Member Will offered a motion to approve an Employment Agreement by and between the City of Alpharetta, Georgia and Margaret Benson, as Substitute City Solicitor.
 - Mayor Pro Tem Merkel seconded the motion.
 - The motion was approved unanimously (7-0).

C. Swearing-in of Substitute City Solicitors

If the foregoing employment agreements are approved, Mayor Gilvin will swear in Joseph Cusack and Margaret Benson to serve as Substitute City Solicitors.

- Mayor Gilvin swore-in Joseph Cusack and Margaret Benson to serve as Substitute City Solicitors for the Alpharetta Municipal Court.

D. Contract Award: ITB # 23-006 Mid Broadwell Park Site Improvements

Consideration of approval of the award of ITB 23-006 for Mid Broadwell Park Site Improvements to Tri Scapes, Inc. in an amount not to exceed \$392,020.83 and authorize the Mayor to execute all necessary documents

- Director of Public Works, Pete Sewczwicz, came forward to present this item.
- Staff is recommending that Mayor and Council award ITB #23-006 for Mid Broadwell Park Site Improvements to Tri Scapes, Inc. in an amount not to exceed \$392,020.83 and authorize the Mayor to execute all necessary documents.
- The award of ITB #23-006 is for the construction of the Mid Broadwell Park Site Improvements. The project will include:
 - Connecting the existing restroom structure to Fulton County's sanitary sewer system;
 - Constructing a gravel drive and parking lot providing eight parking spaces and one van-accessible handicap parking space;
 - Grading and installing an underdrain system for an approximately 4,500 square foot playground area (installation of equipment and mulch to occur under a separate contract); and
 - Installation of a 5' concrete sidewalk around the playground, connecting to the restroom and parking.
- The apparent low bidder, Tri Scapes, Inc. (Tri Scapes) is an experienced contractor that has worked on several projects with similar elements in Georgia for multiple government agencies, including Gwinnet County Parks & Recreation, City of Flowery Branch, and City of Sugar Hill. Additionally, Tri Scapes currently holds the "Landscape Maintenance and On-call Construction Services for Parks Level 2 Services" contract with the City of Alpharetta and was awarded the City Center Tree Well Repair contract in March 2023.
- In reviewing Tri Scapes' bid, it was noted that the cost for Line Item 012 "Lexan Call Box with Post" was higher than anticipated. Tri Scapes submitted a unit price of \$18,825.00 for said line item. The same item was included in the scope of the Alpha Loop project (RFP 22-123) where the awarded contractor's unit price was \$6,737.50. Recreation, Parks, and Cultural Services (RPCS) does not consider this line item to be a critical component of the project and believes its removal from the project scope to be awarded would be in the best interest of the City.
- Once a contract with Tri Scapes, Inc. has been finalized and executed, construction may begin immediately. The anticipated completion date is no more than 120 calendar days from notice to proceed.

- Regarding the playground, RPCS currently plans to utilize the \$98,464.75 remaining in the Mid Broadwell Park Bond account following award of the site work for a separate procurement for the purchase and installation of the playground equipment. This will be brought before City Council for approval at a later date.

PUBLIC COMMENTS

- There were no public comments.
 - ❖ Council Member Hipes offered a motion to approve the award of ITB #23-006 for Mid Broadwell Park Site Improvements to Tri Scapes, Inc. in an amount not to exceed \$392,020.83 and authorize the Mayor to execute all necessary documents.
 - Council Member Will seconded the motion.
 - The motion was approved unanimously (7-0).

VI. WORKSHOP ITEMS (IF NECESSARY)

A. Fiscal Year 2024 Budget: Operating Initiatives

Presentation and discussion of the proposed capital initiatives for the Fiscal Year 2024 Budget.

- City Administrator, Chris Lagerbloom, came forward to introduce both of the budget items and open the floor for City Council discussion if needed.

B. Fiscal Year 2024 Budget: Capital Initiatives

Presentation and discussion of the proposed capital initiatives for the Fiscal Year 2024 Budget.

CITY COUNCIL DISCUSSION

- Council Member Hipes shared that he would like to see budget dollars allotted to projects involving some of the vacant office space, specifically, at Brookside.
- Mayor Pro Tem Merkel shared that he supports this budget addition for Brookside.
- Council Member Will asked whether or not there is funding available to build the infrastructure shown in the Brookside plan.
- Council Member Mitchell shared that he would like to see what is most impactful in terms of Economic and Community Development in terms of projects.

VII. PUBLIC COMMENT

- There were no public comments.

VIII. REPORTS

- Council Member Hipes shared that the Alpharetta Arts Streetfest will take place in The Grove at Wills Park on May 27 and 28, 2023. There will be over 100 artists and food vendors present. Additionally, this month the Eclectic Lawn Concert Series will take

place at the Alpharetta Arts Center; this series will take place on the second Friday of the month and will begin at 7:00 p.m.

- Council Member Mitchell shared that longtime Alpharetta resident, Georgia Hembree passed away a few days ago, and former Board Member, Mike Fowler, recently passed away and there will be a memorial service this Thursday.
- Mayor Gilvin shared that the Taste of Alpharetta occurred last week and it was an incredible event; this might have been the best one the City has ever hosted.
- Director Rodgers shared a big thank you to GDOT for allowing the City to close Highway 9.

IX. EXECUTIVE SESSION (IF NECESSARY)

- ❖ Council Member Hipes offered a motion to recess to executive session.
 - Council Member Will seconded the motion.
 - The motion was approved unanimously (7-0).
- Mayor Gilvin recessed the meeting at 7:28 p.m.
- ❖ Mayor Pro Tem Merkel offered a motion to reconvene the meeting.
 - Council Member DeRito seconded the motion.
 - The motion was approved unanimously (7-0).

X. ADJOURNMENT

- ❖ Council Member Will offered a motion to adjourn the meeting.
 - Council Member Hipes seconded the motion.
 - The motion was approved unanimously (7-0).
- With there being no further items to consider or discuss, Mayor Gilvin adjourned the meeting at 8:09 p.m.

Respectfully submitted,



Lauren Shapiro, City Clerk



STAFF REPORT

Department: Administration
Submitted By: Lauren Shapiro
Meeting Date: May 22, 2023

AGENDA ITEM:

Alcoholic Beverage License Applications

Consideration of approval of the following alcoholic beverage license application:

1. PH-23-AB-10 Flik International Corp., d/b/a Equifax J.V. White by FLIK

1505 Windward Concourse Alpharetta, GA 30005

Restaurant

Consumption on Premises

Distilled Spirits, Beer, Wine & Sunday Sales

Owner: Equifax J.V. White by FLIK

Registered Agent: Michael Sard

STAFF RECOMMENDATION:

Approve, as part of the Consent Agenda, the following alcoholic beverage license application:

1. PH-23-AB-10 Equifax J.V. White by FLIK, 1505 Windward Concourse, Alpharetta, GA 30005

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

The above referenced Alcoholic Beverage License Application was heard and considered during a virtual Alcohol License Public Hearing on Monday, May 15, 2023. There were no public comments during the hearing. At the conclusion of the hearing, City Clerk, Lauren Shapiro, recommended approval and forwarded the above referenced application to City Council for final approval.

ALTERNATIVES:

Do not approve the above mentioned alcoholic beverage license application.

ATTACHMENTS:

1. Alcohol License Public Hearing Minutes 5-15-2023



ALCOHOL LICENSE PUBLIC HEARING MAY 15, 2023

ALPHARETTA CITY CLERK'S OFFICE
VIRTUAL MEETING VIA ZOOM

CITY CLERK: LSHAPIRO@ALPHARETTA.GA.US
ASSISTANT CITY CLERK: KVANHORN@ALPHARETTA.GA.US

2:00 PM

I. VIRTUAL MEETING ZOOM LINK

The City of Alpharetta's Alcohol License Public Hearings are a virtual meeting via Zoom. The meeting begins at 2:00 p.m. on the day of the scheduled hearing. To join the meeting, please click on this link: <https://zoom.us>

Zoom Meeting ID: 841 1179 6569

II. CALL TO ORDER

- City Clerk Lauren Shapiro called the meeting to order at 2:00 p.m.

III. ROLL CALL

- Lauren Shapiro, City Clerk
- Kiersten VanHorn, Assistant City Clerk
- Frank Jackson, Code Enforcement Officer
- Mindy Thompson, Sard & Leff, LLC
- Marcel Van Rooijen, Vice President, Operations at Flik Hospitality

IV. PUBLIC HEARING

A. PH-23-AB-10 Flik International Corp.
d/b/a Equifax J.V. White by FLIK
1505 Windward Concourse
Alpharetta, GA 30005

Restaurant
Consumption on Premises
Distilled Spirits, Beer, Wine & Sunday Sales

Owner: Equifax J.V. White by FLIK
Registered Agent: Michael Sard

- Ms. Mindy Thompson of Sard & Leff, LLC located at 3789 Roswell Road, Atlanta, GA 30342 is representing the applicant and was on the call. Mr. Marcel Van Rooijen, Vice President of Flik Hospitality and residing at 400 Tavern Circle, Sandy Springs, GA 30350, was also on the call.
- Ms. Thompson stated Flik International is a related business of the Compass Group, which is an International corporate dining service. There are several other companies under the

Compass Group providing similar service to other corporate locations throughout Georgia, including the Mercedes-Benz campus, Norfolk-Southern and the Equifax headquarters in Atlanta, all of which hold alcohol beverage licenses. Flik will be providing corporate dining service for the Equifax location in Alpharetta for their corporate meetings and after-hours meetings/events.

- Ms. Thompson stated Flik will be operating an on-site cafeteria, but will not be offering alcoholic beverages for purchase. The alcohol will strictly be available for meetings or after-hours socials for employees.
- Ms. Thompson explained Flik will not offer off-site catering, this is for the Equifax campus in Alpharetta only.
- Mr. Van Rooijen stated there are 9 associates who will be working and are TIPS or ServSafe trained. If more servers are needed for any large events, they would hire TIPS or ServSafe Trained servers. Ms. Shapiro reminded Mr. Van Rooijen that anyone serving alcohol would require a pouring permit from the City of Alpharetta.
- Officer Jackson confirmed that City staff has reviewed the application and that it meets all the City's requirements for an alcohol license. Ms. Shapiro recommended the application be approved and advised the applicant that a representative will need to appear in person at the Alpharetta City Council meeting on Monday, May 22, 2023, at 6:30 pm in case Mayor or Council have any questions.

V. PUBLIC COMMENT

- There were no public comments

VI. ADJOURNMENT

- City Clerk Lauren Shapiro adjourned the hearing at 2:11 p.m.

Respectfully submitted,

Kiersten VanHorn

Kiersten VanHorn, Assistant City Clerk



STAFF REPORT

Department: Legal
Submitted By: Lauren Shapiro
Meeting Date: May 22, 2023

AGENDA ITEM:

Consent Order and Final Judgment: McGinnis Ferry Road Widening Project - Parcel #43

Council ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV364011 in the amount of \$42,100.00 in connection with Parcel #43 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owner: Maria C. Morales & Windward HOA).

STAFF RECOMMENDATION:

Approve the ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV364011 in the amount of \$42,100.00 in connection with Parcel #43 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owner: Maria C. Morales & Windward HOA).

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

The Consent Order and Final Judgment for this parcel (which is part of the McGinnis Ferry Road Widening Project) has been entered by the Court and is attached to this item. A vote ratifying these settlements will need to be taken in order to conclude this condemnation action. Once payment has been made and the funds have been distributed, this matter will be concluded and the file will be closed.

ALTERNATIVES:

ATTACHMENTS:

1. Consent Order and Final Judgment - Parcel 43

**IN THE SUPERIOR COURT OF FULTON COUNTY
STATE OF GEORGIA**

CITY OF ALPHARETTA, GEORGIA,

Condemnor,

v.

MARIA C. MORALES; ASSOCIATED
CREDIT UNION; WINDWARD
COMMUNITY SERVICES ASSOCIATION,
INC.; FIRST RECOVERY GROUP, LLC,
LLC K/N/A EQUIAN, LLC; HON.
ARTHUR E. FERDINAND, Tax
Commissioner of Fulton County, Georgia;
HON. KENYA M. JOHNSON, Probate Court
Judge, Fulton County, Georgia; CITY OF
ALPHARETTA, GEORGIA; and any and all
others claiming any interest or right in the
hereinafter described real property interests
and rights,

Condemnees.

CIVIL ACTION FILE NO.:
2022CV364011

IN REM

JUDGE SCOTT MCAFEE

CONSENT ORDER AND FINAL JUDGMENT

The above-styled case is before the Court pursuant to the consent of Condemnees Maria C. Morales; Arthur E. Ferdinand, Tax Commissioner of Fulton County, Georgia; Kenya M. Johnson, Probate Court Judge, Fulton County, Georgia; Windward Community Services Association, Inc. (“Condemnees”); and, Condemnor City of Alpharetta, Georgia (“Condemnor”).

WHEREAS, Pursuant to O.C.G.A. § 32-3-1 et seq., Condemnor acquired certain property and property rights as are more particularly described in the Petition and Declaration of Taking, filed with the Clerk of Fulton County Superior Court on April 29, 2022; and,

WHEREAS, Condemnor previously deposited the sum of Twenty-Five Thousand One Hundred and 00/100 Dollars (\$25,100.00) into the Registry of the Clerk of Superior Court of Fulton County as the Condemnor’s estimate of just and adequate compensation for the property

rights acquired on the date of filing; and,

WHEREAS, all parties having an interest in the property condemned have been served according to law; and,

WHEREAS, Condemnee Maria C. Morales timely filed a Notice of Appeal contesting the amount of just and adequate compensation or a claim for any interest in the condemnation proceedings; and,

WHEREAS, Condemnee Windward Community Services Association, Inc. timely filed a Notice of Appeal contesting the amount of just and adequate compensation or a claim for any interest in the condemnation proceedings; and,

WHEREAS, Condemnees Honorable Arthur E. Ferdinand, Tax Commissioner of Fulton County, Georgia and Honorable Kenya M. Johnson, Probate Court Judge, Fulton County, Georgia timely filed an Answer; and,

WHEREAS, no other party has made a claim for or appealed the estimate of just and adequate compensation or has otherwise challenged Condemnor's right to acquire the property rights acquired in the instant action; and,

WHEREAS, the undersigned parties desire to reach a full and final settlement of the instant action, including a final determination of all issues raised or which could have been raised in the case; and,

WHEREAS, Condemnor and Condemnees have stipulated and agreed that the total sum of Forty-Two Thousand One Hundred and 00/100 Dollars (\$42,100.00) (hereinafter "Total Just and Adequate Compensation") constitutes total just and adequate compensation for all of the property, rights, and interests acquired or damaged by the acquisition of the property set forth in the Declaration of Taking; and,

WHEREAS, of the Total Just and Adequate Compensation, Condemnee Maria C. Morales claims entitlement to the sum of Thirty-Five Thousand and 00/100 Dollars (\$35,000.00) as just and adequate compensation for their property, rights, and interests acquired from or damaged by the acquisition of the property from them; and,

WHEREAS, of the Total Just and Adequate Compensation, Condemnee Windward Community Services Association, Inc. claims entitlement to the sum of Seven Thousand One Hundred and 00/100 Dollars (\$7,100.00) as just and adequate compensation for their property, rights, and interests acquired from or damaged by the acquisition of the property from them; and,

WHEREAS, Condemnor asserts no interest in determination as to which party is entitled to any portion of the award of total just and adequate compensation established hereby (see, O.C.G.A. §22-2-139); and,

WHEREAS, Condemnees wish to accept the total amount of Forty-Two Thousand One Hundred and 00/100 Dollars (\$42,100.00) in full settlement of the property rights condemned in this matter and forever waive any and all further compensation, claims, and damages that may have been brought by Condemnees in this proceeding; and,

NOW, THEREFORE, it is hereby Ordered and Adjudged as follows:

1.

That just and adequate compensation due to Condemnees, for the acquisition of the property rights including the land acquired by virtue of this action, is Forty-Two Thousand One Hundred and 00/100 Dollars (\$42,100.00) and Judgment is hereby entered on that amount.

2.

That Condemnor shall pay into the registry of the Court, and the Clerk of the Superior Court shall accept from Condemnor and deposit into the registry of the Court, the sum of Seventeen Thousand and 00/100 Dollars (\$17,000.00).

3.

Following deposit of the funds as set forth above, The Clerk of the Superior Court shall disburse funds held in the registry of the Court, including any applicable interest, as set forth below:

- (a) a check in the amount of THIRTY-FIVE THOUSAND AND 00/100 DOLLARS (\$35,000.00) to Condemnee Maria C. Morales, made payable to The GA Eminent Domain Law Firm and mailed to: 555 S. Mangum St., Suite 800 Durham, NC 27701.; and
- (b) a check in the amount of SEVEN THOUSAND ONE HUNDRED and 00/100 Dollars (\$7,100.00) to Condemnee Windward Community Services Association, Inc. made payable to Parker Poe Adams & Bernstein LLP Trust Account, Counsel for Condemnee and mailed to: Parker Poe Adams & Bernstein LLP, c/o Elizabeth R. Story, 1075 Peachtree Street, N.E., Suite 1500, Atlanta, Georgia 30309.

4.

That upon payment and distribution of the funds as set forth above, the matter shall be concluded, and the file shall be closed.

[SIGNATURE ON THE FOLLOWING PAGE]

SO ORDERED, this 10th day of May, 2023.



THE HONORABLE JUDGE SCOTT MCAFEE
SUPERIOR COURT OF FULTON COUNTY
ATLANTA JUDICIAL CIRCUIT

Prepared and consented to by:

Consented to by:

JARRARD & DAVIS, LLP

**GEORGIA EMINENT DOMAIN LAW
FIRM**

/s/ Priya M. Patel

Patrick D. Jaugstetter
Georgia Bar No. 389680
Priya M. Patel
Georgia Bar No. 869743

222 Webb Street
Cumming, GA 30040
(678) 455-7150 – telephone
(678) 455-7149 – facsimile
patrickj@jarrard-davis.com
ppatel@jarrard-davis.com

*Attorneys for Condemnor
The City of Alpharetta, Georgia*

/s/ David Needham

David Needham
Georgia Bar No. 33479
(by Priya M. Patel, with express permission)

8205 Dunwoody Place, Building 19
Atlanta, Georgia 30305
(919) 606-4747 (telephone)
dneedham@nceminentdomain.com

Attorney for Condemnee Maria C. Morales

[CONTINUED ON THE FOLLOWING PAGE]

Consented to by:

**PARKER POE ADAMS & BERNSTEIN
LLP**

/s/ Elizabeth R. Story

Elizabeth R. Story

Georgia Bar No. 275637

Ashlynn E. Hutton

Georgia Bar No. 202527

Jasmyn L. Jackson

Georgia Bar. No. 672784

(by Priya M. Patel with express permission)

1075 Peachtree Street NE, Suite 1500

Atlanta, Georgia 30309

(678) 690-5750 – telephone

(404) 869-6972 – facsimile

elizabethstory@parkerpoe.com

ashlynnhutton@parkerpoe.com

jasmynjackson@parkerpoe.com

*Attorneys for Condemnee Windward
Community Services Association, Inc.*

Consented to by:

**OFFICE OF THE FULTON COUNTY
ATTORNEY**

/s/ Victoria Kealy

Eugene P. Smith, Jr.

Georgia Bar No. 657050

Victoria Kealy

Georgia Bar No. 314371

(by Priya M. Patel, with express permission)

141 Pryor Street, S.W., Suite 4038

Atlanta, Georgia 30303

(404) 612-0250 (Office)

(404) 730-6324 (Facsimile)

Eugene.Smith@fultoncountyga.gov

Victoria.Kealy@fultoncountyga.gov

*Attorneys for Condemnees Fulton County
Probate Judge and Fulton County Tax
Commissioner*

DISTRIBUTION LIST:

Associated Credit Union
6251 Crooked Creek Road
Norcross, Georgia 30092

First Recovery Group, LLC k/n/a Equian,
LLC
c/o The Corporation Company, Registered
Agent
40600 Ann Arbor Road E., Suite 201
Plymouth, Michigan 48170



STAFF REPORT

Department: Legal
Submitted By: Lauren Shapiro
Meeting Date: May 22, 2023

AGENDA ITEM:

Consent Order and Final Judgment: McGinnis Ferry Road Widening Project - Parcel #46

Council ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV364094 in the amount of \$49,500.00 in connection with Parcel #46 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owner: Oswaldo & Silvia D'Acevedo and Windward HOA).

STAFF RECOMMENDATION:

Approve the ratification of the Consent Order and Final Judgment regarding Civil Action File No. 2022CV364094 in the amount of \$49,500.00 in connection with Parcel #46 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owner: Oswaldo & Silvia D'Acevedo and Windward HOA).

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

The Consent Order and Final Judgment for this parcel (which is part of the McGinnis Ferry Road Widening Project) has been entered by the Court and is attached to this item. A vote ratifying these settlements will need to be taken in order to conclude this condemnation action. Once payment has been made and the funds have been distributed, this matter will be concluded and the file will be closed.

ALTERNATIVES:

ATTACHMENTS:

1. Consent Order and Final Judgment - Parcel 46

**IN THE SUPERIOR COURT OF FULTON COUNTY
STATE OF GEORGIA**

CITY OF ALPHARETTA, GEORGIA,

Condemnor,

v.

0.037 ACRES OF FEE SIMPLE RIGHT OF
WAY; 3,388.76 SQUARE FEET OF
PERMANENT EASEMENT FOR THE
CONSTRUCTION AND MAINTENANCE OF
SLOPES AND UTILITIES REQUIRED;
OSWALDO D'ACEVEDO; SILVIA P.
D'ACEVEDO; JP MORGAN CHASE BANK,
N.A.; NATIONSTAR MORTGAGE, LLC;
WINDWARD COMMUNITY SERVICES
ASSOCIATION, INC.; HON. ARTHUR E.
FERDINAND, Tax Commissioner of Fulton
County, Georgia, and HON. KENYA M.
JOHNSON, Probate Court Judge, Fulton
County, Georgia

Condemnees.

CIVIL ACTION FILE NO.:
2022CV364094

IN REM

JUDGE ERIC K. DUNAWAY

CONSENT ORDER AND FINAL JUDGMENT

The above-styled case is before the Court pursuant to the consent of Condemnees Oswaldo D'Acevedo, Silvia P. D'Acevedo, and Windward Community Services Association, Inc. ("Condemnees"), and Condemnor City of Alpharetta, Georgia ("Condemnor").

WHEREAS, Pursuant to O.C.G.A. § 32-3-1 et seq., Condemnor acquired certain property and property rights as are more particularly described in the Petition and Declaration of Taking, filed with the Clerk of Fulton County Superior Court on May 3, 2022; and,

WHEREAS, Condemnor previously deposited the sum of Thirty Thousand and 00/100 Dollars (\$30,000.00) into the Registry of the Clerk of Superior Court of Fulton County as the Condemnor's estimate of just and adequate compensation for the property rights acquired on the

date of filing; and,

WHEREAS, all parties having an interest in the property condemned have been served according to law; and,

WHEREAS, Condemnees Oswaldo D'Acevedo and Silvia P. D'Acevedo timely filed a Notice of Appeal contesting the amount of just and adequate compensation or a claim for any interest in the condemnation proceedings; and,

WHEREAS, Condemnee Windward Community Services Association, Inc. timely filed a Notice of Appeal contesting the amount of just and adequate compensation or a claim for any interest in the condemnation proceedings; and,

WHEREAS, Condemnees Honorable Arthur E. Ferdinand, Tax Commissioner of Fulton County, Georgia and Honorable Kenya M. Johnson, Probate Court Judge, Fulton County, Georgia timely filed an Answer; however, they subsequently filed a Consent Order for Dismissal and were subsequently dismissed thereafter; and,

WHEREAS, Condemnee JP Morgan Chase Bank, N.A. timely filed an Answer and Affirmative Defenses; however, it did not assert a claim to or appeal the just and adequate compensation; and,

WHEREAS, no other party has made a claim for or appealed the estimate of just and adequate compensation or has otherwise challenged Condemnor's right to acquire the property rights acquired in the instant action; and,

WHEREAS, the undersigned parties desire to reach a full and final settlement of the instant action, including a final determination of all issues raised or which could have been raised in the case; and,

WHEREAS, Condemnor and Condemnees have stipulated and agreed that the total sum of Forty-Nine Thousand Five Hundred and 00/100 Dollars (\$49,500.00) (hereinafter “Total Just and Adequate Compensation”) constitutes total just and adequate compensation for all of the property, rights, and interests acquired or damaged by the acquisition of the property set forth in the Declaration of Taking; and,

WHEREAS, of the Total Just and Adequate Compensation, Condemnees Oswaldo D’Acevedo and Silvia P. D’Acevedo claim entitlement to the sum of Thirty-Seven Thousand Five Hundred and 00/100 Dollars (\$37,500.00) as just and adequate compensation for their property, rights, and interests acquired from or damaged by the acquisition of the property from them; and,

WHEREAS, of the Total Just and Adequate Compensation, Condemnee Windward Community Services Association, Inc. claims entitlement to the sum of Twelve Thousand and 00/100 Dollars (\$12,000.00) as just and adequate compensation for their property, rights, and interests acquired from or damaged by the acquisition of the property from them; and,

WHEREAS, Condemnor asserts no interest in determination as to which party is entitled to any portion of the award of total just and adequate compensation established hereby (see, O.C.G.A. §22-2-139); and,

WHEREAS, Condemnees wish to accept the total amount of Forty-Nine Thousand Five Hundred and 00/100 Dollars (\$49,500.00) in full settlement of the property rights condemned in this matter and forever waive any and all further compensation, claims, and damages that may have been brought by Condemnees in this proceeding; and,

NOW, THEREFORE, it is hereby Ordered and Adjudged as follows:

1.

That just and adequate compensation due to Condemnees, for the acquisition of the property rights including the land acquired by virtue of this action, is Forty-Nine Thousand Five Hundred and 00/100 Dollars (\$49,500.00) and Judgment is hereby entered on that amount.

2.

That Condemnor shall pay into the registry of the Court, and the Clerk of the Superior Court shall accept from Condemnor and deposit into the registry of the Court, the sum of Nineteen Thousand Five Hundred and 00/100 Dollars (\$19,500.00).

3.

Following deposit of the funds as set forth above, The Clerk of the Superior Court shall disburse funds held in the registry of the Court, including any applicable interest, as set forth below:

- (a) a check in the amount of THIRTY-SEVEN THOUSAND FIVE HUNDRED AND 00/100 DOLLARS (\$37,500.00) to Condemnees Oswaldo D'Acevedo and Silvia P. D'Acevedo, made payable to Oswaldo D'Acevedo and mailed to: 5065 Tidewater Way, Alpharetta, GA 30005; and
- (b) a check in the amount of TWELVE THOUSAND AND 00/100 DOLLARS (\$12,000.00) to Condemnee Windward Community Services Association, Inc. made payable to Parker Poe Adams & Bernstein LLP Trust Account, Counsel for Condemnee and mailed to: Parker Poe Adams & Bernstein LLP, c/o Elizabeth R. Story, 1075 Peachtree Street, N.E., Suite 1500, Atlanta, Georgia 30309.

4.

That upon payment and distribution of the funds as set forth above, the matter shall be concluded, and the file shall be closed.

SO ORDERED, this 8th day of May, 2023.

Eric K. Dunaway

THE HONORABLE ERIC K. DUNAWAY
SUPERIOR COURT OF FULTON COUNTY
ATLANTA JUDICIAL CIRCUIT

Prepared and consented to by:

Consented to by:

JARRARD & DAVIS, LLP

**PARKER POE ADAMS & BERNSTEIN
LLP**

/s/ Priya M. Patel

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The City of Alpharetta, Georgia*

/s/ Elizabeth R. Story

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*Attorneys for Condemnee Windward
Community Services Association, Inc.*

[CONTINUED ON THE FOLLOWING PAGE]

Consented to by:

/s/ Oswaldo D'Acevedo

Oswaldo D'Acevedo

(by Priya M. Patel with express permission)

5065 Tidewater Way

Alpharetta, GA 30005

odacevedo@gmail.com

Condemnee

Consented to by:

/s/ Silvia P. D'Acevedo

Silvia P. D'Acevedo

(by Priya M. Patel with express permission)

5065 Tidewater Way

Alpharetta, GA 30005

pattydacevedo@msn.com

Condemnee

DISTRIBUTION LIST:

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Corporation Service Company, Reg. Agent
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McCalla Raymer Leiber Pierce, LLC
Attn: Greg S. Krivo
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Greg.krivo@mccalla.com
Attorneys for JPMorgan Chase Bank, N.A.



STAFF REPORT

Department: Legal
Submitted By: Lauren Shapiro
Meeting Date: May 22, 2023

AGENDA ITEM:

Consent Order and Final Judgment: McGinnis Ferry Road Widening Project - Parcel #51

Council ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV364152 in the amount of \$8,160.00 in connection with Parcel #51 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owners: Srinivas Halembur & Sushma Mahashetti and Kendrix HOA).

STAFF RECOMMENDATION:

Approve the ratification of the Consent Order and Final Judgment regarding Civil Action File No. 2022CV364152 in the amount of \$8,160.00 in connection with Parcel #51 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owners: Srinivas Halembur & Sushma Mahashetti and Kendrix HOA).

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

The Consent Order and Final Judgment for this parcel (which is part of the McGinnis Ferry Road Widening Project) has been entered by the Court and is attached to this item. A vote ratifying these settlements will need to be taken in order to conclude this condemnation action. Once payment has been made and the funds have been distributed, this matter will be concluded and the file will be closed.

ALTERNATIVES:

ATTACHMENTS:

1. Consent Order and Final Judgment - Parcel 51

**IN THE SUPERIOR COURT OF FULTON COUNTY
STATE OF GEORGIA**

CITY OF ALPHARETTA, GEORGIA,

Condemnor,

v.

356.77 SQUARE FEET OF PERMANENT
EASEMENT FOR THE CONSTRUCTION
OF SLOPES AND UTILITIES REQUIRED;
SRINIVAS HALEMBAR; SUSHMA
MAHASHETTI; MORTGAGE
ELECTRONIC REGISTRATION
SYSTEMS, INC., AS NOMINEE FOR
BETTER MORTGAGE CORPORATION,
ISAOA; ATLANTA GAS LIGHT
COMPANY; KENDRIX PARK
HOMEOWNERS ASSOCIATION, INC.;
HON. ARTHUR E. FERDINAND, Tax
Commissioner of Fulton County, Georgia;
and HON. KENYA M. JOHNSON, Probate
Court Judge, Fulton County, Georgia,

Condemnees.

CIVIL ACTION FILE NO.:
2022CV364152

IN REM

JUDGE RACHELLE L. CARNESALE

CONSENT ORDER AND FINAL JUDGMENT

The above-styled case is before the Court pursuant to the consent of Condemnees Srinivas Halembar, Sushma Mahashetti, and Kendrix Park Homeowners Association (“Condemnees”), and Condemnor City of Alpharetta, Georgia (“Condemnor”).

WHEREAS, Pursuant to O.C.G.A. § 32-3-1 et seq., Condemnor acquired certain property and property rights as are more particularly described in the Petition and Declaration of Taking, filed with the Clerk of Fulton County Superior Court on May 3, 2022; and,

WHEREAS, Condemnor previously deposited the sum of Five Thousand Eight Hundred and 00/100 Dollars (\$5,800.00) into the Registry of the Clerk of Superior Court of Fulton County

as the Condemnor's estimate of just and adequate compensation for the property rights acquired on the date of filing; and,

WHEREAS, all parties having an interest in the property condemned have been served according to law; and,

WHEREAS, Condemnees Srinivas Halemba and Sushma Mahashetti timely filed a Notice of Appeal contesting the amount of just and adequate compensation or a claim for any interest in the condemnation proceedings; and,

WHEREAS, Condemnee Atlanta Gas Light Company timely filed a Notice of Appeal; however, it subsequently filed a Consent Order for Dismissal and was subsequently dismissed thereafter; and,

WHEREAS, no other party has made a claim for or appealed the estimate of just and adequate compensation or has otherwise challenged Condemnor's right to acquire the property rights acquired in the instant action; and,

WHEREAS, the undersigned parties desire to reach a full and final settlement of the instant action, including a final determination of all issues raised or which could have been raised in the case; and,

WHEREAS, Condemnor and Condemnees have stipulated and agreed that the total sum of Eight Thousand One Hundred Sixty and 00/100 Dollars (\$8,160.00) (hereinafter "Total Just and Adequate Compensation") constitutes total just and adequate compensation for all of the property, rights, and interests acquired or damaged by the acquisition of the property set forth in the Declaration of Taking; and,

WHEREAS, of the Total Just and Adequate Compensation, Condemnees Srinivas Halemba and Sushma Mahashetti claim entitlement to the sum of Six Thousand Six Hundred

Sixty and 00/100 Dollars (\$6,660.00) as just and adequate compensation for their property, rights, and interests acquired from or damaged by the acquisition of the property from them; and,

WHEREAS, of the Total Just and Adequate Compensation, Condemnee Kendrix Park Homeowners Association, Inc. claims entitlement to the sum of One Thousand Five Hundred and 00/100 Dollars (\$1,500.00) as just and adequate compensation for their property, rights, and interests acquired from or damaged by the acquisition of the property from them; and,

WHEREAS, Condemnor asserts no interest in determination as to which party is entitled to any portion of the aware of total just and adequate compensation established hereby (see, O.C.G.A. §22-2-139); and,

WHEREAS, Condemnees wish to accept the total amount of Eight Thousand One Hundred Sixty and 00/100 Dollars (\$8,160.00) in full settlement of the property rights condemned in this matter and forever waive any and all further compensation, claims, and damages that may have been brought by Condemnees in this proceeding; and,

NOW, THEREFORE, it is hereby Ordered and Adjudged as follows:

1.

That just and adequate compensation due to Condemnees, for the acquisition of the property rights including the land acquired by virtue of this action, is Eight Thousand One Hundred Sixty and 00/100 Dollars (\$8,160.00) and Judgment is hereby entered on that amount.

2.

That Condemnor shall pay into the registry of the Court, and the Clerk of the Superior Court shall accept from Condemnor and deposit into the registry of the Court, the sum of Two Thousand Three Hundred Sixty and 00/100 Dollars (\$2,360.00).

3.

Following deposit of the funds as set forth above, The Clerk of the Superior Court shall disburse funds held in the registry of the Court, including any applicable interest, as set forth below:

- (a) a check in the amount of Six Thousand Six Hundred Sixty and 00/100 Dollars (\$6,660.00) to Condemnees Srinivas Halembar and Sushma Mahashetti, made payable to Srinivas Halembar and mailed to: 13033 Dartmore Ave, Alpharetta, GA 30005; and
- (b) a check in the amount of One Thousand Five Hundred and 00/100 Dollars (\$1,500.00) to Condemnee Kendrix Park Homeowners' Association, made payable to Kendrix Park HOA_ and mailed to: P.O. Box 1730, Commerce, GA 30529.

4.

That upon payment and distribution of the funds as set forth above, the matter shall be concluded.

SO ORDERED, this 19 day of April, 2023.



THE HONORABLE RACHELLE L. CARNESALE
SUPERIOR COURT OF FULTON COUNTY
ATLANTA JUDICIAL CIRCUIT

[SIGNATURES ON THE FOLLOWING PAGE]

Prepared and consented to by:

JARRARD & DAVIS, LLP

/s/ Priya M. Patel

Patrick D. Jaugstetter
Georgia Bar No. 389680
Priya M. Patel
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*Attorneys for Condemnor
The City of Alpharetta, Georgia*

Consented to by:

**KENDRIX PARK HOMEOWNERS'
ASSOCIATION**

/s/ Kalyan Veluri

Kalyan Veluri, President
(by Priya M. Patel with express permission)

2120 Highway 81
Loganville, GA 30052
Telephone: (602)-703-6294
kenxrixparkhoa@gmail.com

Condemnee

Consented to by:

/s/ Srinivas Halembar

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(by Priya M. Patel with express permission)
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Condemnee

Consented to by:

/s/ Sushma Mahashetti

Sushma Mahashetti
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Condemnee

Distribution List:

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*Counsel for Condemnee Mortgage Electronic
Registration Systems, Inc., as Nominee for
Better Mortgage Corporation ISAOA*



STAFF REPORT

Department: Legal
Submitted By: Lauren Shapiro
Meeting Date: May 22, 2023

AGENDA ITEM:

Consent Order and Final Judgment: McGinnis Ferry Road Widening Project - Parcel #54

Council ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV364155 in the amount of \$6,500.00 in connection with Parcel #54 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owner: Nitin Surve and Kendrix HOA).

STAFF RECOMMENDATION:

Approve the ratification of the Consent Order and Final Judgment regarding Civil Action File No. 2022CV364155 in the amount of \$6,500.00 in connection with Parcel #54 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owner: Nitin Surve and Kendrix HOA).

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

The Consent Order and Final Judgment for this parcel (which is part of the McGinnis Ferry Road Widening Project) has been entered by the Court and is attached to this item. A vote ratifying these settlements will need to be taken in order to conclude this condemnation action. Once payment has been made and the funds have been distributed, this matter will be concluded and the file will be closed.

ALTERNATIVES:

ATTACHMENTS:

1. Consent Order and Final Judgment - Parcel 54

**IN THE SUPERIOR COURT OF FULTON COUNTY
STATE OF GEORGIA**

CITY OF ALPHARETTA, GEORGIA,

Condemnor,

v.

279.66 SQUARE FEET OF PERMANENT
EASEMENT FOR THE CONSTRUCTION
AND MAINTENANCE OF SLOPES AND
UTILITIES REQUIRED; NITIN SURVE;
AFFINITY FEDERAL CREDIT UNION;
ATLANTA GAS LIGHT COMPANY;
KENDRIX PARK HOMEOWNERS
ASSOCIATION, INC.; HON. ARTHUR E.
FERDINAND, Tax Commissioner of Fulton
County, Georgia; and HON. KENYA M.
JOHNSON, Probate Court Judge, Fulton
County, Georgia,

Condemnees.

CIVIL ACTION FILE NO.:
2022CV364155

IN REM

JUDGE PAIGE REESE WHITAKER

CONSENT ORDER AND FINAL JUDGMENT

The above-styled case is before the Court pursuant to the consent of Condemnees Nitin Surve, Kendrix Park Homeowners Association, Inc., Honorable Arthur E. Ferdinand, Tax Commissioner of Fulton County, Georgia, and Honorable Kenya M. Johnson, Probate Court Judge, Fulton County, Georgia (“Condemnees”); and, Condemnor City of Alpharetta, Georgia (“Condemnor”).

WHEREAS, Pursuant to O.C.G.A. § 32-3-1 et seq., Condemnor acquired certain property and property rights as are more particularly described in the Petition and Declaration of Taking, filed with the Clerk of Fulton County Superior Court on May 3, 2022; and,

WHEREAS, Condemnor previously deposited the sum of Four Thousand Nine Hundred and 00/100 Dollars (\$4,900.00) into the Registry of the Clerk of Superior Court of Fulton County

as the Condemnor's estimate of just and adequate compensation for the property rights acquired on the date of filing; and,

WHEREAS, all parties having an interest in the property condemned have been served according to law; and,

WHEREAS, Condemnee Nitin Surve timely filed a Notice of Appeal contesting the amount of just and adequate compensation or a claim for any interest in the condemnation proceedings; and,

WHEREAS, Condemnee Atlanta Gas Light Company timely filed a Notice of Appeal; however, it subsequently filed a Consent Order for Dismissal and was subsequently dismissed thereafter; and,

WHEREAS, Condemnees Honorable Arthur E. Ferdinand, Tax Commissioner of Fulton County, Georgia and Honorable Kenya M. Johnson, Probate Court Judge, Fulton County, Georgia timely filed an Answer; however, all County taxes for the year 2022 and earlier have been fully paid; the only outstanding taxes are for 2023, which presently are not quantified; and, the Probate Judge has no interest in the subject property. Thus, the County and the Officials take no position on the disputed issues: the amount of just and adequate compensation for the taking and damaging of the Subject Property as of the date of taking; and,

WHEREAS, no other party has made a claim for or appealed the estimate of just and adequate compensation or has otherwise challenged Condemnor's right to acquire the property rights acquired in the instant action; and,

WHEREAS, the undersigned parties desire to reach a full and final settlement of the instant action, including a final determination of all issues raised or which could have been raised in the case; and,

WHEREAS, Condemnor and Condemnees have stipulated and agreed that the total sum of Six Thousand Five Hundred and 00/100 Dollars (\$6,500.00) (hereinafter “Total Just and Adequate Compensation”) constitutes total just and adequate compensation for all of the property, rights, and interests acquired or damaged by the acquisition of the property set forth in the Declaration of Taking; and,

WHEREAS, of the Total Just and Adequate Compensation, Condemnee Nitin Surve claims entitlement to the sum of Five Thousand and 00/100 Dollars (\$5,000.00) as just and adequate compensation for their property, rights, and interests acquired from or damaged by the acquisition of the property from them; and,

WHEREAS, of the Total Just and Adequate Compensation, Condemnee Kendrix Park Homeowners Association, Inc. claims entitlement to the sum of One Thousand Five Hundred and 00/100 Dollars (\$1,500.00) as just and adequate compensation for their property, rights, and interests acquired from or damaged by the acquisition of the property from them; and,

WHEREAS, Condemnor asserts no interest in determination as to which party is entitled to any portion of the award of total just and adequate compensation established hereby (see, O.C.G.A. §22-2-139); and,

WHEREAS, Condemnees wish to accept the total amount of Six Thousand Five Hundred and 00/100 Dollars (\$6,500.00) in full settlement of the property rights condemned in this matter and forever waive any and all further compensation, claims, and damages that may have been brought by Condemnees in this proceeding; and,

NOW, THEREFORE, it is hereby Ordered and Adjudged as follows:

- 1.

That just and adequate compensation due to Condemnees, for the acquisition of the property rights including the land acquired by virtue of this action, is Six Thousand Five Hundred and 00/100 Dollars (\$6,500.00), and Judgment is hereby entered on that amount.

2.

That Condemnor shall pay into the registry of the Court, and the Clerk of the Superior Court shall accept from Condemnor and deposit into the registry of the Court, the sum of One Thousand Six Hundred and 00/100 Dollars (\$1,600.00).

3.

Following deposit of the funds as set forth above, The Clerk of the Superior Court shall disburse funds held in the registry of the Court, including any applicable interest, as set forth below:

- (a) a check in the amount of Five Thousand and 00/100 Dollars (\$5,000.00) to Condemnee Nitin Surve, made payable to Nitin Surve and mailed to: 13021 Dartmore Avenue, Alpharetta, GA 30005; and
- (b) a check in the amount of One Thousand Five Hundred and 00/100 Dollars (\$1,500.00) to Condemnee Kendrix Park Homeowners' Association, made payable to Kendrix Park HOA and mailed to: P.O. Box 1730, Commerce, GA 30529.

4.

That upon payment and distribution of the funds as set forth above, the matter shall be concluded, and the file shall be closed.

[SIGNATURES AND CONSENTS ON THE FOLLOWING PAGE]

SO ORDERED, this 10th day of May 2023.



THE HONORABLE PAIGE REESE WHITAKER
SUPERIOR COURT OF FULTON COUNTY
ATLANTA JUDICIAL CIRCUIT

Prepared and consented to by:

JARRARD & DAVIS, LLP

/s/ Priya M. Patel

Patrick D. Jaugstetter
Georgia Bar No. 389680
Priya M. Patel
Georgia Bar No. 869743

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*Attorneys for Condemnor
The City of Alpharetta, Georgia*

Consented to by:

**OFFICE OF THE FULTON COUNTY
ATTORNEY**

/s/ Victoria Kealy

Eugene P. Smith, Jr.
Georgia Bar No. 657050
Victoria Kealy
Georgia Bar No. 314371
(by Priya M. Patel with express permission)

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*Attorneys for Condemnees Fulton County Tax
Commissioner and Fulton County Probate
Judge*

Consented to by:

/s/ Nitin Surve

Nitin Surve

(by Priya M. Patel with express permission)

13017 Dartmore Avenue

Alpharetta, GA 30005

onionskin@gmail.com

Condemnee

Consented to by:

/s/ Kalyan Veluri

Kalyan Veluri, President

(by Priya M. Patel with express permission)

Kendrix Park Homeowners' Association

2120 Highway 81

Loganville, GA 30052

kendrixparkhoa@gmail.com

Condemnee



STAFF REPORT

Department: Legal
Submitted By: Lauren Shapiro
Meeting Date: May 22, 2023

AGENDA ITEM:

Consent Order and Final Judgment: McGinnis Ferry Road Widening Project - Parcel #55

Council ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV364014 in the amount of \$6,500.00 in connection with Parcel #55 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owner: Vineeth Sasidhara Panicker & Minu Balachandran and Kendrix HOA).

STAFF RECOMMENDATION:

Approve the ratification of the Consent Order and Final Judgment regarding Civil Action File No. 2022CV364014 in the amount of \$6,500.00 in connection with Parcel #55 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owner: Vineeth Sasidhara Panicker & Minu Balachandran and Kendrix HOA).

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

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

ITEM DESCRIPTION:

The Consent Order and Final Judgment for this parcel (which is part of the McGinnis Ferry Road Widening Project) has been entered by the Court and is attached to this item. A vote ratifying these settlements will need to be taken in order to conclude this condemnation action. Once payment has been made and the funds have been distributed, this matter will be concluded and the file will be closed.

ALTERNATIVES:

ATTACHMENTS:

1. Consent Order and Final Judgment - Parcel 55

IN THE SUPERIOR COURT OF FULTON COUNTY
STATE OF GEORGIA

CITY OF ALPHARETTA, GEORGIA,

Condemnor,

v.

VINEETH SASIDHARA PANICKER;
MINU BALACHANDRAN; MORTGAGE
ELECTRONIC REGISTRATION
SYSTEMS, INC.; KENDRIX PARK
HOMEOWNERS ASSOCIATION, INC.;
HON. ARTHUR E. FERDINAND, Tax
Commissioner of Fulton County, Georgia;
HON. KENYA M. JOHNSON, Probate Court
Judge, Fulton County, Georgia; and any and
all others claiming any interest or right in the
hereinafter described real property interests
and rights,

Condemnees.

CIVIL ACTION FILE NO.:
2022CV364014

IN REM

JUDGE BELINDA E. EDWARDS

CONSENT ORDER AND FINAL JUDGMENT

The above-styled case is before the Court pursuant to the consent of Condemnees Vineeth Sasidhara Panicker, Minu Balachandran, Kendrix Park Homeowners Association, Inc., Honorable Arthur E. Ferdinand, Tax Commissioner of Fulton County, Georgia, and Honorable Kenya M. Johnson, Probate Court Judge, Fulton County, Georgia (“Condemnees”), and Condemnor City of Alpharetta, Georgia (“Condemnor”).

WHEREAS, Pursuant to O.C.G.A. § 32-3-1 et seq., Condemnor acquired certain property and property rights as are more particularly described in the Petition and Declaration of Taking, filed with the Clerk of Fulton County Superior Court on April 29, 2022; and,

WHEREAS, Condemnor previously deposited the sum of Four Thousand and Eight Hundred and 00/100 Dollars (\$4,800.00) into the Registry of the Clerk of Superior Court of Fulton

County as the Condemnor's estimate of just and adequate compensation for the property rights acquired on the date of filing; and,

WHEREAS, all parties having an interest in the property condemned have been served according to law; and,

WHEREAS, Condemnees Vineeth Sasidhara Panicker and Minu Balachandran timely filed a Notice of Appeal contesting the amount of just and adequate compensation or a claim for any interest in the condemnation proceedings; and,

WHEREAS, Condemnees Honorable Arthur E. Ferdinand, Tax Commissioner of Fulton County, Georgia and Honorable Kenya M. Johnson, Probate Court Judge, Fulton County, Georgia timely filed an Answer; however, all County taxes for the year 2022 and earlier have been fully paid; the only outstanding taxes are for 2023, which presently are not quantified; and, the Probate Judge has no interest in the subject property. Thus, the County and the Officials take no position on the disputed issues: the amount of just and adequate compensation for the taking and damaging of the Subject Property as of the date of taking; and,

WHEREAS, no other party has made a claim for or appealed the estimate of just and adequate compensation or has otherwise challenged Condemnor's right to acquire the property rights acquired in the instant action; and,

WHEREAS, the undersigned parties desire to reach a full and final settlement of the instant action, including a final determination of all issues raised or which could have been raised in the case; and,

WHEREAS, Condemnor and Condemnees have stipulated and agreed that the total sum of Six Thousand Five Hundred and 00/100 Dollars (\$6,500.00) (hereinafter "Total Just and Adequate Compensation") constitutes total just and adequate compensation for all of the property,

rights, and interests acquired or damaged by the acquisition of the property set forth in the Declaration of Taking; and,

WHEREAS, of the Total Just and Adequate Compensation, Condemnees Vineeth Sasidhara Panicker and Minu Balanchandran claim entitlement to the sum of Five Thousand and 00/100 Dollars (\$5,000.00) as just and adequate compensation for their property, rights, and interests acquired from or damaged by the acquisition of the property from them; and,

WHEREAS, of the Total Just and Adequate Compensation, Condemnee Kendrix Park Homeowners Association, Inc. claims entitlement to the sum of One Thousand Five Hundred and 00/100 Dollars (\$1,500.00) as just and adequate compensation for their property, rights, and interests acquired from or damaged by the acquisition of the property from them; and,

WHEREAS, Condemnor asserts no interest in determination as to which party is entitled to any portion of the award of total just and adequate compensation established hereby (see, O.C.G.A. §22-2-139); and,

WHEREAS, Condemnees wish to accept the total amount of Six Thousand Five Hundred and 00/100 Dollars (\$6,500.00) in full settlement of the property rights condemned in this matter and forever waive any and all further compensation, claims, and damages that may have been brought by Condemnees in this proceeding; and,

NOW, THEREFORE, it is hereby Ordered and Adjudged as follows:

1.

That just and adequate compensation due to Condemnees, for the acquisition of the property rights including the land acquired by virtue of this action, is Six Thousand Five Hundred and 00/100 Dollars (\$6,500.00) and Judgment is hereby entered on that amount.

2.

That Condemnor shall pay into the registry of the Court, and the Clerk of the Superior Court shall accept from Condemnor and deposit into the registry of the Court, the sum of One Thousand Seven Hundred and 00/100 Dollars (\$1,700.00).

3.

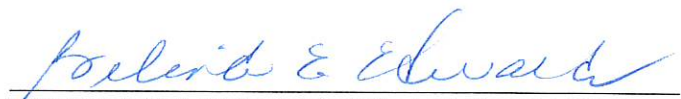
Following deposit of the funds as set forth above, The Clerk of the Superior Court shall disburse funds held in the registry of the Court, including any applicable interest, as set forth below:

- (a) a check in the amount of Five Thousand and 00/100 Dollars (\$5,000.00) to Condemnees Vineeth Sasidhara Panicker and Minu Balanchandran, made payable to Vineeth Sasidhara Panicker and mailed to: 13017 Dartmore Ave, Alpharetta, GA 30005 ; and
- (b) a check in the amount of One Thousand Five Hundred and 00/100 Dollars (\$1,500.00) to Condemnee Kendrix Park Homeowners' Association, made payable to Kendrix Park HOA_ and mailed to: P.O. Box 1730, Commerce, GA 30529.

4.

That upon payment and distribution of the funds as set forth above, the matter shall be concluded, and the file shall be closed.

SO ORDERED, this 2nd day of April, 2023.


THE HONORABLE BELINDA E. EDWARDS
SUPERIOR COURT OF FULTON COUNTY
ATLANTA JUDICIAL CIRCUIT

[CONSENTS AND SIGNATURES ON THE FOLLOWING PAGES]

Prepared and consented to by:

JARRARD & DAVIS, LLP

/s/ Priya M. Patel

Patrick D. Jaugstetter
Georgia Bar No. 389680
Priya M. Patel
Georgia Bar No. 869743

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ppatel@jarrard-davis.com

*Attorneys for Condemnor
The City of Alpharetta, Georgia*

Consented to by:

**OFFICE OF THE FULTON COUNTY
ATTORNEY**

/s/Victoria Kealy

Eugene P. Smith, Jr.
Georgia Bar No. 657050
Victoria Kealy
Georgia Bar No. 314371
(by Priya M. Patel with express permission)

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Atlanta, Georgia 30303
(404) 612-0246 – telephone
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Eugene.Smith@fultoncountyga.gov
Victoria.Kealy@fultoncountyga.gov

*Attorneys for Condemnees Fulton County Tax
Commissioner and Fulton County Probate
Judge*

Consented to by:

/s/Vineeth Sasidhara Panicker

Vineeth Sasidhara Panicker
(by Priya M. Patel with express permission)

13017 Dartmore Avenue
Alpharetta, GA 30005
vineethpanicker@gmail.com

Condemnee

Consented to by:

/s/Minu Balachandran

Minu Balachandran
(by Priya M. Patel with express permission)

13017 Dartmore Avenue
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minuep@gmail.com

Condemnee

[CONTINUED ON THE FOLLOWING PAGE]

Consented to by:

**KENDRIX PARK HOMEOWNERS'
ASSOCIATION**

/s/Kalyan Veluri

Kalyan Veluri, President

(by Priya M. Patel with express permission)

2120 Highway 81

Loganville, GA 30052

Telephone: (602)-703-6294

kenxrixparkhoa@gmail.com

Condemnee

DISTRIBUTION LIST:

**Mortgage Electronic Registration Systems,
Inc.**

P.O. Box 2026
Flint, Michigan 48501
Condemnee



STAFF REPORT

Department: Legal
Submitted By: Lauren Shapiro
Meeting Date: May 22, 2023

AGENDA ITEM:

Consent Order and Final Judgment: McGinnis Ferry Road Widening Project - Parcel #61

Council ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV364150 in the amount of \$19,640.00 in connection with Parcel #61 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owner: Shreni Goel & Harsh Mittal and Kendrix HOA).

STAFF RECOMMENDATION:

BUDGET & PROCUREMENT:

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
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EXTERNAL FUNDING SOURCES:

ACCOUNT TITLE/NUMBER	DOLLAR AMOUNT
----------------------	---------------

ITEM DESCRIPTION:

The Consent Order and Final Judgment for this parcel (which is part of the McGinnis Ferry Road Widening Project) has been entered by the Court and is attached to this item. A vote ratifying these settlements will need to be taken in order to conclude this condemnation action. Once payment has been made and the funds have been distributed, this matter will be concluded and the file will be closed.

ALTERNATIVES:

Approve the ratification of the Consent Order and Final Judgment regarding Civil Action File No. 2022CV364150 in the amount of \$19,640.00 in connection with Parcel #61 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owner: Shreni Goel & Harsh Mittal and Kendrix HOA).

ATTACHMENTS:

1. Consent Order and Final Judgment - Parcel 61

**IN THE SUPERIOR COURT OF FULTON COUNTY
STATE OF GEORGIA**

CITY OF ALPHARETTA, GEORGIA,

Condemnor,

v.

1,327.46 SQUARE FEET OF PERMANENT
EASEMENT FOR THE CONSTRUCTION
AND MAINTENANCE OF SLOPES AND
UTILITIES REQUIRED; SHRENI GOEL;
HARSH MITTAL; GRADY MEMORIAL
HOSPITAL CORPORATION; AICA ORTHO
SPINE, PC; MORTGAGE ELECTRONIC
REGISTRATION SYSTEMS, INC., AS
NOMINEE FOR LOANDEPOT.COM, LLC;
ATLANTA GAS LIGHT COMPANY;
KENDRIX PARK HOMEOWNERS
ASSOCIATION, INC.; HON. ARTHUR E.
FERDINAND, Tax Commissioner of Fulton
County, Georgia; and, HON. KENYA M.
JOHNSON, Probate Court Judge, Fulton
County, Georgia,

Condemnees.

CIVIL ACTION FILE NO.:
2022CV364150

IN REM

JUDGE ROBERT McBURNEY

CONSENT ORDER AND FINAL JUDGMENT

The above-styled case is before the Court pursuant to the consent of Condemnees Shreni Goel, Harsh Mittal, Kendrix Park Homeowners Association, Inc., Honorable Arthur E. Ferdinand, Tax Commissioner of Fulton County, Georgia, and Honorable Kenya M. Johnson, Probate Court Judge, Fulton County, Georgia (“Condemnees”), and Condemnor City of Alpharetta, Georgia (“Condemnor”).

WHEREAS, Pursuant to O.C.G.A. § 32-3-1 et seq., Condemnor acquired certain property and property rights as are more particularly described in the Petition and Declaration of Taking, filed with the Clerk of Fulton County Superior Court on May 3, 2022; and,

WHEREAS, Condemnor previously deposited the sum of Seventeen Thousand Two Hundred and 00/100 Dollars (\$17,200.00) into the Registry of the Clerk of Superior Court of Fulton County as the Condemnor's estimate of just and adequate compensation for the property rights acquired on the date of filing; and,

WHEREAS, all parties having an interest in the property condemned have been served according to law; and,

WHEREAS, Condemnees Shreni Goel and Harsh Mittal timely filed a Notice of Appeal contesting the amount of just and adequate compensation or a claim for any interest in the condemnation proceedings; and,

WHEREAS, Condemnee Atlanta Gas Light Company timely filed a Notice of Appeal; however, it subsequently filed a Consent Order for Dismissal and was subsequently dismissed thereafter; and,

WHEREAS, Condemnees Honorable Arthur E. Ferdinand, Tax Commissioner of Fulton County, Georgia and Honorable Kenya M. Johnson, Probate Court Judge, Fulton County, Georgia timely filed an Answer; however, all County taxes for the year 2022 and earlier have been fully paid; the only outstanding taxes are for 2023, which presently are not quantified; and, the Probate Judge has no interest in the subject property. Thus, the County and the Officials take no position on the disputed issues: the amount of just and adequate compensation for the taking and damaging of the Subject Property as of the date of taking; and,

WHEREAS, no other party has made a claim for or appealed the estimate of just and adequate compensation or has otherwise challenged Condemnor's right to acquire the property rights acquired in the instant action; and,

WHEREAS, the undersigned parties desire to reach a full and final settlement of the instant action, including a final determination of all issues raised or which could have been raised in the case; and,

WHEREAS, Condemnor and Condemnees have stipulated and agreed that the total sum of Nineteen Thousand Six Hundred Forty and 00/100 Dollars (\$19,640.00) (hereinafter “Total Just and Adequate Compensation”) constitutes total just and adequate compensation for all of the property, rights, and interests acquired or damaged by the acquisition of the property set forth in the Declaration of Taking; and,

WHEREAS, of the Total Just and Adequate Compensation, Condemnees Shreni Goel and Harsh Mittal claim entitlement to the sum of Fourteen Thousand Five Hundred and 00/100 Dollars (\$14,500.00) as just and adequate compensation for their property, rights, and interests acquired from or damaged by the acquisition of the property from them; and,

WHEREAS, of the Total Just and Adequate Compensation, Condemnee Kendrix Park Homeowners Association, Inc. claims entitlement to the sum of Five Thousand One Hundred Forty and 00/100 Dollars (\$5,140.00) as just and adequate compensation for their property, rights, and interests acquired from or damaged by the acquisition of the property from them; and,

WHEREAS, Condemnor asserts no interest in determination as to which party is entitled to any portion of the award of total just and adequate compensation established hereby (see, O.C.G.A. §22-2-139); and,

WHEREAS, Condemnees wish to accept the total amount of Nineteen Thousand Six Hundred Forty and 00/100 Dollars (\$19,640.00) in full settlement of the property rights condemned in this matter and forever waive any and all further compensation, claims, and damages that may have been brought by Condemnees in this proceeding; and,

NOW, THEREFORE, it is hereby Ordered and Adjudged as follows:

1.

That just and adequate compensation due to Condemnees, for the acquisition of the property rights including the land acquired by virtue of this action, is Nineteen Thousand Six Hundred Forty and 00/100 Dollars (\$19,640.00) and Judgment is hereby entered on that amount.

2.

That Condemnor shall pay into the registry of the Court, and the Clerk of the Superior Court shall accept from Condemnor and deposit into the registry of the Court, the sum of Two Thousand Four Hundred Forty and 00/100 Dollars (\$2,440.00).

3.

Following deposit of the funds as set forth above, The Clerk of the Superior Court shall disburse funds held in the registry of the Court, including any applicable interest, as set forth below:

- (a) a check in the amount of Fourteen Thousand Five Hundred and 00/100 Dollars (\$14,500.00) to Condemnees Shreni Goel and Harsh Mittal, made payable to Harsh Mittal and mailed to: 13005 Dartmore Ave, Alpharetta GA 30005 ; and
- (b) a check in the amount of Five Thousand One Hundred Forty and 00/100 Dollars (\$5,140.00) to Condemnee Kendrix Park Homeowners' Association, made payable to Kendrix Park HOA and mailed to: P.O. Box 1730, Commerce, GA 30529.

4.

That upon payment and distribution of the funds as set forth above, the matter shall be concluded, and the file shall be closed.

SO ORDERED, this 4th day of May, 2023.



THE HONORABLE ROBERT McBURNEY
SUPERIOR COURT OF FULTON COUNTY
ATLANTA JUDICIAL CIRCUIT

Prepared and consented to by:

Consented to by:

JARRARD & DAVIS, LLP

**OFFICE OF THE FULTON COUNTY
ATTORNEY**

/s/ Priya M. Patel

Patrick D. Jaugstetter
Georgia Bar No. 389680
Priya M. Patel
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*Attorneys for Condemnor
The City of Alpharetta, Georgia*

/s/ Victoria Kealy

Eugene P. Smith, Jr.
Georgia Bar No. 657050
Victoria Kealy
Georgia Bar No. 314371
(by Priya M. Patel with express permission)

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Eugene.Smith@fultoncountyga.gov
Victoria.Kealy@fultoncountyga.gov

*Attorneys for Condemnees Fulton County Tax
Commissioner and Fulton County Probate
Judge*

Consented to by:

Consented to by:

/s/ Shreni Goel

Shreni Goel
(by Priya M. Patel with express permission)
13005 Dartmore Avenue
Alpharetta, GA 30005
harshreni13005@gmail.com

Condemnee

/s/ Harsh Mittal

Harsh Mittal
(by Priya M. Patel with express permission)
13005 Dartmore Avenue
Alpharetta, GA 30005
Harshmittal07@gmail.com

Condemnee

Consented to by:

**KENDRIX PARK HOMEOWNERS'
ASSOCIATION**

/s/ Kalyan Veluri

Kalyan Veluri, President

(by Priya M. Patel with express permission)

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Telephone: (602)-703-6294

kenxrixparkhoa@gmail.com

Condemnee

DISTRIBUTION LIST:

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Flint, MI 48501-2026
Condemnee

AICA Ortho Spine, PC
R/A Rich Sanders
3550 Lenox Rd NE, 3 Alliance Center, Suite
2100
Atlanta, GA, 30326-1810
Condemnee

Grady Memorial Hospital Corporation
R/A Timothy Jefferson
80 Jesse Hill Jr. Drive SE
Atlanta, GA, 30303
Condemnee



STAFF REPORT

Department: Legal
Submitted By: Lauren Shapiro
Meeting Date: May 22, 2023

AGENDA ITEM:

Consent Order and Final Judgment: McGinnis Ferry Road Widening Project - Parcel #64A

Council ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV363860 in the amount of \$19,132.00 in connection with Parcel #64A of the McGinnis Ferry Road Widening Project (PI #0004634) (Owners: Narayanan Krishnan & Malathi Krishnan and Windward HOA).

STAFF RECOMMENDATION:

Approve the ratification of the Consent Order and Final Judgment regarding Civil Action File No. 2022CV363860 in the amount of \$19,132.00 in connection with Parcel #64A of the McGinnis Ferry Road Widening Project (PI #0004634) (Owners: Narayanan Krishnan & Malathi Krishnan and Windward HOA).

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

The Consent Order and Final Judgment for this parcel (which is part of the McGinnis Ferry Road Widening Project) has been entered by the Court and is attached to this item. A vote ratifying these settlements will need to be taken in order to conclude this condemnation action. Once payment has been made and the funds have been distributed, this matter will be concluded and the file will be closed.

ALTERNATIVES:

ATTACHMENTS:

1. Consent Order and Final Judgment - Parcel 64A

**IN THE SUPERIOR COURT OF FULTON COUNTY
STATE OF GEORGIA**

CITY OF ALPHARETTA, GEORGIA,

Condemnor,

v.

NARAYANAN KRISHNAN; MALATHI
KRISHNAN; THIRD FEDERAL SAVINGS
AND LOAN ASSOCIATION OF
CLEVELAND; WINDWARD COMMUNITY
SERVICES ASSOCIATION, INC.; HON.
ARTHUR E. FERDINAND, Tax Commissioner
of Fulton County, Georgia; HON. KENYA M.
JOHNSON, Probate Court Judge, Fulton County,
Georgia; CITY OF ALPHARETTA, GEORGIA;
and any and all others claiming any interest or
right in the hereinafter described real property
interests and rights,

Condemnees.

CIVIL ACTION FILE NO.:
2022CV363860

IN REM

JUDGE ERIC K. DUNAWAY

CONSENT ORDER AND FINAL JUDGMENT

The above-styled case is before the Court pursuant to the consent of Condemnees Narayanan Krishnan, Malathi Krishnan, and Windward Community Services Association, Inc. (“Condemnees”), and Condemnor City of Alpharetta, Georgia (“Condemnor”).

WHEREAS, Pursuant to O.C.G.A. § 32-3-1 et seq., Condemnor acquired certain property and property rights as are more particularly described in the Petition and Declaration of Taking, filed with the Clerk of Fulton County Superior Court on April 26, 2022; and,

WHEREAS, Condemnor previously deposited the sum of Twelve Thousand One Hundred and 00/100 Dollars (\$12,100.00) into the Registry of the Clerk of Superior Court of Fulton County as the Condemnor’s estimate of just and adequate compensation for the property rights acquired

on the date of filing; and,

WHEREAS, all parties having an interest in the property condemned have been served according to law; and,

WHEREAS, Condemnee Windward Community Services Association, Inc. timely filed a Notice of Appeal contesting the amount of just and adequate compensation or a claim for any interest in the condemnation proceedings; and,

WHEREAS, Condemnees Honorable Arthur E. Ferdinand, Tax Commissioner of Fulton County, Georgia and Honorable Kenya M. Johnson, Probate Court Judge, Fulton County, Georgia timely filed an Answer; however, they subsequently filed a Consent Order for Dismissal and were subsequently dismissed thereafter; and,

WHEREAS, no other party has made a claim for or appealed the estimate of just and adequate compensation or has otherwise challenged Condemnor's right to acquire the property rights acquired in the instant action; and,

WHEREAS, the undersigned parties desire to reach a full and final settlement of the instant action, including a final determination of all issues raised or which could have been raised in the case; and,

WHEREAS, Condemnor and Condemnees have stipulated and agreed that the total sum of Nineteen Thousand One Hundred and Thirty-Two 00/100 Dollars (\$19,132.00) (hereinafter "Total Just and Adequate Compensation") constitutes total just and adequate compensation for all of the property, rights, and interests acquired or damaged by the acquisition of the property set forth in the Declaration of Taking; and,

WHEREAS, of the Total Just and Adequate Compensation, Condemnees Narayanan Krishnan and Malathi Krishnan claim entitlement to the sum of Seven Thousand and 00/100

Dollars (\$7,000.00) as just and adequate compensation for their property, rights, and interests acquired from or damaged by the acquisition of the property from them; and,

WHEREAS, of the Total Just and Adequate Compensation, Condemnee Windward Community Services Association, Inc. claims entitlement to the sum of Twelve Thousand One Hundred and Thirty-Two 00/100 Dollars (\$12,132.00) as just and adequate compensation for their property, rights, and interests acquired from or damaged by the acquisition of the property from them; and,

WHEREAS, Condemnor asserts no interest in determination as to which party is entitled to any portion of the award of total just and adequate compensation established hereby (see, O.C.G.A. §22-2-139); and,

WHEREAS, Condemnees wish to accept the total amount of Nineteen Thousand One Hundred and Thirty-Two 00/100 Dollars (\$19,132.00) in full settlement of the property rights condemned in this matter and forever waive any and all further compensation, claims, and damages that may have been brought by Condemnees in this proceeding; and,

NOW, THEREFORE, it is hereby Ordered and Adjudged as follows:

1.

That just and adequate compensation due to Condemnees, for the acquisition of the property rights including the land acquired by virtue of this action, is Nineteen Thousand One Hundred and Thirty-Two 00/100 Dollars (\$19,132.00) and Judgment is hereby entered on that amount.

2.

That Condemnor shall pay into the registry of the Court, and the Clerk of the Superior Court shall accept from Condemnor and deposit into the registry of the Court, the sum of Seven Thousand and Thirty-Two 00/100 Dollars (\$7,032.00).

3.

Following deposit of the funds as set forth above, the Clerk of the Superior Court shall disburse funds held in the registry of the Court, including any applicable interest, as set forth below:

- (a) a check in the amount of SEVEN THOUSAND AND 00/100 DOLLARS (\$7,000.00) to Condemnees Narayanan Krishnan and Malathi Krishnan, made payable to Narayanan Krishnan, Malathi Krishnan and mailed to: 12925 Meridian Ct, Alpharetta, GA 30005; and
- (b) a check in the amount of TWELVE THOUSAND ONE HUNDRED AND THIRTY-TWO 00/100 DOLLARS (\$12,132.00) to Condemnee Windward Community Services Association, Inc. made payable to Parker Poe Adams & Bernstein LLP Trust Account, Counsel for Condemnee and mailed to: Parker Poe Adams & Bernstein LLP, c/o Elizabeth R. Story, 1075 Peachtree Street, N.E., Suite 1500, Atlanta, Georgia 30309.

4.

That upon payment and distribution of the funds as set forth above, the matter shall be concluded, and the file shall be closed.

[CONTINUED FROM THE PREVIOUS PAGE]

SO ORDERED, this 8th day of May, 2023.

Eric K. Dunaway

THE HONORABLE ERIC K. DUNAWAY
SUPERIOR COURT OF FULTON COUNTY
ATLANTA JUDICIAL CIRCUIT

Prepared and consented to by:

Consented to by:

JARRARD & DAVIS, LLP

**PARKER POE ADAMS & BERNSTEIN
LLP**

/s/ Priya M. Patel

Patrick D. Jaugstetter
Georgia Bar No. 389680
Priya M. Patel
Georgia Bar No. 869743

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ppatel@jarrard-davis.com

*Attorneys for Condemnor
The City of Alpharetta, Georgia*

/s/ Elizabeth R. Story

Elizabeth R. Story
Georgia Bar No. 275637
Ashlynn E. Hutton
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*Attorneys for Condemnee Windward
Community Services Association, Inc.*

[CONTINUED ON THE FOLLOWING PAGE]

Consented to by:

/s/ Narayanan Krishnan

Narayanan Krishnan

(by Priya M. Patel with express permission)

12925 Meridian Court

Alpharetta, Georgia 30005

nckrishnaniitm@gmail.com

Condemnee

Consented to by:

/s/ Malathi Krishnan

Malathi Krishnan

(by Priya M. Patel with express permission)

12925 Meridian Court

Alpharetta, Georgia 30005

mkrishh@gmail.com

Condemnee

DISTRIBUTION LIST:

Third Federal Savings and Loan Association
of Cleveland
7007 Broadway Avenue
Cleveland, Ohio 44105
Condemnee



STAFF REPORT

Department: Legal
Submitted By: Lauren Shapiro
Meeting Date: May 22, 2023

AGENDA ITEM:

Consent Order and Final Judgment: McGinnis Ferry Road Widening Project - Parcel #69

Council ratification of Consent Order and Final Judgment regarding Civil Action File No. 2022CV364147 in the amount of \$6,000.00 in connection with Parcel #69 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owners: Krishna Sampath & Shripriya Ramanujam and Windward HOA).

STAFF RECOMMENDATION:

Approve the ratification of the Consent Order and Final Judgment regarding Civil Action File No. 2022CV364147 in the amount of \$6,000.00 in connection with Parcel #69 of the McGinnis Ferry Road Widening Project (PI #0004634) (Owners: Krishna Sampath & Shripriya Ramanujam and Windward HOA).

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

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

ITEM DESCRIPTION:

The Consent Order and Final Judgment for this parcel (which is part of the McGinnis Ferry Road Widening Project) has been entered by the Court and is attached to this item. A vote ratifying these settlements will need to be taken in order to conclude this condemnation action. Once payment has been made and the funds have been distributed, this matter will be concluded and the file will be closed.

ALTERNATIVES:

ATTACHMENTS:

1. Consent Order and Final Judgment - Parcel 69

IN THE SUPERIOR COURT OF FULTON COUNTY
STATE OF GEORGIA

CITY OF ALPHARETTA, GEORGIA,

CONDEMNOR,

v.

906.88 SQUARE FEET OF
PERMANENT EASEMENT FOR THE
CONSTRUCTION AND
MAINTENANCE OF SLOPES AND
UTILITIES REQUIRED; KRISHNA
SAMPATH; SHRIPRIYA
RAMANUJAM; MORTGAGE
ELECTRONIC REGISTRATION
SYSTEMS, INC., AS NOMINEE FOR
QUICKEN LOANS, LLC; WINDWARD
COMMUNITY SERVICES
ASSOCIATION, INC.; ATLANTA GAS
LIGHT COMPANY; HON. ARTHUR E.
FERDINAND, TAX COMMISSIONER
OF FULTON COUNTY, GEORGIA;
AND HON. KENYA M. JOHNSON,
PROBATE COURT JUDGE, FULTON
COUNTY, GEORGIA,

CONDEMNNEES.

CIVIL ACTION FILE NO.
2022CV364147

IN REM

HON. KIMBERLY M. ESMOND ADAMS

CONSENT ORDER AND FINAL JUDGMENT

The above-styled case is before the Court pursuant to the consent of Condemnee WINDWARD COMMUNITY SERVICES ASSOCIATION, INC. (“Condemnee”), and Condemnor CITY OF ALPHARETTA, GEORGIA (“Condemnor”).

WHEREAS, pursuant to O.C.G.A. § 32-3-1 et. seq., Condemnor acquired certain property and property rights as are more particularly described in the Petition and Declaration of Taking, filed with the Clerk of Fulton County Superior Court on May 3, 2022; and,

WHEREAS, Condemnor previously deposited the sum of Five Thousand One Hundred

Dollars (\$5,100.00) into the Registry of the Clerk of Superior Court of Fulton County as the Condemnor's estimate of just and adequate compensation for the property rights acquired on the date of filing; and,

WHEREAS, all parties having an interest in the property condemned have been served according to law; and,

WHEREAS, Condemnee WINDWARD COMMUNITY SERVICES ASSOCIATION, INC. timely filed a Notice of Appeal contesting the amount of just and adequate compensation or a claim for any interest in the condemnation proceedings; and,

WHEREAS, Condemnee ATLANTA GAS LIGHT COMPANY timely filed a Notice of Appeal contesting the amount of just and adequate compensation or a claim for any interest in the condemnation proceedings; however, it subsequently filed a Consent Order for Dismissal and was subsequently dismissed thereafter; and,

WHEREAS, Condemnee HON. KENYA M. JOHNSON, Probate Court Judge, Fulton County, Georgia, did not appeal the amount of just and adequate compensation but, instead timely filed an Answer; however, she subsequently filed a Consent Order for Dismissal and was subsequently dismissed thereafter; and,

WHEREAS, Condemnee HONORABLE ARTHUR E. FERDINAND, Tax Commissioner of Fulton County, Georgia did not appeal the amount of just and adequate compensation but, instead timely filed an Answer; however, he subsequently filed a Consent Order for Dismissal and was subsequently dismissed thereafter; and,

WHEREAS, no other party has made a claim for or appealed the estimate of just and adequate compensation or has otherwise challenged Condemnor's right to acquire the property rights acquired in the instant action; and,

WHEREAS, the undersigned parties desire to reach a full and final settlement of the instant action, including a final determination of all issues raised or which could have been raised in the case; and,

WHEREAS, Condemnor and Condemnees have stipulated and agreed that the total sum of Six Thousand Dollars (\$6,000.00) (hereinafter "Total Just and Adequate Compensation") constitutes total just and adequate compensation for all of the property, rights, and interests acquired or damaged by the acquisition of the property set forth in the Declaration of Taking; and,

WHEREAS, Condemnor asserts no interest in determination as to which party is entitled to any portion of the award of total just and adequate compensation established hereby (see, O.C.G.A. §22-2-139); and,

WHEREAS, Condemnees wish to accept the total amount of Six Thousand and 00/100 Dollars (\$6,000.00) in full settlement of the property rights condemned in this matter and forever waive any and all further compensation, claims, and damages that may have been brought by Condemnees in this proceeding.

NOW, THEREFORE, it is hereby **ORDERED** and **ADJUDGED** as follows:

1.

That just and adequate compensation due to Condemnees, for the acquisition of the property rights including the land acquired by virtue of this action, is Six Thousand Dollars (\$6,000.00) and Judgment is hereby entered on that amount.

2.

That Condemnor shall pay into the registry of the Court, and the Clerk of the Superior Court shall accept from Condemnor and deposit into the registry of the Court, the sum of Nine Hundred and 00/100 Dollars (\$900.00).

3.

Following the deposit of the funds as set forth above, the Clerk of the Superior Court shall disburse funds held in the registry of the Court, including any applicable interest, as set forth below:

- (1) a check in the amount of SIX THOUSAND AND NO/100 DOLLARS (\$6,000.00) to Condemnee Windward Community Services Association, Inc., made payable to Parker Poe Adams & Bernstein LLP Trust Account, Counsel for Condemnee, and mailed to Parker Poe Adams & Bernstein LLP, c/o Elizabeth R. Story, 1075 Peachtree Street, N.E., Suite 1500, Atlanta, Georgia 30309.

4.

That upon payment and distribution of the funds as set forth above, the matter shall be concluded, and the file shall be closed.

SO ORDERED, this 6th day of April, 2023.


HONORABLE KIMBERLY M. ESMOND ADAMS
SUPERIOR COURT OF FULTON COUNTY
ATLANTA JUDICIAL CIRCUIT

[CONTINUED ON THE FOLLOWING PAGE]

Distribution List:

Filed and Served Electronically via eFileGA

Prepared and consented to by:

JARRARD & DAVIS, LLP

/s/ Priya M. Patel

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Priya M. Patel
Georgia Bar No. 869743

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*Attorneys for Condemnor
The City of Alpharetta, Georgia*

Consented to by:

**PARKER POE ADAMS & BERNSTEIN
LLP**

/s/ Elizabeth R. Story

Elizabeth R. Story
Georgia Bar No. 275637
(by Priya M. Patel, with express permission)

1075 Peachtree Street NE, Suite 1500
Atlanta, Georgia 30309
(678) 690-5750 (telephone)

(404) 869-6972 (facsimile)
elizabethstory@parkerpoe.com

*Attorney for Condemnee Windward
Community Services Association, Inc.*

Distribution List:

Krishnan Sampath
240 Fieldstone Path
Alpharetta, GA 30005
Condemnee

Shripriya Ramanujam
240 Fieldstone Path
Alpharetta, GA 30005
Condemnee

Mortgage Electronic Registration Systems,
Inc. as nominee for Quicken Loans, LLC
P.O. Box 2026
Flint, MI 48501-2026
Condemnee



STAFF REPORT

Department: Community Development

Submitted By: Kathi Cook

Meeting Date: May 1, 2023

AGENDA ITEM: PH-23-06/V-23-09 MIDGARD SELF STORAGE

The applicant, Midgard Self Storage, requests a change to previous conditions of zoning and variance to allow for the construction of a three (3) story, 91,000 square foot climate controlled self-storage facility on 14.9 acres. The proposed zoning condition change would allow the applicant to modify the location of an access road in order to limit impacts to the floodplain. A variance is requested to allow four (4) trees in the Georgia 400 tree buffer to be removed. The subject property is located at 11425 Morris Road at the southeast corner of Old Milton Parkway and Georgia 400.

STAFF RECOMMENDATION:

Approve PH-23-06/V-23-09 Midgard Self Storage, subject to the following conditions (changes to existing conditions shown in Red underline):

1. Property shall be developed substantially in accordance with submitted plan prepared by AEC, dated 11/1/2019 2/27/23, except for modifications required to comply with the conditions below.
2. Existing tree buffer along Old Milton Parkway shall remain undisturbed, except to accommodate the driveway extension from Morris Road, as depicted on the plan prepared by AEC, dated 11/1/2019 2/27/23.
3. Developer shall remove the 4 impacted trees in the Georgia 400 tree buffer and the area shall be re-planted to buffer standards, as approved by Staff. Additional buffer areas depicted on the Tree Impact Exhibit, prepared by AEC, dated 2/27/23 shall be platted and recorded as 'Georgia 400 tree buffer' and shall be re-planted to buffer standards, as approved by Staff.
4. Developer shall re-plant areas of the stream buffer impacted by access road grading activities to buffer standards, as approved by Staff.
5. Developer shall plant and maintain a mix of shrubs and tall grasses along Old Milton Parkway frontage behind the existing guardrail, as approved by Staff.
6. Signage shall be limited to the north and east sides of the building, with final approval by DRB.
7. Conditions of zoning related to file #V-20-01/E-20-02 Midgard Self Storage Variance & Exception shall remain in effect, except as amended above.

ITEM DESCRIPTION:

The submitted request, if approved, would allow for the construction of a 3-story, 91,000 square foot climate controlled self-storage facility on 14.9 acres. The proposed zoning condition change would allow the applicant to modify the location of an access road in order to limit impacts to the floodplain. In addition, a variance is requested to allow four (4) trees in the Georgia 400 tree buffer to be removed. The subject property is located at 11425 Morris Road at the southeast corner of Old Milton Parkway and Georgia 400.

The subject property is zoned LI (Light Industrial) and O-I (Office-Institutional) and is currently undeveloped with a significant amount of floodplain impacting the property. Surrounding properties are zoned LI and O-I to the south, O-P (Office-Professional) to the north and O-I and CUP (Community Unit Plan) to the east. Avanti Senior Living is located to the south, an undeveloped property and Morris Road are located to the east, Georgia 400 is located to the west and an undeveloped property is located to the north. The comprehensive land use plan designation of the property is 'Corporate Office'.

Midgard received approval of a variance and exception on November 1, 2021 to reduce parking and increase

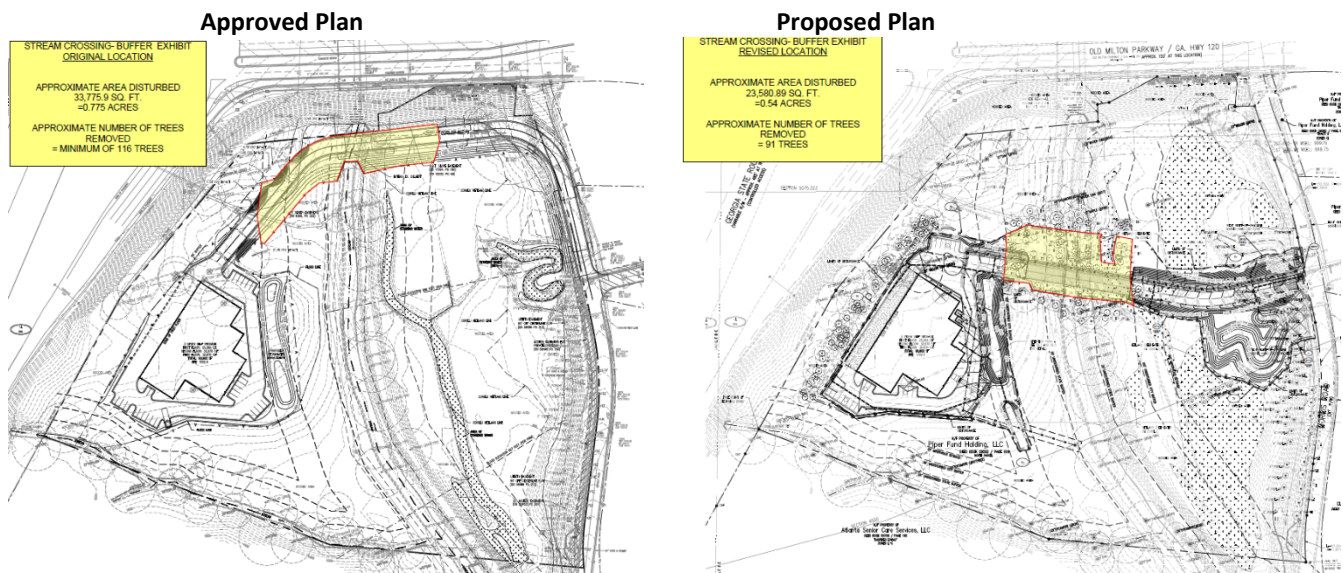
building height. The applicant proposes a site plan modification depicting a change to the location of the access road in order to limit impacts to the floodplain. According to the applicant, the original location of the access road is not feasible due to impacts to the 100-year flood plain that were not discovered until a flood study was conducted. In addition, the relocation of the access road would result in fewer tree removals and approximately 14,210 square feet, or 0.33 acres, less impervious surface on the property.

The applicant also requests a variance to allow four (4) trees to be removed in the Georgia 400 tree buffer. UDC Subsection 3.2.3 (C) states that, "Nothing in this section shall be deemed to authorize, directly or indirectly, the removal of a tree from the Georgia 400 Tree Protection Zone or any buffer." In addition, the City's definition of buffer requires that the area remain undisturbed or replanted where existing vegetation is sparse.

The driveway on the west side of the self-storage facility impacts the critical root zones (CRZ) and structural root plates (SRP) of four (4) trees: #723 – 17" Loblolly Pine, #722 – 21" Loblolly Pine, #721 24" Sweet Gum, and #720 – 23" Maple. SRP impacts require removal of the tree. All four (4) trees are non-specimen with three (3) trees in poor condition and the smallest Pine tree in fair condition. The applicant proposes to mitigate tree impacts by providing additional tree buffer area, approximately 9,000 square feet, adjacent to the existing Georgia 400 tree buffer. In addition, the impacted area and new buffer areas will be re-planted to buffer standards.

SITE PLAN

The submitted site plan, as shown below, depicts a three (3) story, 91,000 square foot self-storage facility with an access road connecting to Morris Road at the existing stop sign, just south of the Waffle House. The approved site plan depicts the access road heading north from the stop sign on Morris Road before turning west and then heading back south to the self-storage facility. Approximately ten percent (10%) of the property is buildable due to the presence of two (2) streams, the Georgia 400 tree buffer and floodplain. 28 surface parking spaces are depicted around the perimeter of the building.



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 in whole or in part, or with conditions, in such individual case of unnecessary hardship upon a finding that":

- (1) There are extraordinary and exceptional conditions pertaining to the particular piece of property in

question because of its size, shape or topography; or

Response: The subject property is encumbered by stream buffers and floodplain resulting in approximately ten percent (10%) of the site being buildable. The four (4) impacted trees in the Georgia 400 tree buffer are in poor condition and the applicant proposes additional buffer areas, as well as re-planting impacted areas to buffer standards.

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

Response: Application of the ordinance would require the applicant to reduce the building envelope on the subject property.

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

Response: The subject property is encumbered by stream buffers and floodplain resulting in approximately ten percent (10%) of the site being buildable. The four (4) impacted trees in the Georgia 400 tree buffer are in poor condition and the applicant proposes additional buffer areas, as well as re-planting impacted areas to buffer standards.

(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 request would cause substantial detriment to the public good. The subject property is encumbered by stream buffers and floodplain resulting in approximately ten percent (10%) of the site being buildable. The four (4) impacted trees in the Georgia 400 tree buffer are in poor condition and the applicant proposes additional buffer areas, as well as re-planting impacted areas to buffer standards.

CONCURRENCES

Staff has reviewed the applicant's proposal to change previous conditions of zoning and variance. The request to move the access road leading to the self-storage facility can be supported as the proposed change is needed to limit impacts to the floodplain and will result in fewer impacts to trees and less impervious area.

The property is encumbered by two (2) streams, floodplain, and the Georgia 400 tree buffer leaving approximately ten percent (10%) of the site as buildable. The applicant proposes to offset the impacts to the four (4) trees in the Georgia 400 buffer with additional tree buffer areas, as well as re-planting the impacted and additional buffer areas to buffer standards. Buffer standards will require evergreen landscaping, which will help screen the building from Georgia 400 and Old Milton Parkway.

CITIZEN PARTICIPATION PLAN

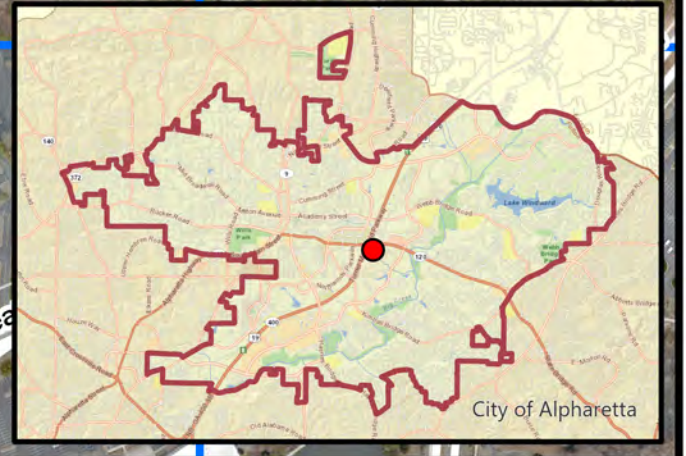
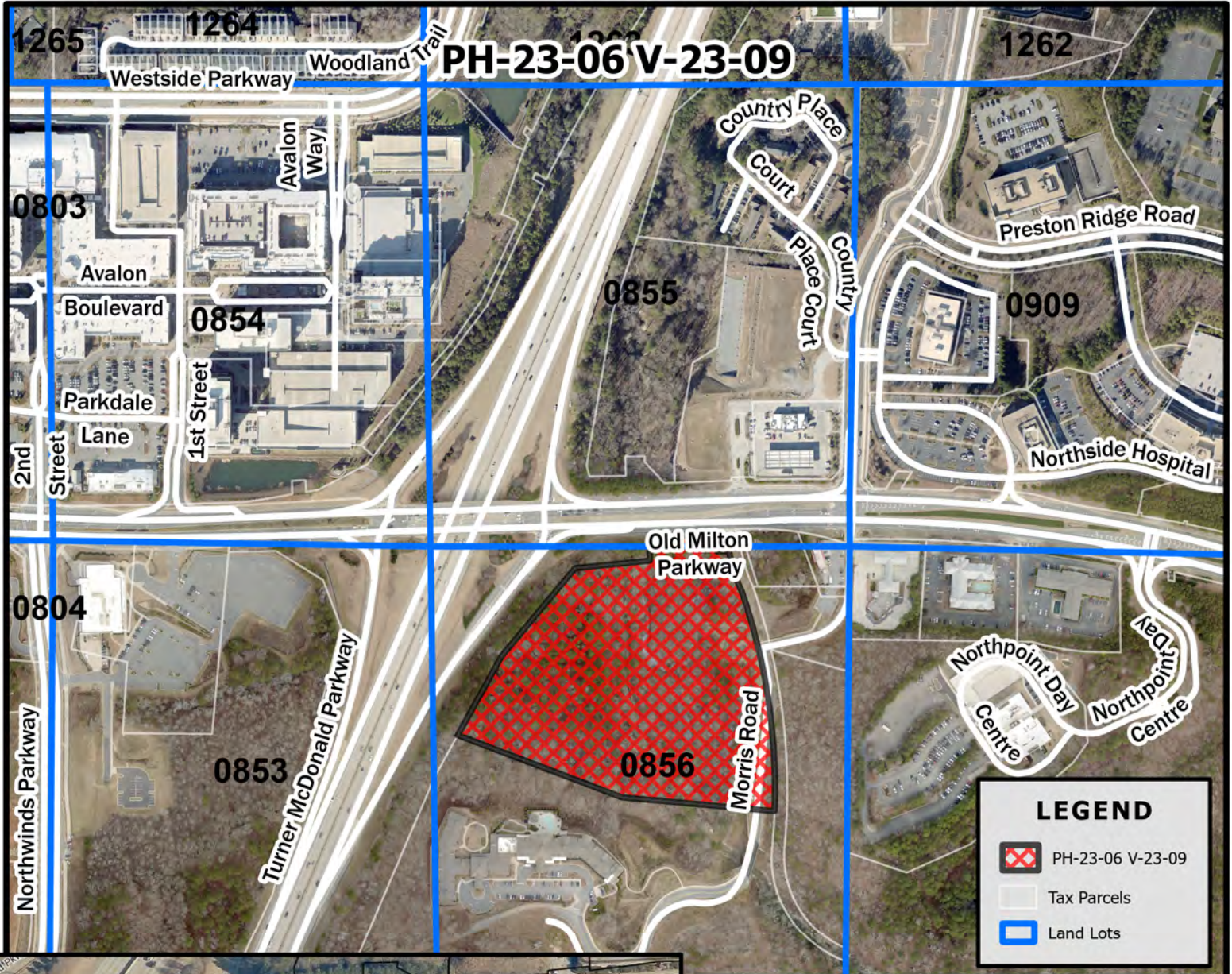
The report submitted by the applicant states that property owners within 500' were contacted regarding the applicant's intent. The report states that no comments were received.

COMMUNITY ZONING INFORMATION MEETING

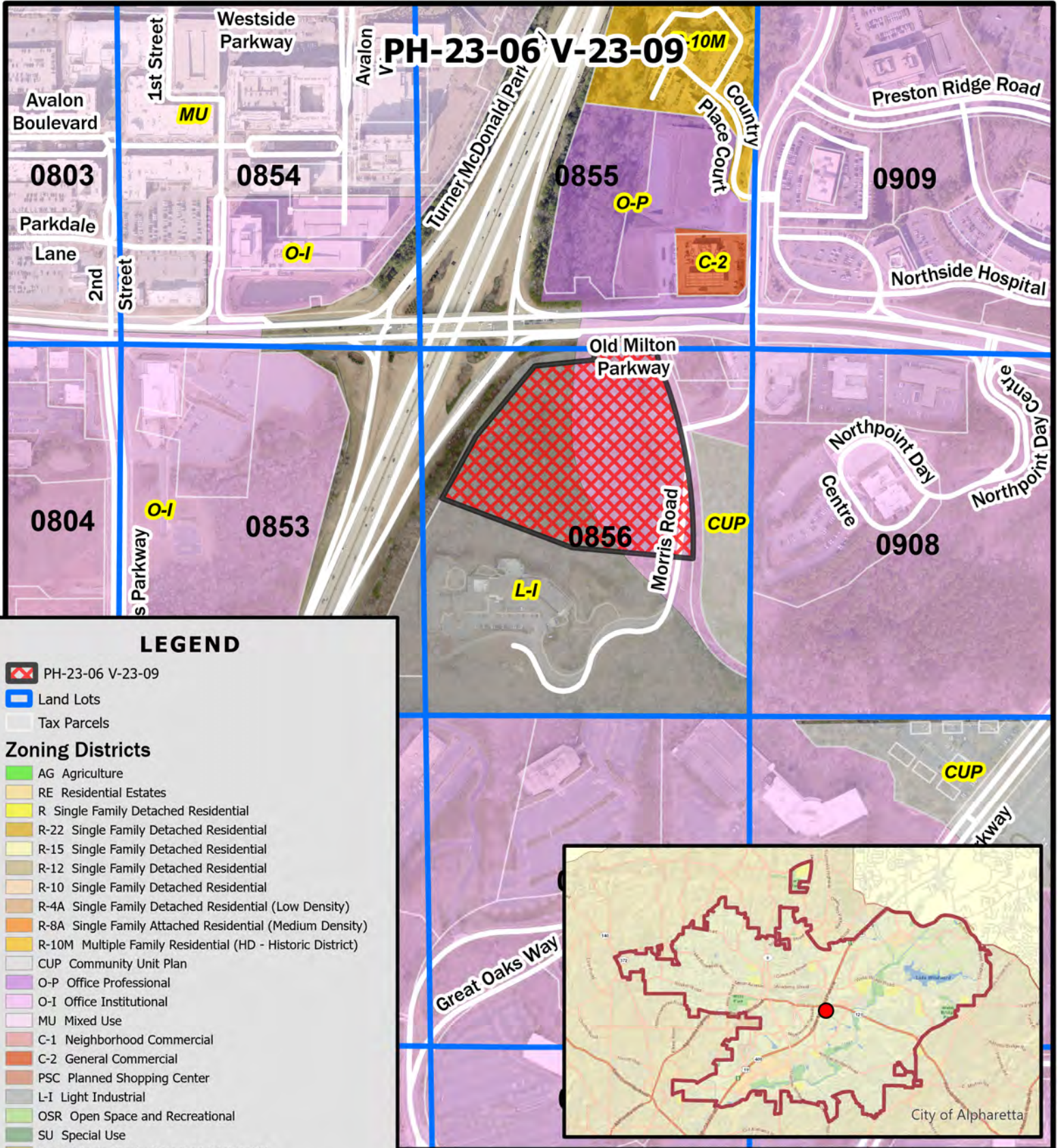
The CZIM was held on April 12, 2023. There were no public comments.

ATTACHMENTS:

- Aerial Map
- Zoning Map
- Future Land Use Map
- Location Map
- Buffer Screening Plan
- CZIM Sign In Sheet
- Citizen Part B
- Application



PH-23-06 V-23-09
D/LL: 1/2/0856
CC: 5/22/23



LEGEND

PH-23-06 V-23-09

Land Lots

Tax Parcels

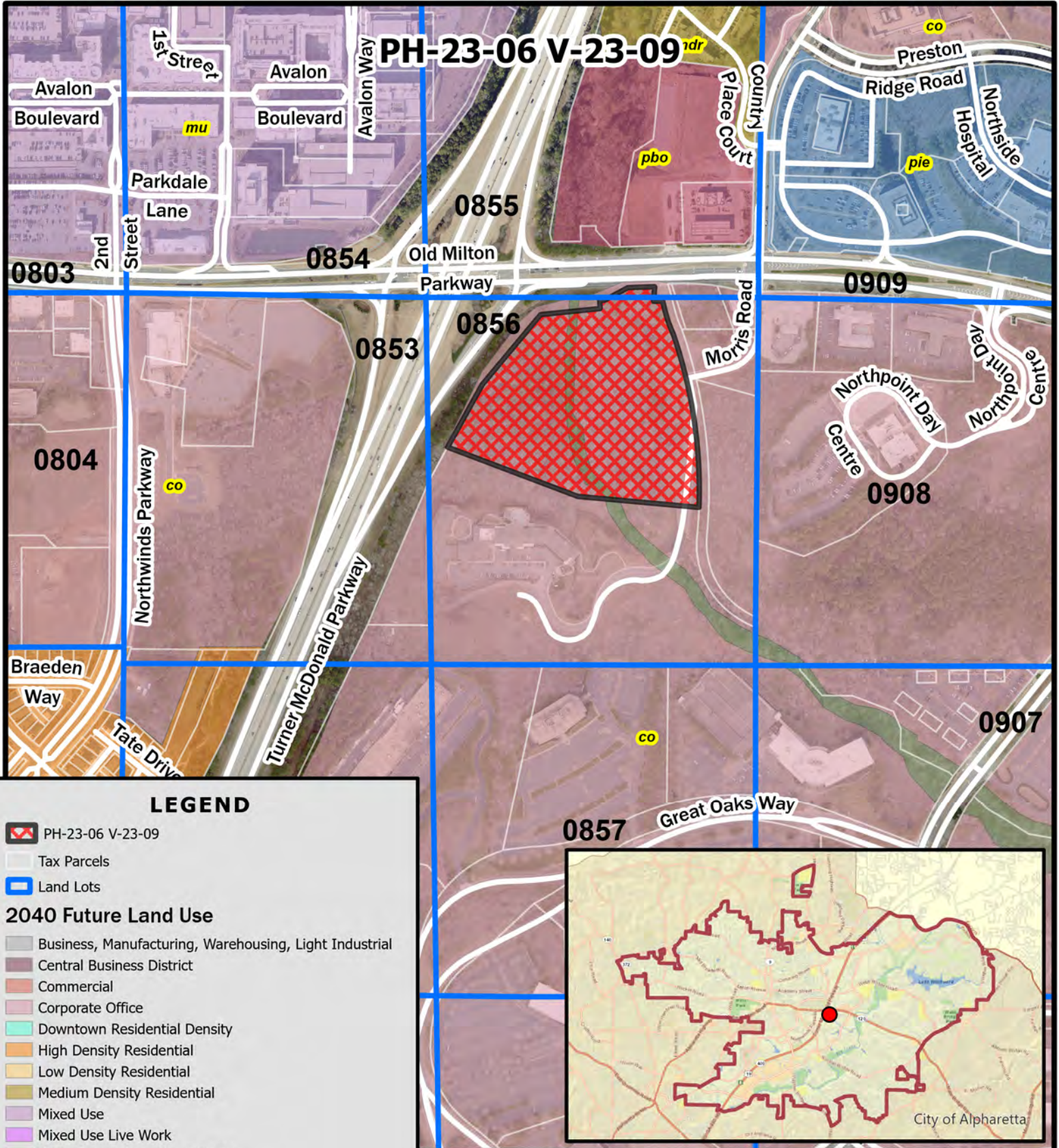
Zoning Districts

- AG Agriculture
- RE Residential Estates
- R Single Family Detached Residential
- R-22 Single Family Detached Residential
- R-15 Single Family Detached Residential
- R-12 Single Family Detached Residential
- R-10 Single Family Detached Residential
- R-4A Single Family Detached Residential (Low Density)
- R-8A Single Family Attached Residential (Medium Density)
- R-10M Multiple Family Residential (HD - Historic District)
- CUP Community Unit Plan
- O-P Office Professional
- O-I Office Institutional
- MU Mixed Use
- C-1 Neighborhood Commercial
- C-2 General Commercial
- PSC Planned Shopping Center
- L-I Light Industrial
- OSR Open Space and Recreational
- SU Special Use
- R-8D Single Family Detached Residential
- R-4D Single Family Detached Residential (Medium Density)
- R-8A/D Single Family Attached/Detached Residential
- DT-C Downtown Core
- DT-MU Downtown Mixed-Use
- DT-LW Downtown Live-Work
- DT-R Downtown Residential

PH-23-06 V-23-09

D/LL: 1/2/0856

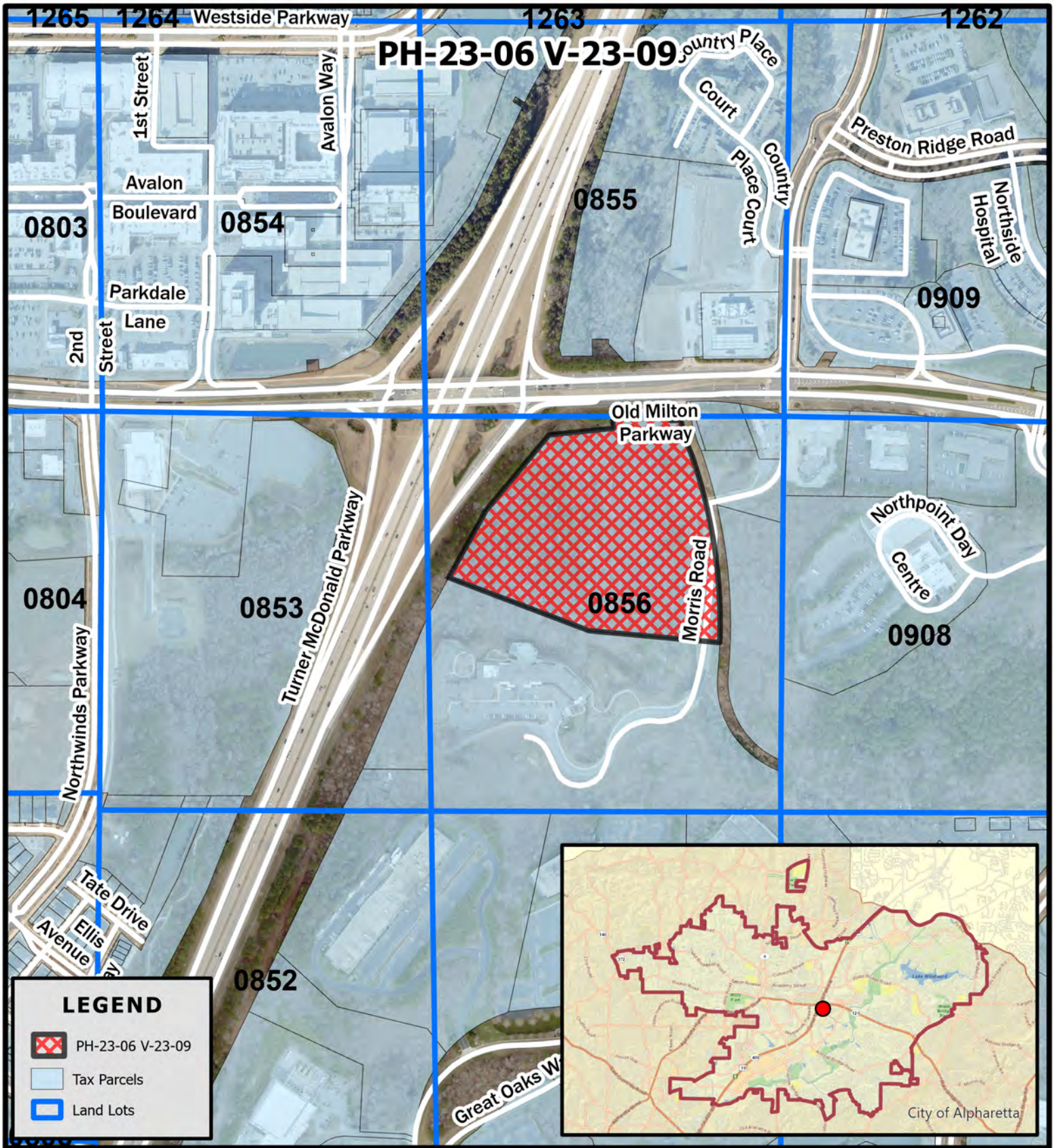
CC: 5/22/23



PH-23-06 V-23-09

D/LL: 1/2/0856

CC: 5/22/23



PH-23-06 V-23-09

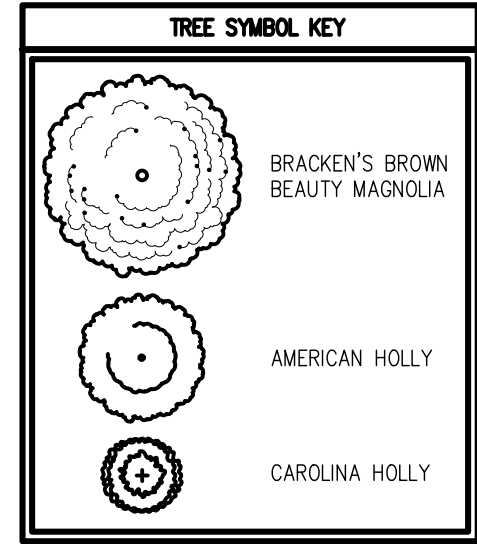
D/LL: 1/2/0856

CC: 5/22/23

Location Map
Midgard Change of Conditions & Variance
11425 Morris Road

Trees to be Removed							
Qty	Tag	Tree	Impacted %	DBH	Unit Value	Specimen Multiplier	Total Inches
1	720	Maple	30.0%	23"	23	1	23"
1	721	Sweetgum	31.1%	29"	29	1	29"
1	722	Pine	26.8%	21"	21	1	21"
1	723	Pine	16.5%	17"	17	1	17"
4						Total Tree Inches To Replace	90"

GA 400 BUFFER PLANT LIST				
Qty	Botanical Name	Common Name	Min. Size	Specifications
2	Magnolia grandiflora 'Brackens Brown Beauty'	Brackens Brown Beauty Magnolia	11'-12" HT.	Free of Pests and Disease
11	Ilex opaca	American Holly	11'-12" HT.	Free of Pests and Disease
17	Ilex ambigua	Carolina holly (Tree Form)	11'-12" HT.	Tree Form, Free of Pests and Disease
30	Total Ornamental Trees			
PROPOSED EVERGREEN SHRUBS ALONG LIMITS OF DISTURBANCE ARE SHOWN TO PROVIDE SCREENING				



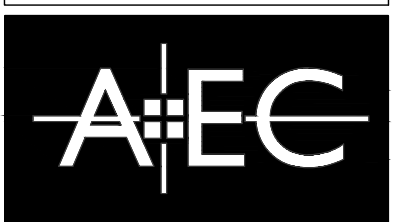
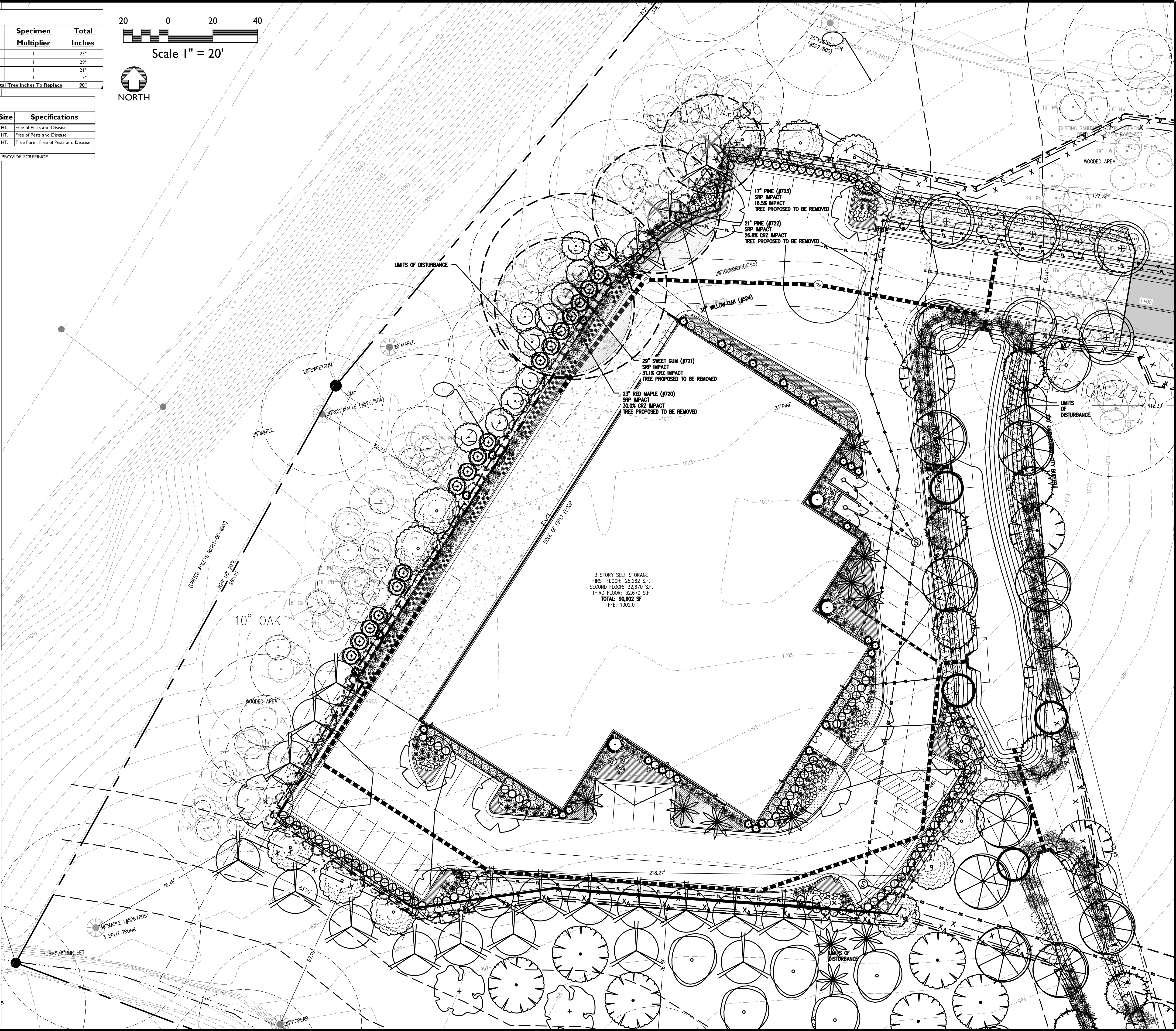
BRACKEN'S BROWN BEAUTY MAGNOLIA



CAROLINA HOLLY



AMERICAN HOLLY



Civil Engineering
Land Planning
Landscape Architecture

Water Resources
Property Services
Arborist Services

50 Warm Springs Circle
Roswell • Georgia • 30075
(770)641-1942 • www.aecad.com

LANDSCAPE PLAN FOR GA 400 BUFFER

MIDGARD STORAGE ALPHARETTA, GEORGIA

NO.	REVISIONS	DATE	
		INITIAL D.P. SUBMITTAL	FULTON COUNTY RESUBMITTAL
		6-5-2022	11-8-2022

PROJECT NO.: 19-4303.00
CIVIL DRAWN BY: AJG/BQ/DWW
CIVIL DESIGNED BY: AJG/DWW/MDW
LANDSCAPE DRAWN BY: JPS
LANDSCAPE DESIGNED BY: JPS
CHECKED BY: JWM/DWW
DATE - 8-5-2022

SHEET

SI.0

Community Zoning Information Meeting (CZIM)

April 12, 2023

Please sign-in and leave your comments and/or concerns.

PH-23-06/V-23-09 / MidGard Change of Condition & Variance

NAME	ADDRESS	COMMENTS
	No Comments	

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: Midgard Self Storage

Contact Name: Lew Pollack

Telephone: 561.212.5350

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.

We received no comments or response from our mailings to the surrounding homeowners.

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: 4/26/2023

Print Form



March 30, 2023

RE: **PH-23-06 / V-23-09 / Midgard Change of Conditions & Variance**

Dear Property Owner:

We are representing the applicant, Midgard Self Storage-C/O Reliant Real Estate Manager, in the above referenced case located at the Southeast corner of Old Milton Parkway and Ga. 400.

Please allow this letter to serve as public notice for a Change of Zoning Condition and concurrent Variance request to update the site plan from the approved zoning and to allow for the impact of existing trees within the Ga. 400 Buffer. I have attached a copy of the filed site plan for your convenience.

The Community Zoning Information Meeting (CZIM) for this request was held on Wednesday April 12, 2023, at 6:00 p.m. This meeting will take place in Council Chambers at Alpharetta City Hall, which is located at 2 Park Plaza, Alpharetta, Georgia 30009. This is an informal meeting to allow the public to view public hearing requests, ask questions, and provide feedback.

This item will be considered by the City Council on Monday, May 22, 2023 at 6:30 PM. The meeting(s) will be held in the Council Chambers at City Hall, 2 Park Plaza, Alpharetta, GA 30009.

If you have any questions regarding the above request, please feel free to contact me at your convenience. I can be reached at slr@aecatl.com or (770) 641-1942.

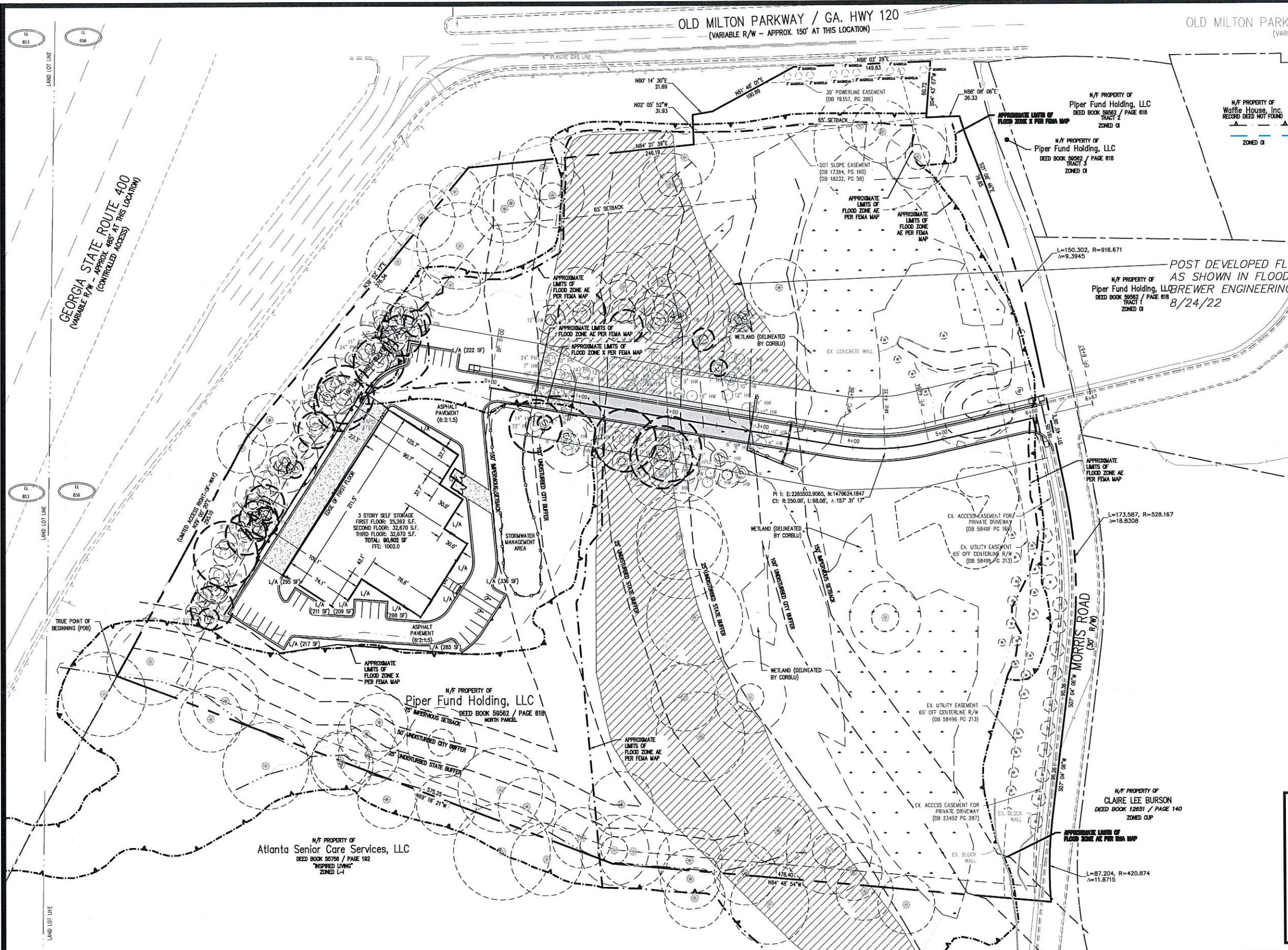
Sincerely,
AEC, Inc.

A handwritten signature in black ink, appearing to be 'SLR'.

Steven L. Rowe, ASLA
Vice President

SLR/SCH/slr
Attachments

M:\2019 JOBS\19-4303 Midgard Storage\Zoning Submittal (2023)\CZIM Neighbor Letter- Midgard.docx



SITE DATA:

11425 MORRIS ROAD
CITY OF ALPHARETTA
FULTON COUNTY, GEORGIA
LAND LOT 853 & 856
1st DISTRICT 2nd SECTION

TOTAL ACREAGE: 14.948
CURRENT ZONING: L-1 & O&I

PROPOSED USE: SELF STORAGE
REQUIRED PARKING: 28
TOTAL PARKING: 28

SITE STANDARDS:

MINIMUM LOT SIZE:	1 AC
MINIMUM LOT WIDTH:	NONE
MINIMUM SETBACK:	
FRONT:	65'
SIDE:	15'
REAR:	15'
MAX BUILDING COVERAGE:	35%
PROP. BUILDING COVERAGE:	3.9%
MAX BUILDING HT:	35'
PROP. BUILDING HT:	42'
(ADMIN VARIANCE)	

CAUTION

THE UTILITIES SHOWN ARE SHOWN FOR THE CONTRACTOR'S CONVENIENCE ONLY. THERE MAY BE OTHER UTILITIES NOT SHOWN ON THESE PLANS. THE PREPARER ASSUMES NO RESPONSIBILITY FOR THE LOCATIONS SHOWN AND IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATIONS OF ALL UTILITIES WITHIN THE LIMITS OF THE WORK. ALL DAMAGE MADE TO EXISTING UTILITIES BY THE CONTRACTOR SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.

- LAYOUT NOTES**
- ALL DIMENSIONS ARE TO BACK OF CURB UNLESS NOTED OTHERWISE.
 - ALL STRIPING TO BE THERMOPLASTIC WITHIN CITY AND GDOT RIGHT-OF-WAY.
 - ALL PAVING OUTSIDE OF PUBLIC RIGHT-OF-WAY TO BE 6:2:1 ASPHALT PAVING.

- WALL NOTES**
- ALL WALLS 30" AND OVER IN HEIGHT REQUIRE A MINIMUM 42" HANDRAIL ON TOP.
 - ALL WALLS DESIGNED AND PERMITTED BY OTHERS.
 - FOR WALLS 4'-0" AND OVER A SEPARATE BUILDING PERMIT WILL BE REQUIRED. ALL WALLS OVER 4'-0" REQUIRED FENCING OR ACCEPTABLE DENSE VEGETATION AT THE TOP PER UOC ARTICLE IV 4.4.5.1.

LEGEND

BC	BACK OF CURB
BS	BUILDING SETBACK
B.S.L.	BUILDING SETBACK LINE
C&G	CURB AND GUTTER
CP	CAST IN PLACE
CONC.	CONCRETE
CRZ	CRITICAL ROOT ZONE
FC	FACE OF CURB
H/C	HANDICAP
HD	HEAVY DUTY PAVEMENT
L	LEVEL/LANDING
L/A	LANDSCAPE AREA
LS	LANDSCAPE SETBACK
R	RAMP
R.O.W.	RIGHT OF WAY
S/W	SIDEWALK
TYP.	TYPICAL

LINE TYPE LEGEND

---	PROPOSED CURB AND GUTTER
---	EXISTING CURB
---	SETBACKS
---	STREAM BUFFER
---	STREAM CENTER LINE
---	PROPERTY LINES
---	LIMITS OF DISTURBANCE (LOD)
---	TREE PROTECTION FENCE (TYPE B)
---	LIMITS OF FLOODPLAIN X
---	LIMITS OF FLOODPLAIN AE
---	LIMITS OF FLOODWAY
---	WETLANDS

AEC

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NORTH

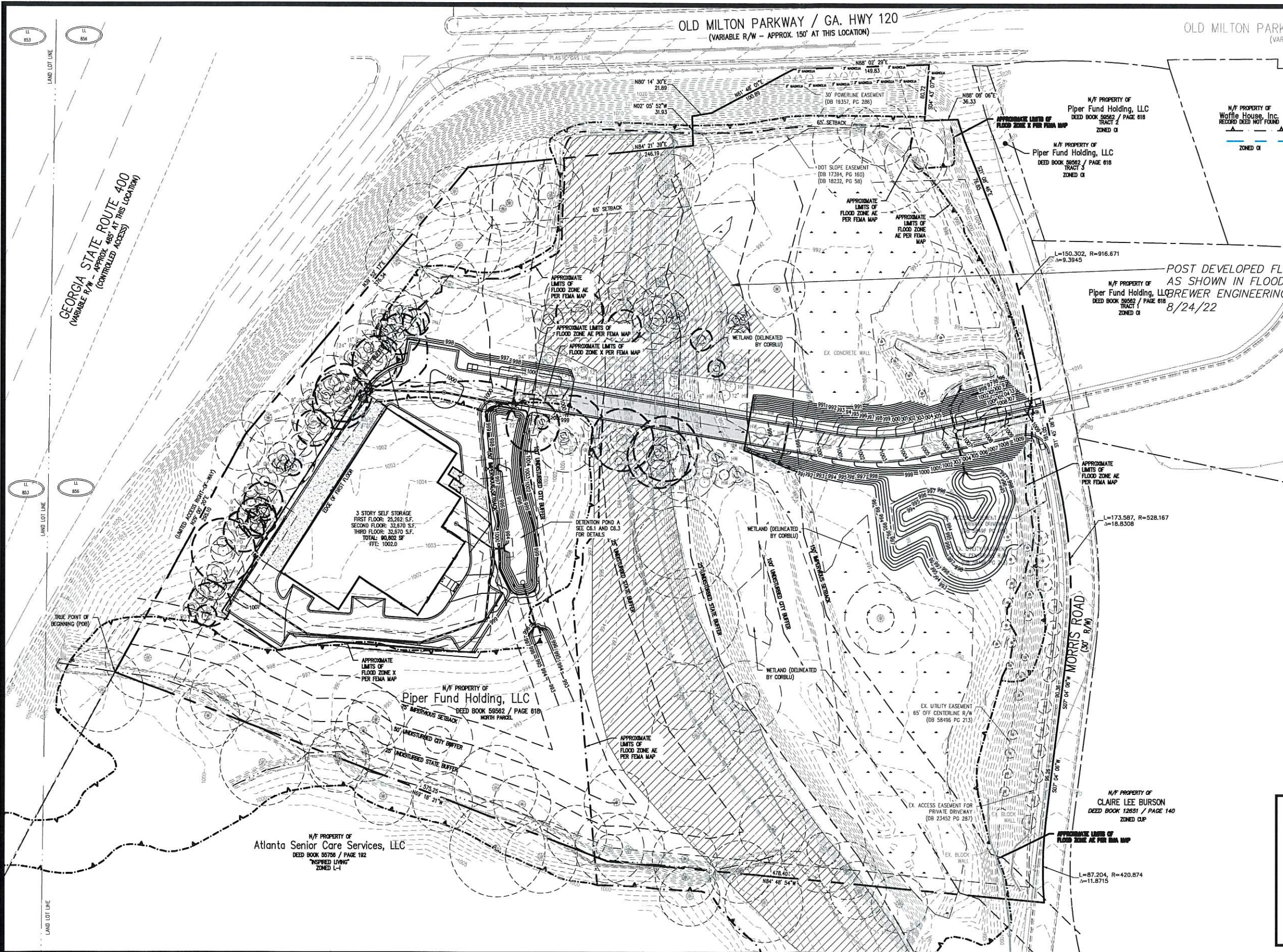
0 50 100

PRELIMINARY SITE PLAN

MidGard SS Alpharetta

ALPHARETTA, GEORGIA

PROJECT INFORMATION	
PROJECT NO.:	19-4303
DATE:	2-27-23
SCALE:	1" = 50'
FILE NAME:	19-4303 C00-alt.dwg
DESIGN/DRAWN:	slr/sch



SITE DATA:

11425 MORRIS ROAD
CITY OF ALPHARETTA
FULTON COUNTY, GEORGIA
LAND LOT 853 & 856
1st DISTRICT 2nd SECTION

TOTAL ACREAGE: 14.948
CURRENT ZONING: L-1 & O&I

PROPOSED USE: SELF STORAGE
TOTAL PARKING: 28

SITE STANDARDS:

MINIMUM LOT SIZE: 1 AC
MINIMUM LOT WIDTH: NONE
MINIMUM SETBACK:
FRONT: 65'
SIDE: 15'
REAR: 15'
MAX BUILDING COVERAGE: 35%
PROP. BUILDING COVERAGE: 3.9%
MAX BUILDING HT: 35'
PROP. BUILDING HT: 42'
(ADMIN VARIANCE)

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- WALL NOTES**
- ALL WALLS 30" AND OVER IN HEIGHT REQUIRE A MINIMUM 42" HANDRAIL ON TOP.
 - ALL WALLS DESIGNED AND PERMITTED BY OTHERS.
 - FOR WALLS 4'-0" AND OVER A SEPARATE BUILDING PERMIT WILL BE REQUIRED. ALL WALLS OVER 4'-0" REQUIRED FENCING OR ACCEPTABLE DENSE VEGETATION AT THE TOP PER UDC ARTICLE IV 4.4.5.1.

LEGEND

BC	BACK OF CURB
BS	BUILDING SETBACK
B.S.L	BUILDING SETBACK LINE
C&G	CURB AND GUTTER
C&G	CAST IN PLACE
CONC.	CONCRETE
CRZ	CRITICAL ROOT ZONE
FC	FACE OF CURB
H/C	HANDICAP
HD	HEAVY DUTY PAVEMENT
L	LANDSCAPING
L/A	LANDSCAPE AREA
LS	LANDSCAPE SETBACK
R	RAMP
R.O.W.	RIGHT OF WAY
S/W	SIDEWALK
TYP.	TYPICAL

LINE TYPE LEGEND

---	PROPOSED CURB AND GUTTER
---	EXISTING CURB
---	SETBACKS
---	STREAM BUFFER
---	STREAM CENTER LINE
---	PROPERTY LINES
---	LIMITS OF DISTURBANCE (LOD)
---	TREE PROTECTION FENCE (TYPE B)
---	LIMITS OF FLOODPLAIN X
---	LIMITS OF FLOODPLAIN AE
---	LIMITS OF FLOODWAY
---	WETLANDS

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NORTH

50 0 50 100

PRELIMINARY SITE PLAN

MidGard SS Alpharetta

ALPHARETTA, GEORGIA

PROJECT INFORMATION	
PROJECT NO:	19-4303
DATE:	2-27-23
SCALE:	1" = 50'
FILE NAME:	19-4303 C00-alt.dwg
DESIGN/DRAWN:	slr/sch

M:\910851\19-4303 Midgard Storage\Civil\19-4303 C00-alt.dwg, 2/27/2023 4:22:48 PM, cth, ARCH Full bleed D (36.00 x 24.00 inches), 1:1

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

FOR OFFICE USE ONLY

Case #: _____

PH #: _____

☐ Property Taxes & Code Violations Verified

☐ 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." Please note that a 3% convenience fee will be added to all credit card transactions.
5. Applications will be accepted 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: Midgard Self Storage - c/o Reliant Real Estate Management, LLC

Telephone: 770.609.8276

Address: 1146 Canton Street

Suite: _____

City Roswell

State: Ga

Zip: 30075

Fax: _____

Mobile Tel: 561.212.5350

Email: lpollack@reliant-mgmt.com

Subject Property Information:

Address: 11425 Morris Road

Current Zoning: _____

District: 1ST

Section: 2ND

Land Lot: 853,856

Parcel ID: 12-2970-0856-048-1

Proposed Zoning: n/a

Current Use: VACANT

This Application For (Check All That Apply):

☐ Conditional Use

☐ Master Plan Amendment

☐ Comprehensive Plan Amendment

☐ Rezoning

☐ Master Plan Review

☒ Variance

☐ Public Hearing

☐ Exception

☒ Other (Specify):

Site Plan Amendment

APPLICANT REQUEST AND INTENT

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

Self Storage Facility

Applicant's Request (Please itemize the proposal):

We are requesting the following:

1. Update the approve site plan from the approved V-20-01 / E-20-02 MidGard Self Storage Variance & Exception. We were required to move the driveway for accessing the facility so as to not to impact the flood plain adjacent to the site.
2. Allow for the impact of the structural root plate of 4 trees within the Ga. 400 Buffer. The building cannot be moved out to the impact zone due to other constraints on the site (stream buffers, flood plain and Ga. 400 buffers).

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

Please see letter of intent

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: Lew Pollack

Telephone: 561.212.5350

Address: 1146 Canton Street

Suite: _____

City Roswell

State: Ga

Zip: 30075

Authorization:

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

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

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

Property Owner's Authorized Applicant (if applicable):

Name of Authorized Applicant: Lewis Pollack

Telephone: 561 212 5350

Address: 1146 CANTON STREET

Suite: _____

City Roswell

State: Ga

Zip: 30075

So Sworn and Attested:

Owner Signature: Lew Pollack

Date: _____

Notary:

Notary Signature: [Signature]

Date: 02-27-2023



MARK L. JONES
Commission # HH 187563
Expires January 14, 2026
Bonded thru Budget Notary Services

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: Lew Pollack

Subject Public Hearing Case: Midgard Self Storage

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: NONE Position: N/A

Description of Contribution: Ø Value: Ø

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-3.

Signature: Lew Pollack

Date: 2/25/2013

ALPHARETTA PLANNING COMMISSION REVIEW CRITERIA

How will this proposal be compatible with surrounding properties?

The current use is compatible with existing surrounding uses. We are requesting a site plan change from the original approval relating to the flood plain.

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

The proposed site plan change will have no impact to surrounding property values.

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

Yes, we are not requesting a re-zoning to the property. We are requesting a site plan change from the original approval relating to the flood plain.

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

The proposed use will have minimal impact to population and traffic.

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

The proposed use will have no impact to schools and minimal impact to existing infrastructure.

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

The proposed use is consistent with the Alpharetta CLUP and Future Land Use Map.

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

N/A

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.

Yes, the existing flood plain, Ga 400 Buffer and existing stream buffers greatly limit the developable land on the parcel. The location of the stream crossing, to access the developable portion of the property was the only location where there was no impact to the flood plain. We performed several flood studies at several locations to determine the location of the crossing.

In addition there are 3 non specimen trees and 1 specimen tree that will be impacted, but not removed, by the proposed development. Because of the limited land outside of the flood limits, the building cannot be moved to avoid the impact to these trees. If the property was developed at the time of the original application (2019) and was not forced to file a lawsuit, the impact to these trees may not have been an issue at that time.

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

Holding the property to the staffs interpretation of the city code relating the the trees on the property will make the property undevelopable for the zoning approved use.

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

- Extensive FEMA flood plain on the property.
- Several stream buffers traversing the property.
- The Georgia 400, 60' buffer, along the western edge of the property.

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

No, granting of the variance will not impact surrounding properties and will not allow for any clearing within the Ga. 400 buffer.

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.

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: Midgard Self Storage

Contact Name: Lew Pollack Telephone: 561.212.5350

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

(see attached list)

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

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

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

A letter will be sent to all surrounding property owners within 500' detailing the request. Responses and comments can be made by e-mail, telephone call and in person meeting if requested.



March 1, 2023

The Mayor and City Council
City of Alpharetta
2 Park Plaza
Alpharetta, Georgia 30009

RE: **Midgard Self Storage
Site Plan Amendment and Variance Application
Constitutional Assertions**

Dear Mayor and Councilpersons:

While applicant respectfully disagree that any petition for modification and variances are required, and that such matters can and should be handled administratively consistent with the City Ordinance, applicant files this petition out of an abundance of caution and in a good faith effort to avoid further legal issues with the City. Midgard Self Storage, the Applicant, seeks a site plan modification and a tree impact variance on the approximately 14 ½ acre infill property at the southeast corner of Old Milton Parkway and Georgia 400.

The original location of the required stream crossing shown in the approved zoning plan from November 2021, was not feasible due to the proposed impacts to the 100-year flood plain that were not discovered until the flood study was performed. Because of the sensitive nature of the flood plain on this site, the location of the proposed crossing needed to be within a narrow window toward the middle of the property. The proposed location of the crossing was the only area on the property that did not impact the flood plain, either upstream or downstream, and still required sections of a bridge to be utilized to minimize impacts. The stream crossing will be at a perpendicular angle and will be the shortest possible crossing of the stream buffer. Although the current crossing location will impact existing trees, less trees will be removed and impacted on the proposed crossing location as opposed to the original location closer to Old Milton Parkway. We will be replacing the removed buffer trees with newly planted trees within the areas of the grading impacts to the stream buffer.

In addition to the site plan modification, we are seeking a variance to impact, but not remove, four (4) existing trees within the Ga. 400 buffer. The proposed trees to be impacted are a 23" Red Maple, a 24" Sweetgum, 17" Loblolly Pine and a 21" Loblolly Pine. The proposed impacts to the trees are as follows:

- 23" Maple- 29.6% total CRZ impact and a minimal structural root plate encroachment
- 24" Sweetgum- 26.0% total CRZ impact and a minimal structural root plate encroachment
- 17" Pine- 17.0% total CRZ impact and a minimal structural root plate encroachment
- 21" Pine- 26.1% total CRZ impact and a minimal structural root plate encroachment

With the numerous existing constraints on the property including flood plain, stream buffers, Ga. 400 buffer and specimen trees, we are extremely limited on the portions of the property that can be developed. If we try to reduce the impacts to the trees, the building gets pushed into the flood plain and/ or stream buffer which is not a viable solution. In addition to preserving the 60' buffer, there are several areas outside of the stream buffers that are adjacent to the Ga. 400 buffer, that will be preserved and undisturbed. When those areas are calculated into the overall 60' Ga 400 buffer the average width is increased to 78', 18' more than is required per the code. The proposed variance request is the minimum needed to make the project viable and successful.

We thank you for your consideration in this matter and respectfully request that the updated site plan and tree impact variance be granted as requested. We have attached our Constitutional Assertions on Exhibit "A" attached and if you have any questions or require further information, please feel free to contact me at your convenience.

Sincerely,
AEC, Inc.


Steven L. Rowe, ASLA
Vice President

SLR/SCH/slr

M:\2019 JOBS\19-4303 Midgard Storage\Zoning Submittal (2023)\Site Plan Change and Variance Letter of Intent-constitutional assertions.docx

Exhibit "A" **Constitutional Assertions**

The applicant respectfully submits that the failure to approve the modified site plan and associated tree variance would be unconstitutional, illegal, null and void, constituting a taking of Applicant's Property in violation of the Just Compensation Clause of the Fifth Amendment to the Constitution of the United States; Article I, Section I, Paragraph I, and Section III, Paragraph I of the Constitution of the State of Georgia of 1983; and the Equal Protection and Due Process Clauses of the Fourteenth Amendment to the Constitution of the United States denying the Applicant an economically viable use of its land while not substantially advancing legitimate state interests.

A denial of this Application would constitute an arbitrary and capricious act by the Alpharetta City Council without any rational basis therefore constituting an abuse of discretion in violation of Article I, Section I, Paragraph I and Section III, Paragraph I of the Constitution of the State of Georgia of 1983, and the Due Process Clause of the Fourteenth Amendment to the Constitution of the United States. A refusal by the Alpharetta City Council to approve the variance application for the Property in accordance with the zoning criteria as requested by the Applicant would be unconstitutional and discriminate in an arbitrary, capricious and unreasonable manner between the Applicant and owners of the similarly situated property in violation of Article I, Section I, Paragraph II of the Constitution of the State of Georgia of 1983 and the Equal Protection Clause of the Fourteenth Amendment to the Constitution of the United States. The application of the City of Alpharetta Unified Development Code, facially and as applied to the Property, which restricts the Property to any zoning classification, uses, or to any zoning classification other than the classification as proposed by the Applicant is unconstitutional, illegal, null and void, constituting a taking of Applicant's Property in violation of the Just Compensation Clause of the Fifth Amendment to the Constitution of the United States; Article I, Section I, Paragraph I, and Section III, Paragraph I of the Constitution of the State of Georgia of 1983; and the Equal Protection and Due Process Clauses of the Fourteenth Amendment to the Constitution of the United States denying the Applicant an economically viable use of its land while not substantially advancing legitimate state interests.

For all the foregoing reasons, it is submitted on behalf of the Applicant that the variance application of the applicant meets the requirements of the Alpharetta Unified Development Code. This notice is being given to comply with the provisions of O.C.G.A. § 36-33-5 to afford the City an opportunity to grant the requested variance. If action is not taken by the City Council to grant the variance within a reasonable time, a claim will be filed in the Superior Court of Fulton County demanding just and adequate compensation under Georgia law for the taking of the Property, diminution of value of the Property, attorney's fees and other damages in an amount no less than Ten Million Dollars (\$10,000,000) arising out of the unlawful deprivation of the Applicant's property rights.

PROPERTY OWNERS WITHIN 500'

Parcel ID: 12 297008530179
STATE OF GEORGIA
47 TRINITY AVE STE G02
ATLANTA GA 30334

Parcel ID:12 297008550532
CITY OF ALPPHARETTA GEORGIA
2 PARK PLZ
ALPHARETTA GA 30009

Parcel ID:12 297008550524
TRIAD NEWCASTLE LLC
8200 ROBERTS DR
SANDY SPRINGS GA 30350

Parcel ID:12 297008550383
QT 782 GA LLC ET AL
805 15TH ST NW STE 805
WASHINGTON DC 20005

Parcel ID:12 297008530351
ATLANTA SENIOR CARE SERVICES LLC
8380 BAY PINES BLVD., FLOOR 3
SAINT PETERSBURGH FL 33709

Parcel ID:12 297008560242
BRIDGE ROAD HOLDINGS LLC
10474 NEW COVE RD
ALPHARETTA GA 30022

Parcel ID:12 311008560365
WAFFLE HOUSE INC
P O BOX 6450
NORCROSS GA 30091-6450

Parcel ID:12 311009080371
SAM'S COMMERCIAL PROPERTIES LLC
P.O. BOX 56607
ATLANTA GA 30343

Parcel ID:12 311009080348
3333 OLD MILTON ALPHARETTA LLC
180 GLASTONBURY BLVD STE 201
GLASTONBURY CT 06033

Parcel ID:12 311009080819
ALPHARETTA LIFEHOPE LAND SPE LLC
3330 PRESTON RIDGE RD STE 380
ALPHARETTA GA 30005

Parcel ID:12 297008560127
BURSON CLAIRE LEE
P.O. BOX 1905
CLAYTON GA 30525-1905



Real Estate

View Bill

[View bill image](#)

As of	2/28/2023
Bill Year	2022
Bill	2208572
Owner	MIDGARD SELF STORAGE ALPHARETT
Parcel ID	12 -2970-0856-048-1

[View payments/adjustments](#)

Installment	Pay By	Amount	Payments/Credits	Balance	Interest	Due
1	12/1/2022	\$5,750.00	\$5,750.00	\$0.00	\$0.00	\$0.00
TOTAL		\$5,750.00	\$5,750.00	\$0.00	\$0.00	\$0.00

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Filters

Code Enforcement

Filters

Styling

Filter as map moves

Location

11425 Morris Road

Select attribute filters (9)

Type Description

4 values

Number

133 values

Tag

89 values

Status Code

1 values

Assigned To

2 values

Initiated Date

3/30/2017 to 10/5/2022

Showing 25 of 96 rows

Close Table

Type Description	Number	Tag	Status Code	Assigned To	Initiated Date	Z	Location	Reference ID
Code Enforcement-Com...	CE220057	From-SR: COM DEV RESIDENTI...	OPEN		2/7/2022, 9:38 AM		11980 Morning Mist Dr	53386
Code Enforcement-Trees	CE220065	Tree Removal w/o Permit	OPEN		2/9/2022, 3:16 PM		4098 Big Creek Overlook	53475
Code Enforcement-Com...	CE220084	Stop Work Order	OPEN		2/18/2022, 3:17 PM		905 Lake Union Hill Way	53699
Code Enforcement-Com...	CE220097	Stop Work Order	OPEN		2/25/2022, 2:44 PM		10125 Lauren Hall Court	53844
Code Enforcement-Com...	CE220100	ROLL BACK DUMPSTER VIOLAT...	OPEN		2/28/2022, 10:59 AM		1400 Upper Hembree Road	53870
Code Enforcement-Com...	CE220136	From-SR: COM DEV RESIDENTIAL	OPEN		3/15/2022, 11:36 AM		203 Pinetree Circle	54372
Code Enforcement-Com...	CE220145	Stop Work Order	OPEN		3/17/2022, 3:59 PM		18014 Lake Union Hill Way	54486
Code Enforcement-Com...	CE220159	Tree Removal Without a Permit	OPEN		3/21/2022, 3:07 PM		4295 Park Brooke Trace	54575
Code Enforcement-Com...	CE220185	STOP WORK ORDER - Rear Ret...	OPEN		3/30/2022, 12:15 PM		160 Clipper Bay Drive	54879
Code Enforcement-Com...	CE220191	RV	OPEN		3/30/2022, 3:48 PM		72 Nathan Circle	54906
Code Enforcement-Trees	CE220217	Tree Removal Without Permit	OPEN		4/12/2022, 3:37 PM		11600 Vista Forest Drive	55224
Code Enforcement-Com...	CE220246	From-SR: COM DEV RESIDENTIAL	OPEN		4/22/2022, 2:05 PM		185 Lantern Ridge Ct	55510
Code Enforcement-Trees	CE220254		OPEN		4/26/2022, 11:50 AM		200 Summerfield Drive	55568
Code Enforcement-Trees	CE220276	Stop Work Order - Trees	OPEN		5/3/2022, 8:41 AM		115 Laurelwood Lane	55738
Code Enforcement-Com...	CE220291	Stop Work Order - Fence Violati...	OPEN		5/9/2022, 3:46 PM		325 Jayne Ellen Way	55885
Code Enforcement-Busin...	CE220293	Operating w/o License	OPEN		5/10/2022, 3:43 PM		11380 Southbridge Parkway #231	55924
Code Enforcement-Trees	CE220300	Tree Removal	OPEN		5/10/2022, 3:00 PM		2525 Peachtree...	55928

Page 117 of 722

All that tract or parcel of land lying and being in Land Lot 856 of the 1st District, 2nd Section, Fulton County, Georgia, within the city of Alpharetta, and being more particularly described as follows:

Commencing at a 1/2-inch rebar found at the Land Lot Corner common to Land Lots 852, 853, 856 and 857; Thence along the Land Lot Line common to Land Lots 853 and 856, North 00 degrees 49 minutes 38 seconds East, a distance of 139.81 feet to a point; Thence North 00 degrees 49 minutes 38 seconds East, a distance of 21.66 feet to a 1/2-inch rebar found; Thence departing said Land Lot Line, North 89 degrees 10 minutes 22 seconds West, a distance of 274.47 feet to a 5/8-inch rebar set located on the Easterly right-of-way line of Georgia Highway 400 (a variable width, controlled access right-of-way); Thence along said right of way, North 23 degrees 30 minutes 00 seconds East, a distance of 165.49 feet to a point; Thence North 28 degrees 45 minutes 18 seconds East, a distance of 449.83 feet to a concrete monument found; Thence North 28 degrees 50 minutes 14 seconds East, a distance of 110.24 feet to a concrete monument found; Thence North 29 degrees 00 minutes 20 seconds East, a distance of 51.73 feet to a point, said point being the TRUE POINT OF BEGINNING; Thence continue along said right-of-way, North 29 degrees 00 minutes 20 seconds East, a distance of 295.10 feet to a point; Thence North 39 degrees 52 minutes 17 seconds East, a distance of 376.34 feet to a concrete monument found located at the intersection with the Southerly right-of-way line of Old Milton Parkway, a.k.a. Georgia Hwy 120 (variable right-of-way); Thence along said right-of-way, North 84 degrees 21 minutes 39 seconds East, a distance of 246.19 feet to a concrete monument found; Thence North 02 degrees 05 minutes 52 seconds West, a distance of 31.93 feet to a concrete monument found; Thence North 80 degrees 14 minutes 30 seconds East, a distance of 21.89 feet to a point; Thence North 61 degrees 48 minutes 01 seconds East, a distance of 100.89 feet to a concrete monument found; Thence North 88 degrees 02 minutes 29 seconds East, a distance of 149.83 feet to a concrete monument found; Thence South 04 degrees 43 minutes 07 seconds West, a distance of 60.72 feet to a concrete monument found; Thence North 88 degrees 08 minutes 06 seconds East, a distance of 36.33 feet to a 5/8-inch rebar set located on the Westerly right-of-way line of Morris Road (30-foot right-of-way); Thence along said right-of-way and following along a curve to the left having an arc length of 30.01 feet, with a radius of 304.51 feet, being subtended by a chord bearing of South 18 degrees 19 minutes 22 seconds East, for a distance of 30.00 feet to a point; Thence South 21 degrees 08 minutes 46 seconds East, a distance of 76.85 feet to a point; Thence along a curve to the right having an arc length of 150.30 feet, with a radius of 916.67 feet, being subtended by a chord bearing of South 16 degrees 26 minutes 56 seconds East, for a distance of 150.13 feet to a point; Thence South 11 degrees 45 minutes 06 seconds East, a distance of 161.05 feet to a point; Thence along a curve to the right having an arc length of 173.59 feet, with a radius of 528.17 feet, being subtended by a chord bearing of South 02 degrees 20 minutes 49 seconds East, for a distance of 172.81 feet to a point; Thence South 07 degrees 04 minutes 06 seconds West, a distance of 90.36 feet to a point; Thence South 07 degrees 04 minutes 06 seconds West, a distance of 96.26 feet to a point; Thence along a curve to the left having an arc length of 87.20 feet, with a radius of 420.87 feet, being subtended by a chord bearing of South 01 degrees 07 minutes 58 seconds West, for a distance of 87.05 feet to a point; Thence departing said right-of-way of Morris Road, North 84 degrees 48 minutes 54 seconds West, a distance of 478.40 feet to a point; Thence North 69 degrees 18 minutes 21 seconds West, a distance of 575.25 feet to a point, said point being the TRUE POINT OF BEGINNING.

Said tract of land contains 14.948 Acres.

The property described above, when taken together with Proposed Tract 1 as shown on ALTA/ACSM Land Title Survey for Atlanta Senior Care Services, LLC, ORIX Public Finance, LLC, as prepared by GeoSurvey, Ltd, dated 09/29/2015, constitute one and the same land as the legal description of Tracts 1 and 2 on commitment #724960-ATL.

LEGEND

STANDARD ABBREVIATIONS	STANDARD SYMBOLS
AC AIR CONDITIONER	B OVERHEAD TRAFFIC SIGNAL LIGHT
BH BORE HOLE	C POWER POLE
BSL BUILDING SETBACK LINE	D GUY WIRE
C CURB INLET	E POWER LINE
CMP CORRUGATED METAL PIPE	F LIGHT POLE
CNE CONCRETE MONUMENT FND	G ELECTRIC TRANSFORMER
CO SANITARY CLEANOUT	H WATER VAULT
CPED COMMUNICATION PEDESTAL	I GAS VALVE
CTP CRIMPED TOP PIPE	J GAS METER
D DROP INLET	K FIRE HYDRANT
DIP DUCTILE IRON PIPE	L UNDERGROUND ELECTRIC LINE
DWBI DOUBLE WING CATCH BASIN	M UNDERGROUND GAS LINE
FNC FENCE	N UNDERGROUND COMMUNICATION LINE
FND FOUND	O UNDERGROUND WATER LINE
FOC FIBER OPTIC CABLE	P PHOTO POSITION INDICATOR
GM GAS METER	Q REGULAR PARKING SPACE COUNT
INV INVERT	R HANDICAP PARKING SPACE
JB JUNCTION BOX	S
MH MANHOLE	T
OHP OVERHEAD POWER	U
OTP OPEN TOP PIPE	V
PM POWER METER	W
PGB POINT OF BEGINNING	X
POC POINT OF COMMENCEMENT	Y
RCP REINFORCED CONCRETE PIPE	Z
RBR IRON REINFORCING BAR	
RSS 5/8" RBR SET	
SS SANITARY SEWER	
SWCB SINGLE WING CATCH BASIN	
TRANS ELECTRIC TRANSFORMER	

GEORGIA STATE ROUTE 400
(CONTROLLED ACCESS)

GeoSurvey

UTILITY NOTE

THE UNDERGROUND UTILITIES SHOWN HEREON ARE BASED ON LOCATION OF MARKINGS PROVIDED BY:

UTILISURVEY, LLC
1227 NORTH PEACHTREE PARKWAY, STE 178
PEACHTREE CITY, GA 30269

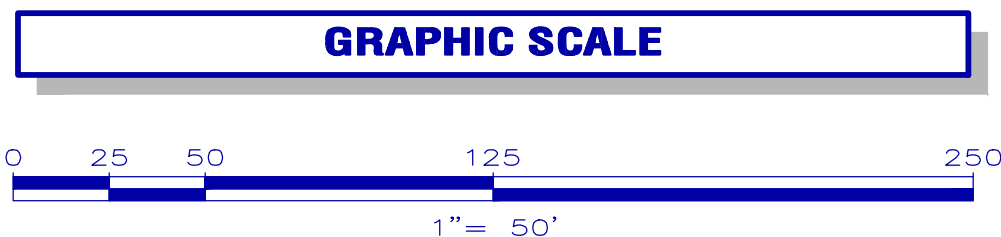
THE UNDERGROUND UTILITIES (EXCEPT THE LOCATION OF EXISTING DRAINAGE, SEWER AND IRRIGATION UTILITIES AS WELL AS UNDERGROUND STORAGE TANKS) WERE LOCATED BY UTILISURVEY, LLC, UTILIZING RADIO FREQUENCY TECHNIQUE. THIS TECHNIQUE IS CAPABLE OF LOCATING METALLIC UTILITIES AND TRACED WIRES. ANY NON-METALLIC UTILITIES (WITHOUT TRACER WIRE) ARE NOT LOCATED.

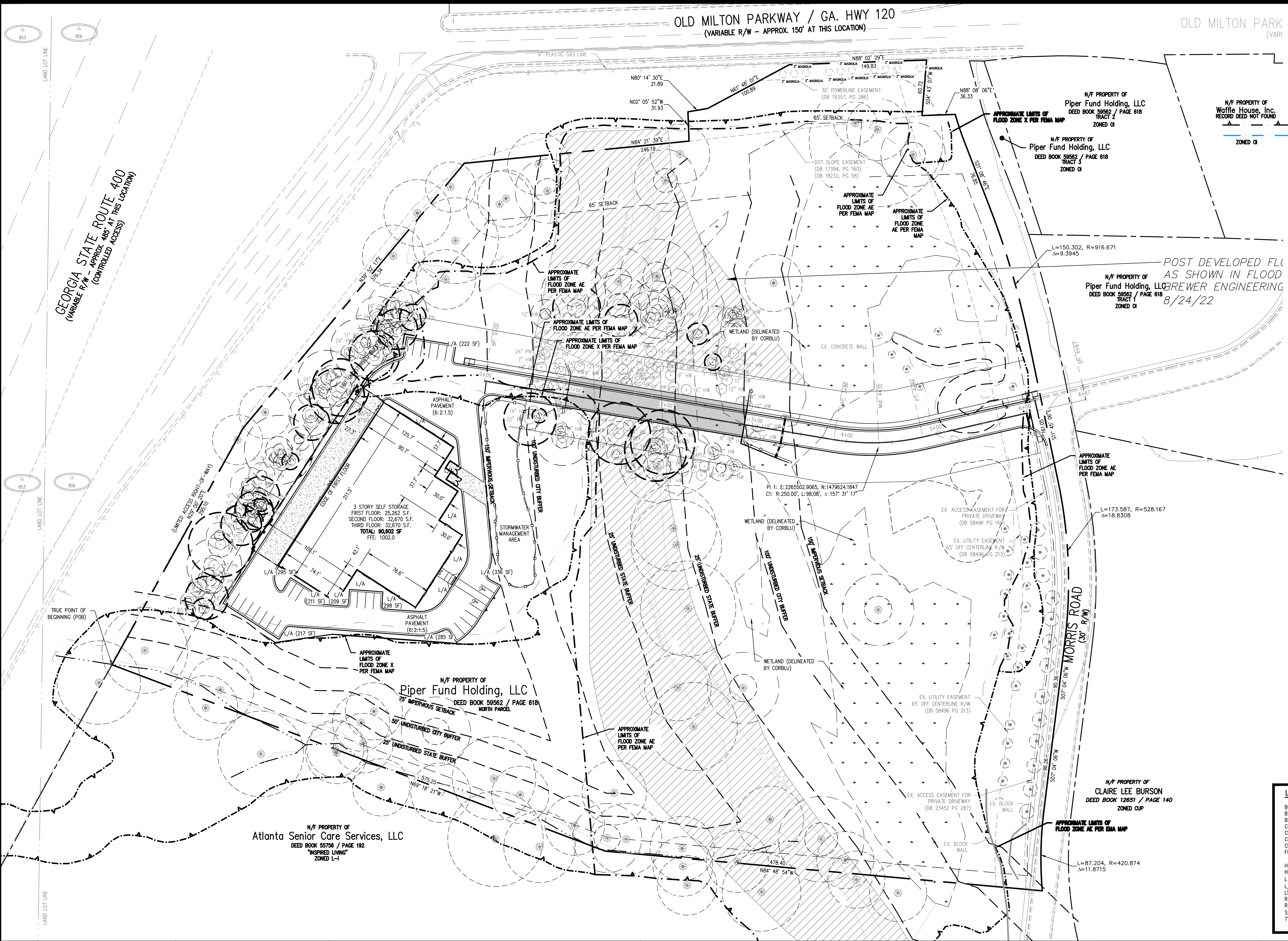
THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN-SERVICE OR ABANDONED. UNDERGROUND UTILITIES NOT OBSERVED OR LOCATED UTILIZING THIS TECHNIQUE MAY EXIST ON THIS SITE BUT NOT BE SHOWN, AND MAY BE FOUND UPON EXCAVATION. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH THE SURVEYOR DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE.

INFORMATION REGARDING MATERIAL AND SIZE OF UTILITIES IS BASED ON RECORDS ACQUIRED FROM THE UTILITY OWNERS.

IF YOU DIG

Know what's below.
Call before you dig.
Dial 811
Or Call 800-282-7411





VICINITY MAP - NTS

SITE DATA:	
11425 MORRIS ROAD	
CITY OF ALPHARETTA	
FULTON COUNTY, GEORGIA	
LAND LOT 853 & 856	
1st DISTRICT	2nd SECTION
TOTAL ACREAGE: 14.948	
CURRENT ZONING: L-1 & O&I	
PROPOSED USE:	SELF STORAGE
TOTAL PARKING:	28
TOTAL PARKING:	28
SITE STANDARDS:	
MINIMUM LOT SIZE:	1 AC
MINIMUM LOT WIDTH:	NONE
MINIMUM SETBACK:	
FRONT:	65'
SIDE:	15'
REAR:	15'
MAX BUILDING COVERAGE:	35%
PROP. BUILDING COVERAGE:	3.9%
MAX BUILDING HT:	35'
PROP. BUILDING HT:	42'
(ADMIN VARIANCE)	

CAUTION

THE UTILITIES SHOWN ARE SHOWN FOR THE CONTRACTOR'S CONVENIENCE ONLY. THERE MAY BE OTHER UTILITIES NOT SHOWN ON THESE PLANS. THE PREPARER ASSUMES NO RESPONSIBILITY FOR THE LOCATIONS SHOWN AND IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATIONS OF ALL UTILITIES WITHIN THE LIMITS OF THE WORK. ALL DAMAGE MADE TO EXISTING UTILITIES BY THE CONTRACTOR SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.

- LAYOUT NOTES**
- ALL DIMENSIONS ARE TO BACK OF CURB UNLESS NOTED OTHERWISE.
 - ALL STRIPING TO BE THERMOPLASTIC WITHIN CITY AND DOT RIGHT-OF-WAY.
 - ALL PAVING OUTSIDE OF PUBLIC RIGHT-OF-WAY TO BE 6:2:1 ASPHALT PAVING.

- WALL NOTES**
- ALL WALLS 30" AND OVER IN HEIGHT REQUIRE A MINIMUM 42" HANDRAIL ON TOP.
 - ALL WALLS DESIGNED AND PERMITTED BY OTHERS.
 - FOR WALLS 4'-0" AND OVER A SEPARATE BUILDING PERMIT WILL BE REQUIRED. ALL WALLS OVER 4'-0" REQUIRED FENCING OR ACCEPTABLE DENSE VEGETATION AT THE TOP PER UDC ARTICLE IV 4.4.5.1.

LEGEND	LINETYPE LEGEND
BC BS B.S.L. C&G CIP CONC. CRZ FC	BACK OF CURB BUILDING SETBACK BUILDING SETBACK LINE CURB AND GUTTER CAST IN PLACE CONCRETE CRITICAL ROOT ZONE FACE OF CURB
H/C HD L L/A LS R R.Q.W. S/W TYP.	HANDICAP HEAVY DUTY PAVEMENT LEVEL/LANDING LANDSCAPE AREA LANDSCAPE SETBACK RAMP RIGHT OF WAY SIDEWALK TYPICAL
	PROPOSED CURB AND GUTTER EXISTING CURB SETBACKS STREAM BUFFER STREAM CENTER LINE PROPERTY LINES LIMITS OF DISTURBANCE (LOD) TREE PROTECTION FENCE (TYPE B) LIMITS OF FLOODPLAIN X LIMITS OF FLOODPLAIN AE LIMITS OF FLOODWAY WETLANDS

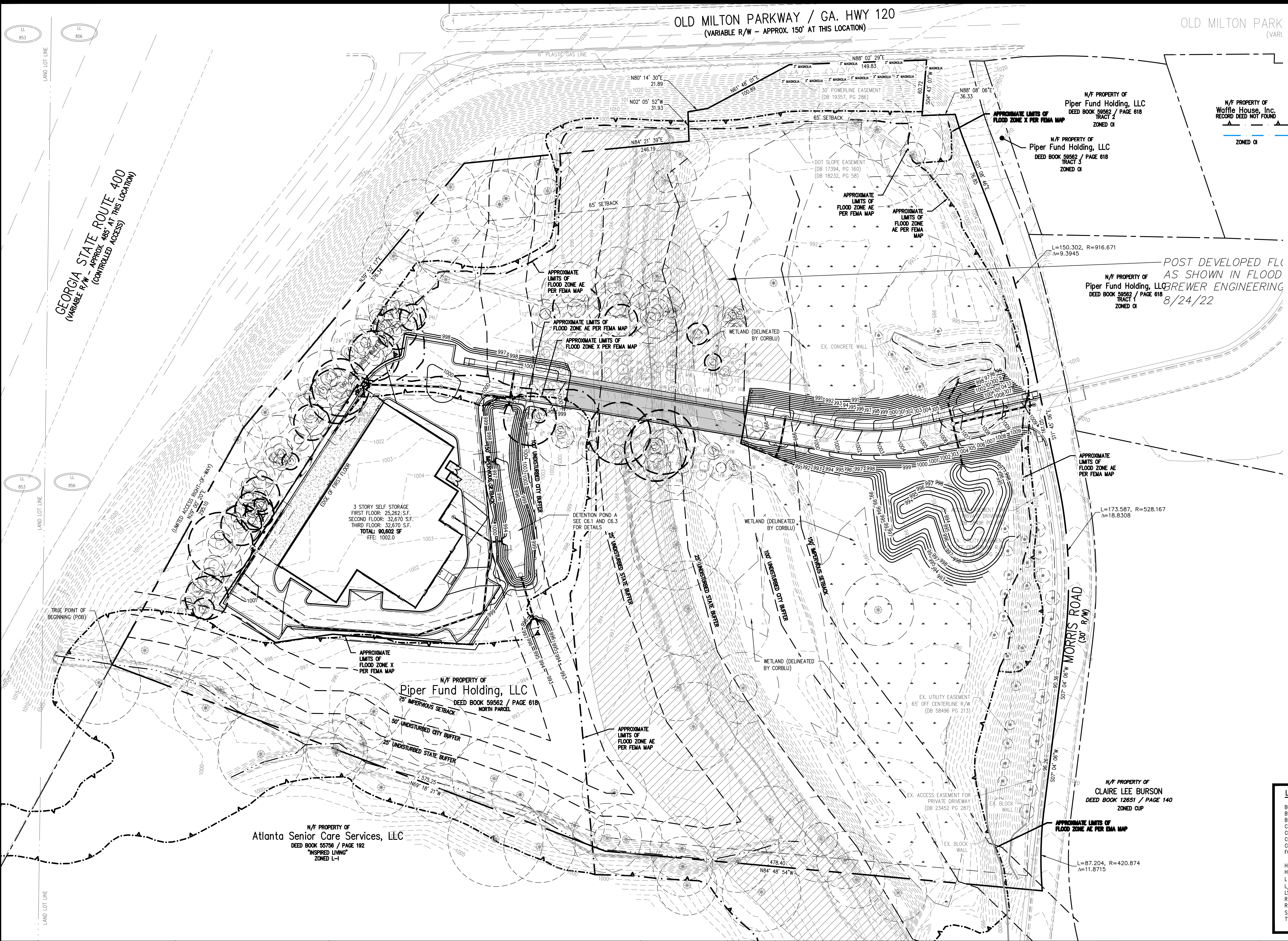
CIVIL ENGINEERING • PLANNING • LANDSCAPE ARCHITECTURE
50 Warm Springs Circle
Roswell • Georgia • 30075
(770) 641-1942 • www.aecatl.com

PRELIMINARY SITE PLAN

MidGard SS Alpharetta

ALPHARETTA, GEORGIA

PROJECT INFORMATION	
PROJECT NO.:	19-4303
DATE:	2-27-23
SCALE:	1" = 50'
FILE NAME:	19-4303 C00-alt.dwg
DESIGN/DRAWN:	slr/sch



VICINITY MAP - NTS

SITE DATA:	
11425 MORRIS ROAD	
CITY OF ALPHARETTA	
FULTON COUNTY, GEORGIA	
LAND LOT 853 & 856	
1st DISTRICT 2nd SECTION	
TOTAL ACREAGE:	14.948
CURRENT ZONING:	L-1 & O&I
PROPOSED USE:	SELF STORAGE
TOTAL PARKING:	28
SITE STANDARDS:	
MINIMUM LOT SIZE:	1 AC
MINIMUM LOT WIDTH:	NONE
MINIMUM SETBACK:	
FRONT:	65'
SIDE:	15'
REAR:	15'
MAX BUILDING COVERAGE:	35%
PROP. BUILDING COVERAGE:	3.9%
MAX BUILDING HT:	35'
PROP. BUILDING HT:	42'
(ADMIN VARIANCE)	

CAUTION

THE UTILITIES SHOWN ARE SHOWN FOR THE CONTRACTOR'S CONVENIENCE ONLY. THERE MAY BE OTHER UTILITIES NOT SHOWN ON THESE PLANS. THE PREPARER ASSUMES NO RESPONSIBILITY FOR THE LOCATIONS SHOWN AND IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATIONS OF ALL UTILITIES WITHIN THE LIMITS OF THE WORK. ALL DAMAGE MADE TO EXISTING UTILITIES BY THE CONTRACTOR SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.

- LAYOUT NOTES**
- ALL DIMENSIONS ARE TO BACK OF CURB UNLESS NOTED OTHERWISE.
 - ALL STRIPING TO BE THERMOPLASTIC WITHIN CITY AND GOVT RIGHT-OF-WAY.
 - ALL PAVING OUTSIDE OF PUBLIC RIGHT-OF-WAY TO BE 6:2:1 ASPHALT PAVING.

- WALL NOTES**
- ALL WALLS 30" AND OVER IN HEIGHT REQUIRE A MINIMUM 42" HANDRAIL ON TOP.
 - ALL WALLS DESIGNED AND PERMITTED BY OTHERS.
 - FOR WALLS 4'-0" AND OVER A SEPARATE BUILDING PERMIT WILL BE REQUIRED. ALL WALLS OVER 4'-0" REQUIRED FENCING OR ACCEPTABLE DENSE VEGETATION AT THE TOP PER UDC ARTICLE IV 4.4.5.1.

LEGEND	
BC	BACK OF CURB
BS	BUILDING SETBACK
B.S.L.	BUILDING SETBACK LINE
C&G	CURB AND GUTTER
CIP	CAST IN PLACE
CONC.	CONCRETE
CRZ	CRITICAL ROOT ZONE
FC	FACE OF CURB
H/C	HANDICAP
HD	HEAVY DUTY PAVEMENT
L	LEVEL/LANDING
L/A	LANDSCAPE AREA
LS	LANDSCAPE SETBACK
R	RAMP
R.Q.W.	RIGHT OF WAY
S/W	SIDEWALK
TYP.	TYPICAL

LINETYPE LEGEND	
---	PROPOSED CURB AND GUTTER
---	EXISTING CURB
---	SETBACKS
---	STREAM BUFFER
---	STREAM CENTER LINE
---	PROPERTY LINES
---	LIMITS OF DISTURBANCE (LOD)
---	TREE PROTECTION FENCE (TYPE B)
---	LIMITS OF FLOODPLAIN X
---	LIMITS OF FLOODPLAIN AE
---	LIMITS OF FLOODWAY
---	WETLANDS

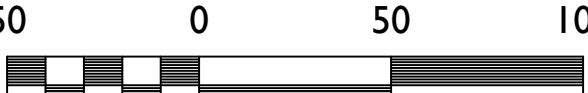


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NORTH



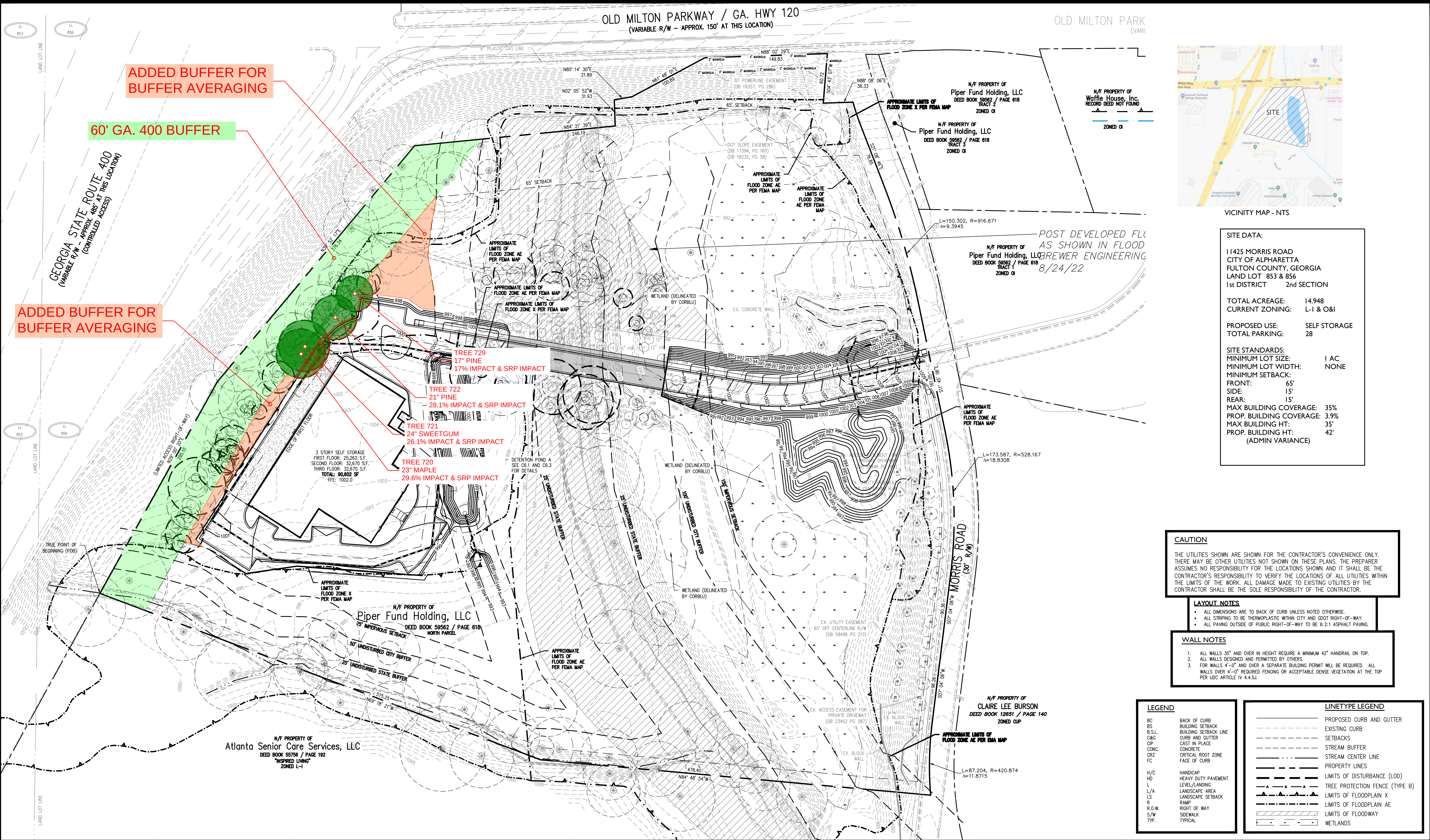
50 0 50 100

PRELIMINARY SITE PLAN

MidGard SS Alpharetta

ALPHARETTA, GEORGIA

PROJECT INFORMATION	
PROJECT NO.:	19-4303
DATE:	2-27-23
SCALE:	1" = 50'
FILE NAME:	19-4303 C00-alt.dwg
DESIGN/DRAWN:	slr/sch



VICINITY MAP - NTS

SITE DATA:	
11425 MORRIS ROAD	
CITY OF ALPHARETTA	
FULTON COUNTY, GEORGIA	
LAND LOT 853 & 856	
1st DISTRICT 2nd SECTION	
TOTAL ACREAGE:	14.948
CURRENT ZONING:	L-1 & O&I
PROPOSED USE:	SELF STORAGE
TOTAL PARKING:	28
SITE STANDARDS:	
MINIMUM LOT SIZE:	1 AC
MINIMUM LOT WIDTH:	NONE
MINIMUM SETBACK:	
FRONT:	65'
SIDE:	15'
REAR:	15'
MAX BUILDING COVERAGE:	35%
PROP. BUILDING COVERAGE:	3.9%
MAX BUILDING HT:	35'
PROP. BUILDING HT:	42'
(ADMIN VARIANCE)	

CAUTION

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- LAYOUT NOTES**
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- WALL NOTES**
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 - FOR WALLS 4'-0" AND OVER A SEPARATE BUILDING PERMIT WILL BE REQUIRED. ALL WALLS OVER 4'-0" REQUIRED FENCING OR ACCEPTABLE DENSE VEGETATION AT THE TOP PER I.D.C. ARTICLE IV 4.4.5.1.

LEGEND		LINETYPE LEGEND	
BC	BACK OF CURB	---	PROPOSED CURB AND GUTTER
BS	BUILDING SETBACK	---	EXISTING CURB
B.S.L.	BUILDING SETBACK LINE	---	SETBACKS
C&G	CURB AND GUTTER	---	STREAM BUFFER
CIP	CAST IN PLACE CONCRETE	---	STREAM CENTER LINE
CRZ	CRITICAL ROOT ZONE	---	PROPERTY LINES
FC	FACE OF CURB	---	LIMITS OF DISTURBANCE (LOD)
H/C	HANDICAP	---	TREE PROTECTION FENCE (TYPE B)
HD	HEAVY DUTY PAVEMENT	---	LIMITS OF FLOODPLAIN X
L	LEVEL/LANDING	---	LIMITS OF FLOODPLAIN AE
L/A	LANDSCAPE AREA	---	LIMITS OF FLOODWAY
LS	LANDSCAPE SETBACK	---	WETLANDS
R	RAMP	---	
R.Q.W.	RIGHT OF WAY	---	
S/W	SIDEWALK	---	
TYP.	TYPICAL	---	

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NORTH

50 0 50 100

MidGard SS Alpharetta

ALPHARETTA, GEORGIA

TREE IMPACT EXHIBIT

PROJECT INFORMATION

PROJECT NO.:	19-4303
DATE:	2-27-23
SCALE:	1" = 50'
FILE NAME:	19-4303 C00-alt.dwg
DESIGN/DRAWN:	slr/sch

STREAM CROSSING- BUFFER EXHIBIT
ORIGINAL LOCATION

APPROXIMATE AREA DISTURBED
33,775.9 SQ. FT.
=0.775 ACRES

APPROXIMATE NUMBER OF TREES
REMOVED
= MINIMUM OF 116 TREES

SITE DATA:

11425 MORRIS ROAD
CITY OF ALPHARETTA
FULTON COUNTY, GEORGIA
LAND LOT 853 & 856
1st DISTRICT 2nd SECTION

TOTAL ACREAGE: 14.948
CURRENT ZONING: L-1 & O&I

PROPOSED USE: SELF STORAGE
TOTAL PARKING: 28

SITE STANDARDS:

MINIMUM LOT SIZE: 1 AC
MINIMUM LOT WIDTH: NONE
MINIMUM SETBACK:
FRONT: 65'
SIDE: 15'
REAR: 15'
MAX BUILDING COVERAGE: 35%
PROP. BUILDING COVERAGE: 3.9%
MAX BUILDING HT: 35'
PROP. BUILDING HT: 42'
(ADMIN VARIANCE)

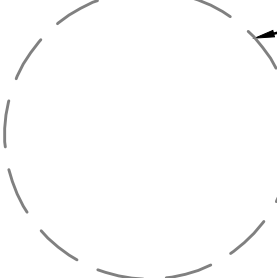
TREE PROTECTION & REPLACEMENT KEY



SPECIMEN TREE REMOVED



NON-SPECIMEN TREE REMOVED



CRITICAL ROOT ZONE

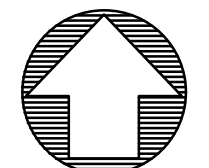


SPECIMEN TREE REPLACEMENT

— A — A — TREE PROTECTION FENCE



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NORTH



STREAM CROSSING- BUFFER EXHIBIT
ORIGINAL LOCATION

MidGard SS Alpharetta

ALPHARETTA, GEORGIA

PROJECT INFORMATION

PROJECT NO.: 19-4303

DATE: 11-1-19

SCALE: 1" = 50'

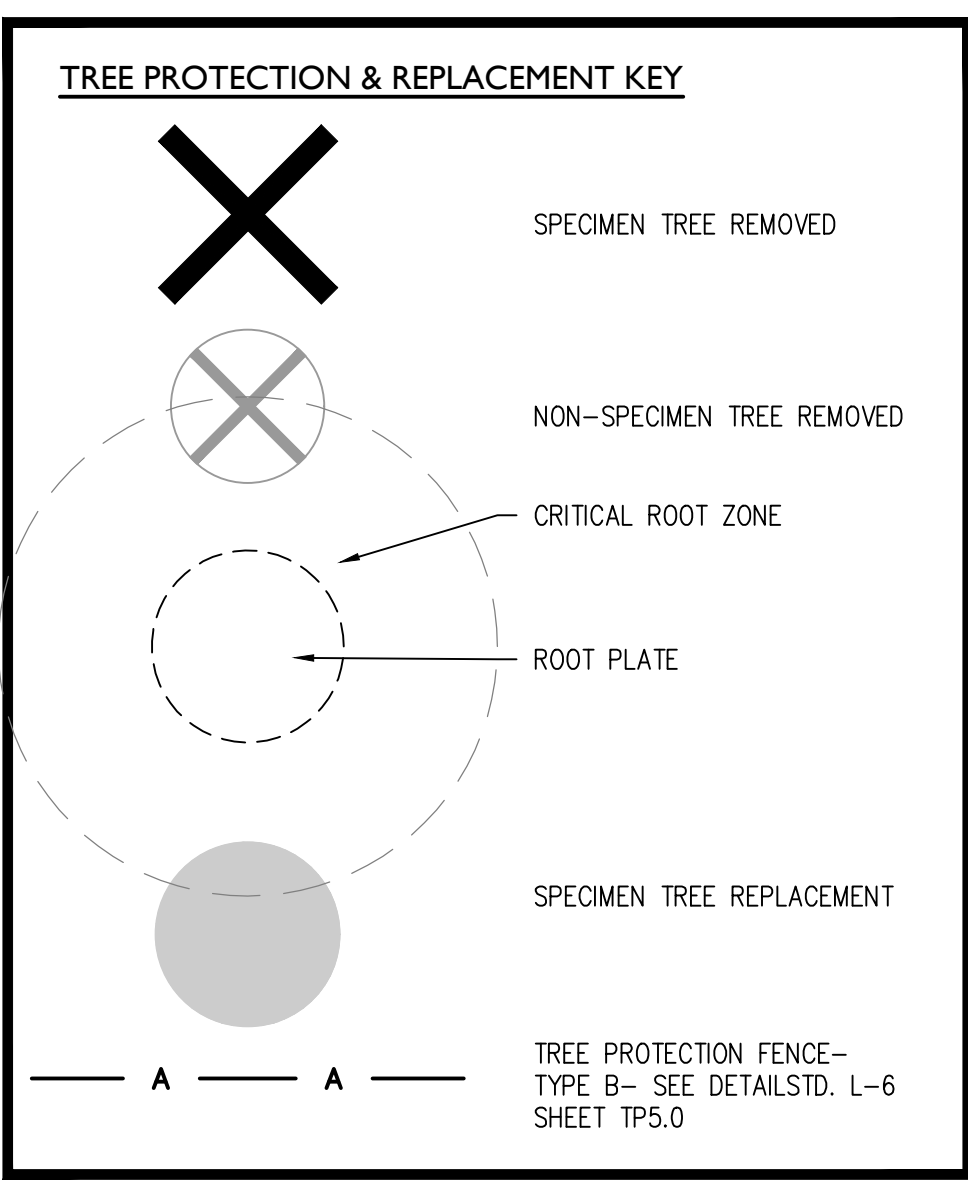
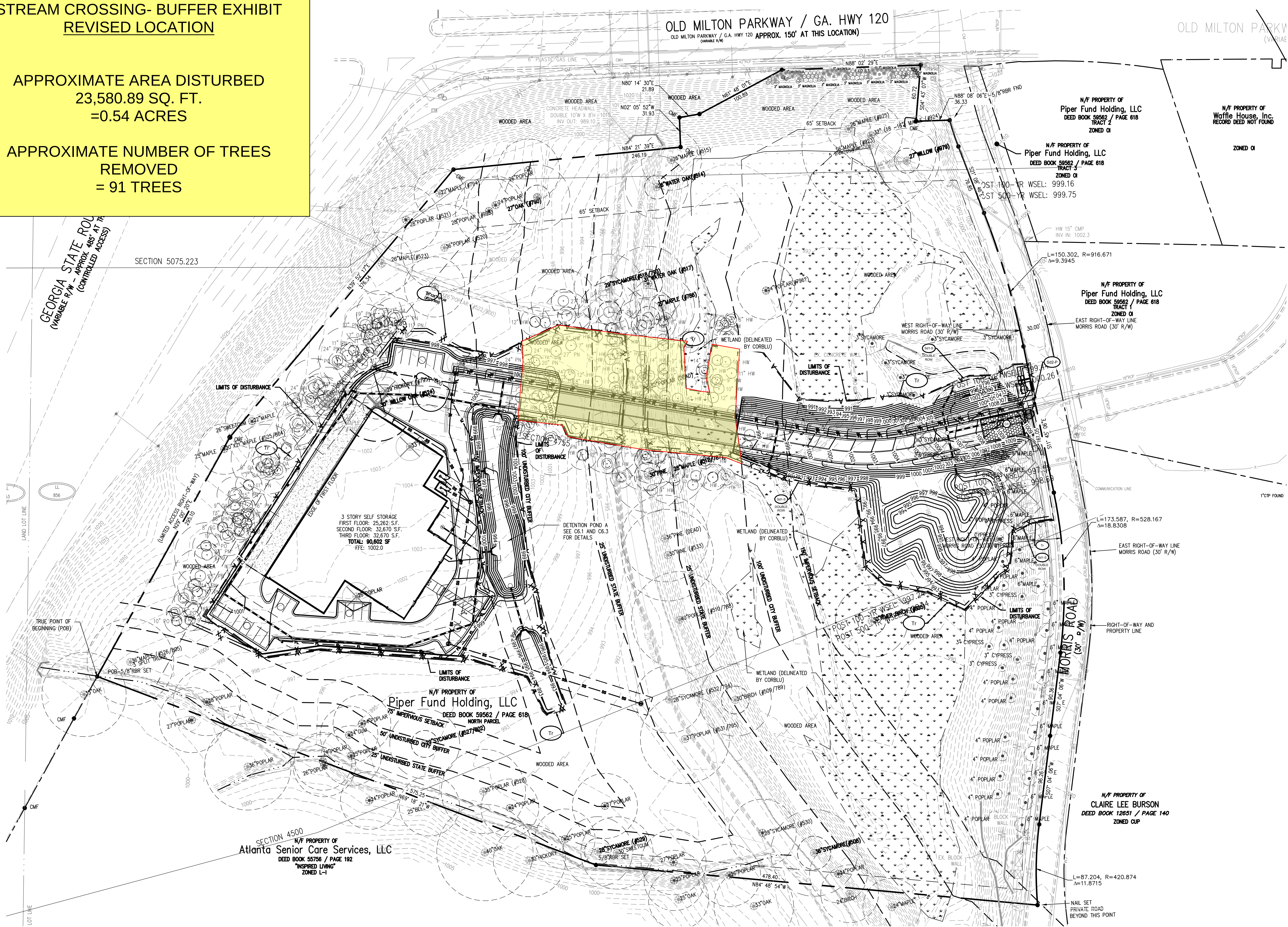
FILE NAME: 19-4303 L00.DWG

DESIGN/DRAWN: slr/sch/tpb

STREAM CROSSING- BUFFER EXHIBIT
REVISED LOCATION

APPROXIMATE AREA DISTURBED
23,580.89 SQ. FT.
=0.54 ACRES

APPROXIMATE NUMBER OF TREES
REMOVED
= 91 TREES



19-05-20-01

Windward Park

Arborist Report

Alpharetta AKA:23-02-15-01

MidGard SS Arborist Report

Alpharetta

Reference UDC

Alpharetta, Georgia



Location Map



North

All of the following information is based upon visual field observations and 30 years of practical horticultural experience. No scientific or lab tests have been performed. I certify that all information in this report is true and inclusive to the best of my knowledge and is prepared in good faith.

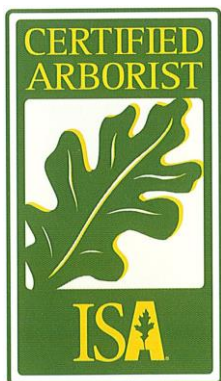
Outdoor Spaces, LLC

By Scott Hall, Owner

On Site Specimen Evaluation Date: November 5, 6, 2019

Report Date: November 8, 2019

Revised Date: November 4, 2022 (Note added no Trees of Quality), February 22, 2023 City Comments on buffer trees



Outdoor Spaces, LLC

Scott Hall, Owner

RLA, Certified Arborist

Certificate Number: SO-5434A

404-328-6561 Cell

678-965-4784 Fax

scottandcyrena@bellsouth.net

SECTION 3.2 - TREE CONSERVATION, LANDSCAPE, AND BUFFER REQUIREMENTS (Adopted 05-15-17)

3.2.2 Definitions.

For the purposes of this Section, unless the context indicates otherwise, the following terms shall have the meaning set forth below:

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

Caliper: A standard of trunk measurement for replacement trees. Caliper inches are measured at the height of 6 inches above the ground for trees up to and including 4 inch caliper and 12 inches above the ground for trees larger than 4 inch caliper.

Conifer Tree: Any tree with needle leaves and a woody cone fruit including, but not limited to, pine, juniper and cedar species.

Critical Root Zone (CRZ): The minimum area beneath a tree which must be left undisturbed in order to preserve a sufficient root mass to give a tree a reasonable chance of survival. The Critical Root Zone will typically be represented by a concentric circle centering on the tree's trunk with a radius equal in feet to one and three-tenths times the number of inches of the trunk diameter. EXAMPLE: The CRZ radius of a twenty (20) inch diameter tree is twenty-six (26) feet.

Dead Tree: Any standing tree which is no longer alive or has the ability to sustain itself through natural processes as determined by a qualified professional.

Diameter Breast-Height (DBH): The standard measure of tree size (for trees existing on a site). The tree trunk is measured at a height of 4 1/2 feet above the ground. If a tree splits into multiple trunks below 4 1/2 feet, the trunk is measured at its most narrow point beneath the split.

Guidance Document: A document maintained by the City of Alpharetta Arborist that includes clarifications to requirements with examples and additional technical standards about tree protection, tree planting, species selection, and other information relevant to the protection and replanting of trees in the City of Alpharetta. The document may be revised by the City Arborist as conditions and technical standards evolve.

Hardwood Tree: Any tree that is not coniferous (cone bearing). This definition is based on the colloquialism, and does not necessarily reflect any true qualities of the tree.

International Society of Arboriculture (ISA): A professional organization that promotes the professional practice of arboriculture, sets standards for obtaining professional credentials for arborist, and establishes best practices for tree care, pruning, and protection.

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

Ornamental Tree: A tree that provides a visual impact in the landscape. The impact may be provided through form, bark, branching structure, leaf color, and / or flower color. Typically a small or medium size tree.

Overstory Tree: Those trees that compose the top layer or canopy of vegetation and will generally reach a mature height greater than 40 feet and typically have a spreading canopy.

Pine Tree: An evergreen coniferous tree that has clusters of needle-shaped leaves.

Pruning (Tree Pruning): To cut away dead, overgrown, or undesirable branches or stems. Pruning of trees to be done in compliance with standard arboricultural practices as outlined in ANSI A300 and shall maintain the trees natural form and structure.

Qualified Professional: An International Society of Arboriculture (ISA) Certified Arborist; an American Society of Consulting Arborists (ASCA) Registered Consulting Arborist, or a Registered Forester.

Shade Tree: Any tree that has a spreading canopy that provides partial to full shade to the ground with a minimum height of 20 feet.

Softwood Tree: Any coniferous (cone bearing) tree. This definition is based on the colloquialism, and does not necessarily reflect any true qualities of the tree.

Specimen Tree: Any tree which qualifies for special consideration for preservation due to its size, type, condition, location or historical significance and which also meets the minimum size criteria set forth below.

Size Criteria:

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

Coniferous Trees: 20" 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 (24") diameter or larger for trees in all other genera

Understory Trees: 8-inch (8") diameter or larger.

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

See additional requirements for Specimen Trees in The Guidance Document

Street/Streetscape Tree: Any tree located or proposed to be located along a public or private street. The actual location will be determined by the specific zoning district or overlay. In situations where there is limited planting space in the right of way and or safety concerns, street trees may be located at the back of the sidewalk or within the landscape strip on private property and the discretion of the Director.

Structural Root Plate: The zone of rapid root taper that provides the tree stability against wind throw. The radius of the structural root plate is equal to 0.5 feet per inch of DBH.

Tree: Any living, self-supporting woody or fibrous plant which normally obtains a diameter breast height of at least three (3) inches and typically has one (1) main stem or trunk and many branches.

Tree Care Plan: A plan developed to provide an impacted tree the best possible chance of survival. A tree care plan should be prepared by a qualified professional and conform to the requirements of ANSI A300 and the Guidance Document

Tree Grouping: A community of trees as determined by the Director to merit special consideration as an ecological feature based upon species composition, form, structure, age, and condition. Specimen trees and trees of quality may be included in tree groupings

and every alternative should be evaluated to save these trees. Except as otherwise provided in Section 3.2., Tree Groupings will be treated as specimen trees for preservation credits and every alternative should be evaluated to save these trees.

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. Except as otherwise provided in Section 3.2., Trees of Quality will be treated as specimen trees for preservation credits and every alternative should be evaluated to save these trees.

Tree Planting List: List of preferred tree species for use in the City of Alpharetta. Species not included on this list may be approved at the discretion of the Director. The Tree Planting List is included in the Arborist Guidance Document.

Tree Protection Area: An area encompassing the critical root zone of a tree that shall remain in a previous state.

Tree Save Area: An area designated for the purpose of meeting tree density requirements, saving natural trees, and/or preserving natural buffers that shall remain in a previous state.

Understory Trees: Those trees that grow beneath the overstory, and will generally reach a mature height less than 40 feet. Understory trees may include coniferous trees that meet these same height characteristics.

Warranty Disclaimer:

Although, this report will determine whether or not a tree is a specimen; it is provided as best judgment opinion. Ultimately, the governing body's (Gwinnett County) arborist or representative shall determine whether a tree is classified as a specimen or not.

All specimen tree locations shall be approximate. The provided tree locations shall NOT be GPS located and in no manner shall the provided tree location plan be used or represented as a tree survey. It is the sole responsibility of the OWNER to have all tagged specimen trees located by a Certified Land Surveyor.

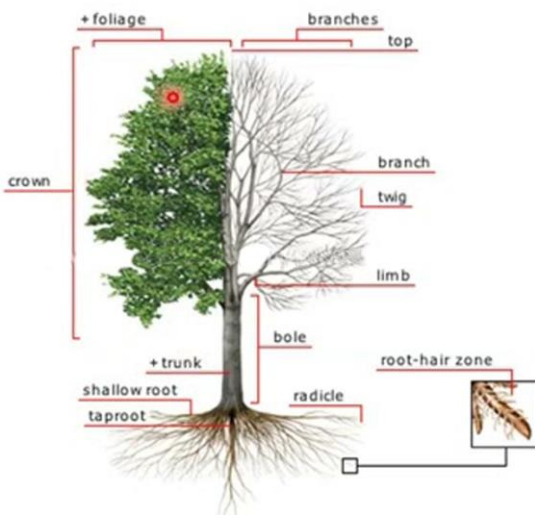
No warranties express or implied are made with respect to the report of aforementioned specimen trees. It is understood the OWNER makes use of this report by the ARBORIST at OWNER's sole risk and that the report is provided as best judgment opinion. In no manner does this report guarantee the life or imply any length of life span of the trees that are determined to be specimens.

Co-Dominate Leaders:

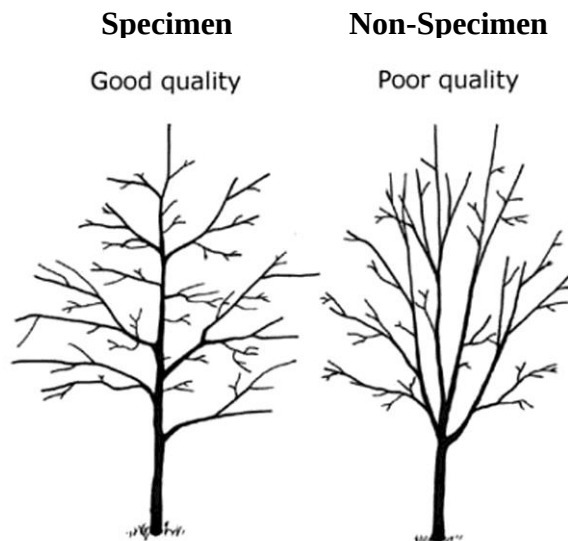
One of the most common locations for the aboveground portion of a tree to fail is at the junction of two or more codominant stems. Due to the frequency of failures at this point, a study was undertaken to get a better understanding of the mechanical strength of this point and to determine if included bark reduces the strength of the union. Eighty-four codominant stems were removed from 26 felled maple trees. These crotches were securely anchored and split apart using measured force. Breaking force varied from 64 to 2,363 kg. The regression line produced from the comparison of stem diameter and force required for breaking the union when there was no included bark was $\text{Force} = \text{Diameter} * 613 - 1388$, $r^2 = 0.92$. When only those unions with included bark were analyzed, the regression line was $\text{Force} = \text{Diameter} * 537 - 1285$, $r^2 = 0.76$. There was a significant difference between the regression lines ($p < 0.05$). Codominant stems that have bark trapped in the union are significantly weaker than those that do not have bark included. The differences appear to be greater with smaller-diameter stems than with larger stems.

Reference: Smiley, E.. (2003). Does included bark reduce the strength of codominant stems?. *Journal of Arboriculture* 29.

Tree Structure Examples:



2022: ISA Certified Arborist® Exam Review Course.
Rob Swanson, Kay Evanovich, January 2022



The following are images of examples of diseases, fungus and other health/ structural issues that are found on site. The following examples are referenced from *Diseases of Trees and Shrubs* by Sinclair and Lyon.

Trunk Canker Examples



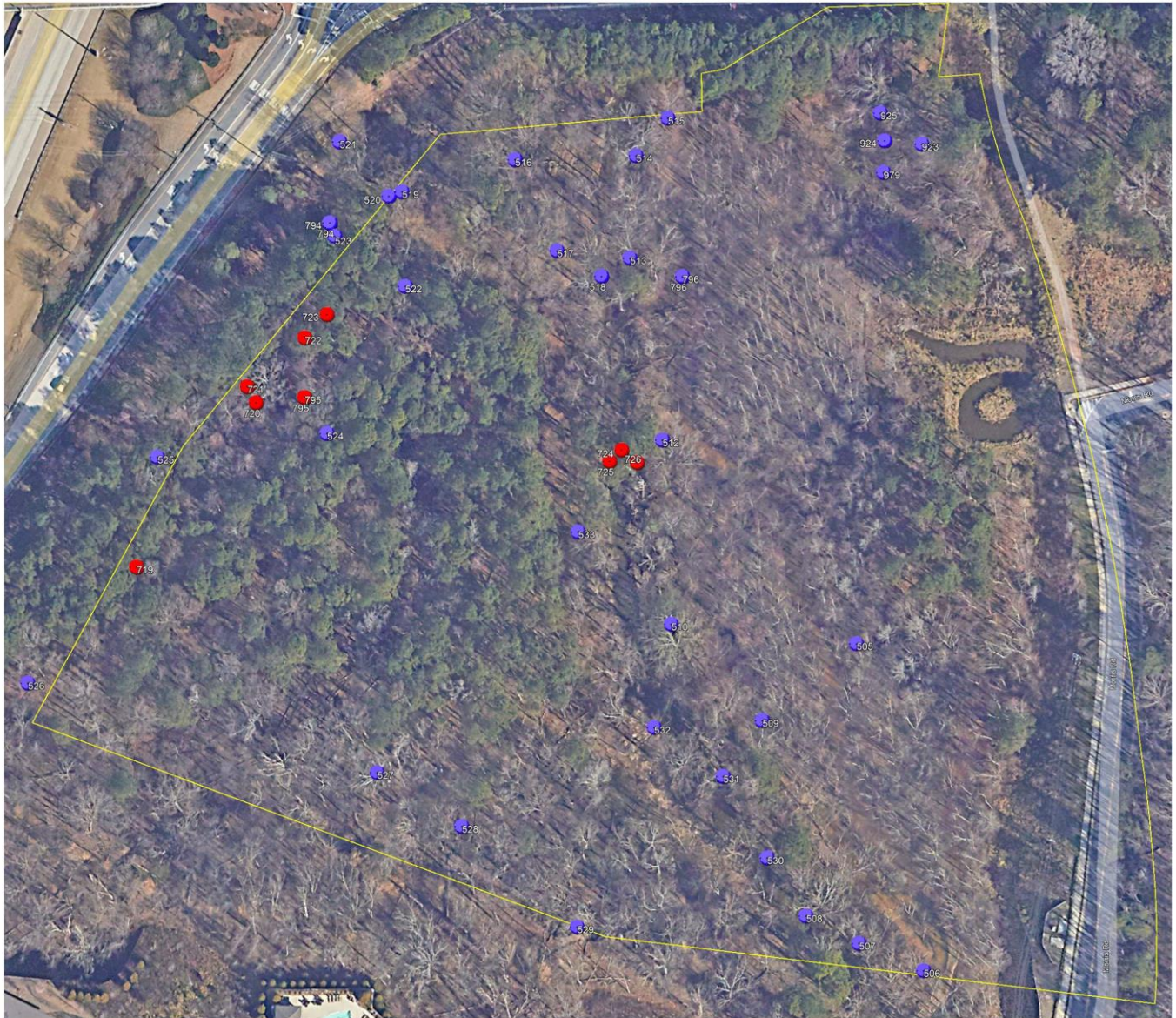
A–E. Hispidus canker on *Quercus* species (oaks). A. A large canker on *Q. nigra* (water oak) bears the dark remains of basidiocarps of *Inonotus hispidus* that formed the previous year (GA, May). B. Large woundwood ridges flank a canker on *Q. phellos* (willow oak). A rust-brown basidiocarp remains from the previous autumn (MS, Apr). C. Large basidiocarps on a young canker not yet delimited by woundwood ridges on *Q. phellos* (MS, Aug). D. A canker on *Q. phellos* nearly enclosed by woundwood, appearing as a fissure (MS, Apr). E. A blackened dead basidiocarp at the base of a diseased *Q. laurifolia* (laurel oak) (FL, Apr).
 F, G. Canker-rot of *Quercus douglasii* (blue oak) caused by *Inonotus andersonii*. F. A partly killed tree with the dead top removed, showing white heart rot and a large brown basidiocarp that has caused the bark to fall away. G. Close view of part of the basidiocarp (AZ, Apr).
 H, I. *Fagus grandifolia* (American beech) with trunk rot caused by *Inonotus glomeratus*. Black sterile conks protruding at the locations of former branch stubs are diagnostic. H. An elongate wound probably made by a falling tree, now evident only as a seam beside a large woundwood ridge on the trunk, was possibly the site of infection. I. Close view of a sterile conk (NY, Aug).

Photo credit: C—J. A. Matteoni



A, E. Spiculosa canker and associated trunk rot in *Quercus nigra* (water oak). A. A perennial targetlike canker, prominently raised because of woundwood formation around the margin, has developed at the site of a former branch stub. E. A section through the trunk several centimeters below the canker reveals advanced white crumbly rot throughout the heart of the tree, plus spokelike extensions of decay into outer sapwood. The extensions are the tips of secondary columns of decay that began as the canker enlarged. They would eventually have merged. The column of advanced decay in this tree was 3 m long (GA, May).
 B, D. Spiculosa cankers on *Q. texana* (Texas red oak) and *Q. phellos* (willow oak), respectively. Sterile brown fungal structures (punk knots) occupy the locations of former branch stubs; brown interior tissue is revealed by cutting into the raised knots (MS, Apr).
 C, F, G. Dissection of the *Q. texana* shown in B. C. The brown punk knot has grown out from a central column of advanced white rot bounded by a thin purple-brown zone of discolored wood. The decay column has expanded periodically and involves sapwood as the result of canker enlargement adjacent to the punk knot. F. The decay column also expands as a result of boring by insects that breach the barrier zone between decayed and sound sapwood. Two such extensions of decay into the sapwood zone are shown. G. The butt log, approximately 4 m long, with the canker at the midpoint and advanced decay throughout the heart of the log (MS, Apr).

Reference: Sinclair, Wayne A., 1936. Diseases of Trees and Shrubs / Wayne A. Sinclair and Howard H. Lyon.-2nd Ed. Published 2005



North
Not To Scale

Notes:

- All tree locations are approximate and have not been field surveyed. Refer to survey for locations.
- All 20" DBH trees within 30' of property line have been identified and specimen size have been evaluated.

Revised Location Plan 2-22-23



Tree Location



Additional Trees located based on city comments

**Specimen
Location Plan**

Specimen Analysis (Revised 2-22-23)

There where no Trees deemed Tree of Quality on site. Additional Trees per City of Alpharetta Comments are in Red
(General Observations: The site is at the beginning of the Pioneer Phase of Succession; Large portion of the site is wetlands with a stream branching through the center. The primary tree species are River Birch, Pine, Sycamore, Poplar, Maple and inferior species of Oaks. There are few understory trees such as Black Cherry and some Sourwoods. There are larger trees on the site, however most of them are infected with disease and insects such as Pine Borers and different trunk Cankers.)

Tree #	Size/ Species	Health Condition	Structural Condition	Classification	Comments	Photo # (See Attached)	City of Alpharetta's Assessment
719	27" Pine	Poor	Poor	Non-Specimen	Trunk Cankers; an indication of possible trunk rot. Signs of Pine Borers with thinning foliage, borer holes, pitch tubes and/or visible tree sap.	33-34	
720	23" Red Maple	Poor	Poor	Non-Specimen	Large cavity from previous co-dominate leaders that split. 2 Co-Dominate Leaders 30' up with weak crotches and included bark. Due the species, a multi-stem is undesirable and could be a life safety issue.	35-36	
721	29" Sweet Gum	Poor	Poor	Non-Specimen	Trunk Cankers; an indication of possible trunk rot.	37-38	
722	21" Pine	Poor	Poor	Non-Specimen	Trunk Cankers; an indication of possible trunk rot. Signs of Pine Borers with thinning foliage, borer holes, pitch tubes and/or visible tree sap.	39-40	
723	17" Pine	Fair	Good	Non-Specimen	Trunk Cankers; an indication of possible trunk rot. Signs of Pine Borers with thinning foliage, borer holes, pitch tubes and/or visible tree sap.	41	
724	26" Pine	Good	Good	Non-Specimen	Trunk Cankers; an indication of possible trunk rot. Signs of Pine Borers with thinning foliage, borer holes, pitch tubes and/or visible tree sap.	42	
725	27" Pine	Poor	Poor	Non-Specimen	Trunk Cankers; an indication of possible trunk rot. Signs of Pine Borers with thinning foliage, borer holes, pitch tubes and/or visible tree sap.	43-44	
726	23" Pine	Poor	Poor	Non-Specimen	Signs of Pine Borers with thinning foliage, borer holes, pitch tubes and/or visible tree sap.	45	
923	56" Red Maple	Poor	Poor	Non-Specimen	5 Co-Dominate Leaders with weak crotches and included bark. 1 Dead causing decay in trunk. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to condition tree is not a design consideration.	1-3	
925	26"(12"-16") Red Maple	Poor	Poor	Non-Specimen	2 Co-Dominate Leaders with weak crotches and included bark. Severe trunk canker. Several main limbs dead/ gone. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to condition tree is not a design consideration.	4-5	

Specimen Analysis (Revised 2-22-23)

There where no Trees deemed Tree of Quality on site. Additional Trees per City of Alpharetta Comments are in Red
(General Observations: The site is at the beginning of the Pioneer Phase of Succession; Large portion of the site is wetlands with a stream branching through the center. The primary tree species are River Birch, Pine, Sycamore, Poplar, Maple and inferior species of Oaks. There are few understory trees such as Black Cherry and some Sourwoods. There are larger trees on the site, however most of them are infected with disease and insects such as Pine Borers and different trunk Cankers.)

Tree #	Size/ Species	Health Condition	Structural Condition	Classification	Comments	Photo # (See Attached)	City of Alpharetta's Assessment
924	32"(18"-16") Red Maple	Poor	Poor	Non-Specimen	2 Trees grown together creating 3 Co-Dominate Leaders with 1 dead and fruiting bodies at union. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to condition tree is not a design consideration.	6-7	
516	29" Water Oak	Poor	Poor	Non-Specimen	Tree has a 15° lean and several dead limbs. Due to condition tree is not a design consideration.	8-9	
517	31" Water Oak	Fair	Good	Specimen	Minor trunk gall. Due to condition tree is not a design consideration.		
518	29" Sycamore	Good	Good	Specimen	Due to condition, this tree should be taken into design consideration.		
519	12" Sourwood	Poor	Poor	Non-Specimen	Trunk sounds hollow. Trunk has severe 30° lean. Due to condition tree is not a design consideration.	10	
520	36" Tulip Poplar	Poor	Poor	Non-Specimen	2 Co-Dominate Leaders 15' up with weak crotches and included bark. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to condition tree is not a design consideration.	11	
521	27" Tulip Poplar	Poor	Poor	Boundary Tree	2 Co-Dominate Leaders 30' up with weak crotches and included bark. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to the location, this tree is a design consideration.		
522	44"(26"-23") Water Oak	Poor	Poor	Non-Specimen	2 Trees grown together creating 2 Co-Dominate Leaders with weak crotches and included bark. One has severe decay caused by dead limb. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to condition tree is not a design consideration.	12-13	
523	26" Red Maple	Fair	Poor	Non-Specimen	2 Co-Dominate Leaders with 1 dead, weak crotches and included bark. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to condition tree is not a design consideration.	14	
794	22" Red Maple			Boundary Tree	Possible Boundary Tree		
524	30" Willow Oak	Good	Good	Specimen	Due to condition, this tree should be taken into design consideration.		

Specimen Analysis (Revised 2-22-23)

There where no Trees deemed Tree of Quality on site. Additional Trees per City of Alpharetta Comments are in Red
(General Observations: The site is at the beginning of the Pioneer Phase of Succession; Large portion of the site is wetlands with a stream branching through the center. The primary tree species are River Birch, Pine, Sycamore, Poplar, Maple and inferior species of Oaks. There are few understory trees such as Black Cherry and some Sourwoods. There are larger trees on the site, however most of them are infected with disease and insects such as Pine Borers and different trunk Cankers.)

Tree #	Size/ Species	Health Condition	Structural Condition	Classification	Comments	Photo # (See Attached)	City of Alpharetta's Assessment
795	29" Hickory	Fair	Poor	Non-Specimen	2 Co-Dominate Leaders with a weak crotch. Hollow cavity at leader union holding water. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to condition tree is not a design consideration.	15	
525	36" Red Maple	Poor	Poor	Non-Specimen	2 Trees grown together creating 2 Co-Dominate Leaders with Sweet Gum growing in trunk, weak crotches and included bark. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to condition tree is not a design consideration.	16	
526	37"(23"-16"-12") Red Maple	Poor	Poor	Non-Specimen	2 Trees grown together creating 3 Co-Dominate Leaders with weak crotches and included bark. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to condition tree is not a design consideration.	17	
527	29" Sycamore	Good	Fair	Specimen	Poor leader union 40' up with no inclusion. Due to condition, this tree should not be taken into design consideration.	18	
528	34" Tulip Poplar	Fair	Poor	Non-Specimen	2 Co-Dominate Leaders 60' up with weak crotches and included bark. Dead main and minor limbs. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to condition tree is not a design consideration.	19	
529	28" Sycamore	Fair	Fair	Specimen	Some missing limbs missing possibly causing decay in trunk. Due to condition tree is not a design consideration.	20	
530	27" Sycamore	Fair	Poor	Non-Specimen	2 Co-Dominate Leaders 20' up with weak crotches and included bark. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to condition tree is not a design consideration.	21	
531	36" Tulip Poplar	Fair	Poor	Non-Specimen	2 Co-Dominate Leaders 50' up with weak crotches and included bark. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to condition tree is not a design consideration.	22	
532	28" Sycamore	Poor	Poor	Non-Specimen	Central leader topped. Due to condition tree is not a design consideration.	23	

Specimen Analysis (Revised 2-22-23)

There where no Trees deemed Tree of Quality on site. Additional Trees per City of Alpharetta Comments are in Red
(General Observations: The site is at the beginning of the Pioneer Phase of Succession; Large portion of the site is wetlands with a stream branching through the center. The primary tree species are River Birch, Pine, Sycamore, Poplar, Maple and inferior species of Oaks. There are few understory trees such as Black Cherry and some Sourwoods. There are larger trees on the site, however most of them are infected with disease and insects such as Pine Borers and different trunk Cankers.)

Tree #	Size/ Species	Health Condition	Structural Condition	Classification	Comments	Photo # (See Attached)	City of Alpharetta's Assessment
533	30" Pine	Poor	Poor	Non-Specimen	Symptoms of Pine Borers with numerous surrounding Pines dead. Due to the condition, this tree is a design consideration.		
515	26" Red Maple	Fair	Poor	Non-Specimen	2 Co-Dominate Leaders with weak crotches and included bark. Decay in trunk from dead limbs. Trunk sounds hollow. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to condition tree is not a design consideration.	24	
514	26" Water Oak	Good	Good	Specimen	Wire grown into trunk. Due to condition, this tree should be taken into design consideration.		
513	44"(28"-14") Tulip Poplar	Poor	Poor	Non-Specimen	2 Co-Dominate Leaders with weak crotches and included bark. Deep hollow cavity in trunk. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to condition tree is not a design consideration.	25	
796	25" Red Maple	Poor	Poor	Non-Specimen	Was a 2 Co-Dominate tree that has split causing large cavity with decay.	26	
512	28" Red Maple	Poor	Poor	Non-Specimen	Tree has a 20° lean. 3 Co-Dominate Leaders with weak crotches and included bark. The main leaders grown together creating poor union and entry point for insects and disease. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to condition tree is not a design consideration.	27-28	
510	46" Tulip Poplar	Poor	Poor	Non-Specimen	3 Co-Dominate Leaders with severe decay in crotch creating hollow trunk. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to condition tree is not a design consideration.	29-30	
509	30" River Birch	Fair	Fair	Specimen	Due to condition tree is a design consideration.		
508	36" Sycamore	Good	Good	Specimen	Due to condition, this tree should be taken into design consideration.		
507	24" River Birch	Fair	Poor	Boundary Tree	Possible Boundary Tree. Several main limbs are dead/ gone. Due to the location, this tree is a design consideration.	31	

Specimen Analysis (Revised 2-22-23)

There where no Trees deemed Tree of Quality on site. Additional Trees per City of Alpharetta Comments are in Red
(General Observations: The site is at the beginning of the Pioneer Phase of Succession; Large portion of the site is wetlands with a stream branching through the center. The primary tree species are River Birch, Pine, Sycamore, Poplar, Maple and inferior species of Oaks. There are few understory trees such as Black Cherry and some Sourwoods. There are larger trees on the site, however most of them are infected with disease and insects such as Pine Borers and different trunk Cankers.)

Tree #	Size/ Species	Health Condition	Structural Condition	Classification	Comments	Photo # (See Attached)	City of Alpharetta's Assessment
506	25" Red Maple	Fair	Fair	Boundary Tree	Possible Boundary Tree. 2 Co-Dominate Leaders with included bark and decay in crotch. Due the species, a multi-stem tree is undesirable and could be a life safety issue. Due to the location, this tree is a design consideration.	32	
505	30" River Birch	Good	Good	Specimen	Due to condition, this tree should be taken into design consideration.		
979	27" Willow	Good	Good	Specimen	Due to species, tree should not be a design consideration.		



Photo 1



Photo 2

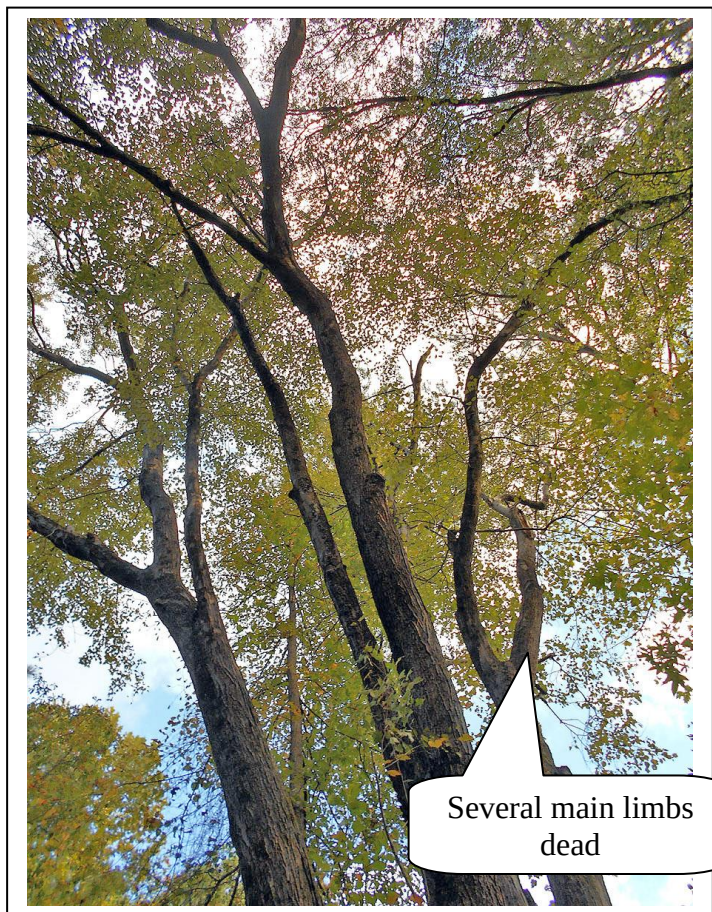


Photo 3



Photo 4



Photo 5

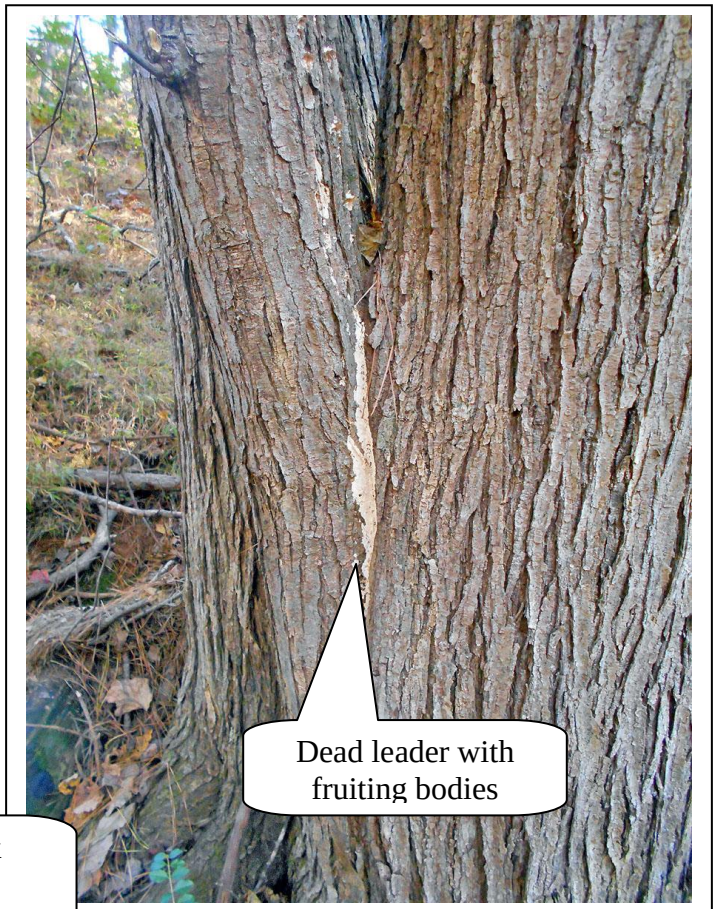


Photo 6

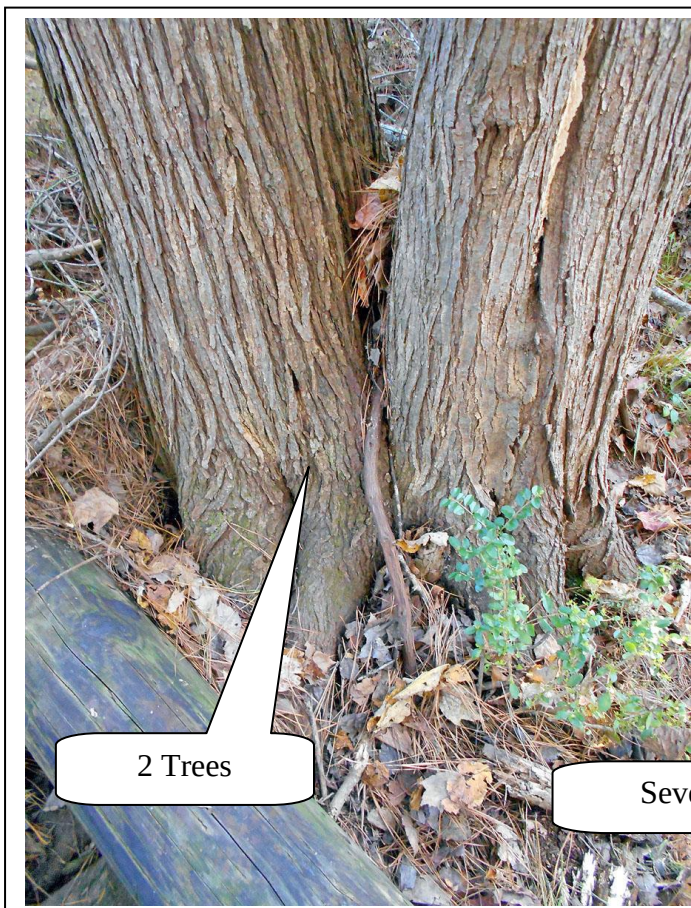
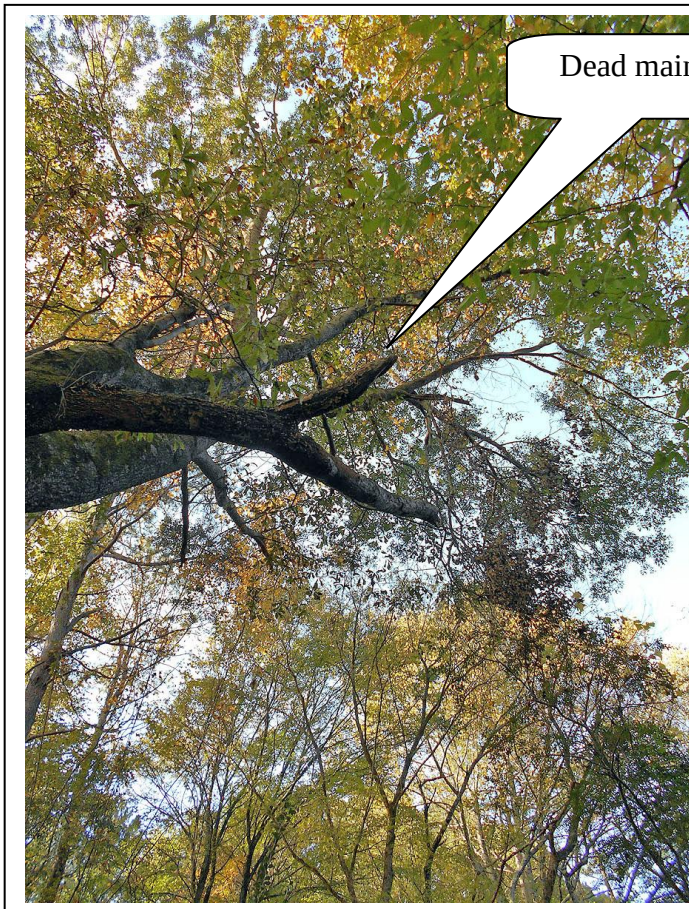


Photo 7

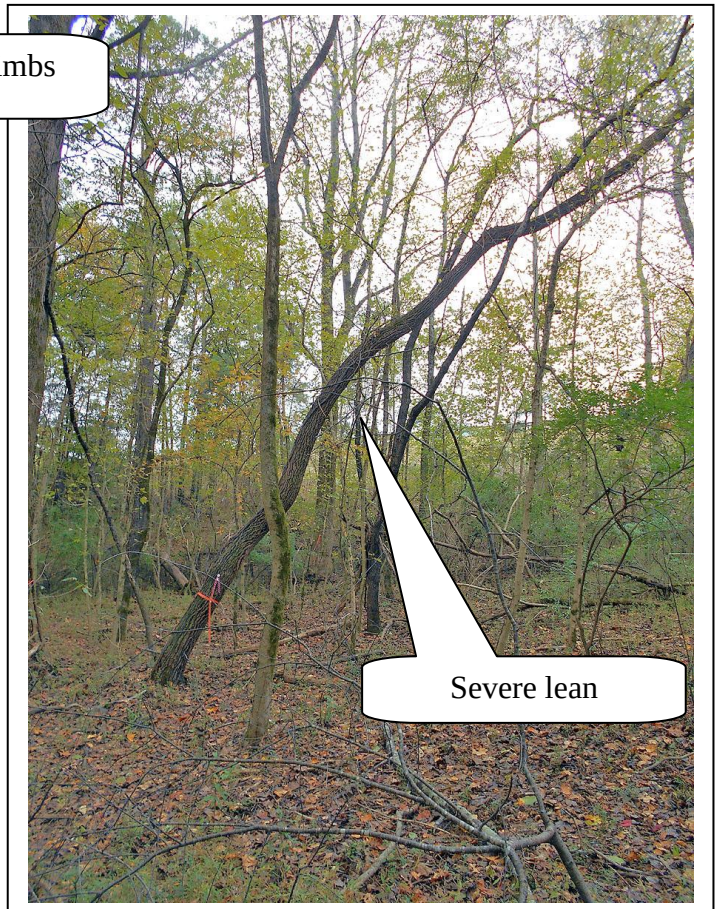


Photo 8



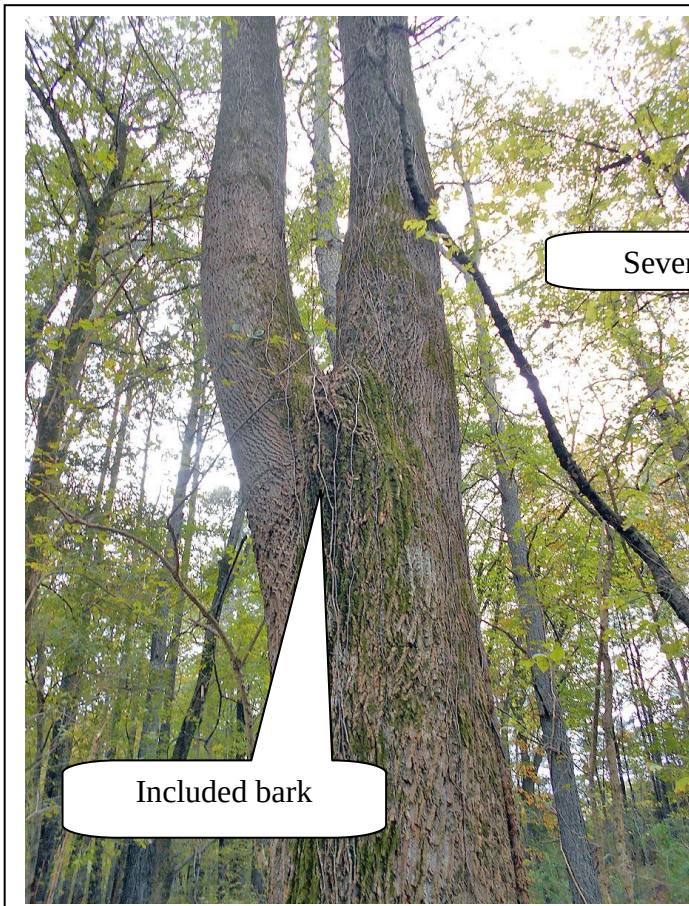
Dead main limbs

Photo 9



Severe lean

Photo 10



Included bark

Photo 11



Severe decay

Photo 12



Photo 13



Photo 14



Photo 15

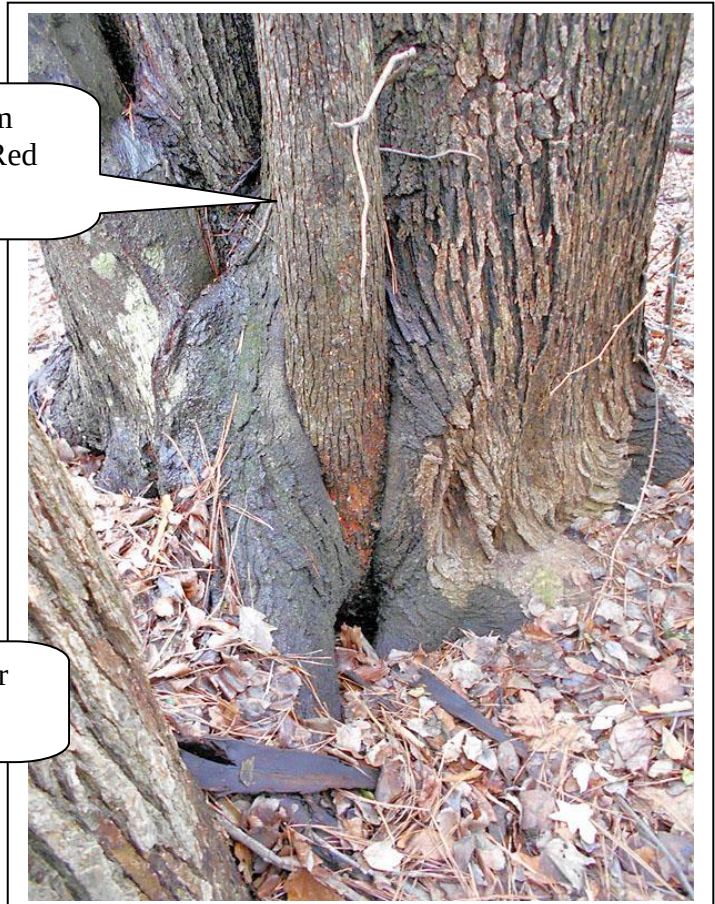


Photo 16



Photo 17

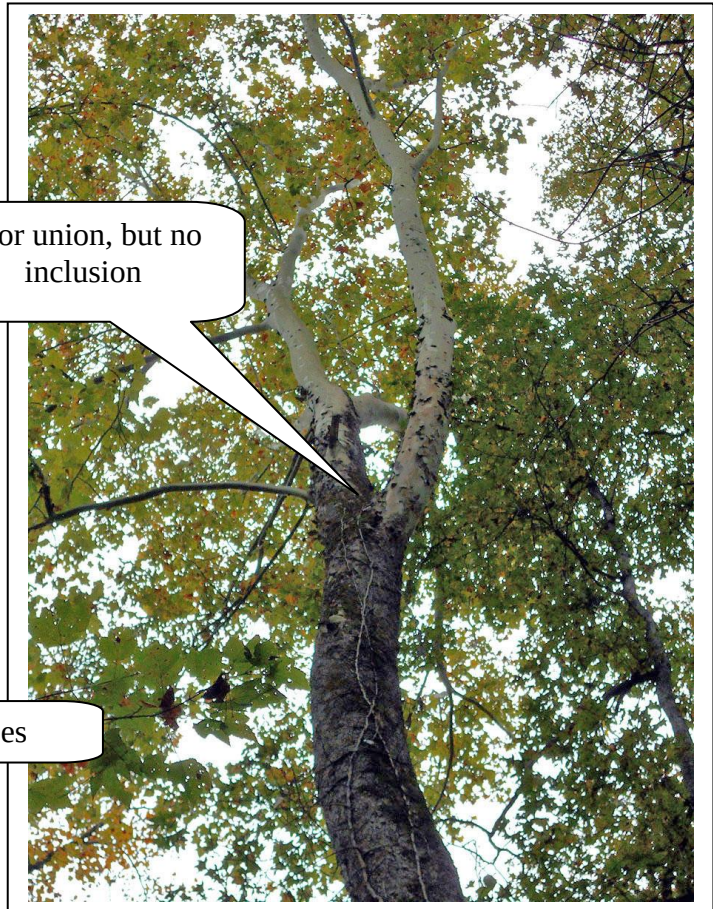


Photo 18

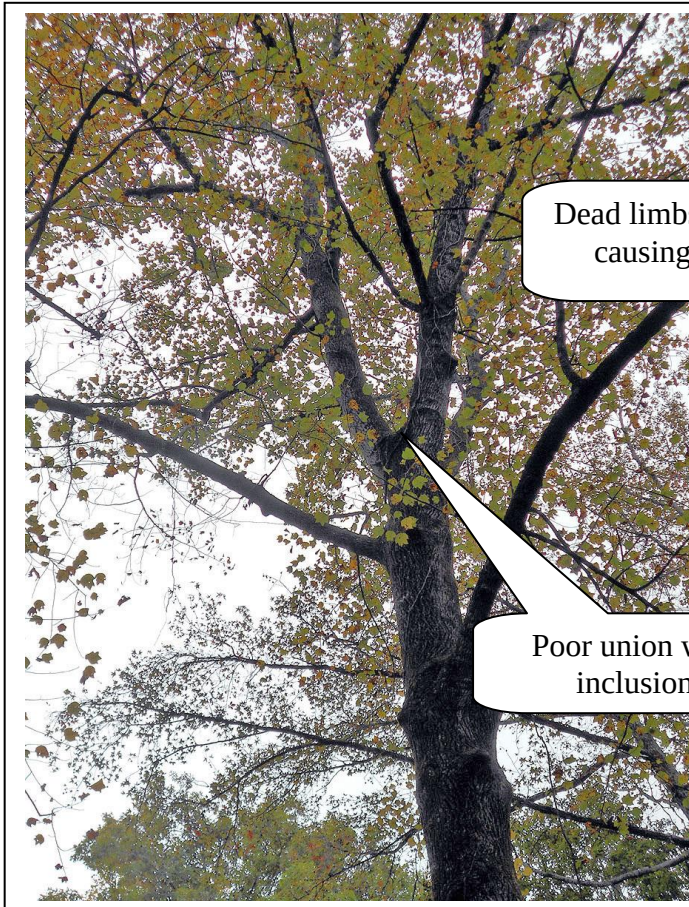


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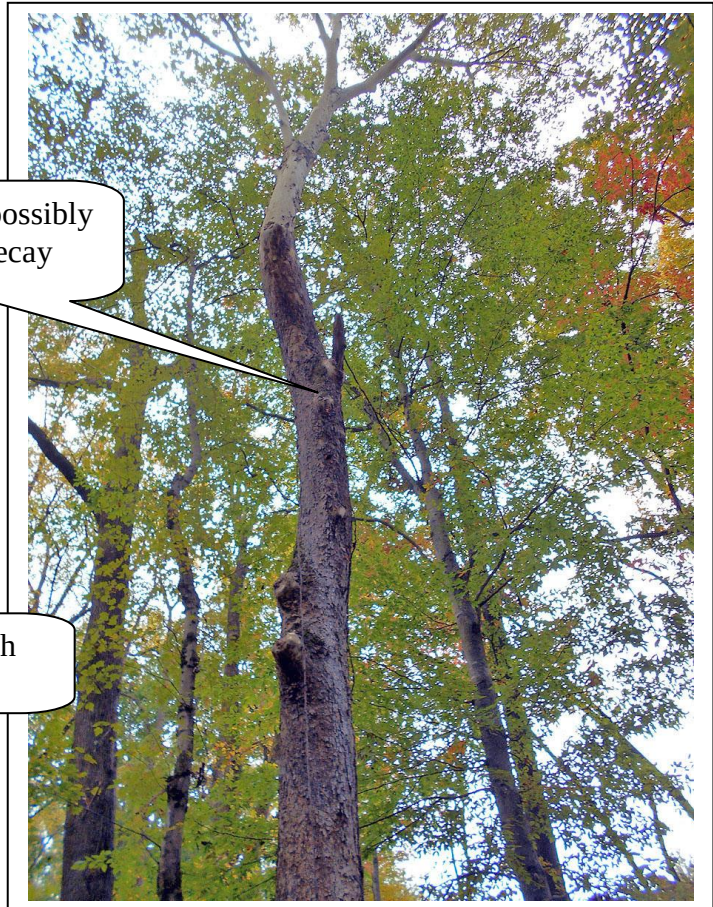


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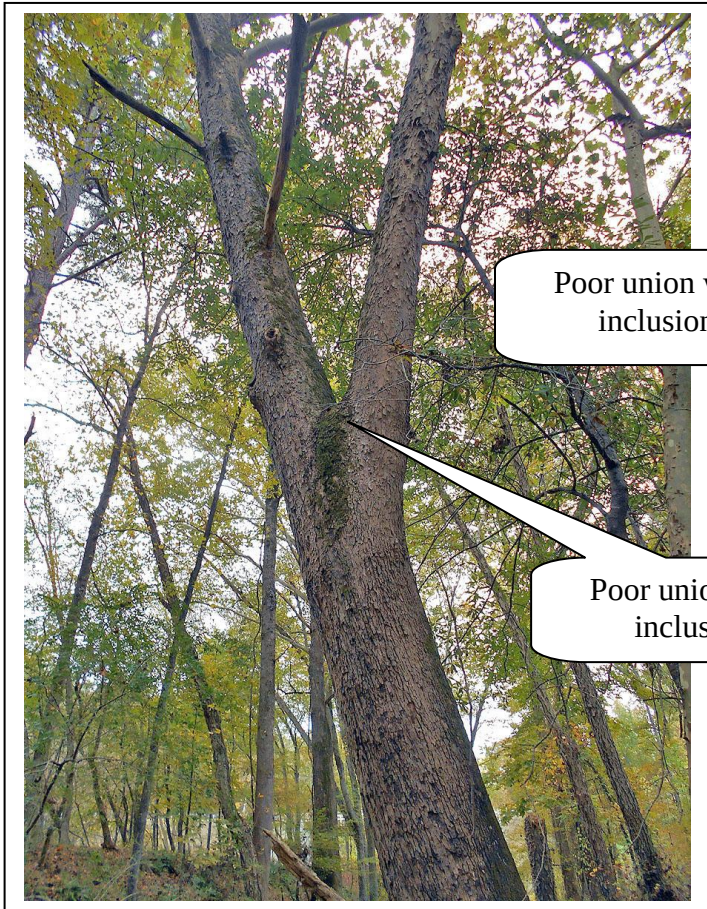


Photo 21

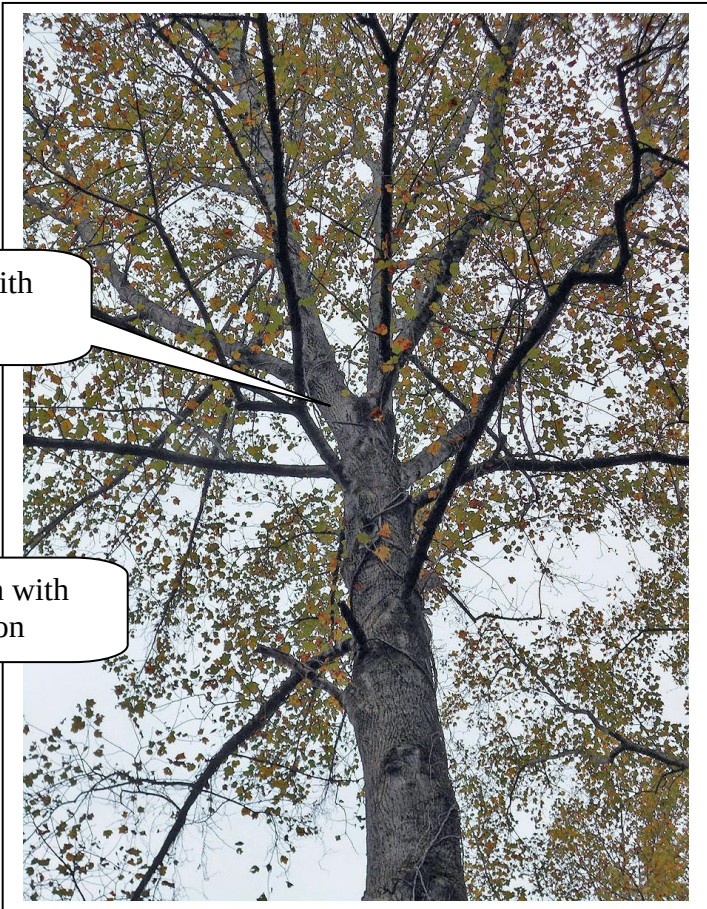


Photo 22

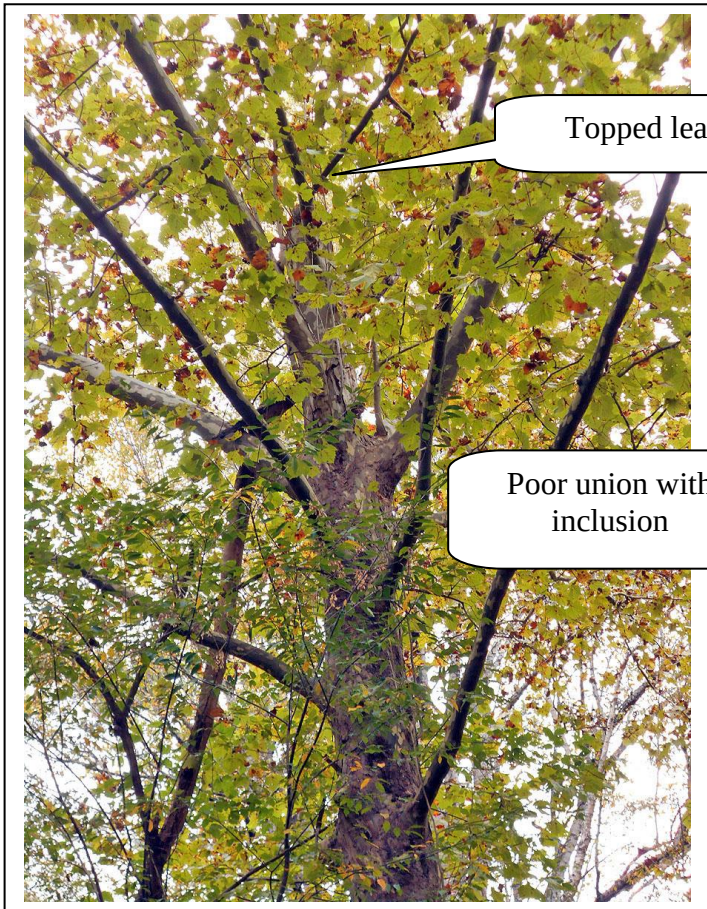
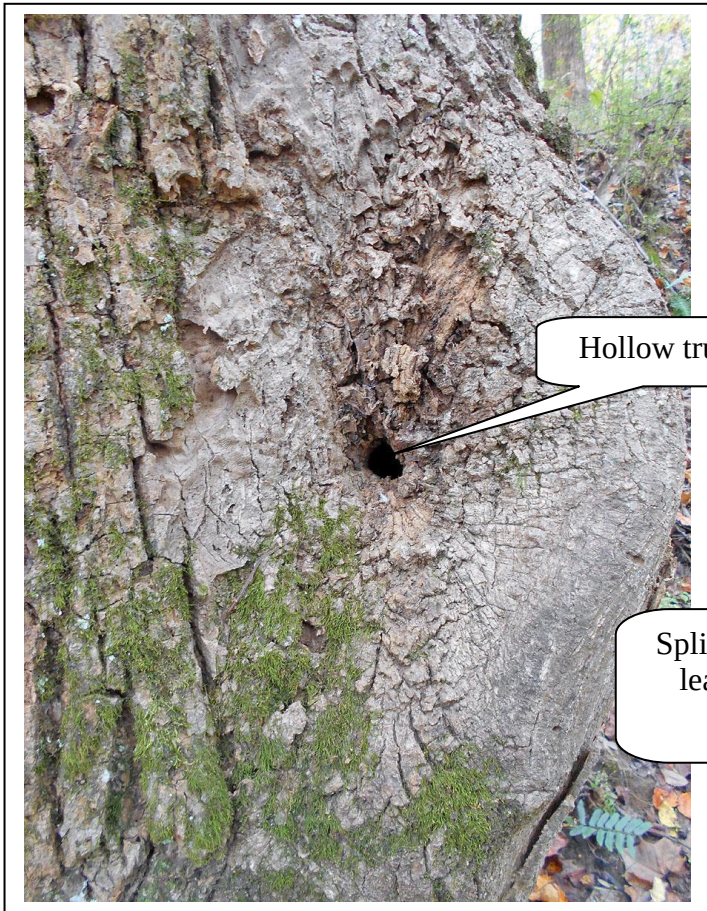


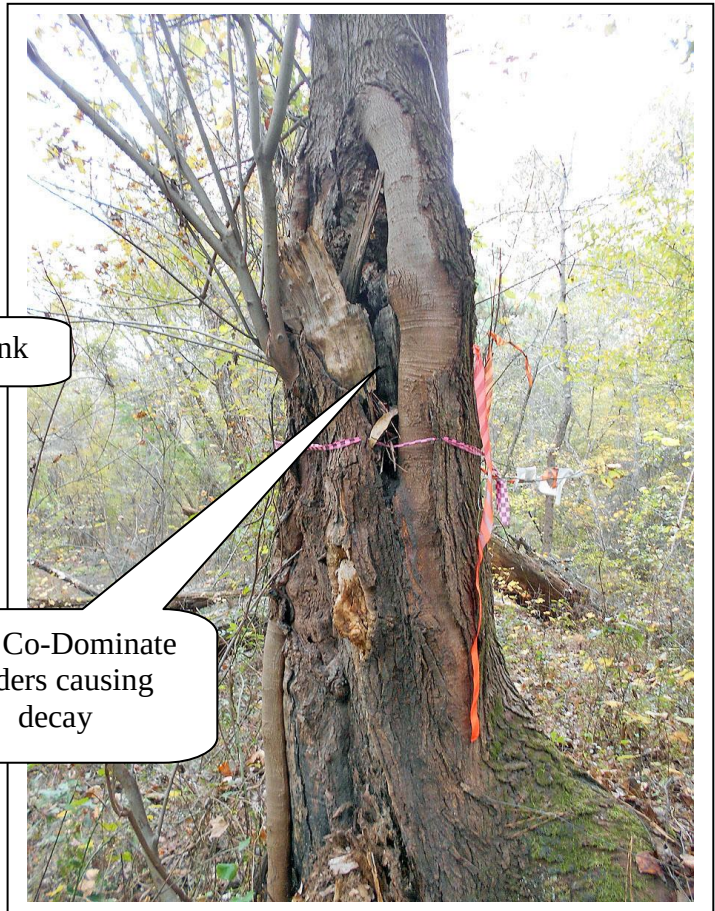
Photo 23



Photo 24



Hollow trunk



Split Co-Dominate
leaders causing
decay

Photo 25

Photo 26



Dead main limbs

Gummosis

Poor leader union

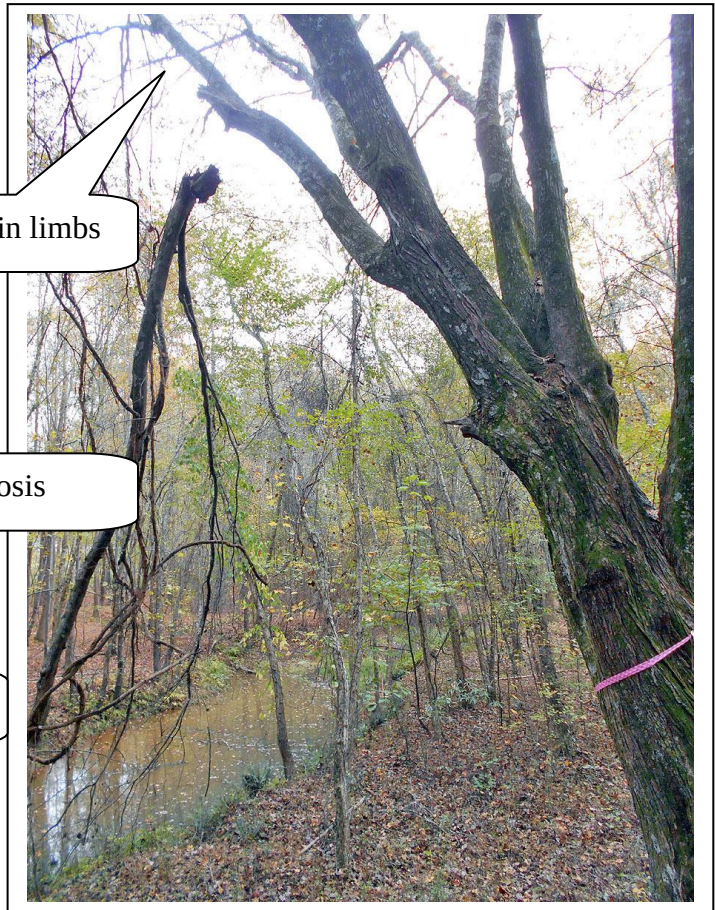


Photo 27

Photo 28



Hollow trunk

Dead leader causing decay in trunk

Photo 29



Photo 30



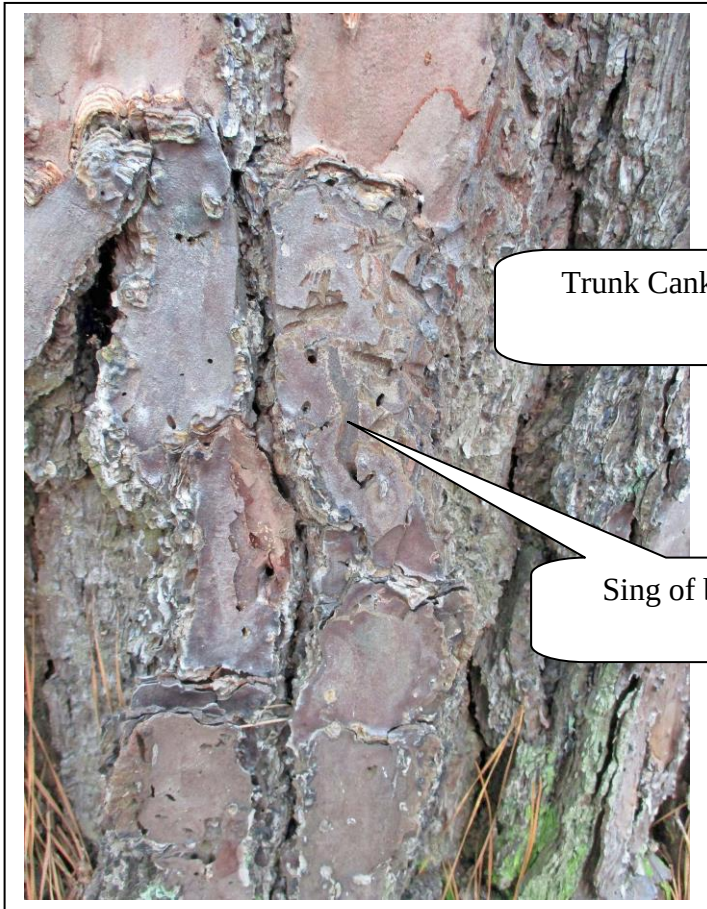
Dead main limbs

Decay in crotch

Photo 31



Photo 32



Trunk Cankers

Sing of borers

Photo 33

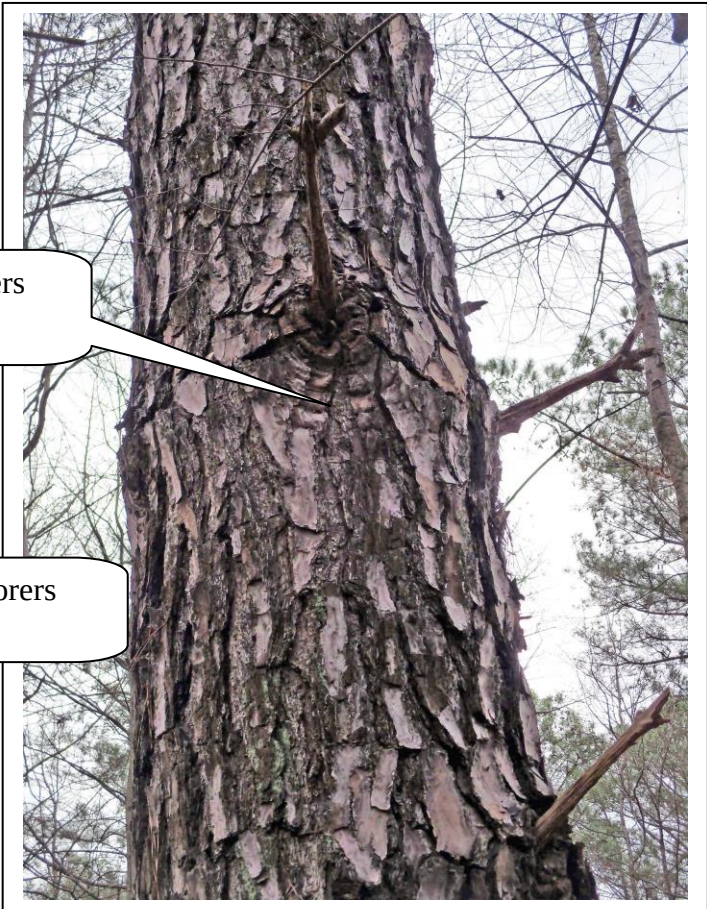
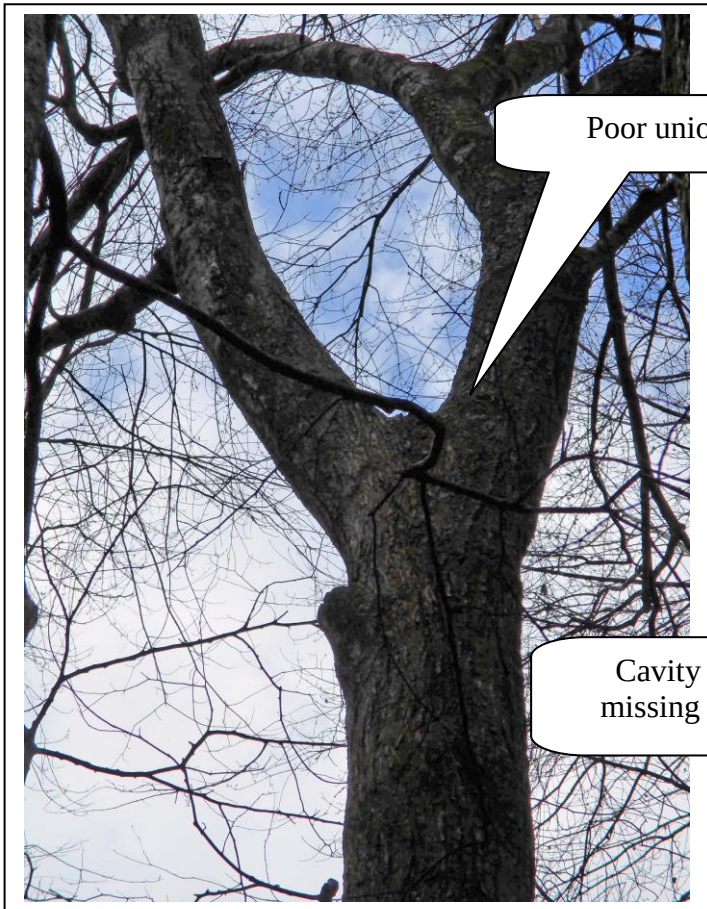


Photo 34



Poor union

Cavity from missing leader

Photo 35



Photo 36

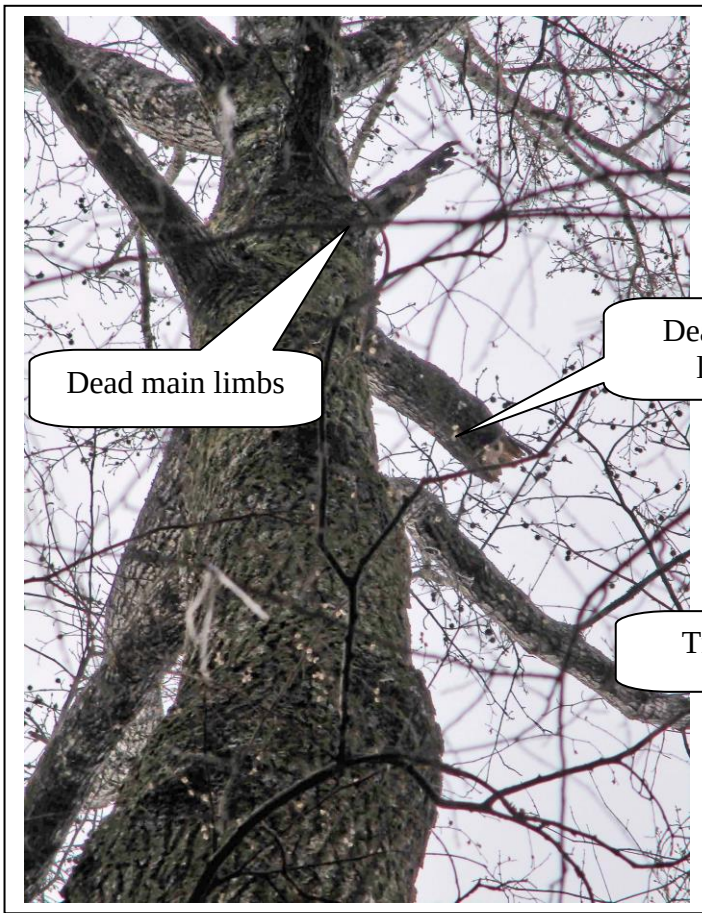


Photo 37

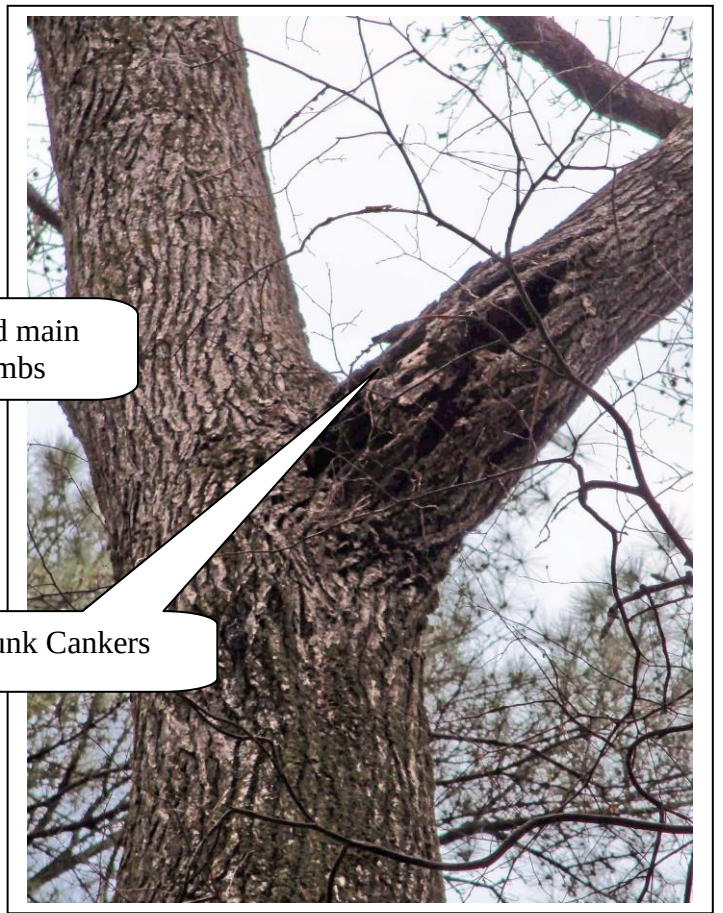


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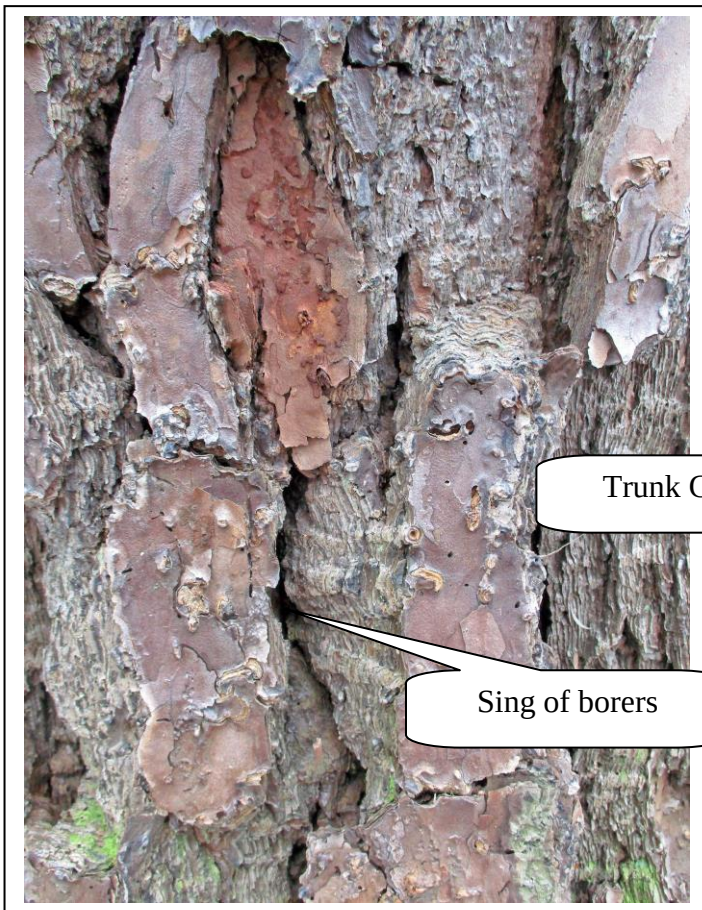
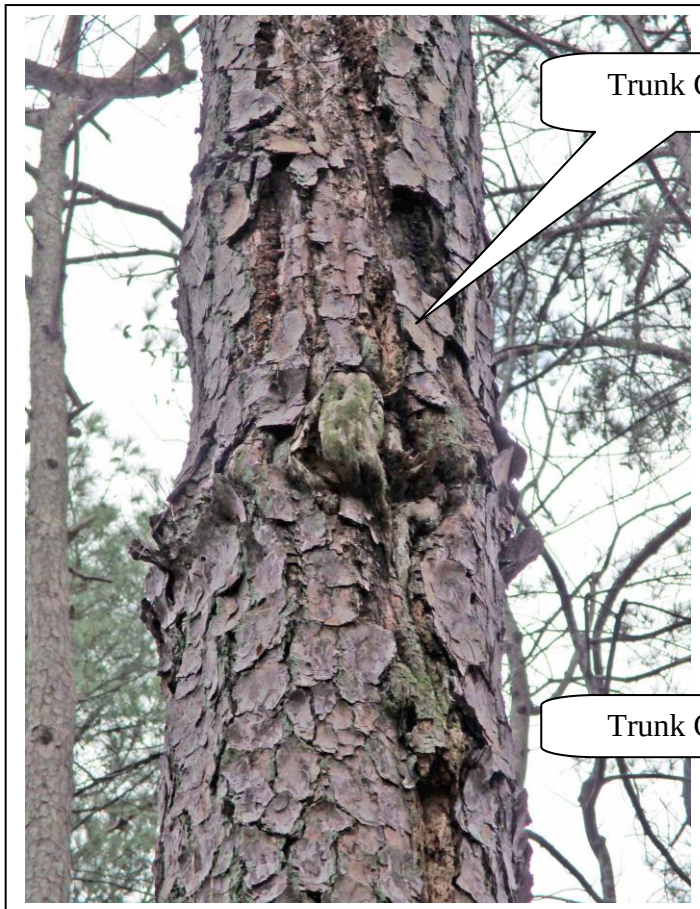


Photo 39



Photo 40



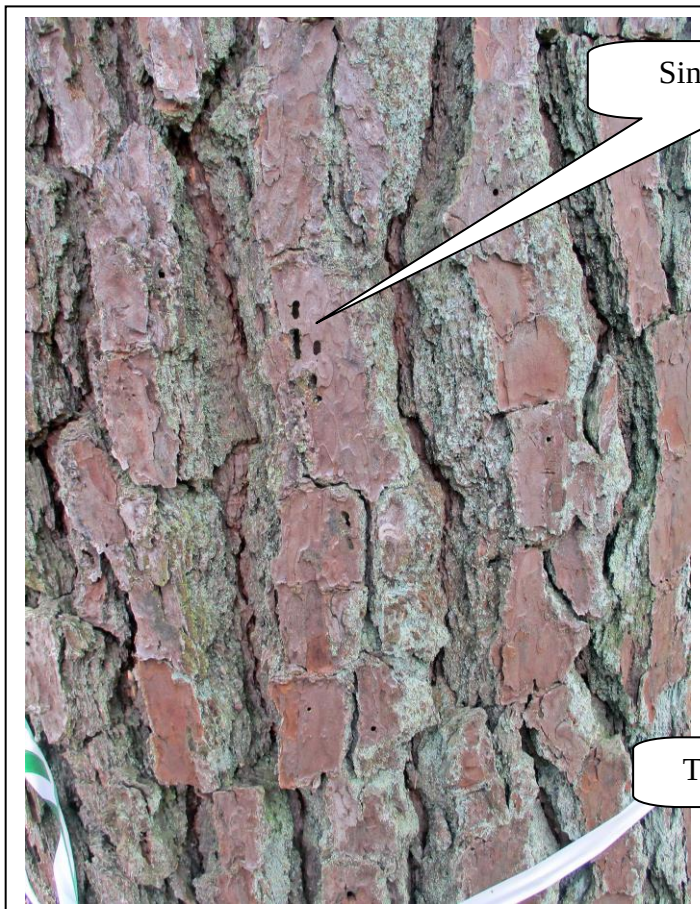
Trunk Cankers

Photo 41



Trunk Cankers

Photo 42



Sing of borers

Trunk Canker

Photo 43

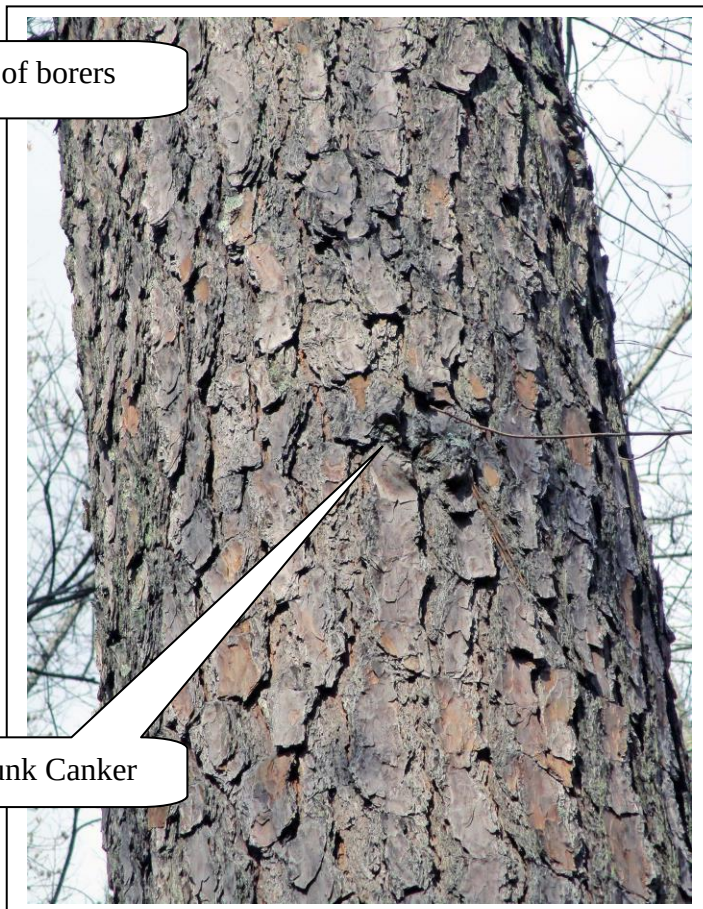
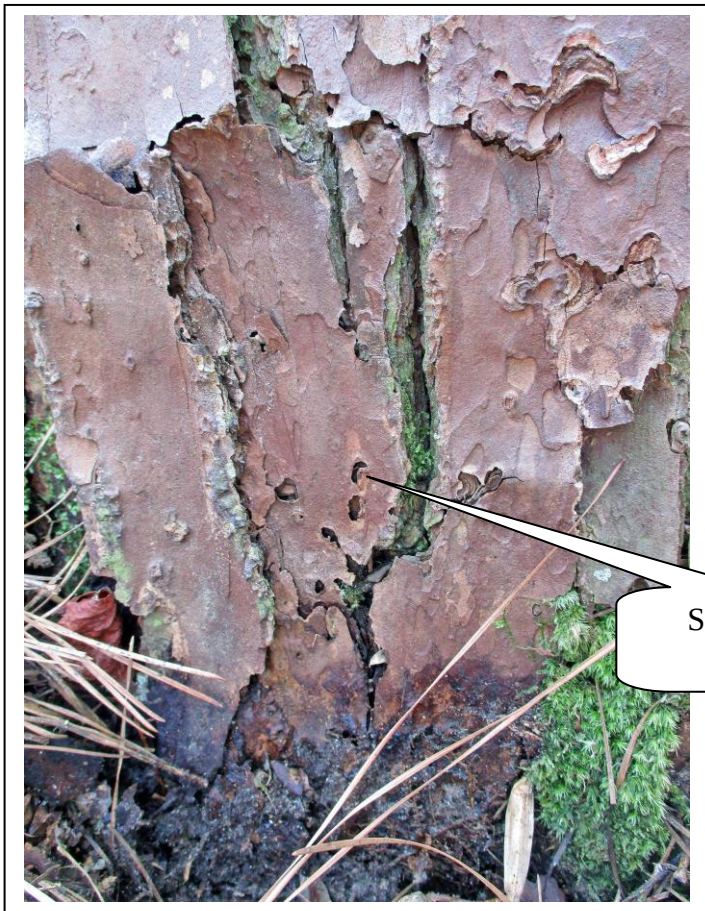


Photo 44



Sing of borers

Photo 45



STAFF REPORT

Department: Finance
Submitted By: Shawn Mitchell
Meeting Date: May 22, 2023

AGENDA ITEM:

Public Hearing on the Fiscal Year 2024 Budget and Millage Rate Levy

An opportunity for the public to speak on the City of Alpharetta's Fiscal Year 2024 Budget and Millage Rate Levy.

STAFF RECOMMENDATION:

The purpose of this hearing is to obtain public comment on the Recommended Fiscal Year 2024 Budget and Millage Levy. This is public hearing #1 of 3.

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: \$153,910,043 (SEE ATTACHED BUDGET DOCUMENT)

APPROPRIATIONS:

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

EXTERNAL FUNDING SOURCES:

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

ITEM DESCRIPTION:

The Fiscal Year 2024 Budget was distributed electronically to the City Council on May 8, 2023, and is available on the City's website as a downloadable pdf and available for filtering/analysis through the City's financial transparency sites powered by ClearGov (FY 2024 budget as well as historical budget/actual revenue/expenditure trend data) and OpenGov (FY 2024 budget line item detail).

City Council Budget Workshops were held on March 20th, May 1st, and May 15th.

Tonight is the first of three public hearings and the first of two votes on the FY 2024 Budget and Millage Rate Levy with the schedule as follows:

May 22, 2023 (6:30pm):

Public Hearing

City Council Meeting

Budget Ordinance (1st Reading)

Millage Ordinance (1st Reading)

June 19, 2023 (11:30am):

Public Hearing

June 19, 2023 (6:30pm):

Public Hearing

City Council Meeting

Budget Ordinance (2nd Reading)

Millage Ordinance (2nd Reading)

ALTERNATIVES:

ATTACHMENTS:

1. Exhibit - FY 2024 Budget (5-22-2023)rev

Operating and Capital Budget for Fiscal Year 2024

July 1, 2023 through June 30, 2024





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

Recommended Annual Operating & Capital Budget

for Fiscal Year 2024

(July 1, 2023 through June 30, 2024)



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MAYOR AND CITY COUNCIL

Mayor and City Council



DMitchell@alpharetta.ga.us



BWill@alpharetta.ga.us



DDerito@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

VISION

Vision

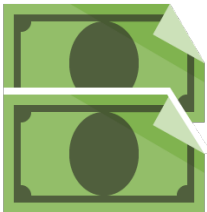
Our Community Vision is to advance Alpharetta as a signature City by:



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.

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 to identify the link between the city's Community Vision and the goals and objectives of our various departmental activities.

Mission

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.

EXECUTIVE MANAGEMENT TEAM

Executive Management Team



CHRIS LAGERBLOOM
CITY ADMINISTRATOR



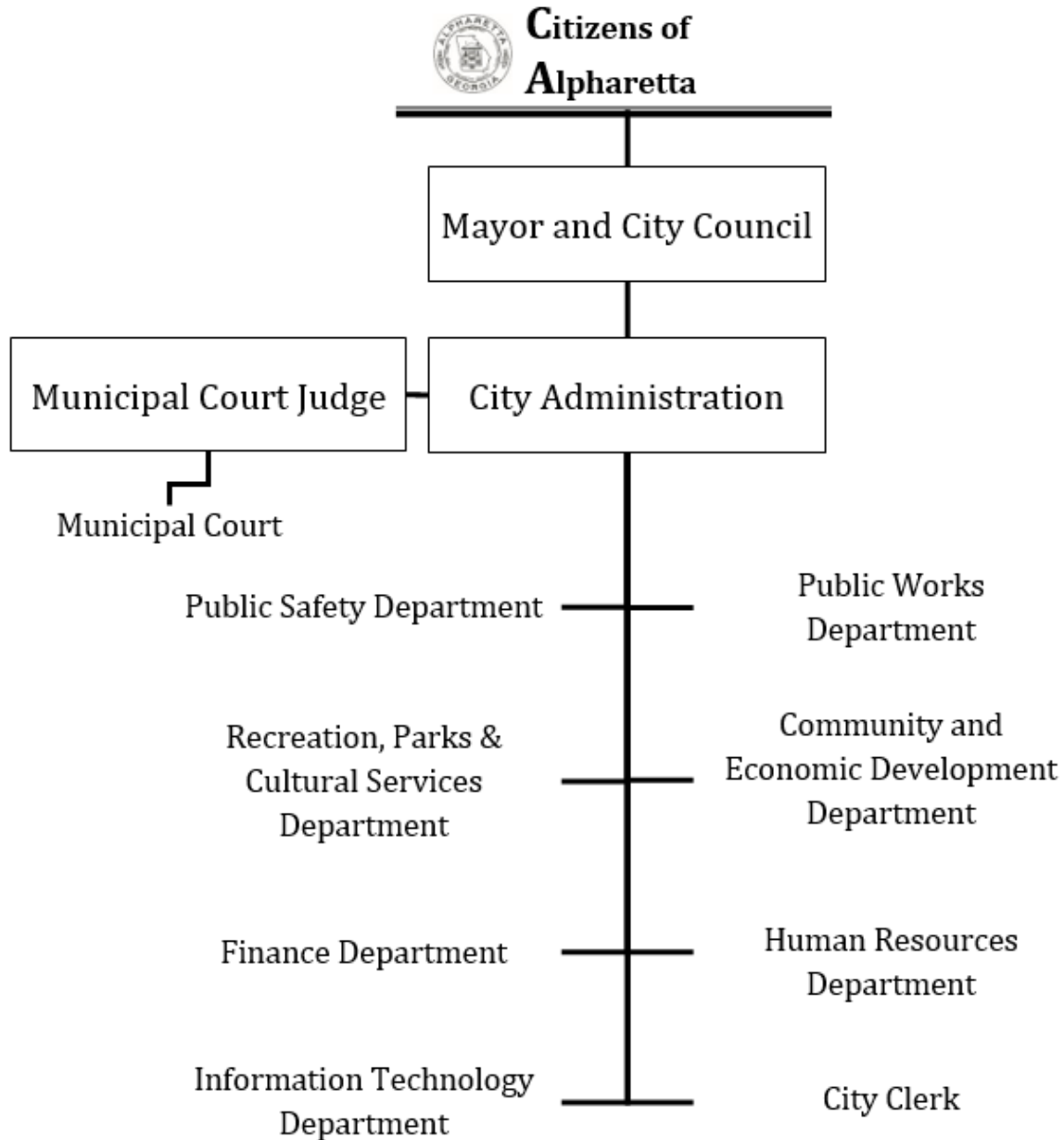
CLagerbloom@alpharetta.ga.us

EXECUTIVE STAFF

James Drinkard	JDrinkard@alpharetta.ga.us	Assistant City Administrator
Brooke Lappin	BLappin@alpharetta.ga.us	Director of Municipal Court Services
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 and Economic Development
Thomas G. Harris	THarris@alpharetta.ga.us	Director of Finance
Cris Randall	CRandall@alpharetta.ga.us	Director of Human Resources
Adam Montgomery	AMontgomery@alpharetta.ga.us	Director of Information Technology
Lauren Shapiro	LShapiro@alpharetta.ga.us	City Clerk

ORGANIZATIONAL STRUCTURE

Organizational Structure





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

May 8, 2023

To the Mayor, City Council, and Citizens of Alpharetta:

We are pleased to present our Recommended Annual Operating and Capital Budget for Fiscal Year 2024 (the “Budget”) of the City of Alpharetta, Georgia. Our recommendations are based on direction provided at the City Council Retreat (compiled as the “Annual Action Plan”) 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.

As detailed herein through our discussion of expenditure trends, the city’s budget is in the midst of multiple disruptive economic pressures. As quickly as the COVID-19 pandemic and its associated social distancing measures drove a decline in economic activity, the current phase of post-lockdown economic activity coupled with Federal stimulus has resulted in a spike of economic growth. This strong economic growth can be witnessed in our revenue trends as well as our expenditure trends which seek to meet a spiking service demand from our customers while also covering inflationary (e.g., labor costs) and market-based cost pressures (e.g., steel, concrete, wood, asphalt, etc.).

Today, more than ever, governments need to be nimble to respond to market conditions.

Alpharetta’s 2024 budget is focused on City Council priorities (2023 Annual Action Plan) and responding to market conditions in a prudent manner including maintaining a competitive compensation package for our staff and keeping up with market prices from private service providers. Highlights include:

- Tax-burden reductions for our homeowners in excess of \$7.8 million including our annual homestead exemption offerings coupled with the one-time State HTRG grant (see section entitled *Taxpayer Savings* for more information).

MAYOR
JIM GILVIN

MAYOR PRO TEM
DAN MERKEL

COUNCIL MEMBERS
JASON BINDER
DOUGLAS J. DERITO
JOHN HIPES
DONALD F. MITCHELL
BRIAN WILL

CITY ADMINISTRATOR
CHRIS LAGERBLOOM

INTRODUCTION AND OVERVIEW

- Maintenance of the city's millage rate at 5.750 mills (flat with FY 2023) including funding \$3 million for expanded service levels for our citizenry, business owners, and stakeholders and funding \$4 million from General Fund operations for capital investment (e.g., maintenance of our stormwater infrastructure).
- Funding totaling \$3 million for expanded service levels within multiple departments and described in detail under the *Operating Initiative Requests* section of this document. The expanded service levels highlight our priority focus on public safety and includes leveraging advancements in technology to continue our effective and efficient service to our community (the recommended Real Time Crime Center initiative).
- Capital investment focused on maintaining and improving city infrastructure and assets (\$15.7 million when including potential grant sources) while reserving sufficient funds to provide flexibility for future prioritized capital investment (\$1.2 million) and described in detail under the *Capital Initiative Requests* section of this document.
- Continuation of the same high service levels our citizenry, business owners, and stakeholders expect from our city.

2023 City Council Priorities and Annual Action Plan

The City Council Retreat during January 2023 set forth priorities to guide the construction of the FY 2024 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan and are detailed within the section of this document entitled *2023 Annual Action Plan* with the components set forth below:

- | | |
|---------------------------------------|--|
| • Safe and Welcoming Community. | • Recreation, Parks, and Culture. |
| • The Alpha Loop and Greenway. | • Infrastructure and Facilities Maintenance. |
| • Strategic Growth and Redevelopment. | • Transportation and Traffic. |
| • Communications that Connect. | • People Focused Workforce. |
| • Downtown Alpharetta. | • Economic Development. |

INTRODUCTION AND OVERVIEW

Budget Process and Overview

The Fiscal Year 2024 Budget process began with an update of the city's financial condition, which was presented to the Mayor and City Council during the January 2023 City Council retreat.

As previously detailed, the City Council Retreat set forth priorities (Annual Action Plan) that guided our departmental decision making and resource allocation during construction of the FY 2024 budget.

The FY 2024 Budget is balanced for all funds and totals \$154 million with the breakdown by fund type as follows:

FUNDS BY TYPE	\$	
General Fund	\$ 98,958,677	
Special Revenue Funds	14,937,980	(1)
Capital Project Funds	16,247,818	(1)
Debt Service Fund	6,603,402	
Solid Waste Fund	5,539,584	
Internal Service Funds	10,786,300	
OPEB Funds	836,282	
Total	\$153,910,043	

(1) Amounts contained herein represent new appropriations for FY 2024. Unexpended FY 2023 appropriations for City Council approved projects are re-appropriated annually pursuant to city policy.

Several of the major points of the FY 2024 Budget are as follows:

- Management of personnel and compensation program to align with current market environment which includes budgetary adjustments to cover significant inflation in labor costs which are necessary to retain and recruit our highly skilled workforce:
 - Staffing level at 459 full-time equivalents “FTE” with the funding breakdown as follows:
 - 458 full-time equivalents (funded). This does not include new position requests set forth in the *Operating Initiative Requests* section of this document.
 - 1 full-time equivalent (unfunded; budgetary savings of \$120,000); position to remain vacant pending an identified funding source and workload justification.
 - Staffing compensation adjustments aimed at maintaining competitiveness in an inflationary labor market include:
 - Recent compensation adjustments:

INTRODUCTION AND OVERVIEW

- July 1, 2021: Continuation of the annual performance-based merit program (3% on average) in an estimated cost of \$1 million annually.
- November 19, 2021: Mid-year 2022 adjustment (combined) in an estimated cost of \$1.9 million annually.
 - Across-the-board 3% salary adjustment for all employees.
 - Additional across-the-board 10% salary adjustment for 911 personnel and sworn Police Officers to maintain market competitiveness in recruitment and retention.
- July 1, 2022: Increase in the annual performance-based merit program (4% on average) in a total estimated cost of \$1.6 million.
- July 1, 2022: Salary compression adjustments in an amount totaling \$825,000 annually (including taxes/benefits). Specifically, this initiative represents a continuation of the City's salary adjustment process and follows the recent adjustments related to maintaining competitiveness within the market. This phase is focused on adjusting internal compression issues within our pay structure to ensure we maintain a fair and equitable compensation plan for our employees.
- Proposed compensation adjustments:
 - July 1, 2023: Increase in the annual performance-based merit program (4% on average) in a total estimated cost of \$1.8 million. This figure is included within the departmental operating budget.
 - July 1, 2023 (Operating Initiative): This initiative represents a continuation of the City's salary adjustment process aimed at maintaining competitiveness within the market and is estimated at \$1.73 million. Specifically, market-based personnel compensation adjustments are proposed to ensure Alpharetta maintains its capacity to retain and attract our most valuable assets – namely, the team members that deliver excellent service to our community on a daily basis. The forecasted cost reflects salary adjustments and those impacted benefit line items (e.g., FICA, pension, etc.). This request is subject to

INTRODUCTION AND OVERVIEW

approval by the City Council and detailed within the *Operating Initiative Requests* section of this document. Funding is currently allocated within the Operating Initiatives Reserve account and will not be disbursed to departmental budgets until directed by the City Council.

- Increase (10% or \$1.9 million) in departmental maintenance and operations budgets (General Fund) that is experiencing inflationary growth through our labor-intensive contracted services (e.g., landscaping services, janitorial services, etc.), material-intensive contracts (maintenance needs that utilize concrete, wood, technology items that utilize microchips), etc. This figure does not include the operating initiative funding for FY 2024 as these funds will not be disbursed to departmental budgets until authorized by the City Council. Specific cost drivers include:
 - Increase in professional services of \$560,339 (17% growth) due primarily to the following: estimated costs (\$389,359) for the municipal elections in November 2023 (FY 2024 will be an election year while FY 2023 was not); increase totaling \$75,000 within the Finance Department for banking fees (e.g., credit card processing fees), investment advisor fees, and funding for staffing services to smooth out labor needs during peak workload seasons (e.g., property tax and occupational license billings); anticipated growth in recreation programs and the corresponding costs of program instructors (+\$114,285; it should be noted that this growth is also reflected in program fee revenue); etc.
 - Increase in repair/maintenance costs of \$272,278 due primarily to the following:
 - Public Safety Department: estimated cost growth for vehicles (+\$47,500), equipment (+\$9,060), and facilities (+\$5,000). The growth in vehicle repair funding is based on current cost trends. Specifically, the city replaces 1/7th of its public safety fleet annually (this equates to a lifetime mileage target of 100,000) to ensure minimal downtime and that our equipment is responsive to service demands. That said, the city is still transitioning from Impala sedans to Explorers SUVs. The Impala's have a more costly repair record (than the Explorers) and, with our existing units reaching their mileage targets, we are incurring more repair costs in the short-term as we phase out the legacy Impalas.
 - Public Works Department: growth in facilities repair/maintenance costs of \$83,911 due to multiple factors including the reopening of the municipal jail partially due to reopening of jail (+\$30,000), additional funding for City Hall (+\$31,037), with the remainder (+\$22,863) due to

INTRODUCTION AND OVERVIEW

inflationary cost growth of labor/supplies for many of the included services such as plumbing, HVAC, etc.

- Recreation, Parks & Cultural Services Department: growth in grounds repair/maintenance costs of \$66,477 due primarily to the reallocation of parks maintenance funding from the Capital Project Fund to the General Fund as these items are under the \$25,000 capitalizable threshold. Components include: \$10,000 for restoration of the mini silos; \$12,000 for Brooke Street Park irrigation; \$10,000 for tree well lighting upgrades; and \$20,000 for North Park Ballfields 5-6 fencing upgrades.
- Increase in maintenance contracts/IT professional services (combined) of \$381,890 due primarily to the following:
 - City Administration: growth of \$39,887 due primarily to estimated fees for the annualized cost of the mid-year 2023 initiative to provide all board members with city emails addresses (Board of Ethics), estimated website hosting services costs, etc. Specifically, the City will be procuring the design and implementation of a new website during FY 2023 which will necessitate hosting service fees starting in year 2.
 - Public Safety Department: growth of \$142,129 due to the coverage of general software inflationary cost growth coupled with additional funding for body cameras (+\$112,000).
 - Public Works Department: growth of \$94,410 due primarily to inflationary cost increases in many of the city's labor-intensive contracts such as landscaping (annualized impact of recent right-of-way maintenance contract), janitorial, etc. coupled with funding for the newly opened Davis Drive extension (e.g., landscape maintenance).
 - Recreation, Parks & Cultural Services Department: growth of \$66,883 due primarily to additional funding for the RecWare Park Program Registration software (+\$55,000) as it is funded on a per customer basis and grows along with program participation. Additional cost growth is related to ensuring our Board Members have city email addresses (+\$7,830).
 - Community & Economic Development Department: growth of \$34,839 due to the coverage of general software inflationary cost growth coupled with estimated fees for the annualized cost of the mid-year 2023 initiative to provide all board members with city emails addresses (Board of Zoning Appeals, Code Enforcement Board, Design

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Review Board, Planning Commission, Historic Preservation Commission, etc.).

- Increase in general supplies of \$116,609 due primarily to the following:
 - Public Safety Department: growth of \$91,053 due primarily to additional funding for fire retirements/promotions events (+\$24,000), increased ammunition pricing (+\$18,000), increased funding for annual awards, retirement gifts, and medals purchased throughout the year (+\$10,000), funding for Narcan (+\$6,000; this was previously funded through a Fulton County grant), increased funding for fire station janitorial supplies based on current cost and usage trends (+\$7,355), etc.
 - Public Works Department: growth of \$34,442 due to rising costs and need for janitorial supplies, soap, and disinfectants, etc. as well as added facility supplies for the re-opening of the Alpharetta Jail.
- Increase in utility expenses of \$121,534 for electricity, natural gas, water/sewer, and miscellaneous utilities (e.g., cable and garbage). The main driver is reopening of the Alpharetta Jail (\$21,450 in forecasted utility expenses) coupled with general electric utility cost growth (includes adjustments for approved GA Power rate increases of 10.5% on January 1, 2023, and 1% on January 1, 2024). It should be noted that under the Alpharetta Jail Intergovernmental Agreements, utilities will be split amongst all participating municipalities. This revenue is reflected within the Intergovernmental section and is based on approved IGAs as of April 2023. As other municipalities join, the revenue split will be updated accordingly.
- Increase in fuel expenses of \$76,440 due to usage patterns and commodity pricing trends.
- Increase in uniform expenses of \$91,412 due primarily to growth within the Public Safety Department of \$80,499 associated with the increase in police officer uniform allotment from \$350 to \$800 per year in the amount of \$50,850 (implemented in 2023 and funded through a reallocation of available proceeds) and an increase of \$36,000 for fire uniforms due to price increases and to complete the purchase of Class A uniforms.
- Increase in professional development (travel/training) of \$85,187 due to a renewed focus on maintaining professional knowledge across all departments.
- Increase in legal services of \$100,000 to match current cost and usage trends.

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- Increase in insurance premiums of \$113,000 to cover growth across multiple insurance types including: cyber liability insurance (+\$37,000); workers compensation excess liability (+\$15,000); umbrella liability insurance (+\$9,000); 92 Milton avenue Condo Association insurance (+\$44,000); etc.
- Increase in the departmental operating capital/lease accounts of \$377,027 due primarily to the following:
 - Public Safety Department: increase in capital of \$230,395 due to the reallocation of public safety equipment replacement funding from the Capital Project Fund to the General Fund as these items are under the \$25,000 capitalizable threshold. Components include: \$10,000 for furniture/bedding; \$15,000 for fire tools/equipment; \$10,000 for replacement exercise equipment; \$17,000 for (12) automated external defibrillators for patrol; \$12,295 for training sim gun replacement; \$17,000 for (2) replacement AR-10 sniper rifles; \$26,000 for the replacement of (5) sets of SWAT ballistic vests ; \$10,400 for (2) DEA TFO vests; \$2,400 for (2) DEA TFO helmets; \$8,200 for police department tools/equipment; \$2,700 for (6) motor helmets; \$5,000 for (2) radars for motors; \$5,000 for (2) Stalker Lasers; \$60,000 for turnout gear/personal protective equipment for firefighters; \$27,900 for (9) weather radio replacements; and \$1,500 for SCBA cylinders.
 - Public Safety Department: increase in fleet/equipment leases of \$119,209 due to issuance of the Series 2022 Bank of America capital lease in FY 2023 to replace three Fire Pumps. Upon programming of this increase in FY 2024, the annual payment for our operating leases will be relatively flat.
- Maintenance and Operational funding for the recommended 2024 Operating Initiatives¹ in an amount totaling \$3 million that will not be programmed into departmental operating budgets until authorized by the City Council.
- Funding from the General Fund which is available for immediate capital investment in 2024 includes the following:
 - \$10,547,818 Fund Balance for one-time capital;
 - 4,000,000 Capital Contribution from the General Fund
 - \$14,547,818

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.

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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
March 20, 2023	City Council Budget Workshop (Operations)
May 1, 2023	City Council Budget Workshop
	<i>Operating Initiatives</i>
	<i>Capital Initiatives</i>
May 8, 2023	Release Fiscal Year 2024 Budget (pdf, transparency site, etc.)
May 15, 2023	City Council Budget Workshop (if needed)
	<i>Operating Initiatives</i>
	<i>Capital Initiatives</i>
May 22, 2023	1 st Public Hearing and Council Meeting (Budget/Millage)
	<i>1st reading of Budget/Millage Ordinance</i>
June 19, 2023	2 nd Public Hearing (Budget/Millage)
June 19, 2023	3 rd Public Hearing and Council Meetings (Budget/Millage)
	<i>2nd reading of Budget/Millage Ordinance</i>

Budget Issues and Priorities

The FY 2024 Budget formalizes numerous key financial factors which have been themes for several years within the government.

- ✓ Cost of government;
- ✓ Taxpayer savings;
- ✓ Bond ratings;
- ✓ 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.

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 2024 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 decrease 0.085 mills compared to FY 2023 to a total of 0.880 mills. As our annual debt service obligations are relatively flat, growth in the tax digest allows for a

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reduction in the debt service millage rate. The decrease in tax revenue associated with the debt service millage shift is estimated at \$600,000.

- The portion of the millage rate funding operations and capital investment (General Fund) is estimated to increase 0.085 mills compared to FY 2023 to a total of 4.870 mills. The increase in tax revenue associated with the operations millage shift is estimated at \$500,000 and has been allocated towards operating initiatives. The shift from debt service millage to operations millage results in additional tax savings for our homeowners as the operations millage rate is subject to homestead exemptions.

Fiscal Year	Operating Millage Levy	Debt Service Millage Levy	Total Millage Levy	% Increase (Decrease)
2024	4.870	0.880	5.750	0.0%
2023	4.785	0.965	5.750	0.0%
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%

Taxpayer Savings – City (annual)

The FY 2024 millage rate, coupled with the city's substantial Homestead Exemptions, goes great lengths in keeping Alpharetta an affordable place to live and strategically position us relative to neighboring areas. The city's multiple homestead exemptions are estimated to save our homeowners over \$6.7 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 aged 65 and older;
- Senior full-value exemption available to residents aged 70 and older who meet certain income requirements.

These values do not include the one-time State HTRG exemption discussed below.

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Taxpayer Savings – State HTRG Program (one-time)

On March 13, 2023, House Bill 18 was signed into law and is reflected in the State of Georgia's Amended Fiscal Year 2023 budget. HB 18 was a proposal by Governor Brian Kemp to refund \$950 million in property taxes back to homesteaded property owners in 2023. Specifically, HB 13 authorizes the HTRG Program (Homeowners Tax Relief Grant) which provides one-time tax relief to homesteaded property owners by reducing the assessed value of their property by up to \$18,000. The estimated tax savings to our homesteaded property owners through the HTRG Program total \$1.1 million.

The City will add the HTRG exemption to its current homestead exemption offerings, which are among the highest in the State, resulting in additional savings estimated at \$1.1 million to our homeowners. The City will work with the GA Department of Revenue and claim reimbursement for the value of HTRG Program. The City's property tax revenue will not be affected under this program.

Bond Ratings

The city's AAA bond rating was reaffirmed by Moody's and Standard & Poor's ("S&P") during January 2022 in conjunction with the sale of \$27 million (par) of Series 2022 General Obligation Bonds to fund a variety of park enhancements and projects.

The AAA rating represents the highest rating available to municipalities and translates to significant savings to our citizens and stakeholders through reduced borrowing costs. This rating demonstrates the strongest creditworthiness relative to other US municipal or tax-exempt issuers and reflects the city's current sound financial position as well as strong financial management practices guiding our ongoing decision making. These practices are supported by formal policies to guide budget and procurement practices, capital investment, and debt management. Other positive factors include a relatively strong economic base and manageable debt/pension burdens. The FY 2024 Budget is mindful of these factors and the importance of maintaining the highest rating, not only for our citizens but also our bondholders.

Debt Service Payments

The city's primary method of funding large-scale capital projects is through the issuance of bonds (e.g., general obligation bonds, Development Authority bonds, etc.). General obligation bonds have been issued to fund numerous large-scale projects including public safety facilities, parks and recreation facilities, and transportation improvements that continue to define Alpharetta as a desirable community to work and live. General obligation bonds are funded through a separate millage levy (discussed below).

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

INTRODUCTION AND OVERVIEW

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 2024 are budgeted at \$8.3 million with the following forecast: 2025 - 2041²: \$8.7 million (annual average); 2042-2046³ totaling \$1.6 million (annual average). These figures include city and Development Authority obligations and span multiple Funds.

Expansion of Departmental Service Levels (Operating Initiatives)

Recommended operating initiatives total \$3 million with an additional capital requirement of \$239,900 that is included within the Capital Initiative requests for 2024. Operating Initiative funding has been programmed into a non-allocated account within the General Fund pending review and approval by the City Council. Please refer to the *Operating Initiatives Request* section of this document for details of the requests.

Proper Use of Fund Balance

General Fund: Based on audited financial statements for the year ended June 30, 2022, the city's fund balance totaled \$42.9 million. Of this amount, approximately \$12.6 million was appropriated in the FY 2023 Budget for capital/one-time initiatives/reserve and \$19.7 million has been designated as an emergency account based on a conservative policy of 25% of total appropriations (i.e., roughly 3 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 2024 totals \$10.5 million.

Funding Capital/Operational Initiatives from Operating Budget

The FY 2024 budget includes funding totaling \$4 million from General Fund operations for capital investment (e.g., maintenance of our stormwater infrastructure). By programming an annual capital contribution 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.

Funding from the General Fund available for immediate capital investment in 2024 includes the following:

▪ \$10,547,818	Fund Balance for one-time capital;
▪ <u>4,000,000</u>	Annual Capital Contribution from the General Fund
\$14,547,818	

² Represents the final maturity of the Series 2016 Alpharetta Parks and Transportation Bonds and the Series 2016 Development Authority Revenue Bonds.

³ Represents the final maturity of the Series 2022 General Obligation Bonds.

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Maintaining an Effective Capital Improvement Program (Capital Initiatives)

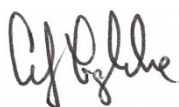
Recommended capital investment totals \$15.7 million and is focused on maintaining and improving city infrastructure and assets. An additional \$1.2 million is being reserved to provide flexibility for future prioritized capital investment.

	Capital Project Fund	Stormwater Capital Fund	Subtotal	Other Sources	Total
Sources:					
Available Fund Balance	\$ 1,500,000	\$ -	\$ 1,500,000	\$ -	\$ 1,500,000
General Fund					
Annual Capital Appropriation	50,000	3,950,000	4,000,000	-	4,000,000
Available Fund Balance	10,547,818	-	10,547,818	-	10,547,818
Other (Investment Earnings)	150,000	50,000	200,000	-	200,000
Grants/Contributions (LMIG; AYBA)	-	-	-	636,500	636,500
	\$ 12,247,818	\$ 4,000,000	\$ 16,247,818	\$ 636,500	\$ 16,884,318
Uses:					
Capital					
City Administration	\$ 41,000	\$ -	\$ 41,000	\$ -	\$ 41,000
Community and Economic Development	523,900	-	523,900	-	523,900
Information Technology	440,000	-	440,000	-	440,000
Public Safety	2,294,900	-	2,294,900	-	2,294,900
Public Works	5,864,500	4,000,000	9,864,500	625,000	10,489,500
Recreation, Parks & Cultural Services	1,899,600	-	1,899,600	11,500	1,911,100
	\$ 11,063,900	\$ 4,000,000	\$ 15,063,900	\$ 636,500	\$ 15,700,400
Non-Allocated:					
Future Capital/One-Time Initiatives	\$ 1,183,918	\$ -	\$ 1,183,918	\$ -	\$ 1,183,918
	\$ 1,183,918	\$ -	\$ 1,183,918	\$ -	\$ 1,183,918

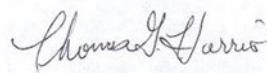
Please refer to the *Capital Initiatives Request* section of this document for detail of the requests.

In closing, while this budget is conveyed on behalf of the City Administrator, this document is due in large part to the diligent work of staff, as well as the constructive management provided by the City Council and the feedback provided by our citizenry. We would like to thank our elected officials for their effective leadership and commitment to continuing our Signature City status in the region, despite the many demands on their time and interests.

Respectfully Submitted,



Chris Lagerbloom
City Administrator



Thomas G. Harris
Finance Director

2023 ANNUAL ACTION PLAN

2023 Annual Action Plan

The City Council Retreat during January 2023 set forth priorities to guide the construction of the FY 2024 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan with the following components:

- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Strategic Growth and Redevelopment.
- Communications that Connect.
- Downtown Alpharetta.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- People Focused Workforce.
- Economic Development.

	
PRIORITY	PRIORITY
RECREATION, PARKS, AND CULTURE	INFRASTRUCTURE FACILITIES MAINTENANCE
• Parks are valued assets in our city, and we will continue to deliver on park bond projects. • We will place a focus on building access to Farmhouse Heritage Park and will evaluate existing conditions of zoning/development agreements while also exploring alternative means of providing parking. • At Webb Bridge Park, we will pursue a new sanitary sewer connection to reduce future maintenance of one of the park's most used public restrooms. • At Wills Park, we will continue to work with the equestrian community to finish arena projects and facility remodeling.	• Long term maintain our facilities will begin with F 82 and 84, we will assess the condition of a facilities, formulate recommendations, construction plan the work of most facilities. • Managing storm water is important in our will continue invest projects in areas impact opportunities.
TOP PRIORITY	TOP PRIORITY
DOWNTOWN ALPHARETTA	SAFE AND WELCOMING COMMUNITY
• Safety is fundamental to a vibrant downtown. We are mindful of our image and will constantly be driven to provide a safe environment and an excellent experience. • Parking management allows many to enjoy downtown. We will identify and implement parking management strategies that maximize our current parking resources. • Support of our businesses. We will work with the downtown district to identify mid-term and long-term options to maintain the character, cleanliness, and desirability of downtown. • Care for those less fortunate. We recognize the cure for homelessness is a home, and we will provide services that encourage rapid rehousing, wrap around services, and support.	• We enjoy the benefits of a safe community, and we are driven to protect it. • As a community, we support and value our Public Safety Department, recognize their purpose, and will provide them the resources to keep our city safe. • Our 911 dispatchers are lifelines to our community. • We will evaluate our community paramedic program and quantify results, make changes, and look for ways to provide new services.
TOP PRIORITY	TOP PRIORITY
THE ALPHA LOOP AND GREENWAY	STRATEGIC GROWTH AND REDEVELOPMENT
• Our city is mobile. Extending the Alpha Loop remains an important focus of our transportation network. • We are driven to connect the Alpha Loop with the Greenway with the design and construction of the Alpha Link.	• As one of the city's main redevelopment areas, the North Point Parkway Area has tremendous opportunity. We will dedicate the time and attention to get it right. • As projects and opportunities find our city, we strongly support strategic growth. We believe our city is special and development patterns reinforce that. • We will dissolve the tax allocation district and create a new one for the North Point Parkway Area.
TOP PRIORITY	TOP PRIORITY
COMMUNICATIONS THAT CONNECT	
• Telling our story is important, and we will form an internal communications team as a first step. • Through talented communicators, we will create a new communications strategy and create a crisis communications plan. • We will explore staff augmentation services to further our communications strategy.	

The 2023 Annual Action Plan builds upon the city's Community Vision and guides construction of the FY 2024 budget including operations and capital investment. Linkages, where applicable, have been provided within the *Operating Initiative Requests* and *Capital Initiative Requests* sections of this document.

2023 ANNUAL ACTION PLAN

Safe and Welcoming Community

Top Priority

- We enjoy the benefits of a safe community, and we are driven to protect it.
- As a community, we support and value our Public Safety Department, recognize their purpose, and will provide them the resources to keep our city safe.
- Our 911 dispatchers are lifelines to our community.
- We will evaluate our community paramedic program and quantify results, make changes, and look for ways to provide new services.

The Alpha Loop and Greenway

Top Priority

- Our city is mobile. Extending the Alpha Loop remains an important focus of our transportation network.
- We are driven to connect the Alpha Loop with the Greenway with the design and construction of the Alpha Link.

Strategic Growth and Redevelopment

Top Priority

- As one of the city's main redevelopment areas, the North Point Parkway Area has tremendous opportunity. We will dedicate the time and attention to get it right.
- As projects and opportunities find our city, we strongly support strategic growth. We believe our city is special and development patterns reinforce that.
- We will dissolve the tax allocation district and create a new one for the North Point Parkway Area.

Communications that Connect

Top Priority

- Telling our story is important, and we will form an internal communications team as a first step.
- Through talented communicators, we will create a new communications strategy and create a crisis communications plan.
- We will explore staff augmentation services to further our communications strategy.

2023 ANNUAL ACTION PLAN

Downtown Alpharetta

Top Priority

- Safety is fundamental to a vibrant downtown. We are mindful of our image and will constantly be driven to provide a safe environment and an excellent experience.
- Parking management allows many to enjoy downtown. We will identify and implement parking management strategies that maximize our current parking resources.
- Support of our businesses. We will work with the downtown district to identify mid-term and long-term options to maintain the character, cleanliness, and desirability of downtown.
- Care for those less fortunate. We recognize the cure for homelessness is a home, and we will provide services that encourage rapid rehousing, wrap around services, and support.

Recreation, Parks, and Culture

Priority

- Parks are valued assets in our city, and we will continue to deliver on park bond projects.
- We will place a focus on building access to Farmhouse Heritage Park and will evaluate existing conditions of zoning/development agreements while also exploring alternative means of providing parking.
- At Webb Bridge Park, we will pursue a new sanitary sewer connection to reduce future maintenance at one of the park's most used public restrooms.
- At Wills Park, we will continue to work with the equestrian community to finish arena projects and facility remodeling.

Infrastructure and Facilities Maintenance

Priority

- Long-term maintenance of our facilities will be a focus. Beginning with Fire Stations 82 and 84, we will conduct assessments of all City facilities, formulate recommendations, create construction plans, and begin the work of modernizing our facilities.
- Managing stormwater is important in our city, and we will continue investing in projects in areas with high impact opportunities.

2023 ANNUAL ACTION PLAN

Transportation and Traffic

Priority

- Our city is on the move, and we recognize the importance of managing traffic and the ability to move around with ease.
- We support multi-modal transportation options. We will seek out traditional and non-traditional transportation solutions on the surface, underground, and in the air.
- Public transit is a component of a community that moves, and we will continue to support bus rapid transit and mobility in the Georgia 400 Corridor.

People Focused Workforce

Priority

- Our city is comprised of a talented staff. It is important that we focus on recruiting, retaining, and rewarding our public servants.
- We will create a 'fix it and forget it' formula for calculating compensation that is competitive in the market and affirms our position as an employer of choice.

Economic Development

Priority

- We desire to attract new businesses and industries to the city. In the right circumstances, we support repurposing of areas less used today as working models have evolved.
- A presence in Atlanta and Washington DC is important, and we will seek lobbying services to assist in both places.
- Grants fund grants, and we will actively pursue funding opportunities for the city in this manner.

OPERATING INITIATIVE REQUESTS

Operating Initiative Requests

Executive Summary

General Fund	Revenue	Expense	Net Cost	Capital Component
Funding Available for Operating Initiatives:			\$ 3,021,500	
Recommended Initiatives:				
<u>Citywide</u>				
Wage Survey Adjustments	\$ -	\$ 1,725,000	\$ 1,725,000	\$ -
Retiree Health Benefit Enhancements	-	175,000	175,000	-
<u>City Administration</u>				
Communications Services (professional firm)	-	30,000	30,000	-
Grant Management Services (professional firm)	-	50,000	50,000	-
Grant Management Software	-	70,000	70,000	-
Marketing Coordinator position (from PT to FT; +0.5 FTE)	-	65,000	65,000	-
Archiving and Compliance Software	-	80,000	80,000	-
Administrative Assistant II (new position; +1 FTE)	-	81,000	81,000	-
<u>Community and Economic Development</u>				
Land Development Inspector Supervisor (new position; +1 FTE)	72,000	96,000	24,000	45,000
<u>Information Technology</u>				
eXtended Detection and Response (XDR) Software	-	84,000	84,000	-
Asset Mgmt and Vulnerability Mitigation System Software	-	100,000	100,000	-
<u>Public Safety</u>				
Real-Time Crime Center Staffing (new positions; +4 FTE)	-	333,000	333,000	128,900
Assistant Fire Marshal (new position; +1 FTE; partial-year)	-	59,400	59,400	66,000
Firefighter Recruit Class	-	46,100	46,100	-
<u>Recreation, Parks & Cultural Services</u>				
Parks Svcs Supervisor - Downtown Dist. (new position; +1 FTE)	-	99,000	99,000	-
	\$ 72,000	\$ 3,093,500	\$ 3,021,500	\$ 239,900
E911 Fund	Revenue	Expense	Net Cost	
Funding Available for Operating Initiatives:			\$ 15,000	
Recommended Initiatives:				
<u>Public Safety</u>				
Pulse Point Software	-	15,000	15,000	
	\$ -	\$ 15,000	\$ 15,000	

Recommended operating initiatives total \$3 million with an additional capital requirement of \$239,900 that is included within the Capital Initiative requests for 2024. Operating Initiative funding has been programmed into a non-allocated account within the General Fund pending review and approval by the City Council. Operating Initiatives not recommended for funding at this time total \$1.3 million and include capital investment requirements of \$249,000.

OPERATING INITIATIVE REQUESTS

2023 Annual Action Plan

The City Council Retreat during January 2023 set forth priorities to guide the construction of the FY 2024 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan and are detailed within the section of this document entitled *2023 Annual Action Plan* with the components set forth below:

- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Strategic Growth and Redevelopment.
- Communications that Connect.
- Downtown Alpharetta.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- People Focused Workforce.
- Economic Development.

Detail (Recommended Operating Initiatives)

Citywide

Wage Survey Adjustments

\$1,725,000

2023 City Council Priorities and Annual Action Plan:

- People Focused Workforce

Description: This initiative represents a continuation of the City's salary adjustment process aimed at maintaining competitiveness within the market. Specifically, market-based personnel compensation adjustments are proposed to ensure Alpharetta maintains its capacity to retain and attract our most valuable assets – namely, the team members that deliver excellent service to our community on a daily basis. The forecasted cost reflects salary adjustments and those impacted benefit line items (e.g., FICA, pension, etc.).

Retiree Health Benefit Enhancements

\$175,000

2023 City Council Priorities and Annual Action Plan:

- People Focused Workforce

Description: Consistently noted in employee benefit surveys, enhancing the retiree health coverage is an area we may need to continue to look at. It is possible to make amendments to the plan structure and with some additional funding provide a higher benefit for a 10-year payout as opposed to a lifetime benefit. Examples: Increasing the city's contribution from 2% to 2.5% would bring the monthly benefit to about \$750 monthly (\$9,000 annually) for 10 years. This would cost approximately \$175,000.

OPERATING INITIATIVE REQUESTS

General Fund

City Administration

Communications Services (professional firm) \$30,000

2023 City Council Priorities and Annual Action Plan:

- Communications that Connect

Description: This initiative would improve the City's internal and external communication program and services by contracting the services of an outside professional communications firm to augment staff resources and capabilities. Performance metrics will include quantity, frequency, and quality of internal and external communications. Cost is estimated at \$50,000 annually for professional services.

Grant Management Services (professional firm) \$50,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- Safe and Welcoming Community
- The Alpha Loop and Greenway
- Strategic Growth and Redevelopment
- Recreation, Parks and Culture
- Infrastructure and Facilities Maintenance
- Transportation and Traffic
- Economic Development

Description: This initiative would allow the City to contract with an outside provider that could be called upon to assist in applying for and/or actively managing large dollar grants. The assistance of professional grant writers and managers would elevate our success in being awarded grants for key projects, and the assistance of professional grant managers would ensure that reporting and management of awarded grants complies with all program requirements so that awarded funds are used in a manner that is efficient, timely, and does not result in funds having to be returned to the granting agency. The success of this initiative will be measured by the number, quality, and value of grants that are successfully awarded and by the quality of the management services provided. Cost is estimated at \$50,000 annually for professional services.

Grant Management Software \$70,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- Safe and Welcoming Community
- The Alpha Loop and Greenway
- Strategic Growth and Redevelopment
- Recreation, Parks and Culture
- Infrastructure and Facilities Maintenance
- Transportation and Traffic
- Economic Development

OPERATING INITIATIVE REQUESTS

Description: Licensing agreement for grant management software and services. The targeted platform, eCivis, addresses both programmatic and fiscal grant funding requirements throughout the grant lifecycle, helping clients easily overcome the challenges and heavy workload that come with grant acquisition, grant management, subrecipient management, and cost allocation. The platform provides a customizable search engine to improve our ability to identify grant opportunities that meet our specific projects and needs and then helps to coordinate our teams during the grant application process. Finally, the system improves the ability to manage grants throughout their lifecycle to improve performance and reporting. The success of this initiative will be measured by the number, quality, and value of grants that are identified, applied for, and successfully awarded. Cost is estimated at \$70,000 annually for licensing and support.

Marketing Coordinator position (from PT to FT; +0.5 FTE) \$65,000 (net)

2023 City Council Priorities and Annual Action Plan:

- Communications that Connect

Description: This initiative would improve the City's internal and external communication program and services by elevating the existing part-time Marketing Coordinator position to full-time and restructuring it into City Administration from the Department of Recreation, Parks, and Cultural Services. In addition to allowing for increased internal and external communications, this would improve both the efficiency and continuity of our communications across the enterprise.

Personnel costs for the full-time position are estimated at \$100,000 annually and reflect salary and benefit costs. Personnel costs for the existing part-time position total \$35,000 annually leaving a net operational impact of \$65,000 for personnel costs associated with the transition from part-time to full-time.

Operational costs are minor as this position currently has city-assigned technology (e.g., computer) and professional development will be covered through existing City Administration travel/training budget allocations.

Archiving and Compliance Software \$80,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Operational Improvements

Description: Licensing agreement for a platform that captures, stores, and monitors City communications such as email, text messaging, and social media to improve legal compliance regarding records retention. The system will also improve efficiency of identifying and securing records related to public records requests. Performance will be evaluated based upon the quality of work produced, cost, and efficiency improvement with respect to public records searches. Cost is estimated at \$80,000 annually for licensing and support.

OPERATING INITIATIVE REQUESTS

Administrative Assistant II (new position; +1 FTE)

\$81,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Operational Improvements

Description: This request is for the addition of an Administrative Assistant II that would provide a variety of administrative support services for City Administration, serve as a receptionist for customers and guests visiting the third floor of City Hall, and would be the person that answers the main incoming telephone line for the City.

Personnel costs are estimated at \$78,000 annually and reflect salary and benefit costs only. Annual operational costs include general office supplies and technology equipment/software (e.g., computer, desk phone, etc.) totaling \$3,000.

Community and Economic Development

Land Development Inspector Supervisor (new position; +1 FTE)

\$24,000 (net)

(\$72,000 operating revenue/\$96,000 operating expense/\$45,000 capital)

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment

Description: This position will be responsible for:

- Overseeing Land Development Inspectors, answer questions, resolve conflicts.
- Completing land development inspections.
- Completing reports and data entry on inspections and enforcement actions.
- Managing the collection of stormwater certification paperwork.
- Assisting with tree removal permits.
- Assisting with smaller project land development erosion control reviews.
- Training staff.

Justification #1: The Department currently has three land development inspectors assigned to complete inspections on all private development. The state agreements require that we visit permitted sites once/week and complete enforcement action on all deficiencies. In an average month we have 270 open construction sites. This means that each of our 3 land development inspectors is expected to visit 90 sites each week or 18 sites per day. For comparison, in our neighboring communities of Johns Creek, Sandy Spring, and Roswell, each inspector completes 18, 35, and 64 inspections per week, respectively. With this position, we expect to bring our inspection rates down closer to the other cities and provide additional time for inspectors to provide guidance, have meetings, answer questions, and provide better attention and customer service to the developments.

Justification #2: In December 2020 and again in February 2022 increased stormwater regulations were adopted. Some of these are state mandated and some were in response to isolated flooding near residential redevelopment. These regulations increased the amount of time it takes to review a plan, the number of questions and explanations needed to help residents, engineers, and contractors through the requirements, and the

OPERATING INITIATIVE REQUESTS

number of questions in the field during construction and at project closeout. Contractors and homeowners need extra guidance on stormwater certifications during project closeout. This position will take some of this burden off the Land Development Inspectors. This position will also conduct plan reviews for those small residential projects that don't require stormwater management (typically pools, additions, etc.). This then opens time for the engineering review on more complicated projects by the development services engineer. Permit review times will also improve.

Justification #3: Throughout the years the city has seen an overwhelming number of tree removal permit applications. These are reviewed for various reasons including verifying that required trees and tree density is maintained, making sure healthy specimen trees are protected, maintaining tree lined streets and tree canopies, and ensuring compliance with buffer regulations. This position will be trained in processing the non-specimen, non-buffer tree removal applications. This should reduce turnaround time on permits. It should also lessen the burden on the Arborist allowing for more time to finish plan reviews and more complicated tree removal applications quicker.

Justification #4: We have more experienced inspectors that are getting closer to retirement. When they retire, we must absorb their work while also training new staff. If one inspector leaves, two inspectors are left to handle 135 sites/week plus train someone new. This is unrealistic. This position will train new inspectors on the processes, procedures, and policies of the city and state requirements. They will take new inspectors under their direction to teach the proper methods for enforcement and successful private projects. The person in this position is expected to have considerable experience and knowledge on dealing with a variety of field and construction situations. This knowledge will provide them the tools to support the three inspectors if issues arise on various sites and will be beneficial in training new staff. Further, this position will train all the land development inspectors on new procedures or processes as regulations change. They will also serve as the first line of conflict management with enforcement actions on construction sites.

Funding Request: Personnel costs are estimated at \$93,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, and fuel costs totaling \$3,000. There is a companion one-time capital request for \$45,000 that includes funding for a vehicle purchase (and upfitting) and technology equipment (e.g., laptop, cell phone, etc.). The Department has reviewed its fee structure to ensure expenses are being recaptured and believes net revenue growth of \$72,000 could be realized with the addition of this position resulting in a net operational cost of \$24,000.

OPERATING INITIATIVE REQUESTS

Information Technology

eXtended Detection and Response (XDR) Software **\$84,000 (net)**

2023 City Council Priorities and Annual Action Plan:

- N/A – General Operational Improvements

Description: This initiative will expand the capabilities of our current Endpoint Detection and Response (EDR) system to an eXtended Detection and Response (XDR) system. EDR is currently deployed to every computer in the City. This will add new functionality to an existing system by allowing us to send logs and alerts into the system from other products, besides the EDR. The system will correlate all inputs to give a complete picture of what is occurring in our environment, allowing for faster response times and fewer false positives. The annualized cost of this initiative in year 1 is estimated at \$109,000. However, this initiative will replace our current, more minor, system at \$25,000 annually resulting in a net annual fiscal impact of \$84,000 (\$109,000 less \$25,000 current appropriation). The Department is exploring grant opportunities which would offset a portion of the costs for this initiative in 2024 (one-year grant).

Asset Management and Vulnerability Mitigation System Software **\$100,000**

2023 City Council Priorities and Annual Action Plan:

- N/A – General Operational Improvements

Description: This initiative is for a new asset management and vulnerability mitigation system, with managed services included for system management and patch management. As we transition from a best-of-breed model to a consolidated model, this new system would replace several applications that do not talk to each other with a single system to provide greater functionality, deeper analysis and insight, more efficient management of our endpoints, and clearer direction to address issues. The annualized cost of this initiative in year 1 is estimated at \$100,000. Starting in FY 2025, we will be able to transition away from current systems totaling \$42,000 annually resulting in a net annual fiscal impact of \$58,000 (\$100,000 less \$42,000 current appropriation).

Public Safety

Real-Time Crime Center Staffing (new positions; +4 FTE) **\$333,000**

(\$333,000 operations/\$128,900 capital)

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- Safe and Welcoming Community

Description: The Real Time Crime Center brings together a wide range of technologies and capabilities to enhance law enforcement response and reduce the criminal activity felt by our community. According to the U.S. Department of Justice the mission of a Real Time Crime Center (RTCC) is to provide a law enforcement agency with the ability to capitalize on a wide and expanding range of technologies for efficient and effective policing. Such efforts may allow law enforcement officers to respond quickly, or even immediately, to crimes in progress or to those that recently occurred. The technologies

OPERATING INITIATIVE REQUESTS

available allow law enforcement agencies and officers to respond to crime events more efficiently, more deliberately, with improved operational intelligence, and with a proactive emphasis on officer, citizen, and community safety.

The operational component of the RTCC consist of the individuals staffing the center that provide the real time support and enhancement to officers on patrol, investigation, and otherwise engaged in law enforcement activities. This is supported by system managers, equipment technicians, and intelligence analyst that provide the data and the technology system to maximize the RTCC operation.

FY2024 Setting the Foundation (limited coverage)

This fiscal year will set the foundation for the RTCC success. A major improvement occurring this year is the upgrade to our current CAD and RMS system. This will increase our data available as well as integrate with our programs currently in use such as Coplink, FUSUS, and Flock Safety. Personnel assigned to the RTCC this year will not only provide coverage for peak times and events, but they will also build processes, procedures, and policies for the future. The RTCC area will be completed. We will also make an incremental increase camera coverage to fill in gaps of our current systems and provide flexibility for changing environments.

The Real Time Crime Center (RTCC) brings together a wide range of technologies and capabilities to enhance law enforcement response and reduce the criminal activity felt by our community. To get the RTCC up and running we will need some additional staff. This staffing request includes the addition of one (1) Police Sergeant, one (1) RMS Coordinator/Database Manager, and two (2) Operator/Analysts.

Personnel costs are estimated at \$307,000 annually and reflect salary and benefit costs only. Operational costs are estimated at \$26,000 and include professional development, uniforms, general supplies, fuel, etc. There is a companion one-time capital request for \$128,900 that includes funding for a vehicle purchase (and upfitting), mobile and portable radios, laptops, body cameras, cell phones, (3) license plate reader cameras, facility buildout, and (4) PTZ cameras for the Avigilon System.

Assistant Fire Marshal (new position; +1 FTE)

\$59,400 (partial year)

(\$59,400 operations/\$66,000 capital)

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: This request is for one (1) new Assistant Fire Marshal. In November of 2021, a position in the Fire Marshal's Office was reclassified to the Fire Administration Chief position. It was pulled from the Fire Marshal's Office (FMO) due to staffing issues within Fire Suppression. The FMO has grown increasingly busy and needs the position back. This request replenishes the position lost and makes the FMO whole again from a staffing perspective.

The FMO is responsible for inspecting all new construction within the city and ensuring that the new structure is compliant with Fire Code and ADA. In addition, every

OPERATING INITIATIVE REQUESTS

commercial occupancy must have an annual fire and life safety inspection to maintain our ISO 1 rating.

Staffing for this position is forecast to be complete in December 2023/January 2024 and the funding request reflects this (\$104,000 annually for salary and benefit costs with a 6-month impact in FY 2023 of \$52,000). Annual operational costs include professional development, uniforms, general supplies, small equipment, and fuel costs totaling \$7,400. There is a companion one-time capital request for \$66,000 that includes funding for a vehicle purchase (and upfitting) and technology equipment (e.g., laptop, iPad, cell phone, etc.).

Firefighter Recruit Classes

\$46,100

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: The fire department has always relied on hiring certified firefighters who are also certified as Advanced EMT or Paramedics. The applicant pool for laterals has dwindled over the past year. We cannot fill open positions with laterals as we have done in the past. Our response is to conduct our own recruit class, which most municipalities in Metro Atlanta already conduct. This class would consist of 14 weeks of fire school and 22 weeks of Advanced EMT. Upon graduation and passing of all required certification tests, these individuals would be fully certified in all aspects of fire and EMS. We are seeking to put six individuals through the recruit process each year. Operational costs include professional development fees, uniforms, and general supplies and totals \$46,100.

Recreation, Parks & Cultural Services

Parks Services Supervisor - Downtown District (new position; +1 FTE) \$99,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- The Alpha Loop and Greenway
- Recreation, Parks and Culture

Description: To improve the efficiency of existing service delivery, the Recreation, Parks, and Cultural Services Department is requesting a Parks Services Supervisor to execute the development and execute the maintenance plan for the Downtown area. Over the past 10 years the Downtown area in the City of Alpharetta has experience tremendous growth without any increase of Park Services staffing to support this growth. Operational control of special events division, City Center complex, as well as the initial phases of the Alpha Loop was added to the Parks Services Division. In addition, the downtown area has added five (5) passive parks, an athletic complex, and two facilities and grounds to our inventory. The department's plan to address the past, present, and future growth is to create a Parks Services team that will address the demands of this area.

Personnel costs are estimated at \$96,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, and

OPERATING INITIATIVE REQUESTS

technology equipment (e.g., laptop, iPad, cell phone, etc.) totaling \$3,000. Starting in 2025, annual operational costs are estimated at \$1,500 and primarily consist of professional development and uniforms.

E911 Fund

Public Safety

Pulse Point Software

\$15,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: The primary goal of the Pulse Point application is to inform subscribers to the system of the need to bystander Cardiopulmonary Resuscitation (CPR) in the event of a cardiac arrest in their immediate vicinity.

- PulsePoint aims to initiate CPR earlier and more often as well as increase the use of automated external defibrillators (AED), prior to emergency responders arriving on scene.
- PulsePoint is integrated directly into the public safety communications center. When a call taker determines CPR may be needed, an alert is simultaneously sent to nearby app subscribers with the dispatch of emergency responders.
- PulsePoint Respond informs the community of emergency activity in real time. Alerting residents to traffic collisions, wildland fires and other emergencies makes PulsePoint a valued and trusted local resource. The routine usefulness of the application helps build and sustain a reliable network of engaged citizens and CPR-trained individuals.
- PulsePoint Respond alerts community responders only if the cardiac emergency occurs in a public location.
- Subscribers indicate if they intend to respond and can listen to live dispatch audio (if offered by the agency) for any updates communicated to the responding crews as they make their way to the patient.
- PulsePoint includes a powerful and simple to use analytics platform, PulsePoint Insights, designed to provide actionable statistics on PulsePoint performance in a community.

The PulsePoint software application is currently being implemented by the Milton Fire Department. FY 2024 costs include \$10,000 (on-going) for the maintenance/support fees and \$5,000 (one-time) for implementation (\$15,000 total). Annualized costs for future budget years would approximate \$10,000.

OPERATING INITIATIVE REQUESTS

Detail (Unfunded Operating Initiatives)

Citywide

401A Retirement Plan Enhancements

\$80,000

2023 City Council Priorities and Annual Action Plan:

- People Focused Workforce

Description: With the closing of traditional defined benefit (DB) plans, employers, like the city, have removed a model that provided a longevity component that assisted in retention. Additionally, from an internal comparison, argumentatively, the closed DB plan provided a slightly higher actuarial value of benefit to the employee (assuming a full 30-year career) than the 10% 401A contribution the city provides new hires since 2009. One consideration is to add a longevity component to the City's contribution based on years of service. Example: At each 5-year anniversary of employee (new hires and those in the 401(a) currently), increase the 10% contribution by 1%. The projected annual cost would be approximately \$80,000 in year one with a gradual increase over the next 10 to 15 years to ultimately 2% of payroll.

Defined Benefit DROP Plan

\$TBD

2023 City Council Priorities and Annual Action Plan:

- People Focused Workforce

Description: Based on the current design of the DB plan, employees who are over 55 and are eligible to retire from the city and receive an unreduced retirement benefit are financially motivated to formally retire from the city and seek a very similar position with another municipal entity. With no option to retire but remain with the city, the city has and will continue to risk losing experienced employees to other municipalities. By offering a Deferred Retirement Option Plan to the plan documents, employees can effectively retire but remain working usually for a window of time permitted in the plan document (3-5 years). We are currently reviewing the cost of this proposal with our plan actuary.

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

OPERATING INITIATIVE REQUESTS

General Fund

City Administration

Project Management Services (professional firm)

\$50,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- The Alpha Loop and Greenway
- Strategic Growth and Redevelopment
- Communications that Connect
- Recreation, Parks and Culture
- Infrastructure and Facilities Maintenance
- Transportation and Traffic
- Economic Development

Description: This initiative would provide for contracting with an outside entity to provide project management services to augment the ability of the City's professional staff to support and deliver special projects that cannot be completed by existing staff. Performance will be evaluated based upon the quality of work produced, cost, and timely delivery of assigned projects. Cost is estimated at \$50,000 annually for professional services.

Assistant City Clerk (new position; +1 FTE)

\$87,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Operational Improvements

Description: This initiative would add a second Assistant City Clerk to the City Clerk's Office. The new position is requested to improve management and archiving of records across the enterprise, to account for additional workload associated with the anticipated move to handle our own municipal elections, and to augment the current capabilities of the Clerk function.

Personnel costs are estimated at \$85,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, general supplies, etc. totaling \$3,000.

Human Resources

Employee Engagement Survey

\$16,000

2023 City Council Priorities and Annual Action Plan:

- People Focused Workforce

Description: This initiative involves conducting a one-time employee engagement survey which will help discover our culture strengths and opportunities by obtaining data and insights to make strategic business decisions, improve employee experience, and elevate our employer-of-choice status by building a great-place-to-work brand.

Employee engagement has become extremely important in this new era of recruitment. Having effective strategies in-place helps create a better work culture, reduce staff

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

OPERATING INITIATIVE REQUESTS

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

turnover, increase productivity, build better work and customer relationships, and impact service delivery. It also takes the guesswork away about what “we think” employees want/need and replaces it with actual data.

This survey is crafted to measure the level of employee experience and results will show us how our workforce responses compare to the best workplaces in the country and where to focus to raise our scores. Additionally, the selected firm will provide comprehensive explanations of data and the City’s workforce trends, gap analysis and recommendations. This project also includes employee and executive management presentations. This initiative is one-time and will not continue into FY 2025.

Information Technology

Geographic Information Services (GIS)

\$12,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- The Alpha Loop and Greenway
- Strategic Growth and Redevelopment
- Recreation, Parks and Culture
- Transportation and Traffic

Description: This initiative is designed to augment current GIS staffing with 3rd-party GIS professional(s) whom the GIS Manager will manage to expedite and complete GIS requests, tasks, and projects from other departments during a fiscal year. During the first six months of FY 2023, two unfunded projects occurred, and money was pulled from other areas to cover this work totaling \$6,000. We are seeking \$12,000 annually to cover work when requested.

Municipal Court

Administrative Assistant I (new position; +1 FTE)

\$73,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Operational Improvements

Description: Adding this position will increase the court's efficiency when processing court cases and incoming phone calls. The volume of calls and emails has grown along with the total number of cases that have been filed with the court. When court is in session a clerk is pulled from their desk and placed at the counter to take payments. An additional employee will allow the Deputy Clerks to remain at their workstations and focus on their assigned duties. Personnel costs are estimated at \$73,000 annually and reflect salary and benefit costs only. Operational costs are minor and will be covered through existing budget allocations. Staff is researching possible cost sharing opportunities with the City of Milton.

OPERATING INITIATIVE REQUESTS

Public Safety

Emergency Management Division Chief (new position; +1 FTE) \$160,500
(\$160,500 operations/\$66,000 capital)

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: Historically, the Emergency Management Coordinator has always been an added responsibility to other positions, such as Fire Logistics and Police Accreditation. With the growth of the city and the fact that we are seeing more significant incidents, both natural and man-made, there is a need for this to be a full-time position to bring us in line with other local jurisdictions.

The benefits of having a position solely dedicated to Emergency Management are:

- one point of contact for all disaster situations.
- devote more time to hazard mitigation and response planning.
- assist businesses with their mitigation planning, including resilience & continuity guidance.
- help businesses in the aftermath of a disaster.
- improve our citizen's emergency awareness.
- host more Citizens Emergency Response Team classes (CERT).
- provide community education programs, including presentations to HOAs & local groups.
- liaison between city and government officials, emergency personnel, local business, charities, etc.
- lead tabletop exercise involving all city departments (building towards an entire city emergency drill).

The Emergency Management Division Chief would be housed within City Administration to be a dedicated city-wide emergency planning position. This would offer another layer of safety in line with our community's expectations.

Personnel costs are estimated at \$150,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, software licensing, and fuel costs totaling \$10,500. There is a companion one-time capital request for \$66,000 that includes funding for a vehicle purchase (and upfitting) and technology equipment (e.g., laptop, iPad, cell phone, etc.).

Detective (new position; +1 FTE) \$109,800
(\$109,800 operations/\$70,000 capital)

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: The Criminal Investigations Division (CID) is requesting an additional General Detective. The request is being made to respond to increasing population growth, incident reports, and cases assigned to the General Detective Unit. Since 2010,

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

OPERATING INITIATIVE REQUESTS

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Alpharetta's population has increased from 57,694 to 66,127. Additionally, in 2010, CID had 8 General Detectives. CID currently has 9 General Detectives performing follow-up investigations. In 2010, CID reviewed 900 cases, while in 2022, CID reviewed 1,236. Current staffing levels combined with increased reports have led to a decrease in customer service from CID. In 2022, CID did not assign 386 cases which had adequate solvability factors for assignment. If CID had the staffing resources, all of these cases would have been assigned. One General Detective could expect to receive between 90 and 110 cases a year which only decreases this number by less than 1/3. Ideally, CID would have needed three additional General Detectives to assign and investigate the cases that met the burden of assignment based on solvability factors.

Personnel costs are estimated at \$103,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, and fuel costs totaling \$6,800. There is a companion one-time capital request for \$70,000 that includes funding for a vehicle purchase (and upfitting) and technology equipment (e.g., laptop, iPad, cell phone, etc.).

Community Paramedic (new position; +1 FTE)
(\$90,500 operations/\$63,000 capital)

\$90,500

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: This proposal increases responsiveness to community needs by adding another full-time Community Paramedic position. Currently, we have one (1) Community Paramedic, however, the need for the program has grown to the point where we have a waiting list of citizens who require our services. Unfortunately, due to increased call volume and growing requests for our services, we are unable to keep up with this demand with just one person. The hope is that by adding an additional Community Paramedic we will be able to better attend to the many needs of our citizens while reducing the heavy caseload our only Community Paramedic is currently having to handle. Additionally, with only one current Community Paramedic, if they take PTO or have an illness, the entire program ceases to a halt and there is no one to handle any acute issues or follow-up on any new referrals that are received. By adding another Community Paramedic, we will be able to serve twice the number of clients we are currently able to handle, and the data would show an increase in the amount of time we will be able to use serving our citizens. The additional position would also allow the program to expand to post-discharge care and other areas of need identified in our community.

Personnel costs are estimated at \$84,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, small equipment, and fuel costs totaling \$6,500. There is a companion one-time capital request for \$63,000 that includes funding for a vehicle purchase (and upfitting) and technology equipment (e.g., laptop, iPad, cell phone, etc.).

OPERATING INITIATIVE REQUESTS

Firefighter (new position; +1 FTE)

\$100,700

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: In November of 2022 it was approved to reclassify one firefighter position to Administrative Fire Captain. This request is to replace the firefighter that was taken from suppression.

Personnel costs are estimated at \$93,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, and equipment \$7,700.

Public Safety IT Analyst (new position; +1 FTE)

\$122,800

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: This request is for the addition of a civilian employee to Public Safety as a Public Safety IT Analyst (paygrade 307). This position would report to the Public Safety Technology Division to specifically support Public Safety users and operations.

Personnel costs are estimated at \$110,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, and technology equipment (e.g., laptop, iPad, cell phone, etc.) totaling \$12,800. Starting in 2025, annual operational costs are estimated at \$7,800 and primarily consist of professional development and uniforms.

Administrative Assistant I position (from PT to FT; +0.5 FTE)

\$49,750 (net)

2023 City Council Priorities and Annual Action Plan:

- N/A – General Operational Improvements

Description: The current part-time Records Clerk is responsible for scheduling all training conducted at the Crabapple Training Center and acts as the Registrar, which entails scheduling classes, registering students, maintaining class rosters, coordinating with outside agencies for training scheduling purposes, all P.O.S.T entry, and record management. This position is responsible for tracking and submitting any work-order maintenance in the building, maintaining the Training Staff schedule for officers assigned to the Training Division, and tracking all the classes/training hours conducted at the Crabapple Training center. In 2023, in-service will increase to 40 hours per officer, and career advancement classes will be taught monthly.

This will cause the part-time Records Clerk's data entry to increase due to officers being assigned to different units because outside training has increased, which then causes an influx of travel requests and travel settlements to be processed. This position tracks all day-to-day budget expenditures for the fiscal year, corresponds with the department's Finance & Budget Coordinator for any account inquiries, and meets with the Training Division Coordinator to balance/review the budget quarterly.

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

OPERATING INITIATIVE REQUESTS

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

We request that the PT Records Clerk be upgraded to a full-time position. A full-time Administrative Assistant will further improve the overall functioning of the Training Division by significantly reducing the time sworn training officers spend on administrative functions. This allows sworn training officers to develop and administer the highest quality training.

Personnel costs for the full-time position are estimated at \$73,000 annually and reflect salary and benefit costs. Personnel costs for the existing part-time position total \$23,250 annually leaving a net operational impact of \$49,750 for personnel costs associated with the transition from part-time to full-time. Operational costs are minor as this position currently has city-assigned technology (e.g., computer) and professional development will be covered through existing travel/training budget allocations.

Part-Time Civilian Quartermaster (+0.5 FTE)

\$32,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: Currently, two officers, one training officer, and a UPD Sergeant are handling quartermaster duties for Police and the EMS/Fire Logistics officer is handling quartermaster for Fire. Thus, having 3 officers handling quartermaster causes a significant amount of their duty time spent not being able to focus on their primary duties, which then impacts other officers and their workload. It is estimated that the officers are spending an average of 20 - 30 hours per pay period on quartermaster duties, which incurs approximately \$2,370 of overtime per pay period. A part-time civilian employee would cost approximately \$1,180, an approximate savings of an additional \$1,190 per pay period. This will significantly reduce the time sworn officers spend on secondary duties.

Personnel costs are estimated at \$32,000 annually and reflect salary and benefit costs only. Operational costs are minor and will be covered through existing budget allocations.

Public Works

Assistant Construction Manager (new position +1 FTE) (\$103,500 operations/\$50,000 capital)

\$103,500

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: The City allocated over \$4 million last year and is planning to do such over the next 10 years towards stormwater work throughout the City. Much of the construction work is contracted out to contractors to resolve various stormwater issues. Work varies from replacing a structure, lining or replacing a pipe, or a large-scale construction project. The challenge the department is facing is adequate construction oversight of the contractors in the field. Public Works is requesting an Assistant Construction Manager Position (pay grade 307) to oversee various field operations

OPERATING INITIATIVE REQUESTS

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

regarding stormwater improvements. The position not only requires knowledge of reading construction plans, but problem-solving skills when unknown issues arise in the field.

Personnel costs are estimated at \$96,000 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$7,500. There is a companion one-time capital request for \$50,000 that includes funding for a vehicle purchase (and upfitting). Starting in 2025, annual operational costs are estimated at \$3,000 and primarily consist of professional development, uniforms, general supplies, and fuel.

Recreation, Parks & Cultural Services

Parks Services Supervisor – Southern District (new position; +1 FTE) \$99,000

2023 City Council Priorities and Annual Action Plan:

- The Alpha Loop and Greenway
- Recreation, Parks and Culture

Description: To improve the efficiency of delivery existing services, the Recreation, Parks, and Cultural Services Department is requesting a Parks Services Supervisor to execute the development and execute the maintenance plan for the Southern District (Greenway). The Southern District has been operating without a team supervisor since 2019. In 2020, the city added an additional two (2) miles of trail extending to Union Hill Park. The additional demand on this division requires the addition of a supervisor to achieve the high service demands in this area. Personnel costs are estimated at \$96,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, and technology equipment (e.g., laptop, iPad, cell phone, etc.) totaling \$3,000. Starting in 2025, annual operational costs are estimated at \$1,500 and primarily consist of professional development and uniforms.

Administrative Assistant II (new position; +1 FTE) \$81,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Operational Improvements

Description: Performs a full range of secretarial, advanced clerical, and routine administrative work of a general or specialized nature in support of assigned programs, division, or department; relieves assigned staff of clearly defined and delegated administrative or technical detail; and may act as office receptionist. Specific areas of support include, but are not limited to grant writing, RFP creation and management, contract management, GIS projects, marketing support, pay requests/billing, meeting agendas and minutes, Department award submissions. Personnel costs are estimated at \$78,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, general supplies, and technology equipment (e.g., computer, etc.) totaling \$3,000. Starting in 2025, annual operational costs are estimated at \$1,000 and primarily consist of professional development and general supplies.

CAPITAL INITIATIVE REQUESTS

Capital Initiative Requests

FY 2024 Capital Funding

The FY 2024 Capital Plan includes funding of \$16.9 million for capital initiatives (including potential grant funding). Base capital funding totals \$16.2 million and has been programmed into a non-allocated account within the Capital Project Fund and Stormwater Capital Fund pending review and approval by the City Council. Other Sources totaling \$636,500 and consisting of anticipated LMIG (Local Maintenance & Improvement Grant) grant funding and AYBA (Alpharetta Youth Baseball Association) contribution will be appropriated once received.

Recommended capital investment totals \$15.7 million and is focused on maintaining and improving city infrastructure and assets. An additional \$1.2 million is being reserved to provide flexibility for future prioritized capital investment. Capital Initiatives not recommended for funding total \$7.7 million. Detailed narratives for the Staff Recommended and Unfunded Capital Initiatives are included herein.

	Capital Project Fund	Stormwater Capital Fund	Subtotal	Other Sources	Total
Sources:					
Available Fund Balance	\$ 1,500,000	\$ -	\$ 1,500,000	\$ -	\$ 1,500,000
General Fund					
Annual Capital Appropriation	50,000	3,950,000	4,000,000	-	4,000,000
Available Fund Balance	10,547,818	-	10,547,818	-	10,547,818
Other (Investment Earnings)	150,000	50,000	200,000	-	200,000
Grants/Contributions (LMIG; AYBA)	-	-	-	636,500	636,500
	\$ 12,247,818	\$ 4,000,000	\$ 16,247,818	\$ 636,500	\$ 16,884,318
Uses:					
Capital					
City Administration	\$ 41,000	\$ -	\$ 41,000	\$ -	\$ 41,000
Community and Economic Development	523,900	-	523,900	-	523,900
Information Technology	440,000	-	440,000	-	440,000
Public Safety	2,294,900	-	2,294,900	-	2,294,900
Public Works	5,864,500	4,000,000	9,864,500	625,000	10,489,500
Recreation, Parks & Cultural Services	1,899,600	-	1,899,600	11,500	1,911,100
	\$ 11,063,900	\$ 4,000,000	\$ 15,063,900	\$ 636,500	\$ 15,700,400
Non-Allocated:					
Future Capital/One-Time Initiatives	\$ 1,183,918	\$ -	\$ 1,183,918	\$ -	\$ 1,183,918
	\$ 1,183,918	\$ -	\$ 1,183,918	\$ -	\$ 1,183,918

CAPITAL INITIATIVE REQUESTS

Funding Methodology

The city's preferred method for funding capital projects within the CIP shall be through current revenue when available (i.e., pay-as-you-go) or from outside funding sources such as grant funding and related aid. Debt obligations may be issued for capital projects when it is appropriate to achieve a fair allocation of costs between current and future beneficiaries. Funding for the CIP is provided as follows:

- **Proper Use of Fund Balance**

General Fund: Based on audited financial statements for the year ended June 30, 2022, the city's fund balance totaled \$42.9 million. Of this amount, approximately \$12.6 million was appropriated in the FY 2023 Budget for capital/one-time initiatives/reserve and \$19.7 million has been designated as an emergency account based on a conservative policy of 25% of total appropriations (i.e., roughly 3 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 2024 totals \$10.5 million.

- **Funding Capital/Operational Initiatives from Operating Budget**

The FY 2024 budget includes funding totaling \$4 million from General Fund operations for capital investment (e.g., maintenance of our stormwater infrastructure). By programming an annual capital contribution 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. Funding from the General Fund available for immediate capital investment in 2024 includes the following:

▪ \$10,547,818	Fund Balance for one-time capital;
▪ <u>4,000,000</u>	Annual Capital Contribution from the General Fund
\$14,547,818	

- **Debt Funding:** Debt obligations are primarily reserved for large-scale capital projects when it is appropriate to achieve a fair allocation of costs between current and future beneficiaries.

CAPITAL INITIATIVE REQUESTS

FY 2024 Recommended Capital Project Listing

The following section provides both a (1) summary list of Staff Recommended Capital Initiatives for FY 2024 and is followed by (2) a detailed narrative of each capital initiative.

	Capital Project Fund	Stormwater Capital Fund	Subtotal	Other Sources	Total
City Administration					
Council Chambers Security Upgrades	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000
Replacement of Retaining Wall in Resthaven Cemetery	16,000	-	16,000	-	16,000
Subtotal	\$ 41,000	\$ -	\$ 41,000	\$ -	\$ 41,000
Community and Economic Development					
Fleet Replacement (Qty: 1)	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ 40,000
North Point Infrastructure Framework Plan	200,000	-	200,000	-	200,000
Design Services	61,200	-	61,200	-	61,200
Garden District Signage	12,700	-	12,700	-	12,700
South Main District Gateway (design)	50,000	-	50,000	-	50,000
Brookside Park Gateway (design)	75,000	-	75,000	-	75,000
Brookside Parkway Road Diet - Phase 1 (design)	40,000	-	40,000	-	40,000
Operating Initiative - Land Development Inspector Supervisor (+1 FTE) Equipment	45,000	-	45,000	-	45,000
Subtotal	\$ 523,900	\$ -	\$ 523,900	\$ -	\$ 523,900
Information Technology					
Technology Replacement (all city departments)	\$ 390,000	\$ -	\$ 390,000	\$ -	\$ 390,000
Wireless Access Points	50,000	-	50,000	-	50,000
Subtotal	\$ 440,000	\$ -	\$ 440,000	\$ -	\$ 440,000
Public Safety					
Fleet Replacement (Qty: 25)	\$ 1,875,000	\$ -	\$ 1,875,000	\$ -	\$ 1,875,000
Fire Station Facility Assessments (remaining stations)	225,000	-	225,000	-	225,000
Operating Initiative - Real-Time Crime Center Staffing (new positions, +4 FTE) Equipment	128,900	-	128,900	-	128,900
Operating Initiative - Assistant Fire Marshal (new position, +1 FTE) Equipment	66,000	-	66,000	-	66,000
Subtotal	\$ 2,294,900	\$ -	\$ 2,294,900	\$ -	\$ 2,294,900
Public Works					
Milling and Resurfacing	\$ 3,120,000	\$ -	\$ 3,120,000	\$ 625,000	\$ 3,745,000
Stormwater	-	4,000,000	4,000,000	-	4,000,000
Traffic Striping and Signage	250,000	-	250,000	-	250,000
Fleet Replacement (Tandem Dump Truck; Qty: 1)	190,000	-	190,000	-	190,000
Traffic Signal System Maintenance	100,000	-	100,000	-	100,000
Traffic Control Equipment	100,000	-	100,000	-	100,000
Traffic Responsive System Maintenance	100,000	-	100,000	-	100,000
HVAC Replacements	100,000	-	100,000	-	100,000
Roof Repairs/Replacements (Public Works Headquarters; segment 1 of 3)	325,000	-	325,000	-	325,000
Park Facilities Roof Repairs (Adult Activity Center)	195,000	-	195,000	-	195,000
Bridge Maintenance	200,000	-	200,000	-	200,000

CAPITAL INITIATIVE REQUESTS

	Capital Project Fund	Stormwater Capital Fund	Subtotal	Other Sources	Total
Public Works <i>continued</i>					
Webb Bridge Park Sewer Connection (yr. 1 of 2)	437,500	-	437,500	-	437,500
SR 9 Landscaping from Academy St. to Windward Pkwy (yr. 1 of 3)	350,000	-	350,000	-	350,000
Tree Maintenance and Replacement	152,000	-	152,000	-	152,000
Winter Weather Equipment	65,000	-	65,000	-	65,000
Parking Garage Maintenance	25,000	-	25,000	-	25,000
Streetlight Maintenance	80,000	-	80,000	-	80,000
Design Services	75,000	-	75,000	-	75,000
Subtotal	\$ 5,864,500	\$ 4,000,000	\$ 9,864,500	\$ 625,000	\$ 10,489,500
Recreation, Parks & Cultural Services					
Park Repairs/Improvements	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 50,000
Playground Equipment Replacement	250,000	-	250,000	-	250,000
Greenway Improvements/Repairs	260,100	-	260,100	-	260,100
Park Trail Maintenance	200,000	-	200,000	-	200,000
Tree Removal in all Parks	200,000	-	200,000	-	200,000
Synthetic Turf Field Replacements (Miracle League Field)	500,000	-	500,000	-	500,000
Cultural Arts Master Plan	30,000	-	30,000	-	30,000
Park Equipment Replacement	153,000	-	153,000	-	153,000
Athletic Courts Resurfacing	100,000	-	100,000	-	100,000
Fountain Maintenance	50,000	-	50,000	-	50,000
Landscaping Upgrades to Activity Centers	40,000	-	40,000	-	40,000
Webb Bridge Park Dugout Expansion (AYBA to fund 50%)	11,500	-	11,500	11,500	23,000
Alpharetta Public Arts Initiative (Outdoor On-Loan Sculpture Exhibit)	55,000	-	55,000	-	55,000
Subtotal	\$ 1,899,600	\$ -	\$ 1,899,600	\$ 11,500	\$ 1,911,100
TOTAL	\$ 11,063,900	\$ 4,000,000	\$ 15,063,900	\$ 636,500	\$ 15,700,400
NON-ALLOCATED:	\$ 1,183,918	\$ -	\$ 1,183,918		\$ 1,183,918
Budgeted as part of FY 2024 Budget			Budgeted once received		

CAPITAL INITIATIVE REQUESTS

2023 Annual Action Plan

The City Council Retreat during January 2023 set forth priorities to guide the construction of the FY 2024 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan and are detailed within the section of this document entitled *2023 Annual Action Plan* with the components set forth below:

- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Strategic Growth and Redevelopment.
- Communications that Connect.
- Downtown Alpharetta.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- People Focused Workforce.
- Economic Development.

Capital Improvement Plan

A consolidated version of the city's five-year capital project improvement plan ("CIP") is included below. The CIP forecasts the city's total capital investment requests over the next five-year period and consolidates the projects by Department. These figures do not include the city's existing capital initiatives (i.e., initiatives funded prior to FY 2024). Please refer to Appendix A for the detailed 5-Year CIP.

FY 2024-2028 Capital Improvement Plan

May 22, 2023

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Sources						
General Fund (Annual Appropriation)	\$ 4,000,000	\$ 4,068,500	\$ 4,190,555	\$ 4,316,272	\$ 4,445,760	\$ 21,021,087
General Fund (Fund Balance)	10,547,818	10,306,969	9,024,889	8,211,682	7,846,667	45,938,025
	<u>\$ 14,547,818</u>	<u>\$ 14,375,469</u>	<u>\$ 13,215,444</u>	<u>\$ 12,527,954</u>	<u>\$ 12,292,427</u>	<u>\$ 66,959,112</u>
Other Funds (Interest Earnings)	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
Other Funds (Fund Balance)	1,500,000	-	-	-	-	1,500,000
Capital Lease	-	1,938,000	1,439,000	742,000	-	4,119,000
Grant/Contribution	636,500	5,650,000	5,675,000	700,000	730,000	13,391,500
	<u>\$ 2,336,500</u>	<u>\$ 7,788,000</u>	<u>\$ 7,314,000</u>	<u>\$ 1,642,000</u>	<u>\$ 930,000</u>	<u>\$ 20,010,500</u>
Total Sources	<u>\$ 16,884,318</u>	<u>\$ 22,163,469</u>	<u>\$ 20,529,444</u>	<u>\$ 14,169,954</u>	<u>\$ 13,222,427</u>	<u>\$ 86,969,612</u>
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Uses (by department)						
City Administration	\$ 41,000	\$ -	\$ -	\$ -	\$ -	\$ 41,000
Community & Economic Development	523,900	5,147,400	5,143,600	148,900	86,000	11,049,800
Information Technology	440,000	368,300	674,700	376,200	687,800	2,547,000
Public Safety	2,294,900	3,888,000	3,469,000	2,852,000	2,195,000	14,698,900
Public Works	10,489,500	11,359,000	10,463,000	10,019,600	10,000,000	52,331,100
Recreation, Parks & Cultural Services	1,911,100	842,000	755,000	590,000	235,000	4,333,100
Total Uses	<u>\$ 15,700,400</u>	<u>\$ 21,604,700</u>	<u>\$ 20,505,300</u>	<u>\$ 13,986,700</u>	<u>\$ 13,203,800</u>	<u>\$ 85,000,900</u>
Non-Allocated (Sources-Uses)	<u>\$ 1,183,918</u>	<u>\$ 558,769</u>	<u>\$ 24,144</u>	<u>\$ 183,254</u>	<u>\$ 18,627</u>	<u>\$ 1,968,712</u>
Total Uses + Non-Allocated	<u>\$ 16,884,318</u>	<u>\$ 22,163,469</u>	<u>\$ 20,529,444</u>	<u>\$ 14,169,954</u>	<u>\$ 13,222,427</u>	<u>\$ 86,969,612</u>

CAPITAL INITIATIVE REQUESTS

Detail (Recommended Capital Initiatives)

City Administration

Council Chambers Security Upgrades

\$25,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Infrastructure and Facilities Maintenance

Description: Acquisition and installation of security features to better protect the Mayor and City Council from active shooter scenarios while seated on the Council dais. Measures include the installation of Kevlar shielding or similar product on the inner face of the dais. Operating Budget Impact: N/A.

Replacement of Retaining Wall in Resthaven Cemetery

\$16,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: The City of Alpharetta is responsible for the care and maintenance of Resthaven Cemetery. Within one of the oldest sections of the cemetery, a retaining wall is failing and needs to be replaced. This project would replace that wall. Operating Budget Impact: N/A.

Community and Economic Development

Fleet Replacement (Qty: 1)

\$40,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: This request is for the forecasted annual replacement of Community and Economic Development vehicles. The replacement criteria are 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 2024 includes replacement of (1) 2010 Chevy Colorado (will be 14 years old with 95,887 miles). Vehicle is requested herein for replacement based on age.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs and an increase in fuel efficiency.

CAPITAL INITIATIVE REQUESTS

North Point Infrastructure Framework Plan

\$200,000

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment
- Recreation, Parks, and Culture
- Transportation and Traffic
- Economic Development

Description: 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. Operating Budget Impact: N/A.

Design Services

\$61,200

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment
- Economic Development

Description: 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.

In FY 2024, the expectation is an increased demand for architectural review services; small area studies for campus office areas to connect and brand existing uses by creating trail connections and creative placemaking to help economic viability; and assistance with code and standards modifications to account for emerging uses and trends. Operating Budget Impact: N/A.

CAPITAL INITIATIVE REQUESTS

Garden District Signage

\$12,700

2023 City Council Priorities and Annual Action Plan:

- Communications that Connect

Description: The residents of the Garden District have often expressed their desire for signage recognizing and defining the district. This project procures and installs six (6) signs along Canton Street, Hopewell Road, and Mayfield Road at the district boundaries. This low-cost signage will identify the district boundaries and provide wayfinding to the “old Alpharetta” residential area defined with old growth trees, large lots, and modest homes. Residents have been requesting this designation for several years. Operating Budget Impact: Impact: Operational impact would be minimal.

South Main District Gateway (design)

\$50,000

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment
- Communications that Connect
- Recreation, Parks, and Culture
- Transportation and Traffic
- Economic Development

Description: South Main Street was identified within the Comprehensive Land Use Plan as the #2 roadway in need of redevelopment and improvements. In response to the public’s request, staff applied and received a Livable Centers Initiative (LCI) grant to develop a plan for the South of Wills (SOW) District which includes the use of art to create placemaking, as well as upgraded bus shelters and trail connections from Main Street to Wills Parks.

Funding for construction of the improvements would be requested in a future year capital plan and is currently estimated at \$150,000. Operating Budget Impact: N/A during the design phase.

Brookside Park Gateway (design)

\$75,000

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment
- Communications that Connect
- Recreation, Parks, and Culture
- Transportation and Traffic
- Economic Development

Description: The Brookside Master Plan (adopted 28 Nov 2022) was developed based on the Horizon 2040 Comprehensive Plan identifying the area as a high priority for improvements to walkability as well as the existing city park. The Brookside Park Gateway is an identifying monument that brings attention to this mostly hidden amenity. Brookside Park provides Greenway connections and access to a public lake. The gateway is envisioned to provide wayfinding signage and public art with the purpose of inspiring redevelopment efforts.

CAPITAL INITIATIVE REQUESTS

Funding for construction of the improvements would be requested in a future year capital plan and is currently estimated at \$225,000. Operating Budget Impact: N/A during the design phase.

Brookside Parkway Road Diet – Phase I (design)

\$40,000

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment
- Recreation, Parks, and Culture
- Transportation and Traffic

Description: The request is for the planning and design of corridor enhancements along Brookside Parkway, including a first phase of restriping lane diet (4 lanes to 3 lanes), the addition of separated bike lanes, and enhanced planting to form a cohesive streetscape.

Funding for construction of the improvements would be requested in a future year capital plan and is currently estimated at \$300,000. Operating Budget Impact: N/A during the design phase.

Land Development Inspector Supervisor (new position; +1 FTE)

\$45,000

(\$72,000 operating revenue/\$96,000 operating expense/\$45,000 capital)

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment

This position will be responsible for:

- Overseeing Land Development Inspectors, answer questions, resolve conflicts.
- Completing land development inspections.
- Completing reports and data entry on inspections and enforcement actions.
- Managing the collection of stormwater certification paperwork.
- Assisting with tree removal permits.
- Assisting with smaller project land development erosion control reviews.
- Training staff.

Justification #1

The Department currently has three land development inspectors assigned to complete inspections on all private development. The state agreements require that we visit permitted sites once/week and complete enforcement action on all deficiencies. In an average month we have 270 open construction sites. This means that each of our 3 land development inspectors is expected to visit 90 sites each week or 18 sites per day. For comparison, in our neighboring communities of Johns Creek, Sandy Spring, and Roswell, each inspector completes 18, 35, and 64 inspections per week, respectively. With this position, we expect to bring our inspection rates down closer to the other cities and provide additional time for inspectors to provide guidance, have meetings, answer questions, and provide better attention and customer service to the developments.

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Justification #2

In December 2020 and again in February 2022 increased stormwater regulations were adopted. Some of these are state mandated and some were in response to isolated flooding near residential redevelopment. These regulations increased the amount of time it takes to review a plan, the number of questions and explanations needed to help residents, engineers, and contractors through the requirements, and the number of questions in the field during construction and at project closeout. Contractors and homeowners need extra guidance on stormwater certifications during project closeout. This position will take some of this burden off the Land Development Inspectors. This position will also conduct plan reviews for those small residential projects that don't require stormwater management (typically pools, additions, etc.). This then opens time for the engineering review on more complicated projects by the development services engineer. Permit review times will also improve.

Justification #3

Throughout the years the city has seen an overwhelming number of tree removal permit applications. These are reviewed for various reasons including verifying that required trees and tree density is maintained, making sure healthy specimen trees are protected, maintaining tree lined streets and tree canopies, and ensuring compliance with buffer regulations. This position will be trained in processing the non-specimen, non-buffer tree removal applications. This should reduce turnaround time on permits. It should also lessen the burden on the Arborist allowing for more time to finish plan reviews and more complicated tree removal applications quicker.

Justification #4

We have more experienced inspectors that are getting closer to retirement. When they retire, we must absorb their work while also training new staff. If one inspector leaves, two inspectors are left to handle 135 sites/week plus train someone new. This is unrealistic. This position will train new inspectors on the processes, procedures, and policies of the city and state requirements. They will take new inspectors under their direction to teach the proper methods for enforcement and successful private projects. The person in this position is expected to have considerable experience and knowledge on dealing with a variety of field and construction situations. This knowledge will provide them the tools to support the three inspectors if issues arise on various sites and will be beneficial in training new staff. Further, this position will train all the land development inspectors on new procedures or processes as regulations change. They will also serve as the first line of conflict management with enforcement actions on construction sites.

Funding Request

Capital costs are estimated at \$45,000 which represents funding for a vehicle purchase (and upfitting) and technology equipment (e.g., laptop, cell phone, etc.). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$93,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, and fuel costs totaling \$3,000. The Department has reviewed its fee structure to ensure expenses

CAPITAL INITIATIVE REQUESTS

are being recaptured and believes net revenue growth of \$72,000 could be realized with the addition of this position resulting in a net operational cost of \$24,000.

Information Technology

Technology Replacement (all city departments)

\$390,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: This request is to provide for the annual replacement, procurement, and upgrading 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 454 computers in operation (220 desktops - 234 laptops). The main component of the FY 2024 request includes funding for the replacement of approximately 143 PCs, 153 iPhones, 82 iPads, and 16 printers.

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).

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs. Frees-up IT staff to focus on other priorities.

Wireless Access Points

\$50,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: This request is for the design, procurement, and deployment of replacement and additional Wireless Access Points (WAPs) primarily for use by city employees. This initiative is needed to supplement both current rate of use and the expected growth in the numbers and use of bandwidth by city employees.

Primarily, we are looking at replacing/supplementing both interior and exterior systems for Public Safety (PS) and Public Works (PW), but some additional units will be used for Recreation and Parks and Municipal Court. We are already experiencing issues with access and bandwidth with some PS and PW systems.

This project is anticipated to cover a four-year period with annual requests including the acquisition of 50 WAP units, fiber runs, and system design and coverage analysis.

Operating Budget Impact: Support and maintenance costs are estimated to be substantially similar to costs for the current equipment and are included within the base operating budget.

CAPITAL INITIATIVE REQUESTS

Public Safety

Fleet Replacement (Qty: 25)

\$1,875,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: This request is for the forecasted annual replacement of Police and Fire SUVs, pickup trucks, and motorcycles. The replacement need is driven by the model year, mileage, engine hours and mechanical condition of the vehicles. Emergency response vehicles are expected to be in service for seven years or 100,000 miles. This request includes the complete upfitting and Public Safety marking costs for new vehicles and the removal of emergency equipment and marking costs for expired vehicles in preparation for public auction. Due to the rise in upfit costs and vehicle costs from the manufacturer, the budget has increased to purchase 25 vehicles per year. Also, the manufacturer has a 35-40 week lead time to manufacture vehicles. The forecasted replacement plan identifies an annual replacement need to flat line the annual budget for public safety. Currently, we have 60 vehicles that are above 85,000 miles that will need to be replaced in 2023 & 2024. The annual purchase of 25 vehicles will give the department an overall fleet replacement in 7.5 years. At the end of 6 years, the amount may decrease proportionally based on current replacement philosophies and needs.

With today's inflation/covid/new model year pricing, our numbers reflect a projection of:

-Base vehicle \$50k + Upfit \$25k = \$75k x25 = \$1,875,000

Replacement vehicles to be purchased in FY 2024 include (10) SUVs for Patrol; (3) SUVs for CID; (2) F150 for CID; (5) SUVs for the Admin team; (1) Tahoe for K-9; (2) F250 for Fire Special Operations; and (2) SUVs for Fire Admin, totaling (25) vehicles.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs and an increase in fuel efficiency.

Fire Station Facility Assessments (remaining stations)

\$225,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Infrastructure and Facilities Maintenance

Description: This request is to provide funding for facility assessments of our Fire Stations to include:

- needs/wants assessment (programming, meeting with user group, assessments of space and needs);
- systems condition assessment;
- development of conceptual floor plans;
- development of a preliminary cost estimate; etc.

Staff estimates the costs for a facility assessment of all 6 of our fire stations to approach \$300,000. The 2023 Mid-Year Budget approved funding of \$75,000 to cover the assessment of approximately two stations (tentatively Fire Stations 82 and 84). This

CAPITAL INITIATIVE REQUESTS

request is for funding to cover the assessments of all remaining stations. Operating Budget Impact: N/A for this phase as it is an assessment only.

Operating Initiative - Real-Time Crime Center Staffing (+4 FTE) \$128,900 (\$333,000 operations/\$128,900 capital)

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- Safe and Welcoming Community

Description: The Real Time Crime Center brings together a wide range of technologies and capabilities to enhance law enforcement response and reduce the criminal activity felt by our community. According to the U.S. Department of Justice the mission of a Real Time Crime Center (RTCC) is to provide a law enforcement agency with the ability to capitalize on a wide and expanding range of technologies for efficient and effective policing. Such efforts may allow law enforcement officers to respond quickly, or even immediately, to crimes in progress or to those that recently occurred. The technologies available allow law enforcement agencies and officers to respond to crime events more efficiently, more deliberately, with improved operational intelligence, and with a proactive emphasis on officer, citizen, and community safety.

The operational component of the RTCC consist of the individuals staffing the center that provide the real time support and enhancement to officers on patrol, investigation, and otherwise engaged in law enforcement activities. This is supported by system managers, equipment technicians, and intelligence analyst that provide the data and the technology system to maximize the RTCC operation.

FY2024 Setting the Foundation (limited coverage)

This fiscal year will set the foundation for the RTCC success. A major improvement occurring this year is the upgrade to our current CAD and RMS system. This will increase our data available as well as integrate with our programs currently in use such as Coplink, FUSUS, and Flock Safety. Personnel assigned to the RTCC this year will not only provide coverage for peak times and events, but they will also build processes, procedures, and policies for the future. The RTCC area will be completed. We will also make an incremental increase camera coverage to fill in gaps of our current systems and provide flexibility for changing environments.

The Real Time Crime Center (RTCC) brings together a wide range of technologies and capabilities to enhance law enforcement response and reduce the criminal activity felt by our community. To get the RTCC up and running we will need some additional staff. This staffing request includes the addition of one (1) Police Sergeant, one (1) RMS Coordinator/Database Manager, and two (2) Operator/Analysts.

Capital costs are estimated at \$128,900 and include funding for vehicle purchases (and upfitting), mobile and portable radios, laptops, body cameras, cell phones, (3) license plate reader cameras, facility buildout, and (4) PTZ cameras for the Avigilon System. There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$307,000 annually and reflect salary and benefit costs only.

CAPITAL INITIATIVE REQUESTS

Operational costs are estimated at \$26,000 and include professional development, uniforms, general supplies, fuel, etc.

Operating Initiative - Assistant Fire Marshal (+1 FTE) \$66,000
(\$59,400 partial-year operations/\$66,000 capital)

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: This request is for one (1) new Assistant Fire Marshal. In November of 2021, a position in the Fire Marshal's Office was reclassified to the Fire Administration Chief position. It was pulled from the Fire Marshal's Office (FMO) due to staffing issues within Fire Suppression. The FMO has grown increasingly busy and needs the position back. This request replenishes the position lost and makes the FMO whole again from a staffing perspective.

The FMO is responsible for inspecting all new construction within the city and ensuring that the new structure is compliant with Fire Code and ADA. In addition, every commercial occupancy must have an annual fire and life safety inspection to maintain our ISO 1 rating.

Capital costs are estimated at \$66,000 and include funding for vehicle purchases (and upfitting), and technology equipment (e.g., laptop, iPad, cell phone, etc.). There is a companion operating initiative request to fund the personnel/operational costs. Staffing for this position is forecast to be complete in December 2023/January 2024 and the funding request reflects this (\$104,000 annually for salary and benefit costs with a 6-month impact in FY 2023 of \$52,000). Annual operational costs include professional development, uniforms, general supplies, small equipment, and fuel costs totaling \$7,400.

Public Works

Milling and Resurfacing \$3,745,000 (multiple sources)

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: 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.

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 2024, 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. The requested funding would provide an expected service life of the roadway surface of 15-20 yrs. for all currently city-maintained roadways.

CAPITAL INITIATIVE REQUESTS

Escalation in pricing due to recent inflation has raised the cost significantly over the last two years. In prior fiscal years, we paid approximately \$90/ton for asphalt. In FY 23, the cost rose to over \$150/ton. Along with increases in asphalt cost, mobilization, milling, traffic control, etc. have all increased.

- City has approximately 570 lane miles.
- Cost to mill and resurface a lane mile is \$110k.
- $\$110k * 570 \text{ lane miles} = \$62.7M$
- Resurface every 15 year - \$4.18M per year needed.
- Resurface every 20 years - \$3.14M per year needed.

These numbers do not include reconstruction of roadways. We anticipate about \$500k per year for reconstruction.

Funding is comprised of Fund Balance (estimated at \$3.1 million) and LMIG grant funds (estimated at \$625,000). Operating Budget Impact: This program decreases roadway maintenance costs as the surface is less susceptible to potholes and road surface deterioration.

Stormwater

\$4,000,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: This request is for stormwater design/studies, inspection, drainage maintenance, and pipe/structure repair and maintenance. Left unchecked, stormwater can contribute to costly flooding, erosion, and pollution issues that wreak havoc on our community.

Included in this request is 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. This funding will also be utilized for the design of smaller drainage repairs, such as Harris Road drainage improvements, Haynes Bridge Road at Morrison Parkway drainage improvements, Pond retrofitting and dredging / permitting, etc.

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. This

CAPITAL INITIATIVE REQUESTS

project includes hiring a private consultant to complete the inspections so that city staff can focus their efforts toward planning, maintenance, and enforcement activities.

Additionally, this request is for the continual maintenance and small drainage maintenance work within the City.

One section of the work is pond and best management practices (BMP) maintenance, testing, sampling, work crew materials, education materials, and tree impediment maintenance. Pond and BMP maintenance is required by the Georgia Environmental Protection Division MS4 permit and includes ponds, bioretention, green infrastructure, pervious pavers, etc. Water quality education, education materials, and testing on streams and runoff is also required by the Georgia Environmental Protection Division. Sampling and testing include laboratory and field materials, testing, analysis, etc. Funding is included herein for Retention Pond Maintenance and improvements for Webb Bridge Park and North Park.

Another section includes small drainage repair and maintenance designs, crew materials such as rip rap, pine straw, grout, sod, etc., street sweeping, and removal of trees and shrubs blocking storm flow from or to pipes and structures or otherwise impeding water flow.

The final component of 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 citywide in addition to targeted projects such as Meadow Brook Hills drainage improvements (funding for design of Phase 2 included herein; construction of Phase 1 was funded in 2023). The contractual pipe unclogging and structure repair will be throughout the city based on inspection results.

Operating Budget Impact: This program decreases maintenance costs as flooding and erosion will be reduced.

Traffic Striping and Signage

\$250,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: This request is for purchase of equipment and materials needed for the repair/replacement of traffic striping, raised pavement markers, and signage throughout the City. Repair/replacement of striping consists of refreshing the existing striping due to normal wear, replacement and/or installation of raised pavement markers 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 signage. Operating Budget Impact: Maintenance funding is included within this initiative.

CAPITAL INITIATIVE REQUESTS

Fleet Replacement (Tandem Dump Truck; Qty: 1)

\$190,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: This request is for the replacement of tandem dump trucks within the Public Works fleet. The tandem dump truck replacements are based on age, wear and tear, and maintenance/repair costs. These vehicles enable staff to haul materials such as dirt and rock to job sites as well as hauling debris and construction waste to the proper disposal facilities. This vehicle is also used to pull equipment and materials by trailer to job sites.

FY 2024 replacement includes Unit #219 (2001 LT9500) with roughly 25,000 miles. This tandem dump is overdue to be replaced. We have tried diligently to continue to utilize it for our hauling needs. However, this unit presents a safety issue as the dashboard has significant damage and is unable to stay in the locked position at all times. In an attempt to fix the issue, the dashboard was bolted down. When the controls on the dash are engaged, the dashboard tries to come off and presents a safety issue. Due to the age and wear and tear on the vehicle, this vehicle is scheduled for replacement.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

Traffic Signal System Maintenance

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: 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. Operating Budget Impact: Maintenance funding is included within this initiative.

Traffic Control Equipment

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: 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. Temporary traffic control equipment includes devices used to detour or delineate

CAPITAL INITIATIVE REQUESTS

traffic flow, such as cones, delineators and barricades, and variable message boards. Operating Budget Impact: Maintenance funding is included within this initiative.

Traffic Responsive System Maintenance

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: Since 2018, the Georgia Department of Transportation (GDOT) has upgraded over 100 signals throughout the City with new software (MaxTime) and has worked with 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 work with consultants to analyze data collected through these upgrades to continue modifying timing plans and expanding the system throughout the City with new signal timings. The funds will also be utilized for maintenance, replacements, upgrades, and necessary installation of network, security, and communication systems to-and-from signalized intersections/traffic cameras in the server room and out on the field. Furthermore, this request is for maintenance, replacement, upgrades, and installation of the emergency vehicle preemption system and connected vehicle technology. Operating Budget Impact: Maintenance funding is included within this initiative.

HVAC Replacements

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: 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 2024 Replacements will include replacement of multiple units located at the Alpharetta Community Center, Wills Park Recreation Center, Wills Park Fields 5-8, and the Equestrian Bathhouse.

- Alpharetta Community Center's (2) Roof Top Units are 24 years old and (1) Air Handling Unit in the mezzanine is 27 years old.
- Wills Park Recreation Center's (1) Condenser and (1) Air Handling Unit downstairs are 24 years old.
- Wills Park Fields 5-8's (1) Condenser and (1) Air Handling Unit are 26 years old.
- Equestrian Center's Bathhouse (1) Condenser is 21 years old and (1) Air Handling Unit is undeterminable.

Operating Budget Impact: This program decreases maintenance and utilities costs (increased energy efficiency).

CAPITAL INITIATIVE REQUESTS

Public Works Headquarters Roof Repairs (segment 1 of 3)

\$325,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: This request is for the roof repair/rehab/replacement at Public Works headquarters. The current roof is original to the facility and has far exceeded its useful life (+30 years old). The current roof is a corrugated metal panel roof which is anchored down with thousands of exposed screws which, along with the natural expansion/contraction of metal, tends to back-out which creates a leak opportunity. To that end, this facility is currently experiencing active leaks and is the city's worst functioning roof system based on # of service calls.

The proposed solution for this roof is a seamless standing seam roof similar to what has been installed at several of our fire stations. The proposed roofing solution does not have the screw penetrations plaguing the existing roof and therefore has many fewer points of failure that can lead to leaks.

This roof is segmented into three sections totaling approximately 25,650 sq. ft. The cost proposals provided below assume installation of the new roof over the existing roof thereby saving on the tear-off. The City will need to obtain a structural evaluation to verify that the structure can accommodate the additional weight. This evaluation is planned for 2023.

The request for fiscal year 2024 totals \$325,000 and funds the smallest segment at 5,000 sq. ft. This roof segment has received the largest number of leak calls and is in the worst shape. This segment also happens to have the most mechanical equipment (e.g., HVAC) requiring removal which is included in the funding request.

The remaining segments would be requested in FY 2025 (\$350,000 for 5,300 sq. ft.) and FY 2026 (\$1,100,000 for 15,350 sq. ft.). Operating Budget Impact: This program decreases facility maintenance and utilities costs (increased energy efficiency).

Park Facilities Roof Repairs (AAC)

\$195,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: This request is for the roof repair/rehab/replacement at multiple Parks, Recreation and Cultural Services facilities.

For FY 2024, this request is for multiple park roof replacement including:

- Shingled and Flat Roof Segments at the Adult Activity Center (\$110,000);
- Shingled and Flat Roof segments at the Adult Activity Center Arts/Crafts building (\$95,000).

Adult Activity Center (shingles and flat roof) roof segments total approximately 10,750 sq.ft. The Shingle roof and flat roof segments have both experienced multiple roof leak calls and have identified workmanship issues that are leading to the deteriorated functionality of the roofs.

CAPITAL INITIATIVE REQUESTS

Adult Activity Center Arts/Crafts building (shingles and flat roof) roof segments total approximately 3,054 sq.ft. The Shingle roof and flat roof segments have both experienced multiple roof leak calls and have identified workmanship issues that are leading to the deteriorated functionality of the roofs. Operating Budget Impact: This program decreases facility maintenance and utilities costs (increased energy efficiency).

Bridge Maintenance

\$200,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: This request is for the continual performance of required repairs and maintenance measures identified by Georgia Department of Transportation (GDOT) inspectors during their biennial inspections of city-owned bridges. Tasks include: the removal of corrosion and repainting of bridge supports; remediation of erosion issues; installation/extension of concrete encasements around piles; cleaning and sealing deck joints; and replacement of failed wing walls. Failure to address these items can lead to further deterioration of bridge conditions.

FY 2024 funding request along with available funding from FY 2023 is targeted towards repair and maintenance of the following locations as well as findings from future GDOT Inspections: 1) Mansell Road over Foe Killer Creek; 2) Mansell Road over Big Creek; 3) Woodward Pkwy westbound lanes over Camp Creek; 4) Haynes Bridge Road over Big Creek; 5) Douglas Road over Caney Creek; and 6) Kimball Bridge Road over Big Creek. Operating Budget Impact: This program decreases bridge maintenance costs as it is less susceptible to surface and structure deterioration.

Webb Bridge Park Sewer Connection

\$437,500 (yr. 1 of 2)

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: The existing septic system servicing the soccer fields' restroom is failing and conflicts with the proposed upper field synthetic turf field. This project would abandon the septic system and connect the restroom building to an existing sanitary sewer along Webb Bridge Road. The project consists of 610 linear feet of force main line, 1225 linear feet of gravity line, 6 manholes, possible reconstruction of up to 500 linear feet of existing sidewalk, and reconstruction of approximately 550 linear feet of existing gravel trail. Total costs are estimated at \$875,000. Current timelines have the project being designed during FY 2024 with construction proceeding in FY 2025. However, due to the large capital requirement, this project is proposed to be funded in phases with \$437,500 this fiscal year followed by a request for the remaining funding in FY 2025 (\$437,500).

Operating Budget Impact: Septic system maintenance and repair will decline, but monthly utility costs will increase. There will be costs associated with the lift station, but they should be minimal.

CAPITAL INITIATIVE REQUESTS

SR 9 Landscaping from Academy St to Windward Pkwy (yr. 1 of 3) \$350,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- Strategic Growth and Redevelopment

Description: This request will include newly installed landscaping to the new beauty strips along SR 9 from Academy Street to Windward Parkway. Funding will landscape the corridor with street trees, shrubs, and ground cover within the 6' beauty strip as part of the GDOT SR 9 widening. This is year 1 funding for a 3-year project. Total projected costs are \$1.5 million. Forecasted funding levels for FYs 2024 and 2025 total \$575,000 annually.

Operating Budget Impact: At the time of the contract, State Route 9 was maintained by an outside vendor at a cost of \$43,200. That number was based on the before condition for the landscape, which was mostly mowing beauty strips (Level 2). After the improvements, the landscape is going to be more akin to Rucker Road and Kimball Bridge Road (Level 1). Maintenance costs are estimated at 1.5 times the current cost or \$64,800 for the entire corridor.

Tree Maintenance and Replacement \$152,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: This request is for tree maintenance within the City not associated with the right-of-way maintenance contract. The City's aging tree canopy within right-of-way areas requires tree care, including pruning and sometimes removal to address issues such as pedestrian and vehicular safety, utility conflicts, streetlight clearance, signal head clearance, and intersection sightline clearance. Operating Budget Impact: Maintenance funding is included within this initiative.

Winter Weather Equipment \$65,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: This request is for the purchase of Winter Weather Equipment that is utilized within the Public Works fleet.

We have purchased (4) F750s with salt spreader attachments to be utilized in anticipation of winter weather needs. Our Emergency Operations plan has a plow truck preceding the spreaders in each zone of the City; however, we would like to replace our existing plows and purchase (4) new ones to be installed directly on each spreader truck. This would reduce the number of staff/drivers needed during emergency operations. Additionally, we would need to upgrade the software on our existing Force America hardware to operate the plows. The additional software will allow us to see exactly where the spreader trucks are located at any given time, the temperature of the road, and the amount of materials spread by location. The estimated cost of these purchases total \$65,000.

CAPITAL INITIATIVE REQUESTS

Operating Budget Impact: This program reduces equipment maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, etc. and are currently budgeted.

Parking Garage Maintenance

\$25,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: This request is for general maintenance of the two parking decks, 92 Milton Avenue and City Center. Milton Avenue parking deck work includes painting stairway handrails, washing windows, pressure washing inside surfaces of garage, inspection of structural components and repair as needed. City Center's parking deck's work consists of epoxy injections for structural cracks on columns and wall surfaces, expansion joint repairs to verify proper flex under heavy loads and creating a watertight seal. Each garage will be pressure washed once a year. **Operating Budget Impact:** Facility maintenance costs to decrease due to decline in repairs.

Streetlight Maintenance

\$80,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: This request is for the maintenance of existing city-owned streetlights. The City owns and maintains more than 700 lights. This work will include maintenance of new and existing lighting either on existing poles or the installation of new poles with lighting. This will increase the safety of citizens who use our streets and sidewalks daily. Periodic inspections and troubleshooting will ensure longevity and minimal replacement of lighting components. **Operating Budget Impact:** Maintenance funding is included within this initiative.

Design Services

\$75,000

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment
- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: 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. **Operating Budget Impact:** N/A

CAPITAL INITIATIVE REQUESTS

Recreation, Parks & Cultural Services

Park Repairs/Improvements

\$50,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: 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.

For FY 2024, the current priorities are maintaining/replacing broken concrete sections leading to and around buildings at North Park, Webb Bridge Park, and Wills Park. Projects may vary as deemed necessary throughout the year. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Playground Equipment Replacement

\$250,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: 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 2024 funding will be used for replacement of the Webb Zone Playground Phase II which was built in 1999. The cost of the Webb Zone Playground, Phase II, is estimated at \$150,000. The additional \$100,000 will be used for various repairs that come up during the fiscal year. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Greenway Improvements/Repairs

\$260,100

2023 City Council Priorities and Annual Action Plan:

- The Alpha Loop and Greenway
- Recreation, Parks, and Culture

Description: This funding 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. For 2024, we will focus on the replacement of the access trail at Beaver Creek Park. In addition, designs and repairs will be scheduled bridge that connect the Mansell boardwalk

CAPITAL INITIATIVE REQUESTS

(repairs currently in progress) to Beaver Creek Park. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Park Trail Maintenance

\$200,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: Park Trail Maintenance (not Greenway Trail) to include resurfacing whether the trail is asphalt, concrete or trail mix surface. This initiative will formalize a schedule for the repairs and replacement in our parks. The repaving of the Wills Park and North Park trails will take priority. In addition, heavy use soft surface trails in Webb Bridge Park need restoration every 3 years. The current funding does not allow for proper maintenance and replacement program meet the safety requirements of our park users. Wills Park walking trail currently has 12,300 linear feet of asphalt walking trail. The last trail replacement occurred in 2019 with 500 linear feet replaced. Asphalt replacement is recommended to be replaced every 8-10 years. Some of the Wills Park trail has the original surfacing which was installed in 2001. Currently, North Park has 5,000 linear feet that needs to be replaced.

In FY 2023, 460 linear feet is scheduled for replacement.

The FY 2024 schedule will replace 6,000 linear feet of trail in Wills Park, 400 linear feet in North Park, restoration work on the soft surface trail in Webb Bridge Park plus any additional repairs that may arise during the budget cycle. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Tree Removal in all Parks

\$200,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: This request is for removal of dead or dying trees throughout the park system. By removing the dead or dying trees, we are reducing safety hazards, avoiding pest infestations, and spreading infections, and improving the appearance of the parks. Tree removal services have averaged \$180,000 per year for the past several years. Operating Budget Impact: Reduces pressure on operating budget as an alternate source of funding is available to meet this need which is often a public safety priority that takes precedent over all other potential uses.

Synthetic Turf Field Replacements (Miracle League Field)

\$500,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: This request is for the replacement of the North Park Miracle League mondo surface. This field was built in 2005 (18-years old) and still has the majority of the original surface. Average life of a turf field is 8-10 years. The request includes updates to the fencing and netting. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs. Revenue generation improves due to longer seasonal playability.

CAPITAL INITIATIVE REQUESTS

Cultural Arts Master Plan

\$30,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- The Alpha Loop and Greenway
- Strategic Growth and Redevelopment
- Communications that Connect
- Recreation, Parks, and Culture
- Economic Development

Description: In the 2018 Recreation, Parks, and Cultural Services Master Plan and the 2021 Comprehensive Plan, it was recommended that the City of Alpharetta have a Cultural Arts Master Plan.

The City's Recreation, Parks, and Cultural Department intends to develop an Arts and Culture Master Plan. This plan will:

- Create an overall vision for arts and culture in the City of Alpharetta.
- Engage City staff, allied organizations, and the broader community.
- Provide guidance on arts and culture programming and fees, particularly regarding the Alpharetta Arts Center.
- Clarify processes and the roles of the different City departments in arts and culture initiatives.
- Identify the best ways to leverage partnerships with arts and culture organizations.
- Result in a document that is readable, fun, and inspiring.

The first phase of the project would include establishment of the Master Plan. To design an intentional, advantageous master plan in accordance with the City's mission and goals, the Department of Recreation, Parks, and Cultural Services recommends contracting a consultant. Operating Budget Impact: N/A.

Park Equipment Replacement

\$153,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: This request is for the replacement of 2014 John Deere Field Rakes (qty: 4, RP0573, RP0574, RP0609, and RP0610) and 2005 Bandit Chipper (qty: 1, RP0929). The field rakes are estimated at \$19,500 each and the chipper is estimated at \$69,000. Remaining funds will be used to cover minor equipment replacement as needed throughout the year. Replacement is requested due to age, hours of use, and estimated repair cost.

Replacement criteria is as follows: 1) When the department director determines it is no longer cost effective to retain the equipment: 2) when age and/or hours exceed recommended life. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

CAPITAL INITIATIVE REQUESTS

Athletic Courts Resurfacing

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: This request is for the repair/resurface/recoat of athletic courts with a fabric crack repair system. The FY 2024 request is for the resurfacing of (5) tennis courts and (6) pickle ball courts at North Park. The tennis courts were last resurfaced in FY 2018. 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. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Fountain Maintenance

\$50,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: Funding for the replacement and upgrades to the existing fountains throughout the park system. FY 2024 funding request includes: replacement of the 3-tier fountains and bowls at Canton/Old Canton and Roswell/Old Roswell Parks for \$20,000, Formal Garden fountain restoration for 2 fountains for \$20,000, and \$10,000 for general fountain repairs as needed. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Landscaping Upgrades to Activity Centers

\$40,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: This request is to upgrade and enhance the landscaping at the Activity Centers located throughout the park system. For FY 2024, the plan is to upgrade the landscaping at the Alpharetta Community Center, Wills Park Recreation Center, and the Adult Activity Center. Any remaining funds would be considered for future improvements at the Art Center. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Webb Bridge Park Dugout Expansion (AYBA to fund 50%)

\$23,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: The dugouts at the Webb Bridge Park Baseball Fields were built in 2000 and are past due for renovations/upgrades. The current (8) dugouts are 15' 3" long and 3' 3" wide. With the completion of the project, the dugouts will double in size, allowing a better sitting/waiting area for batters. The expansion of the Webb Bridge dugouts will update their sizes to accommodate the current use. This will bring them to match the size of Wills Park. In order for the Alpharetta Youth Baseball Association to honor the City's request to

CAPITAL INITIATIVE REQUESTS

maximize the use of the Webb Bridge facilities, it is important that we increase the functionality of the dugouts. The Alpharetta Youth Baseball Association has committed to funding 50% of the project, resulting in a net cost to the City of \$11,500. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs. Additional fees in subsequent years would be for upkeep: fence ties, gate latches, paint, etc.

Alpharetta Public Arts Initiative (Outdoor On-Loan Sculptures) \$55,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- Strategic Growth and Redevelopment
- Communications that Connect
- Recreation, Parks, and Culture

Description: This request is for funding of public arts programs on an alternate year basis through Arts Alpharetta which is a nonprofit organization dedicated to bringing quality arts to Alpharetta. Arts Alpharetta, along with City staff, have several public art projects in-process. These projects include an Outdoor Sculpture Exhibit Contract, an on-loan, permanent, or lease-to-own installation in downtown Alpharetta/Art Walk Brochure. The City of Alpharetta contracts with Arts Alpharetta to locate, curate, install and deinstall on-loan sculptures on a bi-yearly rotation. The number of sculptures varies from 5-7 depending on the rental cost and install logistics for each piece. The project budget is \$90,000 but split between two fiscal years at \$45,000 per year. This is an ongoing project that will require the installation of new outdoor art exhibits every two years. Art installations will be in place for an average of 1.5 – 2 years, subject to available funding.

In addition, staff has recognized there is a need to include funding for ongoing maintenance and repair for curated public art, whether the sculpture be a permanent City fixture or part of the on-loan rotational exhibits. This is due to the unforeseeable damage that could happen (and has happened) to art when on public display. When such instances occur, the City must repair and restore the art to its original state. To proactively plan for such occurrences, staff requests \$10,000 annually to offset repair and maintenance costs for public art.

NOTE: The fund balance in the account is \$61,000 versus the standard \$45,000 per year. Staff was asked to reserve the funds to keep the on-loan sculptures for three years versus two to lessen the budget impact from covid pandemic revenue losses. That said:

1. \$45,000 of these funds will be added to our annual request of \$45,000 to appropriate \$90,000 for the next outdoor exhibit per our agreement with Arts Alpharetta.
2. \$16,000 will be added to the new annual request of \$10,000 to establish funding for maintenance and repair of public art.

Operating Budget Impact: New art installations will incur maintenance costs but will not be determinable until the art investment decision is made (e.g., mural vs. statue, etc.).

CAPITAL INITIATIVE REQUESTS

Detail (Unfunded Capital Initiatives)

Community and Economic Development

Milton Avenue Quick Safety and Operational Improvements

\$350,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- Safe and Welcoming Community
- Strategic Growth and Redevelopment
- Transportation and Traffic

Description: The Milton Avenue Quick Safety and Operational Improvements project identifies several improvements along the Downton Milton Avenue Commercial District to better serve businesses and visitors. Improvements include rideshare drop zones, short term parking, handicap parking and signage. Identified projects could be implemented for \$350,000 or split into smaller projects over time. The largest of the sub projects is the general milling/resurfacing and pavement markings along the corridor for around \$220,000. Other sub projects could be: three (3) illuminated signs for \$30,000 and a drop zone for approximately \$100,000. Operating Budget Impact: Routine maintenance costs.

Human Resources

Human Resources Office Improvements

\$55,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: The new HR Specialist position funded in FY 2023 is responsible for recruitment and the administration of our human resources information systems (HRIS) current modules (applicant tracking system, onboarding, eforms, personnel records management system), and any future additions (i.e., performance evaluation).

The capital improvements requested herein are 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 an applicant computer kiosk. Operating Budget Impact: Additional facility maintenance funding including janitorial costs will be incurred.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

Public Safety

**Operating Initiative - Emergency Management Division Chief (+1 FTE) \$66,000
(\$160,500 operations/\$66,000 capital)**

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Communications that Connect

Description: Historically, the Emergency Management Coordinator has always been an added responsibility to other positions, such as Fire Logistics and Police Accreditation. With the growth of the city and the fact that we are seeing more significant incidents, both natural and man-made, there is a need for this to be a full-time position to bring us in line with other local jurisdictions.

The benefits of having a position solely dedicated to Emergency Management are:

- one point of contact for all disaster situations.
- devote more time to hazard mitigation and response planning.
- assist businesses with their mitigation planning, including resilience & continuity guidance.
- help businesses in the aftermath of a disaster.
- improve our citizen's emergency awareness.
- host more Citizens Emergency Response Team classes (CERT).
- provide community education programs, including presentations to HOAs & local groups.
- liaison between city and government officials, emergency personnel, local business, charities, etc.
- lead tabletop exercise involving all city departments (building towards an entire city emergency drill).

The Emergency Management Division Chief would be housed within City Administration to be a dedicated city-wide emergency planning position. This would offer another layer of safety in line with our community's expectations.

Capital costs are estimated at \$66,000 and include funding for vehicle purchases (and upfitting), and technology equipment (e.g., laptop, iPad, cell phone, etc.). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$150,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, software licensing, and fuel costs totaling \$10,500.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

Operating Initiative - Detective (+1 FTE) (\$109,800 operations/\$70,000 capital)

\$70,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: The Criminal Investigations Division (CID) is requesting an additional General Detective. The request is being made to respond to increasing population growth, incident reports, and cases assigned to the General Detective Unit. Since 2010, Alpharetta's population has increased from 57,694 to 66,127. Additionally, in 2010, CID had 8 General Detectives. CID currently has 9 General Detectives performing follow-up investigations. In 2010, CID reviewed 900 cases, while in 2022, CID reviewed 1,236. Current staffing levels combined with increased reports have led to a decrease in customer service from CID. In 2022, CID did not assign 386 cases which had adequate solvability factors for assignment. If CID had the staffing resources, all of these cases would have been assigned. One General Detective could expect to receive between 90 and 110 cases a year which only decreases this number by less than 1/3. Ideally, CID would have needed three additional General Detectives to assign and investigate the cases that met the burden of assignment based on solvability factors.

Capital costs are estimated at \$70,000 and include funding for vehicle purchases (and upfitting), and technology equipment (e.g., laptop, iPad, cell phone, etc.). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$103,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, software licensing, and fuel costs, totaling \$6,800.

Operating Initiative - Community Paramedic (+1 FTE) (\$90,500 operations/\$63,000 capital)

\$63,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: This proposal increases responsiveness to community needs by adding another full-time Community Paramedic position. Currently, we have one (1) Community Paramedic, however, the need for the program has grown to the point where we have a waiting list of citizens who require our services. Unfortunately, due to increased call volume and growing requests for our services, we are unable to keep up with this demand with just one person. The hope is that by adding an additional Community Paramedic we will be able to better attend to the many needs of our citizens while reducing the heavy caseload our only Community Paramedic is currently having to handle. Additionally, with only one current Community Paramedic, if they take PTO or have an illness, the entire program ceases to a halt and there is no one to handle any acute issues or follow-up on any new referrals that are received. By adding another Community Paramedic, we will be able to serve twice the number of clients we are currently able to handle, and the data would show an increase in the amount of time we will be able to use serving our citizens. The additional position would also allow the program to expand to post-discharge care and other areas of need identified in our community.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

Capital costs are estimated at \$63,000 and include funding for vehicle purchases (and upfitting), and technology equipment (e.g., laptop, iPad, cell phone, etc.). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$84,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, small equipment, and fuel costs, totaling \$6,500.

Public Works

Sidewalk Maintenance and Repair

\$300,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: 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. FY 2024 funding will go towards repairs of sections in Poor and Very Poor condition. The goal is to perform 7,000 linear feet of repairs per year.

In FY 2019 and FY 2022, the City contracted with Dynatest to complete a sidewalk inventory and evaluate sidewalk conditions. This list will standardize the evaluation process, provide a clear prioritized list of sidewalks needing repair, and tie sidewalk data into the city's GIS and asset management software. Types of repairs (cracking, trip hazard vertical displacements, and spalling) along with location (near schools and parks, along arterial roadways, in the downtown district, etc.) will help determine the repair priority. Dynatest's work was completed in spring of 2019. At this time, we are awaiting the latest inspection results.

In our current sidewalk database, there are 58,530 linear feet of repairs needed within the poor and very poor condition ratings. Public Works has repaired 22,247 linear feet of sidewalk since January 2019. This includes in-house and contractor repairs.

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. Work will occur in various locations throughout the city pursuant to the Dynatest findings. Operating Budget Impact: This program decreases sidewalk maintenance costs as it is less susceptible to surface and structure deterioration.

Alpharetta Community Center Generator

\$350,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: This request is for the purchase and installation of a generator for the Alpharetta Community Center. The budget requested would be for a 400 kw Blue Star generator. A 400 kw was priced due to the unit being capable of powering the entire building in the event of a power outage. A smaller generator could be installed at a lower

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

cost if it's determined there is no need to power the entire building during times of power outages. Beyond the cost of the generator, other costs include gas meter upgrades, gas line upgrade and installation of a regulator. The total requested amount is \$350,000.

Operating Budget Impact: Operational costs would be minimal. Gas usage would be based solely on when the generator is operating, and inspection/maintenance cost would be approximately \$3,000 a year.

City Facility Condition Assessment (not incl. Fire Stations) \$300,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: This funding request is for a facilities condition assessment to measure the condition and functionality of a building and its infrastructure as suitable and appropriate for intended functions. Specific objectives of the comprehensive assessment methodology include determining the needs for renewal or replacement of building and infrastructure systems (e.g., heating/cooling, electrical, exterior envelope, etc.) and system components (e.g., cooling tower, heat exchanger, chiller, pumps, etc.), and guiding the analysis of good decision capital project options, including renovation or modernization. This request does not include Fire Stations as that assessment is covered through a separate request.

Specific purposes of a well-designed assessment are as follows:

- Verify accuracy and reliability of a space inventory.
- Provide an inspection of all facilities identifying physical and functional deficiencies.
- Assist in defining regular and preventive maintenance requirements.
- Develop metrics for performance measures, e.g., Facilities Condition Index (FCI) and Facilities Quality Index (FQI).
- Define capital renewal and replacement projects to reduce deferred maintenance backlog.
- Eliminate conditions that are either potentially damaging to property or present safety hazards.
- Identify energy conservation and sustainability measures.
- Inventory accessibility and disabled persons requirement.
- Develop cost estimates and schedules to correct deficiencies and for capital renewal or replacement, and renovation or modernization projects.

Tentative scope includes:

- Physical Condition Assessment (or Life-Cycle Modeling, or both): Physical condition of the building and infrastructure system.
- Functionality Assessment: Functionality of the space for its intended programmatic purpose.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

The integration of these elements provides for a comprehensive evaluation of existing facilities. As inputs to a Capital Facilities Project Plan, these elements provide a broader set of decision options, including the following:

- Facilities renewal for individual condition deficiency remedial projects.
- More comprehensive renovation projects, including work to correct subsystem condition deficiencies combined with improving functionality.
- A replacement project and downgrade of an existing building to a less demanding use.
- Demolition or disposal.

Operating Budget Impact: The project would decrease future operating cost by identifying deficient equipment and identifying needs for energy-saving practices related to facilities.

Fleet Replacement (F-250 Crew Cab Service Truck; Qty: 1) \$75,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: This request is for the replacement of F-250 trucks within the Public Works fleet. The F-250 replacements are based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 10 years or 130,000 miles.

FY 2024 replacements include Unit #689 (2011 F-250 4x2 Crew Cab) with roughly 115,000 miles. This vehicle has a lot of idle time and is regularly utilized by our traffic crews. Due to the age and wear and tear on the vehicle, this vehicle is scheduled for replacement.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

Traffic Calming Improvements \$80,000

2023 City Council Priorities and Annual Action Plan:

- Transportation and Traffic

Description: 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. The program will enhance public health and safety for users of the city's transportation system.

Operating Budget Impact: Maintenance costs will be dependent upon the improvements implemented.

CAPITAL INITIATIVE REQUESTS

City Hall Maintenance

\$30,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: This request is for on-going interior maintenance, including but not limited to replacing cabinetry in multiple breakroom floors, pressure washing and sealing brick sidewalks, painting walls and trim, etc. In addition, repairs to the custom stained moldings throughout the main floor which will require procurement of a third-party vendor to perform the work.

The FY2024 funding will go towards pressure washing the exterior, door and trim painting/staining, lighting upgrades and cabinetry repairs/replacements. Operating Budget Impact: This program decreases facility maintenance costs.

Recreation Facility Renovations

\$30,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: This request is for the renovation and maintenance of recreation facilities. For FY 2024, the priorities are: North Point Greenway Restroom interior painting and updating of fixtures, partitions, toilets, and countertops; exterior door replacements at Union Hill Park and North Point Greenway Restrooms; interior painting at Crabapple; replacement of partitions, fixtures, toilets, and countertops at Union Hill Park restrooms; exterior painting of Recreation Center; upgrades to the handicap ramp and front entrance to the Crabapple gym; and interior painting of the Crabapple gym. These maintenance initiatives are aimed at improving the functionality and aesthetics of the facilities. Operating Budget Impact: Facility maintenance costs to decrease due to decline in repairs.

Public Works Headquarters Renovations

\$50,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: This Request is for the renovation and maintenance of the Public Works Headquarters.

FY 2024 funding will be used to remodel men's and women's bathrooms in the front of the building, flooring for offices and upstairs, and cove base for associated flooring replacement. Previous funding has been utilized to replace flooring in the break area and hallways, training room and east wing. Both breakroom bathrooms and the east wing have been remodeled with previous funding. Operating Budget Impact: Facility maintenance costs to decrease due to decline in repairs.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

Guardrail Maintenance

\$50,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: This request is for maintenance, such as painting, replacement, and upgrade, of existing guardrails throughout the City. Guardrails are crucial to keeping roadways safe by helping to prevent minor accidents from escalating to major accidents. One example of necessary guardrail maintenance is cleaning and repainting of multiple guardrail segments along Mansell Road between Haynes Bridge Road and Old Alabama Road Connector. Operating Budget Impact: Maintenance funding is included within this initiative.

Streetlight Expansion

\$70,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: This request is for 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, Northfield, Spence's, Foxhaven, etc. have all inquired about adding more streetlighting in their neighborhoods for safety. This capital item would start addressing these areas on an as needed/requested basis. Funding would also allow phasing-in of lighting along Haynes Bridge Road from Academy Street to Old Milton Parkway. Operating Budget Impact: Will result in additional maintenance (light replacement, etc.) and utility costs and are estimated at \$3,000 annually.

Pavement Resurfacing/Preservation for Parks

\$575,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: This request is for the on-going maintenance of pavement within the city's park facilities. Preservation of the roads, driveways, and parking lots increases their life expectancy. Without preservation, these pavements will deteriorate and be more costly to repair. FY 2024: Re-paving of Webb Bridge Park parking lots 1, 3, and 4. These parking lots will require major repairs with possibly full rebuild of parking lots or soil cement. The price requested reflects the worst-case scenario. Further geotechnical exploration will be performed to determine the appropriate scope of work. All pricing for parks includes removal and installation of all existing wheel stops and re-striping of parking spaces, etc. Operating Budget Impact: This program decreases asphalt maintenance costs as the surface is less susceptible to potholes and road surface deterioration.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Parking Expansion: Public Safety Headquarters

\$280,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Infrastructure and Facilities Maintenance

Description: 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 22 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. Potential funding offsets through impact fee funds.

Operating Budget Impact: Incremental maintenance costs, including landscaping and litter control, are currently estimated at \$500 annually. Resurfacing and striping costs will not be incurred during this CIP period.

Mid-Broadwell Crosswalk at Fire Station Light

\$180,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Transportation and Traffic

Description: This funding request is to convert the existing emergency traffic signal to a hybrid emergency-pedestrian crossing light. This will provide a crosswalk for pedestrians in the proximity of Mid-Broadwell Park to cross Mid-Broadwell Road. Design work will be done by in-house staff. This work is dependent on the completion of the Mid-Broadwell Road Park Project.

Operating Budget Impact: Increase in utility costs for the additional electricity and minor maintenance costs.

Kimball Bridge Rd Improvements (Waters Rd to Ocee Elem.; design) \$250,000

2023 City Council Priorities and Annual Action Plan:

- Transportation and Traffic

Description: This request is for design funding for roadway improvements along Kimball Bridge Road between Waters Road and Buice Road. Improvements will include the addition of left-turn lanes along Kimball Bridge Road to serve all intersections with South Kimball Bridge Crossing and Bracebridge Road. The project will also investigate adding improvements like replacing the signal at the intersection with Glen Abbey Drive/Tuxford Drive with a roundabout.

The project's goal is to provide these improvements along the corridor to slow vehicles and improve pedestrian safety. Cost savings can be accomplished in construction by pairing the project up with the 60" water transmission line work by the County along Kimball Bridge Road from the cemetery to Buice Road.

Fulton County Water was a distribution pipe (50+ inches in diameter) to be installed along Kimball Bridge Road from Waters Road to Buice Road. A continuation of the pipe will

CAPITAL INITIATIVE REQUESTS

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

traverse along Buice Road to Old Alabama. The planning of the improvements along Kimball will be coordinated with the County's water line project.

Funding for remaining design, right-of-way, and construction of the improvements would be requested in future year capital plans and is currently estimated at \$5.6 million.

Operating Budget Impact: N/A for the design phase. Operational costs for future buildout are heavily dependent upon the design and undeterminable at this time.

Haynes Bridge Road Lane Diet and Linear Park (design) \$250,000

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment
- Recreation, Parks, and Culture
- Economic Development

Description: This project intends to provide a wider sidewalk (approximately 12') on both sides of Haynes Bridge Road from Old Milton Parkway to Rainwater Boulevard and a linear park along the southern side of the road. The Linear Park would create a new kind of playground for children of all ages. The park consists of 6 different play areas and approximately 1.9 acres of the landscape area.

The FY 2024 funding request is to prepare multiple concept designs and construction cost estimates.

Operating Budget Impact: N/A for the design phase.

Waters Road Sidewalk Improvements (right-of-way) \$100,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Strategic Growth and Redevelopment
- Recreation, Parks, and Culture
- Transportation and Traffic

Description: This funding request is for the purchase of right-of-way for the eventual installation of 1,340 linear feet of sidewalk to fill in two gaps along the east side of Waters Road. Citizens of Waters Road have expressed concerns about individuals driving at excessive speeds. Installation of these sidewalks would provide a continuous sidewalk along both sides of Waters Road. Pedestrians would only need to cross Waters Road at signalized intersections: Kimball Bridge Road and Jones Bridge Road.

Design of these sidewalk segments has been completed by in-house staff.

Funding for construction of the improvements would be requested in a future year capital plan and is currently estimated at \$1.1 million. Operating Budget Impact: N/A for the right-of-way acquisition phase.

CAPITAL INITIATIVE REQUESTS

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Providence Road Sidewalk Improvements (right-of-way)

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Strategic Growth and Redevelopment
- Recreation, Parks, and Culture
- Transportation and Traffic

Description: Citizens living along the east side of Providence Road have requested the installation of sidewalks to provide connectivity to both Downtown Alpharetta and Providence Park. This request is for the purchase of right-of-way for the eventual installation of approximately 3,900 linear feet of sidewalk along the east side of Providence Road from the existing sidewalk at Weatherstone Way north to the City Limits.

Funding for construction of the improvements would be requested in a future year capital plan and is currently estimated at \$1.1 million. Operating Budget Impact: N/A for the right-of-way acquisition phase.

Henderson Parkway Traffic Calming (design)

\$50,000

2023 City Council Priorities and Annual Action Plan:

- Transportation and Traffic

Description: Traffic speeding is still a safety concern on Henderson Parkway, although the following three intersections have already been equipped with all-way stop signs and speed bumps: 1) Henderson Parkway at Henderson Place; 2) Henderson Parkway at Brookridge Terrance/Millstone Court; and 3) Henderson Parkway at Somerset Lane. Approximately 85% of the vehicles are traveling in excess of 10 mph over the posted speed limit of 25 mph.

To encourage lower driving speeds on Henderson Parkway and improve the roadway safety for pedestrians, bicyclists, and motorists, multiple scenarios could be studied, such as: 1) wider sidewalk and landscaped area along with narrower travel lane width; 2) mini roundabouts; 3) chicanes - curve in a road, added by design rather than dictated by geography. This request is to fund a comprehensive study and develop concepts for improvements along Henderson Parkway to reduce vehicular speeds and improve pedestrian safety. Operating Budget Impact: N/A for study phase.

Wills Drive Sidewalk Improvements (design/right-of-way)

\$40,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Strategic Growth and Redevelopment
- Recreation, Parks, and Culture
- Transportation and Traffic

Description: This funding request is for design and the purchase of right-of-way for the eventual installation of 475 linear feet of sidewalk to fill in a gap along the east side of Wills Drive between Trammell Drive and Milton Avenue. Installation of this sidewalk would

CAPITAL INITIATIVE REQUESTS

provide a continuous sidewalk along the east side of Wills Drive from Old Milton Parkway to Milton Avenue.

Funding for construction of the improvements would be requested in a future year capital plan and is currently estimated at \$130,000. Operating Budget Impact: N/A for the design and right-of-way acquisition phase.

Traffic Signal Pole Painting and Maintenance **\$40,000**

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: This request funds the continued paint maintenance of the city's traffic signal mast arms and pedestrian signals. Painting will coincide with the expected 7-10 year lifespan of the current signal pole painting plus miscellaneous general maintenance and touchups. The average total cost per intersection is approximately \$20,000. FY 2024 includes funding for two intersections. Operating Budget Impact: Maintenance funding is included within this initiative.

Alpharetta Technology Center Upgrades **\$40,000**

2023 City Council Priorities and Annual Action Plan:

- Economic Development

Description: This request is for upgrades to the Alpharetta Technology Center. The proposed upgrades requested for FY 2024 include the following:

- New partitions, fixtures and toilets/urinals in all bathrooms.
- New flooring in small bathroom closet next to large meeting space.
- Installation of new electrical receptacles in the startup lounge.
- Replacement of carpet throughout the entire building.

These upgrades will improve the functionality and aesthetics of the facility. Operating Budget Impact: Maintenance costs would decrease due to upgrades to existing facilities.

Parking Expansion: Alpharetta Arts Center (design) **\$50,000**

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: This funding request is for the design of the parking lot expansion 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. Funding for construction of the improvements would be requested in a future year capital plan and is currently estimated at \$900,000. Operating Budget Impact: Incremental maintenance costs, including landscaping and litter control, are currently estimated at \$1,000 annually. Resurfacing and striping costs will not be incurred during this CIP period.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

Encore Parkway 2-Way Bike Lane (design)

\$250,000

2023 City Council Priorities and Annual Action Plan:

- The Alpha Loop and Greenway
- Recreation, Parks, and Culture
- Economic Development

Description: The project consists of repurposing the 20+ feet of asphalt on the northern side of the bridge to accommodate 1 vehicular lane and a barrier separating a 2-way bike lane between the vehicular lane and the existing landscaped area. The existing 8' wide sidewalk will be devoted to walkers and runners. The project limits are from Northpoint Parkway to Westside Parkway. This project, along with the future Encore Greenway and Alpha Link Projects, will provide a safe travel way for cyclists to and from the Greenway.

Funding for construction of the improvements would be requested in a future year capital plan and is currently estimated at \$1.3 million. Operating Budget Impact: improvements will impact operational maintenance costs (landscaping, trail maintenance, etc.) but are undeterminable until design progresses.

Operating Initiative – Assistant Construction Manager (+1 FTE)

\$50,000

(\$103,500 operations/\$50,000 capital)

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: The City allocated over \$4 million last year and is planning to do such over the next 10 years towards stormwater work throughout the City. Much of the construction work is contracted out to contractors to resolve various stormwater issues. Work varies from replacing a structure, lining or replacing a pipe, or a large-scale construction project. The challenge the department is facing is adequate construction oversight of the contractors in the field. Public Works is requesting an Assistant Construction Manager Position (pay grade 307) to oversee various field operations regarding stormwater improvements. The position not only requires knowledge of reading construction plans, but problem-solving skills when unknown issues arise in the field.

Capital costs are estimated at \$50,000 and include funding for a vehicle purchase (and upfitting). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$96,000 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$7,500.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

Recreation, Parks & Cultural Services

Playground Equipment Replacement (Miracle League)

\$350,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: 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 2024 funding will be used for replacement of the Miracle League Playground (behind Miracle Field) which was built in 2004. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Innovation Academy Soccer Field Fencing Enhancements

\$35,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: This funding is for the replacement of the soccer field fencing at Innovation Academy for Field 2. There is 450 linear feet of 10' high fence and then along the homeowner's side of the field install a 20' high net approximately 100' in length. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Wood Lightpole/LED Replacement Initiative (3 fields)

\$800,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: Currently all athletic lights are a form of metal halide lights. These lights are expensive to operate, expensive to maintain and create a lot of light pollution. New LED lights would improve the playability of the fields and cost much less to operate and maintain. Currently the City has wooden light poles on (29) athletic fields and (15) tennis/pickleball courts. These wooden poles should be replaced with concrete poles and the fixtures replaced with LEDs.

FY 2024 includes funds for replacing the poles/fixtures with concrete poles/LED fixtures for 3 fields (approximately 13 wooden poles). The pole replacement improves safety, and the LED fixtures provide a much lower operational cost (energy and maintenance) and more optimal lighting for our park patrons. The FY 2025-2030 budget will execute phase 2 of the athletic pole and lighting initiative, where the remaining wooden poles (47) will be replaced with concrete poles and switched to more efficient LED lighting.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs coupled with energy savings through the conversion to LEDs.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Fleet Replacement (Qty: 3)

\$188,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: This request is for the forecasted annual replacement of Recreation, Parks & Cultural Services vehicles. The replacement criteria are 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 2024 includes replacement of (1) 2014 Ford F150 Truck (Unit RP1005 with 61,371 miles) to be replaced with a Ford Explorer, (1) 2014 F250 Truck (Unit RP7702 with 53,261 miles) and (1) 2011 Goshen Bus (Unit RP6948 with 20,466 miles). Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Park Security Repairs/Improvements

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Recreation, Parks, and Culture

Description: This project is for the installation, repair, and replacement of automatic locks on restroom doors throughout the park system; adding security cameras in strategic locations; call box repairs and/or installation of new boxes.

Automatic locks have been installed on restrooms at Windward Community Park, Union Hill Park, North Park (5 buildings), Cogburn Road Park, Innovation Academy (2) buildings, and the City Center Parking Deck. In addition, the vendor is waiting on parts before he can complete the Greenway North Point Restrooms. For FY 2024, automatic locks will be installed at Webb Bridge Park (4 buildings), Rock Mill Park (1 building), Wills Park (3 buildings), Equestrian Center (2 buildings), Mid Broadwell (1 restroom) and Waters Road Park if completed. Call boxes need battery replacement annually. Currently we have (23) call boxes. The batteries are \$104 each plus labor at approximately \$120/hour. They cost between \$5,000 - \$10,000 annually. Complete new boxes are approximately \$10,000 each. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Recreation Activity Centers - Interior Renovations

\$450,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: This request is for design of an interior makeover of the Wills Park Recreation Center, Alpharetta Community Center, Adult Activity Center, the Arts Center lobby, hallways, restrooms, and common office space and the Preston Ridge Community Center. This project will be completed in multiple phases beginning in FY 2024 and ending in FY

CAPITAL INITIATIVE REQUESTS

2028. The approximate size of the affected area is 5,800 square feet (lobby, hallways, restrooms, etc.).

FY 2024 request is for design and construction funds for the interior makeover of the Wills Park Recreation Center (lobby, hallways, restrooms, and common office space). These improvements will maintain the aesthetics and functionality of the facilities. Operating Budget Impact: Facility maintenance costs to decrease due to decline in repairs.

Design Services

\$20,800

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: 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, and improve project completion timelines and functionality to maintain the high level of services our customers are accustomed to. Operating Budget Impact: N/A.

Park Shade Structures Replacement

\$50,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: This request is for the replacement of shade structures and dugout covers throughout the park system. Shade structures/dugout covers reduce exposure to harmful ultraviolet rays, provide protection from the elements, keep the area cooler, protect the equipment, and increase the comfort level for participants and visitors. The shades will be replaced as they begin to fade or tear, improving the functionality and aesthetics. The FY 2024 funding will replace the existing shade fabric and paint the support post for 11 structures at Webb Bridge Park. Operating Budget Impact: Maintenance costs to decrease due to decline in repairs.

Park System Wayfinding Signage

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Communications that Connect
- Recreation, Parks, and Culture

Description: 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

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

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. The sign and wayfinding program is 60% complete. Park entrance signs, trail wayfinding in Wills Park, and Vehicular wayfinding in Webb Bridge Park have been completed. The focus for FY 2024 will be to complete the Greenway wayfinding program to include directional signage, the addition of 3 kiosks, and regularity signs. Operating Budget Impact: Maintenance/replacement costs to decrease due to decline in repairs as signage is newer.

Restroom Replacement (North Park: Fields 1-4)

\$700,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: 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 concept for the new restroom/concession building calls for 3100 square foot one-story facility to replace the existing structure. The restroom will double the number of stalls. In addition, the concession area will include a covered seating area to accommodate park patrons. Operating Budget Impact: Maintenance (including janitorial) and utility costs will increase along with the physical size of the restroom and is estimated at a minimum of \$1,250 annually and will be reflected in a future operating budget (once construction nears completion).

Webb Bridge Park Master Plan/Development (design)

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: This request is for funds to develop a comprehensive Master Plan for Webb Bridge Park. Currently, there is significant property that is unused. This plan will provide the City with a clear vision for this park. Design funds are requested in FY 2024. Operating Budget Impact: N/A for the design phase.

North Park Master Plan/Development

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: This request is for the development of a comprehensive master plan for North Park. The master plan will create a long-range vision for the park, prioritize park improvements, fill in service gaps and reduce redundancy, etc. Design funds are requested in FY 2024. Operating Budget Impact: N/A for the design phase.

Haynes Bridge Road Park Restroom

\$300,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: Currently, at the Haynes Bridge Road Park, visitors only have access to a Porta-John. This access park was opened in 1997. Funds were limited and plans were to construct a restroom at a later date. Although the need for a permanent restroom at this

CAPITAL INITIATIVE REQUESTS

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

facility is not specifically noted in the 2018 Alpharetta Recreation and Parks Master Plan, additional restrooms at the access points are the most requested improvement made by greenway users.

A pre-cast type restroom (like the one at Windward Community Park) is preferred. Due to current flood plain constraints, the project will entail more site work prep, design, and surveying than routine pre-cast restroom installations. 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. Operating Budget Impact: Maintenance (including janitorial) and utility costs are estimated at a minimum of \$1,000 annually.

Marconi Drive Park Restroom

\$150,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: Currently, at Marconi Drive Park, visitors only have access to a Port-a-John. This access park was opened in 2011. Funds were limited and plans were to construct a restroom at a later date. Although the need for a permanent restroom at this facility is not specifically noted in the 2018 Alpharetta Recreation and Parks Master Plan, additional restrooms at the access points are the most requested improvement made by greenway users.

A pre-cast type restroom is preferred, like the one at Windward Community Park. Based on the cost of the Windward Community Park restroom, the estimated cost is \$100,000, including sewer and water connections. Operating Budget Impact: Maintenance (including janitorial) and utility costs are estimated at a minimum of \$1,000 annually.

Wills Park Pool Heater

\$100,800

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: Currently, the Wills Park Pool is open from Memorial Day to Labor Day for public usage. We are recommending adding a heater to the competition pool. This would allow for usage of the competition pool for approximately 10-months out of the year for such programs as year-round swim teams, additional classes (such as scuba, kayaking, standing paddle boards), water aerobics, master swim training, senior and adaptive swim, and increased rentals. The cost for the heater purchase, cover, and installation (including gas lines) scope is \$100,800. Operating Budget Impact: Maintenance and energy costs are estimated at \$6,000 annually.

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 2024 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 2024 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 2024 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 2024 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.

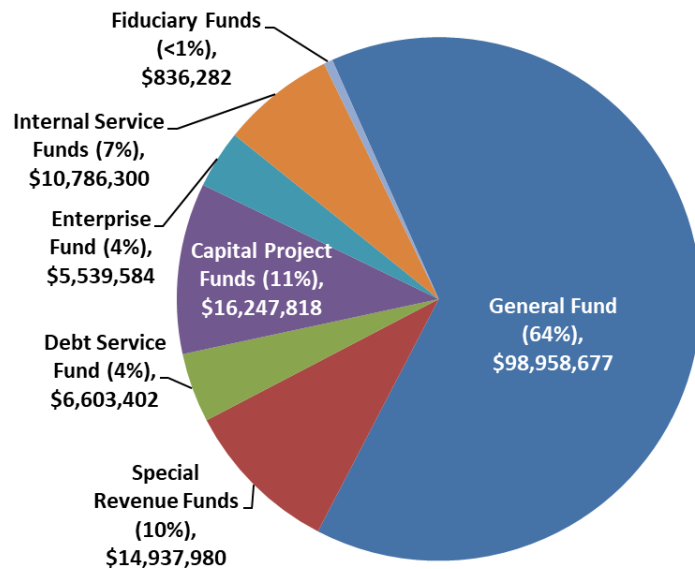
- **Citywide Budget Summary by Expenditure Category**

This section provides a summary/narrative of FY 2024 budget data by expenditure category (e.g., Personnel Services, Maintenance & Operations, etc.).

CITYWIDE BUDGET SUMMARIES

Summary by Fund Type

**FY 2024 Citywide Budget
totals \$154 Million**



The Fiscal Year 2024 budget for all funds totals \$154 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 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 2024 is from interest earnings, fund balance, and transfers from other funds. The adopting budget ordinance will authorize

unspent appropriations from fiscal year 2023 to be re-appropriated to continue previously approved projects. As such, these appropriations are not reflected herein.

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

FY 2024 Budget

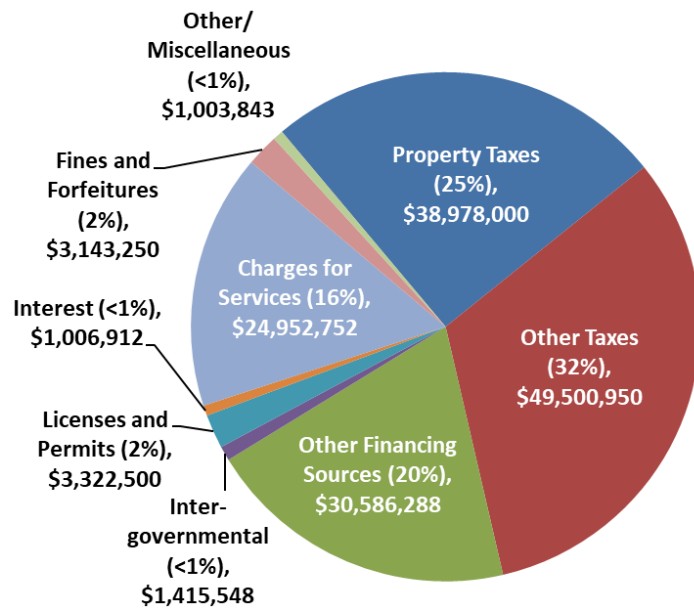
	Revenues*	Expenditures	Balanced Budget
General Fund	\$ 98,958,677	\$ 98,958,677	√
Special Revenue Funds:			
E-911 Fund	\$ 5,387,980	\$ 5,387,980	√
Hotel/Motel Fund	9,550,000	9,550,000	√
	\$ 14,937,980	\$ 14,937,980	√
Debt Service Fund	\$ 6,603,402	\$ 6,603,402	√
Capital/Grant Funds:			
Capital Projects Fund	\$ 12,247,818	\$ 12,247,818	√
Stormwater Capital Fund	4,000,000	4,000,000	√
	\$ 16,247,818	\$ 16,247,818	√
Enterprise Fund:			
Solid Waste Fund	\$ 5,539,584	\$ 5,539,584	√
Internal Service Funds:			
Risk Management Fund	\$ 1,786,300	\$ 1,786,300	√
Medical Insurance Fund	9,000,000	9,000,000	√
	\$ 10,786,300	\$ 10,786,300	√
Fiduciary Funds:			
OPEB Health Benefit Fund	\$ 55,000	\$ 55,000	√
OPEB Reimbursement Benefit Fund	781,282	781,282	√
	\$ 836,282	\$ 836,282	√
Total	\$ 153,910,043	\$ 153,910,043	√

* Includes Operating Revenues of \$112 million along with Non-Operating Revenues of \$42 million. Non-Operating Revenues represent sources such as fund balance, inter-fund transfers, etc.

CITYWIDE BUDGET SUMMARIES

Summary by Revenue Source

**FY 2024 Citywide Budget
totals \$154 Million**



The chart above segments the FY 2024 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 2024 is flat with the prior year at 5.750 mills and is composed of the following: Operating Millage Rate of 4.870 mills (used to fund general city operations and the recurring capital program); and a Debt Service Millage Rate of 0.880 mills (used to fund debt service on voter approved general obligation bonds).

Other Taxes: Includes local option sales taxes (i.e., LOST), 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, 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, impact fees, solid waste fees, employer/employee premium fees; etc.

Fines and Forfeitures: Includes municipal court fines, code enforcement board fines, school zone speed citations, etc.

Interest: Includes investment earnings on city funds.

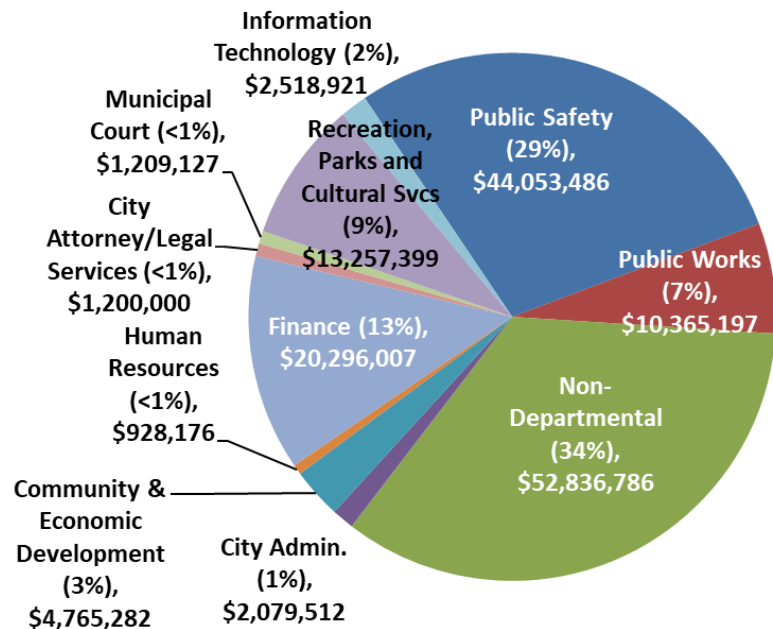
Other/Miscellaneous: Includes the sale of surplus assets, donations, and other miscellaneous revenues.

Other Financing Sources: Includes inter-fund transfers and budgeted fund balance.

CITYWIDE BUDGET SUMMARIES

Summary by Department Expenditures

**FY 2024 Citywide Budget
totals \$154 Million**



The chart above segments the FY 2024 budget by department/functional unit and includes the following:

Mayor and City Council

City Administration

Community & Economic 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 & Cultural Services

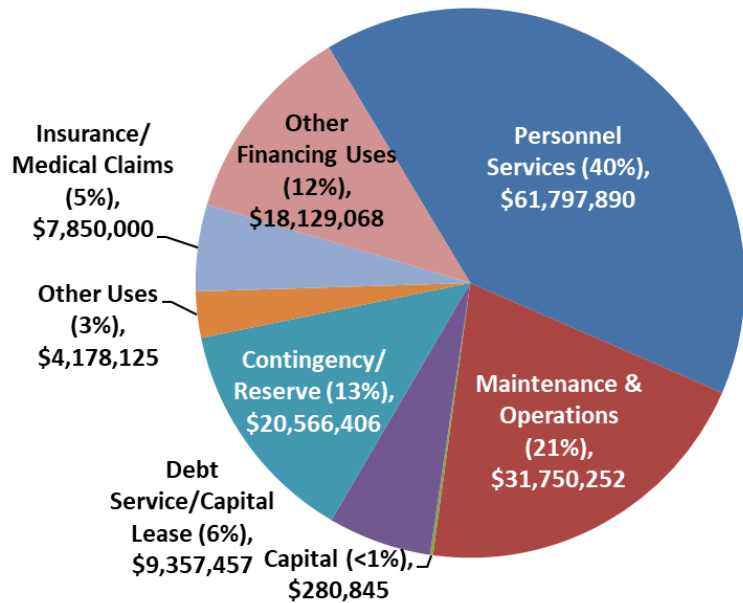
Non-Departmental (interfund transfers, contingency/reserves, Hotel/Motel Fund distributions, debt service, activities within the OPEB Funds, etc.)

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 2024 Citywide Budget
totals \$154 Million**



The chart above segments the FY 2024 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, 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 (Hotel/Motel Fund, Solid Waste 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	Hotel/Motel Fund	Capital Projects Fund	Stormwater Capital Fund	Debt Service Fund
REVENUES:						
Property Taxes	\$ 32,607,000	\$ -	\$ -	\$ -	\$ -	\$ 6,371,000
Local Option Sales Taxes/TSPLOST	22,100,000	-	-	-	-	-
Other Taxes	17,850,150	800	9,550,000	-	-	-
Licenses and Permits	3,322,500	-	-	-	-	-
Intergovernmental Revenue	165,548	1,250,000	-	-	-	-
Charges for Services	4,690,100	3,950,000	-	-	-	-
Fines and Forfeitures	3,143,250	-	-	-	-	-
Interest Earnings	650,000	32,180	-	150,000	50,000	28,000
Other/Miscellaneous	301,061	-	-	-	-	-
<i>sub total</i>	\$ 84,829,609	\$ 5,232,980	\$ 9,550,000	\$ 150,000	\$ 50,000	\$ 6,399,000
Other Financing Sources						
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ 10,597,818	\$ 3,950,000	\$ -
Interfund Transfer from Hotel/Motel Fund	3,581,250	-	-	-	-	-
Budgeted Fund Balance	10,547,818	155,000	-	1,500,000	-	204,402
<i>sub total</i>	\$ 14,129,068	\$ 155,000	\$ -	\$ 12,097,818	\$ 3,950,000	\$ 204,402
Total Revenues	\$ 98,958,677	\$ 5,387,980	\$ 9,550,000	\$ 12,247,818	\$ 4,000,000	\$ 6,603,402
EXPENDITURES:						
Mayor and City Council	\$ 400,150	\$ -	\$ -	\$ -	\$ -	\$ -
City Administration	2,079,512	-	-	-	-	-
Finance	3,881,299	-	-	-	-	-
Legal Services	1,200,000	-	-	-	-	-
Information Technology	2,518,921	-	-	-	-	-
Human Resources	928,176	-	-	-	-	-
Municipal Court	1,209,127	-	-	-	-	-
Public Safety	38,680,506	5,372,980	-	-	-	-
Public Works	10,365,197	-	-	-	-	-
Recreation, Parks and Cultural Services	13,257,399	-	-	-	-	-
Community and Economic Development	4,765,282	-	-	-	-	-
Non-Departmental	-	-	5,500	-	-	8,000
Insurance Premiums (Risk Fund)	936,300	-	-	-	-	-
Alpharetta Convention and Visitors Bureau	-	-	4,178,125	-	-	-
Debt Service (Principal and Interest)*	287,490	-	1,392,713	-	-	6,595,402
Contingency	880,000	-	392,412	-	-	-
Operating Initiative Reserve	3,021,500	15,000	-	-	-	-
Non-Allocated (Reserve); One-Time Usage	-	-	-	12,247,818	4,000,000	-
<i>sub total</i>	\$ 84,410,859	\$ 5,387,980	\$ 5,968,750	\$ 12,247,818	\$ 4,000,000	\$ 6,603,402
Other Financing Uses						
Interfund Transfer to General Fund	\$ -	\$ -	\$ 3,581,250	\$ -	\$ -	\$ -
Interfund Transfer to Capital Funds	14,547,818	-	-	-	-	-
<i>sub total</i>	\$ 14,547,818	\$ -	\$ 3,581,250	\$ -	\$ -	\$ -
Total Expenditures	\$ 98,958,677	\$ 5,387,980	\$ 9,550,000	\$ 12,247,818	\$ 4,000,000	\$ 6,603,402

* Not including Capital Leases which are programmed into the appropriate Departmental budget above.

CITYWIDE BUDGET SUMMARIES

	Enterprise Fund		Internal Service Funds		Fiduciary Funds		
	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Health Benefit Fund	OPEB Reimb. Fund		TOTAL
REVENUES:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 38,978,000
Local Option Sales Taxes/TSPLOST	-	-	-	-	-		22,100,000
Other Taxes	-	-	-	-	-		27,400,950
Licenses and Permits	-	-	-	-	-		3,322,500
Intergovernmental Revenue	-	-	-	-	-		1,415,548
Charges for Services	5,532,225	1,780,427	9,000,000	-	-		24,952,752
Fines and Forfeitures	-	-	-	-	-		3,143,250
Interest Earnings	7,359	5,873	-	5,000	78,500		1,006,912
Other/Miscellaneous	-	-	-	-	702,782		1,003,843
<i>subtotal</i>	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 5,000	\$ 781,282		\$ 123,323,755
Other Financing Sources							
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 14,547,818
Interfund Transfer from Hotel/Motel Fund	-	-	-	-	-		3,581,250
Budgeted Fund Balance	-	-	-	50,000	-		12,457,220
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ 50,000	\$ -		\$ 30,586,288
Total Revenues	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 55,000	\$ 781,282		\$ 153,910,043
EXPENDITURES:							
Mayor and City Council	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 400,150
City Administration	-	-	-	-	-		2,079,512
Finance	5,529,908	1,786,300	9,000,000	20,000	78,500		20,296,007
Legal Services	-	-	-	-	-		1,200,000
Information Technology	-	-	-	-	-		2,518,921
Human Resources	-	-	-	-	-		928,176
Municipal Court	-	-	-	-	-		1,209,127
Public Safety	-	-	-	-	-		44,053,486
Public Works	-	-	-	-	-		10,365,197
Recreation, Parks and Cultural Services	-	-	-	-	-		13,257,399
Community and Economic Development	-	-	-	-	-		4,765,282
Non-Departmental	-	-	-	35,000	702,782		751,282
Insurance Premiums (Risk Fund)	-	-	-	-	-		936,300
Alpharetta Convention and Visitors Bureau	-	-	-	-	-		4,178,125
Debt Service (Principal and Interest)*	-	-	-	-	-		8,275,605
Contingency	9,676	-	-	-	-		1,282,088
Operating Initiative Reserve	-	-	-	-	-		3,036,500
Non-Allocated (Reserve); One-Time Usage	-	-	-	-	-		16,247,818
<i>subtotal</i>	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 55,000	\$ 781,282		\$ 135,780,975
Other Financing Uses							
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 3,581,250
Interfund Transfer to Capital Funds	-	-	-	-	-		14,547,818
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 18,129,068
Total Expenditures	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 55,000	\$ 781,282		\$ 153,910,043

* 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	Hotel/Motel Fund	Capital Project Fund	Stormwater Capital Fund	Debt Service Fund
REVENUES:						
Property Taxes	\$ 32,607,000	\$ -	\$ -	\$ -	\$ -	\$ 6,371,000
Local Option Sales Taxes/TSPLOST	22,100,000	-	-	-	-	-
Other Taxes	17,850,150	800	9,550,000	-	-	-
Licenses and Permits	3,322,500	-	-	-	-	-
Intergovernmental Revenue	165,548	1,250,000	-	-	-	-
Charges for Services	4,690,100	3,950,000	-	-	-	-
Fines and Forfeitures	3,143,250	-	-	-	-	-
Interest Earnings	650,000	32,180	-	150,000	50,000	28,000
Other/Miscellaneous	301,061	-	-	-	-	-
<i>subtotal</i>	<u>\$ 84,829,609</u>	<u>\$ 5,232,980</u>	<u>\$ 9,550,000</u>	<u>\$ 150,000</u>	<u>\$ 50,000</u>	<u>\$ 6,399,000</u>
Other Financing Sources						
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ 10,597,818	\$ 3,950,000	\$ -
Interfund Transfer from Hotel/Motel Fund	3,581,250	-	-	-	-	-
Budgeted Fund Balance	10,547,818	155,000	-	1,500,000	-	204,402
<i>subtotal</i>	<u>\$ 14,129,068</u>	<u>\$ 155,000</u>	<u>\$ -</u>	<u>\$ 12,097,818</u>	<u>\$ 3,950,000</u>	<u>\$ 204,402</u>
Total Revenues	<u>\$ 98,958,677</u>	<u>\$ 5,387,980</u>	<u>\$ 9,550,000</u>	<u>\$ 12,247,818</u>	<u>\$ 4,000,000</u>	<u>\$ 6,603,402</u>
EXPENDITURES:						
Personnel Services	\$ 57,559,797	\$ 3,410,888	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	21,602,160	1,659,307	5,500	-	-	8,000
Capital/Interest	280,845	-	-	-	-	-
Debt Service	1,066,557	302,785	1,392,713	-	-	6,595,402
Other						
Insurance/Medical Claims	-	-	-	-	-	-
Alpharetta Convention and Visitors Bureau	-	-	4,178,125	-	-	-
Contingency	880,000	-	392,412	-	-	-
Operating Initiative Reserve	3,021,500	15,000	-	-	-	-
Non-Allocated (Reserve); One-Time Usage	-	-	-	12,247,818	4,000,000	-
<i>subtotal</i>	<u>\$ 84,410,859</u>	<u>\$ 5,387,980</u>	<u>\$ 5,968,750</u>	<u>\$ 12,247,818</u>	<u>\$ 4,000,000</u>	<u>\$ 6,603,402</u>
Other Financing Uses						
Interfund Transfer to General Fund	\$ -	\$ -	\$ 3,581,250	\$ -	\$ -	\$ -
Interfund Transfer to Capital Funds	14,547,818	-	-	-	-	-
<i>subtotal</i>	<u>\$ 14,547,818</u>	<u>\$ -</u>	<u>\$ 3,581,250</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Expenditures	<u>\$ 98,958,677</u>	<u>\$ 5,387,980</u>	<u>\$ 9,550,000</u>	<u>\$ 12,247,818</u>	<u>\$ 4,000,000</u>	<u>\$ 6,603,402</u>

CITYWIDE BUDGET SUMMARIES

	Enterprise Fund		Internal Service Funds		Fiduciary Fund		
	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Health Benefit Fund	OPEB Reimb. Fund		TOTAL
REVENUES:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 38,978,000
Local Option Sales Taxes/TSPLOST	-	-	-	-	-		22,100,000
Other Taxes	-	-	-	-	-		27,400,950
Licenses and Permits	-	-	-	-	-		3,322,500
Intergovernmental Revenue	-	-	-	-	-		1,415,548
Charges for Services	5,532,225	1,780,427	9,000,000	-	-		24,952,752
Fines and Forfeitures	-	-	-	-	-		3,143,250
Interest Earnings	7,359	5,873	-	5,000	78,500		1,006,912
Other/Miscellaneous	-	-	-	-	702,782		1,003,843
<i>subtotal</i>	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 5,000	\$ 781,282		\$ 123,323,755
Other Financing Sources							
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 14,547,818
Interfund Transfer from Hotel/Motel Fund	-	-	-	-	-		3,581,250
Budgeted Fund Balance	-	-	-	50,000	-		12,457,220
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ 50,000	\$ -		\$ 30,586,288
Total Revenues	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 55,000	\$ 781,282		\$ 153,910,043
EXPENDITURES:							
Personnel Services	\$ 89,423	\$ -	\$ -	\$ 35,000	\$ 702,782		\$ 61,797,890
Maintenance and Operations	5,440,485	1,036,300	1,900,000	20,000	78,500		31,750,252
Capital/Interest	-	-	-	-	-		280,845
Debt Service	-	-	-	-	-		9,357,457
Other							
Insurance/Medical Claims	-	750,000	7,100,000	-	-		7,850,000
Alpharetta Convention and Visitors Bureau	-	-	-	-	-		4,178,125
Contingency	9,676	-	-	-	-		1,282,088
Operating Initiative Reserve	-	-	-	-	-		3,036,500
Non-Allocated (Reserve); One-Time Usage	-	-	-	-	-		16,247,818
<i>subtotal</i>	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 55,000	\$ 781,282		\$ 135,780,975
Other Financing Uses							
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 3,581,250
Interfund Transfer to Capital Funds	-	-	-	-	-		14,547,818
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 18,129,068
Total Expenditures	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 55,000	\$ 781,282		\$ 153,910,043

CITYWIDE BUDGET SUMMARIES

Personnel Listing by Department

	Actual FY 2020	Actual FY 2021	Actual FY 2022	Actual FY 2023	Recommended FY 2024*	Variance
Detail by Department:						
General Fund						
Mayor & City Council	3.5	3.5	3.5	3.5	3.5	-
City Administration	7.0	6.0	6.0	6.0	7.0	1.0
Community and Economic Development	30.0	32.0	32.0	32.0	32.0	-
Public Works	52.0	52.0	51.0	51.0	50.0	(1.0)
* Finance	21.5	21.5	21.5	21.5	21.5	-
Public Safety	223.5	226.5	232.5	238.5	238.5	-
Human Resources	3.0	3.0	3.0	4.0	4.0	-
Municipal Court	7.5	7.5	7.0	6.5	6.5	-
Recreation, Parks & Cultural Services	51.0	51.0	48.0	49.0	49.0	-
Information Technology	12.0	12.0	13.0	13.0	13.0	-
subtotal	411.0	415.0	417.5	425.0	425.0	-
E-911 Fund (Special Revenue Fund)						
Public Safety	32.0	32.0	32.0	32.0	32.0	-
Information Technology	1.0	1.0	1.0	1.0	1.0	-
subtotal	33.0	33.0	33.0	33.0	33.0	-
DEA Fund (Special Revenue Fund)						
Public Safety	3.0	-	-	-	-	-
Solid Waste Fund (Enterprise Fund)						
Finance	1.0	1.0	1.0	1.0	1.0	-
Full-Time Equivalent (FTE) Positions						
	448.0	449.0	451.5	459.0	459.0	-

Notes:

- Includes 1 full-time equivalent position (Finance - Treasure Services Manager) s that is not funded but are part of the City's authorized work force. This position will remain vacant pending a (1) justifiable needs assessment by City Administration and (2) identification of a sustainable funding source.
- * These counts do reflect authorized staffing only. Please refer to the Operating Initiative Requests section for new staffing requests.

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 2024 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 2023 and 2024. Revenues are presented by source, and expenditures are presented by category (i.e., Personnel Services, Maintenance & Operations, Capital, etc.).

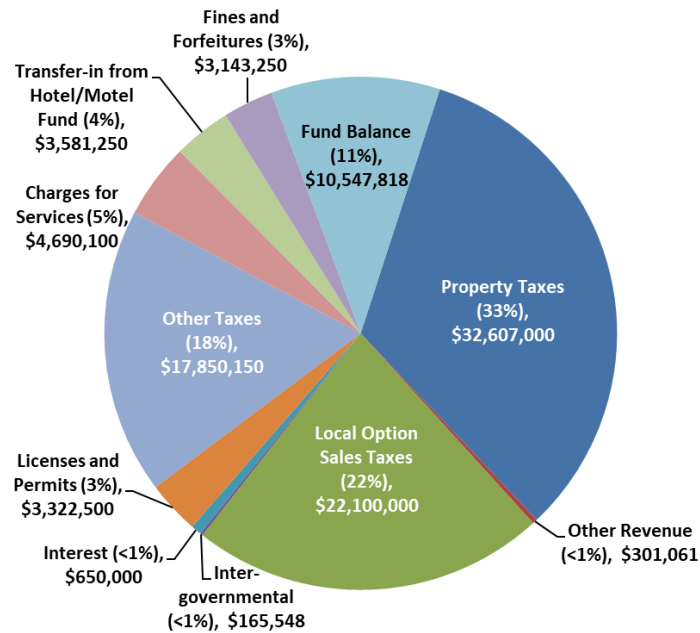
- **Budget Narrative**

This section provides a narrative of General Fund revenue and expenditure trends including historical information.

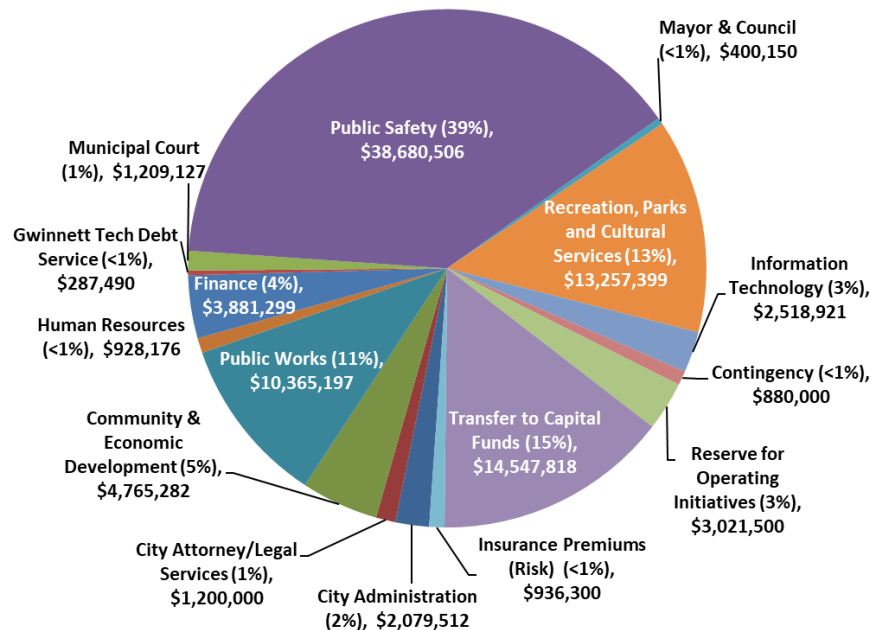
GENERAL FUND SUMMARY

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



Summary by Department Expenditures



FY 2024 General Fund Budget

totals \$99 Million

GENERAL FUND SUMMARY

Statement of Budgetary Comparisons

	FY 2023 AMENDED BUDGET	FY 2024 RECOMMENDED BUDGET	\$ Variance	% Variance
Revenues:				
Property Taxes:				
Current Year	\$ 26,300,000	\$ 28,850,000	\$ 2,550,000	9.7%
Motor Vehicle Title Tax Fee	3,000,000	3,500,000	500,000	16.7%
Prior Year/Delinquent/MV	202,000	257,000	55,000	27.2%
Local Option Sales Tax	19,185,073	22,100,000	2,914,927	15.2%
Other Taxes	17,983,777	17,850,150	(133,627)	-0.7%
Licenses & Permits	2,991,000	3,322,500	331,500	11.1%
Intergovernmental	186,000	165,548	(20,452)	-11.0%
Charges for Services	4,618,415	4,690,100	71,685	1.6%
Fines & Forfeitures	2,372,000	3,143,250	771,250	32.5%
Interest	200,000	650,000	450,000	225.0%
Other Revenues	313,052	301,061	(11,991)	-3.8%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	2,812,500	3,581,250	768,750	27.3%
Total Operating Revenues	\$ 80,163,817	\$ 88,410,859	\$ 8,247,042	10.3%
Fund Balance Carryforward	12,639,800	10,547,818		
Total Revenues	\$ 92,803,617	\$ 98,958,677		
Expenditures (by Category):				
Personnel Services:				
Salaries/Overtime/Seasonal	\$ 35,586,428	\$ 36,826,141	\$ 1,239,713	3.5%
Group Insurance	10,080,112	9,806,786	(273,326)	-2.7%
Pension (Defined Benefit)	2,869,712	3,191,606	321,894	11.2%
Pension (401A)	2,952,059	3,312,997	360,938	12.2%
OPEB/Post Employment Healthcare	657,980	659,787	1,807	0.3%
Miscellaneous Benefits	3,617,572	3,762,480	144,908	4.0%
subtotal	\$ 55,763,863	\$ 57,559,797	\$ 1,795,934	3.2%
Maintenance and Operations:				
Professional Services	\$ 3,281,284	\$ 3,841,623	\$ 560,339	17.1%
Repair/Maintenance	1,851,962	2,124,240	272,278	14.7%
Maintenance Contracts	3,825,274	3,427,128	(398,146)	-10.4%
Professional Services (IT)	2,543,248	3,323,284	780,036	30.7%
General Supplies	1,030,219	1,146,828	116,609	11.3%
Utilities	2,901,441	3,022,975	121,534	4.2%
Fuel	582,560	659,000	76,440	13.1%
Uniforms	264,938	356,350	91,412	34.5%
Travel/Training	506,164	591,351	85,187	16.8%
Legal Services	1,100,000	1,200,000	100,000	9.1%
Insurance Premiums (Risk Fund)	823,300	936,300	113,000	13.7%
Miscellaneous	957,274	973,081	15,807	1.7%
subtotal	\$ 19,667,664	\$ 21,602,160	\$ 1,934,496	9.8%
Capital/Lease:	\$ 682,885	\$ 1,059,912	\$ 377,027	55.2%
Other Uses:				
Contingency	\$ 760,765	\$ 880,000	\$ 119,235	15.7%
Gwinnett Tech Contribution (Debt Svc)	288,640	287,490	(1,150)	-0.4%
subtotal	\$ 1,049,405	\$ 1,167,490	\$ 118,085	11.3%
Total Operating Expenditures	\$ 77,163,817	\$ 81,389,359	\$ 4,225,542	5.5%
Operating Initiative Reserve	-	3,021,500		
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	12,639,800	10,547,818		
Recurring Capital Program	3,000,000	4,000,000		
Total Expenditures	\$ 92,803,617	\$ 98,958,677		

Personnel (full-time-equivalent)* 425.0 425.0

* FYs 2023 and 2024 include 1 full-time position (Treasury Manager) that is not funded but is part of the City's authorized workforce. This position will remain vacant pending a (1) justifiable needs assessment by City Administration and (2) identification of a sustainable funding source.

GENERAL FUND SUMMARY

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance:	\$ 27,826,270	\$ 26,626,051	\$ 35,676,603	\$ 42,887,620	\$ 30,247,820
Revenues:					
Property Taxes	\$ 27,301,937	\$ 29,314,431	\$ 30,128,446	\$ 29,502,000	\$ 32,607,000
Local Option Sales Taxes	15,991,131	16,984,903	20,552,835	19,185,073	22,100,000
Other Taxes	16,064,467	16,958,303	17,098,363	17,983,777	17,850,150
Licenses and Permits	3,269,383	3,080,442	3,253,437	2,991,000	3,322,500
Intergovernmental	447,357	338,694	433,160	186,000	165,548
Charges for Services	3,622,070	3,374,786	4,028,980	4,618,415	4,690,100
Fines and Forfeitures	1,723,631	2,531,031	2,974,013	2,372,000	3,143,250
Interest	706,149	104,382	(604,350)	200,000	650,000
Other Revenue	190,607	214,698	202,198	200,052	206,061
	\$ 69,316,732	\$ 72,901,670	\$ 78,067,082	\$ 77,238,317	\$ 84,734,609
Expenditures:					
Mayor and City Council	\$ 366,417	\$ 368,717	\$ 350,347	\$ 399,287	\$ 400,150
City Administration	1,661,974	1,267,117	1,440,308	1,478,133	2,079,512
Legal Services	882,013	762,682	1,062,905	1,100,000	1,200,000
Community & Economic Development	3,377,666	3,868,757	4,081,289	4,631,115	4,765,282
Public Works	8,352,910	8,536,228	8,853,639	10,156,073	10,365,197
Finance	3,394,381	3,363,629	3,451,127	3,698,826	3,881,299
Public Safety	28,854,870	29,352,576	32,217,831	36,784,627	38,680,506
Human Resources	554,384	521,820	606,075	855,513	928,176
Municipal Court	889,434	905,796	1,080,027	1,148,200	1,209,127
Recreation, Parks & Cultural Services	9,419,744	8,866,601	10,281,112	12,642,221	13,257,399
Information Technology	1,994,728	2,029,606	1,894,045	2,397,117	2,518,921
Non-Departmental:					
Contingency	31,388	37,426	60,167	760,765	880,000
(1) Insurance Premiums (Risk Fund)	667,500	720,250	779,750	823,300	936,300
Gwinnett Tech Debt Service	291,190	290,490	289,640	288,640	287,490
Non-Allocated/Reserve	32,500	-	-	-	3,021,500
	\$ 60,771,099	\$ 60,891,695	\$ 66,448,262	\$ 77,163,817	\$ 84,410,859
Other Financing Sources (Uses):					
Proceeds from the sale of Capital Assets	\$ 68,380	\$ 123,658	\$ 103,210	\$ 113,000	\$ 95,000
Interfund Transfer:					
Hotel/Motel Fund	2,502,036	1,458,781	2,975,786	2,812,500	3,581,250
Capital Project Fund	(9,766,268)	(3,156,862)	(5,966,799)	(11,439,800)	(10,597,818)
Stormwater Capital Fund	(2,550,000)	(1,385,000)	(1,520,000)	(4,200,000)	(3,950,000)
	\$ (9,745,852)	\$ (2,959,423)	\$ (4,407,802)	\$ (12,714,300)	\$ (10,871,568)
Ending Fund Balance: (2)	\$ 26,626,051	\$ 35,676,603	\$ 42,887,620	\$ 30,247,820	\$ 19,700,002
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ (1,200,219)</i>	<i>\$ 9,050,552</i>	<i>\$ 7,211,017</i>	<i>\$ (12,639,800)</i>	<i>\$ (10,547,818)</i>
<i>Personnel (full-time-equivalent)</i>	<i>411.0</i>	<i>415.0</i>	<i>417.5</i>	<i>425.0</i>	<i>425.0</i>

Notes:

(1) Represents funding to the Risk Management Fund.

(2) Pursuant to the City's financial management policies, fund balance in excess of the City's current 25% Fund Balance Reserve can be used for one-time capital initiatives. Additionally, the budgetary presentation for fiscal years 2023 and 2024 assumes all appropriations will be spent; historically, a portion of the appropriations will go unspent which will augment the fund balance (i.e. the actual reduction in fund balance will be lower than what is presented above).

* FY 2024 includes 1 full-time equivalent position that is not funded but is part of the city's authorized workforce. This position is detailed within the *Personnel Listing by Department* section of this document and 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

Revenues

FY 2024 General Fund operating revenues are forecasted to grow by 10%, or \$8.2 million, compared to Amended FY 2023. However, operating revenue estimates based on trend data suggest actual collections for FY 2023 in excess of \$86.5 million which results in a growth rate approximating around 2% (budget to est. actual). The following table compares major revenue categories within the General Fund:

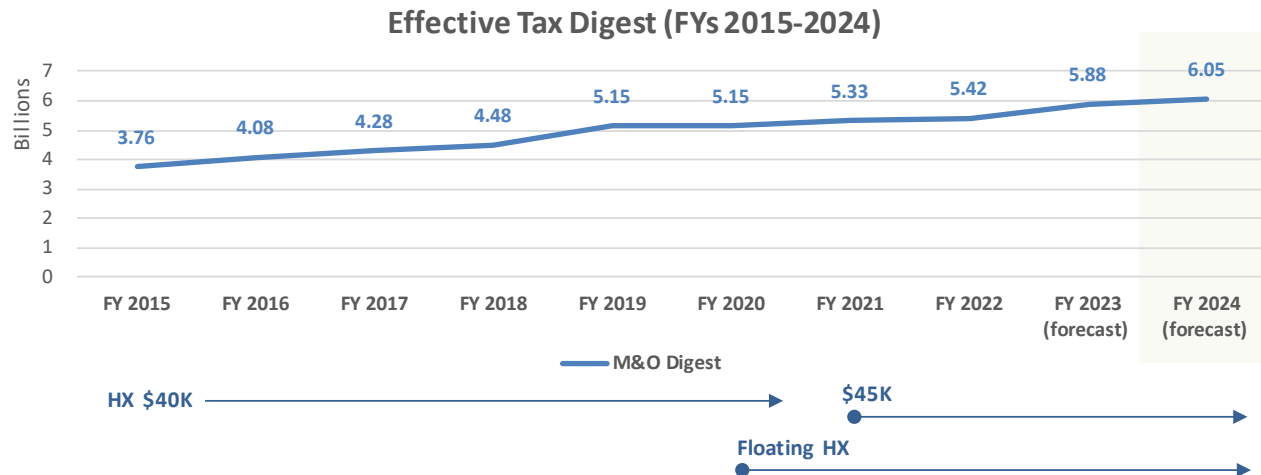
	FY 2023 AMENDED BUDGET	FY 2024 RECOMMENDED BUDGET	\$ Variance	% Variance
Revenues:				
Property Taxes:				
Current Year	\$ 26,300,000	\$ 28,850,000	\$ 2,550,000	9.7%
Motor Vehicle Title Tax Fee	3,000,000	3,500,000	500,000	16.7%
Prior Year/Delinquent/MV	202,000	257,000	55,000	27.2%
Local Option Sales Tax	19,185,073	22,100,000	2,914,927	15.2%
Other Taxes:				
Franchise Fees	7,100,000	6,825,000	(275,000)	-3.9%
Insurance Premium Tax	5,418,627	5,550,000	131,373	2.4%
Alcohol Beverage Excise Tax	2,575,000	3,150,000	575,000	22.3%
Other Taxes	2,890,150	2,325,150	(565,000)	-19.5%
Licenses & Permits	2,991,000	3,322,500	331,500	11.1%
Intergovernmental	186,000	165,548	(20,452)	-11.0%
Charges for Services	4,618,415	4,690,100	71,685	1.6%
Fines & Forfeitures	2,372,000	3,143,250	771,250	32.5%
Interest	200,000	650,000	450,000	225.0%
Other Revenues	313,052	301,061	(11,991)	-3.8%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	2,812,500	3,581,250	768,750	27.3%
Total Operating Revenues	\$ 80,163,817	\$ 88,410,859	\$ 8,247,042	10.3%
Fund Balance Carryforward	12,639,800	10,547,818		
Total Revenues	\$ 92,803,617	\$ 98,958,677		

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.

GENERAL FUND SUMMARY

The chart below illustrates the tax digest growth within the city for the last 9 years based on actual tax collections coupled with a staff forecast for FYs 2023 and 2024. These figures are net of all exemptions (e.g., basic homestead and floating homestead exemptions).



The property valuation figures detailed above reflect multiple homeowner tax reduction measures including:

- 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 aged 65 and older to qualify for the \$10,000 senior homestead exemption; and
- General tax digest appeal valuation adjustments.

The tax digest is subject to tax appeal adjustments which reduce overall valuations. As such, staff forecasts a 2023 tax digest that adjusts for actual/estimated valuation reductions (e.g., tax appeals) which results in a revised valuation approximating \$5.88 billion.

The forecast for FY 2024 builds upon the 2023 estimate with the following growth factors coupled with a collection rate of 98% which approximates the historical average:

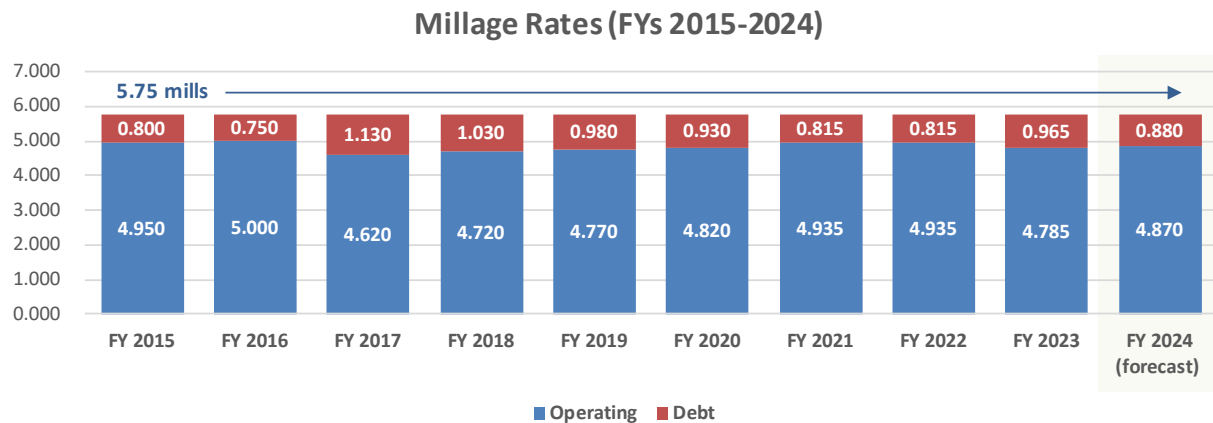
- 4% valuation growth trend for the Residential portion of the digest (market segment is experiencing strong growth but valuations growth is tempered through the floating homestead exemption which limits growth to the lesser of 3% or CPI).
- 1% valuation growth trend for the Commercial portion of the digest which highlights the uncertainty facing our commercial office developments resulting from the COVID-19 pandemic and its impact on occupancy rates.
- \$37 million in new construction taxable-value-added.

The net result is a forecasted growth in the 2024 tax digest of 3% over 2023 estimates.

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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.

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 10 years including the request for FY 2024.



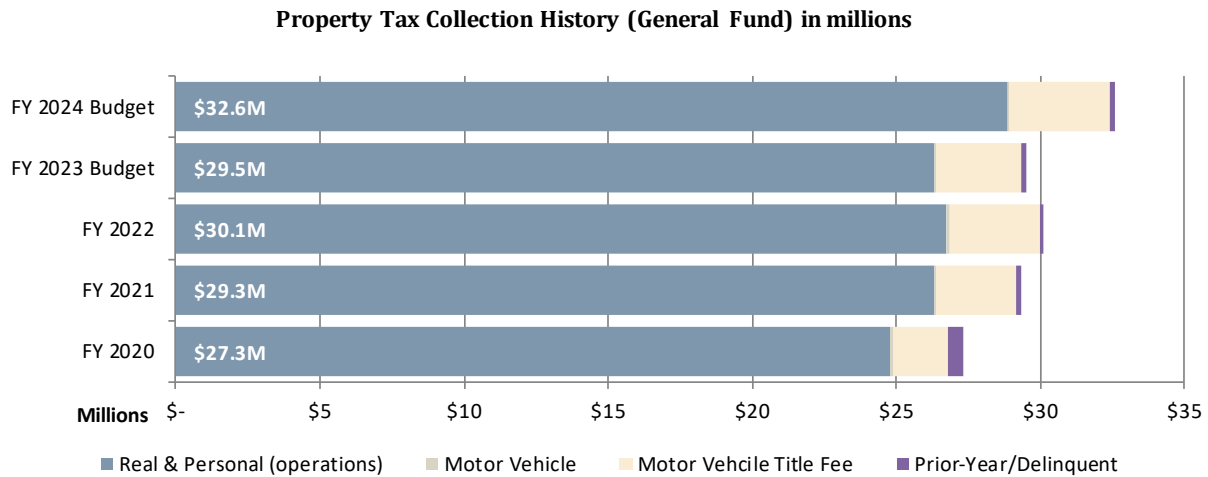
The FY 2024 Budget is based on maintenance of the city's millage rate at 5.750 mills.

- The portion of the millage rate funding debt service (Debt Service Fund) is estimated to decrease 0.085 mills compared to FY 2023 to a total of 0.880 mills. As our annual debt service obligations are relatively flat, growth in the tax digest allows for a reduction in the debt service millage rate. The decrease in tax revenue associated with the debt service millage shift is estimated at \$600,000.
- The portion of the millage rate funding operations and capital investment (General Fund) is estimated to increase 0.085 mills compared to FY 2023 to a total of 4.870 mills. The increase in tax revenue associated with the operations millage shift is estimated at \$500,000 and has been allocated towards operating initiatives. The shift from debt service millage to operations millage results in additional tax savings for our homeowners as the operations millage rate is subject to homestead exemptions.

The property tax revenue estimates are net of the city's homestead exemptions which are estimated to save our homeowners over \$6.7 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. These values do not include the one-time State HTRG exemption discussed later in this section. The city's homestead exemptions go great lengths in keeping Alpharetta an affordable place to live and retire.

GENERAL FUND SUMMARY

General Fund property taxes are budgeted at \$32.6 million in FY 2023 and represent approximately 33% of General Fund revenues. The chart below depicts a 5-year history of General Fund property tax collections by type.



Motor vehicle tax is 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. Accordingly, the city is forecasting motor vehicle revenues to decline moving forward.

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 17% is forecasted in FY 2024 for motor vehicle title fees from a budget-to-budget standpoint. However, actual collection trends during fiscal year 2023 indicate revenue collections approximating \$3.4 million resulting in a revised growth trend of 3%. This trend, while high, is reflective of year-to-date collection patterns. That said, limited vehicle availability may suppress growth in the short-term.

Property Taxes - HTRG Program

On March 13, 2023, House Bill 18 was signed into law and is reflected in the State of Georgia's Amended Fiscal Year 2023 budget. HB 18 was a proposal by Governor Brian Kemp to refund \$950 million in property taxes back to homesteaded property owners in 2023. Specifically, HB 13 authorizes the HTRG Program (Homeowners Tax Relief Grant) which provides one-time tax relief to homesteaded property owners by reducing the assessed value of their property by up to \$18,000. The estimated tax savings to our homesteaded property owners through the HTRG Program total \$1.1 million.

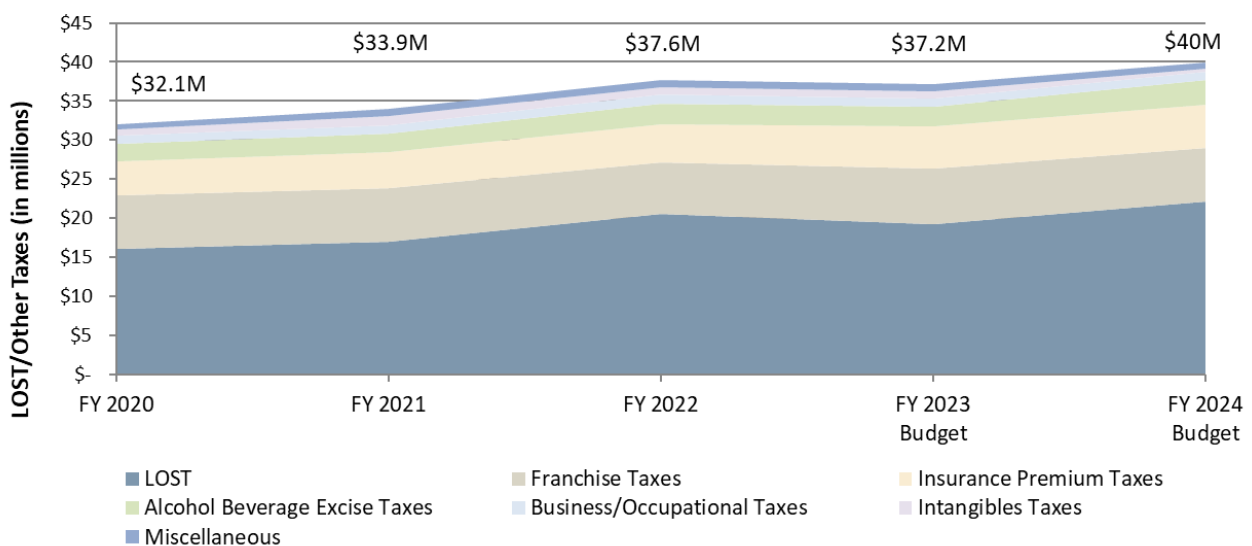
The City will add the HTRG exemption to its current homestead exemption offerings, which are among the highest in the State, resulting in additional savings estimated at \$1.1 million

GENERAL FUND SUMMARY

to our homeowners. The City will work with the GA Department of Revenue and claim reimbursement for the value of HTRG Program. The City's property tax revenue will not be affected under this program.

Other Taxes (including LOST)

Other taxes account for 40%, or \$40 million, of total General Fund revenue for FY 2024. 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 7.75% sales and use tax collected in Fulton County and totals \$22.1 million for FY 2024. The 7.75% sales tax is made up of the following: State 4% and Local 3.75%. The Local portion is made up of 1% MARTA, 1% ESPLOST (education), 1% LOST, and 0.75% TSPLOST (Alpharetta portion is collected in a separate Fund as these proceeds can only be used on approved transportation projects). Alpharetta's share of the 1% LOST for 2023 (calendar year) is 5.8164%.

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.

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. The rate of distribution for the 10-year period of 2023-2032 has been adopted by Fulton County and all municipalities within the borders. Inherent in this agreement

GENERAL FUND SUMMARY

is a relative growth in the distribution retained by Fulton County which starts at 5% in 2023 (increase from 2022 distribution level of 4.9794%) and levels off at 12.5% by 2030. Due to the distribution change for the County, Alpharetta's proportionate distribution, despite relative population growth, starts at 5.8164% in 2023 (decrease from 2022 distribution level of 5.8367%) and levels off at 5.4034% by 2030.

An increase of 15% is forecasted for FY 2024 from a budget-to-budget standpoint. However, actual collections are estimated at \$21.5 million in FY 2023 which equates to a revised growth rate of 3%.

- **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 decrease of -4% is forecasted for FY 2024 from a budget-to-budget standpoint. However, actual collections are estimated at \$6.8 million in FY 2023 which is roughly flat with the 2024 budget proposal.

Collections from GA Power and Sawnee EMC, the largest contributors of this revenue source (75% of total franchise fees), is forecasted at \$5.3 million for FY 2024 and represents a \$102,987 increase over the prior year (\$5.1 million was collected in FY 2023). Collections are likely to exceed the budgetary forecast due to approved rate increases by GA Power including 12% (average) on June 1, 2023, and continued rate increases approved thereafter (4.5% on January 1, 2024, and 4.5% on January 1, 2025). However, this revenue source is subject to multiple variables with impacts that are difficult to forecast including weather (mild vs. extreme summers, etc.), continued changes to work patterns (office vs. remote work-from-home, etc.), etc.

Collections from cable franchise agreements represent the next largest source and are estimated to total \$725,000 in FY 2023. The budget forecast for FY 2024 totals \$650,000 and reflects declines approximating -24% compared to the FY 2023 Budget and -10% compared to the FY 2023 revenue estimate. This revenue source has been declining annually since FY 2020 which represented the 1st full fiscal year after the City raised the Cable Franchise Fee from 3% to 5% (effective January 1, 2019). Reasons proffered for this decline include competition from streaming services and the evolving ways consumers access these services.

Collections from telecom franchise agreements (Bellsouth primarily) are estimated to total \$320,000 in FY 2023. The budget forecast for FY 2024 totals \$300,000 and reflects declines approximating -75% compared to the FY 2023 Budget and -6% compared to the FY 2023 revenue estimate. The material reductions between 2023 and 2024 are related to non-recurring audit collections in prior years coupled with BellSouth altering its Franchise Fee remittances based on multiple factors including

GENERAL FUND SUMMARY

revisions related to classification of customers as “exempt” under the fee parameters. The City is working with Bellsouth to obtain clarity on the franchise fee remittances to ensure all requirements are being met.

- **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 \$5.6 million in FY 2024. Minimal growth is forecasted for FY 2023 from a budget-to-budget standpoint (2%) based on collection trends.

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 \$3.2 million in FY 2024. An increase of 22% is forecasted for FY 2024 from a budget-to-budget standpoint. However, actual collections are estimated at \$3 million in FY 2023 which equates to a revised growth rate of 5%.

Licenses & Permits

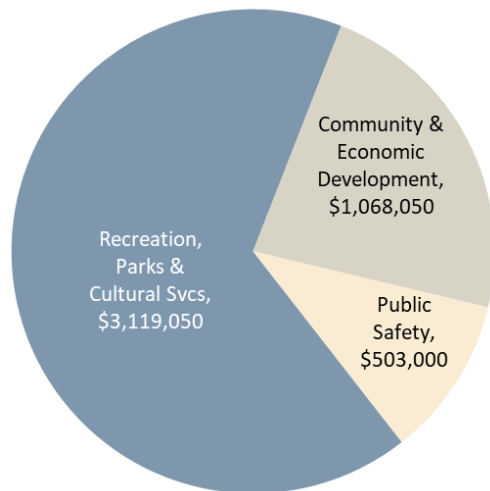
Licenses & permits account for 3%, or \$3.3 million, of total General Fund revenue for FY 2024. Licenses and permit revenues include alcoholic beverage permit fees, development permit and related fees, building permit fees, occupancy permit fees, sign permit fees, etc. Growth of 11% is forecasted for FY 2024 based on 2023 collection patterns with this revenue source growing back towards pre-pandemic collection levels (\$4.2 million in 2019).

The largest revenue source is Building Permit Fees (\$2 million forecasted for FY 2024; \$2.3 million estimated for FY 2023). As building permit fee revenues are non-standard, and their activity highly dependent upon multiple economic factors (local, regional, and national) which are notoriously difficult to forecast, staff forecasts these sources in a conservative manner. Collections for this source will likely exceed the FY 2024 budget forecast if economic activity continues at its present pace.

Intergovernmental

Intergovernmental sources account for <1%, or \$165,548, of total General Fund revenue for FY 2024. 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/State HIDTA (High Intensity Drug Trafficking Area) program.

GENERAL FUND SUMMARY



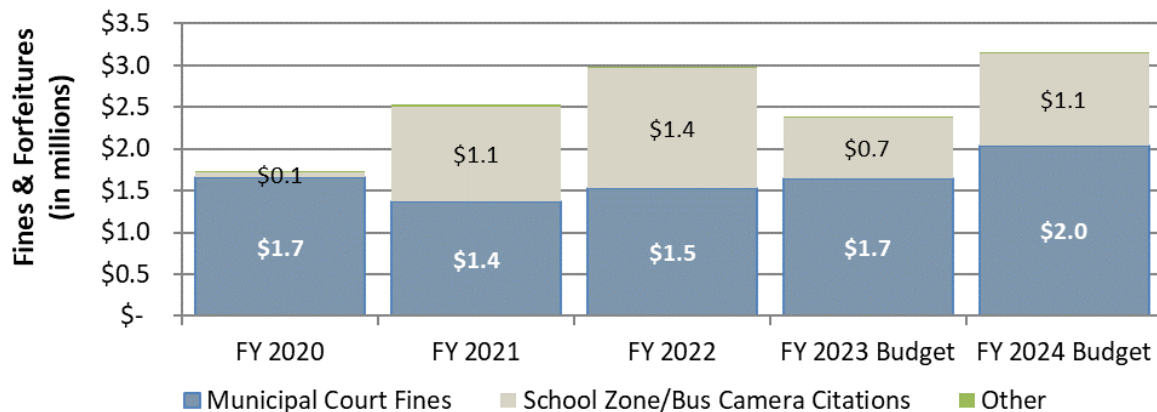
Charges for Services

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 \$4.7 million, of total General Fund revenue. The forecast for 2024 builds upon the strong growth demand in our recreational programs as well as development activities (e.g., development plan review fees).

Fines & Forfeitures

Fines & Forfeitures include municipal court fines, code enforcement, school zone citations, etc. Fines & forfeitures account for 3%, or \$3.1 million, of total General Fund revenue for FY 2024. An increase of 33% is forecasted for FY 2024 from a budget-to-budget standpoint. However, actual collections are estimated at \$3.1 million in FY 2023 which is essentially flat with the 2024 budget proposal that reflects a forecast of continued declines in the school zone citation revenue source as enforcement changes driving behavior and offset through continued growth in municipal court collections.



Interest

Interest earnings account for <1%, or \$650,000, of total General Fund revenue for FY 2024. Increases are forecasted to more accurately reflect the earnings the city is currently receiving from its investments in the market.

GENERAL FUND SUMMARY

Transfer-In from Hotel/Motel Fund (Other Financing Sources)

Other Financing Sources account for 4%, or \$3.6 million, of total General Fund revenue for FY 2024 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 11%, or \$10.5 million, of total General Fund appropriations for FY 2024. Carryforward Fund Balance represents available cash in excess of the city's 25% emergency reserve.

It is the city's policy to utilize the remaining fund balance above the emergency requirement for one-time expenditures.

Expenditures

Operating expenditures of the General Fund are forecasted to grow by 6% over FY 2023.

The following table compares departmental appropriations within the General Fund:

Expenditures (by Department):	FY 2023 AMENDED BUDGET	FY 2024 RECOMMENDED BUDGET	\$ Variance	% Variance
Mayor and Council	\$ 399,287	\$ 400,150	\$ 863	0.2%
City Administration	1,478,133	2,079,512	601,379	40.7%
Finance	3,698,826	3,881,299	182,473	4.9%
Legal Services	1,100,000	1,200,000	100,000	9.1%
Information Technology	2,397,117	2,518,921	121,804	5.1%
Human Resources	855,513	928,176	72,663	8.5%
Municipal Court	1,148,200	1,209,127	60,927	5.3%
Public Safety	36,784,627	38,680,506	1,895,879	5.2%
Public Works	10,156,073	10,365,197	209,124	2.1%
Recreation, Parks & Cultural Services	12,642,221	13,257,399	615,178	4.9%
Community and Economic Development	4,631,115	4,765,282	134,167	2.9%
Non-Departmental:				
Contingency	760,765	880,000	119,235	15.7%
Insurance Premiums (Risk Fund)	823,300	936,300	113,000	13.7%
Gwinnett Tech Contribution (Debt Svc)	288,640	287,490	(1,150)	-0.4%
Total Operating Expenditures	\$ 77,163,817	\$ 81,389,359	\$ 4,225,542	5.5%
Reserve for Operating Initiatives	-	3,021,500		
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	12,639,800	10,547,818		
Capital Program	3,000,000	4,000,000		
Total Expenditures	\$ 92,803,617	\$ 98,958,677		

GENERAL FUND SUMMARY

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

	FY 2023 AMENDED BUDGET	FY 2024 RECOMMENDED BUDGET	\$ Variance	% Variance
Expenditures (by Category):				
Personnel Services:				
Salaries/Overtime/Seasonal	\$ 35,586,428	\$ 36,826,141	\$ 1,239,713	3.5%
Group Insurance	10,080,112	9,806,786	(273,326)	-2.7%
Pension (Defined Benefit)	2,869,712	3,191,606	321,894	11.2%
Pension (401A)	2,952,059	3,312,997	360,938	12.2%
OPEB/Post Employment Healthcare	657,980	659,787	1,807	0.3%
Miscellaneous Benefits	3,617,572	3,762,480	144,908	4.0%
<i>sub total</i>	\$ 55,763,863	\$ 57,559,797	\$ 1,795,934	3.2%
Maintenance and Operations:				
Professional Services	\$ 3,281,284	\$ 3,841,623	\$ 560,339	17.1%
Repair/Maintenance	1,851,962	2,124,240	272,278	14.7%
Maintenance Contracts	3,825,274	3,427,128	(398,146)	-10.4%
Professional Services (IT)	2,543,248	3,323,284	780,036	30.7%
General Supplies	1,030,219	1,146,828	116,609	11.3%
Utilities	2,901,441	3,022,975	121,534	4.2%
Fuel	582,560	659,000	76,440	13.1%
Uniforms	264,938	356,350	91,412	34.5%
Travel/Training	506,164	591,351	85,187	16.8%
Legal Services	1,100,000	1,200,000	100,000	9.1%
Insurance Premiums (Risk Fund)	823,300	936,300	113,000	13.7%
Miscellaneous	957,274	973,081	15,807	1.7%
<i>sub total</i>	\$ 19,667,664	\$ 21,602,160	\$ 1,934,496	9.8%
Capital/Lease:	\$ 682,885	\$ 1,059,912	\$ 377,027	55.2%
Other Uses:				
Contingency	\$ 760,765	\$ 880,000	\$ 119,235	15.7%
Gwinnett Tech Contribution (Debt Svc)	288,640	287,490	(1,150)	-0.4%
<i>sub total</i>	\$ 1,049,405	\$ 1,167,490	\$ 118,085	11.3%
Total Operating Expenditures	\$ 77,163,817	\$ 81,389,359	\$ 4,225,542	5.5%
Reserve for Operating Initiatives	-	3,021,500		
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	12,639,800	10,547,818		
Capital Program	3,000,000	4,000,000		
Total Expenditures	\$ 92,803,617	\$ 98,958,677		

GENERAL FUND SUMMARY

Meeting the Internal Needs of Operating Departments

The city's budget has been in the midst of multiple disruptive economic pressures. As quickly as the COVID-19 pandemic and its associated social distancing measures drove a decline in economic activity, the current phase of post-lockdown economic activity coupled with Federal stimulus has resulted in a spike of economic growth. This strong economic growth can be witnessed in our revenue trends as well as our expenditure trends which seek to meet a spiking service demand from our customers while also covering inflationary (e.g., labor costs) and market-based cost pressures (e.g., fuel, steel, concrete, wood, asphalt, etc.).

Several of the major points of the FY 2024 Budget are as follows:

- Management of personnel and compensation program to align with current market environment which includes budgetary adjustments to cover significant inflation in labor costs which are necessary to retain and recruit our highly skilled workforce:
 - Staffing level at 459 full-time equivalents “FTE” with the funding breakdown as follows:
 - 458 full-time equivalents (funded). This does not include new position requests set forth in the *Operating Initiative Requests* section of this document.
 - 1 full-time equivalent (unfunded; budgetary savings of \$120,000); position to remain vacant pending an identified funding source and workload justification.
 - Staffing compensation adjustments aimed at maintaining competitiveness in an inflationary labor market include:
 - Recent compensation adjustments:
 - July 1, 2021: Continuation of the annual performance-based merit program (3% on average) in an estimated cost of \$1 million annually.
 - November 19, 2021: Mid-year 2022 adjustments (combined) in an estimated cost of \$1.9 million annually.
 - Across-the-board 3% salary adjustment for all employees.
 - Additional across-the-board 10% salary adjustment for 911 personnel and sworn Police Officers to maintain market competitiveness in recruitment and retention.

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- July 1, 2022: Increase in the annual performance-based merit program (4% on average) in a total estimated cost of \$1.6 million.
- July 1, 2022: Salary compression adjustments in an amount totaling \$825,000 annually (including taxes/benefits). Specifically, this initiative represents a continuation of the City's salary adjustment process and follows the recent adjustments related to maintaining competitiveness within the market. This phase is focused on adjusting internal compression issues within our pay structure to ensure we maintain a fair and equitable compensation plan for our employees.
- Proposed compensation adjustments:
 - July 1, 2023: Increase in the annual performance-based merit program (4% on average) in a total estimated cost of \$1.8 million. This figure is included within the departmental operating budget.
 - July 1, 2023 (Operating Initiative): This initiative represents a continuation of the City's salary adjustment process aimed at maintaining competitiveness within the market and is estimated at \$1.73 million. Specifically, market-based personnel compensation adjustments are proposed to ensure Alpharetta maintains its capacity to retain and attract our most valuable assets – namely, the team members that deliver excellent service to our community on a daily basis. The forecasted cost reflects salary adjustments and those impacted benefit line items (e.g., FICA, pension, etc.). This request is subject to approval by the City Council and detailed within the *Operating Initiative Requests* section of this document. Funding is currently allocated within the Operating Initiatives Reserve account and will not be disbursed to departmental budgets until directed by the City Council.
- Increase (10% or \$1.9 million) in departmental maintenance and operations budgets (General Fund) that is experiencing inflationary growth through our labor-intensive contracted services (e.g., landscaping services, janitorial services, etc.), material-intensive contracts (maintenance needs that utilize concrete, wood, technology items that utilize microchips), etc. This figure does not include the operating initiative

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funding for FY 2024 as these funds will not be disbursed to departmental budgets until authorized by the City Council. Specific cost drivers include:

- Increase in professional services of \$560,339 (17% growth) due primarily to the following: estimated costs (\$389,359) for the municipal elections in November 2023 (FY 2024 will be an election year while FY 2023 was not); increase totaling \$75,000 within the Finance Department for banking fees (e.g., credit card processing fees), investment advisor fees, and funding for staffing services to smooth out labor needs during peak workload seasons (e.g., property tax and occupational license billings); anticipated growth in recreation programs and the corresponding costs of program instructors (+\$114,285; it should be noted that this growth is also reflected in program fee revenue); etc.
- Increase in repair/maintenance costs of \$272,278 due primarily to the following:
 - Public Safety Department: estimated cost growth for vehicles (+\$47,500), equipment (+\$9,060), and facilities (+\$5,000). The growth in vehicle repair funding is based on current cost trends. Specifically, the city replaces 1/7th of its public safety fleet annually (this equates to a lifetime mileage target of 100,000) to ensure minimal downtime and that our equipment is responsive to service demands. That said, the city is still transitioning from Impala sedans to Explorers SUVs. The Impala's have a more costly repair record (than the Explorers) and, with our existing units reaching their mileage targets, we are incurring more repair costs in the short-term as we phase out the legacy Impalas.
 - Public Works Department: growth in facilities repair/maintenance costs of \$83,911 due to multiple factors including the reopening of the municipal jail partially due to reopening of jail (+\$30,000), additional funding for City Hall (+\$31,037), with the remainder (+\$22,863) due to inflationary cost growth of labor/supplies for many of the included services such as plumbing, HVAC, etc.
 - Recreation, Parks & Cultural Services Department: growth in grounds repair/maintenance costs of \$66,477 due primarily to the reallocation of parks maintenance funding from the Capital Project Fund to the General Fund as these items are under the \$25,000 capitalizable threshold. Components include: \$10,000 for restoration of the mini silos; \$12,000 for Brooke Street Park irrigation; \$10,000 for tree well lighting upgrades; and \$20,000 for North Park Ballfields 5-6 fencing upgrades.

GENERAL FUND SUMMARY

- Increase in maintenance contracts/IT professional services (combined) of \$381,890 due primarily to the following:
 - City Administration: growth of \$39,887 due primarily to estimated fees for the annualized cost of the mid-year 2023 initiative to provide all board members with city emails addresses (Board of Ethics), estimated website hosting services costs, etc. Specifically, the City will be procuring the design and implementation of a new website during FY 2023 which will necessitate hosting service fees starting in year 2.
 - Public Safety Department: growth of \$142,129 due to the coverage of general software inflationary cost growth coupled with additional funding for body cameras (+\$112,000).
 - Public Works Department: growth of \$94,410 due primarily to inflationary cost increases in many of the city's labor-intensive contracts such as landscaping (annualized impact of recent right-of-way maintenance contract), janitorial, etc. coupled with funding for the newly opened Davis Drive extension (e.g., landscape maintenance).
 - Recreation, Parks & Cultural Services Department: growth of \$66,883 due primarily to additional funding for the RecWare Park Program Registration software (+\$55,000) as it is funded on a per customer basis and grows along with program participation. Additional cost growth is related to ensuring our Board Members have city email addresses (+\$7,830).
 - Community & Economic Development Department: growth of \$34,839 due to the coverage of general software inflationary cost growth coupled with estimated fees for the annualized cost of the mid-year 2023 initiative to provide all board members with city emails addresses (Board of Zoning Appeals, Code Enforcement Board, Design Review Board, Planning Commission, Historic Preservation Commission, etc.).
- Increase in general supplies of \$116,609 due primarily to the following:
 - Public Safety Department: growth of \$91,053 due primarily to additional funding for fire retirements/promotions events (+\$24,000), increased ammunition pricing (+\$18,000), increased funding for annual awards, retirement gifts, and medals purchased throughout the year (+\$10,000), funding for Narcan (+\$6,000; this was previously funded through a Fulton County grant), increased funding for fire

GENERAL FUND SUMMARY

station janitorial supplies based on current cost and usage trends (+\$7,355), etc.

- Public Works Department: growth of \$34,442 due to rising costs and need for janitorial supplies, soap, and disinfectants, etc. as well as added facility supplies for the re-opening of the Alpharetta Jail.
- Increase in utility expenses of \$121,534 for electricity, natural gas, water/sewer, and miscellaneous utilities (e.g., cable and garbage). The main driver is reopening of the Alpharetta Jail (\$21,450 in forecasted utility expenses) coupled with general electric utility cost growth (includes adjustments for approved GA Power rate increases of 10.5% on January 1, 2023, and 1% on January 1, 2024). It should be noted that under the Alpharetta Jail Intergovernmental Agreements, utilities will be split amongst all participating municipalities. This revenue is reflected within the Intergovernmental section and is based on approved IGAs as of April 2023. As other municipalities join, the revenue split will be updated accordingly.
- Increase in fuel expenses of \$76,440 due to usage patterns and commodity pricing trends.
- Increase in uniform expenses of \$91,412 due primarily to growth within the Public Safety Department of \$80,499 associated with the increase in police officer uniform allotment from \$350 to \$800 per year in the amount of \$50,850 (implemented in 2023 and funded through a reallocation of available proceeds) and an increase of \$36,000 for fire uniforms due to price increases and to complete the purchase of Class A uniforms.
- Increase in professional development (travel/training) of \$85,187 due to a renewed focus on maintaining professional knowledge across all departments.
- Increase in legal services of \$100,000 to match current cost and usage trends.
- Increase in insurance premiums of \$113,000 to cover growth across multiple insurance types including: cyber liability insurance (+\$37,000); workers compensation excess liability (+\$15,000); umbrella liability insurance (+\$9,000); 92 Milton avenue Condo Association insurance (+\$44,000); etc.
- Increase in the departmental operating capital/lease accounts of \$377,027 due primarily to the following:
 - Public Safety Department: increase in capital of \$230,395 due to the reallocation of public safety equipment replacement funding from the Capital Project Fund to the General Fund as these items are under the \$25,000 capitalizable threshold. Components include: \$10,000 for furniture/bedding;

GENERAL FUND SUMMARY

\$15,000 for fire tools/equipment; \$10,000 for replacement exercise equipment; \$17,000 for (12) automated external defibrillators for patrol; \$12,295 for training sim gun replacement; \$17,000 for (2) replacement AR-10 sniper rifles; \$26,000 for the replacement of (5) sets of SWAT ballistic vests ; \$10,400 for (2) DEA TFO vests; \$2,400 for (2) DEA TFO helmets; \$8,200 for police department tools/equipment; \$2,700 for (6) motor helmets; \$5,000 for (2) radars for motors; \$5,000 for (2) Stalker Lasers; \$60,000 for turnout gear/personal protective equipment for firefighters; \$27,900 for (9) weather radio replacements; and \$1,500 for SCBA cylinders.

- Public Safety Department: increase in fleet/equipment leases of \$119,209 due to issuance of the Series 2022 Bank of America capital lease in FY 2023 to replace three Fire Pumpers. Upon programming of this increase in FY 2024, the annual payment for our operating leases will be relatively flat.
- Maintenance and Operational funding for the recommended 2024 Operating Initiatives⁴ in an amount totaling \$3 million that will not be programmed into departmental operating budgets until authorized by the City Council.
- Funding from the General Fund which is available for immediate capital investment in 2024 includes the following:
 - \$10,547,818 Fund Balance for one-time capital;
 - 4,000,000 Capital Contribution from the General Fund
 - \$14,547,818

⁴ Please refer to the *Operating Initiatives Request* section of this document for detail of the requests.

GENERAL FUND DEPARTMENTAL SUMMARIES

General Fund Departmental Summaries

Overview

The *Department Summaries* section is intended to provide detailed financial and non-financial information about 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.

GENERAL FUND DEPARTMENTAL SUMMARIES

Mayor and City Council



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BWill@alpharetta.ga.us



DDerito@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)



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DAN MERKEL
CITY COUNCIL (POST 6)



DMerkel@alpharetta.ga.us

DONALD MITCHELL
CITY COUNCIL (POST 1)

BRIAN WILL
CITY COUNCIL (POST 2)

DOUGLAS DERITO
CITY COUNCIL (POST 3)

GENERAL FUND 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.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Mayor and City Council General Fund

	FY 2020 Actual	FY2021 Actual	FY2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
N/A	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURES					
Personnel Services:					
Salaries	\$ 120,000	\$ 120,000	\$ 120,050	\$ 120,000	\$ 120,000
Group Insurance	171,786	183,279	161,751	188,331	171,025
FICA	7,036	6,763	7,213	9,455	9,455
Pension (401A Cont./Match)	18,000	16,390	18,625	18,000	16,800
Workers Compensation	3,626	3,384	3,363	3,153	2,916
OPEB Contribution	2,808	2,856	2,459	2,520	2,400
Miscellaneous	3,600	3,755	3,705	3,834	3,600
<i>subtotal</i>	\$ 326,856	\$ 336,426	\$ 317,166	\$ 345,293	\$ 326,196
Maintenance & Operations:					
* Mayor	\$ 9,000	\$ 7,200	\$ 4,860	\$ 7,200	\$ 9,200
* City Council Post 1	4,692	4,000	4,000	4,000	8,000
* City Council Post 2	5,000	3,977	8,781	4,000	8,000
* City Council Post 3	4,593	4,000	1,226	4,000	8,000
* City Council Post 4	4,472	1,567	1,154	4,000	8,000
* City Council Post 5	4,999	4,000	3,328	4,000	8,000
* City Council Post 6	3,527	2,106	1,367	4,000	8,000
Miscellaneous	3,278	5,440	8,464	22,794	16,754
<i>subtotal</i>	\$ 39,561	\$ 32,290	\$ 33,181	\$ 53,994	\$ 73,954
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 366,417	\$ 368,717	\$ 350,347	\$ 399,287	\$ 400,150

* Financial activity is tied to the Post and not the necessarily the current incumbent.

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The Fiscal Year 2024 Budget for the Mayor and City Council totals \$400,150 and is essentially flat compared to the FY 2023 budget. The Personnel Services category decreased -5%, or -\$19,097, due primarily to changes in group insurance benefit elections. Authorized personnel totals 3.5 full-time-equivalents (“FTE”) and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Variance
Mayor	0.5	0.5	0.5	0.5	0.5	-
Councilperson Post 1	0.5	0.5	0.5	0.5	0.5	-
Councilperson Post 2	0.5	0.5	0.5	0.5	0.5	-
Councilperson Post 3	0.5	0.5	0.5	0.5	0.5	-
Councilperson Post 4	0.5	0.5	0.5	0.5	0.5	-
Councilperson Post 5	0.5	0.5	0.5	0.5	0.5	-
Councilperson Post 6	0.5	0.5	0.5	0.5	0.5	-
	3.5	3.5	3.5	3.5	3.5	-

The Maintenance and Operations category increased 37%, or \$19,960, primarily due to an increase in the stipend accounts to \$8,000 for our City Commissioners and \$9,200 for the Mayor and partially offset through reductions in IT Professional Services allocations (city software). The FY 2023 budget included appropriations totaling \$4,000 for our City Commissioners and \$7,200 for the Mayor. However, the FY 2023 budget represents a funding level that reflects COVID reductions in FY 2021. Prior to these reductions, the stipend totaled \$5,000 for our City Commissioners and \$9,000 for the Mayor. The additional funding is intended to provide needed resources for training (professional development on city related activities), meetings, outreach, etc.



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.

GENERAL FUND DEPARTMENTAL SUMMARIES

City Administration

CHRIS LAGERBLOOM
CITY ADMINISTRATOR

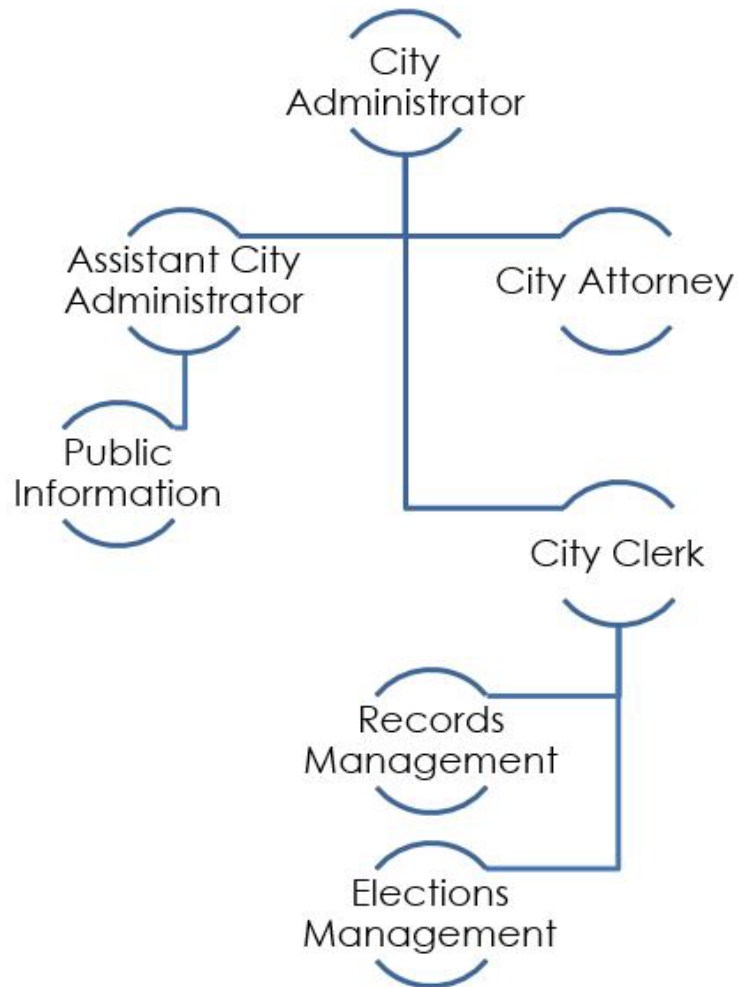


CLagerbloom@alpharetta.ga.us

JAMES DRINKARD
ASSISTANT CITY
ADMINISTRATOR



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



Offering the highest quality of environment for our residents and businesses;



Fostering strong sense of community including safety and security; and



Providing a business climate that attracts the top echelon companies.

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.

GENERAL FUND DEPARTMENTAL SUMMARIES

City Administration

Administration, City Attorney, City Clerk, and Public Information

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; and
-   ✓ To increase the public/government interaction through the City's website.

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

GENERAL FUND DEPARTMENTAL SUMMARIES

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.



GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

City Administration General Fund

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Licenses and Permits:					
Alcohol Beverage Permits	\$ 2,300	\$ 1,700	\$ 2,000	\$ -	\$ -
Charges for Services:					
Other	1,113	274	1,651	250	250
Other Revenue:	16,096	2,178	2,178	-	-
TOTAL	\$ 19,509	\$ 4,152	\$ 5,829	\$ 250	\$ 250
EXPENDITURES					
Personnel Services:					
Salaries	\$ 761,456	\$ 713,685	\$ 727,620	\$ 752,178	\$ 883,035
Overtime	-	36	-	-	-
Group Insurance	122,879	125,388	119,329	111,788	144,370
FICA	48,935	44,954	46,446	58,370	68,287
Pension (Defined Benefit)	80,260	102,738	112,581	99,998	52,942
Pension (401A Cont./Match)	50,836	38,893	47,896	100,253	125,785
Workers Compensation	22,417	18,347	18,817	18,610	20,917
OPEB Contribution	18,216	15,483	13,682	16,089	17,660
Miscellaneous	7,200	12,134	12,386	39,910	15,600
<i>subtotal</i>	<i>\$ 1,112,199</i>	<i>\$ 1,071,658</i>	<i>\$ 1,098,756</i>	<i>\$ 1,197,196</i>	<i>\$ 1,328,596</i>
Maintenance & Operations:					
Professional Services	\$ 243,064	\$ 80,677	\$ 210,843	\$ 95,000	\$ 485,609
Advertising	162,385	10,298	17,411	14,300	32,260
Printing	3,308	-	-	-	-
Employee Training	6,305	4,904	3,517	8,500	19,500
Employee Travel	5,592	328	2,526	7,183	16,033
General Supplies	32,428	27,659	25,682	46,417	48,090
Maint. Contracts/IT Services	79,379	71,593	80,974	105,037	144,924
Utilities	222	-	-	-	-
Miscellaneous	17,092	-	600	4,500	4,500
<i>subtotal</i>	<i>\$ 549,774</i>	<i>\$ 195,459</i>	<i>\$ 341,552</i>	<i>\$ 280,937</i>	<i>\$ 750,916</i>
TOTAL	\$ 1,661,974	\$ 1,267,117	\$ 1,440,308	\$ 1,478,133	\$ 2,079,512

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2024 Budget for City Administration totals \$2.1 million and represents an increase of 41%, or \$601,379, compared to FY 2023.

The Personnel Services category increased 11%, or \$131,400, due to multiple factors including: the 4% performance-based merit program scheduled for July 1, 2023; the transfer of one full-time vacant Senior Engineer position from the Public Works Department that has been reclassified to a Municipal Project Manager (\$154,000); which is partially offset through costs incurred in FY 2023 that will not carryforward into FY 2024. Specifically, the hiring of a new City Administrator in fiscal year 2023 included one-time contract pay items (housing allowance) that will not carry-forward into FY 2024. Additionally, the previous City Administrator was enrolled into the defined benefit pension plan and this expense was incurred in FY 2023 and will not carry into FY 2024. The current City Administrator is enrolled into our 401a defined contribution pension plan.

Authorized personnel total 7 full-time-equivalents (“FTE”) and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024**	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 Manager*	1.0	-	-	-	-	-
Executive Office Coordinator	1.0	1.0	1.0	1.0	1.0	-
Web Administrator	1.0	1.0	1.0	1.0	1.0	-
Municipal Project Manager***	-	-	-	-	1.0	1.0
	7.0	6.0	6.0	6.0	7.0	1.0

* Position reorganized into the Community Development Department in fiscal year 2021.

** These counts do reflect authorized staffing only. Please refer to the Operating Initiative Requests section for new staffing requests.

*** Position transferred from the Public Works Department and reclassified from a Senior Engineer.

The Maintenance and Operations category increased 167%, or \$469,979, due primarily to the following activity:

- Increase in professional services and advertising of \$408,569 (374% growth) due primarily to estimated costs for the municipal elections in November 2023 (FY 2024 will be an election year while FY 2023 was not).
- Increased in professional development (travel/training) of \$19,850 (127% growth) with the goal being an increased focus on maintaining and growing the professional skillset of the City Administration team (including the City Clerk division).
- Increase in maintenance contracts/IT professional services of \$39,887 (38% growth) due primarily to estimated fees for the annualized cost of the mid-year 2023 initiative

GENERAL FUND DEPARTMENTAL SUMMARIES

to provide all board members with city emails addresses (Board of Ethics), estimated website hosting services costs, etc. Specifically, the City will be procuring the design and implementation of a new website during FY 2023 which will necessitate hosting service fees starting in year 2.

Statement of Revenues, Expenditures, and changes in Personnel

Legal Services General Fund

		FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES						
N/A		\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURES						
Maintenance & Operations:						
	Professional Fees	\$ 882,013	\$ 762,682	\$ 1,062,905	\$ 1,100,000	\$ 1,200,000
	TOTAL	\$ 882,013	\$ 762,682	\$ 1,062,905	\$ 1,100,000	\$ 1,200,000

* City Attorney services are provided through a contractual arrangement with a private law firm.

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
City Administration Department annual turnover percentage	0.0%	16.7%	0.0%	16.7%	0.0%
Number of website hits	614,396	588,658	720,326	600,000	642,000
Website Unique Visitors	497,660	N/A ⁽¹⁾	N/A ⁽¹⁾	N/A ⁽¹⁾	N/A ⁽¹⁾
Website Page Views	1,296,371	1,186,045	1,433,130	1,200,000	1,300,000
Website Unique Page Views	N/A ⁽²⁾	970,836	1,164,077	975,000	1,068,000
Bounce Rate	N/A ⁽²⁾	61.87%	62.55%	60.00%	60.00%
Exit Rate	N/A ⁽²⁾	N/A ⁽²⁾	N/A ⁽²⁾	50.26%	50.00%
% of Website New Visits	81%	N/A ⁽¹⁾	N/A	N/A ⁽¹⁾	N/A ⁽¹⁾
Facebook Followers	13,589	15,061	16,973	17,500	19,000
Twitter Followers	10,556	10,808	11,272	12,200	12,393
⁽¹⁾ This metric is no longer tracked by the system analytics					
⁽²⁾ This is a new metric for FY 2021.					

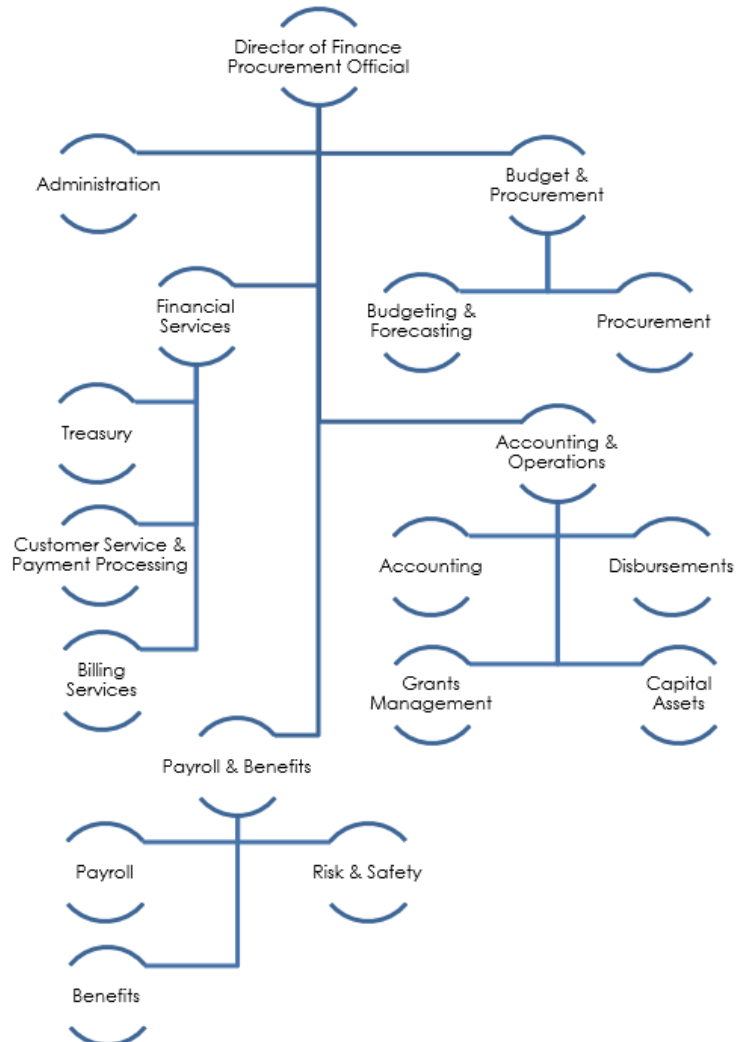
GENERAL FUND DEPARTMENTAL SUMMARIES

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.

GENERAL FUND DEPARTMENTAL SUMMARIES

Finance

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

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.



Administration

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Finance General Fund

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
N/A	\$ -	\$ -	\$ -		\$ -
TOTAL	\$ -	\$ -	\$ -		\$ -
EXPENDITURES					
Personnel Services:					
Salaries	\$ 1,568,576	\$ 1,568,519	\$ 1,673,138	\$ 1,790,771	\$ 1,865,454
Overtime	1,149	495	900	-	-
Group Insurance	422,092	422,875	401,786	462,825	446,510
FICA	110,447	110,056	118,683	136,889	142,767
Pension (Defined Benefit)	217,163	199,706	186,526	197,829	207,865
Pension (401A Cont./Match)	108,615	104,995	132,774	147,479	159,143
Workers Compensation	50,234	46,539	47,149	48,145	44,737
OPEB Contribution	37,647	39,279	34,273	38,438	37,309
Miscellaneous	1,006	542	774	1,474	776
<i>subtotal</i>	\$ 2,516,929	\$ 2,493,005	\$ 2,596,003	\$ 2,823,850	\$ 2,904,561
Maintenance & Operations:					
Professional Services	\$ 317,926	\$ 336,007	\$ 388,465	\$ 332,206	\$ 433,064
Printing	23,964	23,125	19,077	25,000	25,000
Employee Travel	1,777	593	2,712	5,250	4,750
Employee Training	10,201	9,290	5,822	9,250	8,250
Maint. Contracts/IT Services	340,372	328,845	277,010	325,702	324,564
General Supplies	54,224	37,873	39,418	40,568	43,610
Wellness Programs	122,071	113,032	112,904	125,000	125,000
Miscellaneous	(364)	21,859	9,545	4,500	5,000
<i>subtotal</i>	\$ 870,172	\$ 870,624	\$ 854,953	\$ 867,476	\$ 969,238
Capital/Lease/Other:					
Int. on Property Tax Refunds	7,280		171	7,500	7,500
<i>subtotal</i>	\$ 7,280	\$ -	\$ 171	\$ 7,500	\$ 7,500
TOTAL	\$ 3,394,381	\$ 3,363,629	\$ 3,451,127	\$ 3,698,826	\$ 3,881,299

FY 2024 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.

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2024 Budget for Finance totals \$3.9 million and represents an increase of 5 %, or \$182,473 compared to FY 2023.

The Personnel Services category increased 3%, or \$80,711, due primarily to the 4% performance-based merit program scheduled for July 1, 2023, growth in other benefit categories (e.g., Defined Benefit Pension contributions), and partially offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers such as the Defined Benefit Pension contribution which has grown due to recent salary growth, market investment performance, etc.

Authorized personnel total 21.5 full-time-equivalents ("FTE") and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Variance
Accountant (3FT; 1PT)	3.5	2.5	2.5	3.5	3.5	-
Accounting & Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Accounting Coordinator	-	-	1.0	1.0	1.0	-
Accounts Payable Technician	1.0	1.0	1.0	-	-	-
Benefits Analyst	-	1.0	-	-	-	-
Benefits Manager	1.0	-	-	-	-	-
Benefits Coordinator	1.0	-	-	-	-	-
Benefits Specialist	-	1.0	1.0	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	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	-	-	-	-
Customer Account Representative	1.0	1.0	1.0	1.0	1.0	-
Director	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	-	-	-	-
Payroll & Benefits Coordinator	-	-	1.0	1.0	1.0	-
Payroll & Benefits Manager	-	-	1.0	1.0	1.0	-
Payroll Specialist	-	1.0	1.0	1.0	1.0	-
Safety/Risk Administrator	1.0	1.0	1.0	1.0	1.0	-
Senior Budget & Procurement Analyst	3.0	3.0	-	-	-	-
Treasury Services Manager*	1.0	1.0	1.0	1.0	1.0	-
	21.5	21.5	21.5	21.5	21.5	-

* FY 2024 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.

GENERAL FUND DEPARTMENTAL SUMMARIES

The Maintenance and Operations category increased 12%, or \$101,762, primarily due to an increase in banking fees (e.g., credit card processing fees), investment advisor fees, and funding for staffing services to smooth out labor needs during peak workload seasons (e.g., property tax and occupational license billings).

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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of New GAAP/GASB financial requirements implemented	3	3	4	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)	\$2,184,465	\$1,488,738	(\$1,655,742)	\$431,459	\$974,892

- **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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
% of bills generated on time	99%	99%	99%	99%	99%
% of bills collected on time	95%	92%	92%	92%	92%
# of Real estate tax bills generated	20,989	21,197	21,689	21,817	22,189
# of Personal property tax bills	3,128	3,096	3,190	3,180	3,270
# of Liens processed	135	164	165	220	250
# of Sanitation customers	16,550	17,593	17,603	18,183	17,735
% of Delinquent sanitation Accts	<10%	<10%	<10%	<10%	<10%

GENERAL FUND DEPARTMENTAL SUMMARIES

- **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.
- *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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Audited CAFR to be published within 180 days of fiscal year end	12/30/2020**	12/27/2021	12/2/2022	11/22/2023	11/27/2024
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%	100%	100%	100%
Average # of vendor responses to Bids/Requests for Proposals	5	5	4	4	4

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

** COVID-19 Pandemic slowed auditor response times.

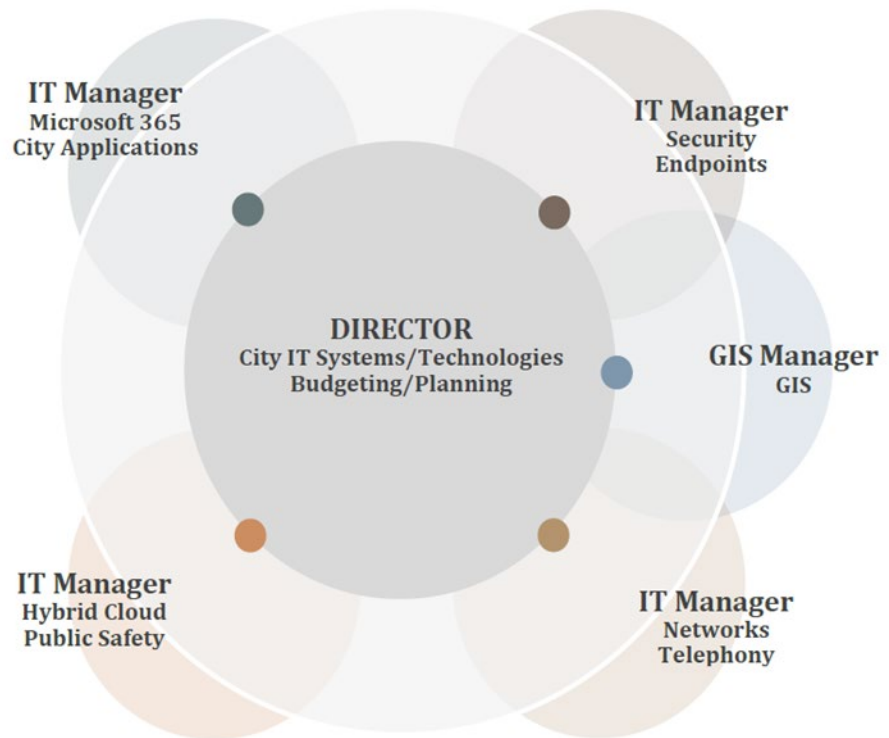
GENERAL FUND DEPARTMENTAL SUMMARIES

Information Technology

ADAM MONTGOMERY
DIRECTOR

COMING SOON

AMontgomery@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.

GENERAL FUND 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.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Information Technology General Fund

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
N/A	\$ -	\$ -	\$ -		\$ -
TOTAL	\$ -	\$ -	\$ -		\$ -
EXPENDITURES					
Personnel Services:					
Salaries	\$ 1,141,452	\$ 1,123,438	\$ 1,161,795	\$ 1,372,096	\$ 1,459,471
Group Insurance	261,312	255,783	237,272	342,292	297,920
FICA	83,668	82,160	85,919	104,950	111,703
Pension (Defined Benefit)	106,663	121,870	131,986	116,670	137,272
Pension (401A Cont./Match)	90,553	83,283	95,898	129,797	137,451
Workers Compensation	31,967	33,441	33,810	33,173	35,042
OPEB Contribution	24,384	28,223	24,579	26,369	29,189
Miscellaneous	542	-	310	233	697
<i>subtotal</i>	\$ 1,740,540	\$ 1,728,197	\$ 1,771,569	\$ 2,125,580	\$ 2,208,745
Maintenance & Operations:					
Professional Services	\$ 22,446	\$ 8,580	\$ -	\$ 2,500	\$ 2,500
Employee Travel	14,016	-	1,383	22,000	22,000
Employee Training	15,994	12,195	17,290	12,500	22,500
Maint. Contracts/IT Svcs.	175,375	276,554	98,928	210,537	237,976
General Supplies	18,334	3,362	3,707	8,200	8,500
Small Equipment	7,491	342	1,167	15,000	15,000
Miscellaneous	532	375	-	800	1,700
<i>subtotal</i>	\$ 254,188	\$ 301,409	\$ 122,476	\$ 271,537	\$ 310,176
TOTAL	\$ 1,994,728	\$ 2,029,606	\$ 1,894,045	\$ 2,397,117	\$ 2,518,921

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2024 Budget for Information Technology totals \$2.5 million and represents an increase of 5%, or \$121,804, compared to FY 2023.

The Personnel Services category increased 4%, or \$83,165, due primarily to the 4% performance-based merit program scheduled for July 1, 2023, growth in other benefit categories (e.g., Defined Benefit Pension contributions), and partially offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers such as the Defined Benefit Pension contribution which has grown due to recent salary growth, market investment performance, etc.

Authorized personnel total 13 full-time-equivalents ("FTE") and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Variance
IT Manager (Security)	1.0	1.0	1.0	1.0	1.0	-
CityWorks IT Administrator	1.0	1.0	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	4.0	4.0	-
IT Analyst	1.0	1.0	1.0	1.0	1.0	-
IT Manager	3.0	3.0	3.0	3.0	3.0	-
IT Technician	-	-	1.0	1.0	1.0	-
	12.0	12.0	13.0	13.0	13.0	-

The Maintenance & Operations category increased 14%, or \$38,639, due primarily to general growth in the IT professional services account that reflects coverage of general software inflationary cost growth coupled with the annualized impact of items implemented during FY 2023 (partial year) including SharePoint Management software (\$10,000) and support/maintenance costs for the City Council Chambers audio/visual system (\$25,000).

GENERAL FUND 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.

Performance Measures for Calendar Year 2022 (Zen Desk Calendar Year Stats)

	2022	Department Target	Results	%
Service Desk				
Number total calls	7,668		7,668	
Number resolved w/in 4 hours	2,396		2,396	
% resolved w/in 4 hours	31%	30%	A+	104%
Number resolved w/in 8 hours	3,420		3,420	
% resolved w/in 8 hours	45%	50%	B+	89%
Number resolved in a day	4,939		4,939	
% resolved in a day	64%	70%	A	92%
Number resolved in 10 days	6,936		6,936	
% resolved in 10 days	90%	90%	A+	101%
Applications				
Repairs				
Number	368		368	
Number resolved in a day	181		181	
% resolved w/in in a day	49%	50%	A+	98%
Number resolved in 10 days	299		299	
% resolved in 10 days	81%	90%	A	90%
Service Requests				
Number	462		462	
Number resolved in a day	212		212	
Number resolved in 10 days	360		360	
Endpoint				
Repairs				
Number	243		243	
Number resolved in a day	87		87	
% resolved w/in in a day	36%	50%	C	72%
Number resolved in 10 days	195		195	
% resolved in 10 days	80%	90%	B+	89%
Service Requests				
Number	223		223	
Number resolved in a day	81		81	
Number resolved in 10 days	154		154	
GIS				
Number total cases	138		138	
Number resolved in a day	54		54	
% resolved w/in in a day	39%	33%	A+	119%
Number resolved in 10 days	109		109	
% resolved in 10 days	79%	75%	A+	105%

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measures for Calendar Year 2022 (Zen Desk Calendar Year Stats)

	2022	Department Target	Results	%
Network				
Repairs				
Number	60		60	
Number resolved in a day	26		26	
% resolved w/in in a day	43%	50%	B	87%
Number resolved in 10 days	49		49	
% resolved in 10 days	82%	100%	B	82%
Service Requests				
Number	24		24	
Number resolved in a day	8		8	
Number resolved in 10 days	13		13	
Security				
Repairs				
Number	118		118	
Number resolved in a day	58		58	
% resolved w/in in a day	49%	50%	A+	98%
Number resolved in 10 days	95		95	
% resolved in 10 days	81%	90%	B+	89%
Service Requests				
Number	578		578	
Number resolved in a day	202		202	
Number resolved in 10 days	383		383	
Telephone / Mobile Phones				
Repairs				
Number	51		51	
Number resolved in a day	24		24	
% resolved w/in in a day	47%	33%	A+	143%
Number resolved in 10 days	41		41	
% resolved w/in in 10 days	80%	90%	B+	89%
Service Requests				
Number	159		159	
Number resolved in a day	49		49	
Number resolved in 10 days	127		127	
Datacenter				
Repairs				
Number	3		3	
Number resolved in a day	2		2	
% resolved w/in in a day	67%	50%	A+	133%
Number resolved in 10 days	3		3	
% resolved w/in in 10 days	100%	100%	A+	100%
Service Requests				
Number	17		17	
Number resolved in a day	2		2	
Number resolved in 10 days	7		7	

OTHER MEASURES

Emails

Number of Inbound	2,739,425	N/A	2,739,425
Number of Outbound	754,834	N/A	754,834
Number of Internal	2,640,105	N/A	2,640,105
Spam and Viruses blocked	914,901	N/A	914,901
% Spam and Viruses blocked	33%	N/A	33%

Servers

Avg. number	100		100
% availability (including maint.)	99.62%	99.90%	B

GENERAL FUND DEPARTMENTAL SUMMARIES

Human Resources

CRIS RANDALL
HUMAN RESOURCES
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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GENERAL FUND DEPARTMENTAL SUMMARIES

Human Resources

Administration, Talent and Compensation Management, Employee Relations, Development, Recruitment and Retention

Mission Statement

HR is committed to achieve the highest standards of public administration through sound HR practices, and to EMPOWER and ENCOURAGE employees by providing the support, training and development needed to fulfill their CAREER GOALS and the duties and responsibilities of their positions as a public servant.



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.

GENERAL FUND 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, enforce 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 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 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 advisor and resource for employees and supervisors regarding employee relations cases. Assist and educate employees about operating within the bounds of personnel policies. Assist supervisors address difficult and complex 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 strategic tasks.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Human Resources General Fund

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Public Records Requests	\$ -		\$ -		\$ -
TOTAL	\$ -		\$ -		\$ -
EXPENDITURES					
Personnel Services:					
Salaries	\$ 262,440	\$ 274,267	\$ 290,925	\$ 371,179	\$ 406,367
Overtime	116	-	62	-	-
Group Insurance	25,896	26,318	26,124	68,869	75,067
FICA	22,849	23,594	24,892	28,475	31,093
Pension (Defined Benefit)	22,793	26,117	28,666	29,529	34,971
Pension (401A Cont./Match)	19,905	22,457	26,671	35,360	39,994
Workers Compensation	8,149	7,633	7,857	7,897	9,766
OPEB Contribution	6,199	6,438	5,701	7,982	6,548
Tuition Reimbursement	34,025	15,389	20,726	55,000	55,000
Miscellaneous	-	-	387	233	78
<i>subtotal</i>	\$ 402,372	\$ 402,212	\$ 432,011	\$ 604,524	\$ 658,884
Maintenance & Operations:					
Professional Services	\$ 41,824	\$ 38,938	\$ 54,697	\$ 65,000	\$ 75,000
Employee Travel	1,109	-	723	3,877	4,000
Employee Training	6,188	6,022	2,541	9,500	10,000
Maint. Contracts/IT Svcs.	39,643	32,964	66,730	87,764	92,792
General Supplies	4,853	1,546	6,314	8,027	10,000
Employee Recognition	57,181	37,968	39,230	65,000	71,500
Miscellaneous	1,214	2,169	3,829	11,821	6,000
<i>subtotal</i>	\$ 152,012	\$ 119,608	\$ 174,064	\$ 250,989	\$ 269,292
TOTAL	\$ 554,384	\$ 521,820	\$ 606,075	\$ 855,513	\$ 928,176

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2024 Budget for Human Resources totals \$928,176 and represents an increase of 8%, or \$72,663, compared to FY 2023.

The Personnel Services category increased 9%, or \$54,360, due primarily to the 4% performance-based merit program scheduled for July 1, 2023, staff hires and changes in compensation/benefit elections, growth in other benefit categories (e.g., Defined Benefit Pension contributions), and partially offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers such as the Defined Benefit Pension contribution which has grown due to recent salary growth, market investment performance, etc.

Authorized personnel total 4 full-time-equivalents (“FTE”) and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	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	-
Human Resources Specialist	-	-	-	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
	3.0	3.0	3.0	4.0	4.0	-

The Maintenance and Operations category increased 7%, or \$18,303, due primarily to the following activity:

- Increase in professional services of \$10,000 (15% growth) due to an increase in funding needs for pre-employment physicals, psychological assessments, etc.
- Increase in maintenance contracts/IT professional services of \$5,028 (6% growth) due to the coverage of general software inflationary cost growth coupled with the annualized impact of software secured during FY 2023 (partial year) including the Perform module within NeoGov (HR management software).
- Increase in employee recognition costs of \$6,500 (10% growth) to fund improvements in our employee appreciate day events.
- All of which is partially offset through a reduction in miscellaneous expenses associated with one-time costs during FY 2023 related to the office space buildout and equipping of the HR Specialist position approved as part of the FY 2023 budget.

GENERAL FUND DEPARTMENTAL SUMMARIES

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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Human Resources Dept. annual turnover percentage	0%	0%	0%	0%	0%
City-wide turnover percentage	8.18%	10.85%	11.98%	15.00%	13%
Total # full-time equivalents (full-time, part-time, seasonal, and elected)	565	583	590	619	640
HR staff to total full-time equivalent employee ratio	0.531	0.515	0.508	0.646	0.625

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Employment & Retention					
Average cost per hire - Regular positions	\$7,500	\$6,000	\$6,000	\$6,500	\$6,500
Average cost per hire - Seasonal positions	\$1,200	\$750	\$750	\$850	\$900
# of Online job postings hits	36,459	106,673	119,229	150,235	160,000
# of Job interest cards received	1,347	1,239	1,216	1,856	2,000
# of Applications reviewed	342	1084	1414	2874	2,800
# of Qualified applications processed	193	652	721	780	850
# of New hires - Regular positions	40	34	53	55	65
# of New hires - Seasonal positions	70	87	89	95	110
# of Internal promotions	22	19	32	30	35
# of Separations (not including retirement)	103	124	59	130	100
# of Retirements	12	9	8	15	25
# New hire orientation sessions	21	24	22	12^	12
Workforce Management					
% of Employees rated "Exceeds" on performance review	37.4%	37.2%	43.5%	41.0%	39.0%
% of Employees rated "Meets" on performance review	62.6%	62.8%	56.3%	59.0%	61.0%
% of Employees underperforming on annual review	0.0%	0.0%	0.2%	0.0%	0.0%
% of Employees on "Performance Improvement Plan"	1.3%	1.4%	0.2%	0.5%	0.5%
# Employee Relation Cases	31	38	42	50	55
Education Incentive - Professional Development					
# enrollments by program***					
Doctorate Degree	1	0	0	1	0
Master's Degree	4	1	3	2	4
Bachelor's Degree	10	7	6	8	8
Associate's Degree	1	1	1	2	3
Certificate Programs	2	2	2	1	2
Total # of employees receiving education incentive	18	11	12	14	17
Other Metrics					
# Payroll action forms processed	****	1412	1823	2082	2100

^NEO completed once a month starting FY23

*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

**** started collecting data in 2021

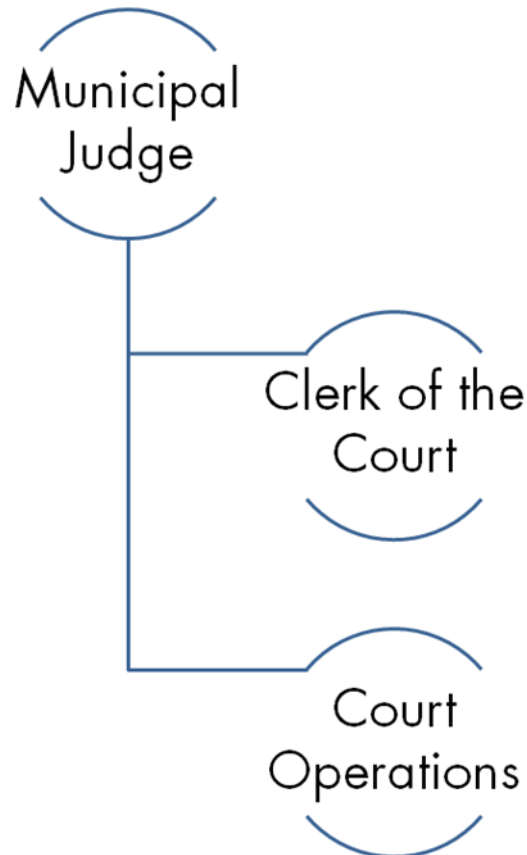
GENERAL FUND DEPARTMENTAL SUMMARIES

Municipal Court

BROOKE LAPPIN
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.

GENERAL FUND 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;
-   ✓ 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 ensure compliance with all State laws and regulations; and
-   ✓ Continue to cross-train employees.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Municipal Court General Fund

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Intergovernmental	\$ -	\$ 37,665	\$ 75,637	\$ 141,000	\$ 133,748
TOTAL	\$ -	\$ 37,665	\$ 75,637	\$ 141,000	\$ 133,748
EXPENDITURES					
Personnel Services:					
Salaries	\$ 329,975	\$ 371,878	\$ 428,443	\$ 449,083	\$ 558,375
Overtime	129	4,678	25,728	90,000	110,000
Group Insurance	70,243	70,526	109,172	133,320	108,443
FICA	24,251	27,896	32,291	41,246	51,131
Pension (Defined Benefit)	33,429	31,311	18,145	19,584	11,227
Pension (401A Cont./Match)	27,319	30,613	39,847	52,117	70,697
Workers Compensation	13,904	10,778	11,655	8,655	10,619
OPEB Contribution	10,590	9,105	8,470	6,891	8,816
Miscellaneous	-	542	-	78	-
<i>subtotal</i>	\$ 509,841	\$ 557,326	\$ 673,750	\$ 800,974	\$ 929,308
Maintenance & Operations:					
Professional Services	\$ 252,699	\$ 227,434	\$ 230,791	\$ 130,230	\$ 67,500
Land/Building Rental	-	-	74,525	82,000	81,300
Printing	8,336	10,269	7,386	8,000	9,800
Maint. Contracts/IT Svcs.	68,427	67,103	53,466	100,016	78,469
General Supplies	16,013	13,108	11,701	12,250	12,250
Utilities	21,544	21,250	4,860	-	-
Miscellaneous	12,574	9,306	23,548	14,730	30,500
<i>subtotal</i>	\$ 379,594	\$ 348,470	\$ 406,276	\$ 347,226	\$ 279,819
TOTAL	\$ 889,434	\$ 905,796	\$ 1,080,027	\$ 1,148,200	\$ 1,209,127

Budget Narrative

The FY 2024 Budget for Municipal Court totals \$1.2 million and represents an increase of 5%, or \$60,927, compared to FY 2023.

The Personnel Services category increased 16%, or \$128,334, due primarily to the 4% performance-based merit program scheduled for July 1, 2023, conversion of the Judge to a contract employee during FY 2023 (partial-year vs. full year impact in FY 2024), staff hires and changes in compensation/benefit elections, growth in other salary/benefit categories (e.g., overtime appropriations), and partially offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the

GENERAL FUND DEPARTMENTAL SUMMARIES

budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers such as appropriations for overtime to cover various activities such as bailiff duties.

Authorized personnel total 6.5 full-time-equivalents ("FTE") and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024**	Variance
Administrative Assistant I	-	1.0	-	-	-	-
Director	1.0	1.0	1.0	1.0	1.0	-
Chief Court Clerk	-	-	-	1.0	1.0	-
Deputy Court Clerk	-	-	-	2.0	2.0	-
GCIC Coordinator	-	-	-	1.0	1.0	-
Deputy Clerk I	1.0	-	-	-	-	-
Deputy Clerk II	4.0	4.0	4.0	-	-	-
Deputy Clerk III	1.0	1.0	1.0	-	-	-
City Solicitor*	-	-	1.0	1.0	1.0	-
Judge*	0.5	0.5	-	0.5	0.5	-
	7.5	7.5	7.0	6.5	6.5	-

*The Solicitor position was converted from a private contractor to a full-time position in FY 2022. The Judge was converted to a private contractor in FY 2022 and later reclassified back to an authorized city position.

** These counts do reflect authorized staffing only. Please refer to the Operating Initiative Requests section for new staffing requests.

The Maintenance and Operations category decreased -19%, or -\$67,407, due primarily to the following activity:

- Decrease in professional fees of -\$62,730 (48% reduction) due primarily reclassifying the Judge from a 1099 contractor to a contract employee position mid-way through FY 2023 which is partially offset through an increase in funding for court-appointed attorneys.
- Decrease in maintenance contracts/IT professional services of -\$21,547 (22% reduction) due partially to one-time costs for the eCourts software implementation during FY 2023 that will not continue into FY 2024.
- Increase in miscellaneous costs of \$15,770 (107% growth) due primarily to a renewed focus on professional development of staff.

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Citations received to process	9,503	8,765	10,861	1,200	1,300
Total # of cases disposed	11,198	7,745	9,376	1,100	1,200
# of Court sessions	238	216	216	216	216
Annual deposits (Court Fines)	\$1,657,373	\$1,361,323	\$1,670,333	\$1,800,000	\$2,000,000

GENERAL FUND DEPARTMENTAL SUMMARIES

Public Safety

JOHN ROBISON
DIRECTOR



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Fostering strong sense of community including safety and security; and



Providing a business climate that attracts the top echelon companies.

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GENERAL FUND DEPARTMENTAL SUMMARIES

Public Safety

Administration, Police, Fire, and Emergency 911

Mission Statement

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

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

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



Fire Services

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.

GENERAL FUND 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.



GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Licenses and Permits					
Alcohol Beverage	\$ 26,925	\$ (1,241)	\$ -	\$ -	\$ -
Other	23,635	200	1,325	500	500
Intergovernmental:					
City of Milton	65,000	15,968	1,648	-	-
Fulton County/COVID-19 Testing Site	-	234,735	97,485	-	-
1st Responders Grant	-	-	222,359	-	-
Alpharetta Jail IGA (utilities)	-	-	-	-	14,300
Charges for Services:					
Reports	22,641	20,627	18,774	20,000	20,000
Services	173,410	150,310	201,990	160,000	200,000
False Alarms	45,852	35,191	61,987	40,000	58,000
Plan Review	206,443	138,229	137,995	150,000	225,000
Other	11,280	150	-	4,000	-
Fines & Forfeitures:					
Municipal Court Fines	1,657,373	1,367,813	1,529,553	1,650,000	2,040,000
School Zone/Bus Camera Citations	63,009	1,139,043	1,441,210	720,000	1,100,250
Other Revenue	944	10,405	9,358	200	-
TOTAL	\$ 2,296,512	\$ 3,111,429	\$ 3,723,684	\$ 2,744,700	\$ 3,658,050
EXPENDITURES					
Personnel Services:					
Salaries	\$ 14,197,773	\$ 14,638,844	\$ 15,870,401	\$ 18,517,537	\$ 18,638,197
Overtime	1,789,103	1,736,876	2,196,476	1,931,950	2,288,000
Group Insurance	4,602,770	4,877,695	4,721,024	5,788,151	5,783,086
FICA	1,161,545	1,188,219	1,314,104	1,561,581	1,604,425
Pension (Defined Benefit)	1,535,869	1,529,222	1,631,525	1,725,035	1,952,929
Pension (401A Cont./Match)	1,188,108	1,135,079	1,470,121	1,568,268	1,836,854
Miscellaneous	766,689	730,361	747,257	831,697	892,554
<i>subtotal</i>	\$ 25,241,856	\$ 25,836,297	\$ 27,950,908	\$ 31,924,219	\$ 32,996,045
Maintenance & Operations:					
Professional Services	\$ 176,701	\$ 86,065	\$ 86,779	\$ 265,599	\$ 266,590
Fuel/Repair & Maint. (Vehicles)	704,730	659,673	984,450	842,560	933,500
Employee Travel	85,902	32,565	83,128	125,096	176,343
Employee Training	76,567	83,766	112,824	172,806	150,175
Maint. Contracts/IT Services	1,115,253	1,295,782	1,558,416	1,971,287	2,113,416
General Supplies	285,121	219,962	290,324	277,647	368,700
Uniforms	179,731	176,718	179,589	223,051	303,550
Miscellaneous	357,730	375,883	295,519	322,504	362,725
<i>subtotal</i>	\$ 2,981,734	\$ 2,930,414	\$ 3,591,030	\$ 4,200,550	\$ 4,674,999
Capital/Leases:					
Capital/Other	\$ -	\$ 2,902	\$ -		\$ 230,395
Fleet/Equipment Lease(s)	631,280	582,963	675,893	659,858	779,067
<i>subtotal</i>	\$ 631,280	\$ 585,866	\$ 675,893	\$ 659,858	\$ 1,009,462
TOTAL	\$ 28,854,870	\$ 29,352,576	\$ 32,217,831	\$ 36,784,627	\$ 38,680,506

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2024 Budget for Public Safety totals \$38.7 million and represents an increase of 5%, or \$1.9 million, compared to FY 2023.

The Personnel Services category increased 3%, or \$1.1 million, due to multiple factors including wage increases associated with the 4% performance-based merit program scheduled for July 1, 2023, annualized impact of the supplemental retirement benefits approved during FY 2023 (Peace Officers Annuity and Benefit Fund; Firefighters Pension fund), increases in overtime to reflect current trends, staff hires and changes in compensation/benefit elections, and partially offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers.

Authorized personnel total 238.5 full-time-equivalents ("FTE"), including the six new positions added during FY 2023, and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024*	Variance
Sworn Police Officers						
Director of Public Safety	1.0	1.0	1.0	1.0	1.0	-
Captain	4.0	4.0	4.0	4.0	5.0	1.0
Lieutenant	8.0	7.0	7.0	7.0	7.0	-
Field Training Officer	6.0	4.0	5.0	5.0	5.0	-
Officer	70.0	73.0	72.0	76.0	75.0	(1.0)
Sergeants	13.0	16.0	16.0	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	1.0	-
Crime Scene Detective	-	-	-	1.0	1.0	-
Police Training Coordinator	1.0	1.0	1.0	1.0	1.0	-
	105.0	108.0	108.0	113.0	113.0	-

GENERAL FUND DEPARTMENTAL SUMMARIES

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024*	Variance
Certified Firefighters						
Accreditation/Emer. Mgmt. Coord. (Captain)	1.0	1.0	-	-	-	-
Assistant Fire Marshal	5.0	5.0	5.0	4.0	4.0	-
Battalion Chief	4.0	4.0	4.0	4.0	4.0	-
Deputy Director of Public Safety	1.0	-	-	-	-	-
Deputy Fire Marshal	1.0	1.0	1.0	2.0	1.0	(1.0)
Captain	18.0	18.0	17.0	18.0	18.0	-
Community Paramedic	-	-	-	1.0	1.0	-
EMS Chief	-	1.0	1.0	1.0	1.0	-
EMS Training Officer	-	1.0	1.0	1.0	1.0	-
Fire Administration Chief	-	-	-	-	1.0	1.0
Fire Apparatus Engineer	24.0	24.0	27.0	27.0	27.0	-
Fire Marshal	1.0	1.0	1.0	1.0	1.0	-
Fire Operations Chief	1.0	1.0	1.0	1.0	1.0	-
Firefighter II	19.0	19.0	19.0	19.0	18.0	(1.0)
Firefighter/Paramedic	20.0	20.0	20.0	20.0	21.0	1.0
Lieutenant	3.0	3.0	7.0	6.0	6.0	-
Public Affairs Coordinator	1.0	1.0	-	-	-	-
Public Safety Logistics/Emer. Mgmt Coord.	1.0	1.0	1.0	1.0	1.0	-
Special Projects and Data Analyst	-	-	1.0	1.0	1.0	-
Training/Emergency Medical Svcs Coord.	1.0	-	-	-	-	-
	101.0	101.0	106.0	107.0	107.0	-
Civilian Positions						
Administrative Assistant II	2.0	2.0	2.0	1.0	1.0	-
Administrative Generalist	-	-	-	1.0	1.0	-
Accreditation Manager	-	-	1.0	1.0	1.0	-
Criminal Info Systems Tech	-	-	-	-	1.0	1.0
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	1.0	1.0	-
Fingerprint Technician	1.0	0.5	0.5	0.5	-	(0.5)
Parking Ambassador (2PT to 1FT in FY 2023)	1.0	1.0	1.0	1.0	1.0	-
Budget/Finance Coordinator	1.0	1.0	1.0	1.0	1.0	-
Records Clerk	4.5	5.0	5.0	5.0	4.5	(0.5)
Records Manager	-	-	1.0	1.0	1.0	-
Records Supervisor	1.0	1.0	-	-	-	-
School Crossing Guard (8PT)	4.0	4.0	4.0	4.0	4.0	-
	17.5	17.5	18.5	18.5	18.5	-
	223.5	226.5	232.5	238.5	238.5	-

* These counts do reflect authorized staffing only. Please refer to the Operating Initiative Requests section for new staffing requests.

The Maintenance & Operations category increased 11%, or \$474,449, due primarily to the following activity:

- Increase in funding for fuel of \$43,440 due to usage patterns and commodity pricing trends and repair/maintenance needs of \$47,500 for vehicles, \$9,060 for equipment, and \$5,000 facilities. The growth in vehicle repair funding is based on current cost trends. Specifically, the city replaces 1/7th of its public safety fleet annually (this

GENERAL FUND DEPARTMENTAL SUMMARIES

equates to a lifetime mileage target of 100,000) to ensure minimal downtime and that our equipment is responsive to service demands. That said, the city is still transitioning from Impala sedans to Explorers SUVs. The Impala's have a more costly repair record (than the Explorers) and, with our existing units reaching their mileage targets, we are incurring more repair costs in the short-term as we phase out the legacy Impalas.

- Increase in professional development (travel/training) of \$28,616 (10% growth) to ensure our staff maintains industry knowledge and best practices in the law enforcement field.
- Increase in maintenance contracts/IT professional services of \$142,129 (7% growth) due to the coverage of general software inflationary cost growth coupled with additional funding for body cameras (+\$112,000).
- Growth in general supplies of \$91,053 (33% growth) due primarily to additional funding for fire retirements/promotions events (+\$24,000), increased ammunition pricing (+\$18,000), increased funding for annual awards, retirement gifts, and medals purchased throughout the year (+\$10,000), funding for Narcan (+\$6,000; this was previously funded through a Fulton County grant), increased funding for fire station janitorial supplies based on current cost and usage trends (+\$7,355), etc.
- Increase in uniform funding of \$80,499 (36% growth) associated with the increase in police officer uniform allotment from \$350 to \$800 per year in the amount of \$50,850 (implemented in 2023 and funded through a reallocation of available proceeds) and an increase of \$36,000 for fire uniforms due to price increases and to complete the purchase of Class A uniforms.
- Increase in miscellaneous costs of \$40,221 (12% growth) due primarily to growth in utility expenses (+\$38,100) in electricity, natural gas, water/sewer, and miscellaneous utilities (e.g., cable and garbage). The main driver is reopening of the Alpharetta Jail (\$21,450 in forecasted utility expenses) coupled with general electric utility cost growth (includes adjustments for approved GA Power rate increases of 10.5% on January 1, 2023, and 1% on January 1, 2024). It should be noted that under the Alpharetta Jail Intergovernmental Agreements, utilities will be split amongst all participating municipalities. This revenue is reflected within the Intergovernmental section and is based on approved IGAs as of April 2023. As other municipalities join, the revenue split will be updated accordingly.

GENERAL FUND DEPARTMENTAL SUMMARIES

The Capital/Lease category increased 53%, or \$349,604, due primarily to the following activity:

- Increase in operational capital funding (+\$230,395) due to the reallocation of public safety equipment replacement funding from the Capital Project Fund to the General Fund as these items are under the \$25,000 capitalizable threshold. Components include: \$10,000 for furniture/bedding; \$15,000 for fire tools/equipment; \$10,000 for replacement exercise equipment; \$17,000 for (12) automated external defibrillators for patrol; \$12,295 for training sim gun replacement; \$17,000 for (2) replacement AR-10 sniper rifles; \$26,000 for the replacement of (5) sets of SWAT ballistic vests ; \$10,400 for (2) DEA TFO vests; \$2,400 for (2) DEA TFO helmets; \$8,200 for police department tools/equipment; \$2,700 for (6) motor helmets; \$5,000 for (2) radars for motors; \$5,000 for (2) Stalker Lasers; \$60,000 for turnout gear/personal protective equipment for firefighters; \$27,900 for (9) weather radio replacements; and \$1,500 for SCBA cylinders.
- Increase in fleet/equipment leases of \$119,209 due to issuance of the Series 2022 Bank of America capital lease in FY 2023 to replace three Fire Pumpers. Upon programming of this increase in FY 2024, the annual payment for our operating leases will be relatively flat.

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Public Safety programs including performance measures and personnel.

- **Police Services**

Statement of Service: Alpharetta's Police Services include criminal investigations, uniform patrol, traffic patrol, and training activities.

National Incident Based Reporting System

Patrol Division

Offenses	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023 YTD
Group A Offenses	2,631.00	1,850.00	1,564.00	1,732.00	1,123.00
Group B Offenses	728.00	663.00	297.00	580.00	346.00
Total	3,359.00	2,513.00	1,861.00	2,312.00	1,469.00
Per 1000 Population	50.70	36.35	26.92	33.45	21.25
Arrest					
Group A Offenses	436.00	372.00	330.00	370.00	267.00
Group B Offenses	422.00	248.00	280.00	419.00	201.00
Non-Criminal Offenses	695.00	563.00	401.00	479.00	384.00
Total	1,553.00	1,183.00	1,011.00	1,268.00	852.00
Per 1000 Population	23.44	17.11	14.63	18.34	12.33

Criminal Investigations Division

Assigned for Investigation	889.00	944.00	1,374.00	816.00	508.00
Closed by Arrest	60.00	87.00	91.00	96.00	32.00
Closed by Exception	27.00	38.00	29.00	30.00	15.00
Unfounded	78.00	112.00	166.00	88.00	38.00
Active Cases	724.00	707.00	1,088.00	679.00	647.00

Traffic Division

Accidents	3,059.00	2,538.00	1,800.00	2,263.00	1,411.00
Fatalities	4.00	1.00	3.00	0.00	0.00

911 Communications

Calls For Service	38,069.00	33,997.00	35,866.00	40,657.00	25,496.00
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GENERAL FUND DEPARTMENTAL SUMMARIES

- **Fire Services**

Statement of Service: Alpharetta's Fire Services include fire prevention, fire inspection, and fire suppression.

	2018 Total Incidents	2019 Total Incidents	2020 Total Incidents	2021 Total Incidents	2022 Total Incidents
FIRES					
Structure Fires	32	45	41	61	54
Vehicle Fires	22	27	25	22	24
Other Fires	46	80	30	35	44
Total Fires	100	152	96	118	122
Pressure Ruptures, Explosion, Overheat	2	0	0	4	3
RESCUE CALLS					
Emergency Medical Treatment	3011	3103	3442	3510	3946
All Others	63	61	54	145	528
Total Rescue Calls	3074	3164	3496	3655	4474
Hazardous Condition Calls	121	107	147	124	177
Service Calls	726	806	598	574	744
Good Intent Calls	2424	2368	1123	1466	1411
Severe Weather or Natural Disaster	1	1	2	0	1
Special Incident Calls	3	9	2	0	2
Unknown Incident Type	0	0	0	0	0
FALSE CALLS					
Malicious Calls	16	18	19	13	7
Other False Calls	749	776	768	847	1174
Total False Calls	765	794	787	860	1181
TOTAL CALLS	7216	7401	6251	6801	8115

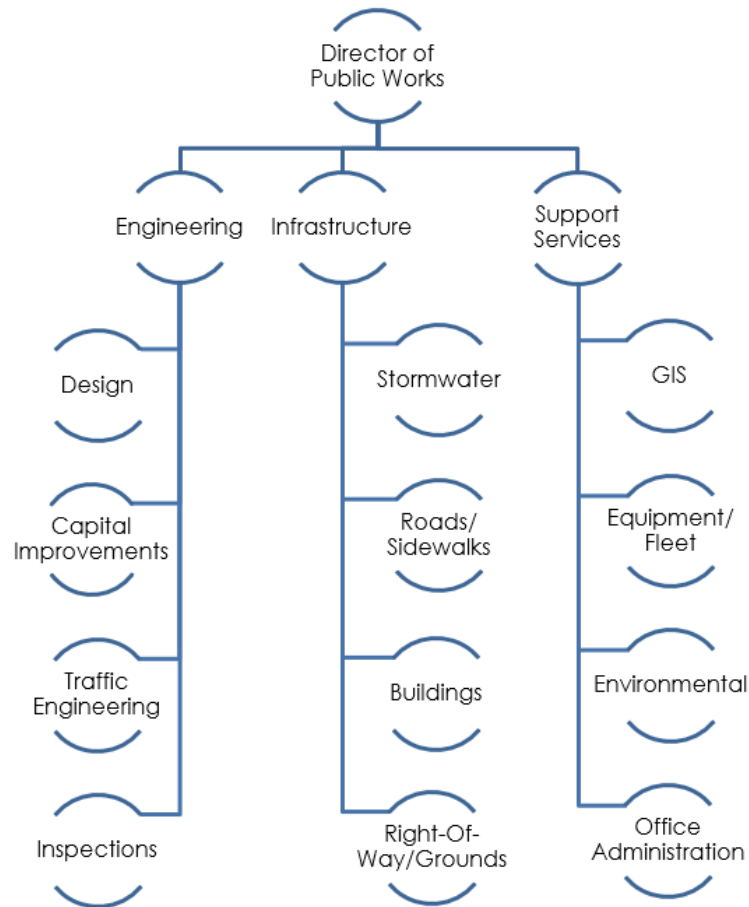
GENERAL FUND DEPARTMENTAL SUMMARIES

Public Works

PETE SEWCZWICZ
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.

GENERAL FUND 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.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Public Works General Fund

	FY 2020 Actual	FY2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Other Revenue:					
CID (GA400 Interchange Maint.)	\$ 88,944	\$ 106,679	\$ 71,642	\$ 92,500	\$ 91,073
Miscellaneous	2,500	24,300	13,529	1,000	1,000
TOTAL	\$ 91,444	\$ 130,979	\$ 85,171	\$ 93,500	\$ 92,073
EXPENDITURES					
Personnel Services:					
Salaries	\$ 2,864,499	\$ 2,924,482	\$ 3,090,806	\$ 3,609,612	\$ 3,568,290
Overtime	33,356	20,406	41,865	40,000	45,000
Group Insurance	892,231	895,540	893,505	1,184,342	1,042,616
FICA	209,851	216,601	230,220	278,726	274,010
Pension (Defined Benefit)	354,974	306,128	323,670	296,195	335,013
Pension (401A Cont./Match)	216,423	203,358	259,486	335,619	336,509
Workers Compensation	94,888	88,360	91,966	91,661	85,451
OPEB Contribution	72,374	74,549	66,877	73,455	71,318
Miscellaneous	2,554	1,161	3,251	1,864	1,628
<i>subtotal</i>	\$ 4,741,150	\$ 4,730,585	\$ 5,001,646	\$ 5,911,474	\$ 5,759,835
Maintenance & Operations:					
Professional Services	\$ 10,933	\$ 5,383	\$ 9,673	\$ 6,000	\$ 15,000
Fuel/Repair & Maint. (Vehicles)	103,856	117,014	150,818	137,500	170,000
Repair & Maint. (Facilities)	414,037	366,097	314,309	375,589	459,500
Maint. Contracts/IT Services	1,038,912	1,138,897	1,297,073	1,519,752	1,614,162
General Supplies	142,199	103,166	106,595	132,508	166,950
Utilities	1,814,759	1,976,712	1,892,247	1,971,750	2,029,250
Miscellaneous	87,064	98,374	81,278	101,500	150,500
<i>subtotal</i>	\$ 3,611,761	\$ 3,805,644	\$ 3,851,993	\$ 4,244,599	\$ 4,605,362
TOTAL	\$ 8,352,910	\$ 8,536,228	\$ 8,853,639	\$ 10,156,073	\$ 10,365,197

Budget Narrative

The FY 2024 Budget for Public Works totals \$10.4 million and represents an increase of 2%, or \$209,124, compared to FY 2023.

The Personnel Services category decreased -3%, or -\$151,639, due primarily to the 4% performance-based merit program scheduled for July 1, 2023, staff hires and changes in compensation/benefit elections, growth in other benefit categories (e.g., Defined Benefit Pension contributions), and fully offset with reductions in group insurance allocations and the transfer of one full-time vacant Senior Engineer position to City Administration that has

GENERAL FUND DEPARTMENTAL SUMMARIES

been reclassified to a Municipal Project Manager. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers such as the Defined Benefit Pension contribution which has grown due to recent salary growth, market investment performance, etc.

Authorized personnel total 50 full-time-equivalents ("FTE") and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024*	Variance
Administrative Assistant II	1.0	-	-	-	-	-
Assistant Construction Manager	1.0	1.0	1.0	1.0	1.0	-
Civil Engineer	2.0	2.0	1.0	1.0	1.0	-
Construction Manager	1.0	1.0	1.0	1.0	1.0	-
Deputy Director of Public Works	1.0	-	-	-	-	-
Director	1.0	1.0	1.0	1.0	1.0	-
Engineering Technician	5.0	5.0	4.0	6.0	6.0	-
Environmental Program Coordinator	1.0	1.0	1.0	1.0	1.0	-
Fleet/Equipment Logistics Tech.	-	1.0	1.0	1.0	1.0	-
Fleet Coordinator	1.0	-	-	-	-	-
GIS Specialist/Planner	-	-	1.0	-	-	-
GIS Coordinator	-	-	-	1.0	1.0	-
Infrastructure Operations Manager	-	-	-	1.0	1.0	-
Office Manager	-	1.0	1.0	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	7.0	7.0	-
Public Works Supervisor	4.0	4.0	4.0	3.0	3.0	-
Public Works Technician I	6.0	6.0	6.0	6.0	5.0	(1.0)
Public Works Technician II	10.0	10.0	10.0	9.0	9.0	-
Right of Way Coordinator	1.0	1.0	1.0	1.0	1.0	-
Senior Engineer**	2.0	2.0	2.0	2.0	1.0	(1.0)
Senior Engineering Technician	-	-	-	-	1.0	1.0
Senior Inspector	1.0	1.0	1.0	1.0	1.0	-
Senior Operations Manager	-	1.0	1.0	1.0	1.0	-
Senior Water Resources Analyst	1.0	1.0	1.0	1.0	1.0	-
Support Services Manager	1.0	1.0	1.0	1.0	1.0	-
Traffic Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Traffic Signal Engineer	1.0	-	-	-	-	-
Transportation Engineering Manager	-	1.0	1.0	1.0	1.0	-
Urban Forestry Program Manager	1.0	1.0	1.0	1.0	1.0	-
	52.0	52.0	51.0	51.0	50.0	(1.0)

* These counts do reflect authorized staffing only. Please refer to the Operating Initiative Requests section for new staffing requests.

** Position transferred to City Administration and reclassified to a Municipal Project Manager.

GENERAL FUND DEPARTMENTAL SUMMARIES

The Maintenance and Operations category increased 8%, or \$360,763, due primarily to the following activity:

- Increase in funding for fuel (+\$20,000 due to usage patterns and commodity pricing trends) and vehicle repair/maintenance needs (+\$12,500). The growth in vehicle repair/maintenance costs covers the rising costs of vehicle repairs and preventative maintenance as well as annual Department of Transportation inspections for Public Works vehicles. Examples of recent repairs are a 2013 Ford F-150 Super Duty Bucket Truck with internal engine failure, which was repaired for \$7,400 and a 2009 Ford F-750 Bucket Truck requiring turbo and regen system repairs at \$12,700.
- Increase in facilities repair/maintenance costs of \$83,911 (22% growth) due to multiple factors including the reopening of the municipal jail partially due to reopening of jail (+\$30,000), additional funding for City Hall (+\$31,037), with the remainder (+\$22,863) due to inflationary cost growth of labor/supplies for many of the included services such as plumbing, HVAC, etc.
- Increase in maintenance contracts and IT professional services of \$94,410 (6% growth) due primarily to inflationary cost increases in many of the city's labor-intensive contracts such as landscaping (annualized impact of recent right-of-way maintenance contract), janitorial, etc. coupled with funding for the newly opened Davis Drive extension (e.g., landscape maintenance).
- Increase in general supplies of \$34,442 (26% growth) due to rising costs and need for janitorial supplies, soap, and disinfectants, etc. as well as added facility supplies for the re-opening of the Alpharetta Jail.
- Increase in utility expenses of \$57,500 (3% growth) in electricity, natural gas, water/sewer, and miscellaneous utilities (e.g., cable and garbage). The main driver is electric utility cost growth and is based on usage trends coupled with adjustments for approved GA Power rate increases of 10.5% on January 1, 2023, and 1% on January 1, 2024.
- Increase in miscellaneous costs of \$49,000 (48% growth) due primarily to growth in professional development (+\$9,000) needs, uniform needs (+\$13,700) due to outfitting new hires and replacing uniforms and footwear for Public Works crews, equipment repair/maintenance (+\$10,000) due to rising costs associated with repairs for aging equipment, etc.

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Events coordinated	17	24	28	24	24
# of Students reached	404	18	285	18	275
# of Volunteers	307	244	215	250	250

- **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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Water quality samples analyzed	421	448	440	448	150
* Capital contracts include traffic, stormwater, sidewalks, infrastructure, community development, and facilities projects.					

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Average # of days to complete sidewalk work order	12.5	12.2	12.5	10.0	10.0
Average # of days to complete pothole work order	1.0	1.0	1.0	1.0	1.0
Average # of days to complete curb and gutter work order	2.7	2.0	8.5	2.5	5.0
Average # of days to complete ROW, mowing, limb work order	1.2	1.0	2.5	1.0	2.0
Average # of days to complete sink hole work order	2.2	3.4	7.6	3.0	3.0
Average # of days to complete sign replacement/upgrade work order	1.7	1.7	1.8	1.5	2.0
Average # of days to complete signal light maintenance work order	3.4	3.6	6.5	3.0	3.0
Average # of days to complete striping work order	5.9	3.7	2.0	3.5	4.0
Average # of days to complete catch basin work order	4.9	2.5	1.9	3.5	5.0
Average # of days to complete storm drain work order	5.2	10.3	13.5	7.5	10.0
Average # of days to complete facilities work order	4.8	4.0	4.4	4.0	4.0

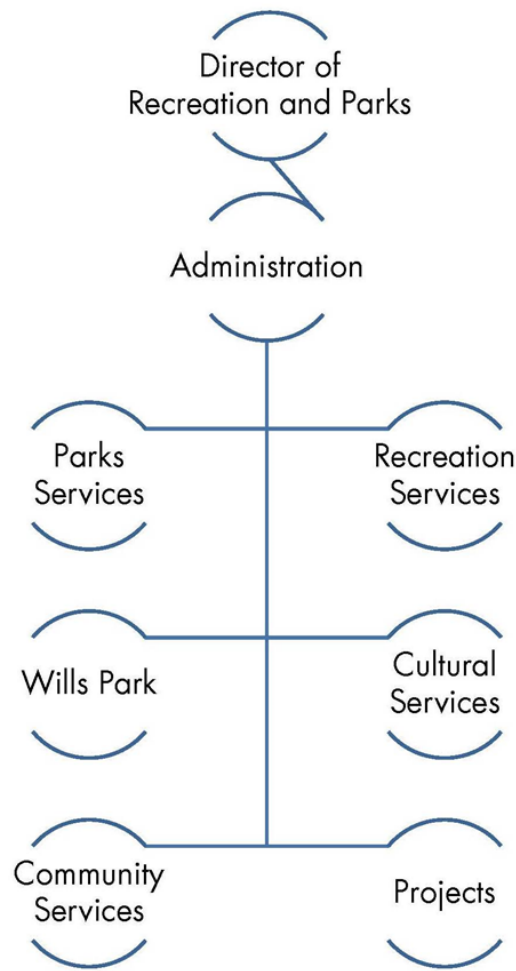
GENERAL FUND DEPARTMENTAL SUMMARIES

Recreation, Parks & Cultural Services

MORGAN RODGERS
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GENERAL FUND DEPARTMENTAL SUMMARIES

Recreation, Parks & Cultural Services

Administration, Parks Services, Recreation Services, Wills Park, Cultural Services, Community Services, Projects

Mission Statement

The Alpharetta Recreation and Parks Department strives to promote the highest quality recreation programs and park facilities to our citizens consistent with our core values of Excellence, Stewardship, Integrity, Service and Loyalty.

Goals and Objectives



- ✓   Substantially complete the nine (9) Park improvement/Development projects prioritized by the 2021 Parks Bond Referendum; and
- ✓   Connect with residents and seek out ideas for new programs and services and implement when possible; and
- ✓   Increase revenues through increased participation and sponsorships; and
- ✓   Actively engage in the improving access and usability of all parks and facilities by all residents through ongoing maintenance, beautification, and facility enhancement; and
- ✓   Identify, engage and codify partnerships with adjoining cities, Fulton County, Fulton County Schools, and businesses throughout the city.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Recreation, Parks & Cultural Services General Fund

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Intergovernmental	\$ 318,295	\$ 2,486	\$ 3,390	\$ 3,000	\$ 3,000
Charges for Services:					
Aquatics Activity Fees	127,559	114,299	201,502	206,000	207,000
Athletics Activity Fees	418,111	342,519	282,234	490,000	280,000
Arts Services	53,688	96,622	183,402	182,500	202,500
Community Center Activity Fees	451,273	567,756	817,206	862,376	982,000
Preston Ridge Community Center Activity Fees	-	725	19,099	104,000	104,000
Senior Center Activity Fees	102,675	30,376	111,819	199,000	125,000
Equestrian Center Activity Fees	222,383	318,494	296,202	400,000	400,000
Wills Park Rec. Ctr Activity Fees	211,913	198,119	272,018	475,000	300,000
Community Garden Fees	-	-	-	21,000	45,000
Non-Resident Fees	199,162	209,891	309,390	300,000	410,000
Taste of Alpharetta	900	-	-	-	-
Other	219,178	153,992	76,546	91,239	88,500
Other Revenue	17,526	13,508	25,234	10,059	50
TOTAL	\$ 2,342,661	\$ 2,048,787	\$ 2,598,041	\$ 3,344,174	\$ 3,147,050
EXPENDITURES					
Personnel Services:					
Salaries	\$ 2,578,921	\$ 2,504,452	\$ 2,577,076	\$ 3,023,163	\$ 3,142,652
Seasonal	562,833	532,875	725,346	925,930	983,250
Overtime	128,413	74,527	181,458	130,000	207,000
Group Insurance	843,908	811,101	770,471	999,411	990,766
FICA	242,111	229,058	259,164	299,614	328,660
Pension (Defined Benefit)	186,096	210,321	223,610	206,704	254,859
Pension (401A Cont./Match)	234,332	215,485	258,212	318,054	334,943
Miscellaneous	137,315	155,799	132,043	137,106	139,398
<i>subtotal</i>	\$ 4,913,928	\$ 4,733,618	\$ 5,127,379	\$ 6,039,982	\$ 6,381,528
Maintenance & Operations:					
Professional Services	\$ 1,433,673	\$ 1,088,980	\$ 1,688,903	\$ 2,237,375	\$ 2,351,660
Fuel/Repair & Maint. (Vehicles)	53,574	65,678	78,931	77,500	83,500
Repair & Maintenance (Grounds)	525,515	570,351	689,964	732,513	798,990
Repair & Maintenance (Facilities)	19,749	41,557	22,276	61,794	84,500
Equipment Rental	129,803	57,714	114,233	167,813	172,518
Maintenance Contracts/IT Svcs.	1,016,315	1,096,678	1,330,711	1,800,439	1,867,322
General Supplies	395,035	358,631	368,560	462,708	448,728
Uniforms	23,220	15,934	12,880	25,144	21,900
Utilities	637,639	654,217	649,033	709,866	735,800
Miscellaneous	255,412	170,649	196,742	311,560	268,003
<i>subtotal</i>	\$ 4,489,937	\$ 4,120,389	\$ 5,152,233	\$ 6,586,712	\$ 6,832,921
Capital/Other	\$ 15,880	\$ 12,594	\$ 1,500	\$ 15,527	\$ 42,950
TOTAL	\$ 9,419,744	\$ 8,866,601	\$ 10,281,112	\$ 12,642,221	\$ 13,257,399

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2024 Budget for Recreation, Parks & Cultural Services totals \$13.3 million and represents an increase of 5%, or \$615,178, compared to FY 2023.

The Personnel Services category increased 6%, or \$341,546, due primarily to the annualized impact of staffing reclassifications implemented during FY 2023, the 4% performance-based merit program scheduled for July 1, 2023, staff hires and changes in compensation/benefit elections, growth in seasonal salaries and overtime which is necessitated as recreation program activity is eclipsing pre-pandemic levels, which is partially offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers.

Authorized personnel total 49 full-time-equivalents ("FTE") and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Variance
Administrative Assistant I	4.0	4.0	3.0	3.0	3.0	-
Administrative Assistant II	2.0	2.0	1.0	1.0	1.0	-
Administrative Office Coordinator	1.0	1.0	1.0	1.0	1.0	-
Community Agricultural Coordinator	-	0.5	0.5	0.5	0.5	-
Community Services Manager	1.0	1.0	1.0	1.0	1.0	-
Cultural Arts Coordinator	-	-	-	1.0	1.0	-
Cultural Arts Supervisor	1.0	1.0	-	-	-	-
Cultural Services Coordinator	1.0	1.0	1.0	1.0	1.0	-
Cultural Services Manager	1.0	1.0	1.0	1.0	1.0	-
Cultural Services Supervisor	-	-	2.0	2.0	2.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
Facility Technician	4.0	4.0	2.0	-	-	-
Marketing Coordinator	0.5	0.5	0.5	0.5	0.5	-
Park Services Manager	1.0	1.0	1.0	1.0	1.0	-
Parks Maintenance Crew Leader	1.0	1.0	1.0	1.0	1.0	-
Crew Leader	-	-	-	4.0	4.0	-
Parks Maintenance Technician I	12.0	12.0	12.0	-	-	-
Parks Maintenance Technician II	4.0	4.0	4.0	-	-	-
Parks Maintenance Worker	-	-	-	13.0	13.0	-
Parks Supervisor II	3.0	3.0	3.0	3.0	3.0	-
Project Manager	1.0	1.0	1.0	1.0	1.0	-
Recreation Coordinator*	4.0	4.0	4.0	5.0	5.0	-
Recreation Services Manager	1.0	1.0	1.0	1.0	1.0	-
Recreation Supervisor II	4.0	4.0	4.0	4.0	4.0	-
Special Events Coordinator	2.5	2.0	2.0	2.0	2.0	-
Wills Park Manager	1.0	1.0	1.0	1.0	1.0	-
	51.0	51.0	48.0	49.0	49.0	-

* These counts do reflect authorized staffing only. Please refer to the Operating Initiative Requests section for new staffing requests.

GENERAL FUND DEPARTMENTAL SUMMARIES

The Maintenance and Operations category increased 4%, or \$246,209, due primarily to the following activity:

- Increase in professional services of \$114,285 (5% growth) due primarily to anticipated growth in recreation programs and the corresponding costs of program instructors. It should be noted that this growth is also reflected in program fees (revenue).
- Increase in repair/maintenance (grounds) costs of \$66,477 (9% growth) due primarily to the reallocation of parks maintenance funding from the Capital Project Fund to the General Fund as these items are under the \$25,000 capitalizable threshold. Components include: \$10,000 for restoration of the mini silos; \$12,000 for Brooke Street Park irrigation; \$10,000 for tree well lighting upgrades; and \$20,000 for North Park Ballfields 5-6 fencing upgrades.
- Increase in maintenance contracts/IT professional services of \$66,883 (4% growth), due primarily to additional funding for the RecWare Park Program Registration software (+\$55,000) as it is funded on a per customer basis and grows along with program participation. Additional cost growth is related to ensuring our Board Members have city email addresses (+\$7,830).
- Growth in utility expenses of \$25,934 (4% growth) in electricity, natural gas, water/sewer, and miscellaneous utilities. Specifically, electric utility growth is based on cost trends coupled with adjustments for known utility rate growth including approved rate increases of 10.5% on 1/1/2023 and 1% on 1/1/2024 for GA Power.

The Capital/Other category includes funding for general repair/replacement capital and equipment needs. Funding requests include \$15,000 associated with the Northside Hospital Memorandum of Understanding (MOU) which is funded through a grant.

GENERAL FUND DEPARTMENTAL SUMMARIES

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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Recreation & Parks turnover percentage	10%	17%	12%	10%	10%
Annual Activity Enrollments as in ActiveNet	15,811	16,944	22,755	20,000	25,000
# of Part-time hours used	45,046	41,267	46,461	60,000	60,000

- **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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Total # of Participants per year* (Res / Non-Res)	22,425 9299/13126	6,033 1870/4163	21,301 6851/14,480	30,000 8500/15,000	35,000 9000/15,000
Total # of Building rentals	18	8	9	12	10
Total # of Day trips taken	100	0	70	65	75
Total # of Overnight trips taken using City buses	8	0	2	8	10

GENERAL FUND DEPARTMENTAL SUMMARIES

- 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
% of Days pool facilities were open during pool season (93 days)	100%	90%	100%	100%	100%
Average daily attendance at City pool	400	150	400	400	400
Hours of lifeguard training per person	40	40	40	40	40
# of Swim lessons held	133	0	98	N/A*	N/A*
# of Swim lessons participants	598	0	542	N/A*	N/A*
(resident / non-resident)	439/159	0	339/203	N/A*	N/A*
Swim teams participants	196	121	188	250	250
(resident / non-resident)	117/79	76/45	121/67	175/75	175/75
C.O.A.S.T. participants	19	0	46	55	55
(resident / non-resident)	9 R/ 10NR	0	18/28	35/20	25/30
# of Pool passes sold	601	0	544	500	500
(resident / non-resident)	314/287	0	233/311	250/250	250/250

* Swim lessons contracted to YMCA Summer 2022

- Health and Wellness**

Statement of Service: Health & Wellness provides programs, services, and information to allow all residents to live a healthier lifestyle.

Recreation, Parks & Cultural Services - Health & Wellness					
Performance Measurements	Actual FY 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Participants in aerobics	1459	1049	228	N/A *	N/A
(resident / non-resident)	1092/367	-----	165/63	N/A *	N/A
# of Participants in Yoga (Adults & (resident / non-resident)	81	132	N/A	N/A *	N/A
	44/37	59/73	N/A	N/A*	N/A
# of Participants in tennis	286	285	474	400	450
(resident / non-resident)	238/46	227/58	375/99	325/75	300/150
# of Participants in Couch to 5K	60	5	68	N/A	N/A
(resident / non-resident)	40/20	5/0	41/27	N/A	N/A
# Participants in Babysitter Bootcamp Classes and Camps	72	60	63	110	75
(resident / non-resident)	27/45	27/33	26/37	50/60	35/40
# of Participants in Cooking Classes(remove "and Camps")	40	0	41	50	N/A
(resident / non-resident)	11/29	0	23/18	25/25	N/A
# of HW Pop-Up Participants	1542	3200	3850	3500	3500
# of Participants in Pickleball		333	453	600	650
(resident / non-resident)		107/226	232/221	250/350	300/350

*Aerobics is no longer a contracted service- has moved into a Health & Wellness Partner offering free classes- Spring 2022

FY24 Aerobics replace w/PRCC Wellness classes; Yoga replace with Kilometer Kids; Couch to 5K replace w/Trails & Ales; Cooking Camp replace w/Lantern Walk

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Participants - Adult Basketball					
2 Seasons-25 teams	111/11 teams	0	631- 3 seasons; 60 teams	600/65	620/67
(resident / non-resident)	31/80	0	178/516	200/300	270/330
# of Participants - Adult Softball					
3 Seasons-170 teams	598/46 teams	1182/171 teams	1609- 3 seasons; 126 teams	1400/130	1700/135
(resident / non-resident)	232/366	640/542	626/983	650/750	800/900
# of Participants - Teen Basketball					
2 Season-12 teams	67/8 teams	56/7 teams	117- 2 seasons; 16 teams	225/22	300
(resident / non-resident)	20/47	44/12 Summer only	67/50	175/50	200/100
# of Participants - Youth Basketball					
75 Teams	491	0	328- 37 teams	400	400
(resident / non-resident)	353/138	0	252/76	300/100	300/100
# of Participants - Youth Soccer					
70 Teams	2071	1395	1352	N/A	N/A
(resident / non-resident)	1292/779	868/527	957/395	N/A	N/A
# of Participants - Youth Travel Soccer					
40 Teams (2 seasons)	545	N/A	656	N/A	N/A
(resident / non-resident)	284/261		334/322	N/A	N/A

* Ambush Soccer Club is no longer a contracted program- they are now a Youth Athletic Association- Fall 2021

- 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Participants in summer day camps	1369	1427	1745	1750	1750
(resident / non-resident)	770/599	878/549	1203/542	1000/750	1200/550
# of Participants in dance, including camps	533	30	861	600	1000
(resident / non-resident)	232/301	186/115	512/349	400/200	600/400
# of Participants in gymnastics, including camps	2261	2602	2920	2900	3000
(resident / non-resident)	1315/946	1538/1064	1880/1040	2000/900	2000/1000
# of Participants in Specialty Camps	850	54	406	450	500

Recreation, Parks & Cultural Services - Preston Ridge					
Performance Measurements	Actual FY 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Total # of Active Adult Participants per year*	N/A	125*	3364	4000	5500
(resident / non-resident)	N/A	59/66	717/2650	1500/2500	2000/3000
# of Facility Rentals	N/A	8	275	300	350
# Fitness Class Participants	N/A	0	N/A	500	1500

* CENTER OPENED JUNE 2021

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Participants in youth art classes	365	196	210	320	250
(resident/Milton/non-resident)	222/53/90	96 res /100 non-res	110 res / 100 non	190/130	140 / 110
# of Participants in adult art classes	343	265	296	340	325
(resident/Milton/non-resident)	178/65/100	res 199 / 66 non-res	210 / 86	225/115	230 / 95
# of Participants in summer camp	119	193	232	260	250
(resident/Milton/non-resident)	84/21/14	res 130 / 63 non-res	155 / 77	175/185	165 / 85

- **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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Total # of Equestrian event dates	86	92	87	95	95
Total # dog show events	6	14	11	11	10
Total # other event dates hosted at equestrian center	3	13	10	15	15
Total attendance at events	100,000	100,000	100,000	135,000	135,000
# of Arenas/rings maintained	5	5	5	6	6
# of Part-time hours used	9	0	0	832	900

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Total Approved Events:					
Exclusive City Events	24	2	15	5	15
City Partnered Events	32	32	75	48	75
Outside Event Applications Processed	17	19	20	30	20
Approved / Denied	17/0	19/0	19 approved/1 denied	30/0	
Film Permit Requests Processed	3	0	11	6	12
Approved / Denied	3/0	0	11 approved/2 denied/3 cancelled	6/0	
Estimated Attendance for:					
Taste of Alpharetta	0	0	0	50,000	50,000
Mayor's Challenge	2,400	0	0	1,300	2,000
Old Soldier's Day Parade	3,000	0 - cancelled	0 - cancelled	0 - cancelled	0
Season of Celebration	7,000	0	800	7,000	7,000
Alpharetta Arts StreetFest	0	0	0	10,000	10,000
Scarecrow Harvest	5,000	0 - cancelled	0 - cancelled	0 - cancelled	0
Wire & Wood	20,000	0	15,000	20,000	20,000
Food Trucks	13,000	0	3,500	7,000	7,000
Restless In Resthaven	0	0 - cancelled	0 - cancelled	0 - cancelled	0
Grilling & Gridiron	1,000	0	800	1,000	1,000
Volunteer Recruitment:					
Taste of Alpharetta (Non-City Staff)	0	0	0	0	0
Season of Celebration	64	0	0	25	0
Scarecrow Harvest	40	0	0	0	0
Wire & Wood	6	0	6	0	0
Community Agriculture	65	668 (CY2021)	760 (CY2022)	675	775
TOTAL	175	668	766	700	775

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Athletic fields maintained*	32	35	35	35	35
# of Park acres maintained	350	355	360	360	360
# of Greenway acres maintained	252	254	254	254	254
# of Playground inspections	102	108	120	120	120
# of Park/playground injuries	2	2	1	1	0
# of Athletic field preparations	5,304	4,200	5,520	4,630	5,520
# of Park mowings	40	40	40	40	40
# of Athletic field mowings	80	80	80	80	80
# of Buildings maintained	36	37	37	38	39
# of Restrooms maintained	56	56	57	58	59
# of Pavilions maintained	15	17	17	17	17
# of Hours utilized for trash	10,000	10,950	10,950	10,950	10,950
# of Part-time hours used	6,848	4,211	5,119	8,000	8,000
# of Vehicles maintained	18	22	25	25	26
# of Vehicle-related accidents	2	1	0	0	0

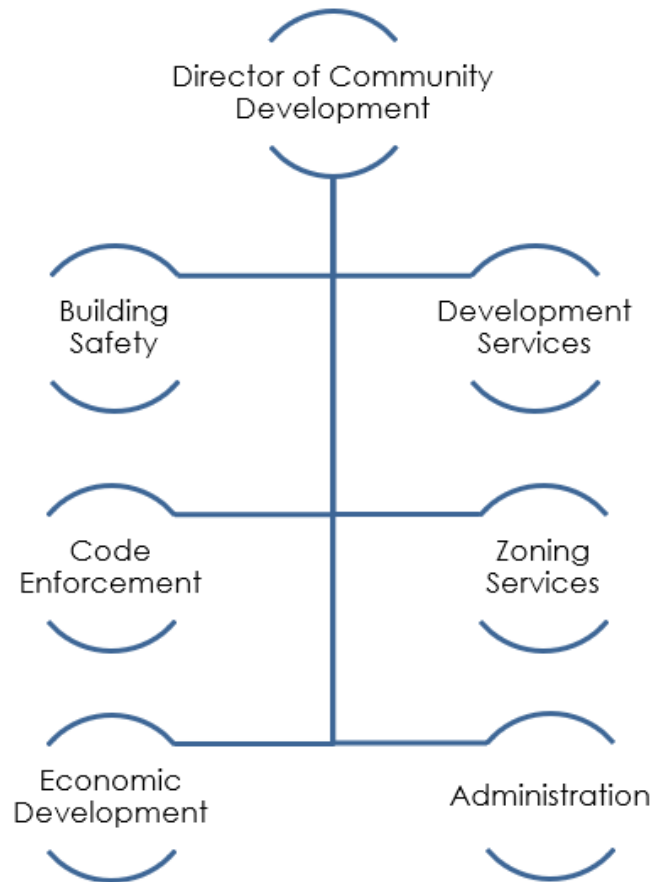
GENERAL FUND DEPARTMENTAL SUMMARIES

Community & Economic Development

KATHI COOK
DIRECTOR



KCook@alpharetta.ga.us



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



Offering the highest quality 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.

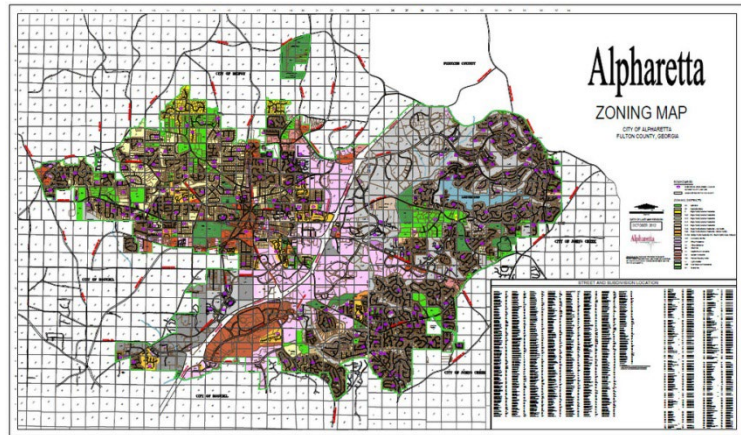
GENERAL FUND DEPARTMENTAL SUMMARIES

Community & Economic Development

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

Mission Statement

To protect and enhance the lives of Alpharetta citizens by guiding the city's growth and safeguarding the built environment and to help further the prosperity of our business community.



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



- ✓ Focus on Economic Development to fulfill the vision of the City of Alpharetta as the preeminent place to live, work, learn and play.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel **Community & Economic Development** **General Fund**

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Business Taxes:					
Occupational License Fees	\$ 1,162,099	\$ 1,171,692	\$ 1,083,893	\$ 1,015,000	\$ 1,165,000
Licenses & Permits:					
Development Permits/Fees	178,480	137,046	182,176	185,000	235,000
Building Permit Fees	2,130,275	1,971,207	1,987,196	1,850,000	2,000,000
Occupancy Permit Fees	187,262	168,602	168,158	170,000	160,000
Tree Removal Permit	4,736	3,236	5,238	3,500	3,500
Soil Erosion Permit	22,034	13,354	36,140	20,000	20,000
Alcoholic Beverage Permit	656,303	692,255	780,132	715,000	850,000
Other	36,433	69,783	79,042	47,000	52,500
Charges for Services:					
Planning and Development Fees	95,959	93,590	129,968	120,000	115,000
Plan Review Fees	1,003,981	837,651	852,097	750,000	925,000
Other	48,481	65,982	61,861	52,000	27,800
Fines & Forfeitures					
	1,250	18,175	3,250	2,000	3,000
TOTAL	\$ 5,527,293	\$ 5,242,572	\$ 5,369,151	\$ 4,929,500	\$ 5,556,800
EXPENDITURES					
Personnel Services:					
Salaries	\$ 1,887,959	\$ 2,040,849	\$ 2,168,038	\$ 2,460,466	\$ 2,546,050
Overtime	588	132	6,377	2,463	5,000
Group Insurance	646,350	709,983	645,344	800,783	746,983
FICA	137,068	147,651	158,447	188,230	195,268
Pension (Defined Benefit)	138,285	144,877	161,951	178,168	204,528
Pension (401A Contribution/Match)	170,800	171,879	198,734	247,112	254,821
Miscellaneous	94,476	106,757	110,738	113,549	113,449
<i>subtotal</i>	\$ 3,075,526	\$ 3,322,128	\$ 3,449,628	\$ 3,990,771	\$ 4,066,099
Maintenance & Operations:					
Professional Services	\$ 49,445	\$ 176,702	\$ 178,025	\$ 147,374	\$ 144,700
Board Member Fees	9,375	9,050	10,500	11,000	11,000
Fuel/Repair & Maintenance	12,702	13,098	23,461	15,000	22,000
Advertising	14,692	130,859	90,530	118,112	147,500
Employee Training	10,767	8,799	26,247	27,759	27,750
Employee Travel	7,355	3,039	27,760	26,500	28,000
Printing	6,900	10,778	7,174	8,991	10,000
Maintenance Contracts/IT Svcs.	141,345	162,434	200,312	229,194	264,033
General Supplies	26,226	27,905	37,669	37,894	36,000
Miscellaneous	10,363	3,964	29,983	18,520	8,200
<i>subtotal</i>	\$ 289,170	\$ 546,629	\$ 631,661	\$ 640,344	\$ 699,183
Capital/Other					
	\$ 12,971	\$ -			\$ -
TOTAL	\$ 3,377,667	\$ 3,868,757	\$ 4,081,289	\$ 4,631,115	\$ 4,765,282

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2024 Budget for Community and Economic Development totals \$4.8 million and represents an increase of 3%, or \$141,311, compared to FY 2023.

The Personnel Services category increased 2%, or \$75,328, due primarily to the 4% performance-based merit program scheduled for July 1, 2023, staff hires and changes in compensation/benefit elections, growth in other benefit categories (e.g., Defined Benefit Pension contributions), and partially offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers such as the Defined Benefit Pension contribution which has grown due to recent salary growth, market investment performance, etc.

Authorized personnel total 32 full-time-equivalents ("FTE") and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024*	Variance
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Administrative Office Coordinator	-	-	-	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	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	5.0	5.0	5.0	5.0	5.0	-
Director	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	-	-	-	-
Economic Development Manager	-	1.0	1.0	1.0	1.0	-
Economic Development Coordinator (Mktng)	-	-	1.0	1.0	1.0	-
GIS Specialist/Special Project Planner	1.0	1.0	1.0	1.0	1.0	-
Inspectors	3.0	3.0	3.0	-	-	-
Land Development Inspector	-	-	-	3.0	3.0	-
Office Manager	1.0	1.0	1.0	-	-	-
Planning and Zoning Coordinator	1.0	1.0	1.0	1.0	1.0	-
Planning and Development Services Manager	-	-	-	1.0	1.0	-
Permit Technician	2.0	2.0	2.0	2.0	2.0	-
Project Administrator	1.0	1.0	1.0	1.0	1.0	-
Senior Transportation Engineer/Planner	1.0	1.0	1.0	1.0	1.0	-
Senior Planner	1.0	1.0	1.0	-	-	-
Zoning Administrator	1.0	1.0	1.0	1.0	1.0	-
	30.0	32.0	32.0	32.0	32.0	-

* These counts do reflect authorized staffing only. Please refer to the Operating Initiative Requests section for new staffing requests.

GENERAL FUND DEPARTMENTAL SUMMARIES

The Maintenance and Operations category increased 9%, or \$58,839, due primarily to the following activity:

- Increase in advertising/miscellaneous costs of \$19,068 (combined) due primarily to one-time funding reallocations during FY 2023 (e.g., Alpharetta Technology Commission bathroom renovations) that will not occur in FY 2024 coupled with growth in advertising needs (e.g., public hearing notices, etc.), economic development sponsorships, etc.
- Increase in maintenance contracts/IT professional services of \$34,839 (15% growth) due to the coverage of general software inflationary cost growth coupled with estimated fees for the annualized cost of the mid-year 2023 initiative to provide all board members with city emails addresses (Board of Zoning Appeals, Code Enforcement Board, Design Review Board, Planning Commission, Historic Preservation Commission, etc.).

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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Special projects managed	19	20	20	16	16

- **Economic Development**

Statement of Service: The purpose of Economic Development is to foster and retain the business ecosystem of Alpharetta, both large and small. To advance policies that help Alpharetta grow and stay true to its values.

Community Development - Economic Development					
Performance Measurements	Actual FY 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Existing business contacts	418	418	418	418	418
# of New projects	19	16	13	16	15
# of Major business prospects recruited	2	2	2	2	1

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of New public hearings filed	106	120	117	115	115
Total # of public hearings processed	91	91	93	115	115
# of parcels annexed	0	0	0	0	0

Community Development - Development Services					
Performance Measurements	Actual FY 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Private development plans reviewed	136	121	108	125	128
Tree permits issued	991	1177	1171	1000	1000

Community Development - Building Safety					
Performance Measurements	Actual FY 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of New building permits issued	4,756	5,024	5,243	5,300	5,400
# of Building inspections completed	24,161	23,213	25,896	26,000	27,000

- **Code Enforcement Services**

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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Code enforcement inspections completed	679	1,284	2,047	1,500	1,000

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 2024 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 Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures across multiple fiscal years. Revenues are presented by source and expenditures are presented by use.

- **Statement of Revenues, Expenditures, and changes in Fund Balances**

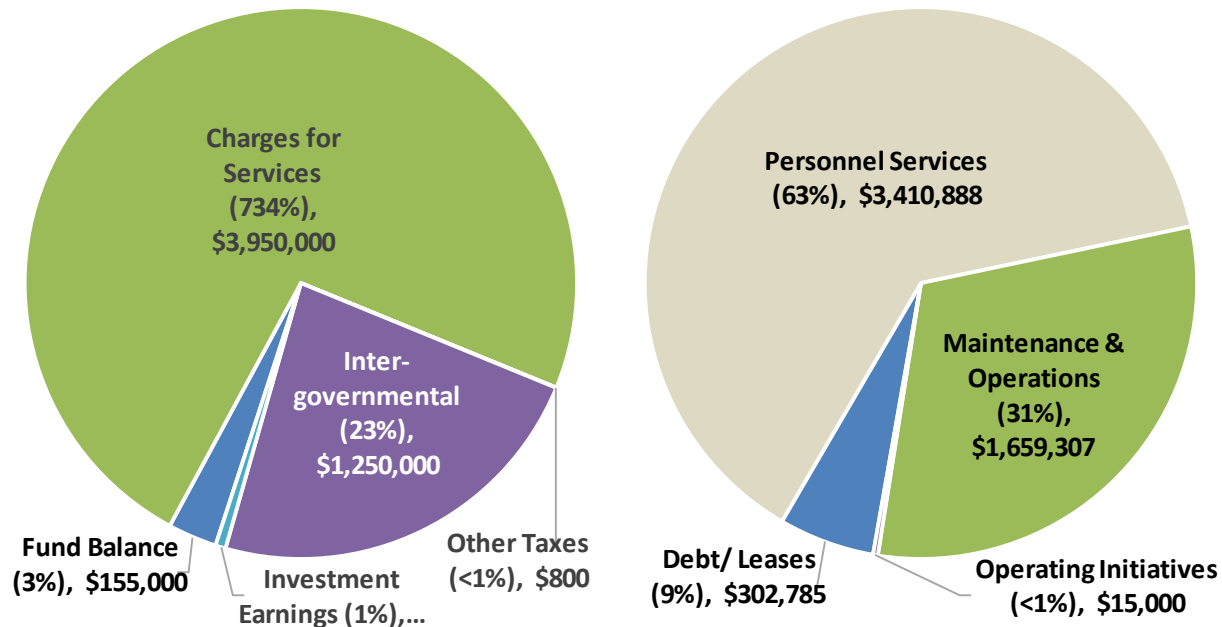
This statement provides a historical comparison of revenues and expenditures for fiscal years 2020-2023. Also included are changes in fund balance.

The financial forecast utilizes revenue collection patterns (historical and current patterns; as adjusted for seasonal fluctuations) adjusted to reflect expenditure mandates as provided by the City Council.

SPECIAL REVENUE FUND SUMMARIES

Emergency 911 Fund Summary

FY 2024 Budget: \$5,387,980



Revenues by Source

Expenditures by Use

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 2024 Budget for the E-911 Fund totals \$5.4 million and represents a -16% decrease, or -\$994,156, compared to FY 2023. The main drivers of this variance include (1) the non-allocated reserve (i.e., available fund balance) budgeted in FY 2023⁵ and (2) the utilization of fund balance to cover general operational budget growth including the renewal & replacement (capital) requests implemented by the North Fulton Regional Radio System Authority starting in FY 2024. After adjusting for these items, the true operational budget request is approximately 4% compared to FY 2023.

⁵ 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 2024 will occur subsequent to adoption of the budget.

SPECIAL REVENUE FUND SUMMARIES

The Personnel Services category decreased -3%, or -\$101,177, due primarily to the 4% performance-based merit program scheduled for July 1, 2023, staff turnover and changes in compensation/benefit elections, continued high vacancy levels, growth in other benefit categories (e.g., Defined Benefit Pension contributions), and partially offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers such as the Defined Benefit Pension contribution which has grown due to recent salary growth, market investment performance, etc.

Authorized personnel total 33.0 FTEs.

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Variance
Communications Officer	20.0	20.0	20.0	20.0	19.0	(1.0)
Communications Shift Supervisor	4.0	4.0	4.0	4.0	4.0	-
Communications Quality Assurance Officer	1.0	1.0	1.0	-	-	-
Division Chief	1.0	1.0	1.0	1.0	1.0	-
GIS Analyst	-	-	-	-	1.0	1.0
Section Chief - Communications Training	1.0	1.0	1.0	1.0	-	(1.0)
Sr. Communications Officer	4.0	4.0	4.0	4.0	4.0	-
911 Operations Manager	1.0	1.0	1.0	1.0	1.0	-
911 Quality Assurance/Training Coordinator	-	-	-	1.0	1.0	-
911 Technical Services Manager	-	-	-	-	1.0	1.0
IT Analyst	1.0	1.0	1.0	1.0	1.0	-
	33.0	33.0	33.0	33.0	33.0	-

The Maintenance and Operations category increased 21%, or \$293,252, due primarily to the following activity:

- Increase in communications costs of \$11,750 (3% growth) due to additional funding for AT&T service fees, ISDN line fees, and Wave PTX push-to-talk subscription fees, etc.
- Increase in maintenance contract costs of \$257,744 (53% growth) due primarily to increased funding for the North Fulton Regional Radio System Authority including the renewal & replacement (capital) requests implemented by the Authority starting in FY 2024. Specifically, the Authority's FY 2024 budget request represents the 1st budget proposal that includes allocations to cover future capital needs including network equipment, dispatch consoles, etc. As it currently stands, the Authority is requesting increased annual funding levels from all members and will accumulate the appropriations to cover the capital replacement needs as they occur in future fiscal years.
- Increase in IT professional services of \$17,673 (6% growth) due to the coverage of general software inflationary cost growth coupled with additional funding for the OSSI/Central Square RMS software (+\$9,475).

SPECIAL REVENUE FUND SUMMARIES

Statement of Budgetary Comparisons

Emergency 911 Fund Public Safety Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Charges for Services:					
E-911 Service Fees	\$ 2,774,476	\$ 2,956,734	\$ 3,228,656	\$ 3,450,000	\$ 3,650,000
E-911 Prepaid Service Fees	258,419	283,184	272,745	300,000	300,000
Other Taxes:					
Excise Tax	-	-	808	400	800
Intergovernmental:	1,260,758	1,157,905	965,885	1,250,000	1,250,000
Investment Earnings	23,154	342	(26,247)	15,000	32,180
Other					
Miscellaneous	403	8,520	-	-	-
Mobile Radio Lease Financing	-	-	1,565,705	-	-
Fund Balance	-	-	-	1,366,736	155,000
TOTAL	\$ 4,317,210	\$ 4,406,685	\$ 6,007,552	\$ 6,382,136	\$ 5,387,980
EXPENDITURES					
Personnel Services:					
Salaries	\$ 1,495,738	\$ 1,558,457	\$ 1,690,679	\$ 1,984,736	\$ 1,871,917
Overtime	218,017	232,851	265,688	275,000	275,000
Group Insurance	415,603	420,166	421,234	623,268	595,249
FICA	126,374	132,230	144,564	172,749	181,517
Pension (Defined Benefit)	99,468	103,689	115,365	130,289	140,720
Pension (401A Cont./Match)	151,194	143,586	183,299	227,998	244,064
Miscellaneous	82,367	92,575	87,264	98,025	102,421
<i>subtotal</i>	\$ 2,588,761	\$ 2,683,553	\$ 2,908,092	\$ 3,512,065	\$ 3,410,888
Maintenance & Operations:					
Communications	\$ 298,143	\$ 346,952	\$ 333,692	\$ 372,000	\$ 383,750
Maintenance Contracts	401,632	414,756	421,715	489,485	747,229
IT Professional Services	281,260	266,601	291,794	320,558	338,231
Miscellaneous	155,845	190,966	159,768	184,012	190,097
<i>subtotal</i>	\$ 1,136,880	\$ 1,219,274	\$ 1,206,969	\$ 1,366,055	\$ 1,659,307
Capital/Leases:					
Capital	\$ 22,932	\$ -	\$ 28,041	\$ 21,960	\$ -
Fire Station Alerting System	-	-	-	330,000	-
Portable/Mobile Radio Repl.	58,000	-	1,574,504	-	-
E911 Telephone Hardware	-	-	-	192,850	-
Mobile Radio Lease	76,777	-	-	-	-
Portable Radio Lease	-	76,777	302,783	302,785	302,785
<i>subtotal</i>	\$ 157,709	\$ 76,777	\$ 1,905,328	\$ 847,595	\$ 302,785
Non-Allocated					
Reserve	\$ -	\$ 39,934	\$ -	\$ 656,421	\$ 15,000
<i>subtotal</i>	\$ -	\$ 39,934	\$ -	\$ 656,421	\$ 15,000
TOTAL	\$ 3,883,350	\$ 4,019,538	\$ 6,020,389	\$ 6,382,136	\$ 5,387,980

SPECIAL REVENUE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Emergency 911 Fund Public Safety Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance	\$ 1,808,567	\$ 2,242,426	\$ 2,629,573	\$ 2,616,736	\$ 1,906,421
REVENUES BY CATEGORY					
Charges for Services	\$ 3,032,895	\$ 3,239,918	\$ 3,501,401	\$ 3,750,000	\$ 3,950,000
Other Taxes	-	-	808	400	800
Intergovernmental	1,260,758	1,157,905	965,885	1,250,000	1,250,000
Investment Earnings	23,154	342	(26,247)	15,000	32,180
Other	403	8,520	1,565,705	-	-
TOTAL	\$ 4,317,210	\$ 4,406,685	\$ 6,007,552	\$ 5,015,400	\$ 5,232,980
EXPENDITURES BY FUNCTION					
Public Safety	\$ 3,883,350	\$ 4,019,538	\$ 6,020,389	\$ 5,725,715	\$ 5,372,980
TOTAL	\$ 3,883,350	\$ 4,019,538	\$ 6,020,389	\$ 5,725,715	\$ 5,372,980
ACFR Rounding Adjustments	\$ (1)	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 2,242,426	\$ 2,629,573	\$ 2,616,736	\$ 1,906,421	\$ 1,766,421
Changes in Fund Balance (actual/est.)	\$ 433,859	\$ 387,148	\$ (12,837)	\$ (710,315)	\$ (140,000)

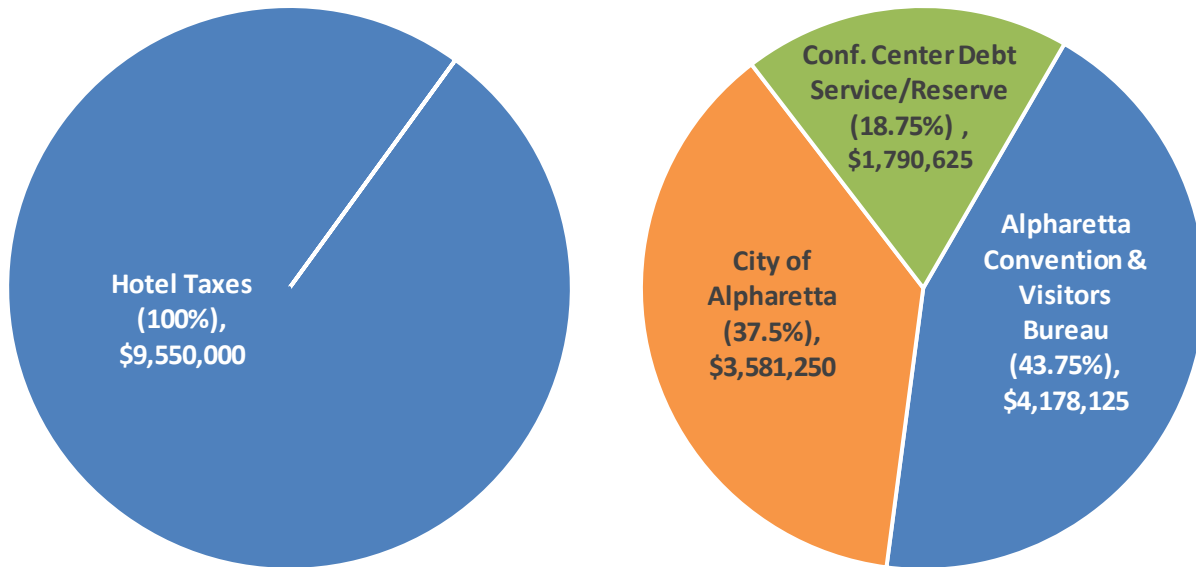
Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/ Reserve accounts.
- (2) Fund balance usage is for general operational budget growth including the renewal & replacement (capital) requests implemented by the North Fulton Regional Radio System Authority starting in FY 2024.

SPECIAL REVENUE FUND SUMMARIES

Hotel/Motel Fund Summary

FY 2024 Budget: \$9,550,000



Revenues by Source

Expenditures by Use

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 2024 Budget totals \$9.6 million. 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 \$2.8 million); Alpharetta Convention & Visitor's Bureau (43.75% or \$3.2 million); and Tourism Product Development (18.75% or \$1.4 million).

The Tourism Product Development portion of the revenue is dedicated to funding debt service on the Conference Center bonds (\$1.4 million) as well as a Reserve. Specifically, the Debt Service Reserve funding (Convention Center Bonds) from the Facilities portion of the tax is anticipated to grow by a minimum of \$392,412 during FY 2024 (forecasted balance

SPECIAL REVENUE FUND SUMMARIES

based on budgeted FY 2023 revenue totals \$978,434 [\$586,022 + \$392,412] but will be higher as actual collections are outpacing budget for 2023). This reserve figure dipped below the \$1.5 million target level in 2019 due to the impact of the COVID-19 pandemic on the hospitality industry and is being replenished as revenues continue to strengthen.

Hotel/Motel tax collection forecast for FY 2024 totals \$9.6 million and represents growth of 27% compared to the FY 2023 budget. However, actual collections are estimated at \$9.3 million in FY 2023 which equates to a 2% growth in the 2024 budget proposal.

Statement of Budgetary Comparisons

Hotel/Motel Fund Multiple Departments

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Other Taxes					
Hotel/Motel Taxes	\$ 6,668,386	\$ 3,875,217	\$ 7,927,504	\$ 7,500,000	\$ 9,550,000
Interest/Penalties	3,711	14,876	13,260	-	-
Investment Earnings	-	1,582	(25,697)	-	-
Other					
Fund Balance	-	-	-	1,143,172	-
TOTAL	\$ 6,672,097	\$ 3,891,676	\$ 7,915,067	\$ 8,643,172	\$ 9,550,000
EXPENDITURES					
ACVB/City					
Alpharetta Convention & Visitors Bureau	\$ 2,919,042	\$ 1,701,911	\$ 3,474,084	\$ 3,281,250	\$ 4,178,125
City of Alpharetta (transfer-out)	2,502,036	1,458,781	2,975,786	2,812,500	3,581,250
<i>subtotal</i>	<i>\$ 5,421,079</i>	<i>\$ 3,160,691</i>	<i>\$ 6,449,871</i>	<i>\$ 6,093,750</i>	<i>\$ 7,759,375</i>
Facility					
Professional Svcs (Bond Admin)	\$ 5,500	\$ 4,125	\$ 7,040	\$ 5,500	\$ 5,500
Series 2016 Bonds (debt service)	975,963	1,311,963	1,339,963	1,365,213	1,392,713
Debt Service Reserve	-	-	-	586,022	392,412
Downtown Land Purchase	795,398	-	-	-	-
Wayfinding Signage	53,917	-	-	-	-
Equestrian Center Improvements	3,185	34,625	929	-	-
Wills Park Maint. Facility	-	-	-	309,370	-
Wills Park Master Plan Imp.	147,577	35,592	285,405	283,317	-
<i>subtotal</i>	<i>\$ 1,981,540</i>	<i>\$ 1,386,305</i>	<i>\$ 1,633,337</i>	<i>\$ 2,549,422</i>	<i>\$ 1,790,625</i>
TOTAL	\$ 7,402,619	\$ 4,546,996	\$ 8,083,208	\$ 8,643,172	\$ 9,550,000

SPECIAL REVENUE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Hotel/Motel Fund Multiple Departments

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance:	\$ 2,697,155	\$ 1,966,633	\$ 1,311,312	\$ 1,143,173	\$ 586,022
REVENUES BY CATEGORY					
Hotel Taxes	\$ 6,672,097	\$ 3,890,094	\$ 7,940,764	\$ 7,500,000	\$ 9,550,000
Investment Earnings	-	1,582	(25,697)	-	-
Other	-	-	-	-	-
TOTAL	\$ 6,672,097	\$ 3,891,676	\$ 7,915,067	\$ 7,500,000	\$ 9,550,000
EXPENDITURES BY FUNCTION					
Alpharetta Convention & Visitors Bureau	\$ 2,919,042	\$ 1,701,911	\$ 3,474,084	\$ 3,281,250	\$ 4,178,125
City of Alpharetta (transfer-out)	2,502,036	1,458,781	2,975,786	2,812,500	3,581,250
Tourism Product Development portion of the Hotel Tax:					
Debt Service	981,463	1,316,088	1,347,003	1,370,713	1,398,213
Eligible System Improvements	1,000,077	70,217	286,334	592,687	-
TOTAL	\$ 7,402,619	\$ 4,546,996	\$ 8,083,208	\$ 8,057,150	\$ 9,157,588
ACFR/Rounding Adjustments	\$ -	\$ (1)	\$ 2	\$ (1)	\$ -
Ending Fund Balance: (1),(2)	\$ 1,966,633	\$ 1,311,312	\$ 1,143,173	\$ 586,022	\$ 978,434
Changes in Fund Balance (actual/est.)	\$ (730,522)	\$ (655,321)	\$ (168,139)	\$ (557,151)	\$ 392,412

Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve Revenue is to be distributed to the participating entities based on their relative share. Funding for Tourism Product Development is used
- (2) for debt service on the Series 2016 Conference Center Bonds or reserved for debt service/future eligible initiatives (fund balance within the Hotel/Motel Fund).
- Fund balance target totaling \$1.5 million will be retained as a debt service reserve. This reserve target will be replenished before further eligible system improvements are funded.

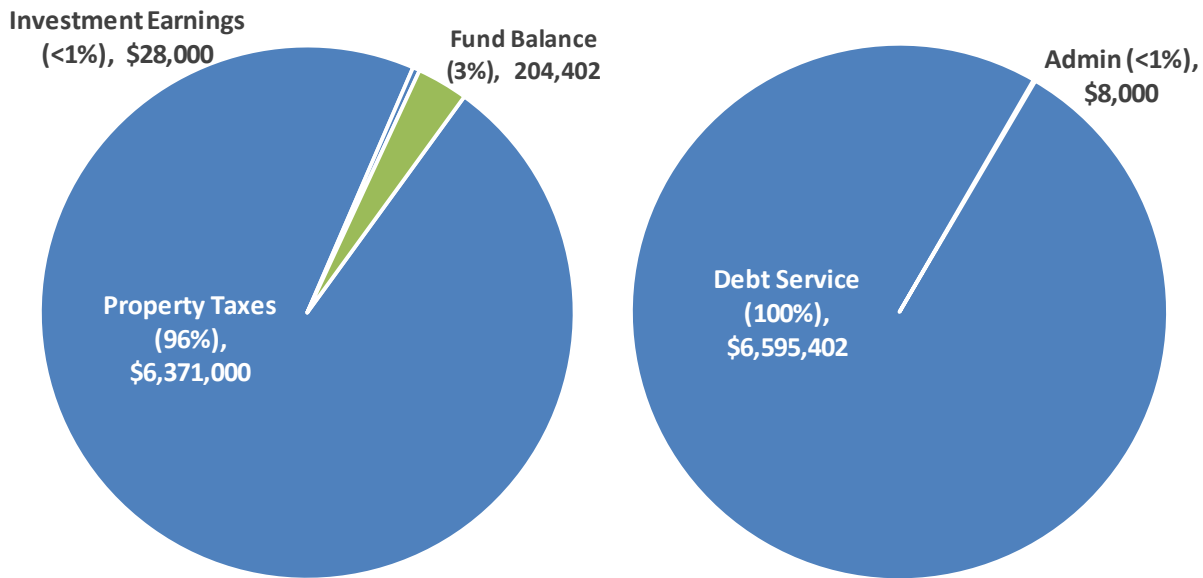
DEBT SERVICE FUND SUMMARY

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.

FY 2024 Budget: \$6,603,402



Revenues by Source

Expenditures by Use

The city has one debt service fund that accounts for debt service on the following obligations (except where noted) along with the principal amounts outstanding as of the start of FY 2024.

GENERAL OBLIGATION (GO) BONDS		\$
GO Refunding Bonds, Series 2014	\$	5,440,000
GO Bonds, Series 2016		47,780,000
GO Refunding Bonds, Series 2020		17,085,000
GO Bonds, Series 2022		26,805,000
Total GO Debt	\$	97,110,000
DEVELOPMENT AUTHORITY		\$
Revenue Bonds, Series 2013 ⁶	\$	2,420,000
Revenue Bonds, Series 2016 ¹⁸		22,535,000
Total Development Authority Debt	\$	24,955,000

⁶ This obligation is funded out of the General Fund (Series 2013) and Hotel/Motel Fund (Series 2016) and shown herein for the purposes of providing a comprehensive overview of all bond debt obligations.

DEBT SERVICE FUND SUMMARY

Debt Issuance Methodology

The city's preferred method for funding the acquisition and construction of major items, such as buildings, infrastructure, parks, streets, and other major capital facilities shall be through current revenue when available (i.e., pay-as-you-go) or from outside funding sources such as grant funding and related aid.

General obligation bonds have been issued to fund numerous large-scale projects including public safety facilities, parks and recreation facilities, and transportation improvements that continue to define Alpharetta as a desirable community to work and live. The city issues general obligation bonds to provide capital improvement funding when the project(s) are of sufficiently large scale, and it is appropriate to achieve a fair allocation of costs between current and future beneficiaries.

Debt Issuance Activity

GO Bonds, Series 2022: In November 2021, the voters of the City of Alpharetta approved the issuance of General Obligation Bonds (the "2022 Alpharetta Parks Bonds") to fund \$29.5 million in improvements aimed at constructing a variety of park enhancements and projects including:

- Wills Park Equestrian renovation build out (50% match), \$5 million;
- Turf for Webb Bridge Park large soccer field, \$1 million;
- Wills Park Master Plan projects, \$6 million;
- Union Hill Park redevelopment/trailhead, \$3.25 million;
- Mid Broadwell Park build out, \$500,000;
- Old Rucker Park design and build out, \$3 million;
- Farmhouse Park design and build out, \$2 million;
- Waters Road Park design & build out \$1.25 million; and
- Alpha Loop, \$7.5 million.

The 2022 Alpharetta Parks Bonds were issued in February 2022 in a par amount of \$27 million (not including a \$2.5 million premium which assisted in funding the \$29.5 million in project improvements) with a 25-year term and a true-interest cost of 2.38%.

GO Refunding Bonds, Series 2020: In April 2020, the city issued \$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 Series 2012 General Obligation Bonds funded the redevelopment of 22-acres in the heart of Downtown Alpharetta (the "City Center" project) to include a vibrant environment of parks and civic spaces that serve as a gathering place for citizens and attract business and investment to this important area of our community.

DEBT SERVICE FUND SUMMARY

The Public portion of City Center includes: new Fulton County Library (funded separately through Fulton County); 5-acre Public Park; Town Square; new Alpharetta City Hall; and 450+/- space Public Parking Garage. These components create a place and an atmosphere where people naturally want to be.



While there, many also patronize the unique shops and restaurants that call Downtown Alpharetta home.

The environment created through these civic elements attracted private investment that drove the second phase of the development (mixed-use residential, retail, and office).

GO Bonds, Series 2016: In May 2016, the voters of the

City of Alpharetta approved the issuance of General Obligation Bonds (the “2016 Alpharetta Parks and Transportation Bonds”) to fund \$52 million in improvements aimed at alleviating traffic congestion, expanding sidewalk connectivity, improving park amenities, extending the Big Creek Greenway north to connect with Forsyth County’s Greenway, and securing parkland for future passive and active park systems.

The 2016 Alpharetta Parks and Transportation Bonds were issued in July 2016 in a par amount of \$52 million (including premium) with a 25-year term and a true-interest cost of 2.83%.

Development Authority Revenue Bonds, Series 2016: The purpose of this bond issue was to fund the new state-of-the-art 44,000 square foot Conference Center through a public-private partnership with North American Properties (developer of Avalon). Along with the Conference Center, North American Properties constructed a 330-room Marriott Autograph hotel abutting the Center. North American Properties is operating the Conference Center that includes the largest meeting room in the north Fulton market. Economic impact studies have indicated that a conference center could bring in almost \$23.5 million in visitor spending, generating 545 jobs with more than \$15.7 million in earnings and over \$51.3 million in total economic output annually. The FY 2024 budget includes funding within the Hotel/Motel Fund to cover debt service associated with bonds issued to fund construction of the Center. The debt service is fully funded through the hotel/motel tax.

The Series 2016 Development Authority Revenue Bonds were issued in May 2016 in a par amount of \$25.9 million (including premium) with a 25-year term and a true-interest cost of 2.88%.

DEBT SERVICE FUND SUMMARY



Bond Ratings

The city's AAA bond rating was reaffirmed by Moody's and Standard & Poor's ("S&P") during January 2022 in conjunction with the sale of \$27 million (par) of Series 2022 General Obligation Bonds to fund a variety of park enhancements and projects. The AAA rating represents the highest rating available to municipalities and translates to significant savings to our citizens and stakeholders through reduced borrowing costs. This rating demonstrates the strongest creditworthiness relative to other US municipal or tax-exempt issuers and reflects the city's current sound financial position as well as strong financial management practices guiding our ongoing decision making. These practices are supported by formal policies to guide budget and procurement practices, capital investment, and debt management. Other positive factors include a relatively strong economic base and manageable debt/pension burdens. The FY 2024 Budget is mindful of these factors and the importance of maintaining the highest rating, not only for our citizens but also our bondholders.

Bond Smoothing

The city's primary method of funding large-scale capital projects is through the issuance of bonds (e.g., general obligation bonds, Development Authority bonds, etc.). General obligation bonds have been issued to fund numerous large-scale projects including public safety facilities, parks and recreation facilities, and transportation improvements that continue to define Alpharetta as a desirable community to work and live. General obligation bonds are funded through a separate millage levy (discussed below).

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 2024 are budgeted at \$8.3 million with the following forecast: 2025 - 2041⁷: \$8.7 million (annual average); 2042-2046⁸ totaling \$1.6 million (annual average). These figures include city and Development Authority obligations and span multiple Funds.

⁷ Represents the final maturity of the Series 2016 Alpharetta Parks and Transportation Bonds and the Series 2016 Development Authority Revenue Bonds.

⁸ Represents the final maturity of the Series 2022 General Obligation Bonds.

DEBT SERVICE FUND SUMMARY

Millage Rates

The city has historically acknowledged the need to provide a taxation rate commensurate with the government's level of service.

The FY 2024 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 decrease 0.085 mills compared to FY 2023 to a total of 0.880 mills. As our annual debt service obligations are relatively flat, growth in the tax digest allows for a reduction in the debt service millage rate. The decrease in tax revenue associated with the debt service millage shift is estimated at \$600,000.
- The portion of the millage rate funding operations and capital investment (General Fund) is estimated to increase 0.085 mills compared to FY 2023 to a total of 4.870 mills. The increase in tax revenue associated with the operations millage shift is estimated at \$500,000 and has been allocated towards operating initiatives. The shift from debt service millage to operations millage results in additional tax savings for our homeowners as the operations millage rate is subject to homestead exemptions.

Fiscal Year	Operating Millage Levy	Debt Service Millage Levy	Total Millage Levy	% Increase (Decrease)
2024	4.870	0.880	5.750	0.0%
2023	4.785	0.965	5.750	0.0%
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%
2012	4.215	1.535	5.750	0.0%
2011	4.215	1.535	5.750	0.0%
2010	4.215	1.535	5.750	0.0%

DEBT SERVICE FUND SUMMARY

General Obligation Bond Debt

General Obligation (“GO”) bonds are direct obligations and pledge the full faith and credit of the city. Original issue GO bonds are generally issued as 20/25-year serial bonds. Refunding GO bonds are issued in a maturity not exceeding the maturity of the refunded bonds. The following schedule provides a detailed listing of total debt service requirements of the city’s GO bonds through maturity.

General Obligation Bonds (All Series)

	Principal	Interest	Total Debt Service
FY 2024	\$ 3,295,000.00	\$ 3,300,401.00	\$ 6,595,401.00
FY 2025	3,420,000.00	3,188,099.00	\$ 6,608,099.00
FY 2026	3,540,000.00	3,070,545.00	\$ 6,610,545.00
FY 2027	3,745,000.00	2,948,255.00	\$ 6,693,255.00
FY 2028	3,940,000.00	2,778,105.00	\$ 6,718,105.00
FY 2029	4,170,000.00	2,598,655.00	\$ 6,768,655.00
FY 2030	4,400,000.00	2,408,755.00	\$ 6,808,755.00
FY 2031	4,615,000.00	2,207,442.50	\$ 6,822,442.50
FY 2032	4,850,000.00	1,995,117.50	\$ 6,845,117.50
FY 2033	5,465,000.00	1,782,667.50	\$ 7,247,667.50
FY 2034	5,625,000.00	1,618,717.50	\$ 7,243,717.50
FY 2035	5,790,000.00	1,449,967.50	\$ 7,239,967.50
FY 2036	5,960,000.00	1,286,382.50	\$ 7,246,382.50
FY 2037	6,115,000.00	1,117,342.50	\$ 7,232,342.50
FY 2038	6,295,000.00	942,607.50	\$ 7,237,607.50
FY 2039	5,985,000.00	753,757.50	\$ 6,738,757.50
FY 2040	6,120,000.00	574,207.50	\$ 6,694,207.50
FY 2041	6,295,000.00	398,707.50	\$ 6,693,707.50
FY 2042	1,415,000.00	217,475.00	\$ 1,632,475.00
FY 2043	1,450,000.00	182,100.00	\$ 1,632,100.00
FY 2044	1,495,000.00	138,600.00	\$ 1,633,600.00
FY 2045	1,540,000.00	93,750.00	\$ 1,633,750.00
FY 2046	1,585,000.00	47,550.00	\$ 1,632,550.00
FY 2047	-	-	\$ -
	\$ 97,110,000.00	\$ 35,099,207.50	\$ 132,209,207.50

DEBT SERVICE FUND SUMMARY

Development Authority Revenue Bond Debt

Development Authority Revenue Bonds, Series 2013: The purpose of this bond issue was to fund a portion of the development, equipping, and construction of Gwinnett Technical College's Alpharetta campus. The Series 2013 Development Authority Revenue Bonds were issued in June 2013 in a par amount of \$4.1 million with a 20-year term and a true-interest cost of 3.13%. The City is obligated to pay 100% of the total principal and interest payments on the bonds. This obligation is funded from the General Fund through non-advalorem revenue.

Development Authority Revenue Bonds, Series 2016: The purpose of this bond issue was to fund the new state-of-the-art 44,000 square foot Conference Center through a public-private partnership with North American Properties (developer of Avalon). Along with the Conference Center, North American Properties constructed a 330-room Marriott Autograph hotel abutting the Center. North American Properties is operating the Conference Center that includes the largest meeting room in the north Fulton market. Economic impact studies have indicated that a conference center could bring in almost \$23.5 million in visitor spending, generating 545 jobs with more than \$15.7 million in earnings and over \$51.3 million in total economic output annually. The FY 2024 budget includes funding within the Hotel/Motel Fund to cover debt service associated with bonds issued to fund construction of the Center. The debt service is fully funded through the hotel/motel tax.

DEBT SERVICE FUND SUMMARY

Development Authority Revenue Bonds (City Portion)

	Principal	Interest	Total Debt Service
FY 2024	\$ 920,000.00	\$ 760,202.50	\$ 1,680,202.50
FY 2025	985,000.00	719,190.00	\$ 1,704,190.00
FY 2026	1,065,000.00	674,777.50	\$ 1,739,777.50
FY 2027	1,140,000.00	626,027.50	\$ 1,766,027.50
FY 2028	1,195,000.00	600,640.00	\$ 1,795,640.00
FY 2029	1,255,000.00	573,802.50	\$ 1,828,802.50
FY 2030	1,310,000.00	544,377.50	\$ 1,854,377.50
FY 2031	1,375,000.00	510,765.00	\$ 1,885,765.00
FY 2032	1,445,000.00	474,050.00	\$ 1,919,050.00
FY 2033	1,525,000.00	429,350.00	\$ 1,954,350.00
FY 2034	1,315,000.00	382,200.00	\$ 1,697,200.00
FY 2035	1,390,000.00	342,750.00	\$ 1,732,750.00
FY 2036	1,465,000.00	301,050.00	\$ 1,766,050.00
FY 2037	1,545,000.00	257,100.00	\$ 1,802,100.00
FY 2038	1,625,000.00	210,750.00	\$ 1,835,750.00
FY 2039	1,710,000.00	162,000.00	\$ 1,872,000.00
FY 2040	1,800,000.00	110,700.00	\$ 1,910,700.00
FY 2041	1,890,000.00	56,700.00	\$ 1,946,700.00
FY 2042	-	-	\$ -
	\$ 24,955,000.00	\$ 7,736,432.50	\$ 32,691,432.50

DEBT SERVICE FUND SUMMARY

Statement of Budgetary Comparisons

Debt Service Fund Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Property Taxes					
Current Year	\$ 5,564,390	\$ 5,100,366	\$ 5,214,158	\$ 6,250,000	\$ 6,340,000
Delinquent	95,378	20,319	21,835	17,000	17,000
Penalties/Interest	5,479	10,134	7,100	3,000	3,000
Motor Vehicle	20,145	15,634	13,143	9,000	11,000
Investment Earnings	81,590	582	(60,509)	2,000	28,000
Other					
Miscellaneous	457	15	-	-	-
Refunding Bond Proceeds	17,775,000	-	-	-	-
Premium on Bond Proceeds	5,501,675	-	-	-	-
Fund Balance	-	-	-	1,095,855	204,402
TOTAL	\$ 29,044,114	\$ 5,147,049	\$ 5,195,727	\$ 7,376,855	\$ 6,603,402
EXPENDITURES					
Maintenance & Operations:					
Professional Services	\$ 5,225	\$ 6,600	\$ 8,500	\$ 8,000	\$ 8,000
<i>subtotal</i>	<i>\$ 5,225</i>	<i>\$ 6,600</i>	<i>\$ 8,500</i>	<i>\$ 8,000</i>	<i>\$ 8,000</i>
Debt Service					
General Obligation Bonds					
Series 2012	\$ 1,485,350	\$ -	\$ -	\$ -	\$ -
Series 2014 (refunding)	1,930,948	1,927,455	1,918,143	1,913,129	1,907,296
Series 2016	1,929,788	1,927,188	1,923,988	1,925,188	1,925,588
Series 2020 (debt issuance costs)	381,757	-	-	-	-
Series 2020 (refunding)	23,886,801	1,082,497	1,100,750	1,116,750	1,129,250
Series 2022	-	-	-	1,635,391	1,633,268
<i>subtotal</i>	<i>\$ 29,614,644</i>	<i>\$ 4,937,139</i>	<i>\$ 4,942,881</i>	<i>\$ 6,590,458</i>	<i>\$ 6,595,402</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 778,397	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 778,397</i>	<i>\$ -</i>
TOTAL	\$ 29,619,869	\$ 4,943,739	\$ 4,951,381	\$ 7,376,855	\$ 6,603,402

DEBT SERVICE FUND SUMMARY

Statement of Revenues, Expenditures, and changes in Fund Balance

Debt Service Fund Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance:	\$ 1,223,954	\$ 648,200	\$ 851,509	\$ 1,095,855	\$ 778,397
REVENUES BY CATEGORY					
Property Taxes (incl. Motor Vehicles)	\$ 5,685,392	\$ 5,146,453	\$ 5,256,236	\$ 6,279,000	\$ 6,371,000
Investment Earnings	81,590	582	(60,509)	2,000	28,000
Other	457	15	-	-	-
Refunding Bond Proceeds	23,276,675	-	-	-	-
TOTAL	\$ 29,044,114	\$ 5,147,049	\$ 5,195,727	\$ 6,281,000	\$ 6,399,000
EXPENDITURES BY FUNCTION					
Professional Services	\$ 5,225	\$ 6,600	\$ 8,500	\$ 8,000	\$ 8,000
Debt Service/Refunding	29,614,644	4,937,139	4,942,881	6,590,458	6,595,402
TOTAL	\$ 29,619,869	\$ 4,943,739	\$ 4,951,381	\$ 6,598,458	\$ 6,603,402
ACFR Rounding Adjustments	\$ -	\$ (1)	\$ -	\$ -	\$ -
Ending Fund Balance: (1)	\$ 648,200	\$ 851,509	\$ 1,095,855	\$ 778,397	\$ 573,995
Changes in Fund Balance (actual/est.)	\$ (575,754)	\$ 203,309	\$ 244,347	\$ (317,458)	\$ (204,402)

Notes:

(1) Fund Balance is utilized to (a) offset debt service requirements and (b) program into bond refundings to lower debt service requirements.

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 2024 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 Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures across multiple fiscal years. Revenues are presented by source and expenditures are presented by use.

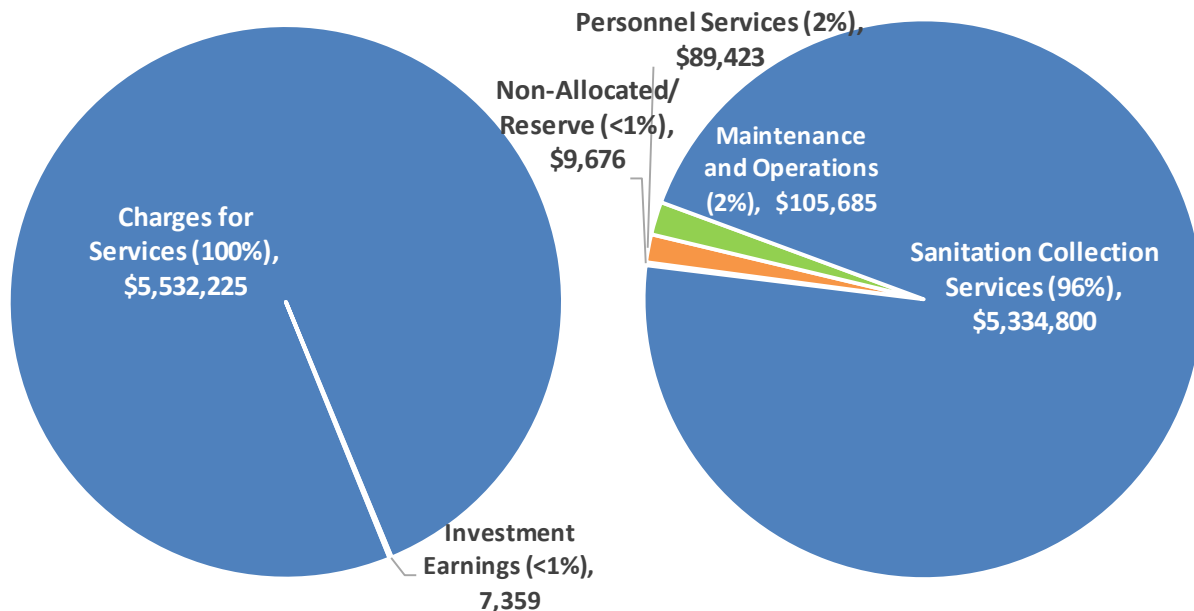
- **Statement of Revenues, Expenditures, and changes in Fund Balances**

This statement provides a historical comparison of revenues and expenditures for fiscal years 2020-2023. Also included are changes in fund balance.

ENTERPRISE FUND SUMMARY

Solid Waste Fund Summary

FY 2024 Budget: \$5,539,584



Revenues by Source

Expenditures by Use

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). It is important to note as you review historical data for Solid Waste operations that glass recycling services were ended in August 2022 while all other services continue as normal. That is to say, the actuals through FY 2022 and the FY 2023 budgetary figures reflect glass services while the FY 2024 budget figures do not.

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 2023 Budget for the Solid Waste Fund totals \$5.5 million and represents a decrease of -8%, or -\$513,277, compared to FY 2022 due primarily to the discontinuation of glass services in August 2022 which is partially offset through contractual cost growth for our private sanitation hauler of 4% annually.

ENTERPRISE FUND SUMMARY

As it relates to private sanitation hauler services, the City issued an RFP in 2021 for sanitation services to ensure optimal value for customers. Republic Services (our current provider) was the highest-ranking vendor and the most cost effective (\$1 million lower on an annual basis than other proposers). Republic Services was awarded the contract with an annual 4% inflation adjustment.

The Personnel Services category decreased -8%, or -\$7,456, due primarily to the 4% performance-based merit program scheduled for July 1, 2023, staff hires and changes in compensation/benefit elections, etc. which is fully offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers.

Authorized personnel total 1.0 FTE and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	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 decreased -8%, or -\$485,977, due primarily to the discontinuation of glass services in August 2022 which is partially offset through contractual cost growth for our private sanitation hauler of 4% annually.

ENTERPRISE FUND SUMMARY

Statement of Budgetary Comparisons

Solid Waste Fund Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Licenses and Permits					
Penalties and Interest	\$ 69	\$ -	\$ -	\$ -	\$ -
Charges for Services:					
Collection Fees	4,152,563	4,356,517	5,066,935	6,006,500	5,469,200
Commercial Hauler Fees	21,592	24,804	27,441	25,000	28,000
Penalties and Interest	31,267	21,718	35,555	20,000	35,000
Other	2,312	100	25	75	25
Investment Earnings	52,629	1,623	(27,994)	1,286	7,359
Other					
Miscellaneous	-	-	-	-	-
Fund Balance	-	-	-	-	-
TOTAL	\$ 4,260,432	\$ 4,404,761	\$ 5,101,962	\$ 6,052,861	\$ 5,539,584
EXPENDITURES					
Personnel Services:					
Salaries	\$ 39,645	\$ 39,203	\$ 44,636	\$ 51,400	\$ 52,873
Overtime	156	135	434	250	750
Group Insurance	19,648	20,413	23,990	31,359	21,413
FICA	2,981	2,970	3,301	3,868	4,102
Pension (401A Cont./Match)	4,659	3,770	6,029	7,626	7,963
Miscellaneous	2,149	2,170	2,102	2,376	2,322
<i>subtotal</i>	<i>\$ 69,238</i>	<i>\$ 68,661</i>	<i>\$ 80,492</i>	<i>\$ 96,879</i>	<i>\$ 89,423</i>
Maintenance & Operations:					
Professional Services (Haulers)	\$ 4,192,244	\$ 4,599,341	\$ 5,615,708	\$ 5,861,500	\$ 5,375,800
Miscellaneous	58,020	81,992	92,077	64,962	64,685
<i>subtotal</i>	<i>\$ 4,250,264</i>	<i>\$ 4,681,332</i>	<i>\$ 5,707,785</i>	<i>\$ 5,926,462</i>	<i>\$ 5,440,485</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 29,520	\$ 9,676
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 29,520</i>	<i>\$ 9,676</i>
TOTAL	\$ 4,319,502	\$ 4,749,994	\$ 5,788,277	\$ 6,052,861	\$ 5,539,584

ENTERPRISE FUND SUMMARY

Statement of Revenues, Expenditures, and changes in Fund Balance

Solid Waste Fund Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance:	\$ 1,206,593	\$ 1,147,524	\$ 802,291	\$ 115,975	\$ 145,495
REVENUES BY CATEGORY					
Licenses and Permits	\$ 69	\$ -	\$ -	\$ -	\$ -
Charges for Services	4,207,734	4,403,138	5,129,956	6,051,575	5,532,225
Investment Earnings	52,629	1,623	(27,994)	1,286	7,359
Other	-	-	-	-	-
TOTAL	\$ 4,260,432	\$ 4,404,761	\$ 5,101,962	\$ 6,052,861	\$ 5,539,584
EXPENDITURES BY FUNCTION					
Solid Waste Operations	\$ 4,319,502	\$ 4,749,994	\$ 5,788,277	\$ 6,023,341	\$ 5,529,908
TOTAL	\$ 4,319,502	\$ 4,749,994	\$ 5,788,277	\$ 6,023,341	\$ 5,529,908
ACFR Rounding Adjustments	\$ 1	\$ (1)	\$ -	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 1,147,524	\$ 802,291	\$ 115,975	\$ 145,495	\$ 155,171
Changes in Fund Balance (actual/est.)	\$ (59,069)	\$ (345,233)	\$ (686,315)	\$ 29,520	\$ 9,676

Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts.
- (2) Fund balance utilization was proposed in FY 2020-2022 to subsidize operations.

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 2024 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 utilize 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 Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures across multiple fiscal years. Revenues are presented by source and expenditures are presented by use.

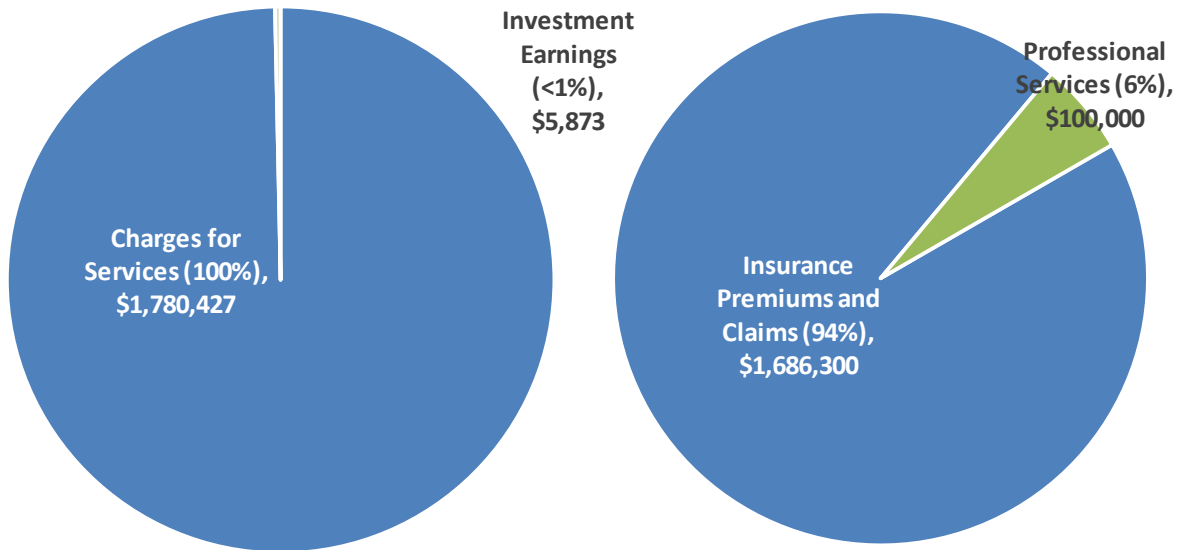
- **Statement of Revenues, Expenditures, and changes in Fund Balances**

This statement provides a historical comparison of revenues and expenditures for fiscal years 2020-2023. Also included are changes in fund balance.

INTERNAL SERVICE FUND SUMMARIES

Risk Management Fund Summary

FY 2024 Budget: \$1,786,300



Revenues by Source

Expenditures by Use

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 2024 Budget for the Risk Management Fund totals \$1.8 million and represents a decrease of -41%, or -\$1.2 million, compared to FY 2023. The main driver of this variance is the non-allocated reserve (i.e., available fund balance) budgeted in FY 2023⁹. After adjusting for the non-allocated reserve, the true operational budget growth is 6% compared with 2023 which is in-line with the proposed merit plan for FY 2024 and reflective of the large growth in insurance premiums including cyber liability.

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 2023 will occur subsequent to adoption of the budget.

INTERNAL SERVICE FUND SUMMARIES

Statement of Budgetary Comparisons

Risk Management Fund Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Charges for Services:					
Risk Management Allocations	\$ 1,499,800	\$ 793,361	\$ 830,149	\$ 855,000	\$ 844,127
Insurance Premium Funding	-	720,250	779,750	823,300	936,300
Investment Earnings	31,873	1,200	(25,605)	-	5,873
Other					
Insurance Proceeds	52,528	33,611	45,216	-	-
Fund Balance	-	-	-	1,341,541	-
TOTAL	\$ 1,584,201	\$ 1,548,421	\$ 1,629,510	\$ 3,019,841	\$ 1,786,300
EXPENDITURES					
Maintenance & Operations:					
Professional Services	\$ 106,003	\$ 82,015	\$ 97,737	\$ 100,000	\$ 100,000
Insurance Premiums					
Vehicle	165,625	180,432	238,293	245,445	255,000
Property/Equipment	105,652	120,976	106,712	108,596	111,000
Condo	-	-	21,711	41,039	44,000
Fine Art	3,201	3,201	3,201	3,201	3,300
General Liability	55,354	65,324	54,719	57,118	60,000
Law Enforcement Liability	86,313	86,256	77,438	81,694	87,000
Public Entity Liability	73,360	73,360	56,736	58,486	61,000
Workers Comp Excess	100,398	110,462	129,467	141,502	150,000
Criminal Liability	3,386	3,386	4,748	4,748	5,000
Cyber Liability	30,202	32,822	46,372	78,156	85,000
Umbrella Liability	54,246	65,677	56,849	69,472	72,000
Medical Services (PS Custody)	319	3,437	701	5,000	3,000
Claims/Judgments	426,332	693,981	565,191	913,191	750,000
<i>subtotal</i>	<i>\$ 1,210,390</i>	<i>\$ 1,521,328</i>	<i>\$ 1,459,876</i>	<i>\$ 1,907,648</i>	<i>\$ 1,786,300</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 1,112,193	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 1,112,193</i>	<i>\$ -</i>
TOTAL	\$ 1,210,390	\$ 1,521,328	\$ 1,459,876	\$ 3,019,841	\$ 1,786,300

INTERNAL SERVICE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Risk Management Fund Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance:	\$ 771,002	\$ 1,144,814	\$ 1,171,906	\$ 1,341,541	\$ 1,112,193
REVENUES BY CATEGORY					
Charges for Services	\$ 1,499,800	\$ 1,513,611	\$ 1,609,899	\$ 1,678,300	\$ 1,780,427
Investment Earnings	31,873	1,200	(25,605)	-	5,873
Other	52,528	33,611	45,216	-	-
TOTAL	\$ 1,584,201	\$ 1,548,421	\$ 1,629,510	\$ 1,678,300	\$ 1,786,300
EXPENDITURES BY USE					
Insurance Premiums/Claims	\$ 1,104,387	\$ 1,439,313	\$ 1,362,138	\$ 1,807,648	\$ 1,686,300
Professional Services	106,003	82,015	97,737	100,000	100,000
TOTAL	\$ 1,210,390	\$ 1,521,328	\$ 1,459,876	\$ 1,907,648	\$ 1,786,300
ACFR Rounding Adjustments	\$ 1	\$ (1)	\$ 1	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 1,144,814	\$ 1,171,906	\$ 1,341,541	\$ 1,112,193	\$ 1,112,193
Changes in Fund Balance (actual/est.)	\$ 373,812	\$ 27,092	\$ 169,636	\$ (229,348)	\$ -

Notes:

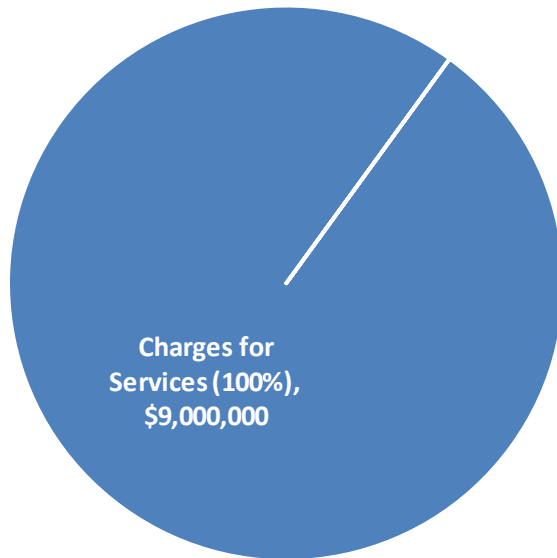
(1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts.

(2) Available Fund Balance was used in FY 2023 to supplement claims/judgements (e.g. Public Safety Vehicle replacements).

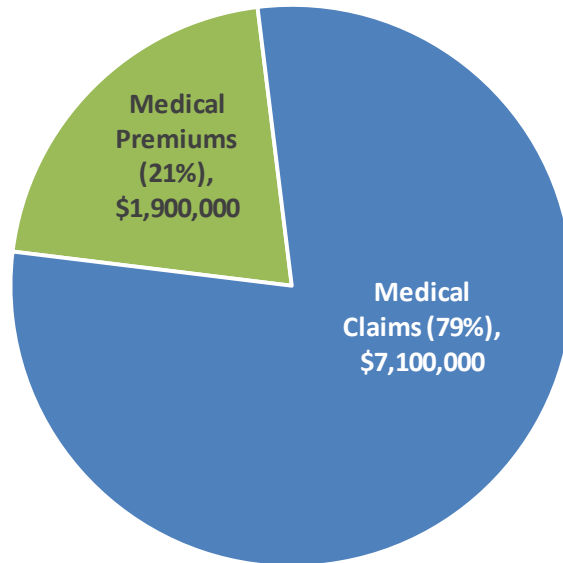
INTERNAL SERVICE FUND SUMMARIES

Medical Insurance Fund Summary

FY 2023 Budget: \$9,000,000



Revenues by Source



Expenditures by Use

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 2024 Budget totals \$9 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 Budgetary Comparisons

Medical Insurance Fund Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Charges for Services:					
Medical Insurance Premiums					
Employer Contribution	\$ 7,024,367	\$ 7,341,303	\$ 7,062,712	\$ 8,170,000	\$ 8,170,000
Employee Contribution	616,248	567,033	693,478	830,000	830,000
Investment Earnings	1,048	806	-	-	-
Other					
Fund Balance	-	-	-	(40,603)	-
TOTAL	\$ 7,641,662	\$ 7,909,143	\$ 7,756,189	\$ 8,959,397	\$ 9,000,000
EXPENDITURES					
Maintenance & Operations:					
Medical Premiums	\$ 1,742,464	\$ 1,825,087	\$ 1,947,173	\$ 1,900,000	\$ 1,900,000
Medical Claims	5,633,235	6,125,879	5,810,246	7,100,000	7,100,000
<i>subtotal</i>	<i>\$ 7,375,700</i>	<i>\$ 7,950,966</i>	<i>\$ 7,757,419</i>	<i>\$ 9,000,000</i>	<i>\$ 9,000,000</i>
Other					
Transfer to OPEB Fund	\$ -	\$ -	\$ -	\$ -	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ (40,603)	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ (40,603)</i>	<i>\$ -</i>
TOTAL	\$ 7,375,700	\$ 7,950,966	\$ 7,757,419	\$ 8,959,397	\$ 9,000,000

INTERNAL SERVICE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Medical Insurance Fund Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance:	\$ (263,512)	\$ 2,449	\$ (39,373)	\$ (40,603)	\$ (40,603)
REVENUES BY CATEGORY					
Charges for Services	\$ 7,640,614	\$ 7,908,337	\$ 7,756,189	\$ 9,000,000	\$ 9,000,000
Investment Earnings	1,048	806	-	-	-
Other	-	-	-	-	-
TOTAL	\$ 7,641,662	\$ 7,909,143	\$ 7,756,189	\$ 9,000,000	\$ 9,000,000
EXPENDITURES BY USE					
Medical Premiums/Claims	\$ 7,375,700	\$ 7,950,966	\$ 7,757,419	\$ 9,000,000	\$ 9,000,000
Transfer to OPEB Fund	-	-	-	-	-
TOTAL	\$ 7,375,700	\$ 7,950,966	\$ 7,757,419	\$ 9,000,000	\$ 9,000,000
ACFR Rounding Adjustments	\$ (1)	\$ 1	\$ -	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 2,449	\$ (39,373)	\$ (40,603)	\$ (40,603)	\$ (40,603)
Changes in Fund Balance (actual/est.)	\$ 265,961	\$ (41,822)	\$ (1,230)	\$ -	\$ -

Notes:

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

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 2024 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 Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures across multiple fiscal years. Revenues are presented by source and expenditures are presented by use.

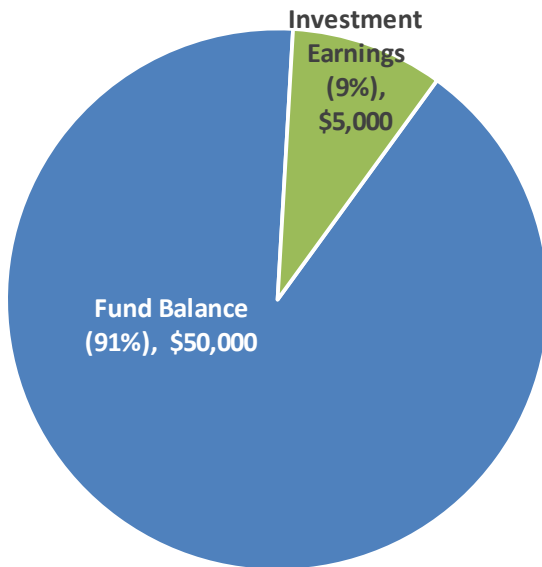
- **Statement of Revenues, Expenditures, and changes in Fund Balances**

This statement provides a historical comparison of revenues and expenditures for fiscal years 2020-2023. Also included are changes in fund balance.

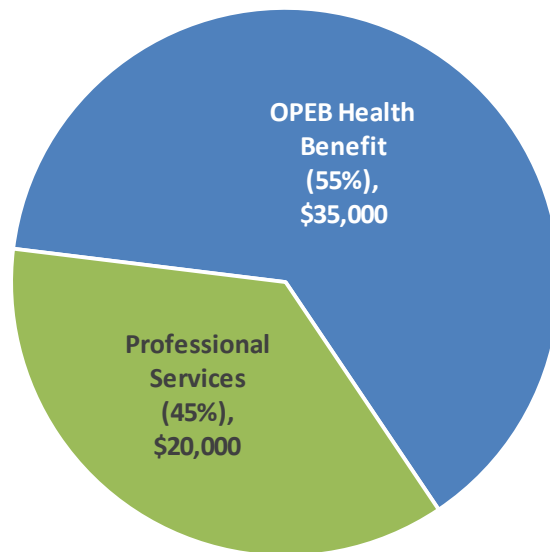
FIDUCIARY FUND SUMMARIES

Other Post Employment Benefit (OPEB) Health Benefit Fund Summary

FY 2024 Budget: \$55,000



Revenues by Source



Expenditures by Use

The OPEB Health Fund represents activity associated with 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 2024 totals \$55,000 and is funded through anticipated investment earnings and the utilization of fund balance (existing resources). Specifically, the Actuarially Determined Contribution for 2024 is \$0; hence the utilization of fund balance to cover premium expenses in 2024.

FIDUCIARY FUND SUMMARIES

Statement of Budgetary Comparisons

OPEB Health Benefit Fund

Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Investment Earnings	\$ 29,985	\$ 436,743	\$ (243,798)	\$ 10,500	\$ 5,000
Other					
OPEB Health Benefit Funding					
Employer Contribution	68,015	76,589	12,600	13,008	-
Fund Balance	-	-	-	191,645	50,000
TOTAL	\$ 98,000	\$ 513,332	\$ (231,198)	\$ 215,153	\$ 55,000
EXPENDITURES					
Maintenance & Operations:					
OPEB Health Benefit	\$ 21,875	\$ 34,792	\$ 33,214	\$ 13,008	\$ 35,000
Miscellaneous	8,076	8,753	13,730	26,400	20,000
<i>subtotal</i>	<i>\$ 29,951</i>	<i>\$ 43,545</i>	<i>\$ 46,944</i>	<i>\$ 39,408</i>	<i>\$ 55,000</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 175,745	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 175,745</i>	<i>\$ -</i>
TOTAL	\$ 29,951	\$ 43,545	\$ 46,944	\$ 215,153	\$ 55,000

FIDUCIARY FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

OPEB Health Benefit Fund

Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance:	\$ 1,334,074	\$ 1,402,123	\$ 1,871,912	\$ 1,593,770	\$ 1,577,870
REVENUES BY CATEGORY					
OPEB Health Benefit Funding	\$ 68,015	\$ 76,589	\$ 12,600	\$ 13,008	\$ -
Investment Earnings	29,985	436,743	(243,798)	10,500	5,000
TOTAL	\$ 98,000	\$ 513,332	\$ (231,198)	\$ 23,508	\$ 5,000
EXPENDITURES BY USE					
OPEB Health Benefit	\$ 21,875	\$ 34,792	\$ 33,214	\$ 13,008	\$ 35,000
Miscellaneous (Professional Services)	8,076	8,753	13,730	26,400	20,000
TOTAL	\$ 29,951	\$ 43,545	\$ 46,944	\$ 39,408	\$ 55,000
ACFR Rounding Adjustments	\$ -	\$ 2	\$ -	\$ -	\$ -
Ending Fund Balance: (1)	\$ 1,402,123	\$ 1,871,912	\$ 1,593,770	\$ 1,577,870	\$ 1,527,870
Changes in Fund Balance (actual/est.)	\$ 68,049	\$ 469,789	\$ (278,142)	\$ (15,900)	\$ (50,000)

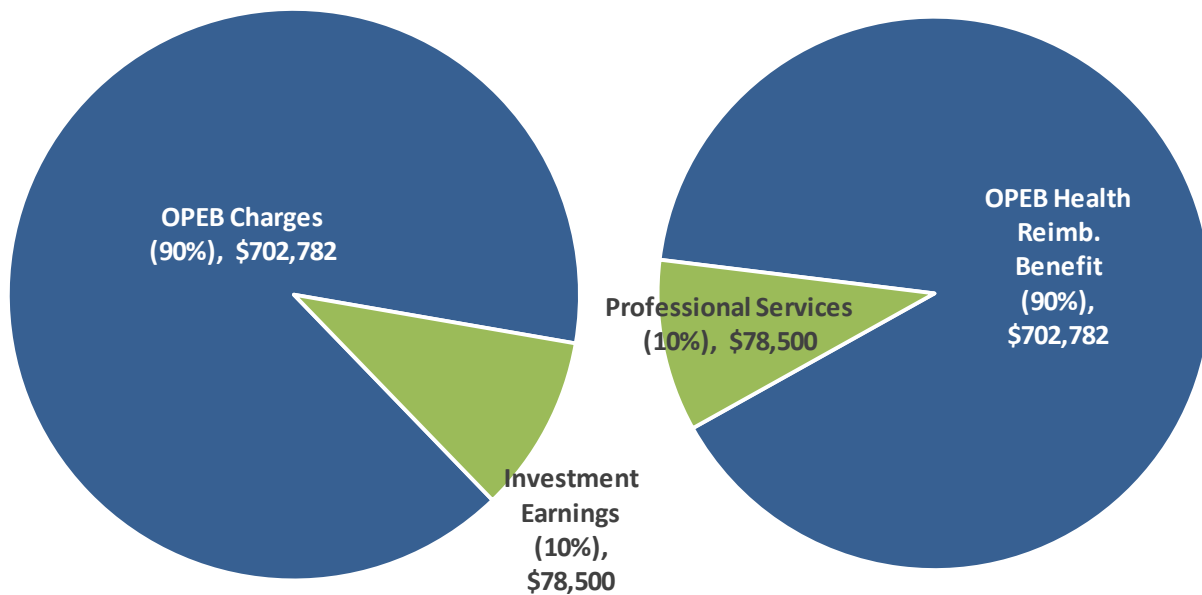
Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts. It should be noted that the fund balance figures include funding for the OPEB Trust.

FIDUCIARY FUND SUMMARIES

Other Post Employment Benefit (OPEB) Health Reimbursement Fund Summary

FY 2024 Budget: \$781,282



Revenues by Source

Expenditures by Use

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 (\$702,782 citywide for FY 2024). This benefit will require a minimum 15-year vesting (maximum benefit achieved at 25-years¹⁰) which will further assist in not only recruitment, but also retention of our most valuable assets, our employee.

The budget estimate for 2024 does not include funding associated with the personnel services components included within the *Operating Initiative Requests* section of this document. Funding is currently allocated within the Operating Initiatives Reserve account and will not be disbursed to departmental budgets (and flow through to the Fiduciary Funds such as the OPEB Health Reimbursement Fund) until directed by the City Council.

¹⁰ Credited years-of-service for current employees will count towards vesting (subject to a maximum of 15-years).

FIDUCIARY FUND SUMMARIES

Statement of Budgetary Comparisons

OPEB Health Reimbursement Fund Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Investment Earnings	\$ 53,648	\$ 890,436	\$ (578,424)	\$ 47,673	\$ 78,500
Other					
OPEB Health Reimbursement Funding					
Employer Contribution	575,000	574,502	590,928	686,459	702,782
Transfer-In					
Medical Insurance Fund	-	-	-	-	-
Fund Balance	-	-	-	1,322,358	-
TOTAL	\$ 628,648	\$ 1,464,938	\$ 12,504	\$ 2,056,490	\$ 781,282
EXPENDITURES					
Maintenance & Operations:					
OPEB Reimbursement Benefit	\$ -	\$ 56,852	\$ 47,676	\$ 714,632	\$ 702,782
Miscellaneous	14,964	18,903	31,652	31,600	78,500
<i>subtotal</i>	<i>\$ 14,964</i>	<i>\$ 75,755</i>	<i>\$ 79,328</i>	<i>\$ 746,232</i>	<i>\$ 781,282</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 1,310,258	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 1,310,258</i>	<i>\$ -</i>
TOTAL	\$ 14,964	\$ 75,755	\$ 79,328	\$ 2,056,490	\$ 781,282

FIDUCIARY FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

OPEB Health Reimbursement Fund

Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance:	\$ 2,089,848	\$ 2,703,533	\$ 4,092,716	\$ 4,025,890	\$ 4,013,790
REVENUES BY CATEGORY					
OPEB Health Reimb. Benefit Funding	\$ 575,000	\$ 574,502	\$ 590,928	\$ 686,459	\$ 702,782
Investment Earnings	53,648	890,436	(578,424)	47,673	78,500
Transfer-In from Medical Ins. Fund	-	-	-	-	-
TOTAL	\$ 628,648	\$ 1,464,938	\$ 12,504	\$ 734,132	\$ 781,282
EXPENDITURES BY USE					
OPEB Health Reimb. Benefit	\$ -	\$ 56,852	\$ 47,676	\$ 714,632	\$ 702,782
Miscellaneous (Professional Services)	14,964	18,903	31,652	31,600	78,500
TOTAL	\$ 14,964	\$ 75,755	\$ 79,328	\$ 746,232	\$ 781,282
ACFR Rounding Adjustments	\$ 1	\$ -	\$ (1)	\$ -	\$ -
Ending Fund Balance: (1)	\$ 2,703,533	\$ 4,092,716	\$ 4,025,890	\$ 4,013,790	\$ 4,013,790
Changes in Fund Balance (actual/est.)	\$ 613,685	\$ 1,389,183	\$ (66,826)	\$ (12,100)	\$ -

Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts. It should be noted that the fund balance figures represent funding for the OPEB Trust.

APPENDIX A (5-YEAR CAPITAL IMPROVEMENT PLAN)

Appendix A (5-Year Capital Improvement Plan)

Overview

Pursuant to the Governmental Accounting Standards Board's ("GASB") Codification, Section 1300.106, capital project funds are used to account for the acquisition and construction of major items, such as buildings, infrastructure, parks, streets, and other major capital facilities.

The city's capital program has the most visible and long-term effect on the quality of life for our stakeholders. Through an aggressive capital program, improvements to transportation, access to quality cultural and recreational opportunities, partnering with local businesses for continued economic development, and providing infrastructure and assets for public safety are afforded. The foundation of the city's capital program is the five-year capital project improvement plan ("CIP") which is updated annually. The CIP assists in the planning, acquisition, and financing of capital projects.



Big Creek Greenway



Wills Park

A capital project generally is defined as an expenditure that has an expected useful life of more than three years with an estimated total cost of \$25,000 or more, or an improvement/ addition to an existing capital asset. Examples include building/ infrastructure construction, park improvements, streetscapes, land acquisitions, vehicles, etc.

Capital projects are budgeted primarily in the city's capital project funds with the main exceptions being those capital investments funded through restricted revenues that require separate accounting treatment (e.g., Impact Fees, E911 Fees, etc.).

The city has eight (8) capital project funds, and they all follow the life-to-date budgeting process whereby budget is carried forward annually to cover Council approved projects and remains in full-effect until project completion or re-allocation by City Council. As such, these appropriations are not reflected in this budget document but are reflected in the city's

APPENDIX A (5-YEAR CAPITAL IMPROVEMENT PLAN)

monthly financial management reports and can be accessed at www.alpharetta.ga.us. The capital project funds utilize the modified accrual basis of budgeting and accounting.

The following section provides a brief narrative of the city's capital project funds.

- **Capital Project Fund:** This fund accounts for the acquisition and construction of major items, such as buildings, infrastructure, parks, streets, and other major capital facilities, with a value (generally) in excess of \$25,000. Funding for these capital improvements typically comes from the General Fund through (A) an annual appropriation and (B) a transfer of the available fund balance from the most recent complete/audited fiscal year. Appropriations are perpetual with only new appropriations recognized in the annual budget.
- **Stormwater Capital Fund:** This fund accounts for stormwater/drainage maintenance, repair, and/or improvement projects with a value (generally) in excess of \$25,000. Funding for these capital improvements typically comes from the General Fund through (A) an annual appropriation and (B) a transfer of the available fund balance from the most recent complete/audited fiscal year. Appropriations are perpetual with only new appropriations recognized in the annual budget.
- **Capital Grants Fund:** This fund accounts for resources received from federal, state, and local grants awarded to the city. Matching funds, which represent the city's financial investment, are also recorded within this fund. This fund accounts for capital grants only. Operating grant proceeds are recorded within the Operating Grant Fund.
- **2016 Parks and Transportation Bond Fund:** This fund accounts for the proceeds and associated expenditures resulting from the issuance of voter approved general obligation bonds, series 2016. Fund appropriations will be perpetual with only new appropriations recognized in the annual budget.
- **T-SPLOST Capital Fund:** This fund accounts for the collection of T-SPLOST 1 (Transportation Special Purpose Local Option Sales Taxes) revenue and the expenditure on eligible transportation improvements and congestion mitigation initiatives. Fund appropriations are perpetual with only new appropriations recognized in the annual budget. This tax was imposed for the period of April 1, 2017, through March 31, 2022.
- **T-SPLOST 2 Capital Fund:** This fund accounts for the collection of T-SPLOST (Transportation Special Purpose Local Option Sales Taxes) revenue and the expenditure on eligible transportation improvements and congestion mitigation initiatives. Fund appropriations are perpetual with only new appropriations recognized in the annual budget. This tax is imposed for the period of April 1, 2022, through March 31, 2027.

APPENDIX A (5-YEAR CAPITAL IMPROVEMENT PLAN)

- **American Rescue Act Fund:** This fund accounts for the city's allocation of funds under the American Rescue Act legislation. Specifically, the city is classified as a metropolitan city under the legislation and has a total allocation of \$6,644,511.
- **2022 Parks Bond Fund:** This fund accounts for the proceeds and associated expenditures resulting from the issuance of voter approved general obligation bonds, series 2022. Fund appropriations will be perpetual with only new appropriations recognized in the annual budget.

For the purposes of this budget document, only the Capital Projects Fund and Stormwater Capital Fund are presented as new appropriation activity was approved for FY 2024.

Funding Methodology

The city's preferred method for funding capital projects within the CIP shall be through current revenue when available (i.e., pay-as-you-go) or from outside funding sources such as grant funding and related aid. Debt obligations may be issued for capital projects when it is appropriate to achieve a fair allocation of costs between current and future beneficiaries. Funding for the CIP is provided as follows:

- **Proper Use of Fund Balance**
General Fund: Based on audited financial statements for the year ended June 30, 2022, the city's fund balance totaled \$42.9 million. Of this amount, approximately \$12.6 million was appropriated in the FY 2023 Budget for capital/one-time initiatives/reserve and \$19.7 million has been designated as an emergency account based on a conservative policy of 25% of total appropriations (i.e., roughly 3 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 2024 totals \$10.5 million.
- **Funding Capital/Operational Initiatives from Operating Budget**
The FY 2024 budget includes funding totaling \$4 million from General Fund operations for capital investment (e.g., maintenance of our stormwater infrastructure). By programming an annual capital contribution 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. Funding from the General Fund available for immediate capital investment in 2024 includes the following:

▪ \$10,547,818	Fund Balance for one-time capital;
▪ <u>4,000,000</u>	Annual Capital Contribution from the General Fund
\$14,547,818	

APPENDIX A (5-YEAR CAPITAL IMPROVEMENT PLAN)

- **Debt Funding:** Debt obligations are primarily reserved for large-scale capital projects when it is appropriate to achieve a fair allocation of costs between current and future beneficiaries.

Capital Improvement Plan

The City's five-year capital project improvement plan ("CIP") is included below. The CIP forecasts the city's total capital investment requests over the next five-year period and consolidates the projects by Department. These figures do not include the city's existing capital initiatives (i.e., initiatives funded prior to FY 2024).

Fiscal Year 2024 capital investment is being appropriated as part of the FY 2024 budget.

Fiscal Years 2025-2028 represent the capital planning portion of the CIP and do not constitute formal appropriations. The CIP, at its essence, is a fluid planning document and new projects will appear during its life while others are removed as they are no longer considered priorities. Priorities as presented in the capital planning portion of the CIP (2025-2028), is the maintenance of those investments previously approved by the City Council that form the foundation of our service delivery capabilities to our citizens and stakeholders (e.g., maintenance of traffic system, stormwater system, facilities, equipment, etc.).

FY 2024-2028 Capital Improvement Plan

May 22, 2023

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Sources						
General Fund (Annual Appropriation)	\$ 4,000,000	\$ 4,068,500	\$ 4,190,555	\$ 4,316,272	\$ 4,445,760	\$ 21,021,087
General Fund (Fund Balance)	10,547,818	10,306,969	9,024,889	8,211,682	7,846,667	45,938,025
	<u>\$ 14,547,818</u>	<u>\$ 14,375,469</u>	<u>\$ 13,215,444</u>	<u>\$ 12,527,954</u>	<u>\$ 12,292,427</u>	<u>\$ 66,959,112</u>
Other Funds (Interest Earnings)	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
Other Funds (Fund Balance)	1,500,000	-	-	-	-	1,500,000
	<u>\$ 1,700,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 2,500,000</u>
Capital Lease						
Fleet Replacement: Fire Apparatus Replacements	\$ -	\$ 1,938,000	\$ -	\$ 742,000	\$ -	\$ 2,680,000
Fire Extrication Equipment Replacements	-	-	179,000	-	-	179,000
Heart Monitor & AEDs Replacements	-	-	660,000	-	-	660,000
Mobile (Vehicle) Radio Replacements	-	-	600,000	-	-	600,000
Grant/Contribution						
Milling and Resurfacing	625,000	650,000	675,000	700,000	730,000	3,380,000
Webb Bridge Park Dugout Expansion (AYBA to fund 50%)	11,500	-	-	-	-	11,500
North Point Pkwy Corridor	-	5,000,000	5,000,000	-	-	10,000,000
	<u>\$ 636,500</u>	<u>\$ 7,588,000</u>	<u>\$ 7,114,000</u>	<u>\$ 1,442,000</u>	<u>\$ 730,000</u>	<u>\$ 17,510,500</u>
Total Sources	<u>\$ 16,884,318</u>	<u>\$ 22,163,469</u>	<u>\$ 20,529,444</u>	<u>\$ 14,169,954</u>	<u>\$ 13,222,427</u>	<u>\$ 86,969,612</u>

APPENDIX A (5-YEAR CAPITAL IMPROVEMENT PLAN)

FY 2024-2028 Capital Improvement Plan

May 22, 2023

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Uses						
City Administration						
Council Chambers Security Upgrades	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Replacement of Retaining Wall in Resthaven Cemetery	16,000	-	-	-	-	16,000
	<u>\$ 41,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 41,000</u>
Community & Economic Development						
Fleet Replacement (Community Development)	\$ 40,000	\$ 85,000	\$ 80,000	\$ 84,000	\$ 86,000	\$ 375,000
North Point Infrastructure Framework Plan	200,000	-	-	-	-	200,000
* Design Services (Community Development)	61,200	62,400	63,600	64,900	-	252,100
Garden District Signage	12,700	-	-	-	-	12,700
* South Main District Gateway (design)	50,000	-	-	-	-	50,000
* Brookside Park Gateway (design)	75,000	-	-	-	-	75,000
* Brookside Parkway Road Diet- Phase 1 (design)	40,000	-	-	-	-	40,000
Operating Initiative - Land Development Inspector Supervisor (new position, +1 FTE) Equipment	45,000	-	-	-	-	45,000
* North Point Pkwy Corridor	-	5,000,000	5,000,000	-	-	10,000,000
	<u>\$ 523,900</u>	<u>\$ 5,147,400</u>	<u>\$ 5,143,600</u>	<u>\$ 148,900</u>	<u>\$ 86,000</u>	<u>\$ 11,049,800</u>
Information Technology						
Technology Replacements for City Departments	\$ 390,000	\$ 318,300	\$ 324,700	\$ 331,200	\$ 337,800	\$ 1,702,000
Wireless Access Points	50,000	50,000	-	-	-	100,000
Data Center Server Replacement	-	-	350,000	-	-	350,000
Citywide Network Devices Replacement	-	-	-	-	350,000	350,000
Data Center Auxiliary A/C Replacement	-	-	-	45,000	-	45,000
	<u>\$ 440,000</u>	<u>\$ 368,300</u>	<u>\$ 674,700</u>	<u>\$ 376,200</u>	<u>\$ 687,800</u>	<u>\$ 2,547,000</u>
Public Safety						
Fleet Replacement (Public Safety)	\$ 1,875,000	\$ 1,950,000	\$ 2,030,000	\$ 2,110,000	\$ 2,195,000	\$ 10,160,000
Fire Station Facility Assessments (remaining stations)	225,000	-	-	-	-	225,000
Operating Initiative - Real-Time Crime Center Staffing (new positions, +4 FTE) Equipment	128,900	-	-	-	-	128,900
Operating Initiative - Assistant Fire Marshal (new position, +1 FTE) Equipment	66,000	-	-	-	-	66,000
Fleet Replacement: Fire Apparatus Replacements	-	1,938,000	-	742,000	-	2,680,000
Fire Extrication Equipment Replacements	-	-	179,000	-	-	179,000
Heart Monitor & AEDs Replacements	-	-	660,000	-	-	660,000
Mobile (Vehicle) Radio Replacements	-	-	600,000	-	-	600,000
	<u>\$ 2,294,900</u>	<u>\$ 3,888,000</u>	<u>\$ 3,469,000</u>	<u>\$ 2,852,000</u>	<u>\$ 2,195,000</u>	<u>\$ 14,698,900</u>

APPENDIX A (5-YEAR CAPITAL IMPROVEMENT PLAN)

FY 2024-2028 Capital Improvement Plan

May 22, 2023

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Uses						
Public Works						
Milling and Resurfacing	\$ 3,745,000	\$ 3,895,000	\$ 4,050,000	\$ 4,210,000	\$ 4,380,000	\$ 20,280,000
Stormwater	4,000,000	4,160,000	4,330,000	4,500,000	4,680,000	21,670,000
Traffic Striping and Signage	250,000	260,000	275,000	285,000	295,000	1,365,000
Fleet Replacement: Tandem Dump Truck Replacement	190,000	-	200,000	-	-	390,000
Traffic Signal System Maintenance	100,000	105,000	110,000	115,000	120,000	550,000
Traffic Control Equipment	100,000	105,000	110,000	115,000	120,000	550,000
Traffic Responsive System Maintenance	100,000	105,000	110,000	115,000	120,000	550,000
HVAC Replacements	100,000	100,000	100,000	60,000	50,000	410,000
Roof Repairs/Replacements and Wall Restoration:						
* Public Works Headquarters	325,000	365,000	-	-	-	690,000
Roof Repairs/Replacements and Wall Restoration:						
* Park Facilities	195,000	470,000	-	-	-	665,000
Bridge Maintenance	200,000	210,000	220,000	225,000	235,000	1,090,000
Webb Bridge Park Sewer Connection	437,500	437,500	-	-	-	875,000
SR 9 Landscaping from Academy St. to Windward Parkway	350,000	575,000	575,000	-	-	1,500,000
* Tree Maintenance and Replacement	152,000	160,000	165,000	175,000	-	652,000
Winter Weather Equipment	65,000	-	-	-	-	65,000
* Parking Garage Maintenance	25,000	250,000	50,000	50,000	-	375,000
* Streetlight Maintenance	80,000	85,000	90,000	90,000	-	345,000
* Design Services (Public Works)	75,000	76,500	78,000	79,600	-	309,100
	<u>\$ 10,489,500</u>	<u>\$ 11,359,000</u>	<u>\$ 10,463,000</u>	<u>\$ 10,019,600</u>	<u>\$ 10,000,000</u>	<u>\$ 52,331,100</u>
Recreation, Parks & Cultural Services						
Park Repairs/Improvements	\$ 50,000	\$ 160,000	\$ 165,000	\$ 170,000	\$ 180,000	\$ 725,000
* Playground Equipment Replacement	250,000	150,000	150,000	150,000	-	700,000
* Greenway Improvements/Repairs	260,100	275,000	285,000	-	-	820,100
* Park Trail Maintenance	200,000	-	-	-	-	200,000
* Tree Removal in Parks	200,000	-	-	-	-	200,000
* Synthetic Turf Field Replacement	500,000	-	-	-	-	500,000
City of Alpharetta Arts & Culture Master Plan	30,000	-	-	-	-	30,000
* Park Equipment Replacement	153,000	147,000	45,000	35,000	-	380,000
* Athletic Court Resurfacing	100,000	-	-	120,000	-	220,000
Fountain Maintenance	50,000	55,000	55,000	60,000	-	220,000
Landscaping Upgrades to Activity Centers	40,000	-	-	-	-	40,000
Webb Bridge Park Dugout Expansion (AYBA to fund 50%)	23,000	-	-	-	-	23,000
Alpharetta Public Arts Initiative - Outdoor On-Loan Sculpture Exhibit	55,000	55,000	55,000	55,000	55,000	275,000
	<u>\$ 1,911,100</u>	<u>\$ 842,000</u>	<u>\$ 755,000</u>	<u>\$ 590,000</u>	<u>\$ 235,000</u>	<u>\$ 4,333,100</u>
Total Uses	\$ 15,700,400	\$ 21,604,700	\$ 20,505,300	\$ 13,986,700	\$ 13,203,800	\$ 85,000,900
Non-Allocated (Sources-Uses)	\$ 1,183,918	\$ 558,769	\$ 24,144	\$ 183,254	\$ 18,627	\$ 1,968,712
Total Uses + Non-Allocated	\$ 16,884,318	\$ 22,163,469	\$ 20,529,444	\$ 14,169,954	\$ 13,222,427	\$ 86,969,612

* Represents capital requests that are included within both the CIP and the Unfunded Project Listing.

APPENDIX B (ACVB BUDGET)

Appendix B (ACVB Budget)

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 30 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 30 hotels through attendance at tradeshow, 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 B (ACVB BUDGET)

Alpharetta Convention & Visitors Bureau Fiscal Year 2024 Adopted Budget

Occupancy Tax Revenues	\$ 4,178,125
Interest Income	1,600
Accumulated Surplus	500,000
TOTAL REVENUE	\$ 4,679,725
Salary & Benefits	\$ 1,546,165
Accounting & Legal Fees	27,000
Advertising	
<i>Georgia/Metro Atlanta Ads</i>	282,100
<i>National/Regional Ads</i>	616,600
Business License	500
Computer Equipment	18,200
Business Development	
Ameris Bank Amphitheatre	170,000
Conference Center	500,000
Computer Software/Maintenance	73,500
Research	21,500
Contingency Fund	421,999
Insurance	5,500
Meeting Expenses	44,800
Membership Dues	41,861
Subscriptions	650
Office Equipment/Leases	10,000
Office Rent (utilities, cleaning, security)	102,300
Office Supplies/Furniture	20,000
Postage/Shipping	18,000
Premiums/Gifts	30,000
Printing/Production	125,750
Taxes/Leased Equipment	1,200
Public Relations	145,000
Sponsorships/Bid Fees	327,150
Telephone/ISP	28,200
Tradeshows/Conference/Professional Development	98,150
Staff Development	3,600
TOTAL EXPENSES	\$ 4,679,725



2 Park Plaza
Alpharetta, GA 30009



STAFF REPORT

Department: City Clerk
Submitted By: Lauren Shapiro
Meeting Date: May 22, 2023

AGENDA ITEM:

Ordinance: The Code of the City of Alpharetta, Georgia Text Amendments – Code of Ethics and Conduct **FIRST READING**

Consideration of an ordinance to amend Article V of Chapter 2 of The Code of the City of Alpharetta, Georgia; to amend requirements for the filing of ethics complaints; to provide for the composition of the ethics panel; to provide operating procedures for the ethics panel; to establish procedures for processing ethics complaints; to provide for disciplinary action; to provide for penalties for the wrongful use of an ethics complaint; to provide for attorney's fees; to repeal conflicting provisions; to provide an effective date; and for other purposes.

STAFF RECOMMENDATION:

Adopt an ordinance to amend Article V of Chapter 2 of The Code of the City of Alpharetta, Georgia; to amend requirements for the filing of ethics complaints; to provide for the composition of the ethics panel; to provide operating procedures for the ethics panel; to establish procedures for processing ethics complaints; to provide for disciplinary action; to provide for penalties for the wrongful use of an ethics complaint; to provide for attorney's fees; to repeal conflicting provisions; to provide an effective date; and for other purposes.

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

The Mayor and City Council discussed text amendments to the City's Code of Ethics and Conduct during a City Council Work Session on November 28, 2022 and May 15, 2023. The proposed text amendments were suggested by the City Attorney's office after adjudication of the City's first ethics complaint.

Attached is an Ordinance for consideration by the Mayor and City Council to adopt text amendments to the City's Code of Ethics and Conduct. Also attached is a copy of the City's current Code of Ethics and Conduct.

The proposed text amendment offers changes to the following:

- Composition of the list of qualified individuals who could be selected to serve on an ethics panel;
- Procedures for submitting, reviewing, and processing ethics complaints;
- Tolling of an ethics complaint when filed within 90 days of an election season and against an elected official who is seeking reelection;
- Duties, powers, procedures, and recommending authority of an ethics panel hearing an ethics complaint;
- Resignation and removal of ethics panel members;
- Judicial review of an ethics panel decision;

- Confidentiality and ex parte communications;
- Wrongful, frivolous, false, or politically motivated ethics complaint and penalties; and
- Reimbursement of attorney's fees.

ALTERNATIVES:

ATTACHMENTS:

1. Ordinance Code of Ethics and Conduct
2. Current Code of Ethics and Conduct



AN ORDINANCE BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA TO AMEND ARTICLE V OF CHAPTER 2, CODE OF ETHICS AND CONDUCT, OF THE CODE OF THE CITY OF ALPHARETTA, GEORGIA; TO AMEND REQUIREMENTS FOR THE FILING OF ETHICS COMPLAINTS; TO PROVIDE FOR THE COMPOSITION OF THE ETHICS PANEL; TO PROVIDE OPERATING PROCEDURES FOR THE ETHICS PANEL; TO ESTABLISH PROCEDURES FOR PROCESSING ETHICS COMPLAINTS; TO PROVIDE FOR DISCIPLINARY ACTION; TO PROVIDE FOR PENALTIES FOR THE WRONGFUL USE OF AN ETHICS COMPLAINT; TO PROVIDE FOR ATTORNEY'S FEES; TO REPEAL CONFLICTING PROVISIONS; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES

WHEREAS, pursuant to its Charter and other laws of the State of Georgia, the City of Alpharetta, Georgia has the power to adopt clearly reasonable ordinances, resolutions and regulations for the protection and preservation of the public health, safety and welfare of its citizens; and

WHEREAS, Article V of Chapter 2 of the City of Alpharetta Code of Ordinances, otherwise referred to as the Code of Ethics and Conduct, includes provisions related to the board of ethics and ethics complaints; and

WHEREAS, the Mayor and Council have determined that it is in the best interest of the City's residents to amend the existing regulations.

NOW THEREFORE, THE COUNCIL OF THE CITY OF ALPHARETTA HEREBY ORDAINS, as follows:

SECTION 1. That Section 2-195 through Section 2-211 of the Code of the City of Alpharetta, Georgia are hereby replaced in their entirety by the text attached hereto as Exhibit A.

SECTION 2. That all ordinances or part of ordinances that conflict with the terms of this ordinance are hereby repealed; and

SECTION 3. That if any portion of this Ordinance or the application thereof shall be held invalid or unconstitutional, the other provisions of this Ordinance shall not be affected, and thus, the provisions of this Ordinance are declared severable.

SECTION 4. This Ordinance shall become effective upon adoption by the Mayor and City Council and the signature approval of the Mayor.

SO ORDAINED this the 19th day of June, 2023, the public's health, safety, and welfare demanding it.

CITY OF ALPHARETTA, GEORGIA

By: _____

Jim Gilvin, Mayor

COUNCIL MEMBERS

Mayor Pro Tem Dan Merkel

Council Member Donald F. Mitchell

Council Member Brian Will

Council Member Douglas J. DeRito

Council Member John Hipes

Council Member Jason Binder

ATTEST:

APPROVED AS TO FORM:

Lauren Shapiro, City Clerk

Molly Esswein, City Attorney

EXHIBIT A

Sec. 2-195. Implementation.

Ethical standards shall be included in the regular orientations for candidates for City Council, applicants to boards and commissions, and newly elected and appointed officials. Members entering office shall sign a statement affirming they have read and understood the city code of ethics and conduct.

Sec. 2-196. Ethics complaints.

- (a) Any person may file an ethics complaint alleging a violation of any of the provisions of this article by a City Official by completing and submitting to the City Clerk the ethics complaint form provided by the City. The person filing an ethics complaint shall be referred to in this article as the "complainant." In the event the City Clerk is the subject of an ethics complaint, all duties of the City Clerk in this article shall be undertaken by the City Administrator.
- (b) The ethics complaint shall, at a minimum, identify the specific provisions of this article alleged to be violated, shall be supported by affidavits based on personal knowledge, and shall show affirmatively that the affiant is competent to testify to the matters stated therein. All documents referred to in an affidavit shall be attached to the affidavit. Every ethics complaint shall be signed and notarized, and shall contain the following statement:

"I have read the ethics complaint and aver that the facts contained therein are true to the best of my knowledge and belief, and I am aware that the Ethics Ordinance authorizes the imposition of penalties against me for filing a frivolous complaint, including without limitation, payment of costs and attorney's fees associated with the handling and processing of the ethics complaint, and/or all other penalties applicable under the law."
- (c) An ethics complaint shall be filed within six months of the date the alleged violation is said to have occurred, or in case of concealment or nondisclosure, within six months of the date the alleged violation was or should have been discovered by the complainant after due diligence so long as such date is not more than one (1) year after the date the alleged violation is said to have occurred.
- (d) No action may be taken on any ethics complaint which arises out of substantially the same facts or circumstances which have previously served as the basis for an ethics complaint pursuant to this article.
- (e) A separate ethics complaint shall be filed for each person alleged to have engaged in any activity violating this article even if the allegations arise from the same factual basis. The person alleged to have violated this article shall be referred to in this article as the "respondent."
- (f) No ethics complaint against an elected official who is a candidate for reelection may proceed under this article within the ninety (90) days leading up to an election (whether a primary or general election) except as set forth in Section 2-198 below. However, this ninety (90) day period shall not count towards the time limitation for filing an ethics complaint as provided in paragraph (c) above. In such cases, the time limitation set forth in paragraph (c) above shall be tolled.

Sec. 2-197. Ethics panel.

- (a) Each ethics panel shall be constituted for the sole purpose of considering a single ethics complaint.
- (b) Each ethics panel shall consist of three randomly selected members from a list maintained by the City Clerk.
- (c) Notwithstanding the requirements of Section 2-111 of this Code, the City Clerk shall maintain a list of not less than six (6) nor more than twelve (12) qualified individuals from which to draw members of ethics panels. The City Clerk shall confirm the qualifications and willingness to serve of the individuals to serve on an ethics panel not less than once per year. The list of qualified individuals shall be reviewed and confirmed by the City Council at the first regular meeting of the City Council in January of every year.
- (d) Individuals shall be deemed qualified to serve on the ethics panel for so long as they:
 - (1) Are attorneys at law in good standing with the State Bar of Georgia;
 - (2) Have been a member of the State Bar of Georgia for at least five years, and have at least five years experience in the practice of law, with no less than three of those years dedicated to general civil litigation practice;
 - (3) Do not reside in or maintain an office within the City limits of the City of Alpharetta, Georgia;
 - (4) Are not, and have never been, an employee or City official, and are not the spouse, parent, child, or sibling of an existing or former employee or City official;
 - (4) Have no, and the members of their immediate family have no, business or contractual relationship with the City of Alpharetta or any sitting City Council members or any business in which a sitting City Council member has a substantial interest, have not provided monetary or in-kind campaign contributions to sitting City Council members, and otherwise have no conflict of interest in providing service on the ethics panel; and
 - (5) Have not been convicted of a felony involving moral turpitude in this state or any other state, unless such person's civil rights have been restored and at least ten years have elapsed from the date of the completion of the sentence without a subsequent conviction of another felony involving moral turpitude.
- (e) Upon the City Clerk determining that an ethics complaint meets the requirements of section 2-196 of this article on its face, the City Clerk shall promptly draw names randomly from the list of qualified individuals and contact the individual to determine their availability to serve on the ethics panel. The drawing of names by the City Clerk shall be witnessed by at least one other member of the City staff or the City Attorney to ensure the integrity of the selection process. Upon selection of three qualified individuals who are available to serve on the ethics panel, the City Clerk shall prepare a document identifying panel membership and both the City Clerk and the staff member or City Attorney that witnessed the selection process shall attest on that document to the legitimacy of the selection process.
- (f) Upon selection, members of the ethics panel shall sign an affidavit attesting to their qualification to serve as a member of the ethics panel.

- (g) No person shall be qualified to serve on more than one ethics panel at any given time unless all other qualified individuals are either serving on an ethics panel or have expressed their unavailability to so serve. Service on an ethics panel shall be deemed to have terminated upon the entry of the written dismissal or decision of the ethics panel after the conclusion of an ethics hearing.
- (h) An individual shall cease to be qualified immediately upon the third consecutive refusal (whether by choice or unavailability) to serve on an ethics panel after being randomly drawn from the list and contacted by the City Clerk to serve.

Sec. 2-198. Processing ethics complaints.

- (a) Upon receipt of an ethics complaint, the City Clerk shall, within five (5) business days from receipt of the ethics complaint, determine whether the ethics complaint on its face satisfies the requirements of section 2-196 of this article.
 - (1) If the ethics complaint does not meet the requirements set forth in section 2-196 of this article, the City Clerk shall notify the complainant in writing of the defect(s) via certified mail, return receipt requested. Thereafter, the complainant shall be afforded ten (10) business days from receipt of the notification of defect from the City Clerk to cure any defects that may be cured and re-submit the ethics complaint. If an ethics complaint is not re-submitted within the allotted time period, the City and the City Clerk shall take no further action on the ethics complaint.
 - (2) If the City Clerk finds that the ethics complaint meets the requirements of section 2-196 of this article on its face, the ethics complaint will be processed pursuant to the provisions of this article.
 - (3) If the ethics complaint involves charges against an elected official who is a candidate for reelection as contemplated in Section 2-196(f) above, the City Clerk shall promptly forward, by certified mail, return receipt requested, a copy of the ethics complaint to the elected official against whom the ethics complaint was filed. Notwithstanding the time limitation set forth in Section 2-196(f), if the elected official provides a written waiver of that provision to the City Clerk within ten (10) business days of receipt of the notice from the City Clerk, the ethics complaint shall proceed according to the provisions of this article. If the City Clerk does not receive a written waiver from the elected official within ten (10) business days from receipt of the notification, the City Clerk shall notify the complainant in writing and otherwise take no further action on the ethics complaint. The complainant may resubmit the ethics complaint following the election according to the time limitations provided in Section 2-196.
- (b) Upon confirmation by the City Clerk that the ethics complaint meets the requirements of section 2-196 of this article on its face, the City Clerk shall promptly forward a copy of the ethics complaint by certified mail, return receipt requested, to the City official against whom the ethics complaint was filed. In addition, the City Clerk shall promptly begin the process of randomly selecting an ethics panel as provided in section 2-197 of this article.
- (d) The respondent shall respond to the ethics complaint within 30 days of receipt of the ethics complaint from the City Clerk. The respondent's response shall be supported by affidavits based on personal knowledge and shall show affirmatively that the affiant is competent to testify to the matters stated therein. The response may include allegations of a violation of

section 2-210 of this article. All documents referred to in an affidavit shall be attached to the affidavit. The respondent shall verify the response by his or her signature thereon, which shall be notarized.

- (e) Within 60 days of the determination by the City Clerk that the ethics complaint meets the requirements of section 2-196 of this article, unless such time is extended by the ethics panel convened to hear the ethics complaint upon good cause shown, the ethics panel shall convene a meeting to conduct an initial review of the ethics complaint to determine whether specific, substantiated evidence from a credible source(s) exists in the ethics complaint to support a reasonable belief that there has been a violation of this article.
- (f) If, after reviewing the ethics complaint, the ethics panel determines that no specific, substantiated evidence from a credible source(s) exists to support a reasonable belief that there has been a violation of this article or determines that no violation occurred as a matter of applying the facts alleged and accepted as true to the terms of the article, the ethics panel shall dismiss the ethics complaint without further proceedings. Such dismissal shall be entered in writing stating the basis therefor.
- (g) If the ethics panel determines that specific, substantiated evidence from a credible source(s) exists to support a reasonable belief that there has been a violation of this article by the respondent, the ethics panel shall set a hearing for consideration of the allegations of the ethics complaint ("ethics hearing"). Written notice of the ethics hearing, containing the time, date, and place of such hearing, shall be sent to the complainant and the respondent by the City Clerk by certified mail, return receipt requested.

Sec. 2-199. Ethics hearings.

- (a) All ethics hearings shall be conducted so as to ensure the requirements of due process. At the ethics hearing, the complainant and respondent shall be entitled to make opening statements, testify, present witnesses and evidence, and make a closing statement after the submission of all evidence. Both the complainant and the respondent shall be allowed to question any witness that testifies.
- (b) The respondent and the complainant shall be entitled to be represented by legal counsel at all stages of consideration of an ethics complaint, including at the ethics hearing.
- (c) The ethics panel may not call witnesses or tender evidence of its own accord; however, members of the ethics panel may question any witnesses that are called to testify by either the respondent or the complainant.
- (d) Any final determination resulting from the ethics hearing shall include written findings of fact and conclusions of law. In reaching its decision on the ethics complaint, the ethics panel shall decide if clear and convincing evidence presented at the ethics hearing establishes a violation of this article.

Sec. 2-200. Organization and internal operating regulations.

- (a) Each ethics panel shall elect a chairperson to serve during the pendency of the ethics panel.
- (b) Members of the ethics panel shall serve without compensation.
- (c) The City Council shall provide meeting space for the ethics panel. Subject to budgetary procedures and requirements of the City, the City shall provide the ethics panel with such

supplies and equipment as may be reasonably necessary to perform its duties and responsibilities. The City Clerk shall serve as recording secretary to the ethics panel.

- (d) Subject to budgetary procedures and requirements of the City, the City Attorney shall be available to assist the ethics panel in carrying out its responsibilities or to act as an ethics hearing administrator, whose duties shall be limited to conducting the ethics hearing as directed by the ethics panel. In the event the City Attorney has a conflict of interest in acting as an ethics hearing administrator on a particular case, the ethics panel may petition the City Council for appointment of counsel on a case-by-case basis. Any such appointed counsel shall be approved by the City Council, shall perform services at an approved hourly rate, and shall serve at the joint pleasure of the ethics panel and the City Council.
- (e) The chairperson shall be entitled to the same voting rights as the other members of the ethics panel.
- (f) All meetings or public hearings shall be open to the public and conducted in accordance with the open meeting requirements under state law. Deliberations may be conducted in executive sessions. Any final report or recommendation to the mayor and council shall be conducted in an open meeting.
- (g) No official action concerning complaints shall be taken by an ethics panel, except by the affirmative vote of at least two members of the ethics panel.

Sec. 2-201. Removal of members.

The City Council may remove a member of the ethics panel on grounds of neglect of duty or misconduct in office. For purposes of this section, an ethics panel member that, without good cause, misses two scheduled ethics panel meetings during the handling of a single case shall be deemed to have neglected their duty such that no further evidence demonstrating neglect need be shown. Before initiating the removal of a member from the ethics panel, the City Council shall give the member written notice of the reason for the intended action, and the member shall have the opportunity to reply. Thereafter, the City Council shall afford such member an opportunity for a hearing before the City Council. Upon removal of a member by the City Council, the City Clerk shall promptly undertake the same process as set forth in subsection 2-197(e) to designate a replacement member of the ethics panel, and the selection process shall be subject to the same witnessing protocol as set forth in subsection 2-197(e).

Sec. 2-202. Resignation of member.

If a member of the ethics panel decides to resign prior to the final resolution by the ethics panel of an ethics complaint, the member's resignation shall be submitted in writing to the City Clerk who shall forward the resignation to the City Council, the Mayor, and the other members of the ethics panel. A resignation shall be deemed effective upon submission to the City Clerk and cannot be revoked. Upon receipt of the resignation, the City Clerk shall promptly undertake the same process as set forth in subsection 2-197(e) to designate a replacement member of the ethics panel, and the selection process shall be subject to the same witnessing protocol as set forth in subsection 2-197(e).

Sec. 2-203. Duties and powers.

The ethics panel shall have the following duties and powers:

- (1) To establish any procedures, rules, and regulations governing its internal organization and conduct of its affairs, provided that such procedures, rules, and regulations do not conflict with any provision contained herein;
- (2) To consider and hear complaints of violations of this article;
- (3) To administer oaths;
- (4) To recommend such action as provided in this article as deemed appropriate because of any violation of this article; and
- (5) To perform any other function authorized by this article.

Sec. 2-204. Custodian of records.

The City Clerk shall serve as legal custodian of the ethics panel records, and shall accept, file, maintain, and administer, in accordance with all applicable laws, any information related to the purposes of this article.

Sec. 2-205. Limitation of liability.

No member of the ethics panel, or any person acting on behalf of the ethics panel, shall be liable to any person for any damages arising out of the enforcement or operation of this ethics article, except in the case of willful or wanton misconduct. This limitation of liability shall apply to the City, the members of the ethics panel, the City Clerk, the City Attorney, and any person acting under the direction of the ethics panel.

Sec. 2-206. Disciplinary action.

- (a) Upon a determination that a City official has violated this article, the ethics panel shall recommend to the mayor and the City Council that the City impose any combination of the following penalties and actions:
 - (1) No further action;
 - (2) Written warning, censure, or reprimand;
 - (3) Request for resignation from office;
 - (4) Removal from office to the extent provided by Georgia law; and
 - (5) Repayment to the City of any unjust enrichment.
- (b) The City Council shall retain the discretion to determine whether any recommendation presented by the ethics panel under subsection (a) shall be imposed. In exercising this discretion, the City Council shall not be bound by the recommendation of the ethics panel and may impose any combination of the penalties listed in the relevant section. This discretion shall not entitle the City Council to override a determination by the ethics panel that a violation has occurred.
- (c) In addition to any other remedy provided herein, upon determination of a violation of this article, the ethics panel may recommend to the mayor and the City Council in writing that any task order, contract, bid, or change order that was the subject of the violation be cancelled or rescinded. The City Council shall retain the discretion to determine whether such a cancellation or rescission would be in the best interest of the City and shall not be bound in any way by a recommendation of the ethics panel.

- (d) In addition to any other remedy provided herein, the ethics panel may also forward its written decision to the Fulton County District Attorney's Office, the Office of the Governor, or other investigatory, prosecutorial, or regulatory agency for appropriate action.

Sec. 2-207. Judicial review.

- (a) Any party against whom a decision of the ethics panel is rendered may obtain judicial review of the decision by writ of certiorari to the Superior Court of Fulton County. The application for the writ shall be filed within 30 days from the date of the decision of the City Council with respect to the punishment to be imposed. If the ethics panel dismisses the ethics complaint or finds no violation to have been proven by clear and convincing evidence after an ethics hearing, the writ shall be filed within 30 days of the written dismissal or decision. Judicial review shall be based upon the record. No party shall be entitled to a de novo appeal.
- (b) Upon failure to timely request judicial review of the decision by writ of certiorari as provided in this section, the decision shall be binding and final upon all parties.

Sec. 2-208. Ex parte communications.

- (a) After an ethics complaint has been filed and during the pendency of an ethics complaint before the ethics panel, no member of the ethics panel may communicate directly or indirectly with any party or other person about any issue of fact or laws regarding the ethics complaint, except as follows:
 - (1) The members of the ethics panel may obtain legal advice from the City attorney and may discuss the ethics complaint with any City staff provided by the City Council to assist the ethics panel; and
 - (2) The members of the ethics panel may discuss the ethics complaint at a lawfully conducted meeting.
- (b) If any person attempts to communicate with an ethics panel member regarding an ethics complaint pending before the ethics panel, the ethics panel member shall report the substance of the communication to the ethics panel on the public record at the next meeting or hearing of the ethics panel.
- (c) No ethics panel member shall undertake an independent investigation of any complaint or matter before the ethics panel.

Sec. 2-209. Confidentiality of ethics panel information.

No member of the ethics panel, city staff, nor any other public servant who has access to any confidential information related to the functions or activities of the ethics panel, shall divulge that information to any person not authorized to have it.

Sec. 2-210. Wrongful use of this article.

- (a) The purpose of this article is to maintain a high standard of ethical behavior by City officials. This will be most effective when City officials and citizens work together to set and maintain high ethical standards.
- (b) In order to accomplish this purpose, ethics complaints shall be based on fact and have the intent to improve the ethical climate of the City.

- (c) A wrongful use of this article shall occur if and when a frivolous, false, or politically motivated ethics complaint is filed in a negligent, reckless, or purposeful manner without a basis in law or fact and for purpose other than reporting a violation of this article.
- (d) In deciding if an ethics complaint is a wrongful use of this article, the ethics panel shall consider the following, without limitation:
 - (1) The timing of the ethics complaint with respect to when the facts supporting the alleged violation became known or should have become known to the complainant, when the ethics complaint was filed, and the date of any pending election in which the respondent is a candidate or is involved with a candidacy, if any;
 - (2) The nature and type of publicity surrounding the filing of the ethics complaint, and the degree of participation by the complainant in publicizing the fact that an ethics complaint was filed;
 - (3) The existence and nature of any relationship between the respondent and the complainant before the ethics complaint was filed;
 - (4) If respondent is a candidate for election to office, the existence and nature of any relationship between the complainant and any candidate or group opposing the respondent;
 - (5) Whether the complainant knew or reasonably should have known that the allegations in the ethics complaint were groundless; and
 - (6) The complainant's motives in filing the complaint.
- (e) Allegations of a violation of this section shall be raised by the respondent as part of the respondent's response to an ethics complaint.
- (f) Allegations of a violation of this section shall be considered by the ethics panel considering the ethics complaint that is alleged to be a violation of this section. Evidence supporting and opposing the allegations of a violation of this section shall be presented at the same ethics hearing conducted with respect to the ethics complaint that is alleged to be a violation of this section.
- (g) Upon a finding by the ethics panel that clear and convincing evidence of a violation of this section was presented at the ethics hearing, the ethics panel shall recommend to the mayor and the City Council that the City impose any combination of the following penalties and actions:
 - (1) Public reprimand;
 - (2) Criminal prosecution for perjury; and
 - (3) Payment of costs and attorney's fees associated with the handling and processing of the ethics complaint. For purposes of this subsection, the term "costs" shall include the staff time dedicated to processing the ethics complaint as well as copy costs and other directly attributable administrative expenses. For purposes of this subsection, the phrase "attorney's fees" shall include the reasonable fees of the attorney retained, if any, by the subject of the ethics complaint as well as any fees necessary to be paid to the ethics panel attorneys.

Sec. 2-211. Reimbursement for reasonable attorney's fees.

In the event an ethics complaint brought against the respondent arising out of their official duties is dismissed (by either voluntary withdrawal of the complaint by the complainant or by action of the ethics panel dismissing the complaint as unfounded or otherwise subject to dismissal), the respondent shall be entitled to reimbursement from the City for reasonable attorney's fees incurred in defending said ethics complaint. Upon securing a final determination by the ethics panel of the complaint being dismissed (to include voluntary withdrawal of the complaint by the complainant), the respondent shall submit a copy of the order making such findings or complainant's withdrawal, whichever is applicable, to the Alpharetta City Administrator along with a copy of all applicable itemized attorney's fees incurred in defending same. The itemized attorney's fees shall have attorney time and tasks broken down in one-tenth of an hour increments along with the attorney's hourly fee, coupled with a sworn statement by the attorney that the amount submitted for repayment is the same amount for which the respondent would otherwise have been responsible, or has already paid. Other than attorney time, no other expense or fees shall be subject to reimbursement.

The City Administrator shall submit the attorney fee statement to the City Attorney for a determination of reasonableness, of which determination shall be provided in writing (including e-mail) to the City Administrator. Upon all or a portion of the fees being deemed reasonable, the City Administrator shall submit all documentation to the City Finance Department for issuance of a reimbursement check to the respondent or respondent's attorney, at respondent's discretion. In no event shall reimbursement under this paragraph exceed \$10,000.00 per ethics complaint.

Secs. 2-212—2-224. Reserved.

ARTICLE V. CODE OF ETHICS AND CONDUCT¹

Sec. 2-189. Purpose.

Recognizing that stewardship of the public interest must be their primary concern, city officials will work for the common good of the people of Alpharetta and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims and transactions coming before the city council, boards and commissions.

The purpose of this code of ethics is to:

- (1) Encourage high ethical standards in official conduct by city officials;
- (2) Establish guidelines for ethical standards of conduct for all such officials by setting forth those acts or actions that are incompatible with the interest of the city;
- (3) Require disclosure by such officials of private financial or other interest in matters affecting the city; and
- (4) Serve as a basis for disciplining those who refuse to abide by its terms.

(Ord. No. 755, § 1, 4-30-2018)

Sec. 2-190. Scope.

The provisions of this code of ethics shall be applicable to all elected or appointed city officials. Notwithstanding anything herein to the contrary, state law and the Charter of the city shall be controlling in the event of an actual conflict with the provisions of this code of ethics. This article shall be interpreted to supplement, and not replace, said provisions of state law and the Charter. These laws include, but are not limited to: the United States and Georgia Constitutions; laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities, and open processes of government; and city ordinances and policies.

(Ord. No. 755, § 1, 4-30-2018)

Sec. 2-191. Definitions.

Solely for the purpose of this code of ethics:

City official or *official*, unless otherwise expressly defined does not include city employees but does mean the mayor and members of the city council. The term "city official" also includes all individuals, including city

¹Editor's note(s)—Ord. No. 755, § 1, adopted Apr. 30, 2018, amended art. V in its entirety to read as herein set out. Former art. V, §§ 2-189—2-204, pertained to similar subject matter, and derived from Code 1989, §§ 2-141—2-147, 2-149—2-155, 2-157, 2-158; Ord. No. 587, §§ 1—7, 9—15, 17, 18, adopted May, 1, 2006; and Ord. No. 662, §§ 1—7, 9—15, 17, 18, adopted May, 21, 2012.

State law reference(s)—Code of ethics for governmental service, O.C.G.A. § 45-10-1; conflicts of interest, O.C.G.A. § 45-10-10 et seq.

employees, appointed by the mayor and/or city council as appropriate to city authorities, commissions, committees, boards, task forces, or other bodies which can or may vote or take formal action or make official recommendations to the mayor and/or city council.

Decision means any ordinance, resolution, contract, franchise, formal action or other matter voted on by the city council or other city board or commission, as well as the discussions or deliberations of the council, board, or commission which can or may lead to a vote or formal action by that body.

Employee means any person who is a full-time or part-time employee of the city.

Financial interest means any interest which shall yield, directly or indirectly, a monetary or other material benefit to the official, other than the duly authorized salary or compensation for the official's services to the city, or to any person employing or retaining the services of the official or to a person or entity in which the official has a substantial interest.

Immediate family means the spouse, mother, father, grandparent, brother, sister, son or daughter of any city official related by blood, adoption or marriage. The relationship by marriage shall include in-laws.

Incidental interest means an interest in a person, entity or property which is not a substantial interest as defined herein and which has insignificant value.

Reasonably foreseeable means a result or event that can be reasonably anticipated or expected, and is more than hypothetical or theoretical.

Remote interest means an interest of a person or entity, including a city official, which would be affected in the same way as the general public. For example, the interest of an official in the property tax rate, general city fees, city utility charges or a comprehensive zoning ordinance or similar matters is deemed remote to the extent that the official would be affected in common with the general public.

Substantial interest means an interest, either directly or through a member of the immediate family, in another person or entity, where:

- (1) The interest is ownership of five percent or more of the voting stock, shares or equity of the entity or ownership of \$5,000.00 or more of the equity or market value of the entity; or
- (2) The funds received by the person from the other person or entity during the previous 12 months either equal or exceed (a) \$5,000.00 in salary, bonuses, commissions or professional fees, or \$5,000.00 in payment for goods, products or services, or (b) ten percent of the recipient's gross income during that period, whichever is less;
- (1) The person serves as a corporate officer or member of the board of directors or other governing board of a for-profit entity other than a corporate entity owned or created by the city council; or
- (2) The person is a creditor, debtor, or guarantor of the other person or entity in an amount of \$5,000.00 or more.

(Ord. No. 755, § 1, 4-30-2018)

Sec. 2-192. Conduct.

- (a) *Conduct of city officials.* The professional and personal conduct of city officials must be above reproach and avoid even the appearance of impropriety. City officials shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of council, boards and commissions, or the staff.
- (b) *Respect for process.* City officials shall perform their duties in accordance with the processes and rules of order established by the city council and boards and commissions governing the deliberation of public policy

issues, meaningful involvement of the public, and implementation of policy decisions of the city council by city staff.

- (c) *Conduct of public meetings.* City officials shall prepare themselves for public issues; listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall refrain from interrupting other speakers, making personal comments not germane to the business of the body, or otherwise interfering with the orderly conduct of meetings.
- (d) *Decisions based on merit.* City officials shall base their decisions on the merits and substance of the matter at hand.
- (e) *Communication.* City officials shall publicly share substantive information that is relevant to a matter under consideration by the council or boards and commissions which they may have received from sources outside the public decision-making process.
- (f) *Policy roles of city officials.* City officials shall respect and adhere to the structure of government of Alpharetta as outlined in the city Charter and policies and procedures. In this structure, the city council determines the policies of the city with the advice, information and analysis provided by the public, boards, commissions, and city staff.
- (g) *Liaison responsibility.* City officials serving as liaisons to city departments shall serve to facilitate communications and information from those departments to city council, but shall not direct the activities of the department directors. City officials shall not interfere with the day-to-day administrative functions of the city or the professional duties of city staff; nor shall they impair the ability of staff to implement council policy decisions.
- (h) *Independence of boards and commissions.* Because of the value of the independent advice of boards and commissions to the public decision-making process, city officials of council shall refrain from using their position to influence unduly the deliberations or outcomes of board and commission proceedings.
- (i) *Positive work place environment.* City officials shall support the maintenance of a positive and constructive work place environment for city employees and for citizens and businesses dealing with the city. City officials shall recognize their special role in dealings with city employees and refrain from creating the perception of inappropriate direction to staff.

(Ord. No. 755, § 1, 4-30-2018)

Sec. 2-193. Prohibitions.

- (a) No city official shall use such position to secure special privileges or exemptions for himself or herself or others, or to secure confidential information for any purpose other than official duties on behalf of the city.
- (b) No city official, in any matter before the council or other city body, relating to a person or entity in which the official has a substantial interest, or where it is reasonably foreseeable to a reasonable person that the decision will have a financial effect to a person or entity in which the official has a substantial interest unless it can be demonstrated that the financial effect is indistinguishable from the effect on the public generally, shall fail to disclose for the record the substantial interest prior to any discussion or vote or fail to recuse himself/herself from such discussion or vote as applicable.
- (c) Where the substantial interest of a city official has not been disclosed as required by subsection (b) of section 2-193 by reason of a city official's absence from the meeting referred to therein, the city official shall disclose the interest and otherwise comply with subsection (b) of section 2-193 at the first meeting of the council, board or commission, as the case may be, attended by the city official after the meeting referred to in subsection (b) of section 2-193.

-
- (d) No city official shall act as an agent or attorney for another in any matter before the city council or other city body.
 - (e) No city official shall directly or indirectly receive, or agree to receive, any compensation, gift, reward, or gratuity in any matter or proceeding connected with, or related to, the duties of his office except as may be provided by law.
 - (f) No city official shall enter into any contract with, or have any interest in, either directly or indirectly, the city except as authorized by state law. All public funds shall be used for the general welfare of the people and not for personal economic gain.
 - (g) Public property shall be disposed of in accordance with state law.
 - (h) No city official shall solicit or accept other employment to be performed, or compensation to be received, while still a city official if the employment or compensation could reasonably be expected to impair such official's judgment or performance of city duties.
 - (i) If a city official accepts or is soliciting a promise of future employment from any person or entity who has a substantial interest in a person, entity or property which would be affected by any decision upon which the official might reasonably be expected to act, investigate, advise, or make a recommendation, the official shall disclose the fact to the city council and shall recuse himself/herself and take no further action on matters regarding the potential future employer.
 - (j) No city official shall use city facilities, personnel, equipment or supplies for private purposes, except to the extent such are lawfully available to the public.
 - (k) No city official shall utilize the city's name or logo for the purpose of endorsing any business.
 - (l) No city official shall grant or make available to any person any consideration, treatment, advantage or favor beyond that which it is the general practice to grant or make available to the public at large.
 - (m) A city official shall not directly or indirectly make use of, or permit others to make use of, official information not made available to the general public for the purpose of furthering a private interest.
 - (n) A city official shall not use his or her position in any way to coerce, or give the appearance of coercing, another person to provide any financial benefit to such official or persons within the official's immediate family, or those with whom the official has business or financial ties amounting to a substantial interest.
 - (o) A city official shall not order any goods and services for the city without prior official authorization for such expenditure. No city official shall attempt to obligate the city nor give the impression of obligating the city without proper prior authorization.
 - (p) No city official shall draw travel funds or per diem from the city for attendance at meetings, seminars, training or other educational events and fail to attend such events without promptly reimbursing the city therefore.
 - (q) A city official shall represent the official policies or positions of the city council, board and commission to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, city officials shall explicitly state they do not represent their body or the city, nor will they allow the inference that they do.
 - (r) In keeping with their role as stewards of the public interest, members of council shall not appear on behalf of the private interests of third parties before the council or any board or commission, or proceeding of the city, nor shall members of boards and commissions appear before their own bodies or before the council on behalf of the private interests of third parties on matters related to the areas of service of their bodies.

(Ord. No. 755, § 1, 4-30-2018)

Sec. 2-194. Conflict of interest.

- (a) A city official may not participate in a vote or decision on a matter affecting an immediate family member or any person, entity, or property in which the official has a substantial interest.
- (b) A city official who serves as a corporate officer or member of the board of directors of a nonprofit entity must disclose their interest in said entity to the mayor and council prior to participating in a vote or decision regarding funding of the entity by or through the city.
- (c) Where the interest of a city official in the subject matter of a vote or decision is remote or incidental, the city official may participate in the vote or decision and need not disclose the interest.

(Ord. No. 755, § 1, 4-30-2018)

Sec. 2-195. Board of ethics.

- (a) The board of ethics of the city (the "board") shall be composed of five residents of the city to be appointed as follows: the mayor and councilmembers shall each designate two qualified citizens to provide a pool of 14 individuals who have consented to serve as a member of such board and who will be available for a period of two years to be called upon to serve in the event a board is appointed. The city clerk shall maintain a listing of these qualified citizens. Upon receipt of a properly verified complaint and timely forwarding of that complaint to the city official charged in the complaint, the mayor and council, at the next regularly scheduled public meeting or at a specially called public meeting, shall draw names randomly from the listing of qualified citizens until five members of the board have been appointed. Such board will elect one of its members to serve as chair.
- (b) All members of the board shall be residents of the city for at least one year immediately preceding the date of taking office and shall remain a resident while serving on the board.
- (c) The selected members of the board shall serve until the complaint is resolved, at which time the selected members shall no longer be in the pool of 14. The mayor and councilmembers who originally designated the departing members shall designate their replacements.
- (d) No person shall serve as a member of the board if the person has, or has had within the preceding one-year period, any interest in any contract or contracting opportunity with the city or has been employed by the city.
- (e) Members of the board with any permit or rezoning application pending before the city, or any pending or potential litigation against the city or any city official charged in the complaint shall be disqualified from serving on the board for that complaint. An alternate member of the board shall be selected in the same manner as the disqualified individual.
- (f) The members of the board shall serve without compensation. The city council shall provide meeting space for the board and, subject to budgetary procedures and requirements of the city, such supplies and equipment as may be reasonably necessary for the board to perform its duties and responsibilities.
- (g) No person shall serve on the board who has been convicted of a felony involving moral turpitude in this state or any other state, unless such person's civil rights have been restored and at least ten years have elapsed from the date of the completion of the sentence without a subsequent conviction of another felony involving moral turpitude.
- (h) No person shall serve on the board who is less than 21 years of age, who holds a public elective office, who is physically or mentally unable to discharge the duties of a member of the board, or who is not qualified to be a registered voter in the City of Alpharetta.

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- (i) Upon appointment, members of the board of ethics shall sign an affidavit attesting to their qualification to serve as a member of the board.
 - (j) Members of the board may be removed with or without cause by majority vote of the city governing authority.
 - (k) The city attorney shall be available to provide legal advice to the board and shall attend all meetings and hearings of the board to insure that all proceedings are conducted properly and in accordance with applicable law. The proceedings of the board shall, to the extent authorized by law, remain confidential and not be disclosed to third parties. All meetings or public hearings where evidence is taken shall be open. Deliberations may be conducted in executive sessions. Any final report or recommendation to the mayor and council shall be conducted in an open meeting. The mayor and council shall be the body to take final action as provided in section 2-199.

(Ord. No. 755, § 1, 4-30-2018)

Sec. 2-196. Receipt of complaints; initial review.

- (a) All complaints against city officials shall be filed with the city clerk. All complaints shall be submitted in writing and signed under oath, shall be legibly drawn and shall clearly address matters within the scope of this article. Upon receipt of a complaint in proper form, the city clerk or the clerk's designee shall forward a copy of the complaint to the mayor and council and city official or officials charged in the complaint within no more than seven calendar days. The charged official may, but is not required, to file a response to the board. If a response is provided, it shall be filed not later than ten calendar days after receipt of the complaint. The response shall be submitted in writing and signed under oath and shall address why the complaint is invalid on its face. All determinations under this section shall be made not later than 30 days after the filing of the complaint.
- (b) Upon receipt of a complaint in proper form, the board shall conduct an initial review to determine whether the complaint on its face is unjustified, frivolous, patently unfounded or fails to state facts sufficient to invoke the disciplinary jurisdiction of the city council. The board is empowered to dismiss in writing complaints that it determines are unjustified, frivolous, patently unfounded or fail to state facts sufficient to invoke the disciplinary jurisdiction of the city council; provided, however, that a rejection of such complaint by the board shall not deprive the complaining party of any action such party might otherwise have at law or in equity against the city official. The board shall report in writing to the city council any complaint dismissed under this section. For complaints that are not dismissed or adjudicated within the deadline under this section, the board shall proceed as set forth in section 2-197.
- (c) The board is empowered to adopt forms for formal complaints, notices, and any other necessary or desirable documents within its jurisdiction where the city council has not prescribed such forms.

(Ord. No. 755, § 1, 4-30-2018)

Sec. 2-197. Further proceedings on complaints.

- (a) If the board does not dismiss the complaint pursuant to section 2-196 or if no action is taken within the deadline stated in this section, the city clerk or board shall cause the complaint to be formally served on the city official charged as soon as practicable but in no event later than seven calendar days after the determination of the board. Service may be by personal service, by certified mail, return receipt requested or by statutory overnight delivery. The official shall, within 20 days of service submit a response to the board addressing the charges. Such response shall be in writing, and under oath. A hearing shall be held within 60 calendar days after filing of the complaint. The board is empowered to conduct investigations, to take

evidence, and to hold hearings to address the subject matter of a complaint. The board shall conduct hearings in accordance with the procedures and regulations it establishes but, in all circumstances, at least one hearing shall include the taking of testimony and the cross-examination of available witnesses. The decision of the board shall be rendered to mayor and council within seven calendar days after completion of the final hearing. At any hearing held by the board, the city official who is the subject of inquiry shall have the right to written notice of the hearing and the allegations at least seven calendar days before the first hearing, to be represented by counsel, to hear and examine the evidence and witnesses and, to oppose or try to mitigate the allegations. The city official subject to the inquiry shall also have the right but not the obligation of submitting evidence and calling witnesses. Failure to comply with any of time deadlines in this section of the article shall not invalidate any otherwise valid complaint or in any way affect the power or jurisdiction of the board or the city council to act upon any complaint.

(Ord. No. 755, § 1, 4-30-2018)

Sec. 2-198. Right to appeal.

- (a) Any city official or complainant adversely affected by the findings or recommendations of the board may obtain judicial review of such decision as provided in this section.
- (b) An action for judicial review may be commenced by filing an application for a writ of certiorari in the superior court of Fulton county within 30 days after the decision of the board. The filing of such application shall act as supersedeas.

(Ord. No. 755, § 1, 4-30-2018)

Sec. 2-199. Penalty.

Any person violating any provision of this article is subject to:

- (1) Public reprimand or censure by the city council; or
- (2) Request for resignation by the vote of city council.

(Ord. No. 755, § 1, 4-30-2018)

Sec. 2-200. Implementation.

Ethical standards shall be included in the regular orientations for candidates for city council, applicants to boards and commissions, and newly elected and appointed officials. Members entering office shall sign a statement affirming they have read and understood the city code of ethics and conduct.

(Ord. No. 755, § 1, 4-30-2018)

Secs. 2-201—2-224. Reserved.



STAFF REPORT

Department: Finance
Submitted By: Shawn Mitchell
Meeting Date: May 22, 2023

AGENDA ITEM:

Fiscal Year 2024 Budget Ordinance

FIRST READING

Consideration of adoption of the City of Alpharetta's Fiscal Year 2024 Budget Ordinance.

STAFF RECOMMENDATION:

The purpose of this meeting is to provide an update on the Recommended Fiscal Year 2024 Budget and adopt the Fiscal Year 2024 Budget Ordinance (1st reading).

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: \$153,910,043 (SEE
ATTACHED BUDGET DOCUMENT)

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

The Fiscal Year 2024 Budget was distributed electronically to the City Council on May 8, 2023, and is available on the City's website as a downloadable pdf and available for filtering/analysis through the City's financial transparency sites powered by ClearGov (FY 2024 budget as well as historical budget/actual revenue/expenditure trend data) and OpenGov (FY 2024 budget line-item detail).

City Council Budget Workshops were held on March 20th, May 1st, and May 15th.

Tonight is the first of three public hearings and the first of two votes on the FY 2024 Budget and Millage Rate Levy with the schedule as follows:

May 22, 2023 (6:30pm):

Public Hearing

City Council Meeting

Budget Ordinance (1st Reading)

Millage Ordinance (1st Reading)

June 19, 2023 (11:30am):

Public Hearing

June 19, 2023 (6:30pm):
Public Hearing
City Council Meeting
Budget Ordinance (2nd Reading)
Millage Ordinance (2nd Reading)

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

ALTERNATIVES:

Direct staff to make changes to departmental revenues, expenditures, and/or capital appropriations.

ATTACHMENTS:

1. FY 2024 Budget Ordinance
2. Exhibit A - Legal Level of Control (FY 2024 Budget)
3. Exhibit B - FY 2024 Budget (5-22-2023)rev



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, 2023, AND ENDING ON JUNE 30, 2024, 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 2023-2024 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 2023-2024 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 2023-2024 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 2022-2023 shall carry forward into the 2023-2024 fiscal year for the same purpose. If the project is complete, the unexpended appropriations shall carry forward into the 2023-2024 fiscal year and be appropriated to a non-allocated/reserve account:

- Fund 210: Confiscated Assets Fund (Federal)
- Fund 211: Confiscated Assets Fund (State)
- Fund 215: Emergency 911 Fund
- Fund 220: Operating Grant Fund
- Fund 270: Impact Fee Fund
- Fund 275: Hotel/Motel Fund
- Fund 301: Capital Project Fund
- Fund 302: Storm Water Capital Project Fund
- Fund 303: American Rescue Act Fund
- Fund 317: Series 2016 Capital Improvements Bond Fund
- Fund 318: Series 2022 Capital Improvements Bond Fund
- Fund 335: TSPLOST 1 Capital Fund
- Fund 336: TSPLOST 2 Capital Fund
- Fund 340: Capital Grant Fund
- Fund 410: Debt Service Fund
- Fund 540: Solid Waste Fund
- Fund 600: Risk Management Fund
- Fund 605: Medical Insurance Fund
- Fund 790: OPEB Health Benefit Fund
- Fund 791: OPEB Health Reimbursement Fund

BE IT FURTHER ORDAINED that for the following Funds, fund balance as of fiscal year end 2022-2023, if applicable, shall carry forward into the 2023-2024 fiscal year and be appropriated to a non-allocated/reserve account:

- Fund 210: Confiscated Assets Fund (Federal)
- Fund 211: Confiscated Assets Fund (State)
- Fund 215: Emergency 911 Fund
- Fund 220: Operating Grant Fund

Fund 270: Impact Fee Fund
Fund 275: Hotel/Motel Fund
Fund 301: Capital Project Fund
Fund 302: Storm Water Capital Project Fund
Fund 303: American Rescue Act Fund
Fund 317: Series 2016 Capital Improvements Bond Fund
Fund 318: Series 2022 Capital Improvements Bond Fund
Fund 335: TSPLOST 1 Capital Fund
Fund 336: TSPLOST 2 Capital Fund
Fund 340: Capital Grant Fund
Fund 410: Debt Service Fund
Fund 540: Solid Waste Fund
Fund 600: Risk Management Fund
Fund 605: Medical Insurance Fund
Fund 790: OPEB Health Benefit 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);
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, 2023.

ADOPTED AND APPROVED this ____ day of _____, 2023.

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 2024 Budget
Citywide Statement of Revenues and Expenditures (by Department)

	Special Revenue Funds			Capital Project Funds			Enterprise Fund	Internal Service Funds			Fiduciary Funds		TOTAL
	General Fund	E-911 Fund	Hotel/Motel Fund	Capital Projects Fund	Stormwater Capital Fund	Debt Service Fund	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Health Benefit Fund	OPEB Reimb. Fund		
REVENUES:													
Property Taxes	\$ 32,607,000	\$ -	\$ -	\$ -	\$ -	\$ 6,371,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,978,000
Local Option Sales Taxes/TSPLOST	22,100,000	-	-	-	-	-	-	-	-	-	-	-	22,100,000
Other Taxes	17,850,150	800	9,550,000	-	-	-	-	-	-	-	-	-	27,400,950
Licenses and Permits	3,322,500	-	-	-	-	-	-	-	-	-	-	-	3,322,500
Intergovernmental Revenue	165,548	1,250,000	-	-	-	-	-	-	-	-	-	-	1,415,548
Charges for Services	4,690,100	3,950,000	-	-	-	-	5,532,225	1,780,427	9,000,000	-	-	-	24,952,752
Fines and Forfeitures	3,143,250	-	-	-	-	-	-	-	-	-	-	-	3,143,250
Interest Earnings	650,000	32,180	-	150,000	50,000	28,000	7,359	5,873	-	5,000	78,500	-	1,006,912
Other/Miscellaneous	301,061	-	-	-	-	-	-	-	-	-	702,782	-	1,003,843
<i>subtotal</i>	\$ 84,829,609	\$ 5,232,980	\$ 9,550,000	\$ 150,000	\$ 50,000	\$ 6,399,000	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 5,000	\$ 781,282	\$	\$ 123,323,755
Other Financing Sources													
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ 10,597,818	\$ 3,950,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,547,818
Interfund Transfer from Hotel/Motel Fund	3,581,250	-	-	-	-	-	-	-	-	-	-	-	3,581,250
Budgeted Fund Balance	10,547,818	155,000	-	1,500,000	-	204,402	-	-	-	50,000	-	-	12,457,220
<i>subtotal</i>	\$ 14,129,068	\$ 155,000	\$ -	\$ 12,097,818	\$ 3,950,000	\$ 204,402	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 30,586,288
Total Revenues	\$ 98,958,677	\$ 5,387,980	\$ 9,550,000	\$ 12,247,818	\$ 4,000,000	\$ 6,603,402	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 55,000	\$ 781,282	\$	\$ 153,910,043
EXPENDITURES:													
Mayor and City Council	\$ 400,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,150
City Administration	2,079,512	-	-	-	-	-	-	-	-	-	-	-	2,079,512
Finance	3,881,299	-	-	-	-	-	5,529,908	1,786,300	9,000,000	20,000	78,500	-	20,296,007
Legal Services	1,200,000	-	-	-	-	-	-	-	-	-	-	-	1,200,000
Information Technology	2,518,921	-	-	-	-	-	-	-	-	-	-	-	2,518,921
Human Resources	928,176	-	-	-	-	-	-	-	-	-	-	-	928,176
Municipal Court	1,209,127	-	-	-	-	-	-	-	-	-	-	-	1,209,127
Public Safety	38,680,506	5,372,980	-	-	-	-	-	-	-	-	-	-	44,053,486
Public Works	10,365,197	-	-	-	-	-	-	-	-	-	-	-	10,365,197
Recreation, Parks and Cultural Services	13,257,399	-	-	-	-	-	-	-	-	-	-	-	13,257,399
Community and Economic Development	4,765,282	-	-	-	-	-	-	-	-	-	-	-	4,765,282
Non-Departmental	-	-	5,500	-	-	8,000	-	-	-	35,000	702,782	-	751,282
Insurance Premiums (Risk Fund)	936,300	-	-	-	-	-	-	-	-	-	-	-	936,300
Alpharetta Convention and Visitors Bureau	-	-	4,178,125	-	-	-	-	-	-	-	-	-	4,178,125
Debt Service (Principal and Interest)*	287,490	-	1,392,713	-	-	6,595,402	-	-	-	-	-	-	8,275,605
Contingency	880,000	-	392,412	-	-	-	9,676	-	-	-	-	-	1,282,088
Operating Initiative Reserve	3,021,500	15,000	-	-	-	-	-	-	-	-	-	-	3,036,500
Non-Allocated (Reserve); One-Time Usage	-	-	-	12,247,818	4,000,000	-	-	-	-	-	-	-	16,247,818
<i>subtotal</i>	\$ 84,410,859	\$ 5,387,980	\$ 5,968,750	\$ 12,247,818	\$ 4,000,000	\$ 6,603,402	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 55,000	\$ 781,282	\$	\$ 135,780,975
Other Financing Uses													
Interfund Transfer to General Fund	\$ -	\$ -	\$ 3,581,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,581,250
Interfund Transfer to Capital Funds	14,547,818	-	-	-	-	-	-	-	-	-	-	-	14,547,818
<i>subtotal</i>	\$ 14,547,818	\$ -	\$ 3,581,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,129,068
Total Expenditures	\$ 98,958,677	\$ 5,387,980	\$ 9,550,000	\$ 12,247,818	\$ 4,000,000	\$ 6,603,402	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 55,000	\$ 781,282	\$	\$ 153,910,043

* Not including Capital Leases which are programmed into the appropriate Departmental budget above.

City of Alpharetta
FY 2024 Budget
Summary Capital Listing

	Capital Project Fund	Stormwater Capital Fund	Subtotal	Other Sources	Total
City Administration					
Council Chambers Security Upgrades	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000
Replacement of Retaining Wall in Resthaven Cemetery	16,000	-	16,000	-	16,000
Subtotal	\$ 41,000	\$ -	\$ 41,000	\$ -	\$ 41,000
Community and Economic Development					
Fleet Replacement (Qty: 1)	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ 40,000
North Point Infrastructure Framework Plan	200,000	-	200,000	-	200,000
Design Services	61,200	-	61,200	-	61,200
Garden District Signage	12,700	-	12,700	-	12,700
South Main District Gateway (design)	50,000	-	50,000	-	50,000
Brookside Park Gateway (design)	75,000	-	75,000	-	75,000
Brookside Parkway Road Diet - Phase 1 (design)	40,000	-	40,000	-	40,000
Operating Initiative - Land Development Inspector Supervisor (+1 FTE) Equipment	45,000	-	45,000	-	45,000
Subtotal	\$ 523,900	\$ -	\$ 523,900	\$ -	\$ 523,900
Information Technology					
Technology Replacement (all city departments)	\$ 390,000	\$ -	\$ 390,000	\$ -	\$ 390,000
Wireless Access Points	50,000	-	50,000	-	50,000
Subtotal	\$ 440,000	\$ -	\$ 440,000	\$ -	\$ 440,000
Public Safety					
Fleet Replacement (Qty: 25)	\$ 1,875,000	\$ -	\$ 1,875,000	\$ -	\$ 1,875,000
Fire Station Facility Assessments (remaining stations)	225,000	-	225,000	-	225,000
Operating Initiative - Real-Time Crime Center Staffing (new positions, +4 FTE) Equipment	128,900	-	128,900	-	128,900
Operating Initiative - Assistant Fire Marshal (new position, +1 FTE) Equipment	66,000	-	66,000	-	66,000
Subtotal	\$ 2,294,900	\$ -	\$ 2,294,900	\$ -	\$ 2,294,900

City of Alpharetta
FY 2024 Budget
Summary Capital Listing

	Capital Project Fund	Stormwater Capital Fund	Subtotal	Other Sources	Total
Public Works					
Milling and Resurfacing	\$ 3,120,000	\$ -	\$ 3,120,000	\$ 625,000	\$ 3,745,000
Stormwater	-	4,000,000	4,000,000	-	4,000,000
Traffic Striping and Signage	250,000	-	250,000	-	250,000
Fleet Replacement (Tandem Dump Truck; Qty: 1)	190,000	-	190,000	-	190,000
Traffic Signal System Maintenance	100,000	-	100,000	-	100,000
Traffic Control Equipment	100,000	-	100,000	-	100,000
Traffic Responsive System Maintenance	100,000	-	100,000	-	100,000
HVAC Replacements	100,000	-	100,000	-	100,000
Roof Repairs/Replacements (Public Works Headquarters; segment 1 of 3)	325,000	-	325,000	-	325,000
Park Facilities Roof Repairs (Adult Activity Center)	195,000	-	195,000	-	195,000
Bridge Maintenance	200,000	-	200,000	-	200,000
Webb Bridge Park Sewer Connection (yr. 1 of 2)	437,500	-	437,500	-	437,500
SR 9 Landscaping from Academy St. to Windward Pkwy (yr. 1 of 3)	350,000	-	350,000	-	350,000
Tree Maintenance and Replacement	152,000	-	152,000	-	152,000
Winter Weather Equipment	65,000	-	65,000	-	65,000
Parking Garage Maintenance	25,000	-	25,000	-	25,000
Streetlight Maintenance	80,000	-	80,000	-	80,000
Design Services	75,000	-	75,000	-	75,000
Subtotal	\$ 5,864,500	\$ 4,000,000	\$ 9,864,500	\$ 625,000	\$ 10,489,500

City of Alpharetta
FY 2024 Budget
Summary Capital Listing

	Capital Project Fund	Stormwater Capital Fund	Subtotal	Other Sources	Total
Recreation, Parks & Cultural Services					
Park Repairs/Improvements	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 50,000
Playground Equipment Replacement	250,000	-	250,000	-	250,000
Greenway Improvements/Repairs	260,100	-	260,100	-	260,100
Park Trail Maintenance	200,000	-	200,000	-	200,000
Tree Removal in all Parks	200,000	-	200,000	-	200,000
Synthetic Turf Field Replacements (Miracle League Field)	500,000	-	500,000	-	500,000
Cultural Arts Master Plan	30,000	-	30,000	-	30,000
Park Equipment Replacement	153,000	-	153,000	-	153,000
Athletic Courts Resurfacing	100,000	-	100,000	-	100,000
Fountain Maintenance	50,000	-	50,000	-	50,000
Landscaping Upgrades to Activity Centers	40,000	-	40,000	-	40,000
Webb Bridge Park Dugout Expansion (AYBA to fund 50%)	11,500	-	11,500	11,500	23,000
Alpharetta Public Arts Initiative (Outdoor On-Loan Sculpture Exhibit)	55,000	-	55,000	-	55,000
Subtotal	\$ 1,899,600	\$ -	\$ 1,899,600	\$ 11,500	\$ 1,911,100
TOTAL	\$ 11,063,900	\$ 4,000,000	\$ 15,063,900	\$ 636,500	\$ 15,700,400
NON-ALLOCATED:	\$ 1,183,918	\$ -	\$ 1,183,918		\$ 1,183,918
Budgeted as part of FY 2024 Budget				Budgeted once received	

Operating and Capital Budget for Fiscal Year 2024

July 1, 2023 through June 30, 2024





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

Recommended Annual Operating & Capital Budget

for Fiscal Year 2024

(July 1, 2023 through June 30, 2024)



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MAYOR AND CITY COUNCIL

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.



VISION

Vision

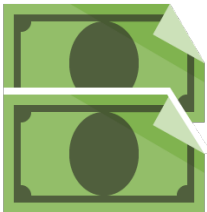
Our Community Vision is to advance Alpharetta as a signature City by:



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.

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 to identify the link between the city's Community Vision and the goals and objectives of our various departmental activities.

Mission

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.

EXECUTIVE MANAGEMENT TEAM

Executive Management Team



CHRIS LAGERBLOOM
CITY ADMINISTRATOR



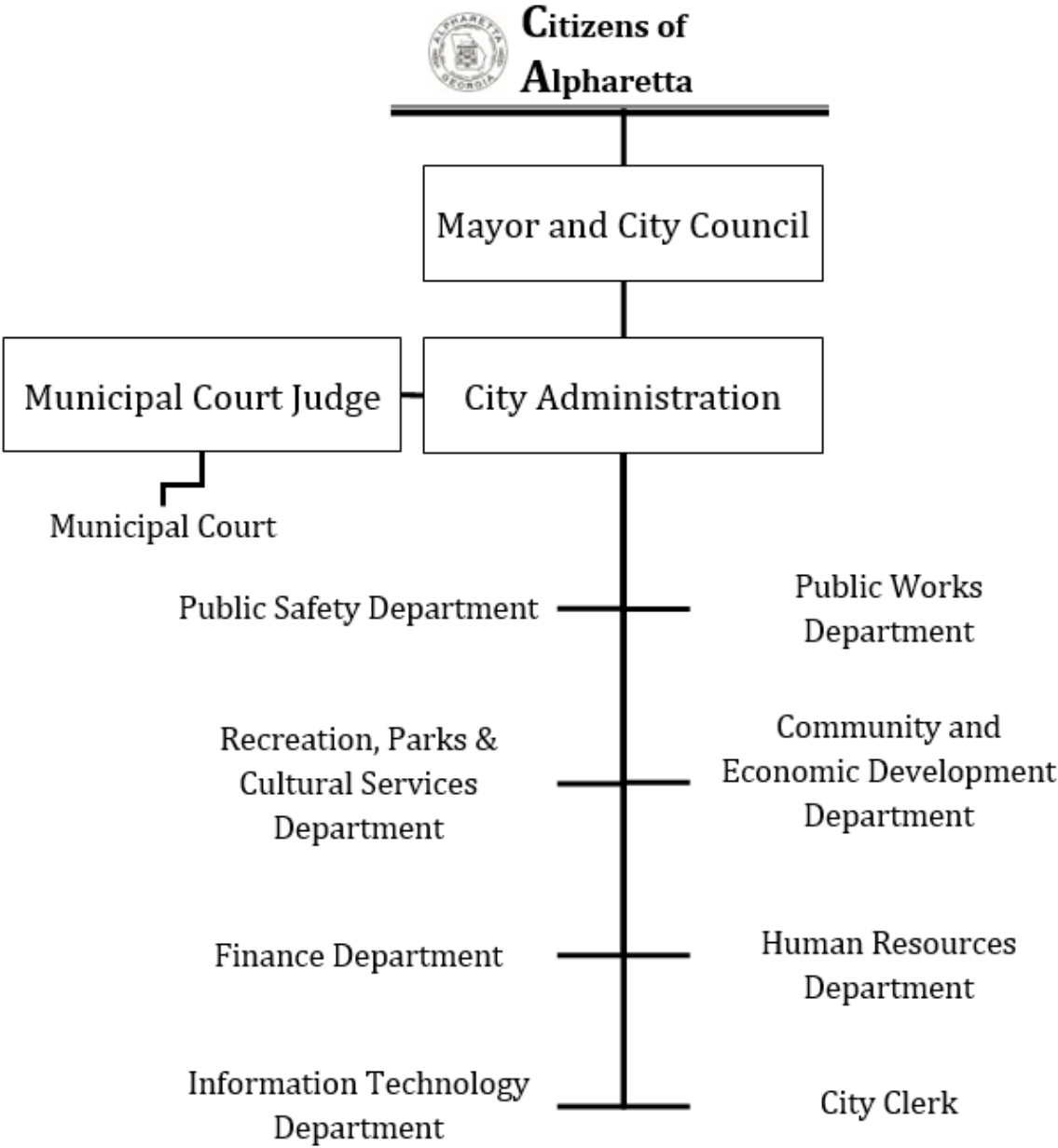
CLagerbloom@alpharetta.ga.us

EXECUTIVE STAFF

James Drinkard	JDrinkard@alpharetta.ga.us	Assistant City Administrator
Brooke Lappin	BLappin@alpharetta.ga.us	Director of Municipal Court Services
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 and Economic Development
Thomas G. Harris	THarris@alpharetta.ga.us	Director of Finance
Cris Randall	CRandall@alpharetta.ga.us	Director of Human Resources
Adam Montgomery	AMontgomery@alpharetta.ga.us	Director of Information Technology
Lauren Shapiro	LShapiro@alpharetta.ga.us	City Clerk

ORGANIZATIONAL STRUCTURE

Organizational Structure





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

May 8, 2023

To the Mayor, City Council, and Citizens of Alpharetta:

We are pleased to present our Recommended Annual Operating and Capital Budget for Fiscal Year 2024 (the “Budget”) of the City of Alpharetta, Georgia. Our recommendations are based on direction provided at the City Council Retreat (compiled as the “Annual Action Plan”) 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.

As detailed herein through our discussion of expenditure trends, the city’s budget is in the midst of multiple disruptive economic pressures. As quickly as the COVID-19 pandemic and its associated social distancing measures drove a decline in economic activity, the current phase of post-lockdown economic activity coupled with Federal stimulus has resulted in a spike of economic growth. This strong economic growth can be witnessed in our revenue trends as well as our expenditure trends which seek to meet a spiking service demand from our customers while also covering inflationary (e.g., labor costs) and market-based cost pressures (e.g., steel, concrete, wood, asphalt, etc.).

Today, more than ever, governments need to be nimble to respond to market conditions.

Alpharetta’s 2024 budget is focused on City Council priorities (2023 Annual Action Plan) and responding to market conditions in a prudent manner including maintaining a competitive compensation package for our staff and keeping up with market prices from private service providers. Highlights include:

- Tax-burden reductions for our homeowners in excess of \$7.8 million including our annual homestead exemption offerings coupled with the one-time State HTRG grant (see section entitled *Taxpayer Savings* for more information).

MAYOR
JIM GILVIN

MAYOR PRO TEM
DAN MERKEL

COUNCIL MEMBERS
JASON BINDER
DOUGLAS J. DERITO
JOHN HIPES
DONALD F. MITCHELL
BRIAN WILL

CITY ADMINISTRATOR
CHRIS LAGERBLOOM

INTRODUCTION AND OVERVIEW

- Maintenance of the city's millage rate at 5.750 mills (flat with FY 2023) including funding \$3 million for expanded service levels for our citizenry, business owners, and stakeholders and funding \$4 million from General Fund operations for capital investment (e.g., maintenance of our stormwater infrastructure).
- Funding totaling \$3 million for expanded service levels within multiple departments and described in detail under the *Operating Initiative Requests* section of this document. The expanded service levels highlight our priority focus on public safety and includes leveraging advancements in technology to continue our effective and efficient service to our community (the recommended Real Time Crime Center initiative).
- Capital investment focused on maintaining and improving city infrastructure and assets (\$15.7 million when including potential grant sources) while reserving sufficient funds to provide flexibility for future prioritized capital investment (\$1.2 million) and described in detail under the *Capital Initiative Requests* section of this document.
- Continuation of the same high service levels our citizenry, business owners, and stakeholders expect from our city.

2023 City Council Priorities and Annual Action Plan

The City Council Retreat during January 2023 set forth priorities to guide the construction of the FY 2024 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan and are detailed within the section of this document entitled *2023 Annual Action Plan* with the components set forth below:

- | | |
|---------------------------------------|--|
| • Safe and Welcoming Community. | • Recreation, Parks, and Culture. |
| • The Alpha Loop and Greenway. | • Infrastructure and Facilities Maintenance. |
| • Strategic Growth and Redevelopment. | • Transportation and Traffic. |
| • Communications that Connect. | • People Focused Workforce. |
| • Downtown Alpharetta. | • Economic Development. |

INTRODUCTION AND OVERVIEW

Budget Process and Overview

The Fiscal Year 2024 Budget process began with an update of the city’s financial condition, which was presented to the Mayor and City Council during the January 2023 City Council retreat.

As previously detailed, the City Council Retreat set forth priorities (Annual Action Plan) that guided our departmental decision making and resource allocation during construction of the FY 2024 budget.

The FY 2024 Budget is balanced for all funds and totals \$154 million with the breakdown by fund type as follows:

FUNDS BY TYPE	\$	
General Fund	\$ 98,958,677	
Special Revenue Funds	14,937,980	(1)
Capital Project Funds	16,247,818	(1)
Debt Service Fund	6,603,402	
Solid Waste Fund	5,539,584	
Internal Service Funds	10,786,300	
OPEB Funds	836,282	
Total	\$153,910,043	

(1) Amounts contained herein represent new appropriations for FY 2024. Unexpended FY 2023 appropriations for City Council approved projects are re-appropriated annually pursuant to city policy.

Several of the major points of the FY 2024 Budget are as follows:

- Management of personnel and compensation program to align with current market environment which includes budgetary adjustments to cover significant inflation in labor costs which are necessary to retain and recruit our highly skilled workforce:
 - Staffing level at 459 full-time equivalents “FTE” with the funding breakdown as follows:
 - 458 full-time equivalents (funded). This does not include new position requests set forth in the *Operating Initiative Requests* section of this document.
 - 1 full-time equivalent (unfunded; budgetary savings of \$120,000); position to remain vacant pending an identified funding source and workload justification.
 - Staffing compensation adjustments aimed at maintaining competitiveness in an inflationary labor market include:
 - Recent compensation adjustments:

INTRODUCTION AND OVERVIEW

- July 1, 2021: Continuation of the annual performance-based merit program (3% on average) in an estimated cost of \$1 million annually.
- November 19, 2021: Mid-year 2022 adjustment (combined) in an estimated cost of \$1.9 million annually.
 - Across-the-board 3% salary adjustment for all employees.
 - Additional across-the-board 10% salary adjustment for 911 personnel and sworn Police Officers to maintain market competitiveness in recruitment and retention.
- July 1, 2022: Increase in the annual performance-based merit program (4% on average) in a total estimated cost of \$1.6 million.
- July 1, 2022: Salary compression adjustments in an amount totaling \$825,000 annually (including taxes/benefits). Specifically, this initiative represents a continuation of the City's salary adjustment process and follows the recent adjustments related to maintaining competitiveness within the market. This phase is focused on adjusting internal compression issues within our pay structure to ensure we maintain a fair and equitable compensation plan for our employees.
- Proposed compensation adjustments:
 - July 1, 2023: Increase in the annual performance-based merit program (4% on average) in a total estimated cost of \$1.8 million. This figure is included within the departmental operating budget.
 - July 1, 2023 (Operating Initiative): This initiative represents a continuation of the City's salary adjustment process aimed at maintaining competitiveness within the market and is estimated at \$1.73 million. Specifically, market-based personnel compensation adjustments are proposed to ensure Alpharetta maintains its capacity to retain and attract our most valuable assets – namely, the team members that deliver excellent service to our community on a daily basis. The forecasted cost reflects salary adjustments and those impacted benefit line items (e.g., FICA, pension, etc.). This request is subject to

INTRODUCTION AND OVERVIEW

approval by the City Council and detailed within the *Operating Initiative Requests* section of this document. Funding is currently allocated within the Operating Initiatives Reserve account and will not be disbursed to departmental budgets until directed by the City Council.

- Increase (10% or \$1.9 million) in departmental maintenance and operations budgets (General Fund) that is experiencing inflationary growth through our labor-intensive contracted services (e.g., landscaping services, janitorial services, etc.), material-intensive contracts (maintenance needs that utilize concrete, wood, technology items that utilize microchips), etc. This figure does not include the operating initiative funding for FY 2024 as these funds will not be disbursed to departmental budgets until authorized by the City Council. Specific cost drivers include:
 - Increase in professional services of \$560,339 (17% growth) due primarily to the following: estimated costs (\$389,359) for the municipal elections in November 2023 (FY 2024 will be an election year while FY 2023 was not); increase totaling \$75,000 within the Finance Department for banking fees (e.g., credit card processing fees), investment advisor fees, and funding for staffing services to smooth out labor needs during peak workload seasons (e.g., property tax and occupational license billings); anticipated growth in recreation programs and the corresponding costs of program instructors (+\$114,285; it should be noted that this growth is also reflected in program fee revenue); etc.
 - Increase in repair/maintenance costs of \$272,278 due primarily to the following:
 - Public Safety Department: estimated cost growth for vehicles (+\$47,500), equipment (+\$9,060), and facilities (+\$5,000). The growth in vehicle repair funding is based on current cost trends. Specifically, the city replaces 1/7th of its public safety fleet annually (this equates to a lifetime mileage target of 100,000) to ensure minimal downtime and that our equipment is responsive to service demands. That said, the city is still transitioning from Impala sedans to Explorers SUVs. The Impala's have a more costly repair record (than the Explorers) and, with our existing units reaching their mileage targets, we are incurring more repair costs in the short-term as we phase out the legacy Impalas.
 - Public Works Department: growth in facilities repair/maintenance costs of \$83,911 due to multiple factors including the reopening of the municipal jail partially due to reopening of jail (+\$30,000), additional funding for City Hall (+\$31,037), with the remainder (+\$22,863) due to

INTRODUCTION AND OVERVIEW

inflationary cost growth of labor/supplies for many of the included services such as plumbing, HVAC, etc.

- Recreation, Parks & Cultural Services Department: growth in grounds repair/maintenance costs of \$66,477 due primarily to the reallocation of parks maintenance funding from the Capital Project Fund to the General Fund as these items are under the \$25,000 capitalizable threshold. Components include: \$10,000 for restoration of the mini silos; \$12,000 for Brooke Street Park irrigation; \$10,000 for tree well lighting upgrades; and \$20,000 for North Park Ballfields 5-6 fencing upgrades.
- Increase in maintenance contracts/IT professional services (combined) of \$381,890 due primarily to the following:
 - City Administration: growth of \$39,887 due primarily to estimated fees for the annualized cost of the mid-year 2023 initiative to provide all board members with city emails addresses (Board of Ethics), estimated website hosting services costs, etc. Specifically, the City will be procuring the design and implementation of a new website during FY 2023 which will necessitate hosting service fees starting in year 2.
 - Public Safety Department: growth of \$142,129 due to the coverage of general software inflationary cost growth coupled with additional funding for body cameras (+\$112,000).
 - Public Works Department: growth of \$94,410 due primarily to inflationary cost increases in many of the city's labor-intensive contracts such as landscaping (annualized impact of recent right-of-way maintenance contract), janitorial, etc. coupled with funding for the newly opened Davis Drive extension (e.g., landscape maintenance).
 - Recreation, Parks & Cultural Services Department: growth of \$66,883 due primarily to additional funding for the RecWare Park Program Registration software (+\$55,000) as it is funded on a per customer basis and grows along with program participation. Additional cost growth is related to ensuring our Board Members have city email addresses (+\$7,830).
 - Community & Economic Development Department: growth of \$34,839 due to the coverage of general software inflationary cost growth coupled with estimated fees for the annualized cost of the mid-year 2023 initiative to provide all board members with city emails addresses (Board of Zoning Appeals, Code Enforcement Board, Design

INTRODUCTION AND OVERVIEW

Review Board, Planning Commission, Historic Preservation Commission, etc.).

- Increase in general supplies of \$116,609 due primarily to the following:
 - Public Safety Department: growth of \$91,053 due primarily to additional funding for fire retirements/promotions events (+\$24,000), increased ammunition pricing (+\$18,000), increased funding for annual awards, retirement gifts, and medals purchased throughout the year (+\$10,000), funding for Narcan (+\$6,000; this was previously funded through a Fulton County grant), increased funding for fire station janitorial supplies based on current cost and usage trends (+\$7,355), etc.
 - Public Works Department: growth of \$34,442 due to rising costs and need for janitorial supplies, soap, and disinfectants, etc. as well as added facility supplies for the re-opening of the Alpharetta Jail.
- Increase in utility expenses of \$121,534 for electricity, natural gas, water/sewer, and miscellaneous utilities (e.g., cable and garbage). The main driver is reopening of the Alpharetta Jail (\$21,450 in forecasted utility expenses) coupled with general electric utility cost growth (includes adjustments for approved GA Power rate increases of 10.5% on January 1, 2023, and 1% on January 1, 2024). It should be noted that under the Alpharetta Jail Intergovernmental Agreements, utilities will be split amongst all participating municipalities. This revenue is reflected within the Intergovernmental section and is based on approved IGAs as of April 2023. As other municipalities join, the revenue split will be updated accordingly.
- Increase in fuel expenses of \$76,440 due to usage patterns and commodity pricing trends.
- Increase in uniform expenses of \$91,412 due primarily to growth within the Public Safety Department of \$80,499 associated with the increase in police officer uniform allotment from \$350 to \$800 per year in the amount of \$50,850 (implemented in 2023 and funded through a reallocation of available proceeds) and an increase of \$36,000 for fire uniforms due to price increases and to complete the purchase of Class A uniforms.
- Increase in professional development (travel/training) of \$85,187 due to a renewed focus on maintaining professional knowledge across all departments.
- Increase in legal services of \$100,000 to match current cost and usage trends.

INTRODUCTION AND OVERVIEW

- Increase in insurance premiums of \$113,000 to cover growth across multiple insurance types including: cyber liability insurance (+\$37,000); workers compensation excess liability (+\$15,000); umbrella liability insurance (+\$9,000); 92 Milton avenue Condo Association insurance (+\$44,000); etc.
- Increase in the departmental operating capital/lease accounts of \$377,027 due primarily to the following:
 - Public Safety Department: increase in capital of \$230,395 due to the reallocation of public safety equipment replacement funding from the Capital Project Fund to the General Fund as these items are under the \$25,000 capitalizable threshold. Components include: \$10,000 for furniture/bedding; \$15,000 for fire tools/equipment; \$10,000 for replacement exercise equipment; \$17,000 for (12) automated external defibrillators for patrol; \$12,295 for training sim gun replacement; \$17,000 for (2) replacement AR-10 sniper rifles; \$26,000 for the replacement of (5) sets of SWAT ballistic vests ; \$10,400 for (2) DEA TFO vests; \$2,400 for (2) DEA TFO helmets; \$8,200 for police department tools/equipment; \$2,700 for (6) motor helmets; \$5,000 for (2) radars for motors; \$5,000 for (2) Stalker Lasers; \$60,000 for turnout gear/personal protective equipment for firefighters; \$27,900 for (9) weather radio replacements; and \$1,500 for SCBA cylinders.
 - Public Safety Department: increase in fleet/equipment leases of \$119,209 due to issuance of the Series 2022 Bank of America capital lease in FY 2023 to replace three Fire Pumps. Upon programming of this increase in FY 2024, the annual payment for our operating leases will be relatively flat.
- Maintenance and Operational funding for the recommended 2024 Operating Initiatives¹ in an amount totaling \$3 million that will not be programmed into departmental operating budgets until authorized by the City Council.
- Funding from the General Fund which is available for immediate capital investment in 2024 includes the following:
 - \$10,547,818 Fund Balance for one-time capital;
 - 4,000,000 Capital Contribution from the General Fund
 - \$14,547,818

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
March 20, 2023	City Council Budget Workshop (Operations)
May 1, 2023	City Council Budget Workshop
	<i>Operating Initiatives</i>
	<i>Capital Initiatives</i>
May 8, 2023	Release Fiscal Year 2024 Budget (pdf, transparency site, etc.)
May 15, 2023	City Council Budget Workshop (if needed)
	<i>Operating Initiatives</i>
	<i>Capital Initiatives</i>
May 22, 2023	1 st Public Hearing and Council Meeting (Budget/Millage)
	<i>1st reading of Budget/Millage Ordinance</i>
June 19, 2023	2 nd Public Hearing (Budget/Millage)
June 19, 2023	3 rd Public Hearing and Council Meetings (Budget/Millage)
	<i>2nd reading of Budget/Millage Ordinance</i>

Budget Issues and Priorities

The FY 2024 Budget formalizes numerous key financial factors which have been themes for several years within the government.

- ✓ Cost of government;
- ✓ Taxpayer savings;
- ✓ Bond ratings;
- ✓ 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.

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 2024 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 decrease 0.085 mills compared to FY 2023 to a total of 0.880 mills. As our annual debt service obligations are relatively flat, growth in the tax digest allows for a

INTRODUCTION AND OVERVIEW

reduction in the debt service millage rate. The decrease in tax revenue associated with the debt service millage shift is estimated at \$600,000.

- The portion of the millage rate funding operations and capital investment (General Fund) is estimated to increase 0.085 mills compared to FY 2023 to a total of 4.870 mills. The increase in tax revenue associated with the operations millage shift is estimated at \$500,000 and has been allocated towards operating initiatives. The shift from debt service millage to operations millage results in additional tax savings for our homeowners as the operations millage rate is subject to homestead exemptions.

Fiscal Year	Operating Millage Levy	Debt Service Millage Levy	Total Millage Levy	% Increase (Decrease)
2024	4.870	0.880	5.750	0.0%
2023	4.785	0.965	5.750	0.0%
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%

Taxpayer Savings – City (annual)

The FY 2024 millage rate, coupled with the city's substantial Homestead Exemptions, goes great lengths in keeping Alpharetta an affordable place to live and strategically position us relative to neighboring areas. The city's multiple homestead exemptions are estimated to save our homeowners over \$6.7 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 aged 65 and older;
- Senior full-value exemption available to residents aged 70 and older who meet certain income requirements.

These values do not include the one-time State HTRG exemption discussed below.

INTRODUCTION AND OVERVIEW

Taxpayer Savings – State HTRG Program (one-time)

On March 13, 2023, House Bill 18 was signed into law and is reflected in the State of Georgia's Amended Fiscal Year 2023 budget. HB 18 was a proposal by Governor Brian Kemp to refund \$950 million in property taxes back to homesteaded property owners in 2023. Specifically, HB 13 authorizes the HTRG Program (Homeowners Tax Relief Grant) which provides one-time tax relief to homesteaded property owners by reducing the assessed value of their property by up to \$18,000. The estimated tax savings to our homesteaded property owners through the HTRG Program total \$1.1 million.

The City will add the HTRG exemption to its current homestead exemption offerings, which are among the highest in the State, resulting in additional savings estimated at \$1.1 million to our homeowners. The City will work with the GA Department of Revenue and claim reimbursement for the value of HTRG Program. The City's property tax revenue will not be affected under this program.

Bond Ratings

The city's AAA bond rating was reaffirmed by Moody's and Standard & Poor's ("S&P") during January 2022 in conjunction with the sale of \$27 million (par) of Series 2022 General Obligation Bonds to fund a variety of park enhancements and projects.

The AAA rating represents the highest rating available to municipalities and translates to significant savings to our citizens and stakeholders through reduced borrowing costs. This rating demonstrates the strongest creditworthiness relative to other US municipal or tax-exempt issuers and reflects the city's current sound financial position as well as strong financial management practices guiding our ongoing decision making. These practices are supported by formal policies to guide budget and procurement practices, capital investment, and debt management. Other positive factors include a relatively strong economic base and manageable debt/pension burdens. The FY 2024 Budget is mindful of these factors and the importance of maintaining the highest rating, not only for our citizens but also our bondholders.

Debt Service Payments

The city's primary method of funding large-scale capital projects is through the issuance of bonds (e.g., general obligation bonds, Development Authority bonds, etc.). General obligation bonds have been issued to fund numerous large-scale projects including public safety facilities, parks and recreation facilities, and transportation improvements that continue to define Alpharetta as a desirable community to work and live. General obligation bonds are funded through a separate millage levy (discussed below).

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

INTRODUCTION AND OVERVIEW

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 2024 are budgeted at \$8.3 million with the following forecast: 2025 - 2041²: \$8.7 million (annual average); 2042-2046³ totaling \$1.6 million (annual average). These figures include city and Development Authority obligations and span multiple Funds.

Expansion of Departmental Service Levels (Operating Initiatives)

Recommended operating initiatives total \$3 million with an additional capital requirement of \$239,900 that is included within the Capital Initiative requests for 2024. Operating Initiative funding has been programmed into a non-allocated account within the General Fund pending review and approval by the City Council. Please refer to the *Operating Initiatives Request* section of this document for details of the requests.

Proper Use of Fund Balance

General Fund: Based on audited financial statements for the year ended June 30, 2022, the city's fund balance totaled \$42.9 million. Of this amount, approximately \$12.6 million was appropriated in the FY 2023 Budget for capital/one-time initiatives/reserve and \$19.7 million has been designated as an emergency account based on a conservative policy of 25% of total appropriations (i.e., roughly 3 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 2024 totals \$10.5 million.

Funding Capital/Operational Initiatives from Operating Budget

The FY 2024 budget includes funding totaling \$4 million from General Fund operations for capital investment (e.g., maintenance of our stormwater infrastructure). By programming an annual capital contribution 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.

Funding from the General Fund available for immediate capital investment in 2024 includes the following:

▪ \$10,547,818	Fund Balance for one-time capital;
▪ <u>4,000,000</u>	Annual Capital Contribution from the General Fund
\$14,547,818	

² Represents the final maturity of the Series 2016 Alpharetta Parks and Transportation Bonds and the Series 2016 Development Authority Revenue Bonds.

³ Represents the final maturity of the Series 2022 General Obligation Bonds.

INTRODUCTION AND OVERVIEW

Maintaining an Effective Capital Improvement Program (Capital Initiatives)

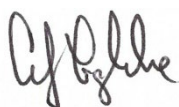
Recommended capital investment totals \$15.7 million and is focused on maintaining and improving city infrastructure and assets. An additional \$1.2 million is being reserved to provide flexibility for future prioritized capital investment.

	Capital Project Fund	Stormwater Capital Fund	Subtotal	Other Sources	Total
Sources:					
Available Fund Balance	\$ 1,500,000	\$ -	\$ 1,500,000	\$ -	\$ 1,500,000
General Fund					
Annual Capital Appropriation	50,000	3,950,000	4,000,000	-	4,000,000
Available Fund Balance	10,547,818	-	10,547,818	-	10,547,818
Other (Investment Earnings)	150,000	50,000	200,000	-	200,000
Grants/Contributions (LMIG; AYBA)	-	-	-	636,500	636,500
	\$ 12,247,818	\$ 4,000,000	\$ 16,247,818	\$ 636,500	\$ 16,884,318
Uses:					
Capital					
City Administration	\$ 41,000	\$ -	\$ 41,000	\$ -	\$ 41,000
Community and Economic Development	523,900	-	523,900	-	523,900
Information Technology	440,000	-	440,000	-	440,000
Public Safety	2,294,900	-	2,294,900	-	2,294,900
Public Works	5,864,500	4,000,000	9,864,500	625,000	10,489,500
Recreation, Parks & Cultural Services	1,899,600	-	1,899,600	11,500	1,911,100
	\$ 11,063,900	\$ 4,000,000	\$ 15,063,900	\$ 636,500	\$ 15,700,400
Non-Allocated:					
Future Capital/One-Time Initiatives	\$ 1,183,918	\$ -	\$ 1,183,918	\$ -	\$ 1,183,918
	\$ 1,183,918	\$ -	\$ 1,183,918	\$ -	\$ 1,183,918

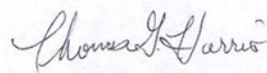
Please refer to the *Capital Initiatives Request* section of this document for detail of the requests.

In closing, while this budget is conveyed on behalf of the City Administrator, this document is due in large part to the diligent work of staff, as well as the constructive management provided by the City Council and the feedback provided by our citizenry. We would like to thank our elected officials for their effective leadership and commitment to continuing our Signature City status in the region, despite the many demands on their time and interests.

Respectfully Submitted,



Chris Lagerbloom
City Administrator



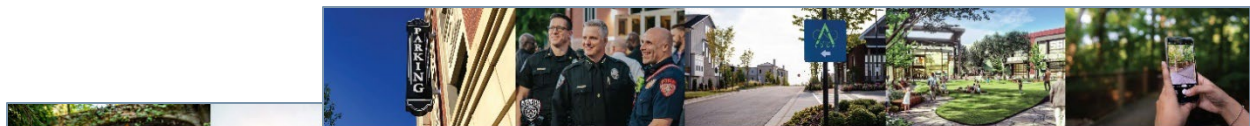
Thomas G. Harris
Finance Director

2023 ANNUAL ACTION PLAN

2023 Annual Action Plan

The City Council Retreat during January 2023 set forth priorities to guide the construction of the FY 2024 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan with the following components:

- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Strategic Growth and Redevelopment.
- Communications that Connect.
- Downtown Alpharetta.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- People Focused Workforce.
- Economic Development.

						
PRIORITY RECREATION, PARKS, AND CULTURE - Parks are valued assets in our city, and we will continue to deliver on park bond projects - We will place a focus on building access to Farmhouse Heritage Park and will evaluate existing conditions of zoning/development agreements while also exploring alternative means of providing parking. - At Webb Bridge Park, we will pursue a new sanitary sewer connection to reduce future maintenance of one of the park's most used public restrooms. - At Wills Park, we will continue to work with the equestrian community to finish arena projects and facility remodeling.						
PRIORITY INFRASTRUCTURE FACILITIES MAINTENANCE - Long term maintenance of our facilities will begin with F 82 and 84, we will assess the condition of facilities, formulate recommendations, and construction plan the work of most facilities. - Managing stormwater is important in our city, we will continue to invest in projects in areas of high impact opportunity.						
		TOP PRIORITY DOWNTOWN ALPHARETTA - Safety is fundamental to a vibrant downtown. We are mindful of our image and will constantly be driven to provide a safe environment and an excellent experience. - Parking management allows many to enjoy downtown. We will identify and implement parking management strategies that maximize our current parking resources. - Support of our businesses. We will work with the downtown district to identify mid-term and long-term options to maintain the character, cleanliness, and desirability of downtown. - Care for those less fortunate. We recognize the cure for homelessness is a home, and we will provide services that encourage rapid rehousing, wrap around services, and support.	TOP PRIORITY SAFE AND WELCOMING COMMUNITY - We enjoy the benefits of a safe community, and we are driven to protect it. - As a community, we support and value our Public Safety Department, recognize their purpose, and will provide them the resources to keep our city safe. - Our 911 dispatchers are lifelines to our community. - We will evaluate our community paramedic program and quantify results, make changes, and look for ways to provide new services.	TOP PRIORITY THE ALPHA LOOP AND GREENWAY - Our city is mobile. Extending the Alpha Loop remains an important focus of our transportation network. - We are driven to connect the Alpha Loop with the Greenway with the design and construction of the Alpha Link.	TOP PRIORITY STRATEGIC GROWTH AND REDEVELOPMENT - As one of the city's main redevelopment areas, the North Point Parkway Area has tremendous opportunity. We will dedicate the time and attention to get it right. - As projects and opportunities find our city, we strongly support strategic growth. We believe our city is special and development patterns reinforce that. - We will dissolve the tax allocation district and create a new one for the North Point Parkway Area.	TOP PRIORITY COMMUNICATIONS THAT CONNECT - Telling our story is important, and we will form an internal communications team as a first step. - Through talented communicators, we will create a new communications strategy and create a crisis communications plan. - We will explore staff augmentation services to further our communications strategy.

The 2023 Annual Action Plan builds upon the city's Community Vision and guides construction of the FY 2024 budget including operations and capital investment. Linkages, where applicable, have been provided within the *Operating Initiative Requests* and *Capital Initiative Requests* sections of this document.

2023 ANNUAL ACTION PLAN

Safe and Welcoming Community

Top Priority

- We enjoy the benefits of a safe community, and we are driven to protect it.
- As a community, we support and value our Public Safety Department, recognize their purpose, and will provide them the resources to keep our city safe.
- Our 911 dispatchers are lifelines to our community.
- We will evaluate our community paramedic program and quantify results, make changes, and look for ways to provide new services.

The Alpha Loop and Greenway

Top Priority

- Our city is mobile. Extending the Alpha Loop remains an important focus of our transportation network.
- We are driven to connect the Alpha Loop with the Greenway with the design and construction of the Alpha Link.

Strategic Growth and Redevelopment

Top Priority

- As one of the city's main redevelopment areas, the North Point Parkway Area has tremendous opportunity. We will dedicate the time and attention to get it right.
- As projects and opportunities find our city, we strongly support strategic growth. We believe our city is special and development patterns reinforce that.
- We will dissolve the tax allocation district and create a new one for the North Point Parkway Area.

Communications that Connect

Top Priority

- Telling our story is important, and we will form an internal communications team as a first step.
- Through talented communicators, we will create a new communications strategy and create a crisis communications plan.
- We will explore staff augmentation services to further our communications strategy.

2023 ANNUAL ACTION PLAN

Downtown Alpharetta

Top Priority

- Safety is fundamental to a vibrant downtown. We are mindful of our image and will constantly be driven to provide a safe environment and an excellent experience.
- Parking management allows many to enjoy downtown. We will identify and implement parking management strategies that maximize our current parking resources.
- Support of our businesses. We will work with the downtown district to identify mid-term and long-term options to maintain the character, cleanliness, and desirability of downtown.
- Care for those less fortunate. We recognize the cure for homelessness is a home, and we will provide services that encourage rapid rehousing, wrap around services, and support.

Recreation, Parks, and Culture

Priority

- Parks are valued assets in our city, and we will continue to deliver on park bond projects.
- We will place a focus on building access to Farmhouse Heritage Park and will evaluate existing conditions of zoning/development agreements while also exploring alternative means of providing parking.
- At Webb Bridge Park, we will pursue a new sanitary sewer connection to reduce future maintenance at one of the park's most used public restrooms.
- At Wills Park, we will continue to work with the equestrian community to finish arena projects and facility remodeling.

Infrastructure and Facilities Maintenance

Priority

- Long-term maintenance of our facilities will be a focus. Beginning with Fire Stations 82 and 84, we will conduct assessments of all City facilities, formulate recommendations, create construction plans, and begin the work of modernizing our facilities.
- Managing stormwater is important in our city, and we will continue investing in projects in areas with high impact opportunities.

2023 ANNUAL ACTION PLAN

Transportation and Traffic

Priority

- Our city is on the move, and we recognize the importance of managing traffic and the ability to move around with ease.
- We support multi-modal transportation options. We will seek out traditional and non-traditional transportation solutions on the surface, underground, and in the air.
- Public transit is a component of a community that moves, and we will continue to support bus rapid transit and mobility in the Georgia 400 Corridor.

People Focused Workforce

Priority

- Our city is comprised of a talented staff. It is important that we focus on recruiting, retaining, and rewarding our public servants.
- We will create a 'fix it and forget it' formula for calculating compensation that is competitive in the market and affirms our position as an employer of choice.

Economic Development

Priority

- We desire to attract new businesses and industries to the city. In the right circumstances, we support repurposing of areas less used today as working models have evolved.
- A presence in Atlanta and Washington DC is important, and we will seek lobbying services to assist in both places.
- Grants fund grants, and we will actively pursue funding opportunities for the city in this manner.

OPERATING INITIATIVE REQUESTS

2023 Annual Action Plan

The City Council Retreat during January 2023 set forth priorities to guide the construction of the FY 2024 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan and are detailed within the section of this document entitled *2023 Annual Action Plan* with the components set forth below:

- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Strategic Growth and Redevelopment.
- Communications that Connect.
- Downtown Alpharetta.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- People Focused Workforce.
- Economic Development.

Detail (Recommended Operating Initiatives)

Citywide

Wage Survey Adjustments

\$1,725,000

2023 City Council Priorities and Annual Action Plan:

- People Focused Workforce

Description: This initiative represents a continuation of the City's salary adjustment process aimed at maintaining competitiveness within the market. Specifically, market-based personnel compensation adjustments are proposed to ensure Alpharetta maintains its capacity to retain and attract our most valuable assets – namely, the team members that deliver excellent service to our community on a daily basis. The forecasted cost reflects salary adjustments and those impacted benefit line items (e.g., FICA, pension, etc.).

Retiree Health Benefit Enhancements

\$175,000

2023 City Council Priorities and Annual Action Plan:

- People Focused Workforce

Description: Consistently noted in employee benefit surveys, enhancing the retiree health coverage is an area we may need to continue to look at. It is possible to make amendments to the plan structure and with some additional funding provide a higher benefit for a 10-year payout as opposed to a lifetime benefit. Examples: Increasing the city's contribution from 2% to 2.5% would bring the monthly benefit to about \$750 monthly (\$9,000 annually) for 10 years. This would cost approximately \$175,000.

OPERATING INITIATIVE REQUESTS

General Fund

City Administration

Communications Services (professional firm) \$30,000

2023 City Council Priorities and Annual Action Plan:

- Communications that Connect

Description: This initiative would improve the City's internal and external communication program and services by contracting the services of an outside professional communications firm to augment staff resources and capabilities. Performance metrics will include quantity, frequency, and quality of internal and external communications. Cost is estimated at \$50,000 annually for professional services.

Grant Management Services (professional firm) \$50,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- Safe and Welcoming Community
- The Alpha Loop and Greenway
- Strategic Growth and Redevelopment
- Recreation, Parks and Culture
- Infrastructure and Facilities Maintenance
- Transportation and Traffic
- Economic Development

Description: This initiative would allow the City to contract with an outside provider that could be called upon to assist in applying for and/or actively managing large dollar grants. The assistance of professional grant writers and managers would elevate our success in being awarded grants for key projects, and the assistance of professional grant managers would ensure that reporting and management of awarded grants complies with all program requirements so that awarded funds are used in a manner that is efficient, timely, and does not result in funds having to be returned to the granting agency. The success of this initiative will be measured by the number, quality, and value of grants that are successfully awarded and by the quality of the management services provided. Cost is estimated at \$50,000 annually for professional services.

Grant Management Software \$70,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- Safe and Welcoming Community
- The Alpha Loop and Greenway
- Strategic Growth and Redevelopment
- Recreation, Parks and Culture
- Infrastructure and Facilities Maintenance
- Transportation and Traffic
- Economic Development

OPERATING INITIATIVE REQUESTS

Description: Licensing agreement for grant management software and services. The targeted platform, eCivis, addresses both programmatic and fiscal grant funding requirements throughout the grant lifecycle, helping clients easily overcome the challenges and heavy workload that come with grant acquisition, grant management, subrecipient management, and cost allocation. The platform provides a customizable search engine to improve our ability to identify grant opportunities that meet our specific projects and needs and then helps to coordinate our teams during the grant application process. Finally, the system improves the ability to manage grants throughout their lifecycle to improve performance and reporting. The success of this initiative will be measured by the number, quality, and value of grants that are identified, applied for, and successfully awarded. Cost is estimated at \$70,000 annually for licensing and support.

Marketing Coordinator position (from PT to FT; +0.5 FTE) \$65,000 (net)

2023 City Council Priorities and Annual Action Plan:

- Communications that Connect

Description: This initiative would improve the City's internal and external communication program and services by elevating the existing part-time Marketing Coordinator position to full-time and restructuring it into City Administration from the Department of Recreation, Parks, and Cultural Services. In addition to allowing for increased internal and external communications, this would improve both the efficiency and continuity of our communications across the enterprise.

Personnel costs for the full-time position are estimated at \$100,000 annually and reflect salary and benefit costs. Personnel costs for the existing part-time position total \$35,000 annually leaving a net operational impact of \$65,000 for personnel costs associated with the transition from part-time to full-time.

Operational costs are minor as this position currently has city-assigned technology (e.g., computer) and professional development will be covered through existing City Administration travel/training budget allocations.

Archiving and Compliance Software \$80,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Operational Improvements

Description: Licensing agreement for a platform that captures, stores, and monitors City communications such as email, text messaging, and social media to improve legal compliance regarding records retention. The system will also improve efficiency of identifying and securing records related to public records requests. Performance will be evaluated based upon the quality of work produced, cost, and efficiency improvement with respect to public records searches. Cost is estimated at \$80,000 annually for licensing and support.

OPERATING INITIATIVE REQUESTS

Administrative Assistant II (new position; +1 FTE)

\$81,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Operational Improvements

Description: This request is for the addition of an Administrative Assistant II that would provide a variety of administrative support services for City Administration, serve as a receptionist for customers and guests visiting the third floor of City Hall, and would be the person that answers the main incoming telephone line for the City.

Personnel costs are estimated at \$78,000 annually and reflect salary and benefit costs only. Annual operational costs include general office supplies and technology equipment/software (e.g., computer, desk phone, etc.) totaling \$3,000.

Community and Economic Development

Land Development Inspector Supervisor (new position; +1 FTE)

\$24,000 (net)

(\$72,000 operating revenue/\$96,000 operating expense/\$45,000 capital)

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment

Description: This position will be responsible for:

- Overseeing Land Development Inspectors, answer questions, resolve conflicts.
- Completing land development inspections.
- Completing reports and data entry on inspections and enforcement actions.
- Managing the collection of stormwater certification paperwork.
- Assisting with tree removal permits.
- Assisting with smaller project land development erosion control reviews.
- Training staff.

Justification #1: The Department currently has three land development inspectors assigned to complete inspections on all private development. The state agreements require that we visit permitted sites once/week and complete enforcement action on all deficiencies. In an average month we have 270 open construction sites. This means that each of our 3 land development inspectors is expected to visit 90 sites each week or 18 sites per day. For comparison, in our neighboring communities of Johns Creek, Sandy Spring, and Roswell, each inspector completes 18, 35, and 64 inspections per week, respectively. With this position, we expect to bring our inspection rates down closer to the other cities and provide additional time for inspectors to provide guidance, have meetings, answer questions, and provide better attention and customer service to the developments.

Justification #2: In December 2020 and again in February 2022 increased stormwater regulations were adopted. Some of these are state mandated and some were in response to isolated flooding near residential redevelopment. These regulations increased the amount of time it takes to review a plan, the number of questions and explanations needed to help residents, engineers, and contractors through the requirements, and the

OPERATING INITIATIVE REQUESTS

number of questions in the field during construction and at project closeout. Contractors and homeowners need extra guidance on stormwater certifications during project closeout. This position will take some of this burden off the Land Development Inspectors. This position will also conduct plan reviews for those small residential projects that don't require stormwater management (typically pools, additions, etc.). This then opens time for the engineering review on more complicated projects by the development services engineer. Permit review times will also improve.

Justification #3: Throughout the years the city has seen an overwhelming number of tree removal permit applications. These are reviewed for various reasons including verifying that required trees and tree density is maintained, making sure healthy specimen trees are protected, maintaining tree lined streets and tree canopies, and ensuring compliance with buffer regulations. This position will be trained in processing the non-specimen, non-buffer tree removal applications. This should reduce turnaround time on permits. It should also lessen the burden on the Arborist allowing for more time to finish plan reviews and more complicated tree removal applications quicker.

Justification #4: We have more experienced inspectors that are getting closer to retirement. When they retire, we must absorb their work while also training new staff. If one inspector leaves, two inspectors are left to handle 135 sites/week plus train someone new. This is unrealistic. This position will train new inspectors on the processes, procedures, and policies of the city and state requirements. They will take new inspectors under their direction to teach the proper methods for enforcement and successful private projects. The person in this position is expected to have considerable experience and knowledge on dealing with a variety of field and construction situations. This knowledge will provide them the tools to support the three inspectors if issues arise on various sites and will be beneficial in training new staff. Further, this position will train all the land development inspectors on new procedures or processes as regulations change. They will also serve as the first line of conflict management with enforcement actions on construction sites.

Funding Request: Personnel costs are estimated at \$93,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, and fuel costs totaling \$3,000. There is a companion one-time capital request for \$45,000 that includes funding for a vehicle purchase (and upfitting) and technology equipment (e.g., laptop, cell phone, etc.). The Department has reviewed its fee structure to ensure expenses are being recaptured and believes net revenue growth of \$72,000 could be realized with the addition of this position resulting in a net operational cost of \$24,000.

OPERATING INITIATIVE REQUESTS

Information Technology

eXtended Detection and Response (XDR) Software **\$84,000 (net)**

2023 City Council Priorities and Annual Action Plan:

- N/A – General Operational Improvements

Description: This initiative will expand the capabilities of our current Endpoint Detection and Response (EDR) system to an eXtended Detection and Response (XDR) system. EDR is currently deployed to every computer in the City. This will add new functionality to an existing system by allowing us to send logs and alerts into the system from other products, besides the EDR. The system will correlate all inputs to give a complete picture of what is occurring in our environment, allowing for faster response times and fewer false positives. The annualized cost of this initiative in year 1 is estimated at \$109,000. However, this initiative will replace our current, more minor, system at \$25,000 annually resulting in a net annual fiscal impact of \$84,000 (\$109,000 less \$25,000 current appropriation). The Department is exploring grant opportunities which would offset a portion of the costs for this initiative in 2024 (one-year grant).

Asset Management and Vulnerability Mitigation System Software **\$100,000**

2023 City Council Priorities and Annual Action Plan:

- N/A – General Operational Improvements

Description: This initiative is for a new asset management and vulnerability mitigation system, with managed services included for system management and patch management. As we transition from a best-of-breed model to a consolidated model, this new system would replace several applications that do not talk to each other with a single system to provide greater functionality, deeper analysis and insight, more efficient management of our endpoints, and clearer direction to address issues. The annualized cost of this initiative in year 1 is estimated at \$100,000. Starting in FY 2025, we will be able to transition away from current systems totaling \$42,000 annually resulting in a net annual fiscal impact of \$58,000 (\$100,000 less \$42,000 current appropriation).

Public Safety

Real-Time Crime Center Staffing (new positions; +4 FTE) **\$333,000**

(\$333,000 operations/\$128,900 capital)

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- Safe and Welcoming Community

Description: The Real Time Crime Center brings together a wide range of technologies and capabilities to enhance law enforcement response and reduce the criminal activity felt by our community. According to the U.S. Department of Justice the mission of a Real Time Crime Center (RTCC) is to provide a law enforcement agency with the ability to capitalize on a wide and expanding range of technologies for efficient and effective policing. Such efforts may allow law enforcement officers to respond quickly, or even immediately, to crimes in progress or to those that recently occurred. The technologies

OPERATING INITIATIVE REQUESTS

available allow law enforcement agencies and officers to respond to crime events more efficiently, more deliberately, with improved operational intelligence, and with a proactive emphasis on officer, citizen, and community safety.

The operational component of the RTCC consist of the individuals staffing the center that provide the real time support and enhancement to officers on patrol, investigation, and otherwise engaged in law enforcement activities. This is supported by system managers, equipment technicians, and intelligence analyst that provide the data and the technology system to maximize the RTCC operation.

FY2024 Setting the Foundation (limited coverage)

This fiscal year will set the foundation for the RTCC success. A major improvement occurring this year is the upgrade to our current CAD and RMS system. This will increase our data available as well as integrate with our programs currently in use such as Coplink, FUSUS, and Flock Safety. Personnel assigned to the RTCC this year will not only provide coverage for peak times and events, but they will also build processes, procedures, and policies for the future. The RTCC area will be completed. We will also make an incremental increase camera coverage to fill in gaps of our current systems and provide flexibility for changing environments.

The Real Time Crime Center (RTCC) brings together a wide range of technologies and capabilities to enhance law enforcement response and reduce the criminal activity felt by our community. To get the RTCC up and running we will need some additional staff. This staffing request includes the addition of one (1) Police Sergeant, one (1) RMS Coordinator/Database Manager, and two (2) Operator/Analysts.

Personnel costs are estimated at \$307,000 annually and reflect salary and benefit costs only. Operational costs are estimated at \$26,000 and include professional development, uniforms, general supplies, fuel, etc. There is a companion one-time capital request for \$128,900 that includes funding for a vehicle purchase (and upfitting), mobile and portable radios, laptops, body cameras, cell phones, (3) license plate reader cameras, facility buildout, and (4) PTZ cameras for the Avigilon System.

Assistant Fire Marshal (new position; +1 FTE)

\$59,400 (partial year)

(\$59,400 operations/\$66,000 capital)

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: This request is for one (1) new Assistant Fire Marshal. In November of 2021, a position in the Fire Marshal's Office was reclassified to the Fire Administration Chief position. It was pulled from the Fire Marshal's Office (FMO) due to staffing issues within Fire Suppression. The FMO has grown increasingly busy and needs the position back. This request replenishes the position lost and makes the FMO whole again from a staffing perspective.

The FMO is responsible for inspecting all new construction within the city and ensuring that the new structure is compliant with Fire Code and ADA. In addition, every

OPERATING INITIATIVE REQUESTS

commercial occupancy must have an annual fire and life safety inspection to maintain our ISO 1 rating.

Staffing for this position is forecast to be complete in December 2023/January 2024 and the funding request reflects this (\$104,000 annually for salary and benefit costs with a 6-month impact in FY 2023 of \$52,000). Annual operational costs include professional development, uniforms, general supplies, small equipment, and fuel costs totaling \$7,400. There is a companion one-time capital request for \$66,000 that includes funding for a vehicle purchase (and upfitting) and technology equipment (e.g., laptop, iPad, cell phone, etc.).

Firefighter Recruit Classes

\$46,100

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: The fire department has always relied on hiring certified firefighters who are also certified as Advanced EMT or Paramedics. The applicant pool for laterals has dwindled over the past year. We cannot fill open positions with laterals as we have done in the past. Our response is to conduct our own recruit class, which most municipalities in Metro Atlanta already conduct. This class would consist of 14 weeks of fire school and 22 weeks of Advanced EMT. Upon graduation and passing of all required certification tests, these individuals would be fully certified in all aspects of fire and EMS. We are seeking to put six individuals through the recruit process each year. Operational costs include professional development fees, uniforms, and general supplies and totals \$46,100.

Recreation, Parks & Cultural Services

Parks Services Supervisor - Downtown District (new position; +1 FTE) \$99,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- The Alpha Loop and Greenway
- Recreation, Parks and Culture

Description: To improve the efficiency of existing service delivery, the Recreation, Parks, and Cultural Services Department is requesting a Parks Services Supervisor to execute the development and execute the maintenance plan for the Downtown area. Over the past 10 years the Downtown area in the City of Alpharetta has experience tremendous growth without any increase of Park Services staffing to support this growth. Operational control of special events division, City Center complex, as well as the initial phases of the Alpha Loop was added to the Parks Services Division. In addition, the downtown area has added five (5) passive parks, an athletic complex, and two facilities and grounds to our inventory. The department's plan to address the past, present, and future growth is to create a Parks Services team that will address the demands of this area.

Personnel costs are estimated at \$96,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, and

OPERATING INITIATIVE REQUESTS

technology equipment (e.g., laptop, iPad, cell phone, etc.) totaling \$3,000. Starting in 2025, annual operational costs are estimated at \$1,500 and primarily consist of professional development and uniforms.

E911 Fund

Public Safety

Pulse Point Software

\$15,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: The primary goal of the Pulse Point application is to inform subscribers to the system of the need to bystander Cardiopulmonary Resuscitation (CPR) in the event of a cardiac arrest in their immediate vicinity.

- PulsePoint aims to initiate CPR earlier and more often as well as increase the use of automated external defibrillators (AED), prior to emergency responders arriving on scene.
- PulsePoint is integrated directly into the public safety communications center. When a call taker determines CPR may be needed, an alert is simultaneously sent to nearby app subscribers with the dispatch of emergency responders.
- PulsePoint Respond informs the community of emergency activity in real time. Alerting residents to traffic collisions, wildland fires and other emergencies makes PulsePoint a valued and trusted local resource. The routine usefulness of the application helps build and sustain a reliable network of engaged citizens and CPR-trained individuals.
- PulsePoint Respond alerts community responders only if the cardiac emergency occurs in a public location.
- Subscribers indicate if they intend to respond and can listen to live dispatch audio (if offered by the agency) for any updates communicated to the responding crews as they make their way to the patient.
- PulsePoint includes a powerful and simple to use analytics platform, PulsePoint Insights, designed to provide actionable statistics on PulsePoint performance in a community.

The PulsePoint software application is currently being implemented by the Milton Fire Department. FY 2024 costs include \$10,000 (on-going) for the maintenance/support fees and \$5,000 (one-time) for implementation (\$15,000 total). Annualized costs for future budget years would approximate \$10,000.

OPERATING INITIATIVE REQUESTS

Detail (Unfunded Operating Initiatives)

Citywide

401A Retirement Plan Enhancements **\$80,000**

2023 City Council Priorities and Annual Action Plan:

- People Focused Workforce

Description: With the closing of traditional defined benefit (DB) plans, employers, like the city, have removed a model that provided a longevity component that assisted in retention. Additionally, from an internal comparison, argumentatively, the closed DB plan provided a slightly higher actuarial value of benefit to the employee (assuming a full 30-year career) than the 10% 401A contribution the city provides new hires since 2009. One consideration is to add a longevity component to the City's contribution based on years of service. Example: At each 5-year anniversary of employee (new hires and those in the 401(a) currently), increase the 10% contribution by 1%. The projected annual cost would be approximately \$80,000 in year one with a gradual increase over the next 10 to 15 years to ultimately 2% of payroll.

Defined Benefit DROP Plan **\$TBD**

2023 City Council Priorities and Annual Action Plan:

- People Focused Workforce

Description: Based on the current design of the DB plan, employees who are over 55 and are eligible to retire from the city and receive an unreduced retirement benefit are financially motivated to formally retire from the city and seek a very similar position with another municipal entity. With no option to retire but remain with the city, the city has and will continue to risk losing experienced employees to other municipalities. By offering a Deferred Retirement Option Plan to the plan documents, employees can effectively retire but remain working usually for a window of time permitted in the plan document (3-5 years). We are currently reviewing the cost of this proposal with our plan actuary.

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

OPERATING INITIATIVE REQUESTS

General Fund

City Administration

Project Management Services (professional firm)

\$50,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- The Alpha Loop and Greenway
- Strategic Growth and Redevelopment
- Communications that Connect
- Recreation, Parks and Culture
- Infrastructure and Facilities Maintenance
- Transportation and Traffic
- Economic Development

Description: This initiative would provide for contracting with an outside entity to provide project management services to augment the ability of the City's professional staff to support and deliver special projects that cannot be completed by existing staff. Performance will be evaluated based upon the quality of work produced, cost, and timely delivery of assigned projects. Cost is estimated at \$50,000 annually for professional services.

Assistant City Clerk (new position; +1 FTE)

\$87,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Operational Improvements

Description: This initiative would add a second Assistant City Clerk to the City Clerk's Office. The new position is requested to improve management and archiving of records across the enterprise, to account for additional workload associated with the anticipated move to handle our own municipal elections, and to augment the current capabilities of the Clerk function.

Personnel costs are estimated at \$85,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, general supplies, etc. totaling \$3,000.

Human Resources

Employee Engagement Survey

\$16,000

2023 City Council Priorities and Annual Action Plan:

- People Focused Workforce

Description: This initiative involves conducting a one-time employee engagement survey which will help discover our culture strengths and opportunities by obtaining data and insights to make strategic business decisions, improve employee experience, and elevate our employer-of-choice status by building a great-place-to-work brand.

Employee engagement has become extremely important in this new era of recruitment. Having effective strategies in-place helps create a better work culture, reduce staff

OPERATING INITIATIVE REQUESTS

turnover, increase productivity, build better work and customer relationships, and impact service delivery. It also takes the guesswork away about what “we think” employees want/need and replaces it with actual data.

This survey is crafted to measure the level of employee experience and results will show us how our workforce responses compare to the best workplaces in the country and where to focus to raise our scores. Additionally, the selected firm will provide comprehensive explanations of data and the City’s workforce trends, gap analysis and recommendations. This project also includes employee and executive management presentations. This initiative is one-time and will not continue into FY 2025.

Information Technology

Geographic Information Services (GIS) \$12,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- The Alpha Loop and Greenway
- Strategic Growth and Redevelopment
- Recreation, Parks and Culture
- Transportation and Traffic

Description: This initiative is designed to augment current GIS staffing with 3rd-party GIS professional(s) whom the GIS Manager will manage to expedite and complete GIS requests, tasks, and projects from other departments during a fiscal year. During the first six months of FY 2023, two unfunded projects occurred, and money was pulled from other areas to cover this work totaling \$6,000. We are seeking \$12,000 annually to cover work when requested.

Municipal Court

Administrative Assistant I (new position; +1 FTE) \$73,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Operational Improvements

Description: Adding this position will increase the court's efficiency when processing court cases and incoming phone calls. The volume of calls and emails has grown along with the total number of cases that have been filed with the court. When court is in session a clerk is pulled from their desk and placed at the counter to take payments. An additional employee will allow the Deputy Clerks to remain at their workstations and focus on their assigned duties. Personnel costs are estimated at \$73,000 annually and reflect salary and benefit costs only. Operational costs are minor and will be covered through existing budget allocations. Staff is researching possible cost sharing opportunities with the City of Milton.

OPERATING INITIATIVE REQUESTS

Public Safety

Emergency Management Division Chief (new position; +1 FTE) \$160,500
(\$160,500 operations/\$66,000 capital)

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: Historically, the Emergency Management Coordinator has always been an added responsibility to other positions, such as Fire Logistics and Police Accreditation. With the growth of the city and the fact that we are seeing more significant incidents, both natural and man-made, there is a need for this to be a full-time position to bring us in line with other local jurisdictions.

The benefits of having a position solely dedicated to Emergency Management are:

- one point of contact for all disaster situations.
- devote more time to hazard mitigation and response planning.
- assist businesses with their mitigation planning, including resilience & continuity guidance.
- help businesses in the aftermath of a disaster.
- improve our citizen's emergency awareness.
- host more Citizens Emergency Response Team classes (CERT).
- provide community education programs, including presentations to HOAs & local groups.
- liaison between city and government officials, emergency personnel, local business, charities, etc.
- lead tabletop exercise involving all city departments (building towards an entire city emergency drill).

The Emergency Management Division Chief would be housed within City Administration to be a dedicated city-wide emergency planning position. This would offer another layer of safety in line with our community's expectations.

Personnel costs are estimated at \$150,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, software licensing, and fuel costs totaling \$10,500. There is a companion one-time capital request for \$66,000 that includes funding for a vehicle purchase (and upfitting) and technology equipment (e.g., laptop, iPad, cell phone, etc.).

Detective (new position; +1 FTE) \$109,800
(\$109,800 operations/\$70,000 capital)

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: The Criminal Investigations Division (CID) is requesting an additional General Detective. The request is being made to respond to increasing population growth, incident reports, and cases assigned to the General Detective Unit. Since 2010,

OPERATING INITIATIVE REQUESTS

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Alpharetta's population has increased from 57,694 to 66,127. Additionally, in 2010, CID had 8 General Detectives. CID currently has 9 General Detectives performing follow-up investigations. In 2010, CID reviewed 900 cases, while in 2022, CID reviewed 1,236. Current staffing levels combined with increased reports have led to a decrease in customer service from CID. In 2022, CID did not assign 386 cases which had adequate solvability factors for assignment. If CID had the staffing resources, all of these cases would have been assigned. One General Detective could expect to receive between 90 and 110 cases a year which only decreases this number by less than 1/3. Ideally, CID would have needed three additional General Detectives to assign and investigate the cases that met the burden of assignment based on solvability factors.

Personnel costs are estimated at \$103,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, and fuel costs totaling \$6,800. There is a companion one-time capital request for \$70,000 that includes funding for a vehicle purchase (and upfitting) and technology equipment (e.g., laptop, iPad, cell phone, etc.).

Community Paramedic (new position; +1 FTE)
(\$90,500 operations/\$63,000 capital)

\$90,500

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: This proposal increases responsiveness to community needs by adding another full-time Community Paramedic position. Currently, we have one (1) Community Paramedic, however, the need for the program has grown to the point where we have a waiting list of citizens who require our services. Unfortunately, due to increased call volume and growing requests for our services, we are unable to keep up with this demand with just one person. The hope is that by adding an additional Community Paramedic we will be able to better attend to the many needs of our citizens while reducing the heavy caseload our only Community Paramedic is currently having to handle. Additionally, with only one current Community Paramedic, if they take PTO or have an illness, the entire program ceases to a halt and there is no one to handle any acute issues or follow-up on any new referrals that are received. By adding another Community Paramedic, we will be able to serve twice the number of clients we are currently able to handle, and the data would show an increase in the amount of time we will be able to use serving our citizens. The additional position would also allow the program to expand to post-discharge care and other areas of need identified in our community.

Personnel costs are estimated at \$84,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, small equipment, and fuel costs totaling \$6,500. There is a companion one-time capital request for \$63,000 that includes funding for a vehicle purchase (and upfitting) and technology equipment (e.g., laptop, iPad, cell phone, etc.).

OPERATING INITIATIVE REQUESTS

Firefighter (new position; +1 FTE) \$100,700

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: In November of 2022 it was approved to reclassify one firefighter position to Administrative Fire Captain. This request is to replace the firefighter that was taken from suppression.

Personnel costs are estimated at \$93,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, and equipment \$7,700.

Public Safety IT Analyst (new position; +1 FTE) \$122,800

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: This request is for the addition of a civilian employee to Public Safety as a Public Safety IT Analyst (paygrade 307). This position would report to the Public Safety Technology Division to specifically support Public Safety users and operations.

Personnel costs are estimated at \$110,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, and technology equipment (e.g., laptop, iPad, cell phone, etc.) totaling \$12,800. Starting in 2025, annual operational costs are estimated at \$7,800 and primarily consist of professional development and uniforms.

Administrative Assistant I position (from PT to FT; +0.5 FTE) \$49,750 (net)

2023 City Council Priorities and Annual Action Plan:

- N/A – General Operational Improvements

Description: The current part-time Records Clerk is responsible for scheduling all training conducted at the Crabapple Training Center and acts as the Registrar, which entails scheduling classes, registering students, maintaining class rosters, coordinating with outside agencies for training scheduling purposes, all P.O.S.T entry, and record management. This position is responsible for tracking and submitting any work-order maintenance in the building, maintaining the Training Staff schedule for officers assigned to the Training Division, and tracking all the classes/training hours conducted at the Crabapple Training center. In 2023, in-service will increase to 40 hours per officer, and career advancement classes will be taught monthly.

This will cause the part-time Records Clerk's data entry to increase due to officers being assigned to different units because outside training has increased, which then causes an influx of travel requests and travel settlements to be processed. This position tracks all day-to-day budget expenditures for the fiscal year, corresponds with the department's Finance & Budget Coordinator for any account inquiries, and meets with the Training Division Coordinator to balance/review the budget quarterly.

OPERATING INITIATIVE REQUESTS

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

We request that the PT Records Clerk be upgraded to a full-time position. A full-time Administrative Assistant will further improve the overall functioning of the Training Division by significantly reducing the time sworn training officers spend on administrative functions. This allows sworn training officers to develop and administer the highest quality training.

Personnel costs for the full-time position are estimated at \$73,000 annually and reflect salary and benefit costs. Personnel costs for the existing part-time position total \$23,250 annually leaving a net operational impact of \$49,750 for personnel costs associated with the transition from part-time to full-time. Operational costs are minor as this position currently has city-assigned technology (e.g., computer) and professional development will be covered through existing travel/training budget allocations.

Part-Time Civilian Quartermaster (+0.5 FTE) \$32,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: Currently, two officers, one training officer, and a UPD Sergeant are handling quartermaster duties for Police and the EMS/Fire Logistics officer is handling quartermaster for Fire. Thus, having 3 officers handling quartermaster causes a significant amount of their duty time spent not being able to focus on their primary duties, which then impacts other officers and their workload. It is estimated that the officers are spending an average of 20 - 30 hours per pay period on quartermaster duties, which incurs approximately \$2,370 of overtime per pay period. A part-time civilian employee would cost approximately \$1,180, an approximate savings of an additional \$1,190 per pay period. This will significantly reduce the time sworn officers spend on secondary duties.

Personnel costs are estimated at \$32,000 annually and reflect salary and benefit costs only. Operational costs are minor and will be covered through existing budget allocations.

Public Works

Assistant Construction Manager (new position +1 FTE) \$103,500
(\$103,500 operations/\$50,000 capital)

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: The City allocated over \$4 million last year and is planning to do such over the next 10 years towards stormwater work throughout the City. Much of the construction work is contracted out to contractors to resolve various stormwater issues. Work varies from replacing a structure, lining or replacing a pipe, or a large-scale construction project. The challenge the department is facing is adequate construction oversight of the contractors in the field. Public Works is requesting an Assistant Construction Manager Position (pay grade 307) to oversee various field operations

OPERATING INITIATIVE REQUESTS

OPERATING INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

regarding stormwater improvements. The position not only requires knowledge of reading construction plans, but problem-solving skills when unknown issues arise in the field.

Personnel costs are estimated at \$96,000 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$7,500. There is a companion one-time capital request for \$50,000 that includes funding for a vehicle purchase (and upfitting). Starting in 2025, annual operational costs are estimated at \$3,000 and primarily consist of professional development, uniforms, general supplies, and fuel.

Recreation, Parks & Cultural Services

Parks Services Supervisor – Southern District (new position; +1 FTE) \$99,000

2023 City Council Priorities and Annual Action Plan:

- The Alpha Loop and Greenway
- Recreation, Parks and Culture

Description: To improve the efficiency of delivery existing services, the Recreation, Parks, and Cultural Services Department is requesting a Parks Services Supervisor to execute the development and execute the maintenance plan for the Southern District (Greenway). The Southern District has been operating without a team supervisor since 2019. In 2020, the city added an additional two (2) miles of trail extending to Union Hill Park. The additional demand on this division requires the addition of a supervisor to achieve the high service demands in this area. Personnel costs are estimated at \$96,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, and technology equipment (e.g., laptop, iPad, cell phone, etc.) totaling \$3,000. Starting in 2025, annual operational costs are estimated at \$1,500 and primarily consist of professional development and uniforms.

Administrative Assistant II (new position; +1 FTE) \$81,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Operational Improvements

Description: Performs a full range of secretarial, advanced clerical, and routine administrative work of a general or specialized nature in support of assigned programs, division, or department; relieves assigned staff of clearly defined and delegated administrative or technical detail; and may act as office receptionist. Specific areas of support include, but are not limited to grant writing, RFP creation and management, contract management, GIS projects, marketing support, pay requests/billing, meeting agendas and minutes, Department award submissions. Personnel costs are estimated at \$78,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, general supplies, and technology equipment (e.g., computer, etc.) totaling \$3,000. Starting in 2025, annual operational costs are estimated at \$1,000 and primarily consist of professional development and general supplies.

CAPITAL INITIATIVE REQUESTS

Capital Initiative Requests

FY 2024 Capital Funding

The FY 2024 Capital Plan includes funding of \$16.9 million for capital initiatives (including potential grant funding). Base capital funding totals \$16.2 million and has been programmed into a non-allocated account within the Capital Project Fund and Stormwater Capital Fund pending review and approval by the City Council. Other Sources totaling \$636,500 and consisting of anticipated LMIG (Local Maintenance & Improvement Grant) grant funding and AYBA (Alpharetta Youth Baseball Association) contribution will be appropriated once received.

Recommended capital investment totals \$15.7 million and is focused on maintaining and improving city infrastructure and assets. An additional \$1.2 million is being reserved to provide flexibility for future prioritized capital investment. Capital Initiatives not recommended for funding total \$7.7 million. Detailed narratives for the Staff Recommended and Unfunded Capital Initiatives are included herein.

	Capital Project Fund	Stormwater Capital Fund	Subtotal	Other Sources	Total
Sources:					
Available Fund Balance	\$ 1,500,000	\$ -	\$ 1,500,000	\$ -	\$ 1,500,000
General Fund					
Annual Capital Appropriation	50,000	3,950,000	4,000,000	-	4,000,000
Available Fund Balance	10,547,818	-	10,547,818	-	10,547,818
Other (Investment Earnings)	150,000	50,000	200,000	-	200,000
Grants/Contributions (LMIG; AYBA)	-	-	-	636,500	636,500
	\$ 12,247,818	\$ 4,000,000	\$ 16,247,818	\$ 636,500	\$ 16,884,318
Uses:					
Capital					
City Administration	\$ 41,000	\$ -	\$ 41,000	\$ -	\$ 41,000
Community and Economic Development	523,900	-	523,900	-	523,900
Information Technology	440,000	-	440,000	-	440,000
Public Safety	2,294,900	-	2,294,900	-	2,294,900
Public Works	5,864,500	4,000,000	9,864,500	625,000	10,489,500
Recreation, Parks & Cultural Services	1,899,600	-	1,899,600	11,500	1,911,100
	\$ 11,063,900	\$ 4,000,000	\$ 15,063,900	\$ 636,500	\$ 15,700,400
Non-Allocated:					
Future Capital/One-Time Initiatives	\$ 1,183,918	\$ -	\$ 1,183,918	\$ -	\$ 1,183,918
	\$ 1,183,918	\$ -	\$ 1,183,918	\$ -	\$ 1,183,918

CAPITAL INITIATIVE REQUESTS

Funding Methodology

The city's preferred method for funding capital projects within the CIP shall be through current revenue when available (i.e., pay-as-you-go) or from outside funding sources such as grant funding and related aid. Debt obligations may be issued for capital projects when it is appropriate to achieve a fair allocation of costs between current and future beneficiaries. Funding for the CIP is provided as follows:

- **Proper Use of Fund Balance**
General Fund: Based on audited financial statements for the year ended June 30, 2022, the city's fund balance totaled \$42.9 million. Of this amount, approximately \$12.6 million was appropriated in the FY 2023 Budget for capital/one-time initiatives/reserve and \$19.7 million has been designated as an emergency account based on a conservative policy of 25% of total appropriations (i.e., roughly 3 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 2024 totals \$10.5 million.
- **Funding Capital/Operational Initiatives from Operating Budget**
The FY 2024 budget includes funding totaling \$4 million from General Fund operations for capital investment (e.g., maintenance of our stormwater infrastructure). By programming an annual capital contribution 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. Funding from the General Fund available for immediate capital investment in 2024 includes the following:
 - \$10,547,818 Fund Balance for one-time capital;
 - 4,000,000 Annual Capital Contribution from the General Fund
 - \$14,547,818
- **Debt Funding:** Debt obligations are primarily reserved for large-scale capital projects when it is appropriate to achieve a fair allocation of costs between current and future beneficiaries.

CAPITAL INITIATIVE REQUESTS

FY 2024 Recommended Capital Project Listing

The following section provides both a (1) summary list of Staff Recommended Capital Initiatives for FY 2024 and is followed by (2) a detailed narrative of each capital initiative.

	Capital Project Fund	Stormwater Capital Fund	Subtotal	Other Sources	Total
City Administration					
Council Chambers Security Upgrades	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000
Replacement of Retaining Wall in Resthaven Cemetery	16,000	-	16,000	-	16,000
Subtotal	\$ 41,000	\$ -	\$ 41,000	\$ -	\$ 41,000
Community and Economic Development					
Fleet Replacement (Qty: 1)	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ 40,000
North Point Infrastructure Framework Plan	200,000	-	200,000	-	200,000
Design Services	61,200	-	61,200	-	61,200
Garden District Signage	12,700	-	12,700	-	12,700
South Main District Gateway (design)	50,000	-	50,000	-	50,000
Brookside Park Gateway (design)	75,000	-	75,000	-	75,000
Brookside Parkway Road Diet - Phase 1 (design)	40,000	-	40,000	-	40,000
Operating Initiative - Land Development Inspector Supervisor (+1 FTE) Equipment	45,000	-	45,000	-	45,000
Subtotal	\$ 523,900	\$ -	\$ 523,900	\$ -	\$ 523,900
Information Technology					
Technology Replacement (all city departments)	\$ 390,000	\$ -	\$ 390,000	\$ -	\$ 390,000
Wireless Access Points	50,000	-	50,000	-	50,000
Subtotal	\$ 440,000	\$ -	\$ 440,000	\$ -	\$ 440,000
Public Safety					
Fleet Replacement (Qty: 25)	\$ 1,875,000	\$ -	\$ 1,875,000	\$ -	\$ 1,875,000
Fire Station Facility Assessments (remaining stations)	225,000	-	225,000	-	225,000
Operating Initiative - Real-Time Crime Center Staffing (new positions, +4 FTE) Equipment	128,900	-	128,900	-	128,900
Operating Initiative - Assistant Fire Marshal (new position, +1 FTE) Equipment	66,000	-	66,000	-	66,000
Subtotal	\$ 2,294,900	\$ -	\$ 2,294,900	\$ -	\$ 2,294,900
Public Works					
Milling and Resurfacing	\$ 3,120,000	\$ -	\$ 3,120,000	\$ 625,000	\$ 3,745,000
Stormwater	-	4,000,000	4,000,000	-	4,000,000
Traffic Striping and Signage	250,000	-	250,000	-	250,000
Fleet Replacement (Tandem Dump Truck; Qty: 1)	190,000	-	190,000	-	190,000
Traffic Signal System Maintenance	100,000	-	100,000	-	100,000
Traffic Control Equipment	100,000	-	100,000	-	100,000
Traffic Responsive System Maintenance	100,000	-	100,000	-	100,000
HVAC Replacements	100,000	-	100,000	-	100,000
Roof Repairs/Replacements (Public Works Headquarters; segment 1 of 3)	325,000	-	325,000	-	325,000
Park Facilities Roof Repairs (Adult Activity Center)	195,000	-	195,000	-	195,000
Bridge Maintenance	200,000	-	200,000	-	200,000

CAPITAL INITIATIVE REQUESTS

	Capital Project Fund	Stormwater Capital Fund	Subtotal	Other Sources	Total
Public Works <i>continued</i>					
Webb Bridge Park Sewer Connection (yr. 1 of 2)	437,500	-	437,500	-	437,500
SR 9 Landscaping from Academy St. to Windward Pkwy (yr. 1 of 3)	350,000	-	350,000	-	350,000
Tree Maintenance and Replacement	152,000	-	152,000	-	152,000
Winter Weather Equipment	65,000	-	65,000	-	65,000
Parking Garage Maintenance	25,000	-	25,000	-	25,000
Streetlight Maintenance	80,000	-	80,000	-	80,000
Design Services	75,000	-	75,000	-	75,000
Subtotal	\$ 5,864,500	\$ 4,000,000	\$ 9,864,500	\$ 625,000	\$ 10,489,500
Recreation, Parks & Cultural Services					
Park Repairs/Improvements	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 50,000
Playground Equipment Replacement	250,000	-	250,000	-	250,000
Greenway Improvements/Repairs	260,100	-	260,100	-	260,100
Park Trail Maintenance	200,000	-	200,000	-	200,000
Tree Removal in all Parks	200,000	-	200,000	-	200,000
Synthetic Turf Field Replacements (Miracle League Field)	500,000	-	500,000	-	500,000
Cultural Arts Master Plan	30,000	-	30,000	-	30,000
Park Equipment Replacement	153,000	-	153,000	-	153,000
Athletic Courts Resurfacing	100,000	-	100,000	-	100,000
Fountain Maintenance	50,000	-	50,000	-	50,000
Landscaping Upgrades to Activity Centers	40,000	-	40,000	-	40,000
Webb Bridge Park Dugout Expansion (AYBA to fund 50%)	11,500	-	11,500	11,500	23,000
Alpharetta Public Arts Initiative (Outdoor On-Loan Sculpture Exhibit)	55,000	-	55,000	-	55,000
Subtotal	\$ 1,899,600	\$ -	\$ 1,899,600	\$ 11,500	\$ 1,911,100
TOTAL	\$ 11,063,900	\$ 4,000,000	\$ 15,063,900	\$ 636,500	\$ 15,700,400
NON-ALLOCATED:	\$ 1,183,918	\$ -	\$ 1,183,918		\$ 1,183,918
Budgeted as part of FY 2024 Budget			Budgeted once received		

CAPITAL INITIATIVE REQUESTS

2023 Annual Action Plan

The City Council Retreat during January 2023 set forth priorities to guide the construction of the FY 2024 budget including operations and capital investment. These priorities were condensed into an Annual Action Plan and are detailed within the section of this document entitled *2023 Annual Action Plan* with the components set forth below:

- Safe and Welcoming Community.
- The Alpha Loop and Greenway.
- Strategic Growth and Redevelopment.
- Communications that Connect.
- Downtown Alpharetta.
- Recreation, Parks, and Culture.
- Infrastructure and Facilities Maintenance.
- Transportation and Traffic.
- People Focused Workforce.
- Economic Development.

Capital Improvement Plan

A consolidated version of the city's five-year capital project improvement plan ("CIP") is included below. The CIP forecasts the city's total capital investment requests over the next five-year period and consolidates the projects by Department. These figures do not include the city's existing capital initiatives (i.e., initiatives funded prior to FY 2024). Please refer to Appendix A for the detailed 5-Year CIP.

FY 2024-2028 Capital Improvement Plan

May 22, 2023

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Sources						
General Fund (Annual Appropriation)	\$ 4,000,000	\$ 4,068,500	\$ 4,190,555	\$ 4,316,272	\$ 4,445,760	\$ 21,021,087
General Fund (Fund Balance)	10,547,818	10,306,969	9,024,889	8,211,682	7,846,667	45,938,025
	\$ 14,547,818	\$ 14,375,469	\$ 13,215,444	\$ 12,527,954	\$ 12,292,427	\$ 66,959,112
Other Funds (Interest Earnings)	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
Other Funds (Fund Balance)	1,500,000	-	-	-	-	1,500,000
Capital Lease	-	1,938,000	1,439,000	742,000	-	4,119,000
Grant/Contribution	636,500	5,650,000	5,675,000	700,000	730,000	13,391,500
	\$ 2,336,500	\$ 7,788,000	\$ 7,314,000	\$ 1,642,000	\$ 930,000	\$ 20,010,500
Total Sources	\$ 16,884,318	\$ 22,163,469	\$ 20,529,444	\$ 14,169,954	\$ 13,222,427	\$ 86,969,612
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Uses (by department)						
City Administration	\$ 41,000	\$ -	\$ -	\$ -	\$ -	\$ 41,000
Community & Economic Development	523,900	5,147,400	5,143,600	148,900	86,000	11,049,800
Information Technology	440,000	368,300	674,700	376,200	687,800	2,547,000
Public Safety	2,294,900	3,888,000	3,469,000	2,852,000	2,195,000	14,698,900
Public Works	10,489,500	11,359,000	10,463,000	10,019,600	10,000,000	52,331,100
Recreation, Parks & Cultural Services	1,911,100	842,000	755,000	590,000	235,000	4,333,100
Total Uses	\$ 15,700,400	\$ 21,604,700	\$ 20,505,300	\$ 13,986,700	\$ 13,203,800	\$ 85,000,900
Non-Allocated (Sources-Uses)	\$ 1,183,918	\$ 558,769	\$ 24,144	\$ 183,254	\$ 18,627	\$ 1,968,712
Total Uses + Non-Allocated	\$ 16,884,318	\$ 22,163,469	\$ 20,529,444	\$ 14,169,954	\$ 13,222,427	\$ 86,969,612

CAPITAL INITIATIVE REQUESTS

Detail (Recommended Capital Initiatives)

City Administration

Council Chambers Security Upgrades

\$25,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Infrastructure and Facilities Maintenance

Description: Acquisition and installation of security features to better protect the Mayor and City Council from active shooter scenarios while seated on the Council dais. Measures include the installation of Kevlar shielding or similar product on the inner face of the dais. Operating Budget Impact: N/A.

Replacement of Retaining Wall in Resthaven Cemetery

\$16,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: The City of Alpharetta is responsible for the care and maintenance of Resthaven Cemetery. Within one of the oldest sections of the cemetery, a retaining wall is failing and needs to be replaced. This project would replace that wall. Operating Budget Impact: N/A.

Community and Economic Development

Fleet Replacement (Qty: 1)

\$40,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: This request is for the forecasted annual replacement of Community and Economic Development vehicles. The replacement criteria are 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 2024 includes replacement of (1) 2010 Chevy Colorado (will be 14 years old with 95,887 miles). Vehicle is requested herein for replacement based on age.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs and an increase in fuel efficiency.

CAPITAL INITIATIVE REQUESTS

North Point Infrastructure Framework Plan

\$200,000

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment
- Recreation, Parks, and Culture
- Transportation and Traffic
- Economic Development

Description: 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. Operating Budget Impact: N/A.

Design Services

\$61,200

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment
- Economic Development

Description: 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.

In FY 2024, the expectation is an increased demand for architectural review services; small area studies for campus office areas to connect and brand existing uses by creating trail connections and creative placemaking to help economic viability; and assistance with code and standards modifications to account for emerging uses and trends. Operating Budget Impact: N/A.

CAPITAL INITIATIVE REQUESTS

Garden District Signage

\$12,700

2023 City Council Priorities and Annual Action Plan:

- Communications that Connect

Description: The residents of the Garden District have often expressed their desire for signage recognizing and defining the district. This project procures and installs six (6) signs along Canton Street, Hopewell Road, and Mayfield Road at the district boundaries. This low-cost signage will identify the district boundaries and provide wayfinding to the “old Alpharetta” residential area defined with old growth trees, large lots, and modest homes. Residents have been requesting this designation for several years. Operating Budget Impact: Impact: Operational impact would be minimal.

South Main District Gateway (design)

\$50,000

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment
- Communications that Connect
- Recreation, Parks, and Culture
- Transportation and Traffic
- Economic Development

Description: South Main Street was identified within the Comprehensive Land Use Plan as the #2 roadway in need of redevelopment and improvements. In response to the public’s request, staff applied and received a Livable Centers Initiative (LCI) grant to develop a plan for the South of Wills (SOW) District which includes the use of art to create placemaking, as well as upgraded bus shelters and trail connections from Main Street to Wills Parks.

Funding for construction of the improvements would be requested in a future year capital plan and is currently estimated at \$150,000. Operating Budget Impact: N/A during the design phase.

Brookside Park Gateway (design)

\$75,000

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment
- Communications that Connect
- Recreation, Parks, and Culture
- Transportation and Traffic
- Economic Development

Description: The Brookside Master Plan (adopted 28 Nov 2022) was developed based on the Horizon 2040 Comprehensive Plan identifying the area as a high priority for improvements to walkability as well as the existing city park. The Brookside Park Gateway is an identifying monument that brings attention to this mostly hidden amenity. Brookside Park provides Greenway connections and access to a public lake. The gateway is envisioned to provide wayfinding signage and public art with the purpose of inspiring redevelopment efforts.

CAPITAL INITIATIVE REQUESTS

Funding for construction of the improvements would be requested in a future year capital plan and is currently estimated at \$225,000. Operating Budget Impact: N/A during the design phase.

Brookside Parkway Road Diet – Phase I (design)

\$40,000

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment
- Recreation, Parks, and Culture
- Transportation and Traffic

Description: The request is for the planning and design of corridor enhancements along Brookside Parkway, including a first phase of restriping lane diet (4 lanes to 3 lanes), the addition of separated bike lanes, and enhanced planting to form a cohesive streetscape.

Funding for construction of the improvements would be requested in a future year capital plan and is currently estimated at \$300,000. Operating Budget Impact: N/A during the design phase.

Land Development Inspector Supervisor (new position; +1 FTE)

\$45,000

(\$72,000 operating revenue/\$96,000 operating expense/\$45,000 capital)

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment

This position will be responsible for:

- Overseeing Land Development Inspectors, answer questions, resolve conflicts.
- Completing land development inspections.
- Completing reports and data entry on inspections and enforcement actions.
- Managing the collection of stormwater certification paperwork.
- Assisting with tree removal permits.
- Assisting with smaller project land development erosion control reviews.
- Training staff.

Justification #1

The Department currently has three land development inspectors assigned to complete inspections on all private development. The state agreements require that we visit permitted sites once/week and complete enforcement action on all deficiencies. In an average month we have 270 open construction sites. This means that each of our 3 land development inspectors is expected to visit 90 sites each week or 18 sites per day. For comparison, in our neighboring communities of Johns Creek, Sandy Spring, and Roswell, each inspector completes 18, 35, and 64 inspections per week, respectively. With this position, we expect to bring our inspection rates down closer to the other cities and provide additional time for inspectors to provide guidance, have meetings, answer questions, and provide better attention and customer service to the developments.

CAPITAL INITIATIVE REQUESTS

Justification #2

In December 2020 and again in February 2022 increased stormwater regulations were adopted. Some of these are state mandated and some were in response to isolated flooding near residential redevelopment. These regulations increased the amount of time it takes to review a plan, the number of questions and explanations needed to help residents, engineers, and contractors through the requirements, and the number of questions in the field during construction and at project closeout. Contractors and homeowners need extra guidance on stormwater certifications during project closeout. This position will take some of this burden off the Land Development Inspectors. This position will also conduct plan reviews for those small residential projects that don't require stormwater management (typically pools, additions, etc.). This then opens time for the engineering review on more complicated projects by the development services engineer. Permit review times will also improve.

Justification #3

Throughout the years the city has seen an overwhelming number of tree removal permit applications. These are reviewed for various reasons including verifying that required trees and tree density is maintained, making sure healthy specimen trees are protected, maintaining tree lined streets and tree canopies, and ensuring compliance with buffer regulations. This position will be trained in processing the non-specimen, non-buffer tree removal applications. This should reduce turnaround time on permits. It should also lessen the burden on the Arborist allowing for more time to finish plan reviews and more complicated tree removal applications quicker.

Justification #4

We have more experienced inspectors that are getting closer to retirement. When they retire, we must absorb their work while also training new staff. If one inspector leaves, two inspectors are left to handle 135 sites/week plus train someone new. This is unrealistic. This position will train new inspectors on the processes, procedures, and policies of the city and state requirements. They will take new inspectors under their direction to teach the proper methods for enforcement and successful private projects. The person in this position is expected to have considerable experience and knowledge on dealing with a variety of field and construction situations. This knowledge will provide them the tools to support the three inspectors if issues arise on various sites and will be beneficial in training new staff. Further, this position will train all the land development inspectors on new procedures or processes as regulations change. They will also serve as the first line of conflict management with enforcement actions on construction sites.

Funding Request

Capital costs are estimated at \$45,000 which represents funding for a vehicle purchase (and upfitting) and technology equipment (e.g., laptop, cell phone, etc.). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$93,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, and fuel costs totaling \$3,000. The Department has reviewed its fee structure to ensure expenses

CAPITAL INITIATIVE REQUESTS

are being recaptured and believes net revenue growth of \$72,000 could be realized with the addition of this position resulting in a net operational cost of \$24,000.

Information Technology

Technology Replacement (all city departments)

\$390,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: This request is to provide for the annual replacement, procurement, and upgrading 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 454 computers in operation (220 desktops - 234 laptops). The main component of the FY 2024 request includes funding for the replacement of approximately 143 PCs, 153 iPhones, 82 iPads, and 16 printers.

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).

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs. Frees-up IT staff to focus on other priorities.

Wireless Access Points

\$50,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: This request is for the design, procurement, and deployment of replacement and additional Wireless Access Points (WAPs) primarily for use by city employees. This initiative is needed to supplement both current rate of use and the expected growth in the numbers and use of bandwidth by city employees.

Primarily, we are looking at replacing/supplementing both interior and exterior systems for Public Safety (PS) and Public Works (PW), but some additional units will be used for Recreation and Parks and Municipal Court. We are already experiencing issues with access and bandwidth with some PS and PW systems.

This project is anticipated to cover a four-year period with annual requests including the acquisition of 50 WAP units, fiber runs, and system design and coverage analysis.

Operating Budget Impact: Support and maintenance costs are estimated to be substantially similar to costs for the current equipment and are included within the base operating budget.

CAPITAL INITIATIVE REQUESTS

Public Safety

Fleet Replacement (Qty: 25)

\$1,875,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: This request is for the forecasted annual replacement of Police and Fire SUVs, pickup trucks, and motorcycles. The replacement need is driven by the model year, mileage, engine hours and mechanical condition of the vehicles. Emergency response vehicles are expected to be in service for seven years or 100,000 miles. This request includes the complete upfitting and Public Safety marking costs for new vehicles and the removal of emergency equipment and marking costs for expired vehicles in preparation for public auction. Due to the rise in upfit costs and vehicle costs from the manufacturer, the budget has increased to purchase 25 vehicles per year. Also, the manufacturer has a 35-40 week lead time to manufacture vehicles. The forecasted replacement plan identifies an annual replacement need to flat line the annual budget for public safety. Currently, we have 60 vehicles that are above 85,000 miles that will need to be replaced in 2023 & 2024. The annual purchase of 25 vehicles will give the department an overall fleet replacement in 7.5 years. At the end of 6 years, the amount may decrease proportionally based on current replacement philosophies and needs.

With today's inflation/covid/new model year pricing, our numbers reflect a projection of:

-Base vehicle \$50k + Upfit \$25k = \$75k x25 = \$1,875,000

Replacement vehicles to be purchased in FY 2024 include (10) SUVs for Patrol; (3) SUVs for CID; (2) F150 for CID; (5) SUVs for the Admin team; (1) Tahoe for K-9; (2) F250 for Fire Special Operations; and (2) SUVs for Fire Admin, totaling (25) vehicles.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs and an increase in fuel efficiency.

Fire Station Facility Assessments (remaining stations)

\$225,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Infrastructure and Facilities Maintenance

Description: This request is to provide funding for facility assessments of our Fire Stations to include:

- needs/wants assessment (programming, meeting with user group, assessments of space and needs);
- systems condition assessment;
- development of conceptual floor plans;
- development of a preliminary cost estimate; etc.

Staff estimates the costs for a facility assessment of all 6 of our fire stations to approach \$300,000. The 2023 Mid-Year Budget approved funding of \$75,000 to cover the assessment of approximately two stations (tentatively Fire Stations 82 and 84). This

CAPITAL INITIATIVE REQUESTS

request is for funding to cover the assessments of all remaining stations. Operating Budget Impact: N/A for this phase as it is an assessment only.

Operating Initiative - Real-Time Crime Center Staffing (+4 FTE) \$128,900 (\$333,000 operations/\$128,900 capital)

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- Safe and Welcoming Community

Description: The Real Time Crime Center brings together a wide range of technologies and capabilities to enhance law enforcement response and reduce the criminal activity felt by our community. According to the U.S. Department of Justice the mission of a Real Time Crime Center (RTCC) is to provide a law enforcement agency with the ability to capitalize on a wide and expanding range of technologies for efficient and effective policing. Such efforts may allow law enforcement officers to respond quickly, or even immediately, to crimes in progress or to those that recently occurred. The technologies available allow law enforcement agencies and officers to respond to crime events more efficiently, more deliberately, with improved operational intelligence, and with a proactive emphasis on officer, citizen, and community safety.

The operational component of the RTCC consist of the individuals staffing the center that provide the real time support and enhancement to officers on patrol, investigation, and otherwise engaged in law enforcement activities. This is supported by system managers, equipment technicians, and intelligence analyst that provide the data and the technology system to maximize the RTCC operation.

FY2024 Setting the Foundation (limited coverage)

This fiscal year will set the foundation for the RTCC success. A major improvement occurring this year is the upgrade to our current CAD and RMS system. This will increase our data available as well as integrate with our programs currently in use such as Coplink, FUSUS, and Flock Safety. Personnel assigned to the RTCC this year will not only provide coverage for peak times and events, but they will also build processes, procedures, and policies for the future. The RTCC area will be completed. We will also make an incremental increase camera coverage to fill in gaps of our current systems and provide flexibility for changing environments.

The Real Time Crime Center (RTCC) brings together a wide range of technologies and capabilities to enhance law enforcement response and reduce the criminal activity felt by our community. To get the RTCC up and running we will need some additional staff. This staffing request includes the addition of one (1) Police Sergeant, one (1) RMS Coordinator/Database Manager, and two (2) Operator/Analysts.

Capital costs are estimated at \$128,900 and include funding for vehicle purchases (and upfitting), mobile and portable radios, laptops, body cameras, cell phones, (3) license plate reader cameras, facility buildout, and (4) PTZ cameras for the Avigilon System. There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$307,000 annually and reflect salary and benefit costs only.

CAPITAL INITIATIVE REQUESTS

Operational costs are estimated at \$26,000 and include professional development, uniforms, general supplies, fuel, etc.

Operating Initiative - Assistant Fire Marshal (+1 FTE) \$66,000
(\$59,400 partial-year operations/\$66,000 capital)

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: This request is for one (1) new Assistant Fire Marshal. In November of 2021, a position in the Fire Marshal's Office was reclassified to the Fire Administration Chief position. It was pulled from the Fire Marshal's Office (FMO) due to staffing issues within Fire Suppression. The FMO has grown increasingly busy and needs the position back. This request replenishes the position lost and makes the FMO whole again from a staffing perspective.

The FMO is responsible for inspecting all new construction within the city and ensuring that the new structure is compliant with Fire Code and ADA. In addition, every commercial occupancy must have an annual fire and life safety inspection to maintain our ISO 1 rating.

Capital costs are estimated at \$66,000 and include funding for vehicle purchases (and upfitting), and technology equipment (e.g., laptop, iPad, cell phone, etc.). There is a companion operating initiative request to fund the personnel/operational costs. Staffing for this position is forecast to be complete in December 2023/January 2024 and the funding request reflects this (\$104,000 annually for salary and benefit costs with a 6-month impact in FY 2023 of \$52,000). Annual operational costs include professional development, uniforms, general supplies, small equipment, and fuel costs totaling \$7,400.

Public Works

Milling and Resurfacing \$3,745,000 (multiple sources)

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: 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.

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 2024, 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. The requested funding would provide an expected service life of the roadway surface of 15-20 yrs. for all currently city-maintained roadways.

CAPITAL INITIATIVE REQUESTS

Escalation in pricing due to recent inflation has raised the cost significantly over the last two years. In prior fiscal years, we paid approximately \$90/ton for asphalt. In FY 23, the cost rose to over \$150/ton. Along with increases in asphalt cost, mobilization, milling, traffic control, etc. have all increased.

- City has approximately 570 lane miles.
- Cost to mill and resurface a lane mile is \$110k.
- $\$110k * 570 \text{ lane miles} = \$62.7M$
- Resurface every 15 year - \$4.18M per year needed.
- Resurface every 20 years - \$3.14M per year needed.

These numbers do not include reconstruction of roadways. We anticipate about \$500k per year for reconstruction.

Funding is comprised of Fund Balance (estimated at \$3.1 million) and LMIG grant funds (estimated at \$625,000). Operating Budget Impact: This program decreases roadway maintenance costs as the surface is less susceptible to potholes and road surface deterioration.

Stormwater

\$4,000,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: This request is for stormwater design/studies, inspection, drainage maintenance, and pipe/structure repair and maintenance. Left unchecked, stormwater can contribute to costly flooding, erosion, and pollution issues that wreak havoc on our community.

Included in this request is 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. This funding will also be utilized for the design of smaller drainage repairs, such as Harris Road drainage improvements, Haynes Bridge Road at Morrison Parkway drainage improvements, Pond retrofitting and dredging / permitting, etc.

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. This

CAPITAL INITIATIVE REQUESTS

project includes hiring a private consultant to complete the inspections so that city staff can focus their efforts toward planning, maintenance, and enforcement activities.

Additionally, this request is for the continual maintenance and small drainage maintenance work within the City.

One section of the work is pond and best management practices (BMP) maintenance, testing, sampling, work crew materials, education materials, and tree impediment maintenance. Pond and BMP maintenance is required by the Georgia Environmental Protection Division MS4 permit and includes ponds, bioretention, green infrastructure, pervious pavers, etc. Water quality education, education materials, and testing on streams and runoff is also required by the Georgia Environmental Protection Division. Sampling and testing include laboratory and field materials, testing, analysis, etc. Funding is included herein for Retention Pond Maintenance and improvements for Webb Bridge Park and North Park.

Another section includes small drainage repair and maintenance designs, crew materials such as rip rap, pine straw, grout, sod, etc., street sweeping, and removal of trees and shrubs blocking storm flow from or to pipes and structures or otherwise impeding water flow.

The final component of 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 citywide in addition to targeted projects such as Meadow Brook Hills drainage improvements (funding for design of Phase 2 included herein; construction of Phase 1 was funded in 2023). The contractual pipe unclogging and structure repair will be throughout the city based on inspection results.

Operating Budget Impact: This program decreases maintenance costs as flooding and erosion will be reduced.

Traffic Striping and Signage

\$250,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: This request is for purchase of equipment and materials needed for the repair/replacement of traffic striping, raised pavement markers, and signage throughout the City. Repair/replacement of striping consists of refreshing the existing striping due to normal wear, replacement and/or installation of raised pavement markers 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 signage. Operating Budget Impact: Maintenance funding is included within this initiative.

CAPITAL INITIATIVE REQUESTS

Fleet Replacement (Tandem Dump Truck; Qty: 1)

\$190,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: This request is for the replacement of tandem dump trucks within the Public Works fleet. The tandem dump truck replacements are based on age, wear and tear, and maintenance/repair costs. These vehicles enable staff to haul materials such as dirt and rock to job sites as well as hauling debris and construction waste to the proper disposal facilities. This vehicle is also used to pull equipment and materials by trailer to job sites.

FY 2024 replacement includes Unit #219 (2001 LT9500) with roughly 25,000 miles. This tandem dump is overdue to be replaced. We have tried diligently to continue to utilize it for our hauling needs. However, this unit presents a safety issue as the dashboard has significant damage and is unable to stay in the locked position at all times. In an attempt to fix the issue, the dashboard was bolted down. When the controls on the dash are engaged, the dashboard tries to come off and presents a safety issue. Due to the age and wear and tear on the vehicle, this vehicle is scheduled for replacement.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

Traffic Signal System Maintenance

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: 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. Operating Budget Impact: Maintenance funding is included within this initiative.

Traffic Control Equipment

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: 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. Temporary traffic control equipment includes devices used to detour or delineate

CAPITAL INITIATIVE REQUESTS

traffic flow, such as cones, delineators and barricades, and variable message boards. Operating Budget Impact: Maintenance funding is included within this initiative.

Traffic Responsive System Maintenance

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: Since 2018, the Georgia Department of Transportation (GDOT) has upgraded over 100 signals throughout the City with new software (MaxTime) and has worked with 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 work with consultants to analyze data collected through these upgrades to continue modifying timing plans and expanding the system throughout the City with new signal timings. The funds will also be utilized for maintenance, replacements, upgrades, and necessary installation of network, security, and communication systems to-and-from signalized intersections/traffic cameras in the server room and out on the field. Furthermore, this request is for maintenance, replacement, upgrades, and installation of the emergency vehicle preemption system and connected vehicle technology. Operating Budget Impact: Maintenance funding is included within this initiative.

HVAC Replacements

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: 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 2024 Replacements will include replacement of multiple units located at the Alpharetta Community Center, Wills Park Recreation Center, Wills Park Fields 5-8, and the Equestrian Bathhouse.

- Alpharetta Community Center's (2) Roof Top Units are 24 years old and (1) Air Handling Unit in the mezzanine is 27 years old.
- Wills Park Recreation Center's (1) Condenser and (1) Air Handling Unit downstairs are 24 years old.
- Wills Park Fields 5-8's (1) Condenser and (1) Air Handling Unit are 26 years old.
- Equestrian Center's Bathhouse (1) Condenser is 21 years old and (1) Air Handling Unit is undeterminable.

Operating Budget Impact: This program decreases maintenance and utilities costs (increased energy efficiency).

CAPITAL INITIATIVE REQUESTS

Public Works Headquarters Roof Repairs (segment 1 of 3)

\$325,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: This request is for the roof repair/rehab/replacement at Public Works headquarters. The current roof is original to the facility and has far exceeded its useful life (+30 years old). The current roof is a corrugated metal panel roof which is anchored down with thousands of exposed screws which, along with the natural expansion/contraction of metal, tends to back-out which creates a leak opportunity. To that end, this facility is currently experiencing active leaks and is the city's worst functioning roof system based on # of service calls.

The proposed solution for this roof is a seamless standing seam roof similar to what has been installed at several of our fire stations. The proposed roofing solution does not have the screw penetrations plaguing the existing roof and therefore has many fewer points of failure that can lead to leaks.

This roof is segmented into three sections totaling approximately 25,650 sq. ft. The cost proposals provided below assume installation of the new roof over the existing roof thereby saving on the tear-off. The City will need to obtain a structural evaluation to verify that the structure can accommodate the additional weight. This evaluation is planned for 2023.

The request for fiscal year 2024 totals \$325,000 and funds the smallest segment at 5,000 sq. ft. This roof segment has received the largest number of leak calls and is in the worst shape. This segment also happens to have the most mechanical equipment (e.g., HVAC) requiring removal which is included in the funding request.

The remaining segments would be requested in FY 2025 (\$350,000 for 5,300 sq. ft.) and FY 2026 (\$1,100,000 for 15,350 sq. ft.). Operating Budget Impact: This program decreases facility maintenance and utilities costs (increased energy efficiency).

Park Facilities Roof Repairs (AAC)

\$195,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: This request is for the roof repair/rehab/replacement at multiple Parks, Recreation and Cultural Services facilities.

For FY 2024, this request is for multiple park roof replacement including:

- Shingled and Flat Roof Segments at the Adult Activity Center (\$110,000);
- Shingled and Flat Roof segments at the Adult Activity Center Arts/Crafts building (\$95,000).

Adult Activity Center (shingles and flat roof) roof segments total approximately 10,750 sq.ft. The Shingle roof and flat roof segments have both experienced multiple roof leak calls and have identified workmanship issues that are leading to the deteriorated functionality of the roofs.

CAPITAL INITIATIVE REQUESTS

Adult Activity Center Arts/Crafts building (shingles and flat roof) roof segments total approximately 3,054 sq.ft. The Shingle roof and flat roof segments have both experienced multiple roof leak calls and have identified workmanship issues that are leading to the deteriorated functionality of the roofs. Operating Budget Impact: This program decreases facility maintenance and utilities costs (increased energy efficiency).

Bridge Maintenance

\$200,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: This request is for the continual performance of required repairs and maintenance measures identified by Georgia Department of Transportation (GDOT) inspectors during their biennial inspections of city-owned bridges. Tasks include: the removal of corrosion and repainting of bridge supports; remediation of erosion issues; installation/extension of concrete encasements around piles; cleaning and sealing deck joints; and replacement of failed wing walls. Failure to address these items can lead to further deterioration of bridge conditions.

FY 2024 funding request along with available funding from FY 2023 is targeted towards repair and maintenance of the following locations as well as findings from future GDOT Inspections: 1) Mansell Road over Foe Killer Creek; 2) Mansell Road over Big Creek; 3) Woodward Pkwy westbound lanes over Camp Creek; 4) Haynes Bridge Road over Big Creek; 5) Douglas Road over Caney Creek; and 6) Kimball Bridge Road over Big Creek. Operating Budget Impact: This program decreases bridge maintenance costs as it is less susceptible to surface and structure deterioration.

Webb Bridge Park Sewer Connection

\$437,500 (yr. 1 of 2)

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: The existing septic system servicing the soccer fields' restroom is failing and conflicts with the proposed upper field synthetic turf field. This project would abandon the septic system and connect the restroom building to an existing sanitary sewer along Webb Bridge Road. The project consists of 610 linear feet of force main line, 1225 linear feet of gravity line, 6 manholes, possible reconstruction of up to 500 linear feet of existing sidewalk, and reconstruction of approximately 550 linear feet of existing gravel trail. Total costs are estimated at \$875,000. Current timelines have the project being designed during FY 2024 with construction proceeding in FY 2025. However, due to the large capital requirement, this project is proposed to be funded in phases with \$437,500 this fiscal year followed by a request for the remaining funding in FY 2025 (\$437,500).

Operating Budget Impact: Septic system maintenance and repair will decline, but monthly utility costs will increase. There will be costs associated with the lift station, but they should be minimal.

CAPITAL INITIATIVE REQUESTS

SR 9 Landscaping from Academy St to Windward Pkwy (yr. 1 of 3) \$350,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- Strategic Growth and Redevelopment

Description: This request will include newly installed landscaping to the new beauty strips along SR 9 from Academy Street to Windward Parkway. Funding will landscape the corridor with street trees, shrubs, and ground cover within the 6' beauty strip as part of the GDOT SR 9 widening. This is year 1 funding for a 3-year project. Total projected costs are \$1.5 million. Forecasted funding levels for FYs 2024 and 2025 total \$575,000 annually.

Operating Budget Impact: At the time of the contract, State Route 9 was maintained by an outside vendor at a cost of \$43,200. That number was based on the before condition for the landscape, which was mostly mowing beauty strips (Level 2). After the improvements, the landscape is going to be more akin to Rucker Road and Kimball Bridge Road (Level 1). Maintenance costs are estimated at 1.5 times the current cost or \$64,800 for the entire corridor.

Tree Maintenance and Replacement \$152,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: This request is for tree maintenance within the City not associated with the right-of-way maintenance contract. The City's aging tree canopy within right-of-way areas requires tree care, including pruning and sometimes removal to address issues such as pedestrian and vehicular safety, utility conflicts, streetlight clearance, signal head clearance, and intersection sightline clearance. Operating Budget Impact: Maintenance funding is included within this initiative.

Winter Weather Equipment \$65,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: This request is for the purchase of Winter Weather Equipment that is utilized within the Public Works fleet.

We have purchased (4) F750s with salt spreader attachments to be utilized in anticipation of winter weather needs. Our Emergency Operations plan has a plow truck preceding the spreaders in each zone of the City; however, we would like to replace our existing plows and purchase (4) new ones to be installed directly on each spreader truck. This would reduce the number of staff/drivers needed during emergency operations. Additionally, we would need to upgrade the software on our existing Force America hardware to operate the plows. The additional software will allow us to see exactly where the spreader trucks are located at any given time, the temperature of the road, and the amount of materials spread by location. The estimated cost of these purchases total \$65,000.

CAPITAL INITIATIVE REQUESTS

Operating Budget Impact: This program reduces equipment maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, etc. and are currently budgeted.

Parking Garage Maintenance

\$25,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: This request is for general maintenance of the two parking decks, 92 Milton Avenue and City Center. Milton Avenue parking deck work includes painting stairway handrails, washing windows, pressure washing inside surfaces of garage, inspection of structural components and repair as needed. City Center's parking deck's work consists of epoxy injections for structural cracks on columns and wall surfaces, expansion joint repairs to verify proper flex under heavy loads and creating a watertight seal. Each garage will be pressure washed once a year. **Operating Budget Impact:** Facility maintenance costs to decrease due to decline in repairs.

Streetlight Maintenance

\$80,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: This request is for the maintenance of existing city-owned streetlights. The City owns and maintains more than 700 lights. This work will include maintenance of new and existing lighting either on existing poles or the installation of new poles with lighting. This will increase the safety of citizens who use our streets and sidewalks daily. Periodic inspections and troubleshooting will ensure longevity and minimal replacement of lighting components. **Operating Budget Impact:** Maintenance funding is included within this initiative.

Design Services

\$75,000

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment
- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: 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. **Operating Budget Impact:** N/A

CAPITAL INITIATIVE REQUESTS

Recreation, Parks & Cultural Services

Park Repairs/Improvements

\$50,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: 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.

For FY 2024, the current priorities are maintaining/replacing broken concrete sections leading to and around buildings at North Park, Webb Bridge Park, and Wills Park. Projects may vary as deemed necessary throughout the year. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Playground Equipment Replacement

\$250,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: 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 2024 funding will be used for replacement of the Webb Zone Playground Phase II which was built in 1999. The cost of the Webb Zone Playground, Phase II, is estimated at \$150,000. The additional \$100,000 will be used for various repairs that come up during the fiscal year. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Greenway Improvements/Repairs

\$260,100

2023 City Council Priorities and Annual Action Plan:

- The Alpha Loop and Greenway
- Recreation, Parks, and Culture

Description: This funding 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. For 2024, we will focus on the replacement of the access trail at Beaver Creek Park. In addition, designs and repairs will be scheduled bridge that connect the Mansell boardwalk

CAPITAL INITIATIVE REQUESTS

(repairs currently in progress) to Beaver Creek Park. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Park Trail Maintenance

\$200,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: Park Trail Maintenance (not Greenway Trail) to include resurfacing whether the trail is asphalt, concrete or trail mix surface. This initiative will formalize a schedule for the repairs and replacement in our parks. The repaving of the Wills Park and North Park trails will take priority. In addition, heavy use soft surface trails in Webb Bridge Park need restoration every 3 years. The current funding does not allow for proper maintenance and replacement program meet the safety requirements of our park users. Wills Park walking trail currently has 12,300 linear feet of asphalt walking trail. The last trail replacement occurred in 2019 with 500 linear feet replaced. Asphalt replacement is recommended to be replaced every 8-10 years. Some of the Wills Park trail has the original surfacing which was installed in 2001. Currently, North Park has 5,000 linear feet that needs to be replaced.

In FY 2023, 460 linear feet is scheduled for replacement.

The FY 2024 schedule will replace 6,000 linear feet of trail in Wills Park, 400 linear feet in North Park, restoration work on the soft surface trail in Webb Bridge Park plus any additional repairs that may arise during the budget cycle. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Tree Removal in all Parks

\$200,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: This request is for removal of dead or dying trees throughout the park system. By removing the dead or dying trees, we are reducing safety hazards, avoiding pest infestations, and spreading infections, and improving the appearance of the parks. Tree removal services have averaged \$180,000 per year for the past several years. Operating Budget Impact: Reduces pressure on operating budget as an alternate source of funding is available to meet this need which is often a public safety priority that takes precedent over all other potential uses.

Synthetic Turf Field Replacements (Miracle League Field)

\$500,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: This request is for the replacement of the North Park Miracle League mondo surface. This field was built in 2005 (18-years old) and still has the majority of the original surface. Average life of a turf field is 8-10 years. The request includes updates to the fencing and netting. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs. Revenue generation improves due to longer seasonal playability.

CAPITAL INITIATIVE REQUESTS

Cultural Arts Master Plan

\$30,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- The Alpha Loop and Greenway
- Strategic Growth and Redevelopment
- Communications that Connect
- Recreation, Parks, and Culture
- Economic Development

Description: In the 2018 Recreation, Parks, and Cultural Services Master Plan and the 2021 Comprehensive Plan, it was recommended that the City of Alpharetta have a Cultural Arts Master Plan.

The City's Recreation, Parks, and Cultural Department intends to develop an Arts and Culture Master Plan. This plan will:

- Create an overall vision for arts and culture in the City of Alpharetta.
- Engage City staff, allied organizations, and the broader community.
- Provide guidance on arts and culture programming and fees, particularly regarding the Alpharetta Arts Center.
- Clarify processes and the roles of the different City departments in arts and culture initiatives.
- Identify the best ways to leverage partnerships with arts and culture organizations.
- Result in a document that is readable, fun, and inspiring.

The first phase of the project would include establishment of the Master Plan. To design an intentional, advantageous master plan in accordance with the City's mission and goals, the Department of Recreation, Parks, and Cultural Services recommends contracting a consultant. Operating Budget Impact: N/A.

Park Equipment Replacement

\$153,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: This request is for the replacement of 2014 John Deere Field Rakes (qty: 4, RP0573, RP0574, RP0609, and RP0610) and 2005 Bandit Chipper (qty: 1, RP0929). The field rakes are estimated at \$19,500 each and the chipper is estimated at \$69,000. Remaining funds will be used to cover minor equipment replacement as needed throughout the year. Replacement is requested due to age, hours of use, and estimated repair cost.

Replacement criteria is as follows: 1) When the department director determines it is no longer cost effective to retain the equipment: 2) when age and/or hours exceed recommended life. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

CAPITAL INITIATIVE REQUESTS

Athletic Courts Resurfacing

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: This request is for the repair/resurface/recoat of athletic courts with a fabric crack repair system. The FY 2024 request is for the resurfacing of (5) tennis courts and (6) pickle ball courts at North Park. The tennis courts were last resurfaced in FY 2018. 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. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Fountain Maintenance

\$50,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: Funding for the replacement and upgrades to the existing fountains throughout the park system. FY 2024 funding request includes: replacement of the 3-tier fountains and bowls at Canton/Old Canton and Roswell/Old Roswell Parks for \$20,000, Formal Garden fountain restoration for 2 fountains for \$20,000, and \$10,000 for general fountain repairs as needed. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Landscaping Upgrades to Activity Centers

\$40,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: This request is to upgrade and enhance the landscaping at the Activity Centers located throughout the park system. For FY 2024, the plan is to upgrade the landscaping at the Alpharetta Community Center, Wills Park Recreation Center, and the Adult Activity Center. Any remaining funds would be considered for future improvements at the Art Center. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Webb Bridge Park Dugout Expansion (AYBA to fund 50%)

\$23,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: The dugouts at the Webb Bridge Park Baseball Fields were built in 2000 and are past due for renovations/upgrades. The current (8) dugouts are 15' 3" long and 3' 3" wide. With the completion of the project, the dugouts will double in size, allowing a better sitting/waiting area for batters. The expansion of the Webb Bridge dugouts will update their sizes to accommodate the current use. This will bring them to match the size of Wills Park. In order for the Alpharetta Youth Baseball Association to honor the City's request to

CAPITAL INITIATIVE REQUESTS

maximize the use of the Webb Bridge facilities, it is important that we increase the functionality of the dugouts. The Alpharetta Youth Baseball Association has committed to funding 50% of the project, resulting in a net cost to the City of \$11,500. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs. Additional fees in subsequent years would be for upkeep: fence ties, gate latches, paint, etc.

Alpharetta Public Arts Initiative (Outdoor On-Loan Sculptures) \$55,000

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- Strategic Growth and Redevelopment
- Communications that Connect
- Recreation, Parks, and Culture

Description: This request is for funding of public arts programs on an alternate year basis through Arts Alpharetta which is a nonprofit organization dedicated to bringing quality arts to Alpharetta. Arts Alpharetta, along with City staff, have several public art projects in-process. These projects include an Outdoor Sculpture Exhibit Contract, an on-loan, permanent, or lease-to-own installation in downtown Alpharetta/Art Walk Brochure. The City of Alpharetta contracts with Arts Alpharetta to locate, curate, install and deinstall on-loan sculptures on a bi-yearly rotation. The number of sculptures varies from 5-7 depending on the rental cost and install logistics for each piece. The project budget is \$90,000 but split between two fiscal years at \$45,000 per year. This is an ongoing project that will require the installation of new outdoor art exhibits every two years. Art installations will be in place for an average of 1.5 – 2 years, subject to available funding.

In addition, staff has recognized there is a need to include funding for ongoing maintenance and repair for curated public art, whether the sculpture be a permanent City fixture or part of the on-loan rotational exhibits. This is due to the unforeseeable damage that could happen (and has happened) to art when on public display. When such instances occur, the City must repair and restore the art to its original state. To proactively plan for such occurrences, staff requests \$10,000 annually to offset repair and maintenance costs for public art.

NOTE: The fund balance in the account is \$61,000 versus the standard \$45,000 per year. Staff was asked to reserve the funds to keep the on-loan sculptures for three years versus two to lessen the budget impact from covid pandemic revenue losses. That said:

1. \$45,000 of these funds will be added to our annual request of \$45,000 to appropriate \$90,000 for the next outdoor exhibit per our agreement with Arts Alpharetta.
2. \$16,000 will be added to the new annual request of \$10,000 to establish funding for maintenance and repair of public art.

Operating Budget Impact: New art installations will incur maintenance costs but will not be determinable until the art investment decision is made (e.g., mural vs. statue, etc.).

CAPITAL INITIATIVE REQUESTS

Detail (Unfunded Capital Initiatives)

Community and Economic Development

Milton Avenue Quick Safety and Operational Improvements **\$350,000**

2023 City Council Priorities and Annual Action Plan:

- Downtown Alpharetta
- Safe and Welcoming Community
- Strategic Growth and Redevelopment
- Transportation and Traffic

Description: The Milton Avenue Quick Safety and Operational Improvements project identifies several improvements along the Downton Milton Avenue Commercial District to better serve businesses and visitors. Improvements include rideshare drop zones, short term parking, handicap parking and signage. Identified projects could be implemented for \$350,000 or split into smaller projects over time. The largest of the sub projects is the general milling/resurfacing and pavement markings along the corridor for around \$220,000. Other sub projects could be: three (3) illuminated signs for \$30,000 and a drop zone for approximately \$100,000. Operating Budget Impact: Routine maintenance costs.

Human Resources

Human Resources Office Improvements **\$55,000**

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: The new HR Specialist position funded in FY 2023 is responsible for recruitment and the administration of our human resources information systems (HRIS) current modules (applicant tracking system, onboarding, eforms, personnel records management system), and any future additions (i.e., performance evaluation).

The capital improvements requested herein are 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 an applicant computer kiosk. Operating Budget Impact: Additional facility maintenance funding including janitorial costs will be incurred.

CAPITAL INITIATIVE REQUESTS

Public Safety

**Operating Initiative - Emergency Management Division Chief (+1 FTE) \$66,000
(\$160,500 operations/\$66,000 capital)**

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Communications that Connect

Description: Historically, the Emergency Management Coordinator has always been an added responsibility to other positions, such as Fire Logistics and Police Accreditation. With the growth of the city and the fact that we are seeing more significant incidents, both natural and man-made, there is a need for this to be a full-time position to bring us in line with other local jurisdictions.

The benefits of having a position solely dedicated to Emergency Management are:

- one point of contact for all disaster situations.
- devote more time to hazard mitigation and response planning.
- assist businesses with their mitigation planning, including resilience & continuity guidance.
- help businesses in the aftermath of a disaster.
- improve our citizen's emergency awareness.
- host more Citizens Emergency Response Team classes (CERT).
- provide community education programs, including presentations to HOAs & local groups.
- liaison between city and government officials, emergency personnel, local business, charities, etc.
- lead tabletop exercise involving all city departments (building towards an entire city emergency drill).

The Emergency Management Division Chief would be housed within City Administration to be a dedicated city-wide emergency planning position. This would offer another layer of safety in line with our community's expectations.

Capital costs are estimated at \$66,000 and include funding for vehicle purchases (and upfitting), and technology equipment (e.g., laptop, iPad, cell phone, etc.). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$150,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, software licensing, and fuel costs totaling \$10,500.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

Operating Initiative - Detective (+1 FTE) (\$109,800 operations/\$70,000 capital)

\$70,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: The Criminal Investigations Division (CID) is requesting an additional General Detective. The request is being made to respond to increasing population growth, incident reports, and cases assigned to the General Detective Unit. Since 2010, Alpharetta's population has increased from 57,694 to 66,127. Additionally, in 2010, CID had 8 General Detectives. CID currently has 9 General Detectives performing follow-up investigations. In 2010, CID reviewed 900 cases, while in 2022, CID reviewed 1,236. Current staffing levels combined with increased reports have led to a decrease in customer service from CID. In 2022, CID did not assign 386 cases which had adequate solvability factors for assignment. If CID had the staffing resources, all of these cases would have been assigned. One General Detective could expect to receive between 90 and 110 cases a year which only decreases this number by less than 1/3. Ideally, CID would have needed three additional General Detectives to assign and investigate the cases that met the burden of assignment based on solvability factors.

Capital costs are estimated at \$70,000 and include funding for vehicle purchases (and upfitting), and technology equipment (e.g., laptop, iPad, cell phone, etc.). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$103,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, software licensing, and fuel costs, totaling \$6,800.

Operating Initiative - Community Paramedic (+1 FTE) (\$90,500 operations/\$63,000 capital)

\$63,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: This proposal increases responsiveness to community needs by adding another full-time Community Paramedic position. Currently, we have one (1) Community Paramedic, however, the need for the program has grown to the point where we have a waiting list of citizens who require our services. Unfortunately, due to increased call volume and growing requests for our services, we are unable to keep up with this demand with just one person. The hope is that by adding an additional Community Paramedic we will be able to better attend to the many needs of our citizens while reducing the heavy caseload our only Community Paramedic is currently having to handle. Additionally, with only one current Community Paramedic, if they take PTO or have an illness, the entire program ceases to a halt and there is no one to handle any acute issues or follow-up on any new referrals that are received. By adding another Community Paramedic, we will be able to serve twice the number of clients we are currently able to handle, and the data would show an increase in the amount of time we will be able to use serving our citizens. The additional position would also allow the program to expand to post-discharge care and other areas of need identified in our community.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

Capital costs are estimated at \$63,000 and include funding for vehicle purchases (and upfitting), and technology equipment (e.g., laptop, iPad, cell phone, etc.). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$84,000 annually and reflect salary and benefit costs only. Annual operational costs include professional development, uniforms, general supplies, small equipment, and fuel costs, totaling \$6,500.

Public Works

Sidewalk Maintenance and Repair

\$300,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: 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. FY 2024 funding will go towards repairs of sections in Poor and Very Poor condition. The goal is to perform 7,000 linear feet of repairs per year.

In FY 2019 and FY 2022, the City contracted with Dynatest to complete a sidewalk inventory and evaluate sidewalk conditions. This list will standardize the evaluation process, provide a clear prioritized list of sidewalks needing repair, and tie sidewalk data into the city's GIS and asset management software. Types of repairs (cracking, trip hazard vertical displacements, and spalling) along with location (near schools and parks, along arterial roadways, in the downtown district, etc.) will help determine the repair priority. Dynatest's work was completed in spring of 2019. At this time, we are awaiting the latest inspection results.

In our current sidewalk database, there are 58,530 linear feet of repairs needed within the poor and very poor condition ratings. Public Works has repaired 22,247 linear feet of sidewalk since January 2019. This includes in-house and contractor repairs.

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. Work will occur in various locations throughout the city pursuant to the Dynatest findings. Operating Budget Impact: This program decreases sidewalk maintenance costs as it is less susceptible to surface and structure deterioration.

Alpharetta Community Center Generator

\$350,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community

Description: This request is for the purchase and installation of a generator for the Alpharetta Community Center. The budget requested would be for a 400 kw Blue Star generator. A 400 kw was priced due to the unit being capable of powering the entire building in the event of a power outage. A smaller generator could be installed at a lower

CAPITAL INITIATIVE REQUESTS

cost if it's determined there is no need to power the entire building during times of power outages. Beyond the cost of the generator, other costs include gas meter upgrades, gas line upgrade and installation of a regulator. The total requested amount is \$350,000.

Operating Budget Impact: Operational costs would be minimal. Gas usage would be based solely on when the generator is operating, and inspection/maintenance cost would be approximately \$3,000 a year.

City Facility Condition Assessment (not incl. Fire Stations) \$300,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: This funding request is for a facilities condition assessment to measure the condition and functionality of a building and its infrastructure as suitable and appropriate for intended functions. Specific objectives of the comprehensive assessment methodology include determining the needs for renewal or replacement of building and infrastructure systems (e.g., heating/cooling, electrical, exterior envelope, etc.) and system components (e.g., cooling tower, heat exchanger, chiller, pumps, etc.), and guiding the analysis of good decision capital project options, including renovation or modernization. This request does not include Fire Stations as that assessment is covered through a separate request.

Specific purposes of a well-designed assessment are as follows:

- Verify accuracy and reliability of a space inventory.
- Provide an inspection of all facilities identifying physical and functional deficiencies.
- Assist in defining regular and preventive maintenance requirements.
- Develop metrics for performance measures, e.g., Facilities Condition Index (FCI) and Facilities Quality Index (FQI).
- Define capital renewal and replacement projects to reduce deferred maintenance backlog.
- Eliminate conditions that are either potentially damaging to property or present safety hazards.
- Identify energy conservation and sustainability measures.
- Inventory accessibility and disabled persons requirement.
- Develop cost estimates and schedules to correct deficiencies and for capital renewal or replacement, and renovation or modernization projects.

Tentative scope includes:

- Physical Condition Assessment (or Life-Cycle Modeling, or both): Physical condition of the building and infrastructure system.
- Functionality Assessment: Functionality of the space for its intended programmatic purpose.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

The integration of these elements provides for a comprehensive evaluation of existing facilities. As inputs to a Capital Facilities Project Plan, these elements provide a broader set of decision options, including the following:

- Facilities renewal for individual condition deficiency remedial projects.
- More comprehensive renovation projects, including work to correct subsystem condition deficiencies combined with improving functionality.
- A replacement project and downgrade of an existing building to a less demanding use.
- Demolition or disposal.

Operating Budget Impact: The project would decrease future operating cost by identifying deficient equipment and identifying needs for energy-saving practices related to facilities.

Fleet Replacement (F-250 Crew Cab Service Truck; Qty: 1) \$75,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: This request is for the replacement of F-250 trucks within the Public Works fleet. The F-250 replacements are based on age and/or maintenance/repair costs. These vehicles are expected to last in excess of 10 years or 130,000 miles.

FY 2024 replacements include Unit #689 (2011 F-250 4x2 Crew Cab) with roughly 115,000 miles. This vehicle has a lot of idle time and is regularly utilized by our traffic crews. Due to the age and wear and tear on the vehicle, this vehicle is scheduled for replacement.

Operating Budget Impact: This program reduces fleet maintenance costs and increases utilization rates as the equipment is less susceptible to breaking down and/or requiring service. Operational costs consist of maintenance, fuel, insurance, etc. and are currently budgeted.

Traffic Calming Improvements \$80,000

2023 City Council Priorities and Annual Action Plan:

- Transportation and Traffic

Description: 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. The program will enhance public health and safety for users of the city's transportation system.

Operating Budget Impact: Maintenance costs will be dependent upon the improvements implemented.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

City Hall Maintenance

\$30,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: This request is for on-going interior maintenance, including but not limited to replacing cabinetry in multiple breakroom floors, pressure washing and sealing brick sidewalks, painting walls and trim, etc. In addition, repairs to the custom stained moldings throughout the main floor which will require procurement of a third-party vendor to perform the work.

The FY2024 funding will go towards pressure washing the exterior, door and trim painting/staining, lighting upgrades and cabinetry repairs/replacements. Operating Budget Impact: This program decreases facility maintenance costs.

Recreation Facility Renovations

\$30,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: This request is for the renovation and maintenance of recreation facilities. For FY 2024, the priorities are: North Point Greenway Restroom interior painting and updating of fixtures, partitions, toilets, and countertops; exterior door replacements at Union Hill Park and North Point Greenway Restrooms; interior painting at Crabapple; replacement of partitions, fixtures, toilets, and countertops at Union Hill Park restrooms; exterior painting of Recreation Center; upgrades to the handicap ramp and front entrance to the Crabapple gym; and interior painting of the Crabapple gym. These maintenance initiatives are aimed at improving the functionality and aesthetics of the facilities. Operating Budget Impact: Facility maintenance costs to decrease due to decline in repairs.

Public Works Headquarters Renovations

\$50,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: This Request is for the renovation and maintenance of the Public Works Headquarters.

FY 2024 funding will be used to remodel men's and women's bathrooms in the front of the building, flooring for offices and upstairs, and cove base for associated flooring replacement. Previous funding has been utilized to replace flooring in the break area and hallways, training room and east wing. Both breakroom bathrooms and the east wing have been remodeled with previous funding. Operating Budget Impact: Facility maintenance costs to decrease due to decline in repairs.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

Guardrail Maintenance

\$50,000

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: This request is for maintenance, such as painting, replacement, and upgrade, of existing guardrails throughout the City. Guardrails are crucial to keeping roadways safe by helping to prevent minor accidents from escalating to major accidents. One example of necessary guardrail maintenance is cleaning and repainting of multiple guardrail segments along Mansell Road between Haynes Bridge Road and Old Alabama Road Connector. Operating Budget Impact: Maintenance funding is included within this initiative.

Streetlight Expansion

\$70,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: This request is for 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, Northfield, Spence's, Foxhaven, etc. have all inquired about adding more streetlighting in their neighborhoods for safety. This capital item would start addressing these areas on an as needed/requested basis. Funding would also allow phasing-in of lighting along Haynes Bridge Road from Academy Street to Old Milton Parkway. Operating Budget Impact: Will result in additional maintenance (light replacement, etc.) and utility costs and are estimated at \$3,000 annually.

Pavement Resurfacing/Preservation for Parks

\$575,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: This request is for the on-going maintenance of pavement within the city's park facilities. Preservation of the roads, driveways, and parking lots increases their life expectancy. Without preservation, these pavements will deteriorate and be more costly to repair. FY 2024: Re-paving of Webb Bridge Park parking lots 1, 3, and 4. These parking lots will require major repairs with possibly full rebuild of parking lots or soil cement. The price requested reflects the worst-case scenario. Further geotechnical exploration will be performed to determine the appropriate scope of work. All pricing for parks includes removal and installation of all existing wheel stops and re-striping of parking spaces, etc. Operating Budget Impact: This program decreases asphalt maintenance costs as the surface is less susceptible to potholes and road surface deterioration.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

Parking Expansion: Public Safety Headquarters

\$280,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Infrastructure and Facilities Maintenance

Description: 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 22 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. Potential funding offsets through impact fee funds.

Operating Budget Impact: Incremental maintenance costs, including landscaping and litter control, are currently estimated at \$500 annually. Resurfacing and striping costs will not be incurred during this CIP period.

Mid-Broadwell Crosswalk at Fire Station Light

\$180,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Transportation and Traffic

Description: This funding request is to convert the existing emergency traffic signal to a hybrid emergency-pedestrian crossing light. This will provide a crosswalk for pedestrians in the proximity of Mid-Broadwell Park to cross Mid-Broadwell Road. Design work will be done by in-house staff. This work is dependent on the completion of the Mid-Broadwell Road Park Project.

Operating Budget Impact: Increase in utility costs for the additional electricity and minor maintenance costs.

Kimball Bridge Rd Improvements (Waters Rd to Ocee Elem.; design) \$250,000

2023 City Council Priorities and Annual Action Plan:

- Transportation and Traffic

Description: This request is for design funding for roadway improvements along Kimball Bridge Road between Waters Road and Buice Road. Improvements will include the addition of left-turn lanes along Kimball Bridge Road to serve all intersections with South Kimball Bridge Crossing and Bracebridge Road. The project will also investigate adding improvements like replacing the signal at the intersection with Glen Abbey Drive/Tuxford Drive with a roundabout.

The project's goal is to provide these improvements along the corridor to slow vehicles and improve pedestrian safety. Cost savings can be accomplished in construction by pairing the project up with the 60" water transmission line work by the County along Kimball Bridge Road from the cemetery to Buice Road.

Fulton County Water was a distribution pipe (50+ inches in diameter) to be installed along Kimball Bridge Road from Waters Road to Buice Road. A continuation of the pipe will

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

traverse along Buice Road to Old Alabama. The planning of the improvements along Kimball will be coordinated with the County's water line project.

Funding for remaining design, right-of-way, and construction of the improvements would be requested in future year capital plans and is currently estimated at \$5.6 million.

Operating Budget Impact: N/A for the design phase. Operational costs for future buildout are heavily dependent upon the design and undeterminable at this time.

Haynes Bridge Road Lane Diet and Linear Park (design) \$250,000

2023 City Council Priorities and Annual Action Plan:

- Strategic Growth and Redevelopment
- Recreation, Parks, and Culture
- Economic Development

Description: This project intends to provide a wider sidewalk (approximately 12') on both sides of Haynes Bridge Road from Old Milton Parkway to Rainwater Boulevard and a linear park along the southern side of the road. The Linear Park would create a new kind of playground for children of all ages. The park consists of 6 different play areas and approximately 1.9 acres of the landscape area.

The FY 2024 funding request is to prepare multiple concept designs and construction cost estimates.

Operating Budget Impact: N/A for the design phase.

Waters Road Sidewalk Improvements (right-of-way) \$100,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Strategic Growth and Redevelopment
- Recreation, Parks, and Culture
- Transportation and Traffic

Description: This funding request is for the purchase of right-of-way for the eventual installation of 1,340 linear feet of sidewalk to fill in two gaps along the east side of Waters Road. Citizens of Waters Road have expressed concerns about individuals driving at excessive speeds. Installation of these sidewalks would provide a continuous sidewalk along both sides of Waters Road. Pedestrians would only need to cross Waters Road at signalized intersections: Kimball Bridge Road and Jones Bridge Road.

Design of these sidewalk segments has been completed by in-house staff.

Funding for construction of the improvements would be requested in a future year capital plan and is currently estimated at \$1.1 million. Operating Budget Impact: N/A for the right-of-way acquisition phase.

CAPITAL INITIATIVE REQUESTS

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Providence Road Sidewalk Improvements (right-of-way) \$100,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Strategic Growth and Redevelopment
- Recreation, Parks, and Culture
- Transportation and Traffic

Description: Citizens living along the east side of Providence Road have requested the installation of sidewalks to provide connectivity to both Downtown Alpharetta and Providence Park. This request is for the purchase of right-of-way for the eventual installation of approximately 3,900 linear feet of sidewalk along the east side of Providence Road from the existing sidewalk at Weatherstone Way north to the City Limits.

Funding for construction of the improvements would be requested in a future year capital plan and is currently estimated at \$1.1 million. Operating Budget Impact: N/A for the right-of-way acquisition phase.

Henderson Parkway Traffic Calming (design) \$50,000

2023 City Council Priorities and Annual Action Plan:

- Transportation and Traffic

Description: Traffic speeding is still a safety concern on Henderson Parkway, although the following three intersections have already been equipped with all-way stop signs and speed bumps: 1) Henderson Parkway at Henderson Place; 2) Henderson Parkway at Brookridge Terrance/Millstone Court; and 3) Henderson Parkway at Somerset Lane. Approximately 85% of the vehicles are traveling in excess of 10 mph over the posted speed limit of 25 mph.

To encourage lower driving speeds on Henderson Parkway and improve the roadway safety for pedestrians, bicyclists, and motorists, multiple scenarios could be studied, such as: 1) wider sidewalk and landscaped area along with narrower travel lane width; 2) mini roundabouts; 3) chicanes - curve in a road, added by design rather than dictated by geography. This request is to fund a comprehensive study and develop concepts for improvements along Henderson Parkway to reduce vehicular speeds and improve pedestrian safety. Operating Budget Impact: N/A for study phase.

Wills Drive Sidewalk Improvements (design/right-of-way) \$40,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Strategic Growth and Redevelopment
- Recreation, Parks, and Culture
- Transportation and Traffic

Description: This funding request is for design and the purchase of right-of-way for the eventual installation of 475 linear feet of sidewalk to fill in a gap along the east side of Wills Drive between Trammell Drive and Milton Avenue. Installation of this sidewalk would

CAPITAL INITIATIVE REQUESTS

provide a continuous sidewalk along the east side of Wills Drive from Old Milton Parkway to Milton Avenue.

Funding for construction of the improvements would be requested in a future year capital plan and is currently estimated at \$130,000. Operating Budget Impact: N/A for the design and right-of-way acquisition phase.

Traffic Signal Pole Painting and Maintenance **\$40,000**

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance

Description: This request funds the continued paint maintenance of the city's traffic signal mast arms and pedestrian signals. Painting will coincide with the expected 7-10 year lifespan of the current signal pole painting plus miscellaneous general maintenance and touchups. The average total cost per intersection is approximately \$20,000. FY 2024 includes funding for two intersections. Operating Budget Impact: Maintenance funding is included within this initiative.

Alpharetta Technology Center Upgrades **\$40,000**

2023 City Council Priorities and Annual Action Plan:

- Economic Development

Description: This request is for upgrades to the Alpharetta Technology Center. The proposed upgrades requested for FY 2024 include the following:

- New partitions, fixtures and toilets/urinals in all bathrooms.
- New flooring in small bathroom closet next to large meeting space.
- Installation of new electrical receptacles in the startup lounge.
- Replacement of carpet throughout the entire building.

These upgrades will improve the functionality and aesthetics of the facility. Operating Budget Impact: Maintenance costs would decrease due to upgrades to existing facilities.

Parking Expansion: Alpharetta Arts Center (design) **\$50,000**

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: This funding request is for the design of the parking lot expansion 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. Funding for construction of the improvements would be requested in a future year capital plan and is currently estimated at \$900,000. Operating Budget Impact: Incremental maintenance costs, including landscaping and litter control, are currently estimated at \$1,000 annually. Resurfacing and striping costs will not be incurred during this CIP period.

CAPITAL INITIATIVE REQUESTS

Encore Parkway 2-Way Bike Lane (design) \$250,000

2023 City Council Priorities and Annual Action Plan:

- The Alpha Loop and Greenway
- Recreation, Parks, and Culture
- Economic Development

Description: The project consists of repurposing the 20+ feet of asphalt on the northern side of the bridge to accommodate 1 vehicular lane and a barrier separating a 2-way bike lane between the vehicular lane and the existing landscaped area. The existing 8' wide sidewalk will be devoted to walkers and runners. The project limits are from Northpoint Parkway to Westside Parkway. This project, along with the future Encore Greenway and Alpha Link Projects, will provide a safe travel way for cyclists to and from the Greenway.

Funding for construction of the improvements would be requested in a future year capital plan and is currently estimated at \$1.3 million. Operating Budget Impact: improvements will impact operational maintenance costs (landscaping, trail maintenance, etc.) but are undeterminable until design progresses.

Operating Initiative – Assistant Construction Manager (+1 FTE) \$50,000
(\$103,500 operations/\$50,000 capital)

2023 City Council Priorities and Annual Action Plan:

- Infrastructure and Facilities Maintenance
- Transportation and Traffic

Description: The City allocated over \$4 million last year and is planning to do such over the next 10 years towards stormwater work throughout the City. Much of the construction work is contracted out to contractors to resolve various stormwater issues. Work varies from replacing a structure, lining or replacing a pipe, or a large-scale construction project. The challenge the department is facing is adequate construction oversight of the contractors in the field. Public Works is requesting an Assistant Construction Manager Position (pay grade 307) to oversee various field operations regarding stormwater improvements. The position not only requires knowledge of reading construction plans, but problem-solving skills when unknown issues arise in the field.

Capital costs are estimated at \$50,000 and include funding for a vehicle purchase (and upfitting). There is a companion operating initiative request to fund the personnel/operational costs. Personnel costs are estimated at \$96,000 annually and reflect salary and benefit costs only. Operational costs in year one includes technology equipment (computer, phone, iPad, etc.), professional development, uniforms, general supplies, and fuel costs totaling \$7,500.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

CAPITAL INITIATIVE REQUESTS

Recreation, Parks & Cultural Services

Playground Equipment Replacement (Miracle League) **\$350,000**

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: 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 2024 funding will be used for replacement of the Miracle League Playground (behind Miracle Field) which was built in 2004. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Innovation Academy Soccer Field Fencing Enhancements **\$35,000**

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: This funding is for the replacement of the soccer field fencing at Innovation Academy for Field 2. There is 450 linear feet of 10' high fence and then along the homeowner's side of the field install a 20' high net approximately 100' in length. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Wood Lightpole/LED Replacement Initiative (3 fields) **\$800,000**

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: Currently all athletic lights are a form of metal halide lights. These lights are expensive to operate, expensive to maintain and create a lot of light pollution. New LED lights would improve the playability of the fields and cost much less to operate and maintain. Currently the City has wooden light poles on (29) athletic fields and (15) tennis/pickleball courts. These wooden poles should be replaced with concrete poles and the fixtures replaced with LEDs.

FY 2024 includes funds for replacing the poles/fixtures with concrete poles/LED fixtures for 3 fields (approximately 13 wooden poles). The pole replacement improves safety, and the LED fixtures provide a much lower operational cost (energy and maintenance) and more optimal lighting for our park patrons. The FY 2025-2030 budget will execute phase 2 of the athletic pole and lighting initiative, where the remaining wooden poles (47) will be replaced with concrete poles and switched to more efficient LED lighting.

Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs coupled with energy savings through the conversion to LEDs.

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

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CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

Fleet Replacement (Qty: 3)

\$188,000

2023 City Council Priorities and Annual Action Plan:

- N/A – General Capital Maintenance/Investment

Description: This request is for the forecasted annual replacement of Recreation, Parks & Cultural Services vehicles. The replacement criteria are 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 2024 includes replacement of (1) 2014 Ford F150 Truck (Unit RP1005 with 61,371 miles) to be replaced with a Ford Explorer, (1) 2014 F250 Truck (Unit RP7702 with 53,261 miles) and (1) 2011 Goshen Bus (Unit RP6948 with 20,466 miles). Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Park Security Repairs/Improvements

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Safe and Welcoming Community
- Recreation, Parks, and Culture

Description: This project is for the installation, repair, and replacement of automatic locks on restroom doors throughout the park system; adding security cameras in strategic locations; call box repairs and/or installation of new boxes.

Automatic locks have been installed on restrooms at Windward Community Park, Union Hill Park, North Park (5 buildings), Cogburn Road Park, Innovation Academy (2) buildings, and the City Center Parking Deck. In addition, the vendor is waiting on parts before he can complete the Greenway North Point Restrooms. For FY 2024, automatic locks will be installed at Webb Bridge Park (4 buildings), Rock Mill Park (1 building), Wills Park (3 buildings), Equestrian Center (2 buildings), Mid Broadwell (1 restroom) and Waters Road Park if completed. Call boxes need battery replacement annually. Currently we have (23) call boxes. The batteries are \$104 each plus labor at approximately \$120/hour. They cost between \$5,000 - \$10,000 annually. Complete new boxes are approximately \$10,000 each. Operating Budget Impact: Routine replacement capital - operating costs to decrease due to decline in repairs.

Recreation Activity Centers - Interior Renovations

\$450,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: This request is for design of an interior makeover of the Wills Park Recreation Center, Alpharetta Community Center, Adult Activity Center, the Arts Center lobby, hallways, restrooms, and common office space and the Preston Ridge Community Center. This project will be completed in multiple phases beginning in FY 2024 and ending in FY

CAPITAL INITIATIVE REQUESTS

2028. The approximate size of the affected area is 5,800 square feet (lobby, hallways, restrooms, etc.).

FY 2024 request is for design and construction funds for the interior makeover of the Wills Park Recreation Center (lobby, hallways, restrooms, and common office space). These improvements will maintain the aesthetics and functionality of the facilities. Operating Budget Impact: Facility maintenance costs to decrease due to decline in repairs.

Design Services

\$20,800

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: 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, and improve project completion timelines and functionality to maintain the high level of services our customers are accustomed to. Operating Budget Impact: N/A.

Park Shade Structures Replacement

\$50,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture
- Infrastructure and Facilities Maintenance

Description: This request is for the replacement of shade structures and dugout covers throughout the park system. Shade structures/dugout covers reduce exposure to harmful ultraviolet rays, provide protection from the elements, keep the area cooler, protect the equipment, and increase the comfort level for participants and visitors. The shades will be replaced as they begin to fade or tear, improving the functionality and aesthetics. The FY 2024 funding will replace the existing shade fabric and paint the support post for 11 structures at Webb Bridge Park. Operating Budget Impact: Maintenance costs to decrease due to decline in repairs.

Park System Wayfinding Signage

\$100,000

2023 City Council Priorities and Annual Action Plan:

- Communications that Connect
- Recreation, Parks, and Culture

Description: 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

CAPITAL INITIATIVE REQUESTS

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

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. The sign and wayfinding program is 60% complete. Park entrance signs, trail wayfinding in Wills Park, and Vehicular wayfinding in Webb Bridge Park have been completed. The focus for FY 2024 will be to complete the Greenway wayfinding program to include directional signage, the addition of 3 kiosks, and regularity signs. Operating Budget Impact: Maintenance/replacement costs to decrease due to decline in repairs as signage is newer.

Restroom Replacement (North Park: Fields 1-4) \$700,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: 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 concept for the new restroom/concession building calls for 3100 square foot one-story facility to replace the existing structure. The restroom will double the number of stalls. In addition, the concession area will include a covered seating area to accommodate park patrons. Operating Budget Impact: Maintenance (including janitorial) and utility costs will increase along with the physical size of the restroom and is estimated at a minimum of \$1,250 annually and will be reflected in a future operating budget (once construction nears completion).

Webb Bridge Park Master Plan/Development (design) \$100,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: This request is for funds to develop a comprehensive Master Plan for Webb Bridge Park. Currently, there is significant property that is unused. This plan will provide the City with a clear vision for this park. Design funds are requested in FY 2024. Operating Budget Impact: N/A for the design phase.

North Park Master Plan/Development \$100,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: This request is for the development of a comprehensive master plan for North Park. The master plan will create a long-range vision for the park, prioritize park improvements, fill in service gaps and reduce redundancy, etc. Design funds are requested in FY 2024. Operating Budget Impact: N/A for the design phase.

Haynes Bridge Road Park Restroom \$300,000

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: Currently, at the Haynes Bridge Road Park, visitors only have access to a Porta-John. This access park was opened in 1997. Funds were limited and plans were to construct a restroom at a later date. Although the need for a permanent restroom at this

CAPITAL INITIATIVE REQUESTS

CAPITAL INITIATIVES NOT RECOMMENDED FOR FUNDING AT THIS TIME

facility is not specifically noted in the 2018 Alpharetta Recreation and Parks Master Plan, additional restrooms at the access points are the most requested improvement made by greenway users.

A pre-cast type restroom (like the one at Windward Community Park) is preferred. Due to current flood plain constraints, the project will entail more site work prep, design, and surveying than routine pre-cast restroom installations. 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. Operating Budget Impact: Maintenance (including janitorial) and utility costs are estimated at a minimum of \$1,000 annually.

Marconi Drive Park Restroom **\$150,000**

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: Currently, at Marconi Drive Park, visitors only have access to a Port-a-John. This access park was opened in 2011. Funds were limited and plans were to construct a restroom at a later date. Although the need for a permanent restroom at this facility is not specifically noted in the 2018 Alpharetta Recreation and Parks Master Plan, additional restrooms at the access points are the most requested improvement made by greenway users.

A pre-cast type restroom is preferred, like the one at Windward Community Park. Based on the cost of the Windward Community Park restroom, the estimated cost is \$100,000, including sewer and water connections. Operating Budget Impact: Maintenance (including janitorial) and utility costs are estimated at a minimum of \$1,000 annually.

Wills Park Pool Heater **\$100,800**

2023 City Council Priorities and Annual Action Plan:

- Recreation, Parks, and Culture

Description: Currently, the Wills Park Pool is open from Memorial Day to Labor Day for public usage. We are recommending adding a heater to the competition pool. This would allow for usage of the competition pool for approximately 10-months out of the year for such programs as year-round swim teams, additional classes (such as scuba, kayaking, standing paddle boards), water aerobics, master swim training, senior and adaptive swim, and increased rentals. The cost for the heater purchase, cover, and installation (including gas lines) scope is \$100,800. Operating Budget Impact: Maintenance and energy costs are estimated at \$6,000 annually.

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 2024 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 2024 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 2024 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 2024 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.

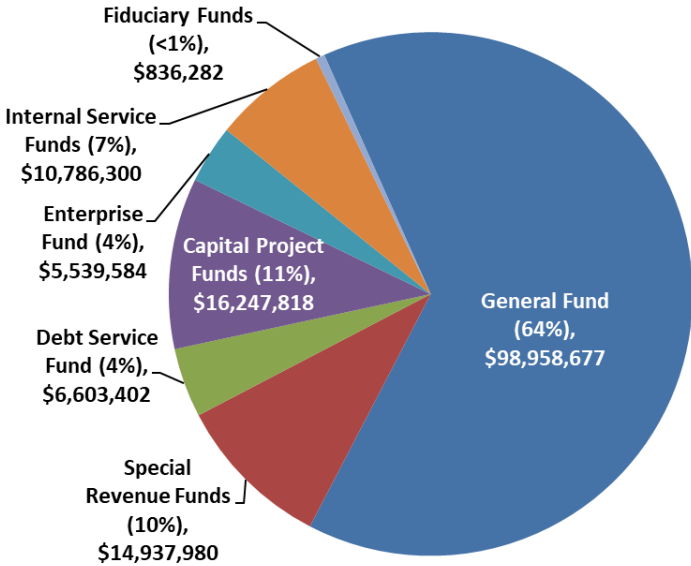
- **Citywide Budget Summary by Expenditure Category**

This section provides a summary/narrative of FY 2024 budget data by expenditure category (e.g., Personnel Services, Maintenance & Operations, etc.).

CITYWIDE BUDGET SUMMARIES

Summary by Fund Type

**FY 2024 Citywide Budget
totals \$154 Million**



The Fiscal Year 2024 budget for all funds totals \$154 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 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 2024 is from interest earnings, fund balance, and transfers from other funds. The adopting budget ordinance will authorize

unspent appropriations from fiscal year 2023 to be re-appropriated to continue previously approved projects. As such, these appropriations are not reflected herein.

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

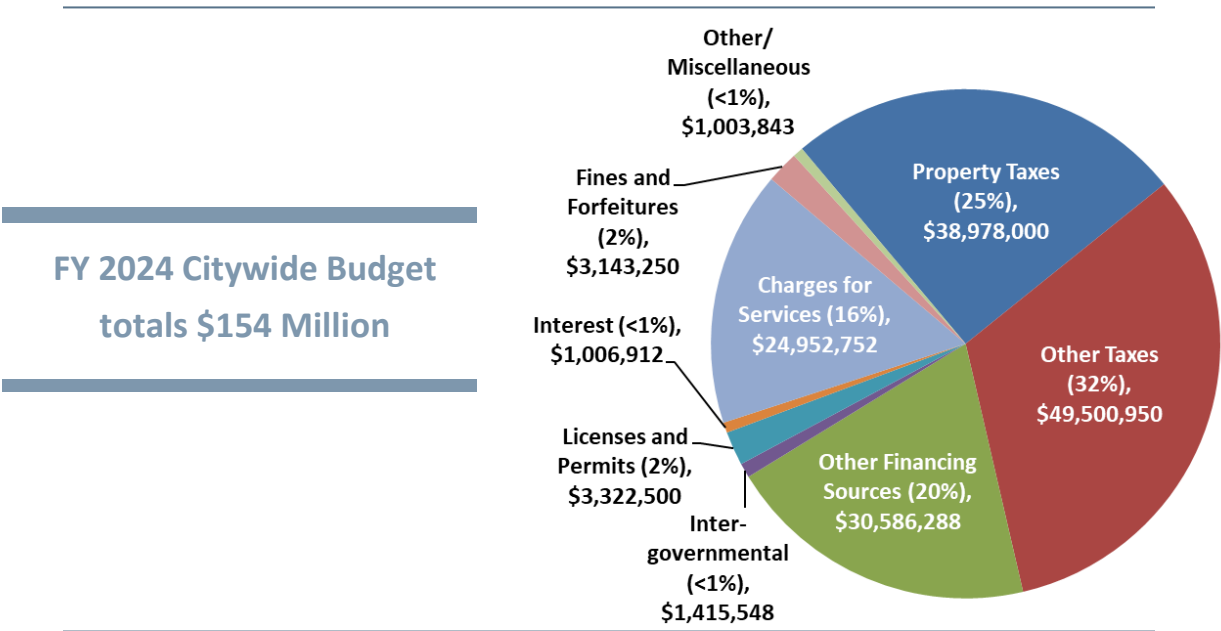
FY 2024 Budget

	Revenues*	Expenditures	Balanced Budget
General Fund	\$ 98,958,677	\$ 98,958,677	√
Special Revenue Funds:			
E-911 Fund	\$ 5,387,980	\$ 5,387,980	√
Hotel/Motel Fund	9,550,000	9,550,000	√
	\$ 14,937,980	\$ 14,937,980	√
Debt Service Fund	\$ 6,603,402	\$ 6,603,402	√
Capital/Grant Funds:			
Capital Projects Fund	\$ 12,247,818	\$ 12,247,818	√
Stormwater Capital Fund	4,000,000	4,000,000	√
	\$ 16,247,818	\$ 16,247,818	√
Enterprise Fund:			
Solid Waste Fund	\$ 5,539,584	\$ 5,539,584	√
Internal Service Funds:			
Risk Management Fund	\$ 1,786,300	\$ 1,786,300	√
Medical Insurance Fund	9,000,000	9,000,000	√
	\$ 10,786,300	\$ 10,786,300	√
Fiduciary Funds:			
OPEB Health Benefit Fund	\$ 55,000	\$ 55,000	√
OPEB Reimbursement Benefit Fund	781,282	781,282	√
	\$ 836,282	\$ 836,282	√
Total	\$ 153,910,043	\$ 153,910,043	√

* Includes Operating Revenues of \$112 million along with Non-Operating Revenues of \$42 million. Non-Operating Revenues represent sources such as fund balance, inter-fund transfers, etc.

CITYWIDE BUDGET SUMMARIES

Summary by Revenue Source



The chart above segments the FY 2024 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 2024 is flat with the prior year at 5.750 mills and is composed of the following: Operating Millage Rate of 4.870 mills (used to fund general city operations and the recurring capital program); and a Debt Service Millage Rate of 0.880 mills (used to fund debt service on voter approved general obligation bonds).

Other Taxes: Includes local option sales taxes (i.e., LOST), 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, 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, impact fees, solid waste fees, employer/employee premium fees; etc.

Fines and Forfeitures: Includes municipal court fines, code enforcement board fines, school zone speed citations, etc.

Interest: Includes investment earnings on city funds.

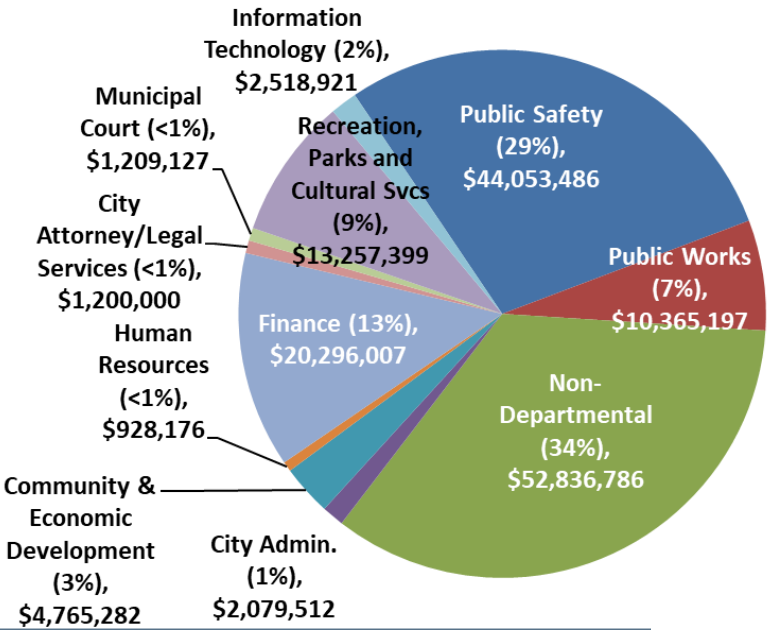
Other/Miscellaneous: Includes the sale of surplus assets, donations, and other miscellaneous revenues.

Other Financing Sources: Includes inter-fund transfers and budgeted fund balance.

CITYWIDE BUDGET SUMMARIES

Summary by Department Expenditures

**FY 2024 Citywide Budget
totals \$154 Million**



The chart above segments the FY 2024 budget by department/functional unit and includes the following:

Mayor and City Council

City Administration

**Community & Economic
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)

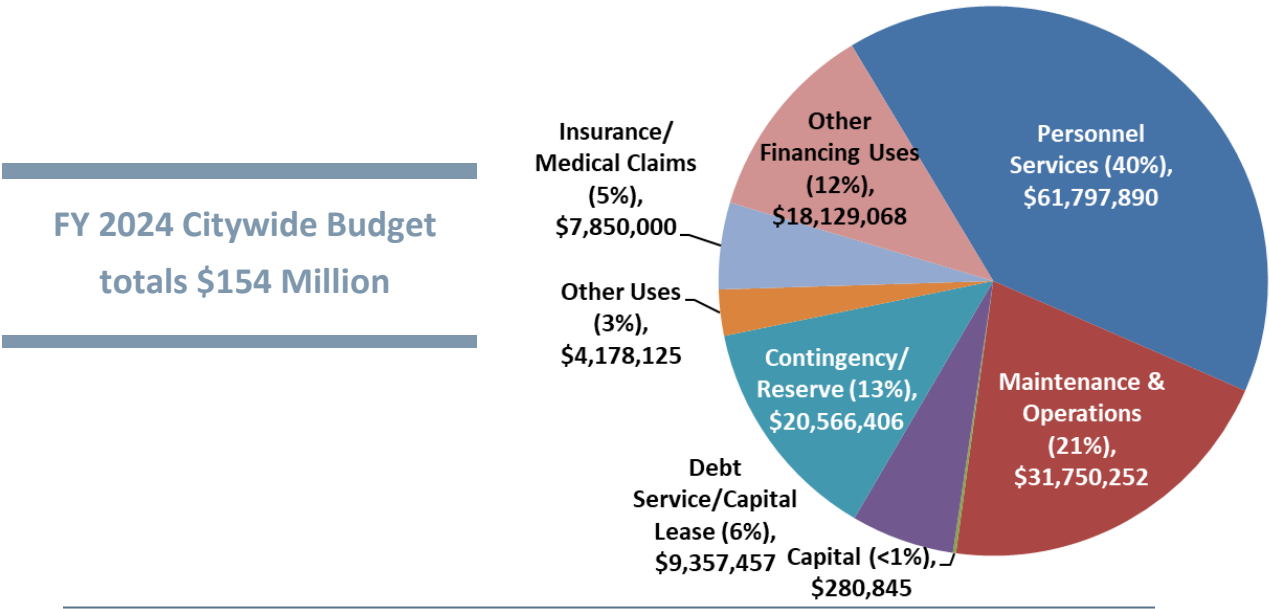
**Recreation, Parks & Cultural
Services**

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



The chart above segments the FY 2024 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, 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 (Hotel/Motel Fund, Solid Waste 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	Hotel/Motel Fund	Capital Projects Fund	Stormwater Capital Fund	Debt Service Fund
REVENUES:						
Property Taxes	\$ 32,607,000	\$ -	\$ -	\$ -	\$ -	\$ 6,371,000
Local Option Sales Taxes/TSPLOST	22,100,000	-	-	-	-	-
Other Taxes	17,850,150	800	9,550,000	-	-	-
Licenses and Permits	3,322,500	-	-	-	-	-
Intergovernmental Revenue	165,548	1,250,000	-	-	-	-
Charges for Services	4,690,100	3,950,000	-	-	-	-
Fines and Forfeitures	3,143,250	-	-	-	-	-
Interest Earnings	650,000	32,180	-	150,000	50,000	28,000
Other/Miscellaneous	301,061	-	-	-	-	-
<i>sub total</i>	\$ 84,829,609	\$ 5,232,980	\$ 9,550,000	\$ 150,000	\$ 50,000	\$ 6,399,000
Other Financing Sources						
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ 10,597,818	\$ 3,950,000	\$ -
Interfund Transfer from Hotel/Motel Fund	3,581,250	-	-	-	-	-
Budgeted Fund Balance	10,547,818	155,000	-	1,500,000	-	204,402
<i>sub total</i>	\$ 14,129,068	\$ 155,000	\$ -	\$ 12,097,818	\$ 3,950,000	\$ 204,402
Total Revenues	\$ 98,958,677	\$ 5,387,980	\$ 9,550,000	\$ 12,247,818	\$ 4,000,000	\$ 6,603,402
EXPENDITURES:						
Mayor and City Council	\$ 400,150	\$ -	\$ -	\$ -	\$ -	\$ -
City Administration	2,079,512	-	-	-	-	-
Finance	3,881,299	-	-	-	-	-
Legal Services	1,200,000	-	-	-	-	-
Information Technology	2,518,921	-	-	-	-	-
Human Resources	928,176	-	-	-	-	-
Municipal Court	1,209,127	-	-	-	-	-
Public Safety	38,680,506	5,372,980	-	-	-	-
Public Works	10,365,197	-	-	-	-	-
Recreation, Parks and Cultural Services	13,257,399	-	-	-	-	-
Community and Economic Development	4,765,282	-	-	-	-	-
Non-Departmental	-	-	5,500	-	-	8,000
Insurance Premiums (Risk Fund)	936,300	-	-	-	-	-
Alpharetta Convention and Visitors Bureau	-	-	4,178,125	-	-	-
Debt Service (Principal and Interest)*	287,490	-	1,392,713	-	-	6,595,402
Contingency	880,000	-	392,412	-	-	-
Operating Initiative Reserve	3,021,500	15,000	-	-	-	-
Non-Allocated (Reserve); One-Time Usage	-	-	-	12,247,818	4,000,000	-
<i>sub total</i>	\$ 84,410,859	\$ 5,387,980	\$ 5,968,750	\$ 12,247,818	\$ 4,000,000	\$ 6,603,402
Other Financing Uses						
Interfund Transfer to General Fund	\$ -	\$ -	\$ 3,581,250	\$ -	\$ -	\$ -
Interfund Transfer to Capital Funds	14,547,818	-	-	-	-	-
<i>sub total</i>	\$ 14,547,818	\$ -	\$ 3,581,250	\$ -	\$ -	\$ -
Total Expenditures	\$ 98,958,677	\$ 5,387,980	\$ 9,550,000	\$ 12,247,818	\$ 4,000,000	\$ 6,603,402

* Not including Capital Leases which are programmed into the appropriate Departmental budget above.

CITYWIDE BUDGET SUMMARIES

	Enterprise Fund		Internal Service Funds		Fiduciary Funds		
	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Health Benefit Fund	OPEB Reimb. Fund		TOTAL
REVENUES:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 38,978,000
Local Option Sales Taxes/TSPLOST	-	-	-	-	-		22,100,000
Other Taxes	-	-	-	-	-		27,400,950
Licenses and Permits	-	-	-	-	-		3,322,500
Intergovernmental Revenue	-	-	-	-	-		1,415,548
Charges for Services	5,532,225	1,780,427	9,000,000	-	-		24,952,752
Fines and Forfeitures	-	-	-	-	-		3,143,250
Interest Earnings	7,359	5,873	-	5,000	78,500		1,006,912
Other/Miscellaneous	-	-	-	-	702,782		1,003,843
<i>subtotal</i>	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 5,000	\$ 781,282		\$ 123,323,755
Other Financing Sources							
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 14,547,818
Interfund Transfer from Hotel/Motel Fund	-	-	-	-	-		3,581,250
Budgeted Fund Balance	-	-	-	50,000	-		12,457,220
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ 50,000	\$ -		\$ 30,586,288
Total Revenues	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 55,000	\$ 781,282		\$ 153,910,043
EXPENDITURES:							
Mayor and City Council	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 400,150
City Administration	-	-	-	-	-		2,079,512
Finance	5,529,908	1,786,300	9,000,000	20,000	78,500		20,296,007
Legal Services	-	-	-	-	-		1,200,000
Information Technology	-	-	-	-	-		2,518,921
Human Resources	-	-	-	-	-		928,176
Municipal Court	-	-	-	-	-		1,209,127
Public Safety	-	-	-	-	-		44,053,486
Public Works	-	-	-	-	-		10,365,197
Recreation, Parks and Cultural Services	-	-	-	-	-		13,257,399
Community and Economic Development	-	-	-	-	-		4,765,282
Non-Departmental	-	-	-	35,000	702,782		751,282
Insurance Premiums (Risk Fund)	-	-	-	-	-		936,300
Alpharetta Convention and Visitors Bureau	-	-	-	-	-		4,178,125
Debt Service (Principal and Interest)*	-	-	-	-	-		8,275,605
Contingency	9,676	-	-	-	-		1,282,088
Operating Initiative Reserve	-	-	-	-	-		3,036,500
Non-Allocated (Reserve); One-Time Usage	-	-	-	-	-		16,247,818
<i>subtotal</i>	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 55,000	\$ 781,282		\$ 135,780,975
Other Financing Uses							
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 3,581,250
Interfund Transfer to Capital Funds	-	-	-	-	-		14,547,818
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 18,129,068
Total Expenditures	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 55,000	\$ 781,282		\$ 153,910,043

* 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	Hotel/Motel Fund	Capital Project Fund	Stormwater Capital Fund	Debt Service Fund
REVENUES:						
Property Taxes	\$ 32,607,000	\$ -	\$ -	\$ -	\$ -	\$ 6,371,000
Local Option Sales Taxes/TSPLOST	22,100,000	-	-	-	-	-
Other Taxes	17,850,150	800	9,550,000	-	-	-
Licenses and Permits	3,322,500	-	-	-	-	-
Intergovernmental Revenue	165,548	1,250,000	-	-	-	-
Charges for Services	4,690,100	3,950,000	-	-	-	-
Fines and Forfeitures	3,143,250	-	-	-	-	-
Interest Earnings	650,000	32,180	-	150,000	50,000	28,000
Other/Miscellaneous	301,061	-	-	-	-	-
<i>subtotal</i>	<u>\$ 84,829,609</u>	<u>\$ 5,232,980</u>	<u>\$ 9,550,000</u>	<u>\$ 150,000</u>	<u>\$ 50,000</u>	<u>\$ 6,399,000</u>
Other Financing Sources						
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ 10,597,818	\$ 3,950,000	\$ -
Interfund Transfer from Hotel/Motel Fund	3,581,250	-	-	-	-	-
Budgeted Fund Balance	10,547,818	155,000	-	1,500,000	-	204,402
<i>subtotal</i>	<u>\$ 14,129,068</u>	<u>\$ 155,000</u>	<u>\$ -</u>	<u>\$ 12,097,818</u>	<u>\$ 3,950,000</u>	<u>\$ 204,402</u>
Total Revenues	<u>\$ 98,958,677</u>	<u>\$ 5,387,980</u>	<u>\$ 9,550,000</u>	<u>\$ 12,247,818</u>	<u>\$ 4,000,000</u>	<u>\$ 6,603,402</u>
EXPENDITURES:						
Personnel Services	\$ 57,559,797	\$ 3,410,888	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	21,602,160	1,659,307	5,500	-	-	8,000
Capital/Interest	280,845	-	-	-	-	-
Debt Service	1,066,557	302,785	1,392,713	-	-	6,595,402
Other						
Insurance/Medical Claims	-	-	-	-	-	-
Alpharetta Convention and Visitors Bureau	-	-	4,178,125	-	-	-
Contingency	880,000	-	392,412	-	-	-
Operating Initiative Reserve	3,021,500	15,000	-	-	-	-
Non-Allocated (Reserve); One-Time Usage	-	-	-	12,247,818	4,000,000	-
<i>subtotal</i>	<u>\$ 84,410,859</u>	<u>\$ 5,387,980</u>	<u>\$ 5,968,750</u>	<u>\$ 12,247,818</u>	<u>\$ 4,000,000</u>	<u>\$ 6,603,402</u>
Other Financing Uses						
Interfund Transfer to General Fund	\$ -	\$ -	\$ 3,581,250	\$ -	\$ -	\$ -
Interfund Transfer to Capital Funds	14,547,818	-	-	-	-	-
<i>subtotal</i>	<u>\$ 14,547,818</u>	<u>\$ -</u>	<u>\$ 3,581,250</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Expenditures	<u>\$ 98,958,677</u>	<u>\$ 5,387,980</u>	<u>\$ 9,550,000</u>	<u>\$ 12,247,818</u>	<u>\$ 4,000,000</u>	<u>\$ 6,603,402</u>

CITYWIDE BUDGET SUMMARIES

	Enterprise Fund		Internal Service Funds		Fiduciary Fund		
	Solid Waste Fund	Risk Management Fund	Medical Insurance Fund	OPEB Health Benefit Fund	OPEB Reimb. Fund		TOTAL
REVENUES:							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 38,978,000
Local Option Sales Taxes/TSPLOST	-	-	-	-	-		22,100,000
Other Taxes	-	-	-	-	-		27,400,950
Licenses and Permits	-	-	-	-	-		3,322,500
Intergovernmental Revenue	-	-	-	-	-		1,415,548
Charges for Services	5,532,225	1,780,427	9,000,000	-	-		24,952,752
Fines and Forfeitures	-	-	-	-	-		3,143,250
Interest Earnings	7,359	5,873	-	5,000	78,500		1,006,912
Other/Miscellaneous	-	-	-	-	702,782		1,003,843
<i>subtotal</i>	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 5,000	\$ 781,282		\$ 123,323,755
Other Financing Sources							
Interfund Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 14,547,818
Interfund Transfer from Hotel/Motel Fund	-	-	-	-	-		3,581,250
Budgeted Fund Balance	-	-	-	50,000	-		12,457,220
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ 50,000	\$ -		\$ 30,586,288
Total Revenues	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 55,000	\$ 781,282		\$ 153,910,043
EXPENDITURES:							
Personnel Services	\$ 89,423	\$ -	\$ -	\$ 35,000	\$ 702,782		\$ 61,797,890
Maintenance and Operations	5,440,485	1,036,300	1,900,000	20,000	78,500		31,750,252
Capital/Interest	-	-	-	-	-		280,845
Debt Service	-	-	-	-	-		9,357,457
Other							
Insurance/Medical Claims	-	750,000	7,100,000	-	-		7,850,000
Alpharetta Convention and Visitors Bureau	-	-	-	-	-		4,178,125
Contingency	9,676	-	-	-	-		1,282,088
Operating Initiative Reserve	-	-	-	-	-		3,036,500
Non-Allocated (Reserve); One-Time Usage	-	-	-	-	-		16,247,818
<i>subtotal</i>	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 55,000	\$ 781,282		\$ 135,780,975
Other Financing Uses							
Interfund Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 3,581,250
Interfund Transfer to Capital Funds	-	-	-	-	-		14,547,818
<i>subtotal</i>	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 18,129,068
Total Expenditures	\$ 5,539,584	\$ 1,786,300	\$ 9,000,000	\$ 55,000	\$ 781,282		\$ 153,910,043

CITYWIDE BUDGET SUMMARIES

Personnel Listing by Department

	Actual FY 2020	Actual FY 2021	Actual FY 2022	Actual FY 2023	Recommended FY 2024*	Variance
Detail by Department:						
General Fund						
Mayor & City Council	3.5	3.5	3.5	3.5	3.5	-
City Administration	7.0	6.0	6.0	6.0	7.0	1.0
Community and Economic Development	30.0	32.0	32.0	32.0	32.0	-
Public Works	52.0	52.0	51.0	51.0	50.0	(1.0)
* Finance	21.5	21.5	21.5	21.5	21.5	-
Public Safety	223.5	226.5	232.5	238.5	238.5	-
Human Resources	3.0	3.0	3.0	4.0	4.0	-
Municipal Court	7.5	7.5	7.0	6.5	6.5	-
Recreation, Parks & Cultural Services	51.0	51.0	48.0	49.0	49.0	-
Information Technology	12.0	12.0	13.0	13.0	13.0	-
subtotal	411.0	415.0	417.5	425.0	425.0	-
E-911 Fund (Special Revenue Fund)						
Public Safety	32.0	32.0	32.0	32.0	32.0	-
Information Technology	1.0	1.0	1.0	1.0	1.0	-
subtotal	33.0	33.0	33.0	33.0	33.0	-
DEA Fund (Special Revenue Fund)						
Public Safety	3.0	-	-	-	-	-
Solid Waste Fund (Enterprise Fund)						
Finance	1.0	1.0	1.0	1.0	1.0	-
Full-Time Equivalent (FTE) Positions						
	448.0	449.0	451.5	459.0	459.0	-

Notes:

- Includes 1 full-time equivalent position (Finance - Treasure Services Manager) s that is not funded but are part of the City's authorized work force. This position will remain vacant pending a (1) justifiable needs assessment by City Administration and (2) identification of a sustainable funding source.
- * These counts do reflect authorized staffing only. Please refer to the Operating Initiative Requests section for new staffing requests.

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 2024 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 2023 and 2024. Revenues are presented by source, and expenditures are presented by category (i.e., Personnel Services, Maintenance & Operations, Capital, etc.).

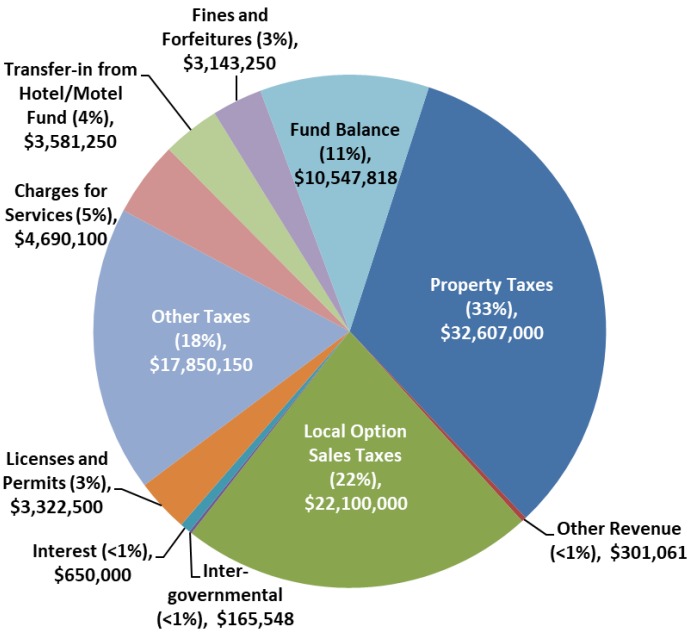
- **Budget Narrative**

This section provides a narrative of General Fund revenue and expenditure trends including historical information.

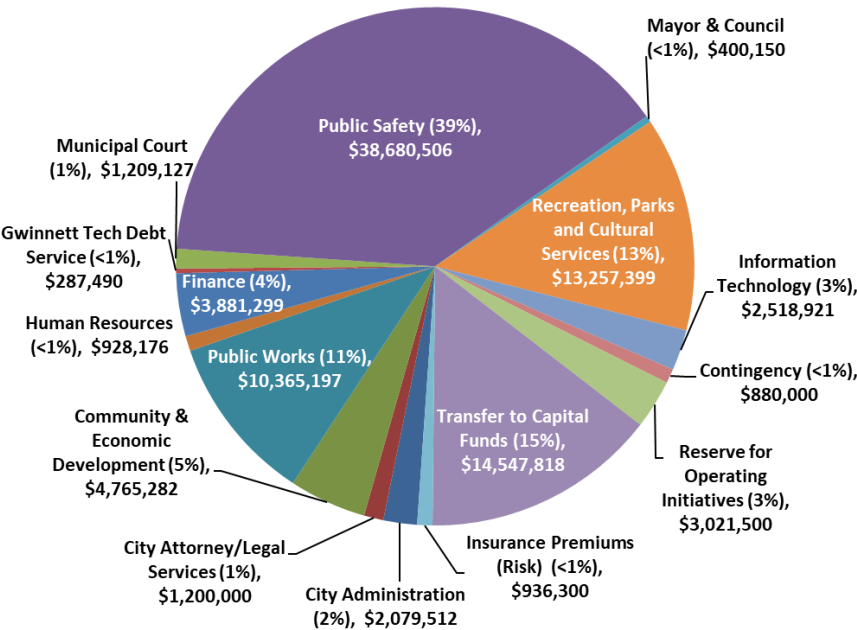
GENERAL FUND SUMMARY

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



Summary by Department Expenditures



FY 2024 General Fund Budget
totals \$99 Million

GENERAL FUND SUMMARY

Statement of Budgetary Comparisons

	FY 2023 AMENDED BUDGET	FY 2024 RECOMMENDED BUDGET	\$ Variance	% Variance
Revenues:				
Property Taxes:				
Current Year	\$ 26,300,000	\$ 28,850,000	\$ 2,550,000	9.7%
Motor Vehicle Title Tax Fee	3,000,000	3,500,000	500,000	16.7%
Prior Year/Delinquent/MV	202,000	257,000	55,000	27.2%
Local Option Sales Tax	19,185,073	22,100,000	2,914,927	15.2%
Other Taxes	17,983,777	17,850,150	(133,627)	-0.7%
Licenses & Permits	2,991,000	3,322,500	331,500	11.1%
Intergovernmental	186,000	165,548	(20,452)	-11.0%
Charges for Services	4,618,415	4,690,100	71,685	1.6%
Fines & Forfeitures	2,372,000	3,143,250	771,250	32.5%
Interest	200,000	650,000	450,000	225.0%
Other Revenues	313,052	301,061	(11,991)	-3.8%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	2,812,500	3,581,250	768,750	27.3%
Total Operating Revenues	\$ 80,163,817	\$ 88,410,859	\$ 8,247,042	10.3%
Fund Balance Carryforward	12,639,800	10,547,818		
Total Revenues	\$ 92,803,617	\$ 98,958,677		
Expenditures (by Category):				
Personnel Services:				
Salaries/Overtime/Seasonal	\$ 35,586,428	\$ 36,826,141	\$ 1,239,713	3.5%
Group Insurance	10,080,112	9,806,786	(273,326)	-2.7%
Pension (Defined Benefit)	2,869,712	3,191,606	321,894	11.2%
Pension (401A)	2,952,059	3,312,997	360,938	12.2%
OPEB/Post Employment Healthcare	657,980	659,787	1,807	0.3%
Miscellaneous Benefits	3,617,572	3,762,480	144,908	4.0%
subtotal	\$ 55,763,863	\$ 57,559,797	\$ 1,795,934	3.2%
Maintenance and Operations:				
Professional Services	\$ 3,281,284	\$ 3,841,623	\$ 560,339	17.1%
Repair/Maintenance	1,851,962	2,124,240	272,278	14.7%
Maintenance Contracts	3,825,274	3,427,128	(398,146)	-10.4%
Professional Services (IT)	2,543,248	3,323,284	780,036	30.7%
General Supplies	1,030,219	1,146,828	116,609	11.3%
Utilities	2,901,441	3,022,975	121,534	4.2%
Fuel	582,560	659,000	76,440	13.1%
Uniforms	264,938	356,350	91,412	34.5%
Travel/Training	506,164	591,351	85,187	16.8%
Legal Services	1,100,000	1,200,000	100,000	9.1%
Insurance Premiums (Risk Fund)	823,300	936,300	113,000	13.7%
Miscellaneous	957,274	973,081	15,807	1.7%
subtotal	\$ 19,667,664	\$ 21,602,160	\$ 1,934,496	9.8%
Capital/Lease:	\$ 682,885	\$ 1,059,912	\$ 377,027	55.2%
Other Uses:				
Contingency	\$ 760,765	\$ 880,000	\$ 119,235	15.7%
Gwinnett Tech Contribution (Debt Svc)	288,640	287,490	(1,150)	-0.4%
subtotal	\$ 1,049,405	\$ 1,167,490	\$ 118,085	11.3%
Total Operating Expenditures	\$ 77,163,817	\$ 81,389,359	\$ 4,225,542	5.5%
Operating Initiative Reserve	-	3,021,500		
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	12,639,800	10,547,818		
Recurring Capital Program	3,000,000	4,000,000		
Total Expenditures	\$ 92,803,617	\$ 98,958,677		

Personnel (full-time-equivalent)* 425.0 425.0

* FYs 2023 and 2024 include 1 full-time position (Treasury Manager) that is not funded but is part of the City's authorized workforce. This position will remain vacant pending a (1) justifiable needs assessment by City Administration and (2) identification of a sustainable funding source.

GENERAL FUND SUMMARY

Statement of Revenues, Expenditures, and changes in Fund Balance

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance:	\$ 27,826,270	\$ 26,626,051	\$ 35,676,603	\$ 42,887,620	\$ 30,247,820
Revenues:					
Property Taxes	\$ 27,301,937	\$ 29,314,431	\$ 30,128,446	\$ 29,502,000	\$ 32,607,000
Local Option Sales Taxes	15,991,131	16,984,903	20,552,835	19,185,073	22,100,000
Other Taxes	16,064,467	16,958,303	17,098,363	17,983,777	17,850,150
Licenses and Permits	3,269,383	3,080,442	3,253,437	2,991,000	3,322,500
Intergovernmental	447,357	338,694	433,160	186,000	165,548
Charges for Services	3,622,070	3,374,786	4,028,980	4,618,415	4,690,100
Fines and Forfeitures	1,723,631	2,531,031	2,974,013	2,372,000	3,143,250
Interest	706,149	104,382	(604,350)	200,000	650,000
Other Revenue	190,607	214,698	202,198	200,052	206,061
	\$ 69,316,732	\$ 72,901,670	\$ 78,067,082	\$ 77,238,317	\$ 84,734,609
Expenditures:					
Mayor and City Council	\$ 366,417	\$ 368,717	\$ 350,347	\$ 399,287	\$ 400,150
City Administration	1,661,974	1,267,117	1,440,308	1,478,133	2,079,512
Legal Services	882,013	762,682	1,062,905	1,100,000	1,200,000
Community & Economic Development	3,377,666	3,868,757	4,081,289	4,631,115	4,765,282
Public Works	8,352,910	8,536,228	8,853,639	10,156,073	10,365,197
Finance	3,394,381	3,363,629	3,451,127	3,698,826	3,881,299
Public Safety	28,854,870	29,352,576	32,217,831	36,784,627	38,680,506
Human Resources	554,384	521,820	606,075	855,513	928,176
Municipal Court	889,434	905,796	1,080,027	1,148,200	1,209,127
Recreation, Parks & Cultural Services	9,419,744	8,866,601	10,281,112	12,642,221	13,257,399
Information Technology	1,994,728	2,029,606	1,894,045	2,397,117	2,518,921
Non-Departmental:					
Contingency	31,388	37,426	60,167	760,765	880,000
(1) Insurance Premiums (Risk Fund)	667,500	720,250	779,750	823,300	936,300
Gwinnett Tech Debt Service	291,190	290,490	289,640	288,640	287,490
Non-Allocated/Reserve	32,500	-	-	-	3,021,500
	\$ 60,771,099	\$ 60,891,695	\$ 66,448,262	\$ 77,163,817	\$ 84,410,859
Other Financing Sources (Uses):					
Proceeds from the sale of Capital Assets	\$ 68,380	\$ 123,658	\$ 103,210	\$ 113,000	\$ 95,000
Interfund Transfer:					
Hotel/Motel Fund	2,502,036	1,458,781	2,975,786	2,812,500	3,581,250
Capital Project Fund	(9,766,268)	(3,156,862)	(5,966,799)	(11,439,800)	(10,597,818)
Stormwater Capital Fund	(2,550,000)	(1,385,000)	(1,520,000)	(4,200,000)	(3,950,000)
	\$ (9,745,852)	\$ (2,959,423)	\$ (4,407,802)	\$ (12,714,300)	\$ (10,871,568)
Ending Fund Balance: (2)	\$ 26,626,051	\$ 35,676,603	\$ 42,887,620	\$ 30,247,820	\$ 19,700,002
<i>Changes in Fund Balance (actual/est.)</i>	<i>\$ (1,200,219)</i>	<i>\$ 9,050,552</i>	<i>\$ 7,211,017</i>	<i>\$ (12,639,800)</i>	<i>\$ (10,547,818)</i>
<i>Personnel (full-time-equivalent)</i>	<i>411.0</i>	<i>415.0</i>	<i>417.5</i>	<i>425.0</i>	<i>425.0</i>

Notes:

(1) Represents funding to the Risk Management Fund.

(2) Pursuant to the City's financial management policies, fund balance in excess of the City's current 25% Fund Balance Reserve can be used for one-time capital initiatives. Additionally, the budgetary presentation for fiscal years 2023 and 2024 assumes all appropriations will be spent; historically, a portion of the appropriations will go unspent which will augment the fund balance (i.e. the actual reduction in fund balance will be lower than what is presented above).

* FY 2024 includes 1 full-time equivalent position that is not funded but is part of the city's authorized workforce. This position is detailed within the *Personnel Listing by Department* section of this document and 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

Revenues

FY 2024 General Fund operating revenues are forecasted to grow by 10%, or \$8.2 million, compared to Amended FY 2023. However, operating revenue estimates based on trend data suggest actual collections for FY 2023 in excess of \$86.5 million which results in a growth rate approximating around 2% (budget to est. actual). The following table compares major revenue categories within the General Fund:

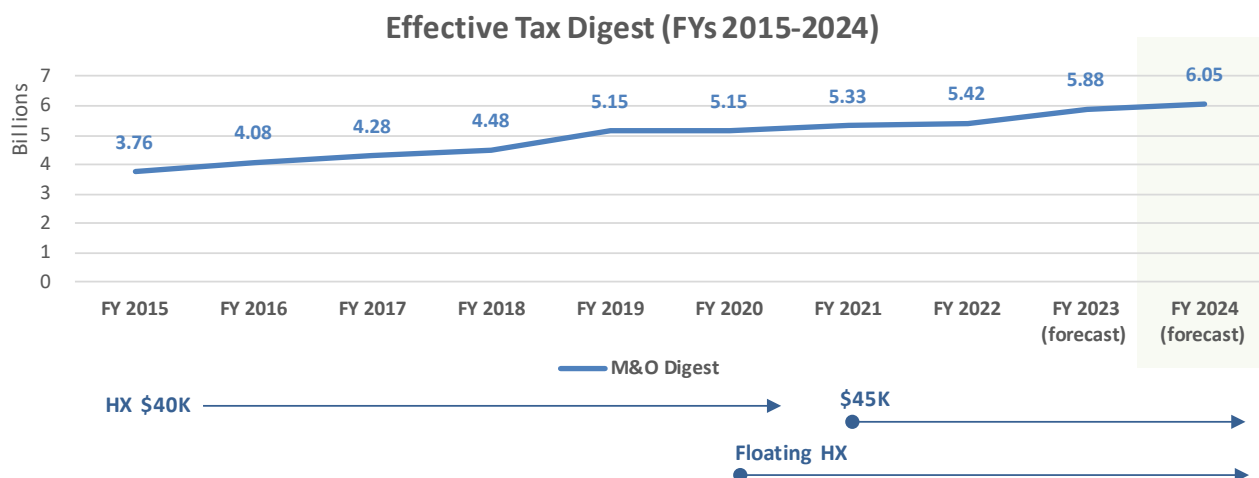
	FY 2023 AMENDED BUDGET	FY 2024 RECOMMENDED BUDGET	\$ Variance	% Variance
Revenues:				
Property Taxes:				
Current Year	\$ 26,300,000	\$ 28,850,000	\$ 2,550,000	9.7%
Motor Vehicle Title Tax Fee	3,000,000	3,500,000	500,000	16.7%
Prior Year/Delinquent/MV	202,000	257,000	55,000	27.2%
Local Option Sales Tax	19,185,073	22,100,000	2,914,927	15.2%
Other Taxes:				
Franchise Fees	7,100,000	6,825,000	(275,000)	-3.9%
Insurance Premium Tax	5,418,627	5,550,000	131,373	2.4%
Alcohol Beverage Excise Tax	2,575,000	3,150,000	575,000	22.3%
Other Taxes	2,890,150	2,325,150	(565,000)	-19.5%
Licenses & Permits	2,991,000	3,322,500	331,500	11.1%
Intergovernmental	186,000	165,548	(20,452)	-11.0%
Charges for Services	4,618,415	4,690,100	71,685	1.6%
Fines & Forfeitures	2,372,000	3,143,250	771,250	32.5%
Interest	200,000	650,000	450,000	225.0%
Other Revenues	313,052	301,061	(11,991)	-3.8%
Other Financing Sources:				
Interfund Transfer (Hotel/Motel Fund)	2,812,500	3,581,250	768,750	27.3%
Total Operating Revenues	\$ 80,163,817	\$ 88,410,859	\$ 8,247,042	10.3%
Fund Balance Carryforward	12,639,800	10,547,818		
Total Revenues	\$ 92,803,617	\$ 98,958,677		

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.

GENERAL FUND SUMMARY

The chart below illustrates the tax digest growth within the city for the last 9 years based on actual tax collections coupled with a staff forecast for FYs 2023 and 2024. These figures are net of all exemptions (e.g., basic homestead and floating homestead exemptions).



The property valuation figures detailed above reflect multiple homeowner tax reduction measures including:

- 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 aged 65 and older to qualify for the \$10,000 senior homestead exemption; and
- General tax digest appeal valuation adjustments.

The tax digest is subject to tax appeal adjustments which reduce overall valuations. As such, staff forecasts a 2023 tax digest that adjusts for actual/estimated valuation reductions (e.g., tax appeals) which results in a revised valuation approximating \$5.88 billion.

The forecast for FY 2024 builds upon the 2023 estimate with the following growth factors coupled with a collection rate of 98% which approximates the historical average:

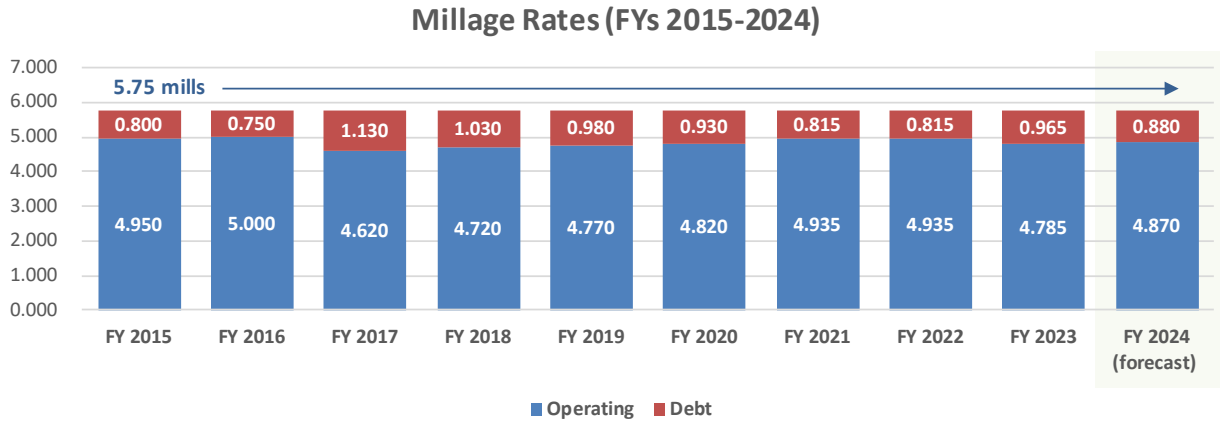
- 4% valuation growth trend for the Residential portion of the digest (market segment is experiencing strong growth but valuations growth is tempered through the floating homestead exemption which limits growth to the lesser of 3% or CPI).
- 1% valuation growth trend for the Commercial portion of the digest which highlights the uncertainty facing our commercial office developments resulting from the COVID-19 pandemic and its impact on occupancy rates.
- \$37 million in new construction taxable-value-added.

The net result is a forecasted growth in the 2024 tax digest of 3% over 2023 estimates.

GENERAL FUND SUMMARY

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.

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 10 years including the request for FY 2024.



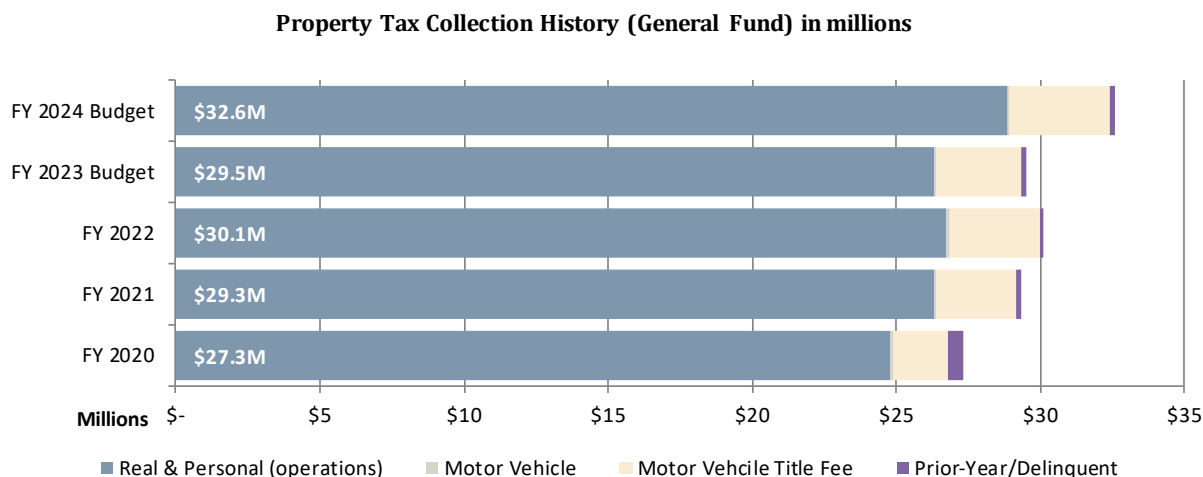
The FY 2024 Budget is based on maintenance of the city's millage rate at 5.750 mills.

- The portion of the millage rate funding debt service (Debt Service Fund) is estimated to decrease 0.085 mills compared to FY 2023 to a total of 0.880 mills. As our annual debt service obligations are relatively flat, growth in the tax digest allows for a reduction in the debt service millage rate. The decrease in tax revenue associated with the debt service millage shift is estimated at \$600,000.
- The portion of the millage rate funding operations and capital investment (General Fund) is estimated to increase 0.085 mills compared to FY 2023 to a total of 4.870 mills. The increase in tax revenue associated with the operations millage shift is estimated at \$500,000 and has been allocated towards operating initiatives. The shift from debt service millage to operations millage results in additional tax savings for our homeowners as the operations millage rate is subject to homestead exemptions.

The property tax revenue estimates are net of the city's homestead exemptions which are estimated to save our homeowners over \$6.7 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. These values do not include the one-time State HTRG exemption discussed later in this section. The city's homestead exemptions go great lengths in keeping Alpharetta an affordable place to live and retire.

GENERAL FUND SUMMARY

General Fund property taxes are budgeted at \$32.6 million in FY 2023 and represent approximately 33% of General Fund revenues. The chart below depicts a 5-year history of General Fund property tax collections by type.



Motor vehicle tax is 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. Accordingly, the city is forecasting motor vehicle revenues to decline moving forward.

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 17% is forecasted in FY 2024 for motor vehicle title fees from a budget-to-budget standpoint. However, actual collection trends during fiscal year 2023 indicate revenue collections approximating \$3.4 million resulting in a revised growth trend of 3%. This trend, while high, is reflective of year-to-date collection patterns. That said, limited vehicle availability may suppress growth in the short-term.

Property Taxes - HTRG Program

On March 13, 2023, House Bill 18 was signed into law and is reflected in the State of Georgia's Amended Fiscal Year 2023 budget. HB 18 was a proposal by Governor Brian Kemp to refund \$950 million in property taxes back to homesteaded property owners in 2023. Specifically, HB 13 authorizes the HTRG Program (Homeowners Tax Relief Grant) which provides one-time tax relief to homesteaded property owners by reducing the assessed value of their property by up to \$18,000. The estimated tax savings to our homesteaded property owners through the HTRG Program total \$1.1 million.

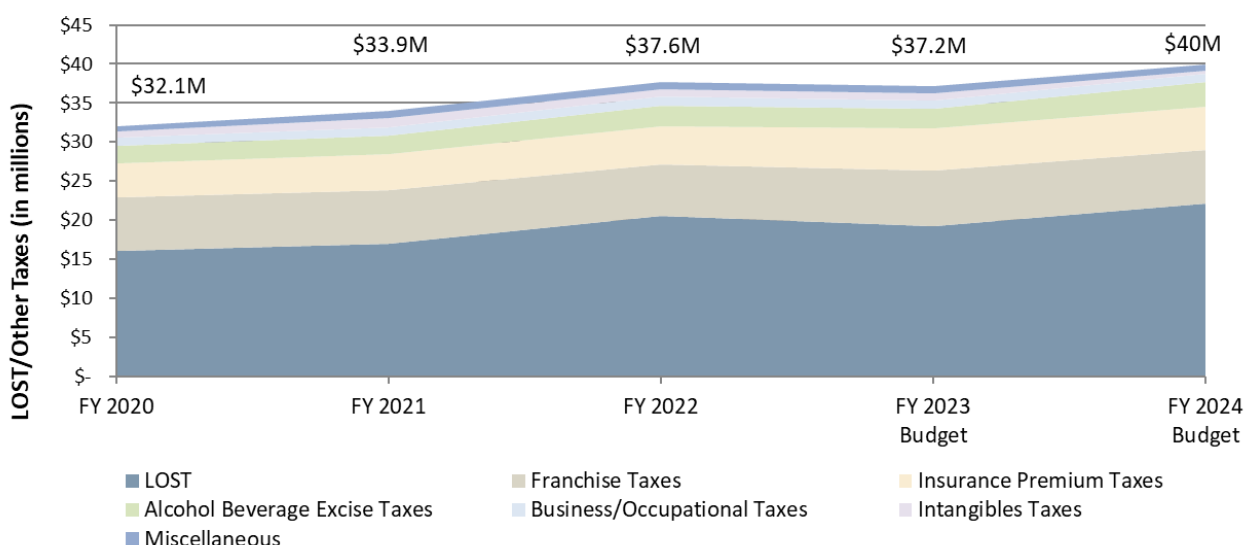
The City will add the HTRG exemption to its current homestead exemption offerings, which are among the highest in the State, resulting in additional savings estimated at \$1.1 million

GENERAL FUND SUMMARY

to our homeowners. The City will work with the GA Department of Revenue and claim reimbursement for the value of HTRG Program. The City's property tax revenue will not be affected under this program.

Other Taxes (including LOST)

Other taxes account for 40%, or \$40 million, of total General Fund revenue for FY 2024. 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 7.75% sales and use tax collected in Fulton County and totals \$22.1 million for FY 2024. The 7.75% sales tax is made up of the following: State 4% and Local 3.75%. The Local portion is made up of 1% MARTA, 1% ESPLOST (education), 1% LOST, and 0.75% TSPLOST (Alpharetta portion is collected in a separate Fund as these proceeds can only be used on approved transportation projects). Alpharetta's share of the 1% LOST for 2023 (calendar year) is 5.8164%.

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.

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. The rate of distribution for the 10-year period of 2023-2032 has been adopted by Fulton County and all municipalities within the borders. Inherent in this agreement

GENERAL FUND SUMMARY

is a relative growth in the distribution retained by Fulton County which starts at 5% in 2023 (increase from 2022 distribution level of 4.9794%) and levels off at 12.5% by 2030. Due to the distribution change for the County, Alpharetta's proportionate distribution, despite relative population growth, starts at 5.8164% in 2023 (decrease from 2022 distribution level of 5.8367%) and levels off at 5.4034% by 2030.

An increase of 15% is forecasted for FY 2024 from a budget-to-budget standpoint. However, actual collections are estimated at \$21.5 million in FY 2023 which equates to a revised growth rate of 3%.

- **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 decrease of -4% is forecasted for FY 2024 from a budget-to-budget standpoint. However, actual collections are estimated at \$6.8 million in FY 2023 which is roughly flat with the 2024 budget proposal.

Collections from GA Power and Sawnee EMC, the largest contributors of this revenue source (75% of total franchise fees), is forecasted at \$5.3 million for FY 2024 and represents a \$102,987 increase over the prior year (\$5.1 million was collected in FY 2023). Collections are likely to exceed the budgetary forecast due to approved rate increases by GA Power including 12% (average) on June 1, 2023, and continued rate increases approved thereafter (4.5% on January 1, 2024, and 4.5% on January 1, 2025). However, this revenue source is subject to multiple variables with impacts that are difficult to forecast including weather (mild vs. extreme summers, etc.), continued changes to work patterns (office vs. remote work-from-home, etc.), etc.

Collections from cable franchise agreements represent the next largest source and are estimated to total \$725,000 in FY 2023. The budget forecast for FY 2024 totals \$650,000 and reflects declines approximating -24% compared to the FY 2023 Budget and -10% compared to the FY 2023 revenue estimate. This revenue source has been declining annually since FY 2020 which represented the 1st full fiscal year after the City raised the Cable Franchise Fee from 3% to 5% (effective January 1, 2019). Reasons proffered for this decline include competition from streaming services and the evolving ways consumers access these services.

Collections from telecom franchise agreements (Bellsouth primarily) are estimated to total \$320,000 in FY 2023. The budget forecast for FY 2024 totals \$300,000 and reflects declines approximating -75% compared to the FY 2023 Budget and -6% compared to the FY 2023 revenue estimate. The material reductions between 2023 and 2024 are related to non-recurring audit collections in prior years coupled with BellSouth altering its Franchise Fee remittances based on multiple factors including

GENERAL FUND SUMMARY

revisions related to classification of customers as “exempt” under the fee parameters. The City is working with Bellsouth to obtain clarity on the franchise fee remittances to ensure all requirements are being met.

- **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 \$5.6 million in FY 2024. Minimal growth is forecasted for FY 2023 from a budget-to-budget standpoint (2%) based on collection trends.

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 \$3.2 million in FY 2024. An increase of 22% is forecasted for FY 2024 from a budget-to-budget standpoint. However, actual collections are estimated at \$3 million in FY 2023 which equates to a revised growth rate of 5%.

Licenses & Permits

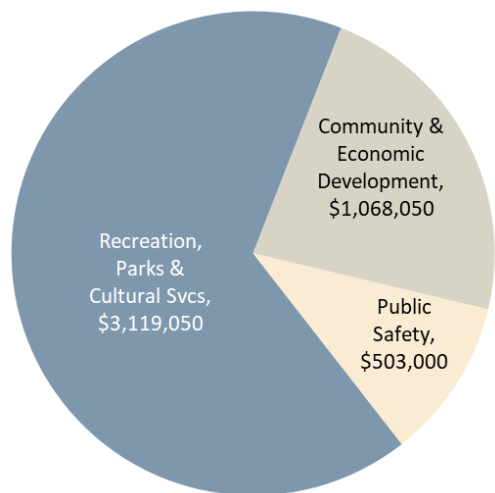
Licenses & permits account for 3%, or \$3.3 million, of total General Fund revenue for FY 2024. Licenses and permit revenues include alcoholic beverage permit fees, development permit and related fees, building permit fees, occupancy permit fees, sign permit fees, etc. Growth of 11% is forecasted for FY 2024 based on 2023 collection patterns with this revenue source growing back towards pre-pandemic collection levels (\$4.2 million in 2019).

The largest revenue source is Building Permit Fees (\$2 million forecasted for FY 2024; \$2.3 million estimated for FY 2023). As building permit fee revenues are non-standard, and their activity highly dependent upon multiple economic factors (local, regional, and national) which are notoriously difficult to forecast, staff forecasts these sources in a conservative manner. Collections for this source will likely exceed the FY 2024 budget forecast if economic activity continues at its present pace.

Intergovernmental

Intergovernmental sources account for <1%, or \$165,548, of total General Fund revenue for FY 2024. 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/State HIDTA (High Intensity Drug Trafficking Area) program.

GENERAL FUND SUMMARY



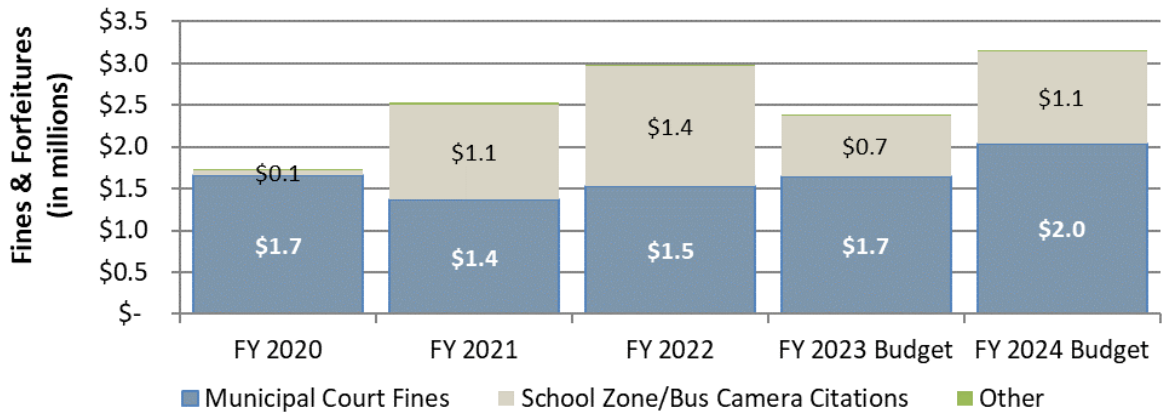
Charges for Services

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 \$4.7 million, of total General Fund revenue. The forecast for 2024 builds upon the strong growth demand in our recreational programs as well as development activities (e.g., development plan review fees).

Fines & Forfeitures

Fines & Forfeitures include municipal court fines, code enforcement, school zone citations, etc. Fines & forfeitures account for 3%, or \$3.1 million, of total General Fund revenue for FY 2024. An increase of 33% is forecasted for FY 2024 from a budget-to-budget standpoint. However, actual collections are estimated at \$3.1 million in FY 2023 which is essentially flat with the 2024 budget proposal that reflects a forecast of continued declines in the school zone citation revenue source as enforcement changes driving behavior and offset through continued growth in municipal court collections.



Interest

Interest earnings account for <1%, or \$650,000, of total General Fund revenue for FY 2024. Increases are forecasted to more accurately reflect the earnings the city is currently receiving from its investments in the market.

GENERAL FUND SUMMARY

Transfer-In from Hotel/Motel Fund (Other Financing Sources)

Other Financing Sources account for 4%, or \$3.6 million, of total General Fund revenue for FY 2024 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 11%, or \$10.5 million, of total General Fund appropriations for FY 2024. Carryforward Fund Balance represents available cash in excess of the city's 25% emergency reserve.

It is the city's policy to utilize the remaining fund balance above the emergency requirement for one-time expenditures.

Expenditures

Operating expenditures of the General Fund are forecasted to grow by 6% over FY 2023.

The following table compares departmental appropriations within the General Fund:

Expenditures (by Department):	FY 2023 AMENDED BUDGET	FY 2024 RECOMMENDED BUDGET	\$ Variance	% Variance
Mayor and Council	\$ 399,287	\$ 400,150	\$ 863	0.2%
City Administration	1,478,133	2,079,512	601,379	40.7%
Finance	3,698,826	3,881,299	182,473	4.9%
Legal Services	1,100,000	1,200,000	100,000	9.1%
Information Technology	2,397,117	2,518,921	121,804	5.1%
Human Resources	855,513	928,176	72,663	8.5%
Municipal Court	1,148,200	1,209,127	60,927	5.3%
Public Safety	36,784,627	38,680,506	1,895,879	5.2%
Public Works	10,156,073	10,365,197	209,124	2.1%
Recreation, Parks & Cultural Services	12,642,221	13,257,399	615,178	4.9%
Community and Economic Development	4,631,115	4,765,282	134,167	2.9%
Non-Departmental:				
Contingency	760,765	880,000	119,235	15.7%
Insurance Premiums (Risk Fund)	823,300	936,300	113,000	13.7%
Gwinnett Tech Contribution (Debt Svc)	288,640	287,490	(1,150)	-0.4%
Total Operating Expenditures	\$ 77,163,817	\$ 81,389,359	\$ 4,225,542	5.5%
Reserve for Operating Initiatives	-	3,021,500		
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	12,639,800	10,547,818		
Capital Program	3,000,000	4,000,000		
Total Expenditures	\$ 92,803,617	\$ 98,958,677		

GENERAL FUND SUMMARY

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

	FY 2023 AMENDED BUDGET	FY 2024 RECOMMENDED BUDGET	\$ Variance	% Variance
Expenditures (by Category):				
Personnel Services:				
Salaries/Overtime/Seasonal	\$ 35,586,428	\$ 36,826,141	\$ 1,239,713	3.5%
Group Insurance	10,080,112	9,806,786	(273,326)	-2.7%
Pension (Defined Benefit)	2,869,712	3,191,606	321,894	11.2%
Pension (401A)	2,952,059	3,312,997	360,938	12.2%
OPEB/Post Employment Healthcare	657,980	659,787	1,807	0.3%
Miscellaneous Benefits	3,617,572	3,762,480	144,908	4.0%
<i>sub total</i>	\$ 55,763,863	\$ 57,559,797	\$ 1,795,934	3.2%
Maintenance and Operations:				
Professional Services	\$ 3,281,284	\$ 3,841,623	\$ 560,339	17.1%
Repair/Maintenance	1,851,962	2,124,240	272,278	14.7%
Maintenance Contracts	3,825,274	3,427,128	(398,146)	-10.4%
Professional Services (IT)	2,543,248	3,323,284	780,036	30.7%
General Supplies	1,030,219	1,146,828	116,609	11.3%
Utilities	2,901,441	3,022,975	121,534	4.2%
Fuel	582,560	659,000	76,440	13.1%
Uniforms	264,938	356,350	91,412	34.5%
Travel/Training	506,164	591,351	85,187	16.8%
Legal Services	1,100,000	1,200,000	100,000	9.1%
Insurance Premiums (Risk Fund)	823,300	936,300	113,000	13.7%
Miscellaneous	957,274	973,081	15,807	1.7%
<i>sub total</i>	\$ 19,667,664	\$ 21,602,160	\$ 1,934,496	9.8%
Capital/Lease:	\$ 682,885	\$ 1,059,912	\$ 377,027	55.2%
Other Uses:				
Contingency	\$ 760,765	\$ 880,000	\$ 119,235	15.7%
Gwinnett Tech Contribution (Debt Svc)	288,640	287,490	(1,150)	-0.4%
<i>sub total</i>	\$ 1,049,405	\$ 1,167,490	\$ 118,085	11.3%
Total Operating Expenditures	\$ 77,163,817	\$ 81,389,359	\$ 4,225,542	5.5%
Reserve for Operating Initiatives	-	3,021,500		
Interfund Transfer (Capital/Grant Funds):				
Fund Balance	12,639,800	10,547,818		
Capital Program	3,000,000	4,000,000		
Total Expenditures	\$ 92,803,617	\$ 98,958,677		

GENERAL FUND SUMMARY

Meeting the Internal Needs of Operating Departments

The city's budget has been in the midst of multiple disruptive economic pressures. As quickly as the COVID-19 pandemic and its associated social distancing measures drove a decline in economic activity, the current phase of post-lockdown economic activity coupled with Federal stimulus has resulted in a spike of economic growth. This strong economic growth can be witnessed in our revenue trends as well as our expenditure trends which seek to meet a spiking service demand from our customers while also covering inflationary (e.g., labor costs) and market-based cost pressures (e.g., fuel, steel, concrete, wood, asphalt, etc.).

Several of the major points of the FY 2024 Budget are as follows:

- Management of personnel and compensation program to align with current market environment which includes budgetary adjustments to cover significant inflation in labor costs which are necessary to retain and recruit our highly skilled workforce:
 - Staffing level at 459 full-time equivalents “FTE” with the funding breakdown as follows:
 - 458 full-time equivalents (funded). This does not include new position requests set forth in the *Operating Initiative Requests* section of this document.
 - 1 full-time equivalent (unfunded; budgetary savings of \$120,000); position to remain vacant pending an identified funding source and workload justification.
 - Staffing compensation adjustments aimed at maintaining competitiveness in an inflationary labor market include:
 - Recent compensation adjustments:
 - July 1, 2021: Continuation of the annual performance-based merit program (3% on average) in an estimated cost of \$1 million annually.
 - November 19, 2021: Mid-year 2022 adjustments (combined) in an estimated cost of \$1.9 million annually.
 - Across-the-board 3% salary adjustment for all employees.
 - Additional across-the-board 10% salary adjustment for 911 personnel and sworn Police Officers to maintain market competitiveness in recruitment and retention.

GENERAL FUND SUMMARY

- July 1, 2022: Increase in the annual performance-based merit program (4% on average) in a total estimated cost of \$1.6 million.
- July 1, 2022: Salary compression adjustments in an amount totaling \$825,000 annually (including taxes/benefits). Specifically, this initiative represents a continuation of the City's salary adjustment process and follows the recent adjustments related to maintaining competitiveness within the market. This phase is focused on adjusting internal compression issues within our pay structure to ensure we maintain a fair and equitable compensation plan for our employees.
- Proposed compensation adjustments:
 - July 1, 2023: Increase in the annual performance-based merit program (4% on average) in a total estimated cost of \$1.8 million. This figure is included within the departmental operating budget.
 - July 1, 2023 (Operating Initiative): This initiative represents a continuation of the City's salary adjustment process aimed at maintaining competitiveness within the market and is estimated at \$1.73 million. Specifically, market-based personnel compensation adjustments are proposed to ensure Alpharetta maintains its capacity to retain and attract our most valuable assets – namely, the team members that deliver excellent service to our community on a daily basis. The forecasted cost reflects salary adjustments and those impacted benefit line items (e.g., FICA, pension, etc.). This request is subject to approval by the City Council and detailed within the *Operating Initiative Requests* section of this document. Funding is currently allocated within the Operating Initiatives Reserve account and will not be disbursed to departmental budgets until directed by the City Council.
- Increase (10% or \$1.9 million) in departmental maintenance and operations budgets (General Fund) that is experiencing inflationary growth through our labor-intensive contracted services (e.g., landscaping services, janitorial services, etc.), material-intensive contracts (maintenance needs that utilize concrete, wood, technology items that utilize microchips), etc. This figure does not include the operating initiative

GENERAL FUND SUMMARY

funding for FY 2024 as these funds will not be disbursed to departmental budgets until authorized by the City Council. Specific cost drivers include:

- Increase in professional services of \$560,339 (17% growth) due primarily to the following: estimated costs (\$389,359) for the municipal elections in November 2023 (FY 2024 will be an election year while FY 2023 was not); increase totaling \$75,000 within the Finance Department for banking fees (e.g., credit card processing fees), investment advisor fees, and funding for staffing services to smooth out labor needs during peak workload seasons (e.g., property tax and occupational license billings); anticipated growth in recreation programs and the corresponding costs of program instructors (+\$114,285; it should be noted that this growth is also reflected in program fee revenue); etc.
- Increase in repair/maintenance costs of \$272,278 due primarily to the following:
 - Public Safety Department: estimated cost growth for vehicles (+\$47,500), equipment (+\$9,060), and facilities (+\$5,000). The growth in vehicle repair funding is based on current cost trends. Specifically, the city replaces 1/7th of its public safety fleet annually (this equates to a lifetime mileage target of 100,000) to ensure minimal downtime and that our equipment is responsive to service demands. That said, the city is still transitioning from Impala sedans to Explorers SUVs. The Impala's have a more costly repair record (than the Explorers) and, with our existing units reaching their mileage targets, we are incurring more repair costs in the short-term as we phase out the legacy Impalas.
 - Public Works Department: growth in facilities repair/maintenance costs of \$83,911 due to multiple factors including the reopening of the municipal jail partially due to reopening of jail (+\$30,000), additional funding for City Hall (+\$31,037), with the remainder (+\$22,863) due to inflationary cost growth of labor/supplies for many of the included services such as plumbing, HVAC, etc.
 - Recreation, Parks & Cultural Services Department: growth in grounds repair/maintenance costs of \$66,477 due primarily to the reallocation of parks maintenance funding from the Capital Project Fund to the General Fund as these items are under the \$25,000 capitalizable threshold. Components include: \$10,000 for restoration of the mini silos; \$12,000 for Brooke Street Park irrigation; \$10,000 for tree well lighting upgrades; and \$20,000 for North Park Ballfields 5-6 fencing upgrades.

GENERAL FUND SUMMARY

- Increase in maintenance contracts/IT professional services (combined) of \$381,890 due primarily to the following:
 - City Administration: growth of \$39,887 due primarily to estimated fees for the annualized cost of the mid-year 2023 initiative to provide all board members with city emails addresses (Board of Ethics), estimated website hosting services costs, etc. Specifically, the City will be procuring the design and implementation of a new website during FY 2023 which will necessitate hosting service fees starting in year 2.
 - Public Safety Department: growth of \$142,129 due to the coverage of general software inflationary cost growth coupled with additional funding for body cameras (+\$112,000).
 - Public Works Department: growth of \$94,410 due primarily to inflationary cost increases in many of the city's labor-intensive contracts such as landscaping (annualized impact of recent right-of-way maintenance contract), janitorial, etc. coupled with funding for the newly opened Davis Drive extension (e.g., landscape maintenance).
 - Recreation, Parks & Cultural Services Department: growth of \$66,883 due primarily to additional funding for the RecWare Park Program Registration software (+\$55,000) as it is funded on a per customer basis and grows along with program participation. Additional cost growth is related to ensuring our Board Members have city email addresses (+\$7,830).
 - Community & Economic Development Department: growth of \$34,839 due to the coverage of general software inflationary cost growth coupled with estimated fees for the annualized cost of the mid-year 2023 initiative to provide all board members with city emails addresses (Board of Zoning Appeals, Code Enforcement Board, Design Review Board, Planning Commission, Historic Preservation Commission, etc.).
- Increase in general supplies of \$116,609 due primarily to the following:
 - Public Safety Department: growth of \$91,053 due primarily to additional funding for fire retirements/promotions events (+\$24,000), increased ammunition pricing (+\$18,000), increased funding for annual awards, retirement gifts, and medals purchased throughout the year (+\$10,000), funding for Narcan (+\$6,000; this was previously funded through a Fulton County grant), increased funding for fire

GENERAL FUND SUMMARY

station janitorial supplies based on current cost and usage trends (+\$7,355), etc.

- Public Works Department: growth of \$34,442 due to rising costs and need for janitorial supplies, soap, and disinfectants, etc. as well as added facility supplies for the re-opening of the Alpharetta Jail.
- Increase in utility expenses of \$121,534 for electricity, natural gas, water/sewer, and miscellaneous utilities (e.g., cable and garbage). The main driver is reopening of the Alpharetta Jail (\$21,450 in forecasted utility expenses) coupled with general electric utility cost growth (includes adjustments for approved GA Power rate increases of 10.5% on January 1, 2023, and 1% on January 1, 2024). It should be noted that under the Alpharetta Jail Intergovernmental Agreements, utilities will be split amongst all participating municipalities. This revenue is reflected within the Intergovernmental section and is based on approved IGAs as of April 2023. As other municipalities join, the revenue split will be updated accordingly.
- Increase in fuel expenses of \$76,440 due to usage patterns and commodity pricing trends.
- Increase in uniform expenses of \$91,412 due primarily to growth within the Public Safety Department of \$80,499 associated with the increase in police officer uniform allotment from \$350 to \$800 per year in the amount of \$50,850 (implemented in 2023 and funded through a reallocation of available proceeds) and an increase of \$36,000 for fire uniforms due to price increases and to complete the purchase of Class A uniforms.
- Increase in professional development (travel/training) of \$85,187 due to a renewed focus on maintaining professional knowledge across all departments.
- Increase in legal services of \$100,000 to match current cost and usage trends.
- Increase in insurance premiums of \$113,000 to cover growth across multiple insurance types including: cyber liability insurance (+\$37,000); workers compensation excess liability (+\$15,000); umbrella liability insurance (+\$9,000); 92 Milton avenue Condo Association insurance (+\$44,000); etc.
- Increase in the departmental operating capital/lease accounts of \$377,027 due primarily to the following:
 - Public Safety Department: increase in capital of \$230,395 due to the reallocation of public safety equipment replacement funding from the Capital Project Fund to the General Fund as these items are under the \$25,000 capitalizable threshold. Components include: \$10,000 for furniture/bedding;

GENERAL FUND SUMMARY

\$15,000 for fire tools/equipment; \$10,000 for replacement exercise equipment; \$17,000 for (12) automated external defibrillators for patrol; \$12,295 for training sim gun replacement; \$17,000 for (2) replacement AR-10 sniper rifles; \$26,000 for the replacement of (5) sets of SWAT ballistic vests ; \$10,400 for (2) DEA TFO vests; \$2,400 for (2) DEA TFO helmets; \$8,200 for police department tools/equipment; \$2,700 for (6) motor helmets; \$5,000 for (2) radars for motors; \$5,000 for (2) Stalker Lasers; \$60,000 for turnout gear/personal protective equipment for firefighters; \$27,900 for (9) weather radio replacements; and \$1,500 for SCBA cylinders.

- Public Safety Department: increase in fleet/equipment leases of \$119,209 due to issuance of the Series 2022 Bank of America capital lease in FY 2023 to replace three Fire Pumpers. Upon programming of this increase in FY 2024, the annual payment for our operating leases will be relatively flat.
- Maintenance and Operational funding for the recommended 2024 Operating Initiatives⁴ in an amount totaling \$3 million that will not be programmed into departmental operating budgets until authorized by the City Council.
- Funding from the General Fund which is available for immediate capital investment in 2024 includes the following:
 - \$10,547,818 Fund Balance for one-time capital;
 - 4,000,000 Capital Contribution from the General Fund
 - \$14,547,818

⁴ Please refer to the *Operating Initiatives Request* section of this document for detail of the requests.

GENERAL FUND DEPARTMENTAL SUMMARIES

General Fund Departmental Summaries

Overview

The *Department Summaries* section is intended to provide detailed financial and non-financial information about 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.

GENERAL FUND DEPARTMENTAL SUMMARIES

Mayor and City Council



GENERAL FUND 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.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Mayor and City Council General Fund

	FY 2020 Actual	FY2021 Actual	FY2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
N/A	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURES					
Personnel Services:					
Salaries	\$ 120,000	\$ 120,000	\$ 120,050	\$ 120,000	\$ 120,000
Group Insurance	171,786	183,279	161,751	188,331	171,025
FICA	7,036	6,763	7,213	9,455	9,455
Pension (401A Cont./Match)	18,000	16,390	18,625	18,000	16,800
Workers Compensation	3,626	3,384	3,363	3,153	2,916
OPEB Contribution	2,808	2,856	2,459	2,520	2,400
Miscellaneous	3,600	3,755	3,705	3,834	3,600
<i>subtotal</i>	\$ 326,856	\$ 336,426	\$ 317,166	\$ 345,293	\$ 326,196
Maintenance & Operations:					
* Mayor	\$ 9,000	\$ 7,200	\$ 4,860	\$ 7,200	\$ 9,200
* City Council Post 1	4,692	4,000	4,000	4,000	8,000
* City Council Post 2	5,000	3,977	8,781	4,000	8,000
* City Council Post 3	4,593	4,000	1,226	4,000	8,000
* City Council Post 4	4,472	1,567	1,154	4,000	8,000
* City Council Post 5	4,999	4,000	3,328	4,000	8,000
* City Council Post 6	3,527	2,106	1,367	4,000	8,000
Miscellaneous	3,278	5,440	8,464	22,794	16,754
<i>subtotal</i>	\$ 39,561	\$ 32,290	\$ 33,181	\$ 53,994	\$ 73,954
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 366,417	\$ 368,717	\$ 350,347	\$ 399,287	\$ 400,150

* Financial activity is tied to the Post and not the necessarily the current incumbent.

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The Fiscal Year 2024 Budget for the Mayor and City Council totals \$400,150 and is essentially flat compared to the FY 2023 budget. The Personnel Services category decreased -5%, or -\$19,097, due primarily to changes in group insurance benefit elections. Authorized personnel totals 3.5 full-time-equivalents (“FTE”) and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Variance
Mayor	0.5	0.5	0.5	0.5	0.5	-
Councilperson Post 1	0.5	0.5	0.5	0.5	0.5	-
Councilperson Post 2	0.5	0.5	0.5	0.5	0.5	-
Councilperson Post 3	0.5	0.5	0.5	0.5	0.5	-
Councilperson Post 4	0.5	0.5	0.5	0.5	0.5	-
Councilperson Post 5	0.5	0.5	0.5	0.5	0.5	-
Councilperson Post 6	0.5	0.5	0.5	0.5	0.5	-
	3.5	3.5	3.5	3.5	3.5	-

The Maintenance and Operations category increased 37%, or \$19,960, primarily due to an increase in the stipend accounts to \$8,000 for our City Commissioners and \$9,200 for the Mayor and partially offset through reductions in IT Professional Services allocations (city software). The FY 2023 budget included appropriations totaling \$4,000 for our City Commissioners and \$7,200 for the Mayor. However, the FY 2023 budget represents a funding level that reflects COVID reductions in FY 2021. Prior to these reductions, the stipend totaled \$5,000 for our City Commissioners and \$9,000 for the Mayor. The additional funding is intended to provide needed resources for training (professional development on city related activities), meetings, outreach, etc.



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.

GENERAL FUND DEPARTMENTAL SUMMARIES

City Administration

CHRIS LAGERBLOOM
CITY ADMINISTRATOR

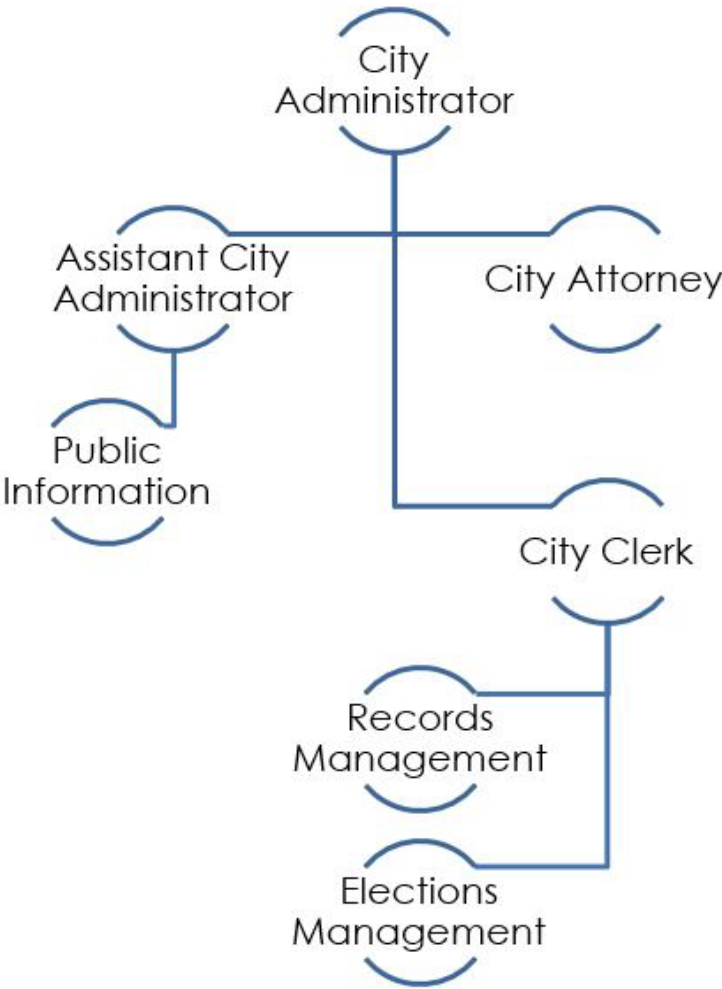


CLagerbloom@alpharetta.ga.us

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.

GENERAL FUND DEPARTMENTAL SUMMARIES

City Administration

Administration, City Attorney, City Clerk, and Public Information

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; and



✓ To increase the public/government interaction through the City's website.

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

GENERAL FUND DEPARTMENTAL SUMMARIES

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.



GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

City Administration General Fund

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Licenses and Permits:					
Alcohol Beverage Permits	\$ 2,300	\$ 1,700	\$ 2,000	\$ -	\$ -
Charges for Services:					
Other	1,113	274	1,651	250	250
Other Revenue:	16,096	2,178	2,178	-	-
TOTAL	\$ 19,509	\$ 4,152	\$ 5,829	\$ 250	\$ 250
EXPENDITURES					
Personnel Services:					
Salaries	\$ 761,456	\$ 713,685	\$ 727,620	\$ 752,178	\$ 883,035
Overtime	-	36	-	-	-
Group Insurance	122,879	125,388	119,329	111,788	144,370
FICA	48,935	44,954	46,446	58,370	68,287
Pension (Defined Benefit)	80,260	102,738	112,581	99,998	52,942
Pension (401A Cont./Match)	50,836	38,893	47,896	100,253	125,785
Workers Compensation	22,417	18,347	18,817	18,610	20,917
OPEB Contribution	18,216	15,483	13,682	16,089	17,660
Miscellaneous	7,200	12,134	12,386	39,910	15,600
<i>subtotal</i>	<i>\$ 1,112,199</i>	<i>\$ 1,071,658</i>	<i>\$ 1,098,756</i>	<i>\$ 1,197,196</i>	<i>\$ 1,328,596</i>
Maintenance & Operations:					
Professional Services	\$ 243,064	\$ 80,677	\$ 210,843	\$ 95,000	\$ 485,609
Advertising	162,385	10,298	17,411	14,300	32,260
Printing	3,308	-	-	-	-
Employee Training	6,305	4,904	3,517	8,500	19,500
Employee Travel	5,592	328	2,526	7,183	16,033
General Supplies	32,428	27,659	25,682	46,417	48,090
Maint. Contracts/IT Services	79,379	71,593	80,974	105,037	144,924
Utilities	222	-	-	-	-
Miscellaneous	17,092	-	600	4,500	4,500
<i>subtotal</i>	<i>\$ 549,774</i>	<i>\$ 195,459</i>	<i>\$ 341,552</i>	<i>\$ 280,937</i>	<i>\$ 750,916</i>
TOTAL	\$ 1,661,974	\$ 1,267,117	\$ 1,440,308	\$ 1,478,133	\$ 2,079,512

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2024 Budget for City Administration totals \$2.1 million and represents an increase of 41%, or \$601,379, compared to FY 2023.

The Personnel Services category increased 11%, or \$131,400, due to multiple factors including: the 4% performance-based merit program scheduled for July 1, 2023; the transfer of one full-time vacant Senior Engineer position from the Public Works Department that has been reclassified to a Municipal Project Manager (\$154,000); which is partially offset through costs incurred in FY 2023 that will not carryforward into FY 2024. Specifically, the hiring of a new City Administrator in fiscal year 2023 included one-time contract pay items (housing allowance) that will not carry-forward into FY 2024. Additionally, the previous City Administrator was enrolled into the defined benefit pension plan and this expense was incurred in FY 2023 and will not carry into FY 2024. The current City Administrator is enrolled into our 401a defined contribution pension plan.

Authorized personnel total 7 full-time-equivalents ("FTE") and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024**	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 Manager*	1.0	-	-	-	-	-
Executive Office Coordinator	1.0	1.0	1.0	1.0	1.0	-
Web Administrator	1.0	1.0	1.0	1.0	1.0	-
Municipal Project Manager***	-	-	-	-	1.0	1.0
	7.0	6.0	6.0	6.0	7.0	1.0

* Position reorganized into the Community Development Department in fiscal year 2021.

** These counts do reflect authorized staffing only. Please refer to the Operating Initiative Requests section for new staffing requests.

*** Position transferred from the Public Works Department and reclassified from a Senior Engineer.

The Maintenance and Operations category increased 167%, or \$469,979, due primarily to the following activity:

- Increase in professional services and advertising of \$408,569 (374% growth) due primarily to estimated costs for the municipal elections in November 2023 (FY 2024 will be an election year while FY 2023 was not).
- Increased in professional development (travel/training) of \$19,850 (127% growth) with the goal being an increased focus on maintaining and growing the professional skillset of the City Administration team (including the City Clerk division).
- Increase in maintenance contracts/IT professional services of \$39,887 (38% growth) due primarily to estimated fees for the annualized cost of the mid-year 2023 initiative

GENERAL FUND DEPARTMENTAL SUMMARIES

to provide all board members with city emails addresses (Board of Ethics), estimated website hosting services costs, etc. Specifically, the City will be procuring the design and implementation of a new website during FY 2023 which will necessitate hosting service fees starting in year 2.

Statement of Revenues, Expenditures, and changes in Personnel

Legal Services General Fund

		FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES						
N/A		\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
EXPENDITURES						
Maintenance & Operations:						
	Professional Fees	\$ 882,013	\$ 762,682	\$ 1,062,905	\$ 1,100,000	\$ 1,200,000
	TOTAL	\$ 882,013	\$ 762,682	\$ 1,062,905	\$ 1,100,000	\$ 1,200,000

* City Attorney services are provided through a contractual arrangement with a private law firm.

GENERAL FUND 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.

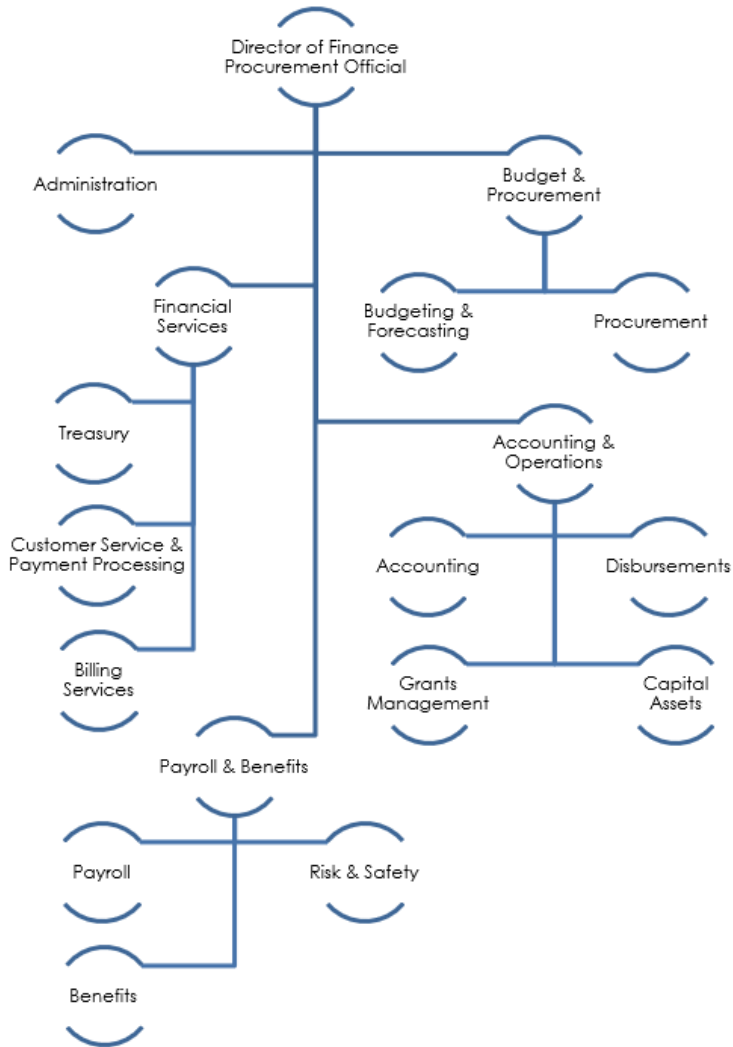
City Administration Performance Measurements	Actual FY 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
City Administration Department annual turnover percentage	0.0%	16.7%	0.0%	16.7%	0.0%
Number of website hits	614,396	588,658	720,326	600,000	642,000
Website Unique Visitors	497,660	N/A ⁽¹⁾	N/A ⁽¹⁾	N/A ⁽¹⁾	N/A ⁽¹⁾
Website Page Views	1,296,371	1,186,045	1,433,130	1,200,000	1,300,000
Website Unique Page Views	N/A ⁽²⁾	970,836	1,164,077	975,000	1,068,000
Bounce Rate	N/A ⁽²⁾	61.87%	62.55%	60.00%	60.00%
Exit Rate	N/A ⁽²⁾	N/A ⁽²⁾	N/A ⁽²⁾	50.26%	50.00%
% of Website New Visits	81%	N/A ⁽¹⁾	N/A	N/A ⁽¹⁾	N/A ⁽¹⁾
Facebook Followers	13,589	15,061	16,973	17,500	19,000
Twitter Followers	10,556	10,808	11,272	12,200	12,393

⁽¹⁾ This metric is no longer tracked by the system analytics

⁽²⁾ This is a new metric for FY 2021.

GENERAL FUND DEPARTMENTAL SUMMARIES

Finance



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.

GENERAL FUND DEPARTMENTAL SUMMARIES

Finance

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

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.



Administration

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Finance General Fund

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
N/A	\$ -	\$ -	\$ -		\$ -
TOTAL	\$ -	\$ -	\$ -		\$ -
EXPENDITURES					
Personnel Services:					
Salaries	\$ 1,568,576	\$ 1,568,519	\$ 1,673,138	\$ 1,790,771	\$ 1,865,454
Overtime	1,149	495	900	-	-
Group Insurance	422,092	422,875	401,786	462,825	446,510
FICA	110,447	110,056	118,683	136,889	142,767
Pension (Defined Benefit)	217,163	199,706	186,526	197,829	207,865
Pension (401A Cont./Match)	108,615	104,995	132,774	147,479	159,143
Workers Compensation	50,234	46,539	47,149	48,145	44,737
OPEB Contribution	37,647	39,279	34,273	38,438	37,309
Miscellaneous	1,006	542	774	1,474	776
<i>subtotal</i>	\$ 2,516,929	\$ 2,493,005	\$ 2,596,003	\$ 2,823,850	\$ 2,904,561
Maintenance & Operations:					
Professional Services	\$ 317,926	\$ 336,007	\$ 388,465	\$ 332,206	\$ 433,064
Printing	23,964	23,125	19,077	25,000	25,000
Employee Travel	1,777	593	2,712	5,250	4,750
Employee Training	10,201	9,290	5,822	9,250	8,250
Maint. Contracts/IT Services	340,372	328,845	277,010	325,702	324,564
General Supplies	54,224	37,873	39,418	40,568	43,610
Wellness Programs	122,071	113,032	112,904	125,000	125,000
Miscellaneous	(364)	21,859	9,545	4,500	5,000
<i>subtotal</i>	\$ 870,172	\$ 870,624	\$ 854,953	\$ 867,476	\$ 969,238
Capital/Lease/Other:					
Int. on Property Tax Refunds	7,280		171	7,500	7,500
<i>subtotal</i>	\$ 7,280	\$ -	\$ 171	\$ 7,500	\$ 7,500
TOTAL	\$ 3,394,381	\$ 3,363,629	\$ 3,451,127	\$ 3,698,826	\$ 3,881,299

FY 2024 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.

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2024 Budget for Finance totals \$3.9 million and represents an increase of 5 %, or \$182,473 compared to FY 2023.

The Personnel Services category increased 3%, or \$80,711, due primarily to the 4% performance-based merit program scheduled for July 1, 2023, growth in other benefit categories (e.g., Defined Benefit Pension contributions), and partially offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers such as the Defined Benefit Pension contribution which has grown due to recent salary growth, market investment performance, etc.

Authorized personnel total 21.5 full-time-equivalents ("FTE") and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Variance
Accountant (3FT; 1PT)	3.5	2.5	2.5	3.5	3.5	-
Accounting & Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Accounting Coordinator	-	-	1.0	1.0	1.0	-
Accounts Payable Technician	1.0	1.0	1.0	-	-	-
Benefits Analyst	-	1.0	-	-	-	-
Benefits Manager	1.0	-	-	-	-	-
Benefits Coordinator	1.0	-	-	-	-	-
Benefits Specialist	-	1.0	1.0	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	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	-	-	-	-
Customer Account Representative	1.0	1.0	1.0	1.0	1.0	-
Director	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	-	-	-	-
Payroll & Benefits Coordinator	-	-	1.0	1.0	1.0	-
Payroll & Benefits Manager	-	-	1.0	1.0	1.0	-
Payroll Specialist	-	1.0	1.0	1.0	1.0	-
Safety/Risk Administrator	1.0	1.0	1.0	1.0	1.0	-
Senior Budget & Procurement Analyst	3.0	3.0	-	-	-	-
Treasury Services Manager*	1.0	1.0	1.0	1.0	1.0	-
	21.5	21.5	21.5	21.5	21.5	-

* FY 2024 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.

GENERAL FUND DEPARTMENTAL SUMMARIES

The Maintenance and Operations category increased 12%, or \$101,762, primarily due to an increase in banking fees (e.g., credit card processing fees), investment advisor fees, and funding for staffing services to smooth out labor needs during peak workload seasons (e.g., property tax and occupational license billings).

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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of New GAAP/GASB financial requirements implemented	3	3	4	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)	\$2,184,465	\$1,488,738	(\$1,655,742)	\$431,459	\$974,892

- **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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
% of bills generated on time	99%	99%	99%	99%	99%
% of bills collected on time	95%	92%	92%	92%	92%
# of Real estate tax bills generated	20,989	21,197	21,689	21,817	22,189
# of Personal property tax bills	3,128	3,096	3,190	3,180	3,270
# of Liens processed	135	164	165	220	250
# of Sanitation customers	16,550	17,593	17,603	18,183	17,735
% of Delinquent sanitation Accts	<10%	<10%	<10%	<10%	<10%

GENERAL FUND DEPARTMENTAL SUMMARIES

- **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.
- *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.

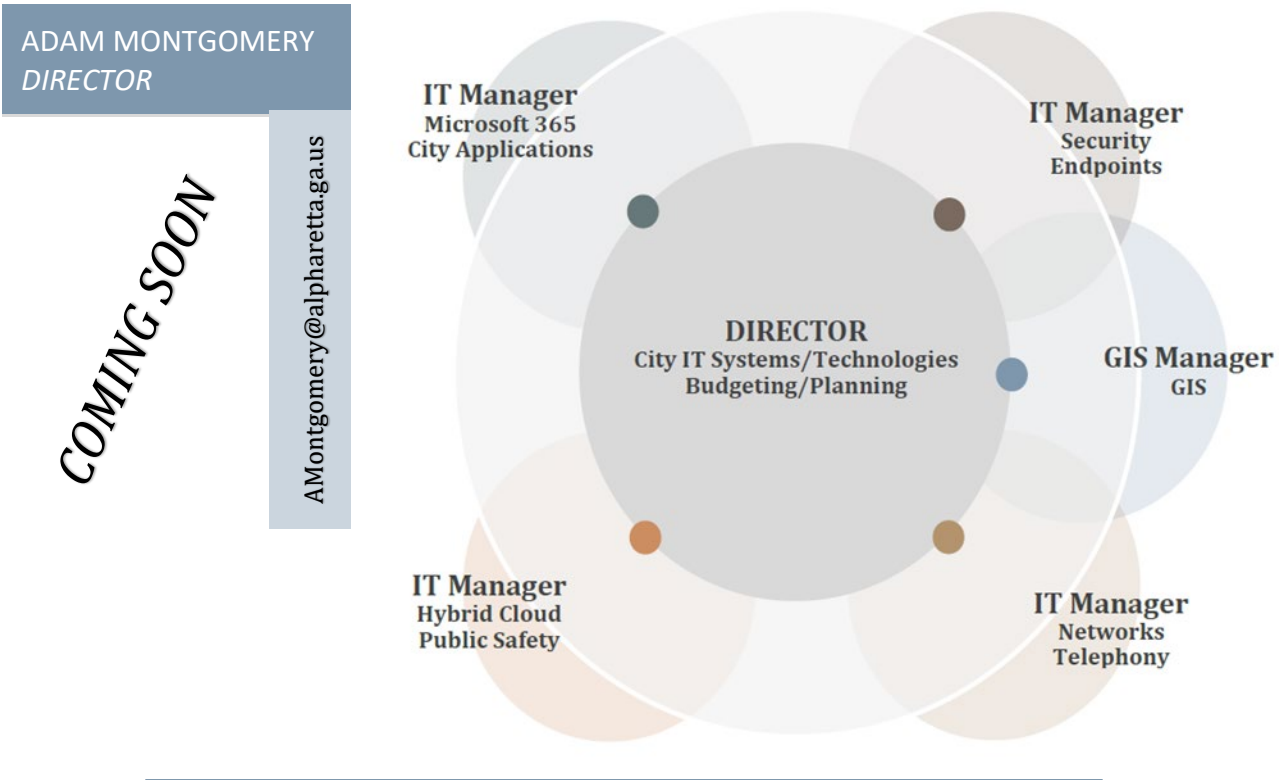
Accounting, Budget, Procurement Performance Measurements	Actual FY 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Audited CAFR to be published within 180 days of fiscal year end	12/30/2020**	12/27/2021	12/2/2022	11/22/2023	11/27/2024
GFOA Certificate of Achievement for Excellence in 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%	100%	100%	100%
Average # of vendor responses to Bids/Requests for Proposals	5	5	4	4	4

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

** COVID-19 Pandemic slowed auditor response times.

GENERAL FUND DEPARTMENTAL SUMMARIES

Information Technology



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.

GENERAL FUND 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.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Information Technology General Fund

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
N/A	\$ -	\$ -	\$ -		\$ -
TOTAL	\$ -	\$ -	\$ -		\$ -
EXPENDITURES					
Personnel Services:					
Salaries	\$ 1,141,452	\$ 1,123,438	\$ 1,161,795	\$ 1,372,096	\$ 1,459,471
Group Insurance	261,312	255,783	237,272	342,292	297,920
FICA	83,668	82,160	85,919	104,950	111,703
Pension (Defined Benefit)	106,663	121,870	131,986	116,670	137,272
Pension (401A Cont./Match)	90,553	83,283	95,898	129,797	137,451
Workers Compensation	31,967	33,441	33,810	33,173	35,042
OPEB Contribution	24,384	28,223	24,579	26,369	29,189
Miscellaneous	542	-	310	233	697
<i>subtotal</i>	\$ 1,740,540	\$ 1,728,197	\$ 1,771,569	\$ 2,125,580	\$ 2,208,745
Maintenance & Operations:					
Professional Services	\$ 22,446	\$ 8,580	\$ -	\$ 2,500	\$ 2,500
Employee Travel	14,016	-	1,383	22,000	22,000
Employee Training	15,994	12,195	17,290	12,500	22,500
Maint. Contracts/IT Svcs.	175,375	276,554	98,928	210,537	237,976
General Supplies	18,334	3,362	3,707	8,200	8,500
Small Equipment	7,491	342	1,167	15,000	15,000
Miscellaneous	532	375	-	800	1,700
<i>subtotal</i>	\$ 254,188	\$ 301,409	\$ 122,476	\$ 271,537	\$ 310,176
TOTAL	\$ 1,994,728	\$ 2,029,606	\$ 1,894,045	\$ 2,397,117	\$ 2,518,921

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2024 Budget for Information Technology totals \$2.5 million and represents an increase of 5%, or \$121,804, compared to FY 2023.

The Personnel Services category increased 4%, or \$83,165, due primarily to the 4% performance-based merit program scheduled for July 1, 2023, growth in other benefit categories (e.g., Defined Benefit Pension contributions), and partially offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers such as the Defined Benefit Pension contribution which has grown due to recent salary growth, market investment performance, etc.

Authorized personnel total 13 full-time-equivalents ("FTE") and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Variance
IT Manager (Security)	1.0	1.0	1.0	1.0	1.0	-
CityWorks IT Administrator	1.0	1.0	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	4.0	4.0	-
IT Analyst	1.0	1.0	1.0	1.0	1.0	-
IT Manager	3.0	3.0	3.0	3.0	3.0	-
IT Technician	-	-	1.0	1.0	1.0	-
	12.0	12.0	13.0	13.0	13.0	-

The Maintenance & Operations category increased 14%, or \$38,639, due primarily to general growth in the IT professional services account that reflects coverage of general software inflationary cost growth coupled with the annualized impact of items implemented during FY 2023 (partial year) including SharePoint Management software (\$10,000) and support/maintenance costs for the City Council Chambers audio/visual system (\$25,000).

GENERAL FUND 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.

Performance Measures for Calendar Year 2022 (Zen Desk Calendar Year Stats)

	2022	Department Target	Results	%
Service Desk				
Number total calls	7,668		7,668	
Number resolved w/in 4 hours	2,396		2,396	
% resolved w/in 4 hours	31%	30%	A+	104%
Number resolved w/in 8 hours	3,420		3,420	
% resolved w/in 8 hours	45%	50%	B+	89%
Number resolved in a day	4,939		4,939	
% resolved in a day	64%	70%	A	92%
Number resolved in 10 days	6,936		6,936	
% resolved in 10 days	90%	90%	A+	101%
Applications				
Repairs				
Number	368		368	
Number resolved in a day	181		181	
% resolved w/in in a day	49%	50%	A+	98%
Number resolved in 10 days	299		299	
% resolved in 10 days	81%	90%	A	90%
Service Requests				
Number	462		462	
Number resolved in a day	212		212	
Number resolved in 10 days	360		360	
Endpoint				
Repairs				
Number	243		243	
Number resolved in a day	87		87	
% resolved w/in in a day	36%	50%	C	72%
Number resolved in 10 days	195		195	
% resolved in 10 days	80%	90%	B+	89%
Service Requests				
Number	223		223	
Number resolved in a day	81		81	
Number resolved in 10 days	154		154	
GIS				
Number total cases	138		138	
Number resolved in a day	54		54	
% resolved w/in in a day	39%	33%	A+	119%
Number resolved in 10 days	109		109	
% resolved in 10 days	79%	75%	A+	105%

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measures for Calendar Year 2022 (Zen Desk Calendar Year Stats)

	2022	Department Target	Results	%
Network				
Repairs				
Number	60		60	
Number resolved in a day	26		26	
% resolved w/in in a day	43%	50%	B	87%
Number resolved in 10 days	49		49	
% resolved in 10 days	82%	100%	B	82%
Service Requests				
Number	24		24	
Number resolved in a day	8		8	
Number resolved in 10 days	13		13	
Security				
Repairs				
Number	118		118	
Number resolved in a day	58		58	
% resolved w/in in a day	49%	50%	A+	98%
Number resolved in 10 days	95		95	
% resolved in 10 days	81%	90%	B+	89%
Service Requests				
Number	578		578	
Number resolved in a day	202		202	
Number resolved in 10 days	383		383	
Telephone / Mobile Phones				
Repairs				
Number	51		51	
Number resolved in a day	24		24	
% resolved w/in in a day	47%	33%	A+	143%
Number resolved in 10 days	41		41	
% resolved w/in in 10 days	80%	90%	B+	89%
Service Requests				
Number	159		159	
Number resolved in a day	49		49	
Number resolved in 10 days	127		127	
Datacenter				
Repairs				
Number	3		3	
Number resolved in a day	2		2	
% resolved w/in in a day	67%	50%	A+	133%
Number resolved in 10 days	3		3	
% resolved w/in in 10 days	100%	100%	A+	100%
Service Requests				
Number	17		17	
Number resolved in a day	2		2	
Number resolved in 10 days	7		7	
OTHER MEASURES				
Emails				
Number of Inbound	2,739,425	N/A	2,739,425	
Number of Outbound	754,834	N/A	754,834	
Number of Internal	2,640,105	N/A	2,640,105	
Spam and Viruses blocked	914,901	N/A	914,901	
% Spam and Viruses blocked	33%	N/A	33%	
Servers				
Avg. number	100		100	
% availability (including maint.)	99.62%	99.90%	B	

GENERAL FUND DEPARTMENTAL SUMMARIES

Human Resources



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

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

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GENERAL FUND DEPARTMENTAL SUMMARIES

Human Resources

Administration, Talent and Compensation Management, Employee Relations, Development, Recruitment and Retention

Mission Statement

HR is committed to achieve the highest standards of public administration through sound HR practices, and to EMPOWER and ENCOURAGE employees by providing the support, training and development needed to fulfill their CAREER GOALS and the duties and responsibilities of their positions as a public servant.



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.

GENERAL FUND 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, enforce 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 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 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 advisor and resource for employees and supervisors regarding employee relations cases. Assist and educate employees about operating within the bounds of personnel policies. Assist supervisors address difficult and complex 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 strategic tasks.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Human Resources General Fund

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Public Records Requests	\$ -		\$ -		\$ -
TOTAL	\$ -		\$ -		\$ -
EXPENDITURES					
Personnel Services:					
Salaries	\$ 262,440	\$ 274,267	\$ 290,925	\$ 371,179	\$ 406,367
Overtime	116	-	62	-	-
Group Insurance	25,896	26,318	26,124	68,869	75,067
FICA	22,849	23,594	24,892	28,475	31,093
Pension (Defined Benefit)	22,793	26,117	28,666	29,529	34,971
Pension (401A Cont./Match)	19,905	22,457	26,671	35,360	39,994
Workers Compensation	8,149	7,633	7,857	7,897	9,766
OPEB Contribution	6,199	6,438	5,701	7,982	6,548
Tuition Reimbursement	34,025	15,389	20,726	55,000	55,000
Miscellaneous	-	-	387	233	78
<i>subtotal</i>	\$ 402,372	\$ 402,212	\$ 432,011	\$ 604,524	\$ 658,884
Maintenance & Operations:					
Professional Services	\$ 41,824	\$ 38,938	\$ 54,697	\$ 65,000	\$ 75,000
Employee Travel	1,109	-	723	3,877	4,000
Employee Training	6,188	6,022	2,541	9,500	10,000
Maint. Contracts/IT Svcs.	39,643	32,964	66,730	87,764	92,792
General Supplies	4,853	1,546	6,314	8,027	10,000
Employee Recognition	57,181	37,968	39,230	65,000	71,500
Miscellaneous	1,214	2,169	3,829	11,821	6,000
<i>subtotal</i>	\$ 152,012	\$ 119,608	\$ 174,064	\$ 250,989	\$ 269,292
TOTAL	\$ 554,384	\$ 521,820	\$ 606,075	\$ 855,513	\$ 928,176

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2024 Budget for Human Resources totals \$928,176 and represents an increase of 8%, or \$72,663, compared to FY 2023.

The Personnel Services category increased 9%, or \$54,360, due primarily to the 4% performance-based merit program scheduled for July 1, 2023, staff hires and changes in compensation/benefit elections, growth in other benefit categories (e.g., Defined Benefit Pension contributions), and partially offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers such as the Defined Benefit Pension contribution which has grown due to recent salary growth, market investment performance, etc.

Authorized personnel total 4 full-time-equivalents (“FTE”) and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	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	-
Human Resources Specialist	-	-	-	1.0	1.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
	3.0	3.0	3.0	4.0	4.0	-

The Maintenance and Operations category increased 7%, or \$18,303, due primarily to the following activity:

- Increase in professional services of \$10,000 (15% growth) due to an increase in funding needs for pre-employment physicals, psychological assessments, etc.
- Increase in maintenance contracts/IT professional services of \$5,028 (6% growth) due to the coverage of general software inflationary cost growth coupled with the annualized impact of software secured during FY 2023 (partial year) including the Perform module within NeoGov (HR management software).
- Increase in employee recognition costs of \$6,500 (10% growth) to fund improvements in our employee appreciate day events.
- All of which is partially offset through a reduction in miscellaneous expenses associated with one-time costs during FY 2023 related to the office space buildout and equipping of the HR Specialist position approved as part of the FY 2023 budget.

GENERAL FUND DEPARTMENTAL SUMMARIES

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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Human Resources Dept. annual turnover percentage	0%	0%	0%	0%	0%
City-wide turnover percentage	8.18%	10.85%	11.98%	15.00%	13%
Total # full-time equivalents (full-time, part-time, seasonal, and elected)	565	583	590	619	640
HR staff to total full-time equivalent employee ratio	0.531	0.515	0.508	0.646	0.625

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Employment & Retention					
Average cost per hire - Regular positions	\$7,500	\$6,000	\$6,000	\$6,500	\$6,500
Average cost per hire - Seasonal positions	\$1,200	\$750	\$750	\$850	\$900
# of Online job postings hits	36,459	106,673	119,229	150,235	160,000
# of Job interest cards received	1,347	1,239	1,216	1,856	2,000
# of Applications reviewed	342	1084	1414	2874	2,800
# of Qualified applications processed	193	652	721	780	850
# of New hires - Regular positions	40	34	53	55	65
# of New hires - Seasonal positions	70	87	89	95	110
# of Internal promotions	22	19	32	30	35
# of Separations (not including retirement)	103	124	59	130	100
# of Retirements	12	9	8	15	25
# New hire orientation sessions	21	24	22	12^	12
Workforce Management					
% of Employees rated "Exceeds" on performance review	37.4%	37.2%	43.5%	41.0%	39.0%
% of Employees rated "Meets" on performance review	62.6%	62.8%	56.3%	59.0%	61.0%
% of Employees underperforming on annual review	0.0%	0.0%	0.2%	0.0%	0.0%
% of Employees on "Performance Improvement Plan"	1.3%	1.4%	0.2%	0.5%	0.5%
# Employee Relation Cases	31	38	42	50	55
Education Incentive - Professional Development					
# enrollments by program***					
Doctorate Degree	1	0	0	1	0
Master's Degree	4	1	3	2	4
Bachelor's Degree	10	7	6	8	8
Associate's Degree	1	1	1	2	3
Certificate Programs	2	2	2	1	2
Total # of employees receiving education incentive	18	11	12	14	17
Other Metrics					
# Payroll action forms processed	****	1412	1823	2082	2100

^NEO completed once a month starting FY23

*New Applicant Tracking System (NEOGOV) implemented on Sept., 2019.

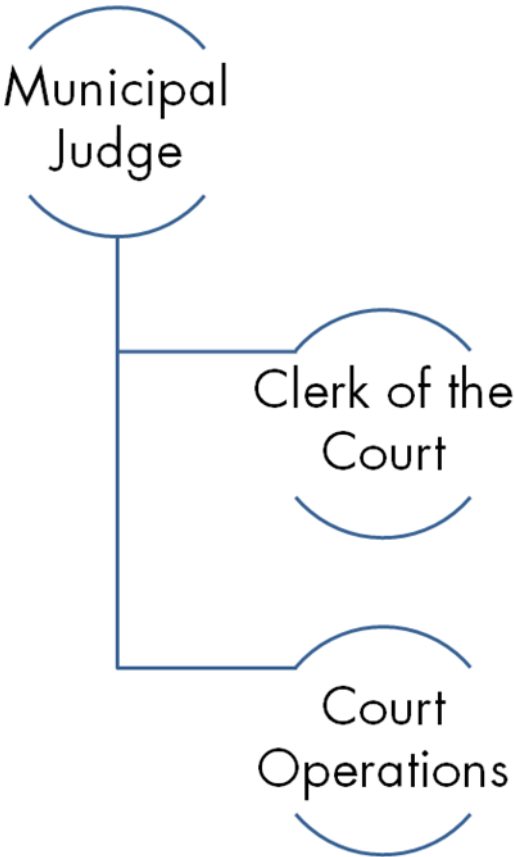
**Operating under hiring freeze for certain non-Public Safety positions.

*** FY21 and FY22 - program partially unfunded due to budget constraints

**** started collecting data in 2021

GENERAL FUND DEPARTMENTAL SUMMARIES

Municipal Court



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GENERAL FUND 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;
-   ✓ 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 ensure compliance with all State laws and regulations; and
-   ✓ Continue to cross-train employees.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Municipal Court General Fund

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Intergovernmental	\$ -	\$ 37,665	\$ 75,637	\$ 141,000	\$ 133,748
TOTAL	\$ -	\$ 37,665	\$ 75,637	\$ 141,000	\$ 133,748
EXPENDITURES					
Personnel Services:					
Salaries	\$ 329,975	\$ 371,878	\$ 428,443	\$ 449,083	\$ 558,375
Overtime	129	4,678	25,728	90,000	110,000
Group Insurance	70,243	70,526	109,172	133,320	108,443
FICA	24,251	27,896	32,291	41,246	51,131
Pension (Defined Benefit)	33,429	31,311	18,145	19,584	11,227
Pension (401A Cont./Match)	27,319	30,613	39,847	52,117	70,697
Workers Compensation	13,904	10,778	11,655	8,655	10,619
OPEB Contribution	10,590	9,105	8,470	6,891	8,816
Miscellaneous	-	542	-	78	-
<i>subtotal</i>	\$ 509,841	\$ 557,326	\$ 673,750	\$ 800,974	\$ 929,308
Maintenance & Operations:					
Professional Services	\$ 252,699	\$ 227,434	\$ 230,791	\$ 130,230	\$ 67,500
Land/Building Rental	-	-	74,525	82,000	81,300
Printing	8,336	10,269	7,386	8,000	9,800
Maint. Contracts/IT Svcs.	68,427	67,103	53,466	100,016	78,469
General Supplies	16,013	13,108	11,701	12,250	12,250
Utilities	21,544	21,250	4,860	-	-
Miscellaneous	12,574	9,306	23,548	14,730	30,500
<i>subtotal</i>	\$ 379,594	\$ 348,470	\$ 406,276	\$ 347,226	\$ 279,819
TOTAL	\$ 889,434	\$ 905,796	\$ 1,080,027	\$ 1,148,200	\$ 1,209,127

Budget Narrative

The FY 2024 Budget for Municipal Court totals \$1.2 million and represents an increase of 5%, or \$60,927, compared to FY 2023.

The Personnel Services category increased 16%, or \$128,334, due primarily to the 4% performance-based merit program scheduled for July 1, 2023, conversion of the Judge to a contract employee during FY 2023 (partial-year vs. full year impact in FY 2024), staff hires and changes in compensation/benefit elections, growth in other salary/benefit categories (e.g., overtime appropriations), and partially offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the

GENERAL FUND DEPARTMENTAL SUMMARIES

budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers such as appropriations for overtime to cover various activities such as bailiff duties.

Authorized personnel total 6.5 full-time-equivalents ("FTE") and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024**	Variance
Administrative Assistant I	-	1.0	-	-	-	-
Director	1.0	1.0	1.0	1.0	1.0	-
Chief Court Clerk	-	-	-	1.0	1.0	-
Deputy Court Clerk	-	-	-	2.0	2.0	-
GCIC Coordinator	-	-	-	1.0	1.0	-
Deputy Clerk I	1.0	-	-	-	-	-
Deputy Clerk II	4.0	4.0	4.0	-	-	-
Deputy Clerk III	1.0	1.0	1.0	-	-	-
City Solicitor*	-	-	1.0	1.0	1.0	-
Judge*	0.5	0.5	-	0.5	0.5	-
	7.5	7.5	7.0	6.5	6.5	-

*The Solicitor position was converted from a private contractor to a full-time position in FY 2022. The Judge was converted to a private contractor in FY 2022 and later reclassified back to an authorized city position.

** These counts do reflect authorized staffing only. Please refer to the Operating Initiative Requests section for new staffing requests.

The Maintenance and Operations category decreased -19%, or -\$67,407, due primarily to the following activity:

- Decrease in professional fees of -\$62,730 (48% reduction) due primarily reclassifying the Judge from a 1099 contractor to a contract employee position mid-way through FY 2023 which is partially offset through an increase in funding for court-appointed attorneys.
- Decrease in maintenance contracts/IT professional services of -\$21,547 (22% reduction) due partially to one-time costs for the eCourts software implementation during FY 2023 that will not continue into FY 2024.
- Increase in miscellaneous costs of \$15,770 (107% growth) due primarily to a renewed focus on professional development of staff.

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Citations received to process	9,503	8,765	10,861	1,200	1,300
Total # of cases disposed	11,198	7,745	9,376	1,100	1,200
# of Court sessions	238	216	216	216	216
Annual deposits (Court Fines)	\$1,657,373	\$1,361,323	\$1,670,333	\$1,800,000	\$2,000,000

GENERAL FUND DEPARTMENTAL SUMMARIES

Public Safety

JOHN ROBISON
DIRECTOR



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GENERAL FUND DEPARTMENTAL SUMMARIES

Public Safety

Administration, Police, Fire, and Emergency 911

Mission Statement

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

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

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



Fire Services

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.

GENERAL FUND 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

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Licenses and Permits					
Alcohol Beverage	\$ 26,925	\$ (1,241)	\$ -	\$ -	\$ -
Other	23,635	200	1,325	500	500
Intergovernmental:					
City of Milton	65,000	15,968	1,648	-	-
Fulton County/COVID-19 Testing Site	-	234,735	97,485	-	-
1st Responders Grant	-	-	222,359	-	-
Alpharetta Jail IGA (utilities)	-	-	-	-	14,300
Charges for Services:					
Reports	22,641	20,627	18,774	20,000	20,000
Services	173,410	150,310	201,990	160,000	200,000
False Alarms	45,852	35,191	61,987	40,000	58,000
Plan Review	206,443	138,229	137,995	150,000	225,000
Other	11,280	150	-	4,000	-
Fines & Forfeitures:					
Municipal Court Fines	1,657,373	1,367,813	1,529,553	1,650,000	2,040,000
School Zone/Bus Camera Citations	63,009	1,139,043	1,441,210	720,000	1,100,250
Other Revenue	944	10,405	9,358	200	-
TOTAL	\$ 2,296,512	\$ 3,111,429	\$ 3,723,684	\$ 2,744,700	\$ 3,658,050
EXPENDITURES					
Personnel Services:					
Salaries	\$ 14,197,773	\$ 14,638,844	\$ 15,870,401	\$ 18,517,537	\$ 18,638,197
Overtime	1,789,103	1,736,876	2,196,476	1,931,950	2,288,000
Group Insurance	4,602,770	4,877,695	4,721,024	5,788,151	5,783,086
FICA	1,161,545	1,188,219	1,314,104	1,561,581	1,604,425
Pension (Defined Benefit)	1,535,869	1,529,222	1,631,525	1,725,035	1,952,929
Pension (401A Cont./Match)	1,188,108	1,135,079	1,470,121	1,568,268	1,836,854
Miscellaneous	766,689	730,361	747,257	831,697	892,554
<i>subtotal</i>	<i>\$ 25,241,856</i>	<i>\$ 25,836,297</i>	<i>\$ 27,950,908</i>	<i>\$ 31,924,219</i>	<i>\$ 32,996,045</i>
Maintenance & Operations:					
Professional Services	\$ 176,701	\$ 86,065	\$ 86,779	\$ 265,599	\$ 266,590
Fuel/Repair & Maint. (Vehicles)	704,730	659,673	984,450	842,560	933,500
Employee Travel	85,902	32,565	83,128	125,096	176,343
Employee Training	76,567	83,766	112,824	172,806	150,175
Maint. Contracts/IT Services	1,115,253	1,295,782	1,558,416	1,971,287	2,113,416
General Supplies	285,121	219,962	290,324	277,647	368,700
Uniforms	179,731	176,718	179,589	223,051	303,550
Miscellaneous	357,730	375,883	295,519	322,504	362,725
<i>subtotal</i>	<i>\$ 2,981,734</i>	<i>\$ 2,930,414</i>	<i>\$ 3,591,030</i>	<i>\$ 4,200,550</i>	<i>\$ 4,674,999</i>
Capital/Leases:					
Capital/Other	\$ -	\$ 2,902	\$ -		\$ 230,395
Fleet/Equipment Lease(s)	631,280	582,963	675,893	659,858	779,067
<i>subtotal</i>	<i>\$ 631,280</i>	<i>\$ 585,866</i>	<i>\$ 675,893</i>	<i>\$ 659,858</i>	<i>\$ 1,009,462</i>
TOTAL	\$ 28,854,870	\$ 29,352,576	\$ 32,217,831	\$ 36,784,627	\$ 38,680,506

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2024 Budget for Public Safety totals \$38.7 million and represents an increase of 5%, or \$1.9 million, compared to FY 2023.

The Personnel Services category increased 3%, or \$1.1 million, due to multiple factors including wage increases associated with the 4% performance-based merit program scheduled for July 1, 2023, annualized impact of the supplemental retirement benefits approved during FY 2023 (Peace Officers Annuity and Benefit Fund; Firefighters Pension fund), increases in overtime to reflect current trends, staff hires and changes in compensation/benefit elections, and partially offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers.

Authorized personnel total 238.5 full-time-equivalents ("FTE"), including the six new positions added during FY 2023, and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024*	Variance
Sworn Police Officers						
Director of Public Safety	1.0	1.0	1.0	1.0	1.0	-
Captain	4.0	4.0	4.0	4.0	5.0	1.0
Lieutenant	8.0	7.0	7.0	7.0	7.0	-
Field Training Officer	6.0	4.0	5.0	5.0	5.0	-
Officer	70.0	73.0	72.0	76.0	75.0	(1.0)
Sergeants	13.0	16.0	16.0	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	1.0	-
Crime Scene Detective	-	-	-	1.0	1.0	-
Police Training Coordinator	1.0	1.0	1.0	1.0	1.0	-
	105.0	108.0	108.0	113.0	113.0	-

GENERAL FUND DEPARTMENTAL SUMMARIES

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024*	Variance
Certified Firefighters						
Accreditation/Emer. Mgmt. Coord. (Captain)	1.0	1.0	-	-	-	-
Assistant Fire Marshal	5.0	5.0	5.0	4.0	4.0	-
Battalion Chief	4.0	4.0	4.0	4.0	4.0	-
Deputy Director of Public Safety	1.0	-	-	-	-	-
Deputy Fire Marshal	1.0	1.0	1.0	2.0	1.0	(1.0)
Captain	18.0	18.0	17.0	18.0	18.0	-
Community Paramedic	-	-	-	1.0	1.0	-
EMS Chief	-	1.0	1.0	1.0	1.0	-
EMS Training Officer	-	1.0	1.0	1.0	1.0	-
Fire Administration Chief	-	-	-	-	1.0	1.0
Fire Apparatus Engineer	24.0	24.0	27.0	27.0	27.0	-
Fire Marshal	1.0	1.0	1.0	1.0	1.0	-
Fire Operations Chief	1.0	1.0	1.0	1.0	1.0	-
Firefighter II	19.0	19.0	19.0	19.0	18.0	(1.0)
Firefighter/Paramedic	20.0	20.0	20.0	20.0	21.0	1.0
Lieutenant	3.0	3.0	7.0	6.0	6.0	-
Public Affairs Coordinator	1.0	1.0	-	-	-	-
Public Safety Logistics/Emer. Mgmt Coord.	1.0	1.0	1.0	1.0	1.0	-
Special Projects and Data Analyst	-	-	1.0	1.0	1.0	-
Training/Emergency Medical Svcs Coord.	1.0	-	-	-	-	-
	101.0	101.0	106.0	107.0	107.0	-
Civilian Positions						
Administrative Assistant II	2.0	2.0	2.0	1.0	1.0	-
Administrative Generalist	-	-	-	1.0	1.0	-
Accreditation Manager	-	-	1.0	1.0	1.0	-
Criminal Info Systems Tech	-	-	-	-	1.0	1.0
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	1.0	1.0	-
Fingerprint Technician	1.0	0.5	0.5	0.5	-	(0.5)
Parking Ambassador (2PT to 1FT in FY 2023)	1.0	1.0	1.0	1.0	1.0	-
Budget/Finance Coordinator	1.0	1.0	1.0	1.0	1.0	-
Records Clerk	4.5	5.0	5.0	5.0	4.5	(0.5)
Records Manager	-	-	1.0	1.0	1.0	-
Records Supervisor	1.0	1.0	-	-	-	-
School Crossing Guard (8PT)	4.0	4.0	4.0	4.0	4.0	-
	17.5	17.5	18.5	18.5	18.5	-
	223.5	226.5	232.5	238.5	238.5	-

* These counts do reflect authorized staffing only. Please refer to the Operating Initiative Requests section for new staffing requests.

The Maintenance & Operations category increased 11%, or \$474,449, due primarily to the following activity:

- Increase in funding for fuel of \$43,440 due to usage patterns and commodity pricing trends and repair/maintenance needs of \$47,500 for vehicles, \$9,060 for equipment, and \$5,000 facilities. The growth in vehicle repair funding is based on current cost trends. Specifically, the city replaces 1/7th of its public safety fleet annually (this

GENERAL FUND DEPARTMENTAL SUMMARIES

equates to a lifetime mileage target of 100,000) to ensure minimal downtime and that our equipment is responsive to service demands. That said, the city is still transitioning from Impala sedans to Explorers SUVs. The Impala's have a more costly repair record (than the Explorers) and, with our existing units reaching their mileage targets, we are incurring more repair costs in the short-term as we phase out the legacy Impalas.

- Increase in professional development (travel/training) of \$28,616 (10% growth) to ensure our staff maintains industry knowledge and best practices in the law enforcement field.
- Increase in maintenance contracts/IT professional services of \$142,129 (7% growth) due to the coverage of general software inflationary cost growth coupled with additional funding for body cameras (+\$112,000).
- Growth in general supplies of \$91,053 (33% growth) due primarily to additional funding for fire retirements/promotions events (+\$24,000), increased ammunition pricing (+\$18,000), increased funding for annual awards, retirement gifts, and medals purchased throughout the year (+\$10,000), funding for Narcan (+\$6,000; this was previously funded through a Fulton County grant), increased funding for fire station janitorial supplies based on current cost and usage trends (+\$7,355), etc.
- Increase in uniform funding of \$80,499 (36% growth) associated with the increase in police officer uniform allotment from \$350 to \$800 per year in the amount of \$50,850 (implemented in 2023 and funded through a reallocation of available proceeds) and an increase of \$36,000 for fire uniforms due to price increases and to complete the purchase of Class A uniforms.
- Increase in miscellaneous costs of \$40,221 (12% growth) due primarily to growth in utility expenses (+\$38,100) in electricity, natural gas, water/sewer, and miscellaneous utilities (e.g., cable and garbage). The main driver is reopening of the Alpharetta Jail (\$21,450 in forecasted utility expenses) coupled with general electric utility cost growth (includes adjustments for approved GA Power rate increases of 10.5% on January 1, 2023, and 1% on January 1, 2024). It should be noted that under the Alpharetta Jail Intergovernmental Agreements, utilities will be split amongst all participating municipalities. This revenue is reflected within the Intergovernmental section and is based on approved IGAs as of April 2023. As other municipalities join, the revenue split will be updated accordingly.

GENERAL FUND DEPARTMENTAL SUMMARIES

The Capital/Lease category increased 53%, or \$349,604, due primarily to the following activity:

- Increase in operational capital funding (+\$230,395) due to the reallocation of public safety equipment replacement funding from the Capital Project Fund to the General Fund as these items are under the \$25,000 capitalizable threshold. Components include: \$10,000 for furniture/bedding; \$15,000 for fire tools/equipment; \$10,000 for replacement exercise equipment; \$17,000 for (12) automated external defibrillators for patrol; \$12,295 for training sim gun replacement; \$17,000 for (2) replacement AR-10 sniper rifles; \$26,000 for the replacement of (5) sets of SWAT ballistic vests ; \$10,400 for (2) DEA TFO vests; \$2,400 for (2) DEA TFO helmets; \$8,200 for police department tools/equipment; \$2,700 for (6) motor helmets; \$5,000 for (2) radars for motors; \$5,000 for (2) Stalker Lasers; \$60,000 for turnout gear/personal protective equipment for firefighters; \$27,900 for (9) weather radio replacements; and \$1,500 for SCBA cylinders.
- Increase in fleet/equipment leases of \$119,209 due to issuance of the Series 2022 Bank of America capital lease in FY 2023 to replace three Fire Pumpers. Upon programming of this increase in FY 2024, the annual payment for our operating leases will be relatively flat.

GENERAL FUND DEPARTMENTAL SUMMARIES

Performance Measurement

The following section provides detailed information on Public Safety programs including performance measures and personnel.

- **Police Services**

Statement of Service: Alpharetta's Police Services include criminal investigations, uniform patrol, traffic patrol, and training activities.

National Incident Based Reporting System

Patrol Division

Offenses	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023 YTD
Group A Offenses	2,631.00	1,850.00	1,564.00	1,732.00	1,123.00
Group B Offenses	728.00	663.00	297.00	580.00	346.00
Total	3,359.00	2,513.00	1,861.00	2,312.00	1,469.00
Per 1000 Population	50.70	36.35	26.92	33.45	21.25
Arrest					
Group A Offenses	436.00	372.00	330.00	370.00	267.00
Group B Offenses	422.00	248.00	280.00	419.00	201.00
Non-Criminal Offenses	695.00	563.00	401.00	479.00	384.00
Total	1,553.00	1,183.00	1,011.00	1,268.00	852.00
Per 1000 Population	23.44	17.11	14.63	18.34	12.33

Criminal Investigations Division

Assigned for Investigation	889.00	944.00	1,374.00	816.00	508.00
Closed by Arrest	60.00	87.00	91.00	96.00	32.00
Closed by Exception	27.00	38.00	29.00	30.00	15.00
Unfounded	78.00	112.00	166.00	88.00	38.00
Active Cases	724.00	707.00	1,088.00	679.00	647.00

Traffic Division

Accidents	3,059.00	2,538.00	1,800.00	2,263.00	1,411.00
Fatalities	4.00	1.00	3.00	0.00	0.00

911 Communications

Calls For Service	38,069.00	33,997.00	35,866.00	40,657.00	25,496.00
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GENERAL FUND DEPARTMENTAL SUMMARIES

- **Fire Services**

Statement of Service: Alpharetta's Fire Services include fire prevention, fire inspection, and fire suppression.

	2018 Total Incidents	2019 Total Incidents	2020 Total Incidents	2021 Total Incidents	2022 Total Incidents
FIRES					
Structure Fires	32	45	41	61	54
Vehicle Fires	22	27	25	22	24
Other Fires	46	80	30	35	44
Total Fires	100	152	96	118	122
Pressure Ruptures, Explosion, Overheat	2	0	0	4	3
RESCUE CALLS					
Emergency Medical Treatment	3011	3103	3442	3510	3946
All Others	63	61	54	145	528
Total Rescue Calls	3074	3164	3496	3655	4474
Hazardous Condition Calls	121	107	147	124	177
Service Calls	726	806	598	574	744
Good Intent Calls	2424	2368	1123	1466	1411
Severe Weather or Natural Disaster	1	1	2	0	1
Special Incident Calls	3	9	2	0	2
Unknown Incident Type	0	0	0	0	0
FALSE CALLS					
Malicious Calls	16	18	19	13	7
Other False Calls	749	776	768	847	1174
Total False Calls	765	794	787	860	1181
TOTAL CALLS	7216	7401	6251	6801	8115

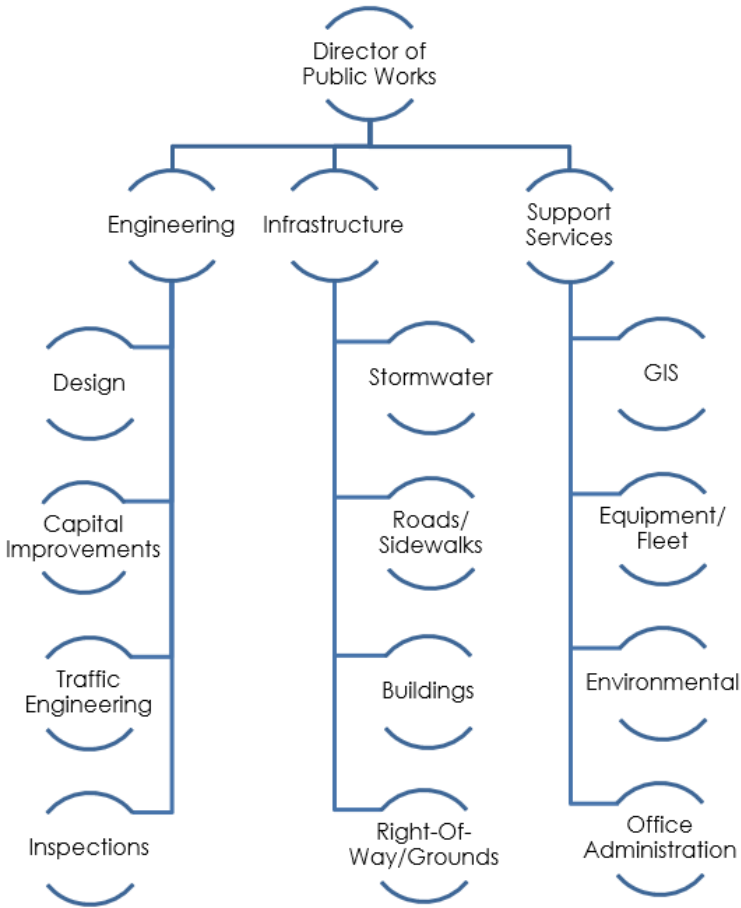
GENERAL FUND DEPARTMENTAL SUMMARIES

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.

GENERAL FUND 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.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Public Works General Fund

	FY 2020 Actual	FY2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Other Revenue:					
CID (GA400 Interchange Maint.)	\$ 88,944	\$ 106,679	\$ 71,642	\$ 92,500	\$ 91,073
Miscellaneous	2,500	24,300	13,529	1,000	1,000
TOTAL	\$ 91,444	\$ 130,979	\$ 85,171	\$ 93,500	\$ 92,073
EXPENDITURES					
Personnel Services:					
Salaries	\$ 2,864,499	\$ 2,924,482	\$ 3,090,806	\$ 3,609,612	\$ 3,568,290
Overtime	33,356	20,406	41,865	40,000	45,000
Group Insurance	892,231	895,540	893,505	1,184,342	1,042,616
FICA	209,851	216,601	230,220	278,726	274,010
Pension (Defined Benefit)	354,974	306,128	323,670	296,195	335,013
Pension (401A Cont./Match)	216,423	203,358	259,486	335,619	336,509
Workers Compensation	94,888	88,360	91,966	91,661	85,451
OPEB Contribution	72,374	74,549	66,877	73,455	71,318
Miscellaneous	2,554	1,161	3,251	1,864	1,628
<i>subtotal</i>	<i>\$ 4,741,150</i>	<i>\$ 4,730,585</i>	<i>\$ 5,001,646</i>	<i>\$ 5,911,474</i>	<i>\$ 5,759,835</i>
Maintenance & Operations:					
Professional Services	\$ 10,933	\$ 5,383	\$ 9,673	\$ 6,000	\$ 15,000
Fuel/Repair & Maint. (Vehicles)	103,856	117,014	150,818	137,500	170,000
Repair & Maint. (Facilities)	414,037	366,097	314,309	375,589	459,500
Maint. Contracts/IT Services	1,038,912	1,138,897	1,297,073	1,519,752	1,614,162
General Supplies	142,199	103,166	106,595	132,508	166,950
Utilities	1,814,759	1,976,712	1,892,247	1,971,750	2,029,250
Miscellaneous	87,064	98,374	81,278	101,500	150,500
<i>subtotal</i>	<i>\$ 3,611,761</i>	<i>\$ 3,805,644</i>	<i>\$ 3,851,993</i>	<i>\$ 4,244,599</i>	<i>\$ 4,605,362</i>
TOTAL	\$ 8,352,910	\$ 8,536,228	\$ 8,853,639	\$ 10,156,073	\$ 10,365,197

Budget Narrative

The FY 2024 Budget for Public Works totals \$10.4 million and represents an increase of 2%, or \$209,124, compared to FY 2023.

The Personnel Services category decreased -3%, or -\$151,639, due primarily to the 4% performance-based merit program scheduled for July 1, 2023, staff hires and changes in compensation/benefit elections, growth in other benefit categories (e.g., Defined Benefit Pension contributions), and fully offset with reductions in group insurance allocations and the transfer of one full-time vacant Senior Engineer position to City Administration that has

GENERAL FUND DEPARTMENTAL SUMMARIES

been reclassified to a Municipal Project Manager. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers such as the Defined Benefit Pension contribution which has grown due to recent salary growth, market investment performance, etc.

Authorized personnel total 50 full-time-equivalents ("FTE") and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024*	Variance
Administrative Assistant II	1.0	-	-	-	-	-
Assistant Construction Manager	1.0	1.0	1.0	1.0	1.0	-
Civil Engineer	2.0	2.0	1.0	1.0	1.0	-
Construction Manager	1.0	1.0	1.0	1.0	1.0	-
Deputy Director of Public Works	1.0	-	-	-	-	-
Director	1.0	1.0	1.0	1.0	1.0	-
Engineering Technician	5.0	5.0	4.0	6.0	6.0	-
Environmental Program Coordinator	1.0	1.0	1.0	1.0	1.0	-
Fleet/Equipment Logistics Tech.	-	1.0	1.0	1.0	1.0	-
Fleet Coordinator	1.0	-	-	-	-	-
GIS Specialist/Planner	-	-	1.0	-	-	-
GIS Coordinator	-	-	-	1.0	1.0	-
Infrastructure Operations Manager	-	-	-	1.0	1.0	-
Office Manager	-	1.0	1.0	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	7.0	7.0	-
Public Works Supervisor	4.0	4.0	4.0	3.0	3.0	-
Public Works Technician I	6.0	6.0	6.0	6.0	5.0	(1.0)
Public Works Technician II	10.0	10.0	10.0	9.0	9.0	-
Right of Way Coordinator	1.0	1.0	1.0	1.0	1.0	-
Senior Engineer**	2.0	2.0	2.0	2.0	1.0	(1.0)
Senior Engineering Technician	-	-	-	-	1.0	1.0
Senior Inspector	1.0	1.0	1.0	1.0	1.0	-
Senior Operations Manager	-	1.0	1.0	1.0	1.0	-
Senior Water Resources Analyst	1.0	1.0	1.0	1.0	1.0	-
Support Services Manager	1.0	1.0	1.0	1.0	1.0	-
Traffic Operations Manager	1.0	1.0	1.0	1.0	1.0	-
Traffic Signal Engineer	1.0	-	-	-	-	-
Transportation Engineering Manager	-	1.0	1.0	1.0	1.0	-
Urban Forestry Program Manager	1.0	1.0	1.0	1.0	1.0	-
	52.0	52.0	51.0	51.0	50.0	(1.0)

* These counts do reflect authorized staffing only. Please refer to the Operating Initiative Requests section for new staffing requests.

** Position transferred to City Administration and reclassified to a Municipal Project Manager.

GENERAL FUND DEPARTMENTAL SUMMARIES

The Maintenance and Operations category increased 8%, or \$360,763, due primarily to the following activity:

- Increase in funding for fuel (+\$20,000 due to usage patterns and commodity pricing trends) and vehicle repair/maintenance needs (+\$12,500). The growth in vehicle repair/maintenance costs covers the rising costs of vehicle repairs and preventative maintenance as well as annual Department of Transportation inspections for Public Works vehicles. Examples of recent repairs are a 2013 Ford F-150 Super Duty Bucket Truck with internal engine failure, which was repaired for \$7,400 and a 2009 Ford F-750 Bucket Truck requiring turbo and regen system repairs at \$12,700.
- Increase in facilities repair/maintenance costs of \$83,911 (22% growth) due to multiple factors including the reopening of the municipal jail partially due to reopening of jail (+\$30,000), additional funding for City Hall (+\$31,037), with the remainder (+\$22,863) due to inflationary cost growth of labor/supplies for many of the included services such as plumbing, HVAC, etc.
- Increase in maintenance contracts and IT professional services of \$94,410 (6% growth) due primarily to inflationary cost increases in many of the city's labor-intensive contracts such as landscaping (annualized impact of recent right-of-way maintenance contract), janitorial, etc. coupled with funding for the newly opened Davis Drive extension (e.g., landscape maintenance).
- Increase in general supplies of \$34,442 (26% growth) due to rising costs and need for janitorial supplies, soap, and disinfectants, etc. as well as added facility supplies for the re-opening of the Alpharetta Jail.
- Increase in utility expenses of \$57,500 (3% growth) in electricity, natural gas, water/sewer, and miscellaneous utilities (e.g., cable and garbage). The main driver is electric utility cost growth and is based on usage trends coupled with adjustments for approved GA Power rate increases of 10.5% on January 1, 2023, and 1% on January 1, 2024.
- Increase in miscellaneous costs of \$49,000 (48% growth) due primarily to growth in professional development (+\$9,000) needs, uniform needs (+\$13,700) due to outfitting new hires and replacing uniforms and footwear for Public Works crews, equipment repair/maintenance (+\$10,000) due to rising costs associated with repairs for aging equipment, etc.

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Events coordinated	17	24	28	24	24
# of Students reached	404	18	285	18	275
# of Volunteers	307	244	215	250	250

- **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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Water quality samples analyzed	421	448	440	448	150
* Capital contracts include traffic, stormwater, sidewalks, infrastructure, community development, and facilities projects.					

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Average # of days to complete sidewalk work order	12.5	12.2	12.5	10.0	10.0
Average # of days to complete pothole work order	1.0	1.0	1.0	1.0	1.0
Average # of days to complete curb and gutter work order	2.7	2.0	8.5	2.5	5.0
Average # of days to complete ROW, mowing, limb work order	1.2	1.0	2.5	1.0	2.0
Average # of days to complete sink hole work order	2.2	3.4	7.6	3.0	3.0
Average # of days to complete sign replacement/upgrade work order	1.7	1.7	1.8	1.5	2.0
Average # of days to complete signal light maintenance work order	3.4	3.6	6.5	3.0	3.0
Average # of days to complete striping work order	5.9	3.7	2.0	3.5	4.0
Average # of days to complete catch basin work order	4.9	2.5	1.9	3.5	5.0
Average # of days to complete storm drain work order	5.2	10.3	13.5	7.5	10.0
Average # of days to complete facilities work order	4.8	4.0	4.4	4.0	4.0

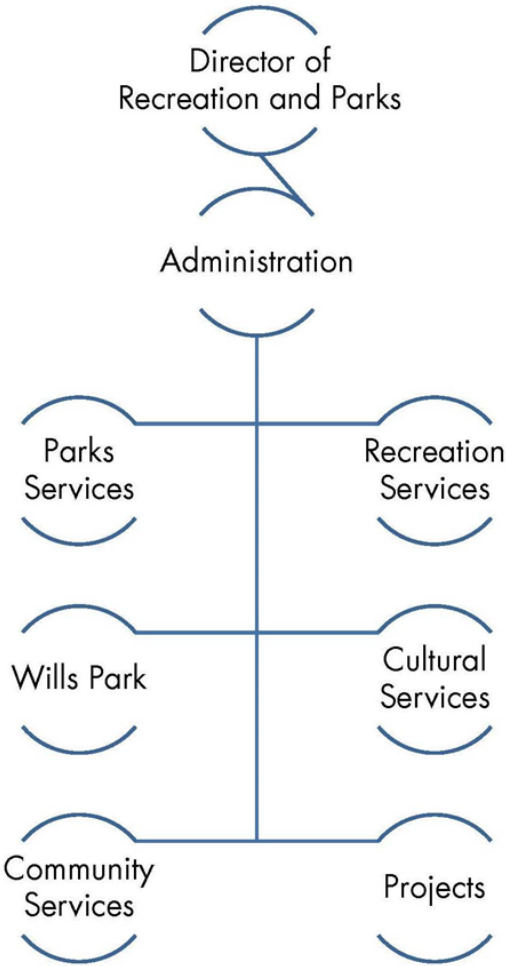
GENERAL FUND DEPARTMENTAL SUMMARIES

Recreation, Parks & Cultural Services

MORGAN RODGERS
DIRECTOR



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



Offering the highest quality of life 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.

GENERAL FUND DEPARTMENTAL SUMMARIES

Recreation, Parks & Cultural Services

Administration, Parks Services, Recreation Services, Wills Park, Cultural Services, Community Services, Projects

Mission Statement

The Alpharetta Recreation and Parks Department strives to promote the highest quality recreation programs and park facilities to our citizens consistent with our core values of Excellence, Stewardship, Integrity, Service and Loyalty.



Youth Athletics

Goals and Objectives

-   ✓ Substantially complete the nine (9) Park improvement/Development projects prioritized by the 2021 Parks Bond Referendum; and
-   ✓ Connect with residents and seek out ideas for new programs and services and implement when possible; and
-   ✓ Increase revenues through increased participation and sponsorships; and
-   ✓ Actively engage in the improving access and usability of all parks and facilities by all residents through ongoing maintenance, beautification, and facility enhancement; and
-   ✓ Identify, engage and codify partnerships with adjoining cities, Fulton County, Fulton County Schools, and businesses throughout the city.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel

Recreation, Parks & Cultural Services General Fund

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Intergovernmental	\$ 318,295	\$ 2,486	\$ 3,390	\$ 3,000	\$ 3,000
Charges for Services:					
Aquatics Activity Fees	127,559	114,299	201,502	206,000	207,000
Athletics Activity Fees	418,111	342,519	282,234	490,000	280,000
Arts Services	53,688	96,622	183,402	182,500	202,500
Community Center Activity Fees	451,273	567,756	817,206	862,376	982,000
Preston Ridge Community Center Activity Fees	-	725	19,099	104,000	104,000
Senior Center Activity Fees	102,675	30,376	111,819	199,000	125,000
Equestrian Center Activity Fees	222,383	318,494	296,202	400,000	400,000
Wills Park Rec. Ctr Activity Fees	211,913	198,119	272,018	475,000	300,000
Community Garden Fees	-	-	-	21,000	45,000
Non-Resident Fees	199,162	209,891	309,390	300,000	410,000
Taste of Alpharetta	900	-	-	-	-
Other	219,178	153,992	76,546	91,239	88,500
Other Revenue	17,526	13,508	25,234	10,059	50
TOTAL	\$ 2,342,661	\$ 2,048,787	\$ 2,598,041	\$ 3,344,174	\$ 3,147,050
EXPENDITURES					
Personnel Services:					
Salaries	\$ 2,578,921	\$ 2,504,452	\$ 2,577,076	\$ 3,023,163	\$ 3,142,652
Seasonal	562,833	532,875	725,346	925,930	983,250
Overtime	128,413	74,527	181,458	130,000	207,000
Group Insurance	843,908	811,101	770,471	999,411	990,766
FICA	242,111	229,058	259,164	299,614	328,660
Pension (Defined Benefit)	186,096	210,321	223,610	206,704	254,859
Pension (401A Cont./Match)	234,332	215,485	258,212	318,054	334,943
Miscellaneous	137,315	155,799	132,043	137,106	139,398
<i>subtotal</i>	\$ 4,913,928	\$ 4,733,618	\$ 5,127,379	\$ 6,039,982	\$ 6,381,528
Maintenance & Operations:					
Professional Services	\$ 1,433,673	\$ 1,088,980	\$ 1,688,903	\$ 2,237,375	\$ 2,351,660
Fuel/Repair & Maint. (Vehicles)	53,574	65,678	78,931	77,500	83,500
Repair & Maintenance (Grounds)	525,515	570,351	689,964	732,513	798,990
Repair & Maintenance (Facilities)	19,749	41,557	22,276	61,794	84,500
Equipment Rental	129,803	57,714	114,233	167,813	172,518
Maintenance Contracts/IT Svcs.	1,016,315	1,096,678	1,330,711	1,800,439	1,867,322
General Supplies	395,035	358,631	368,560	462,708	448,728
Uniforms	23,220	15,934	12,880	25,144	21,900
Utilities	637,639	654,217	649,033	709,866	735,800
Miscellaneous	255,412	170,649	196,742	311,560	268,003
<i>subtotal</i>	\$ 4,489,937	\$ 4,120,389	\$ 5,152,233	\$ 6,586,712	\$ 6,832,921
Capital/Other	\$ 15,880	\$ 12,594	\$ 1,500	\$ 15,527	\$ 42,950
TOTAL	\$ 9,419,744	\$ 8,866,601	\$ 10,281,112	\$ 12,642,221	\$ 13,257,399

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2024 Budget for Recreation, Parks & Cultural Services totals \$13.3 million and represents an increase of 5%, or \$615,178, compared to FY 2023.

The Personnel Services category increased 6%, or \$341,546, due primarily to the annualized impact of staffing reclassifications implemented during FY 2023, the 4% performance-based merit program scheduled for July 1, 2023, staff hires and changes in compensation/benefit elections, growth in seasonal salaries and overtime which is necessitated as recreation program activity is eclipsing pre-pandemic levels, which is partially offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers.

Authorized personnel total 49 full-time-equivalents ("FTE") and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Variance
Administrative Assistant I	4.0	4.0	3.0	3.0	3.0	-
Administrative Assistant II	2.0	2.0	1.0	1.0	1.0	-
Administrative Office Coordinator	1.0	1.0	1.0	1.0	1.0	-
Community Agricultural Coordinator	-	0.5	0.5	0.5	0.5	-
Community Services Manager	1.0	1.0	1.0	1.0	1.0	-
Cultural Arts Coordinator	-	-	-	1.0	1.0	-
Cultural Arts Supervisor	1.0	1.0	-	-	-	-
Cultural Services Coordinator	1.0	1.0	1.0	1.0	1.0	-
Cultural Services Manager	1.0	1.0	1.0	1.0	1.0	-
Cultural Services Supervisor	-	-	2.0	2.0	2.0	-
Director	1.0	1.0	1.0	1.0	1.0	-
Facility Technician	4.0	4.0	2.0	-	-	-
Marketing Coordinator	0.5	0.5	0.5	0.5	0.5	-
Park Services Manager	1.0	1.0	1.0	1.0	1.0	-
Parks Maintenance Crew Leader	1.0	1.0	1.0	1.0	1.0	-
Crew Leader	-	-	-	4.0	4.0	-
Parks Maintenance Technician I	12.0	12.0	12.0	-	-	-
Parks Maintenance Technician II	4.0	4.0	4.0	-	-	-
Parks Maintenance Worker	-	-	-	13.0	13.0	-
Parks Supervisor II	3.0	3.0	3.0	3.0	3.0	-
Project Manager	1.0	1.0	1.0	1.0	1.0	-
Recreation Coordinator*	4.0	4.0	4.0	5.0	5.0	-
Recreation Services Manager	1.0	1.0	1.0	1.0	1.0	-
Recreation Supervisor II	4.0	4.0	4.0	4.0	4.0	-
Special Events Coordinator	2.5	2.0	2.0	2.0	2.0	-
Wills Park Manager	1.0	1.0	1.0	1.0	1.0	-
	51.0	51.0	48.0	49.0	49.0	-

* These counts do reflect authorized staffing only. Please refer to the Operating Initiative Requests section for new staffing requests.

GENERAL FUND DEPARTMENTAL SUMMARIES

The Maintenance and Operations category increased 4%, or \$246,209, due primarily to the following activity:

- Increase in professional services of \$114,285 (5% growth) due primarily to anticipated growth in recreation programs and the corresponding costs of program instructors. It should be noted that this growth is also reflected in program fees (revenue).
- Increase in repair/maintenance (grounds) costs of \$66,477 (9% growth) due primarily to the reallocation of parks maintenance funding from the Capital Project Fund to the General Fund as these items are under the \$25,000 capitalizable threshold. Components include: \$10,000 for restoration of the mini silos; \$12,000 for Brooke Street Park irrigation; \$10,000 for tree well lighting upgrades; and \$20,000 for North Park Ballfields 5-6 fencing upgrades.
- Increase in maintenance contracts/IT professional services of \$66,883 (4% growth), due primarily to additional funding for the RecWare Park Program Registration software (+\$55,000) as it is funded on a per customer basis and grows along with program participation. Additional cost growth is related to ensuring our Board Members have city email addresses (+\$7,830).
- Growth in utility expenses of \$25,934 (4% growth) in electricity, natural gas, water/sewer, and miscellaneous utilities. Specifically, electric utility growth is based on cost trends coupled with adjustments for known utility rate growth including approved rate increases of 10.5% on 1/1/2023 and 1% on 1/1/2024 for GA Power.

The Capital/Other category includes funding for general repair/replacement capital and equipment needs. Funding requests include \$15,000 associated with the Northside Hospital Memorandum of Understanding (MOU) which is funded through a grant.

GENERAL FUND DEPARTMENTAL SUMMARIES

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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Recreation & Parks turnover percentage	10%	17%	12%	10%	10%
Annual Activity Enrollments as in ActiveNet	15,811	16,944	22,755	20,000	25,000
# of Part-time hours used	45,046	41,267	46,461	60,000	60,000

- **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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Total # of Participants per year* (Res / Non-Res)	22,425 / 9299	6,033 / 13126	21,301 / 6851	30,000 / 8500	35,000 / 9000
Total # of Building rentals	18	8	9	12	10
Total # of Day trips taken	100	0	70	65	75
Total # of Overnight trips taken using City buses	8	0	2	8	10

GENERAL FUND DEPARTMENTAL SUMMARIES

- 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
% of Days pool facilities were open during pool season (93 days)	100%	90%	100%	100%	100%
Average daily attendance at City pool	400	150	400	400	400
Hours of lifeguard training per person	40	40	40	40	40
# of Swim lessons held	133	0	98	N/A*	N/A*
# of Swim lessons participants	598	0	542	N/A*	N/A*
(resident / non-resident)	439/159	0	339/203	N/A*	N/A*
Swim teams participants	196	121	188	250	250
(resident / non-resident)	117/79	76/45	121/67	175/75	175/75
C.O.A.S.T. participants	19	0	46	55	55
(resident / non-resident)	9 R/ 10NR	0	18/28	35/20	25/30
# of Pool passes sold	601	0	544	500	500
(resident / non-resident)	314/287	0	233/311	250/250	250/250

* Swim lessons contracted to YMCA Summer 2022

- Health and Wellness**

Statement of Service: Health & Wellness provides programs, services, and information to allow all residents to live a healthier lifestyle.

Recreation, Parks & Cultural Services - Health & Wellness					
Performance Measurements	Actual FY 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Participants in aerobics	1459	1049	228	N/A *	N/A
(resident / non-resident)	1092/367	-----	165/63	N/A *	N/A
# of Participants in Yoga (Adults & (resident / non-resident)	81	132	N/A	N/A *	N/A
	44/37	59/73	N/A	N/A*	N/A
# of Participants in tennis	286	285	474	400	450
(resident / non-resident)	238/46	227/58	375/99	325/75	300/150
# of Participants in Couch to 5K	60	5	68	N/A	N/A
(resident / non-resident)	40/20	5/0	41/27	N/A	N/A
# Participants in Babysitter Bootcamp Classes and Camps	72	60	63	110	75
(resident / non-resident)	27/45	27/33	26/37	50/60	35/40
# of Participants in Cooking Classes(remove "and Camps")	40	0	41	50	N/A
(resident / non-resident)	11/29	0	23/18	25/25	N/A
# of HW Pop-Up Participants	1542	3200	3850	3500	3500
# of Participants in Pickleball		333	453	600	650
(resident / non-resident)		107/226	232/221	250/350	300/350

*Aerobics is no longer a contracted service- has moved into a Health & Wellness Partner offering free classes- Spring 2022

FY24 Aerobics replace w/PRCC Wellness classes; Yoga replace with Kilometer Kids; Couch to 5K replace w/Trails & Ales; Cooking Camp replace w/Lantern Walk

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Participants - Adult Basketball					
2 Seasons-25 teams	111/11 teams	0	631- 3 seasons; 60 teams	600/65	620/67
(resident / non-resident)	31/80	0	178/516	200/300	270/330
# of Participants - Adult Softball					
3 Seasons-170 teams	598/46 teams	1182/171 teams	1609- 3 seasons; 126 teams	1400/130	1700/135
(resident / non-resident)	232/366	640/542	626/983	650/750	800/900
# of Participants - Teen Basketball					
2 Season-12 teams	67/8 teams	56/7 teams	117- 2 seasons; 16 teams	225/22	300
(resident / non-resident)	20/47	44/12 Summer only	67/50	175/50	200/100
# of Participants - Youth Basketball					
75 Teams	491	0	328- 37 teams	400	400
(resident / non-resident)	353/138	0	252/76	300/100	300/100
# of Participants - Youth Soccer					
70 Teams	2071	1395	1352	N/A	N/A
(resident / non-resident)	1292/779	868/527	957/395	N/A	N/A
# of Participants - Youth Travel Soccer					
40 Teams (2 seasons)	545	N/A	656	N/A	N/A
(resident / non-resident)	284/261		334/322	N/A	N/A

* Ambush Soccer Club is no longer a contracted program- they are now a Youth Athletic Association- Fall 2021

- 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Participants in summer day camps	1369	1427	1745	1750	1750
(resident / non-resident)	770/599	878/549	1203/542	1000/750	1200/550
# of Participants in dance, including camps	533	30	861	600	1000
(resident / non-resident)	232/301	186/115	512/349	400/200	600/400
# of Participants in gymnastics, including camps	2261	2602	2920	2900	3000
(resident / non-resident)	1315/946	1538/1064	1880/1040	2000/900	2000/1000
# of Participants in Specialty Camps	850	54	406	450	500

Recreation, Parks & Cultural Services - Preston Ridge					
Performance Measurements	Actual FY 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Total # of Active Adult Participants per year*	N/A	125*	3364	4000	5500
(resident / non-resident)	N/A	59/66	717/2650	1500/2500	2000/3000
# of Facility Rentals	N/A	8	275	300	350
# Fitness Class Participants	N/A	0	N/A	500	1500

* CENTER OPENED JUNE 2021

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Participants in youth art classes	365	196	210	320	250
(resident/Milton/non-resident)	222/53/90	96 res /100 non-res	110 res / 100 non	190/130	140 / 110
# of Participants in adult art classes	343	265	296	340	325
(resident/Milton/non-resident)	178/65/100	res 199 / 66 non-res	210 / 86	225/115	230 / 95
# of Participants in summer camp	119	193	232	260	250
(resident/Milton/non-resident)	84/21/14	res 130 / 63 non-res	155 / 77	175/185	165 / 85

- **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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Total # of Equestrian event dates	86	92	87	95	95
Total # dog show events	6	14	11	11	10
Total # other event dates hosted at equestrian center	3	13	10	15	15
Total attendance at events	100,000	100,000	100,000	135,000	135,000
# of Arenas/rings maintained	5	5	5	6	6
# of Part-time hours used	9	0	0	832	900

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Total Approved Events:					
Exclusive City Events	24	2	15	5	15
City Partnered Events	32	32	75	48	75
Outside Event Applications Processed	17	19	20	30	20
Approved / Denied	17/0	19/0	19 approved/1 denied	30/0	
Film Permit Requests Processed	3	0	11	6	12
Approved / Denied	3/0	0	11 approved/2 denied/3 cancelled	6/0	
Estimated Attendance for:					
Taste of Alpharetta	0	0	0	50,000	50,000
Mayor's Challenge	2,400	0	0	1,300	2,000
Old Soldier's Day Parade	3,000	0 - cancelled	0 - cancelled	0 - cancelled	0
Season of Celebration	7,000	0	800	7,000	7,000
Alpharetta Arts StreetFest	0	0	0	10,000	10,000
Scarecrow Harvest	5,000	0 - cancelled	0 - cancelled	0 - cancelled	0
Wire & Wood	20,000	0	15,000	20,000	20,000
Food Trucks	13,000	0	3,500	7,000	7,000
Restless In Resthaven	0	0 - cancelled	0 - cancelled	0 - cancelled	0
Grilling & Gridiron	1,000	0	800	1,000	1,000
Volunteer Recruitment:					
Taste of Alpharetta (Non-City Staff)	0	0	0	0	0
Season of Celebration	64	0	0	25	0
Scarecrow Harvest	40	0	0	0	0
Wire & Wood	6	0	6	0	0
Community Agriculture	65	668 (CY2021)	760 (CY2022)	675	775
TOTAL	175	668	766	700	775

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Athletic fields maintained*	32	35	35	35	35
# of Park acres maintained	350	355	360	360	360
# of Greenway acres maintained	252	254	254	254	254
# of Playground inspections	102	108	120	120	120
# of Park/playground injuries	2	2	1	1	0
# of Athletic field preparations	5,304	4,200	5,520	4,630	5,520
# of Park mowings	40	40	40	40	40
# of Athletic field mowings	80	80	80	80	80
# of Buildings maintained	36	37	37	38	39
# of Restrooms maintained	56	56	57	58	59
# of Pavilions maintained	15	17	17	17	17
# of Hours utilized for trash	10,000	10,950	10,950	10,950	10,950
# of Part-time hours used	6,848	4,211	5,119	8,000	8,000
# of Vehicles maintained	18	22	25	25	26
# of Vehicle-related accidents	2	1	0	0	0

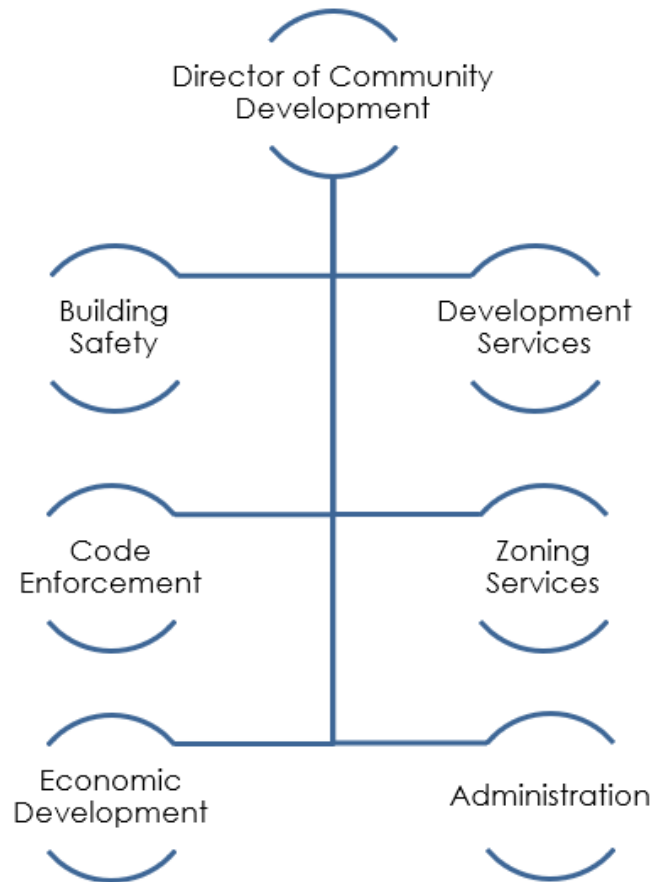
GENERAL FUND DEPARTMENTAL SUMMARIES

Community & Economic Development

KATHI COOK
DIRECTOR



KCook@alpharetta.ga.us



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



Offering the highest quality 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.

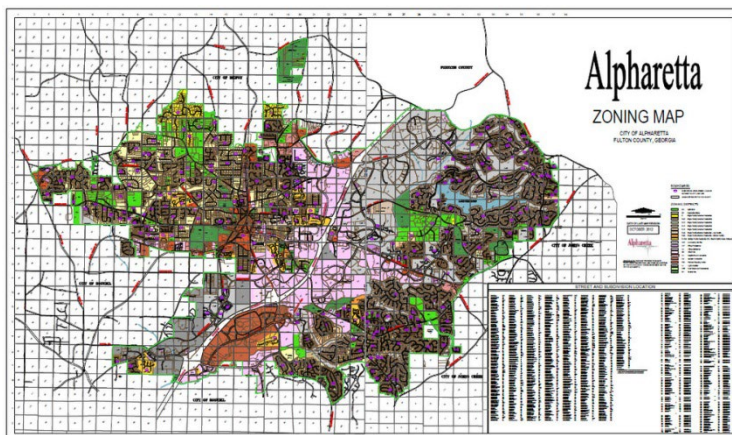
GENERAL FUND DEPARTMENTAL SUMMARIES

Community & Economic Development

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

Mission Statement

To protect and enhance the lives of Alpharetta citizens by guiding the city's growth and safeguarding the built environment and to help further the prosperity of our business community.



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



- ✓ Focus on Economic Development to fulfill the vision of the City of Alpharetta as the preeminent place to live, work, learn and play.

GENERAL FUND DEPARTMENTAL SUMMARIES

Statement of Revenues, Expenditures, and changes in Personnel **Community & Economic Development** **General Fund**

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Business Taxes:					
Occupational License Fees	\$ 1,162,099	\$ 1,171,692	\$ 1,083,893	\$ 1,015,000	\$ 1,165,000
Licenses & Permits:					
Development Permits/Fees	178,480	137,046	182,176	185,000	235,000
Building Permit Fees	2,130,275	1,971,207	1,987,196	1,850,000	2,000,000
Occupancy Permit Fees	187,262	168,602	168,158	170,000	160,000
Tree Removal Permit	4,736	3,236	5,238	3,500	3,500
Soil Erosion Permit	22,034	13,354	36,140	20,000	20,000
Alcoholic Beverage Permit	656,303	692,255	780,132	715,000	850,000
Other	36,433	69,783	79,042	47,000	52,500
Charges for Services:					
Planning and Development Fees	95,959	93,590	129,968	120,000	115,000
Plan Review Fees	1,003,981	837,651	852,097	750,000	925,000
Other	48,481	65,982	61,861	52,000	27,800
Fines & Forfeitures					
	1,250	18,175	3,250	2,000	3,000
TOTAL	\$ 5,527,293	\$ 5,242,572	\$ 5,369,151	\$ 4,929,500	\$ 5,556,800
EXPENDITURES					
Personnel Services:					
Salaries	\$ 1,887,959	\$ 2,040,849	\$ 2,168,038	\$ 2,460,466	\$ 2,546,050
Overtime	588	132	6,377	2,463	5,000
Group Insurance	646,350	709,983	645,344	800,783	746,983
FICA	137,068	147,651	158,447	188,230	195,268
Pension (Defined Benefit)	138,285	144,877	161,951	178,168	204,528
Pension (401A Contribution/Match)	170,800	171,879	198,734	247,112	254,821
Miscellaneous	94,476	106,757	110,738	113,549	113,449
<i>subtotal</i>	\$ 3,075,526	\$ 3,322,128	\$ 3,449,628	\$ 3,990,771	\$ 4,066,099
Maintenance & Operations:					
Professional Services	\$ 49,445	\$ 176,702	\$ 178,025	\$ 147,374	\$ 144,700
Board Member Fees	9,375	9,050	10,500	11,000	11,000
Fuel/Repair & Maintenance	12,702	13,098	23,461	15,000	22,000
Advertising	14,692	130,859	90,530	118,112	147,500
Employee Training	10,767	8,799	26,247	27,759	27,750
Employee Travel	7,355	3,039	27,760	26,500	28,000
Printing	6,900	10,778	7,174	8,991	10,000
Maintenance Contracts/IT Svcs.	141,345	162,434	200,312	229,194	264,033
General Supplies	26,226	27,905	37,669	37,894	36,000
Miscellaneous	10,363	3,964	29,983	18,520	8,200
<i>subtotal</i>	\$ 289,170	\$ 546,629	\$ 631,661	\$ 640,344	\$ 699,183
Capital/Other					
	\$ 12,971	\$ -			\$ -
TOTAL	\$ 3,377,667	\$ 3,868,757	\$ 4,081,289	\$ 4,631,115	\$ 4,765,282

GENERAL FUND DEPARTMENTAL SUMMARIES

Budget Narrative

The FY 2024 Budget for Community and Economic Development totals \$4.8 million and represents an increase of 3%, or \$141,311, compared to FY 2023.

The Personnel Services category increased 2%, or \$75,328, due primarily to the 4% performance-based merit program scheduled for July 1, 2023, staff hires and changes in compensation/benefit elections, growth in other benefit categories (e.g., Defined Benefit Pension contributions), and partially offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers such as the Defined Benefit Pension contribution which has grown due to recent salary growth, market investment performance, etc.

Authorized personnel total 32 full-time-equivalents ("FTE") and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024*	Variance
Administrative Assistant II	1.0	1.0	1.0	1.0	1.0	-
Administrative Office Coordinator	-	-	-	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	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	5.0	5.0	5.0	5.0	5.0	-
Director	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	-	-	-	-
Economic Development Manager	-	1.0	1.0	1.0	1.0	-
Economic Development Coordinator (Mktng)	-	-	1.0	1.0	1.0	-
GIS Specialist/Special Project Planner	1.0	1.0	1.0	1.0	1.0	-
Inspectors	3.0	3.0	3.0	-	-	-
Land Development Inspector	-	-	-	3.0	3.0	-
Office Manager	1.0	1.0	1.0	-	-	-
Planning and Zoning Coordinator	1.0	1.0	1.0	1.0	1.0	-
Planning and Development Services Manager	-	-	-	1.0	1.0	-
Permit Technician	2.0	2.0	2.0	2.0	2.0	-
Project Administrator	1.0	1.0	1.0	1.0	1.0	-
Senior Transportation Engineer/Planner	1.0	1.0	1.0	1.0	1.0	-
Senior Planner	1.0	1.0	1.0	-	-	-
Zoning Administrator	1.0	1.0	1.0	1.0	1.0	-
	30.0	32.0	32.0	32.0	32.0	-

* These counts do reflect authorized staffing only. Please refer to the Operating Initiative Requests section for new staffing requests.

GENERAL FUND DEPARTMENTAL SUMMARIES

The Maintenance and Operations category increased 9%, or \$58,839, due primarily to the following activity:

- Increase in advertising/miscellaneous costs of \$19,068 (combined) due primarily to one-time funding reallocations during FY 2023 (e.g., Alpharetta Technology Commission bathroom renovations) that will not occur in FY 2024 coupled with growth in advertising needs (e.g., public hearing notices, etc.), economic development sponsorships, etc.
- Increase in maintenance contracts/IT professional services of \$34,839 (15% growth) due to the coverage of general software inflationary cost growth coupled with estimated fees for the annualized cost of the mid-year 2023 initiative to provide all board members with city emails addresses (Board of Zoning Appeals, Code Enforcement Board, Design Review Board, Planning Commission, Historic Preservation Commission, etc.).

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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Special projects managed	19	20	20	16	16

- **Economic Development**

Statement of Service: The purpose of Economic Development is to foster and retain the business ecosystem of Alpharetta, both large and small. To advance policies that help Alpharetta grow and stay true to its values.

Community Development - Economic Development					
Performance Measurements	Actual FY 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Existing business contacts	418	418	418	418	418
# of New projects	19	16	13	16	15
# of Major business prospects recruited	2	2	2	2	1

GENERAL FUND 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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of New public hearings filed	106	120	117	115	115
Total # of public hearings processed	91	91	93	115	115
# of parcels annexed	0	0	0	0	0

Community Development - Development Services					
Performance Measurements	Actual FY 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
Private development plans reviewed	136	121	108	125	128
Tree permits issued	991	1177	1171	1000	1000

Community Development - Building Safety					
Performance Measurements	Actual FY 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of New building permits issued	4,756	5,024	5,243	5,300	5,400
# of Building inspections completed	24,161	23,213	25,896	26,000	27,000

- **Code Enforcement Services**

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 2020	Actual FY 2021	Actual FY 2022	Target FY 2023	Target FY 2024
# of Code enforcement inspections completed	679	1,284	2,047	1,500	1,000

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 2024 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 Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures across multiple fiscal years. Revenues are presented by source and expenditures are presented by use.

- **Statement of Revenues, Expenditures, and changes in Fund Balances**

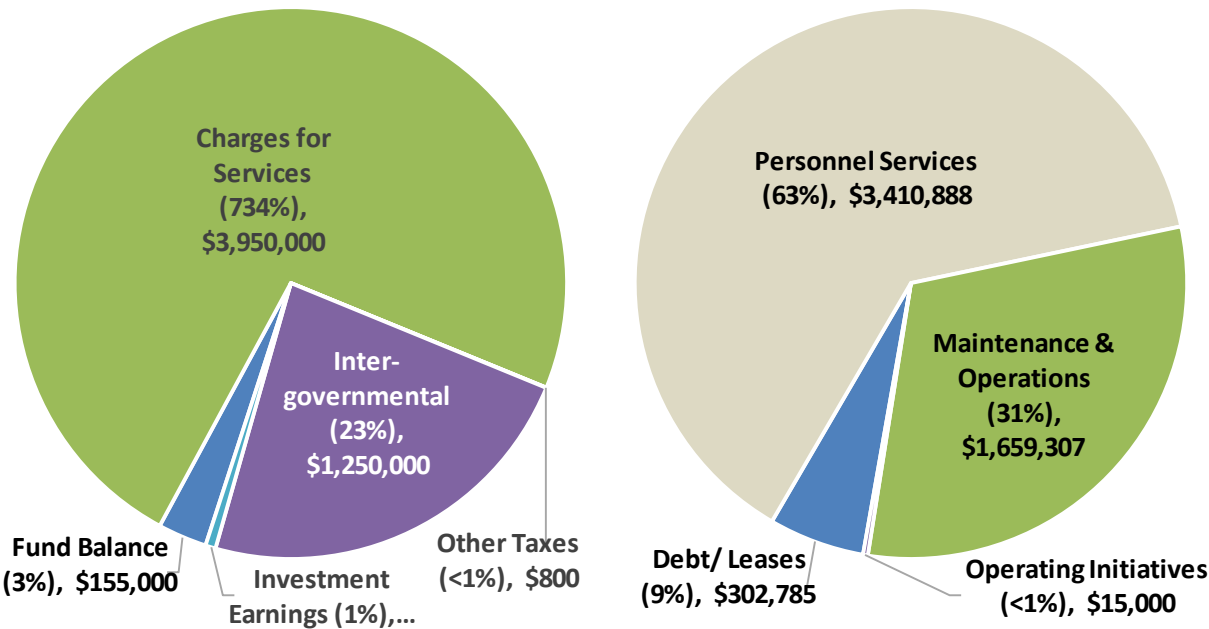
This statement provides a historical comparison of revenues and expenditures for fiscal years 2020-2023. Also included are changes in fund balance.

The financial forecast utilizes revenue collection patterns (historical and current patterns; as adjusted for seasonal fluctuations) adjusted to reflect expenditure mandates as provided by the City Council.

SPECIAL REVENUE FUND SUMMARIES

Emergency 911 Fund Summary

FY 2024 Budget: \$5,387,980



Revenues by Source

Expenditures by Use

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 2024 Budget for the E-911 Fund totals \$5.4 million and represents a -16% decrease, or -\$994,156, compared to FY 2023. The main drivers of this variance include (1) the non-allocated reserve (i.e., available fund balance) budgeted in FY 2023⁵ and (2) the utilization of fund balance to cover general operational budget growth including the renewal & replacement (capital) requests implemented by the North Fulton Regional Radio System Authority starting in FY 2024. After adjusting for these items, the true operational budget request is approximately 4% compared to FY 2023.

⁵ 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 2024 will occur subsequent to adoption of the budget.

SPECIAL REVENUE FUND SUMMARIES

The Personnel Services category decreased -3%, or -\$101,177, due primarily to the 4% performance-based merit program scheduled for July 1, 2023, staff turnover and changes in compensation/benefit elections, continued high vacancy levels, growth in other benefit categories (e.g., Defined Benefit Pension contributions), and partially offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers such as the Defined Benefit Pension contribution which has grown due to recent salary growth, market investment performance, etc.

Authorized personnel total 33.0 FTEs.

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Variance
Communications Officer	20.0	20.0	20.0	20.0	19.0	(1.0)
Communications Shift Supervisor	4.0	4.0	4.0	4.0	4.0	-
Communications Quality Assurance Officer	1.0	1.0	1.0	-	-	-
Division Chief	1.0	1.0	1.0	1.0	1.0	-
GIS Analyst	-	-	-	-	1.0	1.0
Section Chief - Communications Training	1.0	1.0	1.0	1.0	-	(1.0)
Sr. Communications Officer	4.0	4.0	4.0	4.0	4.0	-
911 Operations Manager	1.0	1.0	1.0	1.0	1.0	-
911 Quality Assurance/Training Coordinator	-	-	-	1.0	1.0	-
911 Technical Services Manager	-	-	-	-	1.0	1.0
IT Analyst	1.0	1.0	1.0	1.0	1.0	-
	33.0	33.0	33.0	33.0	33.0	-

The Maintenance and Operations category increased 21%, or \$293,252, due primarily to the following activity:

- Increase in communications costs of \$11,750 (3% growth) due to additional funding for AT&T service fees, ISDN line fees, and Wave PTX push-to-talk subscription fees, etc.
- Increase in maintenance contract costs of \$257,744 (53% growth) due primarily to increased funding for the North Fulton Regional Radio System Authority including the renewal & replacement (capital) requests implemented by the Authority starting in FY 2024. Specifically, the Authority's FY 2024 budget request represents the 1st budget proposal that includes allocations to cover future capital needs including network equipment, dispatch consoles, etc. As it currently stands, the Authority is requesting increased annual funding levels from all members and will accumulate the appropriations to cover the capital replacement needs as they occur in future fiscal years.
- Increase in IT professional services of \$17,673 (6% growth) due to the coverage of general software inflationary cost growth coupled with additional funding for the OSSI/Central Square RMS software (+\$9,475).

SPECIAL REVENUE FUND SUMMARIES

Statement of Budgetary Comparisons

Emergency 911 Fund Public Safety Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Charges for Services:					
E-911 Service Fees	\$ 2,774,476	\$ 2,956,734	\$ 3,228,656	\$ 3,450,000	\$ 3,650,000
E-911 Prepaid Service Fees	258,419	283,184	272,745	300,000	300,000
Other Taxes:					
Excise Tax	-	-	808	400	800
Intergovernmental:	1,260,758	1,157,905	965,885	1,250,000	1,250,000
Investment Earnings	23,154	342	(26,247)	15,000	32,180
Other					
Miscellaneous	403	8,520	-	-	-
Mobile Radio Lease Financing	-	-	1,565,705	-	-
Fund Balance	-	-	-	1,366,736	155,000
TOTAL	\$ 4,317,210	\$ 4,406,685	\$ 6,007,552	\$ 6,382,136	\$ 5,387,980
EXPENDITURES					
Personnel Services:					
Salaries	\$ 1,495,738	\$ 1,558,457	\$ 1,690,679	\$ 1,984,736	\$ 1,871,917
Overtime	218,017	232,851	265,688	275,000	275,000
Group Insurance	415,603	420,166	421,234	623,268	595,249
FICA	126,374	132,230	144,564	172,749	181,517
Pension (Defined Benefit)	99,468	103,689	115,365	130,289	140,720
Pension (401A Cont./Match)	151,194	143,586	183,299	227,998	244,064
Miscellaneous	82,367	92,575	87,264	98,025	102,421
<i>subtotal</i>	\$ 2,588,761	\$ 2,683,553	\$ 2,908,092	\$ 3,512,065	\$ 3,410,888
Maintenance & Operations:					
Communications	\$ 298,143	\$ 346,952	\$ 333,692	\$ 372,000	\$ 383,750
Maintenance Contracts	401,632	414,756	421,715	489,485	747,229
IT Professional Services	281,260	266,601	291,794	320,558	338,231
Miscellaneous	155,845	190,966	159,768	184,012	190,097
<i>subtotal</i>	\$ 1,136,880	\$ 1,219,274	\$ 1,206,969	\$ 1,366,055	\$ 1,659,307
Capital/Leases:					
Capital	\$ 22,932	\$ -	\$ 28,041	\$ 21,960	\$ -
Fire Station Alerting System	-	-	-	330,000	-
Portable/Mobile Radio Repl.	58,000	-	1,574,504	-	-
E911 Telephone Hardware	-	-	-	192,850	-
Mobile Radio Lease	76,777	-	-	-	-
Portable Radio Lease	-	76,777	302,783	302,785	302,785
<i>subtotal</i>	\$ 157,709	\$ 76,777	\$ 1,905,328	\$ 847,595	\$ 302,785
Non-Allocated					
Reserve	\$ -	\$ 39,934	\$ -	\$ 656,421	\$ 15,000
<i>subtotal</i>	\$ -	\$ 39,934	\$ -	\$ 656,421	\$ 15,000
TOTAL	\$ 3,883,350	\$ 4,019,538	\$ 6,020,389	\$ 6,382,136	\$ 5,387,980

SPECIAL REVENUE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Emergency 911 Fund Public Safety Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance	\$ 1,808,567	\$ 2,242,426	\$ 2,629,573	\$ 2,616,736	\$ 1,906,421
REVENUES BY CATEGORY					
Charges for Services	\$ 3,032,895	\$ 3,239,918	\$ 3,501,401	\$ 3,750,000	\$ 3,950,000
Other Taxes	-	-	808	400	800
Intergovernmental	1,260,758	1,157,905	965,885	1,250,000	1,250,000
Investment Earnings	23,154	342	(26,247)	15,000	32,180
Other	403	8,520	1,565,705	-	-
TOTAL	\$ 4,317,210	\$ 4,406,685	\$ 6,007,552	\$ 5,015,400	\$ 5,232,980
EXPENDITURES BY FUNCTION					
Public Safety	\$ 3,883,350	\$ 4,019,538	\$ 6,020,389	\$ 5,725,715	\$ 5,372,980
TOTAL	\$ 3,883,350	\$ 4,019,538	\$ 6,020,389	\$ 5,725,715	\$ 5,372,980
ACFR Rounding Adjustments	\$ (1)	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 2,242,426	\$ 2,629,573	\$ 2,616,736	\$ 1,906,421	\$ 1,766,421
Changes in Fund Balance (actual/est.)	\$ 433,859	\$ 387,148	\$ (12,837)	\$ (710,315)	\$ (140,000)

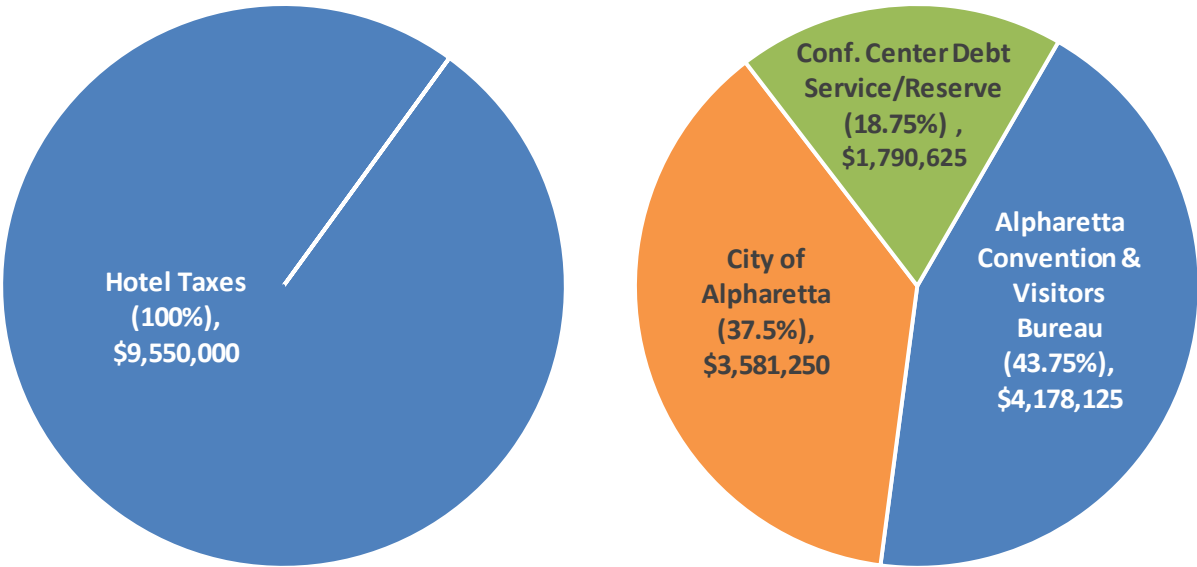
Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/ Reserve accounts.
- (2) Fund balance usage is for general operational budget growth including the renewal & replacement (capital) requests implemented by the North Fulton Regional Radio System Authority starting in FY 2024.

SPECIAL REVENUE FUND SUMMARIES

Hotel/Motel Fund Summary

FY 2024 Budget: \$9,550,000



Revenues by Source

Expenditures by Use

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 2024 Budget totals \$9.6 million. 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 \$2.8 million); Alpharetta Convention & Visitor’s Bureau (43.75% or \$3.2 million); and Tourism Product Development (18.75% or \$1.4 million).

The Tourism Product Development portion of the revenue is dedicated to funding debt service on the Conference Center bonds (\$1.4 million) as well as a Reserve. Specifically, the Debt Service Reserve funding (Convention Center Bonds) from the Facilities portion of the tax is anticipated to grow by a minimum of \$392,412 during FY 2024 (forecasted balance

SPECIAL REVENUE FUND SUMMARIES

based on budgeted FY 2023 revenue totals \$978,434 [\$586,022 + \$392,412] but will be higher as actual collections are outpacing budget for 2023). This reserve figure dipped below the \$1.5 million target level in 2019 due to the impact of the COVID-19 pandemic on the hospitality industry and is being replenished as revenues continue to strengthen.

Hotel/Motel tax collection forecast for FY 2024 totals \$9.6 million and represents growth of 27% compared to the FY 2023 budget. However, actual collections are estimated at \$9.3 million in FY 2023 which equates to a 2% growth in the 2024 budget proposal.

Statement of Budgetary Comparisons

Hotel/Motel Fund Multiple Departments

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Other Taxes					
Hotel/Motel Taxes	\$ 6,668,386	\$ 3,875,217	\$ 7,927,504	\$ 7,500,000	\$ 9,550,000
Interest/Penalties	3,711	14,876	13,260	-	-
Investment Earnings	-	1,582	(25,697)	-	-
Other					
Fund Balance	-	-	-	1,143,172	-
TOTAL	\$ 6,672,097	\$ 3,891,676	\$ 7,915,067	\$ 8,643,172	\$ 9,550,000
EXPENDITURES					
ACVB/City					
Alpharetta Convention & Visitors Bureau	\$ 2,919,042	\$ 1,701,911	\$ 3,474,084	\$ 3,281,250	\$ 4,178,125
City of Alpharetta (transfer-out)	2,502,036	1,458,781	2,975,786	2,812,500	3,581,250
<i>subtotal</i>	<i>\$ 5,421,079</i>	<i>\$ 3,160,691</i>	<i>\$ 6,449,871</i>	<i>\$ 6,093,750</i>	<i>\$ 7,759,375</i>
Facility					
Professional Svcs (Bond Admin)	\$ 5,500	\$ 4,125	\$ 7,040	\$ 5,500	\$ 5,500
Series 2016 Bonds (debt service)	975,963	1,311,963	1,339,963	1,365,213	1,392,713
Debt Service Reserve	-	-	-	586,022	392,412
Downtown Land Purchase	795,398	-	-	-	-
Wayfinding Signage	53,917	-	-	-	-
Equestrian Center Improvements	3,185	34,625	929	-	-
Wills Park Maint. Facility	-	-	-	309,370	-
Wills Park Master Plan Imp.	147,577	35,592	285,405	283,317	-
<i>subtotal</i>	<i>\$ 1,981,540</i>	<i>\$ 1,386,305</i>	<i>\$ 1,633,337</i>	<i>\$ 2,549,422</i>	<i>\$ 1,790,625</i>
TOTAL	\$ 7,402,619	\$ 4,546,996	\$ 8,083,208	\$ 8,643,172	\$ 9,550,000

SPECIAL REVENUE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Hotel/Motel Fund Multiple Departments

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance:	\$ 2,697,155	\$ 1,966,633	\$ 1,311,312	\$ 1,143,173	\$ 586,022
REVENUES BY CATEGORY					
Hotel Taxes	\$ 6,672,097	\$ 3,890,094	\$ 7,940,764	\$ 7,500,000	\$ 9,550,000
Investment Earnings	-	1,582	(25,697)	-	-
Other	-	-	-	-	-
TOTAL	\$ 6,672,097	\$ 3,891,676	\$ 7,915,067	\$ 7,500,000	\$ 9,550,000
EXPENDITURES BY FUNCTION					
Alpharetta Convention & Visitors Bureau	\$ 2,919,042	\$ 1,701,911	\$ 3,474,084	\$ 3,281,250	\$ 4,178,125
City of Alpharetta (transfer-out)	2,502,036	1,458,781	2,975,786	2,812,500	3,581,250
Tourism Product Development portion of the Hotel Tax:					
Debt Service	981,463	1,316,088	1,347,003	1,370,713	1,398,213
Eligible System Improvements	1,000,077	70,217	286,334	592,687	-
TOTAL	\$ 7,402,619	\$ 4,546,996	\$ 8,083,208	\$ 8,057,150	\$ 9,157,588
ACFR/Rounding Adjustments	\$ -	\$ (1)	\$ 2	\$ (1)	\$ -
Ending Fund Balance: (1),(2)	\$ 1,966,633	\$ 1,311,312	\$ 1,143,173	\$ 586,022	\$ 978,434
Changes in Fund Balance (actual/est.)	\$ (730,522)	\$ (655,321)	\$ (168,139)	\$ (557,151)	\$ 392,412

Notes:

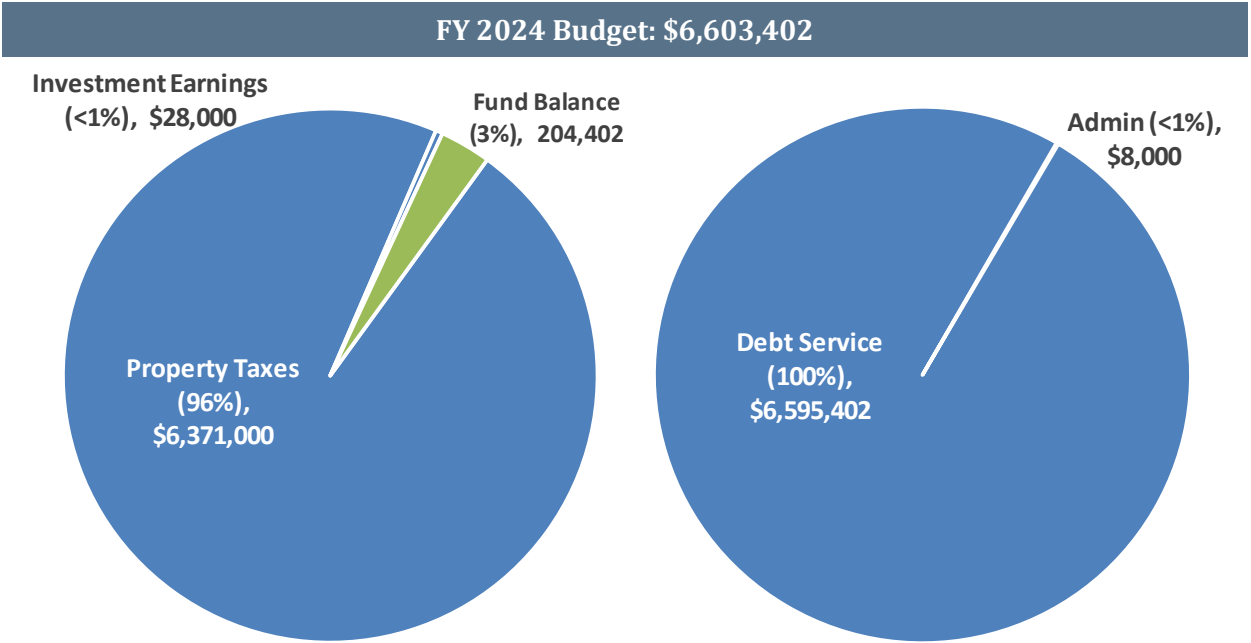
- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve Revenue is to be distributed to the participating entities based on their relative share. Funding for Tourism Product Development is used
- (2) for debt service on the Series 2016 Conference Center Bonds or reserved for debt service/future eligible initiatives (fund balance within the Hotel/Motel Fund).
- Fund balance target totaling \$1.5 million will be retained as a debt service reserve. This reserve target will be replenished before further eligible system improvements are funded.

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.



Revenues by Source **Expenditures by Use**

The city has one debt service fund that accounts for debt service on the following obligations (except where noted) along with the principal amounts outstanding as of the start of FY 2024.

GENERAL OBLIGATION (GO) BONDS		\$
GO Refunding Bonds, Series 2014	\$	5,440,000
GO Bonds, Series 2016		47,780,000
GO Refunding Bonds, Series 2020		17,085,000
GO Bonds, Series 2022		26,805,000
Total GO Debt	\$	97,110,000
DEVELOPMENT AUTHORITY		\$
Revenue Bonds, Series 2013 ⁶	\$	2,420,000
Revenue Bonds, Series 2016 ¹⁸		22,535,000
Total Development Authority Debt	\$	24,955,000

⁶ This obligation is funded out of the General Fund (Series 2013) and Hotel/Motel Fund (Series 2016) and shown herein for the purposes of providing a comprehensive overview of all bond debt obligations.

DEBT SERVICE FUND SUMMARY

Debt Issuance Methodology

The city's preferred method for funding the acquisition and construction of major items, such as buildings, infrastructure, parks, streets, and other major capital facilities shall be through current revenue when available (i.e., pay-as-you-go) or from outside funding sources such as grant funding and related aid.

General obligation bonds have been issued to fund numerous large-scale projects including public safety facilities, parks and recreation facilities, and transportation improvements that continue to define Alpharetta as a desirable community to work and live. The city issues general obligation bonds to provide capital improvement funding when the project(s) are of sufficiently large scale, and it is appropriate to achieve a fair allocation of costs between current and future beneficiaries.

Debt Issuance Activity

GO Bonds, Series 2022: In November 2021, the voters of the City of Alpharetta approved the issuance of General Obligation Bonds (the "2022 Alpharetta Parks Bonds") to fund \$29.5 million in improvements aimed at constructing a variety of park enhancements and projects including:

- Wills Park Equestrian renovation build out (50% match), \$5 million;
- Turf for Webb Bridge Park large soccer field, \$1 million;
- Wills Park Master Plan projects, \$6 million;
- Union Hill Park redevelopment/trailhead, \$3.25 million;
- Mid Broadwell Park build out, \$500,000;
- Old Rucker Park design and build out, \$3 million;
- Farmhouse Park design and build out, \$2 million;
- Waters Road Park design & build out \$1.25 million; and
- Alpha Loop, \$7.5 million.

The 2022 Alpharetta Parks Bonds were issued in February 2022 in a par amount of \$27 million (not including a \$2.5 million premium which assisted in funding the \$29.5 million in project improvements) with a 25-year term and a true-interest cost of 2.38%.

GO Refunding Bonds, Series 2020: In April 2020, the city issued \$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 Series 2012 General Obligation Bonds funded the redevelopment of 22-acres in the heart of Downtown Alpharetta (the "City Center" project) to include a vibrant environment of parks and civic spaces that serve as a gathering place for citizens and attract business and investment to this important area of our community.

DEBT SERVICE FUND SUMMARY

The Public portion of City Center includes: new Fulton County Library (funded separately through Fulton County); 5-acre Public Park; Town Square; new Alpharetta City Hall; and 450+/- space Public Parking Garage. These components create a place and an atmosphere where people naturally want to be.



City Center

While there, many also patronize the unique shops and restaurants that call Downtown Alpharetta home.

The environment created through these civic elements attracted private investment that drove the second phase of the development (mixed-use residential, retail, and office).

GO Bonds, Series 2016: In May 2016, the voters of the

City of Alpharetta approved the issuance of General Obligation Bonds (the “2016 Alpharetta Parks and Transportation Bonds”) to fund \$52 million in improvements aimed at alleviating traffic congestion, expanding sidewalk connectivity, improving park amenities, extending the Big Creek Greenway north to connect with Forsyth County’s Greenway, and securing parkland for future passive and active park systems.

The 2016 Alpharetta Parks and Transportation Bonds were issued in July 2016 in a par amount of \$52 million (including premium) with a 25-year term and a true-interest cost of 2.83%.

Development Authority Revenue Bonds, Series 2016: The purpose of this bond issue was to fund the new state-of-the-art 44,000 square foot Conference Center through a public-private partnership with North American Properties (developer of Avalon). Along with the Conference Center, North American Properties constructed a 330-room Marriott Autograph hotel abutting the Center. North American Properties is operating the Conference Center that includes the largest meeting room in the north Fulton market. Economic impact studies have indicated that a conference center could bring in almost \$23.5 million in visitor spending, generating 545 jobs with more than \$15.7 million in earnings and over \$51.3 million in total economic output annually. The FY 2024 budget includes funding within the Hotel/Motel Fund to cover debt service associated with bonds issued to fund construction of the Center. The debt service is fully funded through the hotel/motel tax.

The Series 2016 Development Authority Revenue Bonds were issued in May 2016 in a par amount of \$25.9 million (including premium) with a 25-year term and a true-interest cost of 2.88%.

DEBT SERVICE FUND SUMMARY



Bond Ratings

The city's AAA bond rating was reaffirmed by Moody's and Standard & Poor's ("S&P") during January 2022 in conjunction with the sale of \$27 million (par) of Series 2022 General Obligation Bonds to fund a variety of park enhancements and projects. The AAA rating represents the highest rating available to municipalities and translates to significant savings to our citizens and stakeholders through reduced borrowing costs. This rating demonstrates the strongest creditworthiness relative to other US municipal or tax-exempt issuers and reflects the city's current sound financial position as well as strong financial management practices guiding our ongoing decision making. These practices are supported by formal policies to guide budget and procurement practices, capital investment, and debt management. Other positive factors include a relatively strong economic base and manageable debt/pension burdens. The FY 2024 Budget is mindful of these factors and the importance of maintaining the highest rating, not only for our citizens but also our bondholders.

Bond Smoothing

The city's primary method of funding large-scale capital projects is through the issuance of bonds (e.g., general obligation bonds, Development Authority bonds, etc.). General obligation bonds have been issued to fund numerous large-scale projects including public safety facilities, parks and recreation facilities, and transportation improvements that continue to define Alpharetta as a desirable community to work and live. General obligation bonds are funded through a separate millage levy (discussed below).

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 2024 are budgeted at \$8.3 million with the following forecast: 2025 - 2041⁷: \$8.7 million (annual average); 2042-2046⁸ totaling \$1.6 million (annual average). These figures include city and Development Authority obligations and span multiple Funds.

⁷ Represents the final maturity of the Series 2016 Alpharetta Parks and Transportation Bonds and the Series 2016 Development Authority Revenue Bonds.

⁸ Represents the final maturity of the Series 2022 General Obligation Bonds.

DEBT SERVICE FUND SUMMARY

Millage Rates

The city has historically acknowledged the need to provide a taxation rate commensurate with the government's level of service.

The FY 2024 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 decrease 0.085 mills compared to FY 2023 to a total of 0.880 mills. As our annual debt service obligations are relatively flat, growth in the tax digest allows for a reduction in the debt service millage rate. The decrease in tax revenue associated with the debt service millage shift is estimated at \$600,000.
- The portion of the millage rate funding operations and capital investment (General Fund) is estimated to increase 0.085 mills compared to FY 2023 to a total of 4.870 mills. The increase in tax revenue associated with the operations millage shift is estimated at \$500,000 and has been allocated towards operating initiatives. The shift from debt service millage to operations millage results in additional tax savings for our homeowners as the operations millage rate is subject to homestead exemptions.

Fiscal Year	Operating Millage Levy	Debt Service Millage Levy	Total Millage Levy	% Increase (Decrease)
2024	4.870	0.880	5.750	0.0%
2023	4.785	0.965	5.750	0.0%
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%
2012	4.215	1.535	5.750	0.0%
2011	4.215	1.535	5.750	0.0%
2010	4.215	1.535	5.750	0.0%

DEBT SERVICE FUND SUMMARY

General Obligation Bond Debt

General Obligation (“GO”) bonds are direct obligations and pledge the full faith and credit of the city. Original issue GO bonds are generally issued as 20/25-year serial bonds. Refunding GO bonds are issued in a maturity not exceeding the maturity of the refunded bonds. The following schedule provides a detailed listing of total debt service requirements of the city’s GO bonds through maturity.

General Obligation Bonds (All Series)

	Principal		Interest		Total Debt Service
FY 2024	\$	3,295,000.00	\$	3,300,401.00	\$ 6,595,401.00
FY 2025		3,420,000.00		3,188,099.00	\$ 6,608,099.00
FY 2026		3,540,000.00		3,070,545.00	\$ 6,610,545.00
FY 2027		3,745,000.00		2,948,255.00	\$ 6,693,255.00
FY 2028		3,940,000.00		2,778,105.00	\$ 6,718,105.00
FY 2029		4,170,000.00		2,598,655.00	\$ 6,768,655.00
FY 2030		4,400,000.00		2,408,755.00	\$ 6,808,755.00
FY 2031		4,615,000.00		2,207,442.50	\$ 6,822,442.50
FY 2032		4,850,000.00		1,995,117.50	\$ 6,845,117.50
FY 2033		5,465,000.00		1,782,667.50	\$ 7,247,667.50
FY 2034		5,625,000.00		1,618,717.50	\$ 7,243,717.50
FY 2035		5,790,000.00		1,449,967.50	\$ 7,239,967.50
FY 2036		5,960,000.00		1,286,382.50	\$ 7,246,382.50
FY 2037		6,115,000.00		1,117,342.50	\$ 7,232,342.50
FY 2038		6,295,000.00		942,607.50	\$ 7,237,607.50
FY 2039		5,985,000.00		753,757.50	\$ 6,738,757.50
FY 2040		6,120,000.00		574,207.50	\$ 6,694,207.50
FY 2041		6,295,000.00		398,707.50	\$ 6,693,707.50
FY 2042		1,415,000.00		217,475.00	\$ 1,632,475.00
FY 2043		1,450,000.00		182,100.00	\$ 1,632,100.00
FY 2044		1,495,000.00		138,600.00	\$ 1,633,600.00
FY 2045		1,540,000.00		93,750.00	\$ 1,633,750.00
FY 2046		1,585,000.00		47,550.00	\$ 1,632,550.00
FY 2047		-		-	\$ -
	\$	97,110,000.00	\$	35,099,207.50	\$ 132,209,207.50

DEBT SERVICE FUND SUMMARY

Development Authority Revenue Bond Debt

Development Authority Revenue Bonds, Series 2013: The purpose of this bond issue was to fund a portion of the development, equipping, and construction of Gwinnett Technical College's Alpharetta campus. The Series 2013 Development Authority Revenue Bonds were issued in June 2013 in a par amount of \$4.1 million with a 20-year term and a true-interest cost of 3.13%. The City is obligated to pay 100% of the total principal and interest payments on the bonds. This obligation is funded from the General Fund through non-advalorem revenue.

Development Authority Revenue Bonds, Series 2016: The purpose of this bond issue was to fund the new state-of-the-art 44,000 square foot Conference Center through a public-private partnership with North American Properties (developer of Avalon). Along with the Conference Center, North American Properties constructed a 330-room Marriott Autograph hotel abutting the Center. North American Properties is operating the Conference Center that includes the largest meeting room in the north Fulton market. Economic impact studies have indicated that a conference center could bring in almost \$23.5 million in visitor spending, generating 545 jobs with more than \$15.7 million in earnings and over \$51.3 million in total economic output annually. The FY 2024 budget includes funding within the Hotel/Motel Fund to cover debt service associated with bonds issued to fund construction of the Center. The debt service is fully funded through the hotel/motel tax.

DEBT SERVICE FUND SUMMARY

Development Authority Revenue Bonds (City Portion)

	Principal	Interest	Total Debt Service
FY 2024	\$ 920,000.00	\$ 760,202.50	\$ 1,680,202.50
FY 2025	985,000.00	719,190.00	\$ 1,704,190.00
FY 2026	1,065,000.00	674,777.50	\$ 1,739,777.50
FY 2027	1,140,000.00	626,027.50	\$ 1,766,027.50
FY 2028	1,195,000.00	600,640.00	\$ 1,795,640.00
FY 2029	1,255,000.00	573,802.50	\$ 1,828,802.50
FY 2030	1,310,000.00	544,377.50	\$ 1,854,377.50
FY 2031	1,375,000.00	510,765.00	\$ 1,885,765.00
FY 2032	1,445,000.00	474,050.00	\$ 1,919,050.00
FY 2033	1,525,000.00	429,350.00	\$ 1,954,350.00
FY 2034	1,315,000.00	382,200.00	\$ 1,697,200.00
FY 2035	1,390,000.00	342,750.00	\$ 1,732,750.00
FY 2036	1,465,000.00	301,050.00	\$ 1,766,050.00
FY 2037	1,545,000.00	257,100.00	\$ 1,802,100.00
FY 2038	1,625,000.00	210,750.00	\$ 1,835,750.00
FY 2039	1,710,000.00	162,000.00	\$ 1,872,000.00
FY 2040	1,800,000.00	110,700.00	\$ 1,910,700.00
FY 2041	1,890,000.00	56,700.00	\$ 1,946,700.00
FY 2042	-	-	\$ -
	\$ 24,955,000.00	\$ 7,736,432.50	\$ 32,691,432.50

DEBT SERVICE FUND SUMMARY

Statement of Budgetary Comparisons

Debt Service Fund Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Property Taxes					
Current Year	\$ 5,564,390	\$ 5,100,366	\$ 5,214,158	\$ 6,250,000	\$ 6,340,000
Delinquent	95,378	20,319	21,835	17,000	17,000
Penalties/Interest	5,479	10,134	7,100	3,000	3,000
Motor Vehicle	20,145	15,634	13,143	9,000	11,000
Investment Earnings	81,590	582	(60,509)	2,000	28,000
Other					
Miscellaneous	457	15	-	-	-
Refunding Bond Proceeds	17,775,000	-	-	-	-
Premium on Bond Proceeds	5,501,675	-	-	-	-
Fund Balance	-	-	-	1,095,855	204,402
TOTAL	\$ 29,044,114	\$ 5,147,049	\$ 5,195,727	\$ 7,376,855	\$ 6,603,402
EXPENDITURES					
Maintenance & Operations:					
Professional Services	\$ 5,225	\$ 6,600	\$ 8,500	\$ 8,000	\$ 8,000
<i>subtotal</i>	<i>\$ 5,225</i>	<i>\$ 6,600</i>	<i>\$ 8,500</i>	<i>\$ 8,000</i>	<i>\$ 8,000</i>
Debt Service					
General Obligation Bonds					
Series 2012	\$ 1,485,350	\$ -	\$ -	\$ -	\$ -
Series 2014 (refunding)	1,930,948	1,927,455	1,918,143	1,913,129	1,907,296
Series 2016	1,929,788	1,927,188	1,923,988	1,925,188	1,925,588
Series 2020 (debt issuance costs)	381,757	-	-	-	-
Series 2020 (refunding)	23,886,801	1,082,497	1,100,750	1,116,750	1,129,250
Series 2022	-	-	-	1,635,391	1,633,268
<i>subtotal</i>	<i>\$ 29,614,644</i>	<i>\$ 4,937,139</i>	<i>\$ 4,942,881</i>	<i>\$ 6,590,458</i>	<i>\$ 6,595,402</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 778,397	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 778,397</i>	<i>\$ -</i>
TOTAL	\$ 29,619,869	\$ 4,943,739	\$ 4,951,381	\$ 7,376,855	\$ 6,603,402

DEBT SERVICE FUND SUMMARY

Statement of Revenues, Expenditures, and changes in Fund Balance

Debt Service Fund Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance:	\$ 1,223,954	\$ 648,200	\$ 851,509	\$ 1,095,855	\$ 778,397
REVENUES BY CATEGORY					
Property Taxes (incl. Motor Vehicles)	\$ 5,685,392	\$ 5,146,453	\$ 5,256,236	\$ 6,279,000	\$ 6,371,000
Investment Earnings	81,590	582	(60,509)	2,000	28,000
Other	457	15	-	-	-
Refunding Bond Proceeds	23,276,675	-	-	-	-
TOTAL	\$ 29,044,114	\$ 5,147,049	\$ 5,195,727	\$ 6,281,000	\$ 6,399,000
EXPENDITURES BY FUNCTION					
Professional Services	\$ 5,225	\$ 6,600	\$ 8,500	\$ 8,000	\$ 8,000
Debt Service/Refunding	29,614,644	4,937,139	4,942,881	6,590,458	6,595,402
TOTAL	\$ 29,619,869	\$ 4,943,739	\$ 4,951,381	\$ 6,598,458	\$ 6,603,402
ACFR Rounding Adjustments	\$ -	\$ (1)	\$ -	\$ -	\$ -
Ending Fund Balance: (1)	\$ 648,200	\$ 851,509	\$ 1,095,855	\$ 778,397	\$ 573,995
Changes in Fund Balance (actual/est.)	\$ (575,754)	\$ 203,309	\$ 244,347	\$ (317,458)	\$ (204,402)

Notes:

(1) Fund Balance is utilized to (a) offset debt service requirements and (b) program into bond refundings to lower debt service requirements.

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 2024 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 Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures across multiple fiscal years. Revenues are presented by source and expenditures are presented by use.

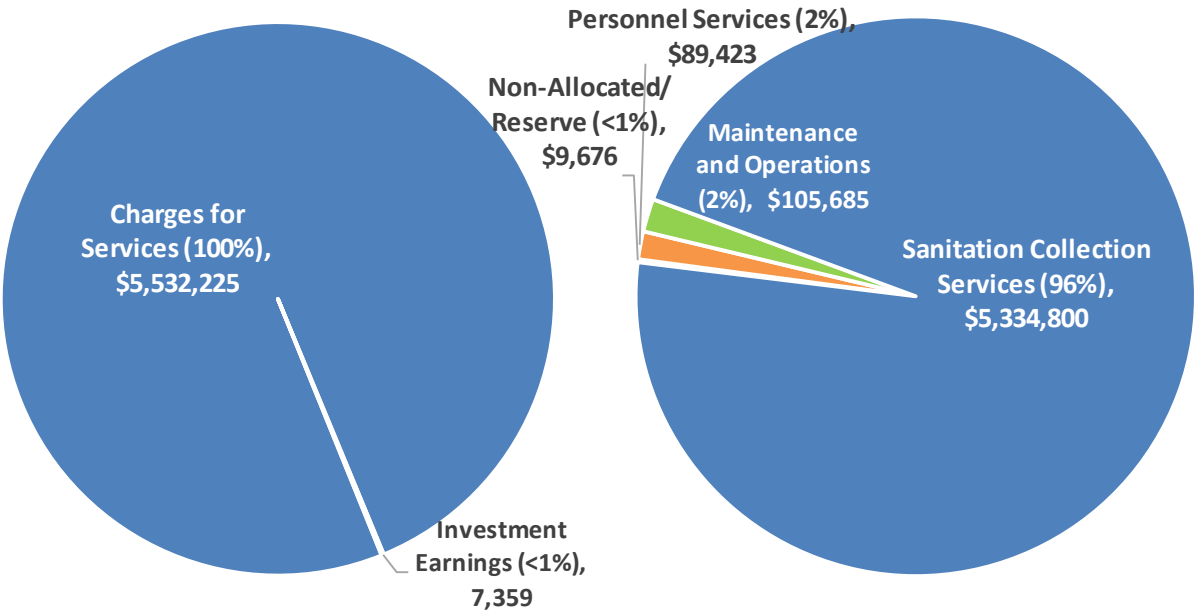
- **Statement of Revenues, Expenditures, and changes in Fund Balances**

This statement provides a historical comparison of revenues and expenditures for fiscal years 2020-2023. Also included are changes in fund balance.

ENTERPRISE FUND SUMMARY

Solid Waste Fund Summary

FY 2024 Budget: \$5,539,584



Revenues by Source	Expenditures by Use
--------------------	---------------------

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). It is important to note as you review historical data for Solid Waste operations that glass recycling services were ended in August 2022 while all other services continue as normal. That is to say, the actuals through FY 2022 and the FY 2023 budgetary figures reflect glass services while the FY 2024 budget figures do not.

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 2023 Budget for the Solid Waste Fund totals \$5.5 million and represents a decrease of -8%, or -\$513,277, compared to FY 2023 due primarily to the discontinuation of glass services in August 2022 which is partially offset through contractual cost growth for our private sanitation hauler of 4% annually.

ENTERPRISE FUND SUMMARY

As it relates to private sanitation hauler services, the City issued an RFP in 2021 for sanitation services to ensure optimal value for customers. Republic Services (our current provider) was the highest-ranking vendor and the most cost effective (\$1 million lower on an annual basis than other proposers). Republic Services was awarded the contract with an annual 4% inflation adjustment.

The Personnel Services category decreased -8%, or -\$7,456, due primarily to the 4% performance-based merit program scheduled for July 1, 2023, staff hires and changes in compensation/benefit elections, etc. which is fully offset with reductions in group insurance allocations. Group insurance premiums for 2024 will remain flat at 2023 levels; however, the budgetary allocations that cushioned the operating budget from changes in benefit elections due to staffing (e.g., changing incumbents, changing life situation that necessitates revised benefit elections such as moving from employee-only to employee-family) has been reduced to cover other cost drivers.

Authorized personnel total 1.0 FTE and represent the following:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	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 decreased -8%, or -\$485,977, due primarily to the discontinuation of glass services in August 2022 which is partially offset through contractual cost growth for our private sanitation hauler of 4% annually.

ENTERPRISE FUND SUMMARY

Statement of Budgetary Comparisons

Solid Waste Fund Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Licenses and Permits					
Penalties and Interest	\$ 69	\$ -	\$ -	\$ -	\$ -
Charges for Services:					
Collection Fees	4,152,563	4,356,517	5,066,935	6,006,500	5,469,200
Commercial Hauler Fees	21,592	24,804	27,441	25,000	28,000
Penalties and Interest	31,267	21,718	35,555	20,000	35,000
Other	2,312	100	25	75	25
Investment Earnings	52,629	1,623	(27,994)	1,286	7,359
Other					
Miscellaneous	-	-	-	-	-
Fund Balance	-	-	-	-	-
TOTAL	\$ 4,260,432	\$ 4,404,761	\$ 5,101,962	\$ 6,052,861	\$ 5,539,584
EXPENDITURES					
Personnel Services:					
Salaries	\$ 39,645	\$ 39,203	\$ 44,636	\$ 51,400	\$ 52,873
Overtime	156	135	434	250	750
Group Insurance	19,648	20,413	23,990	31,359	21,413
FICA	2,981	2,970	3,301	3,868	4,102
Pension (401A Cont./Match)	4,659	3,770	6,029	7,626	7,963
Miscellaneous	2,149	2,170	2,102	2,376	2,322
<i>subtotal</i>	<i>\$ 69,238</i>	<i>\$ 68,661</i>	<i>\$ 80,492</i>	<i>\$ 96,879</i>	<i>\$ 89,423</i>
Maintenance & Operations:					
Professional Services (Haulers)	\$ 4,192,244	\$ 4,599,341	\$ 5,615,708	\$ 5,861,500	\$ 5,375,800
Miscellaneous	58,020	81,992	92,077	64,962	64,685
<i>subtotal</i>	<i>\$ 4,250,264</i>	<i>\$ 4,681,332</i>	<i>\$ 5,707,785</i>	<i>\$ 5,926,462</i>	<i>\$ 5,440,485</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 29,520	\$ 9,676
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 29,520</i>	<i>\$ 9,676</i>
TOTAL	\$ 4,319,502	\$ 4,749,994	\$ 5,788,277	\$ 6,052,861	\$ 5,539,584

ENTERPRISE FUND SUMMARY

Statement of Revenues, Expenditures, and changes in Fund Balance

Solid Waste Fund Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance:	\$ 1,206,593	\$ 1,147,524	\$ 802,291	\$ 115,975	\$ 145,495
REVENUES BY CATEGORY					
Licenses and Permits	\$ 69	\$ -	\$ -	\$ -	\$ -
Charges for Services	4,207,734	4,403,138	5,129,956	6,051,575	5,532,225
Investment Earnings	52,629	1,623	(27,994)	1,286	7,359
Other	-	-	-	-	-
TOTAL	\$ 4,260,432	\$ 4,404,761	\$ 5,101,962	\$ 6,052,861	\$ 5,539,584
EXPENDITURES BY FUNCTION					
Solid Waste Operations	\$ 4,319,502	\$ 4,749,994	\$ 5,788,277	\$ 6,023,341	\$ 5,529,908
TOTAL	\$ 4,319,502	\$ 4,749,994	\$ 5,788,277	\$ 6,023,341	\$ 5,529,908
ACFR Rounding Adjustments	\$ 1	\$ (1)	\$ -	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 1,147,524	\$ 802,291	\$ 115,975	\$ 145,495	\$ 155,171
Changes in Fund Balance (actual/est.)	\$ (59,069)	\$ (345,233)	\$ (686,315)	\$ 29,520	\$ 9,676

Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts.
- (2) Fund balance utilization was proposed in FY 2020-2022 to subsidize operations.

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 2024 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 utilize 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 Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures across multiple fiscal years. Revenues are presented by source and expenditures are presented by use.

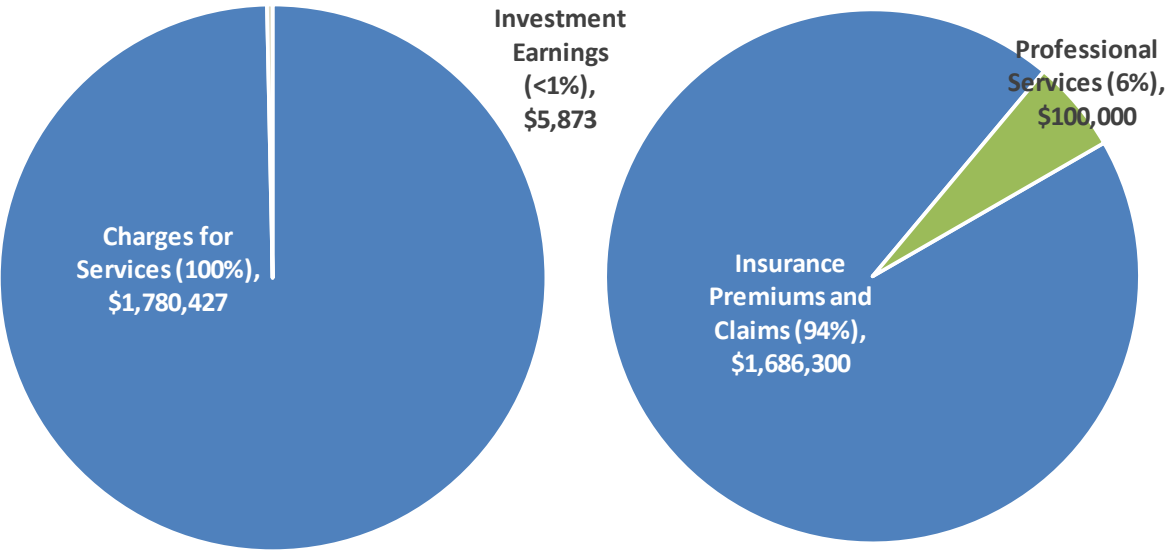
- **Statement of Revenues, Expenditures, and changes in Fund Balances**

This statement provides a historical comparison of revenues and expenditures for fiscal years 2020-2023. Also included are changes in fund balance.

INTERNAL SERVICE FUND SUMMARIES

Risk Management Fund Summary

FY 2024 Budget: \$1,786,300



Revenues by Source Expenditures by Use

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 2024 Budget for the Risk Management Fund totals \$1.8 million and represents a decrease of -41%, or -\$1.2 million, compared to FY 2023. The main driver of this variance is the non-allocated reserve (i.e., available fund balance) budgeted in FY 2023⁹. After adjusting for the non-allocated reserve, the true operational budget growth is 6% compared with 2023 which is in-line with the proposed merit plan for FY 2024 and reflective of the large growth in insurance premiums including cyber liability.

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 2023 will occur subsequent to adoption of the budget.

INTERNAL SERVICE FUND SUMMARIES

Statement of Budgetary Comparisons

Risk Management Fund Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Charges for Services:					
Risk Management Allocations	\$ 1,499,800	\$ 793,361	\$ 830,149	\$ 855,000	\$ 844,127
Insurance Premium Funding	-	720,250	779,750	823,300	936,300
Investment Earnings	31,873	1,200	(25,605)	-	5,873
Other					
Insurance Proceeds	52,528	33,611	45,216	-	-
Fund Balance	-	-	-	1,341,541	-
TOTAL	\$ 1,584,201	\$ 1,548,421	\$ 1,629,510	\$ 3,019,841	\$ 1,786,300
EXPENDITURES					
Maintenance & Operations:					
Professional Services	\$ 106,003	\$ 82,015	\$ 97,737	\$ 100,000	\$ 100,000
Insurance Premiums					
Vehicle	165,625	180,432	238,293	245,445	255,000
Property/Equipment	105,652	120,976	106,712	108,596	111,000
Condo	-	-	21,711	41,039	44,000
Fine Art	3,201	3,201	3,201	3,201	3,300
General Liability	55,354	65,324	54,719	57,118	60,000
Law Enforcement Liability	86,313	86,256	77,438	81,694	87,000
Public Entity Liability	73,360	73,360	56,736	58,486	61,000
Workers Comp Excess	100,398	110,462	129,467	141,502	150,000
Criminal Liability	3,386	3,386	4,748	4,748	5,000
Cyber Liability	30,202	32,822	46,372	78,156	85,000
Umbrella Liability	54,246	65,677	56,849	69,472	72,000
Medical Services (PS Custody)	319	3,437	701	5,000	3,000
Claims/Judgments	426,332	693,981	565,191	913,191	750,000
<i>subtotal</i>	<i>\$ 1,210,390</i>	<i>\$ 1,521,328</i>	<i>\$ 1,459,876</i>	<i>\$ 1,907,648</i>	<i>\$ 1,786,300</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 1,112,193	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 1,112,193</i>	<i>\$ -</i>
TOTAL	\$ 1,210,390	\$ 1,521,328	\$ 1,459,876	\$ 3,019,841	\$ 1,786,300

INTERNAL SERVICE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Risk Management Fund Finance Department

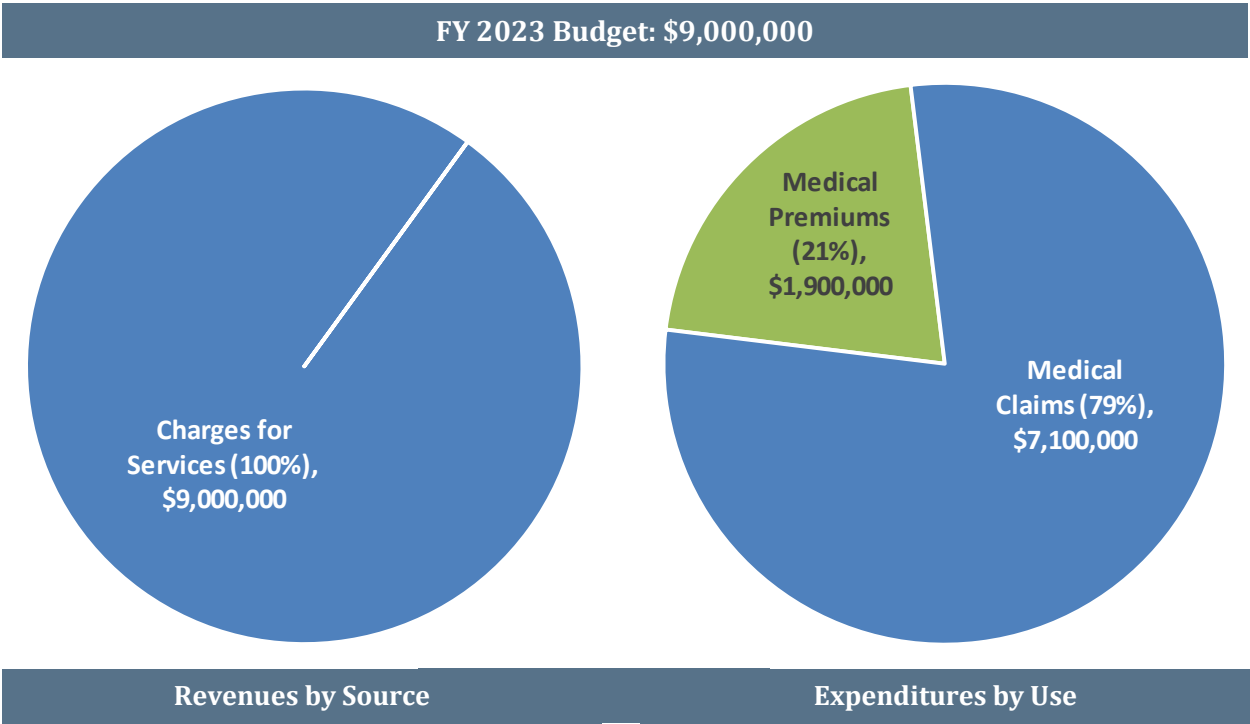
	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance:	\$ 771,002	\$ 1,144,814	\$ 1,171,906	\$ 1,341,541	\$ 1,112,193
REVENUES BY CATEGORY					
Charges for Services	\$ 1,499,800	\$ 1,513,611	\$ 1,609,899	\$ 1,678,300	\$ 1,780,427
Investment Earnings	31,873	1,200	(25,605)	-	5,873
Other	52,528	33,611	45,216	-	-
TOTAL	\$ 1,584,201	\$ 1,548,421	\$ 1,629,510	\$ 1,678,300	\$ 1,786,300
EXPENDITURES BY USE					
Insurance Premiums/Claims	\$ 1,104,387	\$ 1,439,313	\$ 1,362,138	\$ 1,807,648	\$ 1,686,300
Professional Services	106,003	82,015	97,737	100,000	100,000
TOTAL	\$ 1,210,390	\$ 1,521,328	\$ 1,459,876	\$ 1,907,648	\$ 1,786,300
ACFR Rounding Adjustments	\$ 1	\$ (1)	\$ 1	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 1,144,814	\$ 1,171,906	\$ 1,341,541	\$ 1,112,193	\$ 1,112,193
Changes in Fund Balance (actual/est.)	\$ 373,812	\$ 27,092	\$ 169,636	\$ (229,348)	\$ -

Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts.
- (2) Available Fund Balance was used in FY 2023 to supplement claims/judgements (e.g. Public Safety Vehicle replacements).

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 2024 Budget totals \$9 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 Budgetary Comparisons

Medical Insurance Fund Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Charges for Services:					
Medical Insurance Premiums					
Employer Contribution	\$ 7,024,367	\$ 7,341,303	\$ 7,062,712	\$ 8,170,000	\$ 8,170,000
Employee Contribution	616,248	567,033	693,478	830,000	830,000
Investment Earnings	1,048	806	-	-	-
Other					
Fund Balance	-	-	-	(40,603)	-
TOTAL	\$ 7,641,662	\$ 7,909,143	\$ 7,756,189	\$ 8,959,397	\$ 9,000,000
EXPENDITURES					
Maintenance & Operations:					
Medical Premiums	\$ 1,742,464	\$ 1,825,087	\$ 1,947,173	\$ 1,900,000	\$ 1,900,000
Medical Claims	5,633,235	6,125,879	5,810,246	7,100,000	7,100,000
<i>subtotal</i>	<i>\$ 7,375,700</i>	<i>\$ 7,950,966</i>	<i>\$ 7,757,419</i>	<i>\$ 9,000,000</i>	<i>\$ 9,000,000</i>
Other					
Transfer to OPEB Fund	\$ -	\$ -	\$ -	\$ -	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ (40,603)	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ (40,603)</i>	<i>\$ -</i>
TOTAL	\$ 7,375,700	\$ 7,950,966	\$ 7,757,419	\$ 8,959,397	\$ 9,000,000

INTERNAL SERVICE FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

Medical Insurance Fund

Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance:	\$ (263,512)	\$ 2,449	\$ (39,373)	\$ (40,603)	\$ (40,603)
REVENUES BY CATEGORY					
Charges for Services	\$ 7,640,614	\$ 7,908,337	\$ 7,756,189	\$ 9,000,000	\$ 9,000,000
Investment Earnings	1,048	806	-	-	-
Other	-	-	-	-	-
TOTAL	\$ 7,641,662	\$ 7,909,143	\$ 7,756,189	\$ 9,000,000	\$ 9,000,000
EXPENDITURES BY USE					
Medical Premiums/Claims	\$ 7,375,700	\$ 7,950,966	\$ 7,757,419	\$ 9,000,000	\$ 9,000,000
Transfer to OPEB Fund	-	-	-	-	-
TOTAL	\$ 7,375,700	\$ 7,950,966	\$ 7,757,419	\$ 9,000,000	\$ 9,000,000
ACFR Rounding Adjustments	\$ (1)	\$ 1	\$ -	\$ -	\$ -
Ending Fund Balance: (1),(2)	\$ 2,449	\$ (39,373)	\$ (40,603)	\$ (40,603)	\$ (40,603)
Changes in Fund Balance (actual/est.)	\$ 265,961	\$ (41,822)	\$ (1,230)	\$ -	\$ -

Notes:

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

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 2024 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 Budgetary Comparisons**

This statement provides a detailed comparison of revenues and expenditures across multiple fiscal years. Revenues are presented by source and expenditures are presented by use.

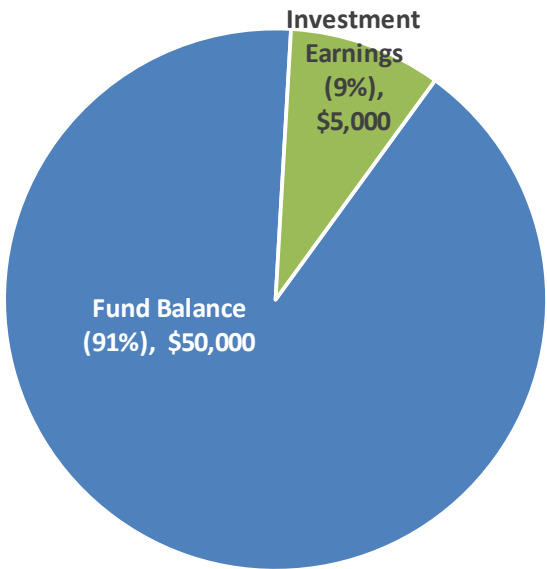
- **Statement of Revenues, Expenditures, and changes in Fund Balances**

This statement provides a historical comparison of revenues and expenditures for fiscal years 2020-2023. Also included are changes in fund balance.

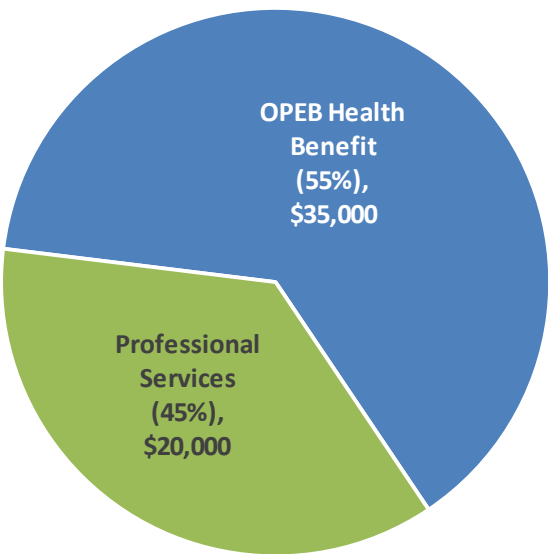
FIDUCIARY FUND SUMMARIES

Other Post Employment Benefit (OPEB) Health Benefit Fund Summary

FY 2024 Budget: \$55,000



Revenues by Source



Expenditures by Use

The OPEB Health Fund represents activity associated with 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 2024 totals \$55,000 and is funded through anticipated investment earnings and the utilization of fund balance (existing resources). Specifically, the Actuarially Determined Contribution for 2024 is \$0; hence the utilization of fund balance to cover premium expenses in 2024.

FIDUCIARY FUND SUMMARIES

Statement of Budgetary Comparisons

OPEB Health Benefit Fund

Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Investment Earnings	\$ 29,985	\$ 436,743	\$ (243,798)	\$ 10,500	\$ 5,000
Other					
OPEB Health Benefit Funding					
Employer Contribution	68,015	76,589	12,600	13,008	-
Fund Balance	-	-	-	191,645	50,000
TOTAL	\$ 98,000	\$ 513,332	\$ (231,198)	\$ 215,153	\$ 55,000
EXPENDITURES					
Maintenance & Operations:					
OPEB Health Benefit	\$ 21,875	\$ 34,792	\$ 33,214	\$ 13,008	\$ 35,000
Miscellaneous	8,076	8,753	13,730	26,400	20,000
<i>subtotal</i>	<i>\$ 29,951</i>	<i>\$ 43,545</i>	<i>\$ 46,944</i>	<i>\$ 39,408</i>	<i>\$ 55,000</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 175,745	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 175,745</i>	<i>\$ -</i>
TOTAL	\$ 29,951	\$ 43,545	\$ 46,944	\$ 215,153	\$ 55,000

FIDUCIARY FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

OPEB Health Benefit Fund

Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance:	\$ 1,334,074	\$ 1,402,123	\$ 1,871,912	\$ 1,593,770	\$ 1,577,870
REVENUES BY CATEGORY					
OPEB Health Benefit Funding	\$ 68,015	\$ 76,589	\$ 12,600	\$ 13,008	\$ -
Investment Earnings	29,985	436,743	(243,798)	10,500	5,000
TOTAL	\$ 98,000	\$ 513,332	\$ (231,198)	\$ 23,508	\$ 5,000
EXPENDITURES BY USE					
OPEB Health Benefit	\$ 21,875	\$ 34,792	\$ 33,214	\$ 13,008	\$ 35,000
Miscellaneous (Professional Services)	8,076	8,753	13,730	26,400	20,000
TOTAL	\$ 29,951	\$ 43,545	\$ 46,944	\$ 39,408	\$ 55,000
ACFR Rounding Adjustments	\$ -	\$ 2	\$ -	\$ -	\$ -
Ending Fund Balance: (1)	\$ 1,402,123	\$ 1,871,912	\$ 1,593,770	\$ 1,577,870	\$ 1,527,870
Changes in Fund Balance (actual/est.)	\$ 68,049	\$ 469,789	\$ (278,142)	\$ (15,900)	\$ (50,000)

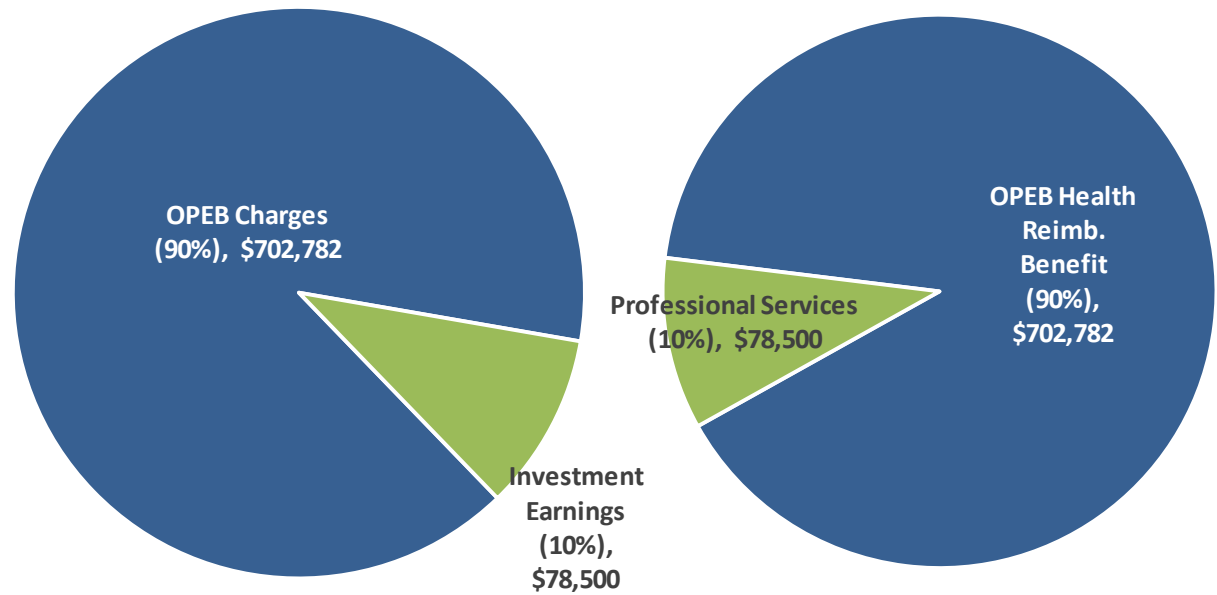
Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts. It should be noted that the fund balance figures include funding for the OPEB Trust.

FIDUCIARY FUND SUMMARIES

Other Post Employment Benefit (OPEB) Health Reimbursement Fund Summary

FY 2024 Budget: \$781,282



Revenues by Source

Expenditures by Use

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 (\$702,782 citywide for FY 2024). This benefit will require a minimum 15-year vesting (maximum benefit achieved at 25-years¹⁰) which will further assist in not only recruitment, but also retention of our most valuable assets, our employee.

The budget estimate for 2024 does not include funding associated with the personnel services components included within the *Operating Initiative Requests* section of this document. Funding is currently allocated within the Operating Initiatives Reserve account and will not be disbursed to departmental budgets (and flow through to the Fiduciary Funds such as the OPEB Health Reimbursement Fund) until directed by the City Council.

¹⁰ Credited years-of-service for current employees will count towards vesting (subject to a maximum of 15-years).

FIDUCIARY FUND SUMMARIES

Statement of Budgetary Comparisons

OPEB Health Reimbursement Fund

Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
REVENUES					
Investment Earnings	\$ 53,648	\$ 890,436	\$ (578,424)	\$ 47,673	\$ 78,500
Other					
OPEB Health Reimbursement Funding					
Employer Contribution	575,000	574,502	590,928	686,459	702,782
Transfer-In					
Medical Insurance Fund	-	-	-	-	-
Fund Balance	-	-	-	1,322,358	-
TOTAL	\$ 628,648	\$ 1,464,938	\$ 12,504	\$ 2,056,490	\$ 781,282
EXPENDITURES					
Maintenance & Operations:					
OPEB Reimbursement Benefit	\$ -	\$ 56,852	\$ 47,676	\$ 714,632	\$ 702,782
Miscellaneous	14,964	18,903	31,652	31,600	78,500
<i>subtotal</i>	<i>\$ 14,964</i>	<i>\$ 75,755</i>	<i>\$ 79,328</i>	<i>\$ 746,232</i>	<i>\$ 781,282</i>
Non-Allocated					
Reserve	\$ -	\$ -	\$ -	\$ 1,310,258	\$ -
<i>subtotal</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 1,310,258</i>	<i>\$ -</i>
TOTAL	\$ 14,964	\$ 75,755	\$ 79,328	\$ 2,056,490	\$ 781,282

FIDUCIARY FUND SUMMARIES

Statement of Revenues, Expenditures, and changes in Fund Balance

OPEB Health Reimbursement Fund

Finance Department

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget
Beginning Fund Balance:	\$ 2,089,848	\$ 2,703,533	\$ 4,092,716	\$ 4,025,890	\$ 4,013,790
REVENUES BY CATEGORY					
OPEB Health Reimb. Benefit Funding	\$ 575,000	\$ 574,502	\$ 590,928	\$ 686,459	\$ 702,782
Investment Earnings	53,648	890,436	(578,424)	47,673	78,500
Transfer-In from Medical Ins. Fund	-	-	-	-	-
TOTAL	\$ 628,648	\$ 1,464,938	\$ 12,504	\$ 734,132	\$ 781,282
EXPENDITURES BY USE					
OPEB Health Reimb. Benefit	\$ -	\$ 56,852	\$ 47,676	\$ 714,632	\$ 702,782
Miscellaneous (Professional Services)	14,964	18,903	31,652	31,600	78,500
TOTAL	\$ 14,964	\$ 75,755	\$ 79,328	\$ 746,232	\$ 781,282
ACFR Rounding Adjustments	\$ 1	\$ -	\$ (1)	\$ -	\$ -
Ending Fund Balance: (1)	\$ 2,703,533	\$ 4,092,716	\$ 4,025,890	\$ 4,013,790	\$ 4,013,790
Changes in Fund Balance (actual/est.)	\$ 613,685	\$ 1,389,183	\$ (66,826)	\$ (12,100)	\$ -

Notes:

- (1) In order to accurately measure anticipated fund balance usage, this schedule omits Carryforward Fund Balance and Non-Allocated/Reserve accounts. It should be noted that the fund balance figures represent funding for the OPEB Trust.

APPENDIX A (5-YEAR CAPITAL IMPROVEMENT PLAN)

Appendix A (5-Year Capital Improvement Plan)

Overview

Pursuant to the Governmental Accounting Standards Board's ("GASB") Codification, Section 1300.106, capital project funds are used to account for the acquisition and construction of major items, such as buildings, infrastructure, parks, streets, and other major capital facilities.

The city's capital program has the most visible and long-term effect on the quality of life for our stakeholders. Through an aggressive capital program, improvements to transportation, access to quality cultural and recreational opportunities, partnering with local businesses for continued economic development, and providing infrastructure and assets for public safety are afforded. The foundation of the city's capital program is the five-year capital project improvement plan ("CIP") which is updated annually. The CIP assists in the planning, acquisition, and financing of capital projects.



Big Creek Greenway



Wills Park

A capital project generally is defined as an expenditure that has an expected useful life of more than three years with an estimated total cost of \$25,000 or more, or an improvement/ addition to an existing capital asset. Examples include building/ infrastructure construction, park improvements, streetscapes, land acquisitions, vehicles, etc.

Capital projects are budgeted primarily in the city's capital project funds with the main exceptions being those capital investments funded through restricted revenues that require separate accounting treatment (e.g., Impact Fees, E911 Fees, etc.).

The city has eight (8) capital project funds, and they all follow the life-to-date budgeting process whereby budget is carried forward annually to cover Council approved projects and remains in full-effect until project completion or re-allocation by City Council. As such, these appropriations are not reflected in this budget document but are reflected in the city's

APPENDIX A (5-YEAR CAPITAL IMPROVEMENT PLAN)

monthly financial management reports and can be accessed at www.alpharetta.ga.us. The capital project funds utilize the modified accrual basis of budgeting and accounting.

The following section provides a brief narrative of the city's capital project funds.

- **Capital Project Fund:** This fund accounts for the acquisition and construction of major items, such as buildings, infrastructure, parks, streets, and other major capital facilities, with a value (generally) in excess of \$25,000. Funding for these capital improvements typically comes from the General Fund through (A) an annual appropriation and (B) a transfer of the available fund balance from the most recent complete/audited fiscal year. Appropriations are perpetual with only new appropriations recognized in the annual budget.
- **Stormwater Capital Fund:** This fund accounts for stormwater/drainage maintenance, repair, and/or improvement projects with a value (generally) in excess of \$25,000. Funding for these capital improvements typically comes from the General Fund through (A) an annual appropriation and (B) a transfer of the available fund balance from the most recent complete/audited fiscal year. Appropriations are perpetual with only new appropriations recognized in the annual budget.
- **Capital Grants Fund:** This fund accounts for resources received from federal, state, and local grants awarded to the city. Matching funds, which represent the city's financial investment, are also recorded within this fund. This fund accounts for capital grants only. Operating grant proceeds are recorded within the Operating Grant Fund.
- **2016 Parks and Transportation Bond Fund:** This fund accounts for the proceeds and associated expenditures resulting from the issuance of voter approved general obligation bonds, series 2016. Fund appropriations will be perpetual with only new appropriations recognized in the annual budget.
- **T-SPLOST Capital Fund:** This fund accounts for the collection of T-SPLOST 1 (Transportation Special Purpose Local Option Sales Taxes) revenue and the expenditure on eligible transportation improvements and congestion mitigation initiatives. Fund appropriations are perpetual with only new appropriations recognized in the annual budget. This tax was imposed for the period of April 1, 2017, through March 31, 2022.
- **T-SPLOST 2 Capital Fund:** This fund accounts for the collection of T-SPLOST (Transportation Special Purpose Local Option Sales Taxes) revenue and the expenditure on eligible transportation improvements and congestion mitigation initiatives. Fund appropriations are perpetual with only new appropriations recognized in the annual budget. This tax is imposed for the period of April 1, 2022, through March 31, 2027.

APPENDIX A (5-YEAR CAPITAL IMPROVEMENT PLAN)

- **American Rescue Act Fund:** This fund accounts for the city's allocation of funds under the American Rescue Act legislation. Specifically, the city is classified as a metropolitan city under the legislation and has a total allocation of \$6,644,511.
- **2022 Parks Bond Fund:** This fund accounts for the proceeds and associated expenditures resulting from the issuance of voter approved general obligation bonds, series 2022. Fund appropriations will be perpetual with only new appropriations recognized in the annual budget.

For the purposes of this budget document, only the Capital Projects Fund and Stormwater Capital Fund are presented as new appropriation activity was approved for FY 2024.

Funding Methodology

The city's preferred method for funding capital projects within the CIP shall be through current revenue when available (i.e., pay-as-you-go) or from outside funding sources such as grant funding and related aid. Debt obligations may be issued for capital projects when it is appropriate to achieve a fair allocation of costs between current and future beneficiaries. Funding for the CIP is provided as follows:

- **Proper Use of Fund Balance**
General Fund: Based on audited financial statements for the year ended June 30, 2022, the city's fund balance totaled \$42.9 million. Of this amount, approximately \$12.6 million was appropriated in the FY 2023 Budget for capital/one-time initiatives/reserve and \$19.7 million has been designated as an emergency account based on a conservative policy of 25% of total appropriations (i.e., roughly 3 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 2024 totals \$10.5 million.
- **Funding Capital/Operational Initiatives from Operating Budget**
The FY 2024 budget includes funding totaling \$4 million from General Fund operations for capital investment (e.g., maintenance of our stormwater infrastructure). By programming an annual capital contribution 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. Funding from the General Fund available for immediate capital investment in 2024 includes the following:

▪ \$10,547,818	Fund Balance for one-time capital;
▪ <u>4,000,000</u>	Annual Capital Contribution from the General Fund
\$14,547,818	

APPENDIX A (5-YEAR CAPITAL IMPROVEMENT PLAN)

- **Debt Funding:** Debt obligations are primarily reserved for large-scale capital projects when it is appropriate to achieve a fair allocation of costs between current and future beneficiaries.

Capital Improvement Plan

The City's five-year capital project improvement plan ("CIP") is included below. The CIP forecasts the city's total capital investment requests over the next five-year period and consolidates the projects by Department. These figures do not include the city's existing capital initiatives (i.e., initiatives funded prior to FY 2024).

Fiscal Year 2024 capital investment is being appropriated as part of the FY 2024 budget.

Fiscal Years 2025-2028 represent the capital planning portion of the CIP and do not constitute formal appropriations. The CIP, at its essence, is a fluid planning document and new projects will appear during its life while others are removed as they are no longer considered priorities. Priorities as presented in the capital planning portion of the CIP (2025-2028), is the maintenance of those investments previously approved by the City Council that form the foundation of our service delivery capabilities to our citizens and stakeholders (e.g., maintenance of traffic system, stormwater system, facilities, equipment, etc.).

FY 2024-2028 Capital Improvement Plan

May 22, 2023

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Sources						
General Fund (Annual Appropriation)	\$ 4,000,000	\$ 4,068,500	\$ 4,190,555	\$ 4,316,272	\$ 4,445,760	\$ 21,021,087
General Fund (Fund Balance)	10,547,818	10,306,969	9,024,889	8,211,682	7,846,667	45,938,025
	<u>\$ 14,547,818</u>	<u>\$ 14,375,469</u>	<u>\$ 13,215,444</u>	<u>\$ 12,527,954</u>	<u>\$ 12,292,427</u>	<u>\$ 66,959,112</u>
Other Funds (Interest Earnings)	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
Other Funds (Fund Balance)	1,500,000	-	-	-	-	1,500,000
	<u>\$ 1,700,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 2,500,000</u>
Capital Lease						
Fleet Replacement: Fire Apparatus Replacements	\$ -	\$ 1,938,000	\$ -	\$ 742,000	\$ -	\$ 2,680,000
Fire Extrication Equipment Replacements	-	-	179,000	-	-	179,000
Heart Monitor & AEDs Replacements	-	-	660,000	-	-	660,000
Mobile (Vehicle) Radio Replacements	-	-	600,000	-	-	600,000
Grant/Contribution						
Milling and Resurfacing	625,000	650,000	675,000	700,000	730,000	3,380,000
Webb Bridge Park Dugout Expansion (AYBA to fund 50%)	11,500	-	-	-	-	11,500
North Point Pkwy Corridor	-	5,000,000	5,000,000	-	-	10,000,000
	<u>\$ 636,500</u>	<u>\$ 7,588,000</u>	<u>\$ 7,114,000</u>	<u>\$ 1,442,000</u>	<u>\$ 730,000</u>	<u>\$ 17,510,500</u>
Total Sources	<u>\$ 16,884,318</u>	<u>\$ 22,163,469</u>	<u>\$ 20,529,444</u>	<u>\$ 14,169,954</u>	<u>\$ 13,222,427</u>	<u>\$ 86,969,612</u>

APPENDIX A (5-YEAR CAPITAL IMPROVEMENT PLAN)

FY 2024-2028 Capital Improvement Plan

May 22, 2023

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Uses						
City Administration						
Council Chambers Security Upgrades	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Replacement of Retaining Wall in Resthaven Cemetery	16,000	-	-	-	-	16,000
	<u>\$ 41,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 41,000</u>
Community & Economic Development						
Fleet Replacement (Community Development)	\$ 40,000	\$ 85,000	\$ 80,000	\$ 84,000	\$ 86,000	\$ 375,000
North Point Infrastructure Framework Plan	200,000	-	-	-	-	200,000
* Design Services (Community Development)	61,200	62,400	63,600	64,900	-	252,100
Garden District Signage	12,700	-	-	-	-	12,700
* South Main District Gateway (design)	50,000	-	-	-	-	50,000
* Brookside Park Gateway (design)	75,000	-	-	-	-	75,000
* Brookside Parkway Road Diet- Phase 1 (design)	40,000	-	-	-	-	40,000
Operating Initiative - Land Development Inspector Supervisor (new position, +1 FTE) Equipment	45,000	-	-	-	-	45,000
* North Point Pkwy Corridor	-	5,000,000	5,000,000	-	-	10,000,000
	<u>\$ 523,900</u>	<u>\$ 5,147,400</u>	<u>\$ 5,143,600</u>	<u>\$ 148,900</u>	<u>\$ 86,000</u>	<u>\$ 11,049,800</u>
Information Technology						
Technology Replacements for City Departments	\$ 390,000	\$ 318,300	\$ 324,700	\$ 331,200	\$ 337,800	\$ 1,702,000
Wireless Access Points	50,000	50,000	-	-	-	100,000
Data Center Server Replacement	-	-	350,000	-	-	350,000
Citywide Network Devices Replacement	-	-	-	-	350,000	350,000
Data Center Auxiliary A/C Replacement	-	-	-	45,000	-	45,000
	<u>\$ 440,000</u>	<u>\$ 368,300</u>	<u>\$ 674,700</u>	<u>\$ 376,200</u>	<u>\$ 687,800</u>	<u>\$ 2,547,000</u>
Public Safety						
Fleet Replacement (Public Safety)	\$ 1,875,000	\$ 1,950,000	\$ 2,030,000	\$ 2,110,000	\$ 2,195,000	\$ 10,160,000
Fire Station Facility Assessments (remaining stations)	225,000	-	-	-	-	225,000
Operating Initiative - Real-Time Crime Center Staffing (new positions, +4 FTE) Equipment	128,900	-	-	-	-	128,900
Operating Initiative - Assistant Fire Marshal (new position, +1 FTE) Equipment	66,000	-	-	-	-	66,000
Fleet Replacement: Fire Apparatus Replacements	-	1,938,000	-	742,000	-	2,680,000
Fire Extrication Equipment Replacements	-	-	179,000	-	-	179,000
Heart Monitor & AEDs Replacements	-	-	660,000	-	-	660,000
Mobile (Vehicle) Radio Replacements	-	-	600,000	-	-	600,000
	<u>\$ 2,294,900</u>	<u>\$ 3,888,000</u>	<u>\$ 3,469,000</u>	<u>\$ 2,852,000</u>	<u>\$ 2,195,000</u>	<u>\$ 14,698,900</u>

APPENDIX A (5-YEAR CAPITAL IMPROVEMENT PLAN)

FY 2024-2028 Capital Improvement Plan

May 22, 2023

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	Total
Uses						
Public Works						
Milling and Resurfacing	\$ 3,745,000	\$ 3,895,000	\$ 4,050,000	\$ 4,210,000	\$ 4,380,000	\$ 20,280,000
Stormwater	4,000,000	4,160,000	4,330,000	4,500,000	4,680,000	21,670,000
Traffic Striping and Signage	250,000	260,000	275,000	285,000	295,000	1,365,000
Fleet Replacement: Tandem Dump Truck Replacement	190,000	-	200,000	-	-	390,000
Traffic Signal System Maintenance	100,000	105,000	110,000	115,000	120,000	550,000
Traffic Control Equipment	100,000	105,000	110,000	115,000	120,000	550,000
Traffic Responsive System Maintenance	100,000	105,000	110,000	115,000	120,000	550,000
HVAC Replacements	100,000	100,000	100,000	60,000	50,000	410,000
Roof Repairs/Replacements and Wall Restoration:						
* Public Works Headquarters	325,000	365,000	-	-	-	690,000
Roof Repairs/Replacements and Wall Restoration:						
* Park Facilities	195,000	470,000	-	-	-	665,000
Bridge Maintenance	200,000	210,000	220,000	225,000	235,000	1,090,000
Webb Bridge Park Sewer Connection	437,500	437,500	-	-	-	875,000
SR 9 Landscaping from Academy St. to Windward Parkway	350,000	575,000	575,000	-	-	1,500,000
* Tree Maintenance and Replacement	152,000	160,000	165,000	175,000	-	652,000
Winter Weather Equipment	65,000	-	-	-	-	65,000
* Parking Garage Maintenance	25,000	250,000	50,000	50,000	-	375,000
* Streetlight Maintenance	80,000	85,000	90,000	90,000	-	345,000
* Design Services (Public Works)	75,000	76,500	78,000	79,600	-	309,100
	<u>\$ 10,489,500</u>	<u>\$ 11,359,000</u>	<u>\$ 10,463,000</u>	<u>\$ 10,019,600</u>	<u>\$ 10,000,000</u>	<u>\$ 52,331,100</u>
Recreation, Parks & Cultural Services						
Park Repairs/Improvements	\$ 50,000	\$ 160,000	\$ 165,000	\$ 170,000	\$ 180,000	\$ 725,000
* Playground Equipment Replacement	250,000	150,000	150,000	150,000	-	700,000
* Greenway Improvements/Repairs	260,100	275,000	285,000	-	-	820,100
* Park Trail Maintenance	200,000	-	-	-	-	200,000
* Tree Removal in Parks	200,000	-	-	-	-	200,000
* Synthetic Turf Field Replacement	500,000	-	-	-	-	500,000
City of Alpharetta Arts & Culture Master Plan	30,000	-	-	-	-	30,000
* Park Equipment Replacement	153,000	147,000	45,000	35,000	-	380,000
* Athletic Court Resurfacing	100,000	-	-	120,000	-	220,000
Fountain Maintenance	50,000	55,000	55,000	60,000	-	220,000
Landscaping Upgrades to Activity Centers	40,000	-	-	-	-	40,000
Webb Bridge Park Dugout Expansion (AYBA to fund 50%)	23,000	-	-	-	-	23,000
Alpharetta Public Arts Initiative - Outdoor On-Loan Sculpture Exhibit	55,000	55,000	55,000	55,000	55,000	275,000
	<u>\$ 1,911,100</u>	<u>\$ 842,000</u>	<u>\$ 755,000</u>	<u>\$ 590,000</u>	<u>\$ 235,000</u>	<u>\$ 4,333,100</u>
Total Uses	\$ 15,700,400	\$ 21,604,700	\$ 20,505,300	\$ 13,986,700	\$ 13,203,800	\$ 85,000,900
Non-Allocated (Sources-Uses)	\$ 1,183,918	\$ 558,769	\$ 24,144	\$ 183,254	\$ 18,627	\$ 1,968,712
Total Uses + Non-Allocated	\$ 16,884,318	\$ 22,163,469	\$ 20,529,444	\$ 14,169,954	\$ 13,222,427	\$ 86,969,612

* Represents capital requests that are included within both the CIP and the Unfunded Project Listing.

APPENDIX B (ACVB BUDGET)

Appendix B (ACVB Budget)

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 30 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 30 hotels through attendance at tradeshow, 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 B (ACVB BUDGET)

Alpharetta Convention & Visitors Bureau Fiscal Year 2024 Adopted Budget

Occupancy Tax Revenues	\$	4,178,125
Interest Income		1,600
Accumulated Surplus		500,000
TOTAL REVENUE	\$	4,679,725
Salary & Benefits	\$	1,546,165
Accounting & Legal Fees		27,000
Advertising		
<i>Georgia/Metro Atlanta Ads</i>		282,100
<i>National/Regional Ads</i>		616,600
Business License		500
Computer Equipment		18,200
Business Development		
Ameris Bank Amphitheatre		170,000
Conference Center		500,000
Computer Software/Maintenance		73,500
Research		21,500
Contingency Fund		421,999
Insurance		5,500
Meeting Expenses		44,800
Membership Dues		41,861
Subscriptions		650
Office Equipment/Leases		10,000
Office Rent (utilities, cleaning, security)		102,300
Office Supplies/Furniture		20,000
Postage/Shipping		18,000
Premiums/Gifts		30,000
Printing/Production		125,750
Taxes/Leased Equipment		1,200
Public Relations		145,000
Sponsorships/Bid Fees		327,150
Telephone/ISP		28,200
Tradeshows/Conference/Professional Development		98,150
Staff Development		3,600
TOTAL EXPENSES	\$	4,679,725



2 Park Plaza
Alpharetta, GA 30009



STAFF REPORT

Department: Finance
Submitted By: Shawn Mitchell
Meeting Date: May 22, 2023

AGENDA ITEM:

Fiscal Year 2024 Millage Rate Ordinance

FIRST READING

Consideration of adoption of the City of Alpharetta's Fiscal Year 2024 Millage Rate Ordinance.

STAFF RECOMMENDATION:

The purpose of this meeting is to provide an update on the Recommended Fiscal Year 2024 Budget and adopt the Fiscal Year 2024 Millage Rate Ordinance (1st reading).

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

The Fiscal Year 2024 Budget was distributed electronically to the City Council on May 8, 2023, and is available on the City's website as a downloadable pdf and available for filtering/analysis through the City's financial transparency sites powered by ClearGov (FY 2024 budget as well as historical budget/actual revenue/expenditure trend data) and OpenGov (FY 2024 budget line-item detail).

City Council Budget Workshops were held on March 20th, May 1st, and May 15th.

Tonight is the first of three public hearings and the first of two votes on the FY 2024 Budget and Millage Rate Levy with the schedule as follows:

May 22, 2023 (6:30pm):

Public Hearing

City Council Meeting

Budget Ordinance (1st Reading)

Millage Ordinance (1st Reading)

June 19, 2023 (11:30am):

Public Hearing

June 19, 2023 (6:30pm):

Public Hearing

City Council Meeting

Budget Ordinance (2nd Reading)

Millage Ordinance (2nd Reading)

ALTERNATIVES:

ATTACHMENTS:

1. Millage Rate Ordinance (FY 2024)



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, 2023, AND ENDING JUNE 30, 2024; 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 2023 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 \$4.870 on forty percent (40%) of each \$1,000.00 of taxable property.

(b) For the purpose of retiring outstanding General Obligation bonds, \$0.880 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 _____, 2023.

CITY OF ALPHARETTA, GEORGIA

By: _____
Mayor

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

(SEAL)

Attest:

City Clerk



STAFF REPORT

Department: Public Works
Submitted By: Dennis Roland
Meeting Date: May 22, 2023

AGENDA ITEM:

Task Order Funding Award: City-Wide Stormwater Pipe Lining to IPR Southeast, LLC

Consideration of approval to award funding in an amount not to exceed \$1,104,355.12 to IPR Southeast, LLC for stormwater pipe lining through the City, pursuant to the August 23, 2021 On-Call Storm Pipe Lining Services Contract by and between the IPR Southeast, LLC and the City of Alpharetta, and authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve the award of funds in an amount not to exceed \$1,104,355.12 to IPR Southeast, LLC for stormwater pipe lining through the City, pursuant to the August 23, 2021 On-Call Storm Pipe Lining Services Contract by and between the IPR Southeast, LLC and the City of Alpharetta, and authorize the Mayor to execute all necessary documents.

BUDGET & PROCUREMENT:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: YES

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: \$1,104,355.12

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
SW Pipe and Structure R&M / 30241100-541430-C1308	\$1,104,355.12

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
NA	\$0.00

ITEM DESCRIPTION:

The life expectancy for corrugated metal pipes (CMP) is approximately 25 years. Due to the age of much of the City's stormwater infrastructure, many of our pipes have met or exceeded their life expectancy and are in need of repair.

During routine inspections of the City's stormwater pipe conveyance infrastructure, the condition of the pipes is evaluated and ranked. Based on that ranking, work orders are entered into the Public Works Asset Management System for repairs. City-maintained pipes and structures are inspected on a 5-year cycle.

Pipe maintenance falls into two categories; full replacement and repairs in place. When pipes are in need of repair but are not to the point of complete failure or replacement, the City has a unique opportunity of extending pipe life expectancy through trenchless lining of the pipe. The trenchless system of lining pipes has been recognized as being the most efficient and cost-effective way of making repairs while minimizing the impact on our residents, roads, and parking lots.

On March 15th, 2021, the City approved two 5-year pipe lining contracts, one with IPR Southeast and a second with Utility Asset Management (UAM). Each contract is for a specific variation of pipe lining. A contract was formally executed with IPR Southeast on August 3, 2021 for On Call Pipe Lining Services throughout the City of

Alpharetta. IPR Southeast primarily handles pipes 36" in diameter and smaller, while UAM handles much larger pipes through a method called spin casting. The contracts allow the City to follow-up our inspections by making the necessary repairs prior to the pipe reaching failure. Pricing was received and scored as part of the RFP process. The other component was technical knowledge. Utilizing the vendors' submitted pricing, below is a breakdown of what cost would be from each vendor that submitted utilizing the pipe sizes, lengths, and locations. Cost per each work order takes into account the number inversions, pipe diameter, length of the pipe, and thickness of the pipe.

IPR Southeast, LLC	\$ 986,031.36
Granite Inliner Construction, LLC	\$ 1,161,551.60
Coastal Gunit Construction, LLC	\$ 1,291,529.88
Vortex Services, LLC	\$ 1,391,533.09

Not included in the line item costs above is a factor of 12% to cover bonds, insurance, and point repairs to pipes before lining occurs. The point repairs are necessary since every pipe is not inspected between the time of the initial inspection and when work occurs. Without accomplishing the point repairs before lining, the lining material would not last as long and additional maintenance will need to occur sooner than planned. Adding the 12% to the line item bid brings IPR's cost to \$1,104,355.12. The other vendor pricing would have been adjusted by the factor as well. IPR Southeast, while selected based on multiple criteria of which cost was one factor, is the low-cost provider and the City's contract has insulated our operations from the large cost growth being experienced by many in this industry.

The City currently has over 200 pipe lining work orders in the queue. Most of the pipes that have been identified meet the criteria necessary for repairs through the contract with IPR Southeast. The award of this funding will provide for pipe lining throughout the City on our most critical pipes. We anticipate that this funding will cover 7,100 linear feet of pipe lining. The attached work order list identifies the pipes to be lined by IPR.

ALTERNATIVES:

1. Do not award funding to contractor under contract and go out to bid.
2. Do not award funding for the trenchless rehabilitation of storm pipes as outlined.
3. Recommend or approve a different/smaller amount of funding to go towards trenchless rehabilitation of storm pipes.

ATTACHMENTS:

1. Location Map of Work Orders
2. Bid Comparison
3. Work order list
4. Contract 21-112A IPR Southeast LLC CIPP

FY23 Task Order 1 Pipe List

Legend

- Stormwater Conveyances

City of Alpharetta
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— StormwaterConveyances

FY 2023 CIPP Pipe Lining Task Order 1 Bid Tabulation

The unit prices provided below were submitted during the RFP 21-112 process by the vendors shown below. A 3% inflation rate was added to the unit prices to reflect the 3% increase made by IPR Southeast, LLC.

The amounts provided in this section a actual quantities for the task order.				IPR Southeast, LLC		Granite Inliner, LLC		Coastal Gunit Construction, LLC		Vortex Services, LLC	
				Cost per unit pricing	\$ 986,031.36	Cost per unit pricing	\$ 1,161,551.60	Cost per unit pricing	\$ 1,291,529.88	Cost per unit pricing	\$ 1,391,533.09
				12% for Bonds, Insurance, Unforseen Repairs, & Structure Sealing	\$ 118,323.76	12% for Bonds, Insurance, Unforseen Repairs, & Structure Sealing	\$ 139,386.19	12% for Bonds, Insurance, Unforseen Repairs, & Structure Sealing	\$ 154,983.59	12% for Bonds, Insurance, Unforseen Repairs, & Structure Sealing	\$ 166,983.97
				Total Cost	\$ 1,104,355.12	Total Cost	\$ 1,300,937.79	Total Cost	\$ 1,446,513.47	Total Cost	\$ 1,558,517.06
ITEM #	Description	Amount	Unit	Unit Price	Price	Unit Price	Price	Unit Price	Price	Unit Price	Price
	Lining Requirements										
	Inversion Setup										
1	Inversion Setup Charge 15-36" CIPP	56	EA	\$ 1,287.50	\$ 72,100.00	\$ 2,575.00	\$ 144,200.00	\$ 1,480.63	\$ 82,915.00	\$ 2,575.00	\$ 144,200.00
2	Inversion Setup Charge 42-48" CIPP	1	EA	\$ 2,472.00	\$ 2,472.00	\$ 5,150.00	\$ 5,150.00	\$ 1,480.63	\$ 1,480.63	\$ 5,150.00	\$ 5,150.00
	CIPP (12' or less in depth)										
	Includes Pre & Post TV & typical point repairs during lining										
	Includes Cleaning (less than 25% full)										
3	12" - 7.5 mm (.2953")		LF	\$ 61.80	\$ -	\$ 62.83	\$ -	\$ 127.33	\$ -	\$ 72.10	\$ -
4	15" - 7.5mm (.2953")	222	LF	\$ 61.80	\$ 13,719.60	\$ 76.22	\$ 16,920.84	\$ 139.18	\$ 30,897.68	\$ 82.40	\$ 18,292.80
5	18" - 8.0mm (.315")	2528	LF	\$ 77.25	\$ 195,288.00	\$ 95.79	\$ 242,157.12	\$ 142.14	\$ 359,329.92	\$ 97.85	\$ 247,364.80
6	21" - 10.0mm (.3937")		LF	\$ 94.76	\$ -	\$ 119.48	\$ -	\$ 148.06	\$ -	\$ 128.75	\$ -
7	24" - 10.0mm (.3937")	1831	LF	\$ 108.15	\$ 198,022.65	\$ 123.60	\$ 226,311.60	\$ 159.91	\$ 292,790.63	\$ 159.65	\$ 292,319.15
8	30" - 12.5mm (.4921")	1307	LF	\$ 144.20	\$ 188,469.40	\$ 174.07	\$ 227,509.49	\$ 177.68	\$ 232,221.23	\$ 216.30	\$ 282,704.10
9	36" - 16.0mm (.6299")	1131	LF	\$ 195.70	\$ 221,336.70	\$ 209.09	\$ 236,480.79	\$ 201.37	\$ 227,743.82	\$ 257.50	\$ 291,232.50
10	42" - 18.0mm (.7087")	113	LF	\$ 283.25	\$ 32,007.25	\$ 276.04	\$ 31,192.52	\$ 236.90	\$ 26,769.70	\$ 350.20	\$ 39,572.60
11	48" - 21.0mm (.8268")		LF	\$ 339.90	\$ -	\$ 361.53	\$ -	\$ 272.44	\$ -	\$ 463.50	\$ -
12	Add Thickness Per 1.5mm -12"		LF	\$ 4.12	\$ -	\$ 2.06	\$ -	\$ 0.12	\$ -	\$ 3.61	\$ -
13	Add Thickness Per 1.5mm -15"	222	LF	\$ 6.18	\$ 1,371.96	\$ 2.06	\$ 457.32	\$ 0.12	\$ 26.30	\$ 5.67	\$ 1,257.63
14	Add Thickness Per 1.5mm -18"	2528	LF	\$ 6.18	\$ 15,623.04	\$ 3.09	\$ 7,811.52	\$ 4.56	\$ 11,528.50	\$ 8.24	\$ 20,830.72
15	Add Thickness Per 1.5mm -21"		LF	\$ 8.24	\$ -	\$ 3.09	\$ -	\$ 3.55	\$ -	\$ 8.50	\$ -
16	Add Thickness Per 1.5mm -24"	1831	LF	\$ 8.24	\$ 15,087.44	\$ 4.12	\$ 7,543.72	\$ 5.33	\$ 9,759.69	\$ 8.76	\$ 16,030.41
17	Add Thickness Per 1.5mm -30"	1307	LF	\$ 11.33	\$ 14,808.31	\$ 5.15	\$ 6,731.05	\$ 6.04	\$ 7,895.52	\$ 12.36	\$ 16,154.52
18	Add Thickness Per 1.5mm -36"	1131	LF	\$ 12.36	\$ 13,979.16	\$ 7.21	\$ 8,154.51	\$ 6.51	\$ 7,368.18	\$ 12.88	\$ 14,561.63
19	Add Thickness Per 1.5mm -42"	113	LF	\$ 15.45	\$ 1,745.85	\$ 8.24	\$ 931.12	\$ 7.11	\$ 803.09	\$ 16.48	\$ 1,862.24
20	Add Thickness Per 1.5mm -48"		LF	\$ 26.78	\$ -	\$ 10.30	\$ -	\$ 8.88	\$ -	\$ 18.54	\$ -
	CIPP (12' or less in depth)										
	Includes Pre & Post TV & typical point repairs during lining										

	Includes Cleaning (greater than 25% full)										
21	12" - 7.5 mm (.2953")		LF	\$ 61.80	\$ -	\$ 79.31	\$ -	\$ 130.30	\$ -	\$ 77.25	\$ -
22	15" - 7.5mm (.2953")		LF	\$ 66.95	\$ -	\$ 96.82	\$ -	\$ 142.14	\$ -	\$ 87.55	\$ -
23	18" - 8.0mm (.315")		LF	\$ 80.34	\$ -	\$ 122.57	\$ -	\$ 148.06	\$ -	\$ 103.00	\$ -
24	21" - 10.0mm (.3937")		LF	\$ 99.91	\$ -	\$ 147.29	\$ -	\$ 153.99	\$ -	\$ 139.05	\$ -
25	24" - 10.0mm (.3937")		LF	\$ 110.21	\$ -	\$ 155.53	\$ -	\$ 171.75	\$ -	\$ 169.95	\$ -
26	30" - 12.5mm (.4921")		LF	\$ 149.35	\$ -	\$ 201.88	\$ -	\$ 192.48	\$ -	\$ 226.60	\$ -
27	36" - 16.0mm (.6299")		LF	\$ 200.85	\$ -	\$ 230.72	\$ -	\$ 219.13	\$ -	\$ 272.95	\$ -
28	42" - 18.0mm (.7087")		LF	\$ 293.55	\$ -	\$ 294.58	\$ -	\$ 254.67	\$ -	\$ 365.65	\$ -
29	48" - 21.0mm (.8268")		LF	\$ 370.80	\$ -	\$ 384.19	\$ -	\$ 296.13	\$ -	\$ 478.95	\$ -
30	Add Thickness Per 1.5mm -12"		LF	\$ 4.12	\$ -	\$ 2.06	\$ -	\$ 0.01	\$ -	\$ 3.61	\$ -
31	Add Thickness Per 1.5mm -15"		LF	\$ 6.18	\$ -	\$ 2.06	\$ -	\$ 0.01	\$ -	\$ 5.67	\$ -
32	Add Thickness Per 1.5mm -18"		LF	\$ 6.18	\$ -	\$ 3.09	\$ -	\$ 4.56	\$ -	\$ 8.24	\$ -
33	Add Thickness Per 1.5mm -21"		LF	\$ 8.24	\$ -	\$ 3.09	\$ -	\$ 3.55	\$ -	\$ 8.50	\$ -
34	Add Thickness Per 1.5mm -24"		LF	\$ 8.24	\$ -	\$ 4.12	\$ -	\$ 5.33	\$ -	\$ 8.76	\$ -
35	Add Thickness Per 1.5mm -30"		LF	\$ 11.33	\$ -	\$ 5.15	\$ -	\$ 6.04	\$ -	\$ 12.36	\$ -
36	Add Thickness Per 1.5mm -36"		LF	\$ 12.36	\$ -	\$ 7.21	\$ -	\$ 6.51	\$ -	\$ 12.88	\$ -
37	Add Thickness Per 1.5mm -42"		LF	\$ 15.45	\$ -	\$ 8.24	\$ -	\$ 7.11	\$ -	\$ 16.48	\$ -
38	Add Thickness Per 1.5mm -48"		LF	\$ 26.78	\$ -	\$ 11.33	\$ -	\$ 8.88	\$ -	\$ 18.54	\$ -
	Styrene Free-CIPP (12' or less depth)										
	Includes Pre & Post TV & typical point repairs during lining										
	Includes Cleaning (less than 25% full)										
39	12" Pipe - 7.5mm		LF	\$ 82.40	\$ -	\$ 90.64	\$ -	\$ 168.78	\$ -	\$ 113.30	\$ -
40	15" Pipe - 7.5mm		LF	\$ 92.70	\$ -	\$ 111.24	\$ -	\$ 181.95	\$ -	\$ 128.75	\$ -
41	18" Pipe - 8.0mm		LF	\$ 108.15	\$ -	\$ 140.08	\$ -	\$ 185.08	\$ -	\$ 169.95	\$ -
42	21" Pipe - 10.0mm		LF	\$ 135.96	\$ -	\$ 179.22	\$ -	\$ 204.68	\$ -	\$ 236.90	\$ -
43	24" Pipe - 12.5mm		LF	\$ 159.65	\$ -	\$ 191.58	\$ -	\$ 229.03	\$ -	\$ 278.10	\$ -
44	30" Pipe - 12.5mm		LF	\$ 206.00	\$ -	\$ 249.26	\$ -	\$ 236.90	\$ -	\$ 391.40	\$ -
45	36" Pipe - 16.0mm		LF	\$ 309.00	\$ -	\$ 355.35	\$ -	\$ 296.13	\$ -	\$ 515.00	\$ -
46	42" Pipe -18.0mm		LF	\$ 427.45	\$ -	\$ 469.68	\$ -	\$ 355.35	\$ -	\$ 721.00	\$ -
47	48" Pipe - 21.0mm		LF	\$ 556.20	\$ -	\$ 609.76	\$ -	\$ 355.35	\$ -	\$ 927.00	\$ -
48	Additional Cost Per 1.5mm - 12"		LF	\$ 8.24	\$ -	\$ 5.15	\$ -	\$ 9.48	\$ -	\$ 10.30	\$ -
49	Additional Cost Per 1.5mm - 15"		LF	\$ 11.33	\$ -	\$ 5.15	\$ -	\$ 11.25	\$ -	\$ 12.88	\$ -
50	Additional Cost Per 1.5mm - 18"		LF	\$ 12.36	\$ -	\$ 6.18	\$ -	\$ 11.85	\$ -	\$ 18.54	\$ -
51	Additional Cost Per 1.5mm - 21"		LF	\$ 15.45	\$ -	\$ 8.24	\$ -	\$ 14.21	\$ -	\$ 19.57	\$ -
52	Additional Cost Per 1.5mm - 24"		LF	\$ 16.48	\$ -	\$ 8.24	\$ -	\$ 16.58	\$ -	\$ 23.18	\$ -
53	Additional Cost Per 1.5mm - 30"		LF	\$ 21.63	\$ -	\$ 9.27	\$ -	\$ 20.14	\$ -	\$ 30.90	\$ -

54	Additional Cost Per 1.5mm - 36"		LF	\$ 25.75	\$ -	\$ 15.45	\$ -	\$ 24.87	\$ -	\$ 32.96	\$ -
55	Additional Cost Per 1.5mm - 42"		LF	\$ 29.87	\$ -	\$ 22.66	\$ -	\$ 29.61	\$ -	\$ 41.20	\$ -
56	Additional Cost Per 1.5mm - 48"		LF	\$ 44.29	\$ -	\$ 31.93	\$ -	\$ 35.54	\$ -	\$ 46.35	\$ -
	Styrene Free-CIPP (12' or less depth)										
	Includes Pre & Post TV & typical point repairs during lining										
	Includes Cleaning (greater than 25% full)										
57	12" Pipe - 7.5mm		LF	\$ 92.70	\$ -	\$ 106.09	\$ -	\$ 168.78	\$ -	\$ 118.45	\$ -
58	15" Pipe - 7.5mm		LF	\$ 98.88	\$ -	\$ 131.84	\$ -	\$ 181.95	\$ -	\$ 133.90	\$ -
59	18" Pipe - 8.0mm		LF	\$ 118.45	\$ -	\$ 165.83	\$ -	\$ 185.08	\$ -	\$ 175.10	\$ -
60	21" Pipe - 10.0mm		LF	\$ 144.20	\$ -	\$ 207.03	\$ -	\$ 204.68	\$ -	\$ 247.20	\$ -
61	24" Pipe - 12.5mm		LF	\$ 180.25	\$ -	\$ 222.48	\$ -	\$ 229.03	\$ -	\$ 288.40	\$ -
62	30" Pipe - 12.5mm		LF	\$ 216.30	\$ -	\$ 302.82	\$ -	\$ 236.90	\$ -	\$ 401.70	\$ -
63	36" Pipe - 16.0mm		LF	\$ 321.36	\$ -	\$ 379.04	\$ -	\$ 296.13	\$ -	\$ 530.45	\$ -
64	42" Pipe -18.0mm		LF	\$ 432.60	\$ -	\$ 492.34	\$ -	\$ 355.35	\$ -	\$ 736.45	\$ -
65	48" Pipe - 21.0mm		LF	\$ 561.35	\$ -	\$ 633.45	\$ -	\$ 355.35	\$ -	\$ 942.45	\$ -
66	Additional Cost Per 1.5mm - 12"		LF	\$ 8.24	\$ -	\$ 5.15	\$ -	\$ 9.48	\$ -	\$ 10.30	\$ -
67	Additional Cost Per 1.5mm - 15"		LF	\$ 11.33	\$ -	\$ 5.15	\$ -	\$ 11.25	\$ -	\$ 12.88	\$ -
68	Additional Cost Per 1.5mm - 18"		LF	\$ 12.36	\$ -	\$ 6.18	\$ -	\$ 11.85	\$ -	\$ 18.54	\$ -
69	Additional Cost Per 1.5mm - 21"		LF	\$ 15.45	\$ -	\$ 8.24	\$ -	\$ 14.21	\$ -	\$ 19.57	\$ -
70	Additional Cost Per 1.5mm - 24"		LF	\$ 16.48	\$ -	\$ 9.27	\$ -	\$ 16.58	\$ -	\$ 23.18	\$ -
71	Additional Cost Per 1.5mm - 30"		LF	\$ 21.63	\$ -	\$ 10.30	\$ -	\$ 20.14	\$ -	\$ 30.90	\$ -
72	Additional Cost Per 1.5mm - 36"		LF	\$ 25.75	\$ -	\$ 15.45	\$ -	\$ 24.87	\$ -	\$ 32.96	\$ -
73	Additional Cost Per 1.5mm - 42"		LF	\$ 29.87	\$ -	\$ 22.66	\$ -	\$ 29.61	\$ -	\$ 41.20	\$ -
74	Additional Cost Per 1.5mm - 48"		LF	\$ 44.29	\$ -	\$ 30.90	\$ -	\$ 35.54	\$ -	\$ 46.35	\$ -
	Precast Headwalls (per Alpharetta Std 232)										
75	Precast Headwall for 18" Pipe		EA	\$ 695.25	\$ -	\$ 4,417.67	\$ -	\$ 2,575.00	\$ -	\$ 2,575.00	\$ -
76	Precast Headwall for 24" Pipe		EA	\$ 746.75	\$ -	\$ 5,680.45	\$ -	\$ 2,652.25	\$ -	\$ 3,090.00	\$ -
77	Precast Headwall for 30" Pipe		EA	\$ 1,138.15	\$ -	\$ 6,942.20	\$ -	\$ 2,652.25	\$ -	\$ 3,605.00	\$ -
78	Precast Headwall for 36" Pipe		EA	\$ 1,545.00	\$ -	\$ 9,781.91	\$ -	\$ 3,090.00	\$ -	\$ 4,120.00	\$ -
79	Precast Headwall for 42" Pipe		EA	\$ 1,946.70	\$ -	\$ 12,937.83	\$ -	\$ 3,090.00	\$ -	\$ 4,635.00	\$ -
80	Precast Headwall for 48" Pipe		EA	\$ 2,116.65	\$ -	\$ 15,777.54	\$ -	\$ 3,090.00	\$ -	\$ 5,150.00	\$ -
	Cast-In_Place Concrete Headwall										
81	Cast-n-Place Conc HW-GDOT Det 1125		CY	\$ 1,030.00	\$ -	\$ 2,776.88	\$ -	\$ 618.00	\$ -	\$ 1,236.00	\$ -
	Rubble Masonry HW										
88	Rubble Headwall for 18" Pipe		EA	\$ 2,003.35	\$ -	\$ 5,553.76	\$ -	\$ 772.50	\$ -	\$ 1,030.00	\$ -
89	Rubble Headwall for 24" Pipe		EA	\$ 2,291.75	\$ -	\$ 9,656.25	\$ -	\$ 824.00	\$ -	\$ 1,287.50	\$ -
90	Rubble Headwall for 30" Pipe		EA	\$ 2,405.05	\$ -	\$ 14,263.44	\$ -	\$ 875.50	\$ -	\$ 1,545.00	\$ -

91	Rubble Headwall for 36" Pipe		EA	\$ 3,321.75	\$ -	\$ 18,617.25	\$ -	\$ 1,030.00	\$ -	\$ 1,802.50	\$ -
	Miscellaneous Items										
92	Stone #57		Ton	\$ 56.65	\$ -	\$ 62.83	\$ -	\$ 94.76	\$ -	\$ 154.50	\$ -
93	Surge Stone		Ton	\$ 58.71	\$ -	\$ 69.01	\$ -	\$ 94.76	\$ -	\$ 154.50	\$ -
94	No.3's and 4's Stone		Ton	\$ 61.80	\$ -	\$ 76.22	\$ -	\$ 94.76	\$ -	\$ 154.50	\$ -
95	Reset Existing Headwall		EA	\$ 515.00	\$ -	\$ 5,049.06	\$ -	\$ 1,184.50	\$ -	\$ 2,060.00	\$ -
96	3000psi Concrete		CY	\$ 458.35	\$ -	\$ 662.29	\$ -	\$ 710.70	\$ -	\$ 618.00	\$ -
97	Flowable Fill		CY	\$ 324.45	\$ -	\$ 315.18	\$ -	\$ 533.03	\$ -	\$ 824.00	\$ -

NOTES	
	All unit prices shall include but not be limited to all mobilization, labor, equipment and materials necessary to perform the work. In addition, unit prices for pipe lining shall include typical point repairs, pre and post CCTV, and cleaning (less than 25% full & greater than 25%).
	Lump sum items will be determined on a project by project basis and include but not be limited to erosion control, landscaping, traffic control, special internal and external point repairs, pumping operations, ground penetrating radar and pressure grouting. These items will be included with proposals prior to each purchase order for lining projects.

Work Order #	Structure ID	Pipe Length (ft)	Pipe Diameter (ft)	Address	# Of Inversions	Cost Including Inversion
112255	30114	32	1.5	1205 Briars creek dr	1	\$ 3,957.26
112255	30118	24	1.5	1205 Briars creek dr	0	\$ 2,002.32
17223	30168	38	2	1665 Briers Chute	0	\$ 4,422.82
5049	30175	166	1.5	2015 Davis Island	1	\$ 15,136.88
137033	30312	35	2	330 Dashing Wave Ln	1	\$ 5,361.15
137033	30315	121	2	330 Dashing Wave Ln	0	\$ 14,083.19
5045	30393	66	1.5	1360 Bethany Ct	1	\$ 6,793.88
1990	30440	117	3	1040 Chantilly DR	1	\$ 25,630.52
136462	30780	43	2	7459 Mid Broadwell Trace	1	\$ 6,292.27
136593	30804	33	1.5	170 Pruitt Drive	1	\$ 4,040.69
136622	30853	230	1.5	1175 Marka Lane	1	\$ 20,476.40
135969	30954	134	1.5	350 Hughes Branch Close	1	\$ 12,467.12
134832	31011	116	2	130 Cannonade Dr	1	\$ 14,788.74
133884	31217	32	1.5	345 Stepping Stone dr	1	\$ 3,957.26
133884	31221	17	1.5	345 Stepping Stone dr	0	\$ 1,418.31
133856	31363	119	2.5	205 North Farm Drive	1	\$ 19,795.57
133856	31367	32	1.5	205 North Farm Drive	1	\$ 3,957.26
134926	31418	109	2	12440 Crabapple Tree Court	1	\$ 13,974.01
134949	31428	42	2.5	12435 Crabapple Chase Dr	0	\$ 6,532.26
134949	31432	19	3	12435 Crabapple Chase Dr	1	\$ 5,240.64
134928	31453	168	1.5	12395 Brookhill Crossing Lane	1	\$ 15,303.74
134928	31456	36	1.5	12395 Brookhill Crossing Lane	0	\$ 3,003.48
134948	31463	21	2	12350 Brookhill crossing lane	1	\$ 3,731.69
134948	31467	17	2	12350 Brookhill crossing lane	0	\$ 1,978.63
37752	31493	28	3	255 Crabapple Chase Court	1	\$ 7,113.18
37898	31528	40	1.5	3015 Salisbury Drive	1	\$ 4,624.70
37896	31535	30	2	3105 Salisbury Drive	1	\$ 4,779.20
38275	32173	168	2.5	8511 Birch Hollow dr	1	\$ 27,416.54
113277	33159	94	3	565 Cogburn Ridge way	1	\$ 20,845.14
15703	33459	91	2	545 Tammany Pointe	1	\$ 11,878.99
15061	33582	100	1.5	910 Penn Oak Ct	1	\$ 9,630.50
5074	33865	35	2	North Sommerset Lane	1	\$ 5,361.15
42223	34677	420	3	Rainwater blvd	1	\$ 88,672.70
41984	34681	231	3	Rainwater blvd	1	\$ 49,349.36
42176	37184	109	2	387 Karen dr	1	\$ 13,974.01
115839	38791	272	1.5	115 Cumming st	1	\$ 23,980.46
16309	38818	308	2.5	165 Cumming st	1	\$ 49,190.74
133884	39424	105	3.5	345 Stepping Stone dr	1	\$ 33,835.50

Cost Per Unit Pricing =	\$ 986,031.36
12% for Bonds, Insurance, Unforeseen Repairs, & Structure Sealing	\$ 118,323.76
Fy2023 Task Order 1 Total =	\$ 1,104,355.12

112058	40660	166	2	1790 Providence place dr	1	\$ 20,608.24
112060	40674	59	1.5	210 Providence Place Way	1	\$ 6,209.87
112060	40678	19	3	210 Providence Place Way	1	\$ 5,240.64
37967	41102	76	1.5	12025 Brookmill Point	1	\$ 7,628.18
37967	41104	140	1.5	12025 Brookmill Point	0	\$ 11,680.20
37954	41107	22	2	12140 Brookmill Point	1	\$ 3,848.08
37955	41109	99	2	12140 Brookmill Point	1	\$ 12,810.11
37955	41111	87	2	12140 Brookmill Point	0	\$ 10,125.93
115879	43043	119	1.25	2010 Benson ct	1	\$ 9,377.12
115879	43045	103	1.25	2010 Benson ct	1	\$ 8,289.44
114384	43156	89	2.25	1050 Mayfield Manor dr	1	\$ 15,129.67
114384	43160	30	2.5	1050 Mayfield Manor dr	0	\$ 4,665.90
114465	43195	103	1.5	4020 Jenkins ct	1	\$ 9,880.79
114461	43214	105	1.5	1300 Mayfield Manor dr	1	\$ 10,047.65
114396	43226	104	2	1455 Richards Circle	1	\$ 13,392.06
136765	43525	31	1.5	310 Shady Grove Lane	1	\$ 3,873.83
136765	43527	42	1.5	310 Shady Grove Lane	0	\$ 3,504.06
114466	43550	110	1.5	920 Pebblestone Court	1	\$ 10,464.80
114466	43552	147	1.5	920 Pebblestone Court	0	\$ 12,264.21
5056	43568	164	3	725 Brookstone Court	1	\$ 35,409.34
137272	43714	71	2.5	189 Lantern Ridge Court	1	\$ 12,330.13
137272	43716	170	2.5	189 Lantern Ridge Court	1	\$ 27,727.60
137272	43718	39	2	197 Lantern Ridge Court	0	\$ 4,539.21
125858	44386	33	2.5	1650 Peyton Farm Drive	1	\$ 6,419.99
125858	44388	44	2.5	1650 Peyton Farm Drive	0	\$ 6,843.32
113583	44519	163	2.5	12670 Hearthstone Way	1	\$ 26,638.89
113702	44557	22	1.5	12645 Hearthstone Way	1	\$ 3,122.96
115735	47412	56	1.5	3000 Academy st	1	\$ 5,959.58
133856	48020	70	2.5	205 North Farm Drive	0	\$ 10,887.10
133903	48027	8	3.5	345 Stepping Stone dr	0	\$ 2,389.60
5045	48044	255	1.5	1360 Bethany Ct	0	\$ 21,274.65
5049	48051	103	2	1670 Briers Chute	1	13275.67
5049	48052	127	2	1670 Briers Chute	1	\$ 16,069.03
137272	48071	97	2	193 Lantern Ridge Court	1	\$ 12,577.33
5056	48073	39	3	725 Brookstone Court	1	\$ 9,401.84
5074	48212	222	2	North Sommerset Lane	1	\$ 27,126.08
105764	30028	40	2.5	Brierfield Road		
110857	30053	192	1.5	Ridgewood Way		
110989	30136	62	1	Chestnut Court		

111688	30147	33	1.5	Briers Creek Drive		
111949	30163	50	1.5	Willow Tree Way		
112058	30362	89	1.5	Chantilly Drive		
112060	30370	96	1.5	Chantilly Drive		
112146	30488	137	1.5	Saint Michelle Court		
112255	30643	31	1.5	Sherry Drive		
112742	30647	129	1.5	Sherry Drive		
112743	30677	67	1.5	Myers Drive		
112761	30743	40	1.5	Wendy Hill Drive		
112918	30931	8	3	Clubhouse Drive		
113007	30946	66	3	Clubhouse Drive		
113277	30952	25	3	Clubhouse Drive		
113325	31187	78	2	Malbrough Drive		
113506	31845	18	2.5	Compass Pointe Crossing		
113530	32075	48	2.5	Dennis Drive		
113535	32093	37	2	Graystone Crossing		
113583	32110	30	2	Graystone Way		
113702	32187	32	1.5	Mid Broadwell Road		
114056	32191	38	1.5	Mid Broadwell Road		
114083	32342	48	1.5	Sydney Walk		
114155	32372	81	2	Pine Grove Drive		
114168	32416	82	3	Chasewood Trail		
114384	32502	120	1	Pine Grove Drive		
114396	32609	12	1.5	Weatherford Circle		
114461	32788	21	5	Walnut Creek Trail		
114465	32867	60	3	Jayne Ellen Way		
114466	33020	87	2	Tidewater Way		
114640	33024	33	2	Tidewater Way		
114641	33095	107	2	North Somerset Lane		
114643	33106	7	1.5	Hamptons Crossing		
114790	33136	37	1.5	Devon Court		
114820	33139	105	1.5	Devon Lane		
114865	33248	45	1.5	Cogburn Ridge Road		
114949	33473	21	1.5	Southlake Drive		
114952	33587	26	1.5	Southlake Drive		
114954	33598	94	1.5	Southlake Drive		
114965	33630	97	2	Red Oak Lane		
114966	33638	354	2	Red Oak Lane		
115132	33726	29	1.5	Vista Forest Drive		

115237	33825	39	1.5	Cumming Street		
115357	33852	43	2	Henderson Parkway		
115359	33861	28	2	Henderson Parkway		
115405	33905	43	3	North Main Street		
115480	34041	28	1.5	Southlake Drive		
115571	34089	143	1.5	Morning Mist Way		
115673	34093	11	1.5	Morning Mist Way		
115676	34176	74	2.5	Timberline Place		
115735	34191	97	1.5	Webb Bridge Road		
115812	34237	29	1.5	Cotton Creek Entry		
115837	34242	29	1.5	Breckenridge Lane		
115839	34283	24	3	Waters Ferry Way		
115865	34302	142	2	Timberline Place		
115879	34462	123	2	Breckenridge Court		
115881	34872	406	1.5	Haynes Bridge Road		
117021	34964	27	1.5	North Point Drive		
121604	35108	37	1.5	Windward Parkway		
121786	35435	57	1.5	North Point Parkway		
121810	35494	48	3	Preston Ridge Road		
121831	35545	88	2	Preston Ridge Road		
122265	35581	58	3	Brookline Way		
122337	35614	36	1.5	Preston Ridge Road		
122341	35634	126	2	Park Creek Way		
122342	35692	53	2	North Main Street		
122461	35696	27	2	North Main Street		
122462	35698	37	2	Park Brooke Trace		
122506	35749	102	1.5	Brookline Ridge		
122526	35754	93	1.5	North Point Parkway		
122836	35762	31	3	North Point Parkway		
123040	35764	153	2	Brookline Trace		
123048	35765	105	3	North Point Parkway		
123052	35769	33	1.5	North Point Parkway		
123432	35775	126	1.5	Forest Path Lane		
123433	35777	77	2.5	North Point Parkway		
123437	35780	28	2.5	North Point Parkway		
123587	35809	121	1.5	Preston Ridge Road		
123625	35837	102	4	Forest Path Lane		
123664	35865	29	3	Forest Path Lane		
123679	35910	155	3	Park Brooke Trace		

124191	35929	49	4.5	Great Oaks Way		
124543	35931	107	2	Park Brooke Trace		
124647	35937	95	2	Park Brooke Trace		
124680	36274	122	4	Alexander Drive		
125069	36344	231	1.5	Webb Bridge Road		
125093	36528	123	1.5	North Point Parkway		
125094	36604	30	3.5	North Point Parkway		
125326	36631	125	2.5	North Point Parkway		
125445	36639	34	2	Haynes Bridge Road		
125516	36641	35	2	North Point Parkway		
125535	36647	214	1.5	Haynes Bridge Road		
125536	36948	148	2	Wills Road		
125548	37087	81	1.5	Spruell Circle		
125567	37137	76	3	Gunter Court		
125572	37158	43	4.5	Wittenridge Court		
125580	37162	183	4.5	Wittenridge Court		
125584	37192	56	5	Wittenridge Drive		
125585	37208	67	4.5	Wittenridge Drive		
125587	37417	109	3	Kimball Trace		
125588	37438	226	3	North Point Drive		
125593	37671	22	2	Cape York Trace		
125716	37904	53	4	Grey Abbey Drive		
125718	37939	27	1.5	North Point Parkway		
125725	38127	43	2.5	Grey Abbey Drive		
125766	38253	49	2	Park Creek Drive		
125782	38257	107	2	Park Creek Drive		
125858	38261	46	1.5	Park Creek Drive		
125868	38265	144	1.5	Park Creek Drive		
125869	38269	217	2.5	Park Creek Drive		
125903	38291	30	1.5	Park Creek Trace		
125904	38303	104	3.5	Park Creek Drive		
125907	38318	122	1.5	Park Creek Drive		
125935	38322	33	2	Park Creek Drive		
125936	38326	111	1.5	Great Rissington Way		
125937	38328	29	1.5	Autumn Sage Drive		
125938	38378	44	2.5	Longstone Landing		
125942	38492	13	4	North Point Parkway		
125943	38554	19	1.5	May Apple Drive		
125961	38561	74	1.5	May Apple Lane		

125963	38595	165	2	Park Bridge Parkway		
125964	38603	170	1.5	Park Bridge Parkway		
125968	38607	52	1.5	Park Bridge Parkway		
125969	38615	137	2.5	Park Bridge Parkway		
125970	38627	107	2	Wednesbury Road		
125971	38630	36	2	Wednesbury Road		
126034	38635	12	2	Gromwell Drive		
133856	38642	127	1.5	Goldenrod Drive		
133881	38660	89	1.5	Goldenrod Drive		
133882	38673	29	1.5	Sundew Drive		
133883	38677	50	1.5	Sundew Drive		
133884	38685	32	1.5	Sundew Court		
133891	38702	297	1.5	Barnesley Lane		
133903	38772	75	1.5	North Point Parkway		
134571	38779	62	2	North Point Parkway		
134790	38781	11	2	Cumming Street		
134832	38825	49	1.5	Karen Drive		
134926	38922	22	2	Webb Bridge Road		
134928	38936	7	1.5	Sims Industrial Boulevard		
134948	38940	163	1.5	Sims Industrial Boulevard		
134949	38959	66	2	Lake Windward Drive		
135027	38979	43	3	Hembree Road		
135028	39090	9	2.5	Westside Parkway		
135032	39167	36	2	Webb Bridge Road		
135034	39194	76	2	Kia Drive		
135933	39197	115	3	Kia Drive		
135969	39364	97	2	Sherry Drive		
135973	39407	123	1.5	Pinewalk Forest Circle		
136462	39409	108	2	Carybell Lane		
136593	39412	60	2	Carybell Lane		
136622	39675	87	1.5	Park Bridge Parkway		
136625	39680	77	1.5	Park Bridge Parkway		
136654	39830	120	1.5	Park Brooke Drive		
136768	39834	149	1.5	Park Brooke Drive		
137271	39837	239	1.5	Park Brooke Drive		
137272	39875	42	1.5	Arrowood Lane		
137274	39884	114	4	Park Brooke Trace		
137345	39886	82	1.5	Arrowood Lane		
137346	39893	57	4	Brookline Drive		

137348	39905	16	1.5	Arrowood Court		
137349	39909	56	3	Arrowood Court		
137350	40062	29	3	Haynes Forest Drive		
137351	40494	71	3	Eversedge Drive		
137370	40527	37	3	Newcastle Drive		
137371	40529	12	4	Newcastle Drive		
137384	40607	24	2	Dunster Court		
137386	40741	68	1.5	Innovation Way		
137389	40743	20	1.5	Innovation Way		
137412	40759	49	1.5	Windward Parkway		
137425	40765	23	4.5	Windward Parkway		
137426	40946	199	2	Kimball Bridge Road		
137427	40948	115	2	Pineset Drive		
137432	40950	135	2	Pineset Drive		
137433	41137	180	1.5	Watermill Falls		
137442	41171	71	1.5	Windward Parkway		
137443	41343	271	1.5	Upper Hembree Road		
137444	41470	51	3	Windward Parkway		
137473	41501	36	1.5	Windward Parkway		
137501	41721	24	1.5	Webb Bridge Park		
137502	41736	22	1.5	Webb Bridge Park		
137503	41751	25	1.5	Webb Bridge Park		
137504	41763	114	1.5	Webb Bridge Park		
137508	41767	16	1.5	Webb Bridge Park		
137642	42043	63	1.5	Cogburn Road		
137736	42077	45	1.5	Cogburn Road		
137738	42376	27	2	Webb Bridge Road		
137777	42389	65	2	Webb Bridge Road		
137950	42439	132	2.5	Stonebury Drive		
137951	42522	268	1.5	Belmont Chase Court		
137952	42649	102	1.5	Milton Avenue		
137975	42652	78	2.5	Milton Avenue		
137979	42805	145	1.75	Milton Avenue		
138032	42924	141	5	Kenneth Drive		
138064	42997	45	1.5	Milton Avenue		
138065	43002	22	1.5	Milton Avenue		
138195	43114	104	3	Broadwell Oaks Drive		
138196	43125	138	3	Broadwell Oaks Drive		
138197	43129	122	3	Broadwell Oaks Drive		

138198	43190	32	1.5	Mayfield Manor Drive		
138210	43192	119	2	Mayfield Manor Drive		
138236	43337	55	1.5	Meadow Drive		
138237	43473	109	2	Pebble Trail		
138240	43613	41	1.5	Hopewell Road		
138241	43615	32	2	Canton Street		
138242	43617	23	2	Canton Street		
138243	43645	31	1.5	Hook Road		
138293	44468	14	1.5	Mayfield Road		
138326	44482	27	1.5	Providence Road		
138327	44585	44	1.5	Mayfield Road		
138346	44599	24	1.5	Mayfield Road		
138347	44616	114	2	Bates Road		
138359	44862	25	1.5	Sterling Lane		
138360	44868	103	2.5	Sterling Lane		
138362	44961	36	3	Estates Terrace		
138408	45074	26	2.5	Leeward Walk Circle		
138413	45253	10	2.5	Winthrope Chase Drive		
138430	45339	172	2.5	Augeron Court		
138463	45567	112	1.5	Long Indian Creek Court		
138464	45771	42	1.5	Waters Road		
138465	45773	50	2.5	Waters Road		
138466	45775	87	2.5	Waters Road		
138500	45777	74	2.5	Milton Park Drive		
138539	45849	42	1.5	Waters Road		
138540	45851	15	1.5	Waters Road		
138541	45853	77	1.5	Waters Road		
138545	45855	31	2	Waters Road		
1456	45857	77	2	Waters Road		
15061	45859	14	3	Waters Road		
15703	46267	31	1.5	Big Creek Overlook		
15836	46348	108	2.5	Dryden Road		
16309	46405	32	3	Morris Road		
17059	46438	198	1.5	Webb Bridge Road		
17223	46610	30	2	Flying Scot Way		
17344	46652	33	2	Wills Road		
17470	46707	80	1.25	Wills Road		
17698	46796	535	2	Old Milton Parkway		
17970	46883	236	3	Lantern Ridge Court		

18390	47011	150	3	Broadwell Oaks Drive		
18436	47020	30	1.25	Roswell Street		
1976	47158	31	1.5	Lantern Ridge Court		
1990	47542	128	4	North Point Parkway		
2002	47581	31	3.5	North Point Drive		
25831	47783	102	3.5	Georgia Lane		
26244	47785	76	4	Georgia Lane		
26245	47787	42	4	North Point Parkway		
27019	48064	27	1.5	Wendy Hill Drive		
27021	48066	177	1.5	Wendy Hill Drive		
27296	48188	96	2	Canton Street		
28565	48192	19	1.5	Canton Street		
28694	48214	75	2	Henderson Parkway		
28696	48263	18	2	Cold Creek Drive		
28964	48395	49	2.5	Alpharetta PS Parking Lot		
29031	48397	24	2.5	Alpharetta PS Parking Lot		
29493	48403	86	1.5	Alpharetta PS Parking Lot		
29546	48566	80	1.5	Old Milton Parkway		
29719	48619	95	1.5	Old Milton Parkway		
29904	48650	72	3	Old Milton Parkway		
29926	48653	74	1.5	Old Milton Parkway		
30007	48965	57	4	Little Creek Crossing		

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CITY OF ALPHARETTA
STANDARD CONTRACT FOR SERVICES

This Contract for Services for the City of Alpharetta is made and entered into and is effective upon execution, by and between **IPR Southeast, LLC**, a limited liability corporation with its principal office located at 1510 Klondike Road, Suite 400, Conyers, GA 30094 (the "Contractor") and the **City of Alpharetta, Georgia**, a municipal corporation of the State of Georgia (the "City").

1. Contract Documents. The Contract Documents consist of this Contract, the City's Request for Proposal dated May 20, 2021 (the "RFP"), including any addenda thereto, and the Contractor's Proposal dated June 17, 2021 (the "Proposal"), all of which collectively are incorporated herein by reference (collectively, the "Contract Documents"). In the event of any conflict in the Contract Documents, the provisions and requirements set forth in this Contract will govern; provided however, to the extent any of Contractor's obligations or duties set forth in the Proposal exceed the requirements provided within the RFP or this Contract, or the City finds any of the terms set forth in the Proposal more desirable, the terms set forth in the Proposal will control. Subject to the foregoing, if a conflict between the language in the RFP and the Proposal, the language in the former will govern.
2. Scope of Services. The Contractor's duties and scope of services are specifically set forth in the RFP (the "Work") and, in general, include the following: **ON-CALL STORM PIPE LINING SERVICES.** Work required under this contract shall include furnishing materials, qualified labor, equipment, etc. for trenchless rehabilitation of 12-inch through 120-inch diameter storm water drainage pipes. Work shall further include, but not be limited to, lining storm pipe using the Cured-in-Place Pipe (CIPP), traffic control, TV inspection and cleaning of pipe, structure rehabilitation and/or replacement, rip-rap placement, erosion control measures, landscaping and permanent grassing, road and driveway restoration, and all materials necessary to install the above. No baseline amount of work is guaranteed with this contract. All work is within the City of Alpharetta, Georgia.
3. Contract Prices. As finally awarded by the City, the City will pay Contractor in accordance with the unit prices/rates set forth in Contractor's Rate Sheet, which is attached hereto and incorporated herein as **Exhibit "A,"** for Contractor's performance of Work.
4. This price includes the full development and provision of all deliverables as specified in the RFP and Proposal, as further supplemented or modified by the City's requirements. The City will process approved payment requests under this project to the Contractor. Payment to sub-contractors and suppliers is the responsibility of the Contractor. The City will not entertain any other payment arrangements.

Invoices must be sent to:

City of Alpharetta
Public Works Department
1790 Hembree Rd
Roswell, GA 30009
Attn: Matt Malone

Payments may be made in the manner and on the periodic basis agreed to by the City prior to the commencement of the Work. Upon completion of the Work or, if agreed to by the City, upon completion of certain portions thereof, the Contractor must send an invoice detailing the appropriate charges as currently allowed. Upon receipt of Contractor's invoice and following inspections and confirmation of the performance of the subject portion of the Work, the City will make payment. Upon receipt of Contractor's final invoice and following final inspection and final acceptance of the Work, the City will make final payment. Subject to the withholding of any amounts due to the City as further set forth herein, all such invoices will be paid within forty-five

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(45) days by the City unless any items thereon are questioned, in which event payment will be withheld pending verification of the amount claimed and the validity of the claim. The Contractor will provide complete cooperation during any such investigation. No price adjustments will be made during the term or any extension of this Contract except upon mutual consent of the parties. Notwithstanding any other provision of this Contract, and without prejudice to any of City's other rights and remedies, City will have the right at any time or times to deduct and withhold from any payment for services that may become due under this Contract, such amount or amounts as may reasonably appear necessary to compensate the City for any portion of the Work that is defective, damaged, flawed, unsuitable, non-conforming or incomplete. Acceptance of final payment will constitute a waiver of all claims against the City by the Contractor except for those claims previously made in writing against the City by the Contractor, pending at the time of final payment, and identified in writing by the Contractor as unsettled at the time of its request for final payment.

5. Commencement of Work; Time for Performance.

- (a) Commencement of Work. The Contractor must not proceed to perform the Work until on or after the date of execution of this contract, and as requested by task order.
- (b) Time for Performance. Contractor's time for performance of each part of the Work will be set forth in the subject task order.
- (c) Time is of the Essence. All limitations of time in this Contract are of the essence.

6. Term.

The Contract is for a term of five (5) years starting upon execution, and ending five (5) years later, as further provided for in the Contract and in accordance with O.C.G.A. § 36-60-13.

The term of the Contract may be extended by the City, with the written consent of the Contractor, for such added period as may be necessary or advantageous to the City.

The Contract price(s) and/or rates for the above-stated contract term will remain as offered in the Contractor's proposal cost submission and accepted/awarded by the City Council. Any contract extension beyond the above-stated contract term will be based on the same terms and conditions as the original term.

For any such renewal term commencing after the first two (2) years of this Contract, prices may be increased by the lesser of three percent (3%) or the Consumer Price Index factor (US City Average - All Items; most recent month). Contractor must provide the City with the subsequent prices or rates for any renewal term, if different from the then existing prices or rates, at least ninety (90) days prior to the expiration of the then existing term. Subsequent prices or rates are guaranteed for a minimum of twelve (12) months.

For any automatic renewal of the contract required pursuant to O.C.G.A. § 36-60-13, notice of intent to not renew will be given to the Contractor in writing by the City, no less than thirty (30) days before the expiration date of the initial term of the contract.

7. Termination. This Contract may be terminated prior to the term ending by either party in the event of substantial failure or default of the other party to fulfill its obligations under this Contract. Prior to such termination, the non-defaulting party must give notice to the defaulting party of the failure or default. Such party will have fifteen (15) days from the date of the notice to cure the default or failure if such default or failure is capable of being cured. Upon failure to cure the default or failure within fifteen (15) days, or if such failure or default is not capable of being cured, the non-defaulting party may terminate the Contract effective immediately upon the provision of written notice as provided in Section 15 (Notices). The Contract may also be terminated prior to term by the City for City's convenience upon the provision of not less than fourteen (14) days written notice to the

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Contractor. In the event of such termination, the Contractor will be compensated for services performed prior to termination. Such amount will be paid by the City upon the Contractor's delivering or otherwise making available to the City, all data, drawings, specifications, reports, estimates, summaries and other information and materials as may have been accumulated by the Contractor in performing the services included in this Contract, whether completed or in progress. All unperformed obligations incurred by Contractor prior to such date will survive termination of this Contract.

8. Representations and Warranties. Contractor represents and warrants that: (a) Contractor has full power and authority to perform its obligations hereunder and to deliver the products and services set forth in the Contract Documents to the City without the consent of any other person or entity, and the products and services must be delivered free and clear of any lien, encumbrance, security interest or other claim, of whatever nature; (b) Contractor must comply with all applicable statutes, rules, regulations and requirements of any governmental agency or authority, whether now or hereafter enacted, in performing its obligations hereunder, and the products and services must comply with all such statutes, rules, regulations and requirements in effect at the time of delivery to and acceptance by the City; (c) Contractor must perform its obligations hereunder in a good, professional and workman-like manner, and in strict accordance with City's specifications and the terms of this Contract; (d) All services performed by the Contractor under this Contract must be conducted in a manner consistent with the level of care and skill ordinarily exercised by other members of Contractor's profession or trade currently practicing in the same locality under similar conditions; and (e) Contractor, in the performance of its duties under this Contract, including but not limited to, its dealings with property owners, developers, contractors, consultants, architects and any local, state or federal governmental agency or political subdivision, will owe its primary duty of loyalty to the City.
9. Licenses, Registrations, Certifications and Permits. The Contractor will be responsible for obtaining and keeping in a valid status, all licenses, registrations, certifications and permits necessary to perform the Work as required by law. Contractor represents to the City that the Contractor and its employees are properly licensed and/or registered within the State of Georgia for the performance of the services required herein, provided such licensure and/or registration is required by applicable law. Contractor will supply copies of any such licenses, certifications or permits to the City upon request.
10. Insurance.
 - (a) Insurance Generally. Contractor must obtain and must continuously keep during the term of this Contract insurance of the kind and in the minimum amounts as specified in the RFP, as follows:
 - i. Statutory Worker's Compensation and Employers Liability Insurance in the minimum amount of Five Hundred Thousand Dollars (\$500,000) or as required by applicable law, whichever is greater, for all employees and other persons as may be required by Georgia law. If Contractor is self-insured, Contractor must additionally provide the City with a certificate from the Georgia Board of Workers' Compensation stating that the Contractor qualifies to pay its own workers' compensation claims.
 - ii. Comprehensive General Liability insurance with minimum combined single limits of One Million Dollars (\$1,000,000) per occurrence and in the aggregate. The policy must apply to all premises and all operations of the Contractor. The policy must include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, independent contractors, products, and completed operations. Further, the policy must be endorsed to provide "all risks" coverage. The policy must contain a severability of interests' provision. Coverage must be provided on an

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“occurrence” basis as opposed to a “claims made” basis. Such insurance must be endorsed to name the City, and its elected officials, officers, employees and agents, as additional insured parties.

- iii. Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury of not less than One Million Dollars (\$1,000,000) per occurrence and property damage of not less than One Hundred Thousand Dollars (\$100,000) per occurrence with respect to each of the Contractor’s owned, hired and non-owned vehicles assigned to or used in performance of the Work. The policy must have a severability of interests’ provision. Such insurance coverage must extend to all of Contractor’s subcontractors. Such coverage must include all automotive equipment used in the performance of the Contract, both on and off any work site, and such coverage must include non-ownership and hired cars (vehicles and equipment) coverage. Such insurance must be endorsed to name the City, and its elected officials, officers, employees and agents, as additional insured parties.
- iv. Umbrella/Excess Liability insurance with minimum combined single limits of One Million Dollars (\$1,000,000) per occurrence and in the aggregate. Such policy must supply the same coverage set forth in the Comprehensive General Liability insurance policy. Such insurance must be endorsed to name the City, and its elected officials, officers, employees and agents as additional insured parties.

(b) Requirements of Insurance.

- i. Insurance must be procured and maintained with insurers with an A- or better rating as determined by Best’s Key Rating Guide. All insurance must be continuously kept covering all liability, claims, demands, and other obligations assumed by the Contractor.
- ii. No policy of insurance will contain any exclusion for bodily injury or property damage arising from completed operations.
- iii. Every policy of insurance must provide that the City will receive notice no less than thirty (30) calendar days prior to any cancellation, termination, or a material change in such policy.
- iv. Proof of required insurance must be maintained in all equipment and motor vehicles insured in accordance with the provisions of this Contract.
- v. Contractor will ensure that any and all policies of insurance procured hereunder will provide for a waiver of subrogation against the City, and Contractor waives any claim against the City arising in contract or tort which is covered by its insurance hereunder.

(c) Failure to Obtain or Maintain Insurance. The Contractor’s failure to obtain and

continuously maintain policies of insurance in accordance with this Section and its subsections will not limit, prevent, preclude, excuse, or modify any liability, claims, demands, or other obligations of the Contractor arising from performance or non-performance of this Contract. Failure on the part of the Contractor to obtain and to continuously maintain policies providing the required coverage, conditions, restrictions, notices, and minimum limits will constitute a material breach of this Contract upon which the City may immediately terminate this Contract without advance notice.

(d) Insurance Certificates. Contractor must provide proof of such insurance to the City contemporaneously with the execution of this Contract. Prior to commencement of the Work, Contractor must submit to the City certificates of insurance for all required insurance. Insurance limits, term of insurance, insured parties, and other information sufficient to demonstrate conformance with this Section and its subsections must be indicated on each

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certificate of insurance. Acceptance of a certificate or proof of insurance does not constitute approval or agreement by the City that the insurance requirements have been satisfied.

- (e) Other Insurance. Contractor must maintain such other types and/or amounts of insurance as reasonably required by the City from time to time.
11. Indemnification. Contractor will, to the fullest extent permitted by law, indemnify and hold harmless the City, including its elected officials, officers, employees, and agents, from and against any and all claims, demands, losses, liabilities, suits, actions, costs, expenses (including expenses of litigation and attorneys' fees) and damages ("Claims") of any type or nature, including, but not limited to, Claims for injury to person or property, arising out of or related to any error, omission, willful misconduct, negligent act, or breach of this Contract by Contractor, or any of its officers, agents, employees or subcontractors, in the performance of this Contract; provided, however, that this indemnification obligation will not apply to any Claims arising from the sole negligence of the City. Nothing in this Section or this Contract will be deemed to constitute a waiver of the City's sovereign immunity, create rights in any third party, or create any third-party beneficiaries.
12. Subcontractors and Contractor Personnel.
- (a) No Subcontractors. No subcontractor or consultant will be retained by Contractor to perform services under this Contract without the prior written consent of the City, except for those subcontractors previously identified in the Proposal.
 - (b) Subcontractor Requirements. Administration of any approved subcontractor will be the Contractor's responsibility and all subcontracts must require each subcontractor to be bound by all pertinent portions of this Contract and to assume all applicable obligations and responsibilities which the Contractor by this Contract assumes toward the City. In particular, and not by way of limitation, all indemnification and insurance provisions will be fully binding upon any subcontractor providing a portion of the services, for all intents and purposes as if said subcontractor were a party to this Contract.
 - (c) Key Staff. Where Contractor has specifically identified certain personnel in the Proposal for the performance of certain portions of the Work (such personnel hereinafter referred to as "Key Staff"), Contractor will assign and furnish such Key Staff to perform the respective tasks and responsibilities as set forth in the Proposal. Contractor agrees not to transfer or reassign any member of its Key Staff or the respective tasks or responsibilities of a member of Key Staff without the prior written consent of the City, except for the following reasons, as applicable:
 - (i) Situations where a member of Key Staff requests a transfer from his or her respective employer in order to accept a promotion or special assignment, which has been offered to him or her by such employer based upon his or her special education, qualifications or career path;
 - (ii) Disciplinary reasons;
 - (iii) Failure of the member of Key Staff to perform his or her respective tasks or responsibilities; or
 - (iv) At the request of the member of Key Staff.

In the event Contractor permanently transfers or reassigns a member of Key Staff or the respective tasks or responsibilities of a member of Key Staff for any of the foregoing reasons, Contractor will provide the City Administrator with prompt written notice of such transfer or reassignment and explain the basis of the transfer or reassignment. In the event of a vacancy in the position of any member of Key Staff, Contractor agrees to cooperate with the

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City in providing a replacement and make selection of a replacement without undue delay, in good faith, and in the best interests of the City.

Further, the City will have the right, utilizing an objective standard based on current and past performance of the subject Work, to require Contractor to reassign the tasks and/or responsibilities of any member of Key Staff to a different representative of Contractor. Contractor agrees to permanently transfer the tasks and responsibilities of any member of Key Staff as soon as reasonably possible upon notification by the City Administrator.

13. Independent Contractor. The Contractor will always be acting as an independent contractor and not be considered or deemed to be an agent, employee, joint venture or partner of the City. Contractor will have no authority to contract for or bind City in any manner. Contractor will have and maintain the responsibility for and control of the rendition of the Work, the discipline of its employees, and other matters incident to the performance of the Work (services, duties and responsibilities as described and contemplated herein). Notwithstanding any other provision(s) of this Contract to the contrary, no employee or subcontractor of Contractor will be considered an "employee" of the City during the performance of this Contract (the term "employee" will have the same meaning as provided in IRS Publication No. 15 (2014)(Circular E).
14. Conflict of Interest. The Contractor represents that it has not, within two (2) years preceding the execution of this Contract, made or agreed to make any valuable gift whether in the form of service, loan, thing, or promise to any person (including any member of such person's immediate family), having the duty to recommend, the right to vote upon, or any other direct influence on the selection of the Contractor to provide products and services to the City. This provision will not apply to legal campaign contributions, provided that such contributions have been disclosed in Contractor's response to the City's RFP.
15. Ownership of Work Product. In the event Contractor prepares, pursuant to the performance of this Contract, any drawings, plans, studies, reports, specifications, other documents (the "Work Product"), the City will be deemed the owner of the original of all such Work Product, and all statutory and common law rights with respect to such Work Product will accrue to the City, provided the City has paid for the services in full.
16. Notices. All contractual notices and communications under this Contract will be considered sufficient if given by certified mail or statutory overnight mail with return receipt requested, or hand delivered:
 - (a) If to the Contractor, at the following address:

IPR Southeast, LLC
1510 Klondike Road, Suite 400
Conyers, GA 30094
Attention: Madison Hutchins, Contracts Manager
 - (b) If to the City, at the following address:

City of Alpharetta
Public Works Department
1790 Hembree Rd
Roswell, GA 30009
Attention: Pete Sewczwicz, Director
 - (c) With a copy to:

C. Sam Thomas
Alpharetta City Attorney
Bovis, Kyle, Burch & Medlin, LLC

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200 Ashford Center North, Suite 500
Atlanta, GA 30338-2680

For the purposes of this Contract, the effective date of notice will be the date that the notice is placed in certified or statutory overnight mail or placed with a courier for hand delivery.

17. Public Records. Contractor understands that in accordance with O.C.G.A. § 50-18-70, *et seq.*, the public has a right of reasonable access to all public records of the City, subject to certain exceptions set forth therein or as otherwise provided by law, and agrees to allow access by the City to all documents subject to disclosure under applicable law. Contractor's willful failure or refusal to comply with the provisions of this Section will result in the immediate termination of this Contract by the City. Further, Contractor agrees to keep all public records in accordance with the City's records retention and disposal policies, O.C.G.A. § 50-18-92, *et seq.*, and the Georgia Administrative Code. Notwithstanding the foregoing, nothing contained herein will limit the Contractor's or the City's right to defend against disclosure of records alleged to be public.
18. Confidential Information.
 - (a) Access to Confidential Information. The Contractor's employees, agents and subcontractors may have access to confidential data or information maintained by the City to the extent necessary to carry out the Contractor's responsibilities under the Contract. The Contractor will presume that all information received pursuant to the Contract is confidential unless otherwise designated by the City. If it is reasonably likely the Contractor will have access to the City's confidential information, then:
 - i. The Contractor will provide to the City a written description of the Contractor's policies and procedures to safeguard confidential information;
 - ii. Policies of confidentiality will address, as appropriate, information conveyed in verbal, written, and electronic formats;
 - iii. The Contractor must designate one individual who will remain the responsible authority in charge of all data collected, used, or disseminated by the Contractor in connection with the performance of the Contract; and
 - iv. The Contractor must provide adequate supervision and training to its agents, employees, and subcontractors to ensure compliance with the terms of the Contract. The private or confidential data of the City will remain the property of the City at all times. In order to obtain access to certain data in order to perform certain portions of the Work, Contractor may be required to sign a nondisclosure agreement. Contractor understands and agrees that refusal or failure to sign such a nondisclosure agreement, if required, may result in termination of the Contract.
 - (b) No Dissemination of Confidential Data. No confidential data collected, maintained, or used in the course of performance of the Contract will be disseminated, unless otherwise required by law, without the written consent of the City, either during the period of the Contract or thereafter. Subject to Section 18 (*Rights in Proprietary Data*) hereof, as between the parties, any data supplied to or created by the Contractor will be considered the property of the City, and Contractor must return any and all data collected, maintained, created or used in the course of the performance of the Contract, in whatever form it is maintained, promptly at the request of the City.
 - (c) Subpoena. In the event that a subpoena or other legal process is served upon the Contractor for records containing confidential information, the Contractor will promptly notify the City and cooperate with the City in any lawful effort to protect the confidential information.

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- (d) Reporting of Unauthorized Disclosure. The Contractor will immediately report to the City any unauthorized disclosure of confidential information.
- (e) Survives Termination. The Contractor's confidentiality obligation under the Contract will survive termination of the Contract.

19. Rights in Proprietary Data; Intellectual Property; Nondisclosure and Confidentiality.

- (a) Data of Contractor. The capitalized term "Proprietary Data" as used in this Section 18 will mean commercial proprietary written reports, studies, drawings, trademarks, specifications, designs, models, processes, systems, photographs, computer CADD discs, reports, plans, surveys, software, or other graphic, electronic, chemical or mechanical representations of the Contractor, and further includes Proprietary Data provided to Contractor by a third party pursuant to a non-disclosure agreement or covenant or which constitutes a trade secret pursuant to Georgia law. Proprietary Data does not include public records information compiled on the City's behalf for the purpose of performing the Work under this Contract or any written reports, studies, drawings, specifications, photographs, reports, surveys or other representations prepared by Contractor for the City in performance of the Work provided pursuant to this Contract.
- (b) Rights in Data. As between the parties, all Proprietary Data will be the property of the Contractor. No title or ownership or any intellectual property or proprietary rights of Contractor, including licensed software code copyrights and licensed software documentation, are transferred to the City under this Contract. The City will have the limited right to use such Proprietary Data, without any additional payment to or approval by the Contractor, as necessary to provide for full use of the Work and project deliverables.
- (c) Copyrights. No project deliverables developed or prepared in whole or in part under this Contract will be subject to copyright protection owned by a third party in the United States of America or other country. Contractor will not include in the project deliverables any copyrighted matter owned by a third party unless Contractor obtains the written approval of the City Administrator or designee and provides said City Administrator or designee with the written permission of the copyright owner allowing Contractor to use such copyrighted matter in the manner provided herein.
- (d) Confidentiality. To the extent allowed by law, City will treat any information received under or through this Contract regarding Contractor's Intellectual Property, which Contractor has marked and identified as "Confidential Intellectual Property," in strictest confidence and will not disclose such information to third parties except where such information: (a) was part of the public domain when received, or becomes a part of the domain through no action or lack of action by City; (b) prior to disclosure was already in City's possession and not subject to an obligation of confidence imposed in another relationship; (c) subsequent to disclosure is obtained from a third party whom is lawfully in possession of such information and not subject to a contractual relationship to Contractor with respect to such information; (d) is in the form of a record which is otherwise subject to required disclosure as an open record under applicable Federal and state laws; or (e) is ordered to be disclosed by a court of competent jurisdiction. In regard to other Proprietary Data received under or through this Contract, the City will work with Contractor on implementing a process designed to protect proprietary and confidential information and keep any employee receiving such information from unauthorized publication and disclosure of such information. City agrees that access to and dissemination of such information will be limited to its employees having a need to know. City will continue to keep appropriate internal policies and procedures which in its judgment are reasonably sufficient to protect the confidential nature of such information.
- (e) Limitation. Except as otherwise provided for herein, nothing in this Contract will be

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interpreted as granting any rights to the City under any pre-existing patent, copyright, know-how, or any other intellectual or proprietary rights of the Contractor.

20. Compliance with Illegal Immigration Reform and Enforcement Act:

E-Verify Program: The City is committed to compliance with Federal and State laws requiring the verification of newly hired employees to ensure they are lawfully entitled to work in the United States. As such, the City will not enter into a contract for the "physical performance of services" (as defined in O.C.G.A. § 13-10-90) unless the Contractor registers and participates in a federal work authorization program (E-Verify). The E-Verify affidavit or the secure identifiable document submitted by the Contractor will become part of the Contract Documents.

(a) Requirement to Participate in a Federal Work Authorization Program (E-Verify):

- i. Pursuant to O.C.G.A. § 13-10-91, Contractor represents, warrants, acknowledges, and/or agrees that:

The Contractor has registered and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees;

Subcontractors will not enter into any contract with the Contractor for the physical performance of services within the State of Georgia unless such subcontractor registers and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees; and

Sub-subcontractors will not enter into any contract with a subcontractor or sub-subcontractor for the physical performance of services within the State of Georgia unless such sub-subcontractor registers and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees.

- ii. As of the date of enactment of O.C.G.A. § 13-10-91, the applicable federal work authorization program is "E-Verify" (<https://e-verify.uscis.gov/enroll/StartPage.aspx?IS=YES>) operated by the United States Citizenship and Immigration Services Bureau of the United States Department of Homeland Security. Information and instructions regarding E-Verify program registration, corporate administrator registration, and designated agent registration can be found at that website address.

(b) Contractor, Subcontractor, and Sub-subcontractor Evidence of Compliance:

- i. Contractor, if providing the physical performance of services under this contract, will comply with the requirements of O.C.G.A. § 13-10-91.
- ii. Pursuant to O.C.G.A. § 13-10-91, in the event the Contractor employs or contracts with a subcontractor in connection with the covered contract, the Contractor will secure from such subcontractor attestation of the subcontractor's compliance with O.C.G.A. § 13-10-91 by the subcontractor's execution of the subcontractor affidavit, the form of which is included in Appendix B of the RFP, and will maintain a record of such attestation for inspection by the City at any time. Such subcontractor affidavit will become a part of the Contractor/subcontractor agreement. Further, it will be the duty of the Contractor to submit copies of all affidavits, drivers' licenses, and/or identification cards required pursuant to this Section, as applicable, to the City within five (5) business days of receipt.
- iii. Pursuant to O.C.G.A. § 13-10-91, in the event the Contractor employs or contracts with a subcontractor that employs or contracts with any sub-subcontractor, the subcontractor will secure from such sub-subcontractor attestation of the sub-subcontractor's compliance with O.C.G.A. § 13-10-91 by the sub-subcontractor's execution of the sub-subcontractor affidavit, the form of which is included in Appendix B of the RFP, and maintain records of such attestation for inspection by the City at any time. Such sub-

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CONTRACT NO. 21-112A

subcontractor affidavit will become a part of the subcontractor/sub-subcontractor agreement. Any subcontractor receiving an affidavit from a sub-subcontractor will forward notice to the Contractor of the receipt, within five (5) business days of receipt, of such affidavit. Further, it will be the duty of any sub-subcontractor to forward notice of receipt of any affidavit from a sub-subcontractor to the subcontractor or sub-subcontractor with whom such receiving sub-subcontractor has privity of contract. Any subcontractor receiving notice of receipt of an affidavit from any sub-subcontractor that has contracted with a sub-subcontractor will also forward, within five (5) business days of receipt, a copy of such notice to the Contractor.

- iv. In lieu of the affidavit required by this Section, if Contractor, or any subcontractor or sub-subcontractor, as applicable, has no employees and does not hire or intend to hire employees for purposes of satisfying or completing the terms and conditions of the Contract (or the subcontractor's or sub-subcontractor's portion of work utilized to perform part of the Contract with the City), such party will instead provide a copy of his or her state issued driver's license or state issued identification card.
- (c) The Contractor must comply with all other applicable requirements and provisions of O.C.G.A. § 13-10-91 and other applicable rules and regulations promulgated in relation thereto.
- (d) All portions of contracts pertaining to compliance with O.C.G.A. § 13-10-91 and these rules, and any affidavit related hereto, will be open for public inspection in this State at reasonable times during normal business hours.

21. Miscellaneous.

- (a) Compliance with Laws; No Discrimination. The Contractor, including any approved subcontractors, must, in performance of the Work, fully comply with all applicable federal, state, or local laws, rules, and regulations, including, but not limited to, Title VI of the Civil Rights Act of 1964 and its amendments, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. In performance of the Work, the Contractor will not discriminate against any person on the basis of race, color, religion, gender, national origin or ancestry, age, creed, marital status, physical or mental disability, or political ideas and will further ensure that Contractor's agents and/or subcontractors comply with same. Further, Contractor, its agents and subcontractors must affirmatively comply with all applicable provisions of federal, state and local equal employment laws and will not engage in or commit any discriminatory practice against any employee, applicant or person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot lawfully be used as a basis for the provision or denial of employment or service delivery.
- (b) Governing Law. This Contract is executed and will be performed in the State of Georgia, and this Contract will be construed and enforced per the laws of the State of Georgia. Subject to Subsection (j) below (*Arbitration*), venue for any action arising out of this Contract will lie in the appropriate court of Fulton County, Georgia.
- (c) Captions. Titles or captions of sections contained in this Contract are inserted only as a matter of convenience and for reference, and in no way define, limit, extend or prescribe the scope of this Contract or the intent of any provision.
- (d) Electronic Signature. This Contract may be executed by electronic signature, and such signature will have the same validity and effect as a signature affixed by hand and will constitute an original for all purposes.

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- (e) Severability. In the event that any provision hereof is held to be invalid or unenforceable, such provision will be severed from this Contract and will not affect the validity or enforceability of the remainder of this Contract.
- (f) Entire Agreement. This Contract supersedes all prior discussions and agreements between the parties with respect to the matters contained herein and constitutes the sole and entire agreement between the parties.
- (g) Persons Bound. This Contract will be binding upon and will inure to the benefit of the parties, their respective successors, successors in title, legal representatives, heirs and permitted assigns. This Contract may not be assigned by the Contractor without the prior written consent of the City.
- (h) Amendment. No term or provision of this Contract may be amended, waived, supplemented, modified or terminated except by an instrument in writing signed by the party against whom the enforcement of the amendment, waiver, supplement, modification or termination is sought.
- (i) Waiver. The City's failure or forbearance to enforce any term hereof will not be deemed to be a waiver of such right or claim, or any right of claim hereunder. Moreover, the City's waiver of any term hereof will not operate or be construed as a waiver of any subsequent breaches of the same or any other term.
- (j) Arbitration. Any dispute arising out of this Contract will, at the option of the City of Alpharetta, be submitted to binding arbitration conducted in Atlanta, Georgia in accordance with the rules of the American Arbitration Association.
- (k) Annual Appropriation and Renewal. Notwithstanding any other provision of this Contract, in compliance with the requirements of O.C.G.A. § 36-60-13 governing the terms and conditions of multiyear contracts, this Contract will be effective for a term commencing on upon contract execution, and terminating at midnight one year later (the "initial term"), without further obligation on the part of either party other than outstanding obligations incurred prior to the expiration of such term. Thereafter, in accordance with O.C.G.A. § 36-60-13 and subject to the further conditions provided in this Paragraph, this Contract will be automatically renewed for up to four (4) successive one (1) year terms (each one year term occurring after the initial term will be referred to as a "renewal term") unless the City delivers written notice of non-renewal to Contractor at least thirty (30) days prior to the expiration of the initial term. At the expiration of each renewal term, this Contract will be automatically renewed for an additional one (1) year term, unless the City furnishes Contractor written notice of its intent not to renew this Contract not less than thirty (30) days prior to the expiration of such renewal term. If written notice of non-renewal is given, this Contract will terminate upon expiration of the then existing term. For any such renewal term, prices may be increased by the lesser of three percent (3%) or the Consumer Price Index factor (US City Average - All Items; most recent month). Contractor will provide the City with the subsequent prices or rates for any renewal term, if different from the then existing prices or rates, at least ninety (90) days prior to the expiration of the then existing term. Subsequent prices or rates are guaranteed for a minimum of twelve (12) months. If written notice of non-renewal is given, this Contract will terminate upon expiration of the then existing term. Nothing stated herein will obligate the City to extend this Contract beyond the initial term or any renewal term. Further, this Contract will terminate absolutely and without further obligation of the City at the close of the fiscal year in which it was executed and at the close of each succeeding fiscal year if the City Council fails to appropriate funding for the Contract for any such succeeding fiscal year. Notwithstanding any other provision or provisions of this Contract, pursuant to O.C.G.A. § 36-60-13, this Contract will terminate immediately and absolutely if the City determines that adequate funds are not appropriated

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or granted or funds are de-appropriated such that the City cannot fulfill its obligations under the Contract, which determination is at the City's sole discretion and will be conclusive.

- (l) Additional Terms of Contractor. The City will not be bound by any terms and conditions included in any Contractor invoice, packaging, catalog, brochure, technical data sheet, or other document which attempts to impose any condition in variance with or in addition to the terms and conditions contained herein.
- (m) Presumptions and Interpretations. The parties further agree that should any provision of this Contract require interpretation or construction, the court, administrative body or other entity interpreting or construing this Contract will not apply a presumption that the provisions hereof will be more strictly construed against one party by reason of the rule of construction that a document is to be construed more strictly against the party who itself or through its agents prepared same, it being agreed that all parties and/or their respective attorneys and agents have been fully afforded the opportunity to review all provisions of this Contract.
- (n) No Third-Party Beneficiaries. Nothing contained in this Contract is intended to or will create a contractual relationship with, cause of action in favor of, or claim for relief for, any third party, including any agent, sub-consultant or sub-contractor of the Contractor. Absolutely no third-party beneficiaries are intended by this Contract. Any third-party receiving a benefit from this Contract is an incidental and unintended beneficiary only.
- (o) No Waiver of Governmental Immunity. Nothing in this Contract will be construed to waive, limit, or otherwise modify any governmental or sovereign immunity that may be available by law to the City, its elected officials, officers, employees, contractors, or agents, or any other person acting on behalf of the City and, in particular, governmental or sovereign immunity afforded or available pursuant to Georgia Statutes.
- (p) Publicity Provision. Contractor will not use any trademarks, service marks, or logos of the City without the City's express prior written consent. Contractor will not identify or make reference to the City in any advertising or other promotional modality regardless of its form without the express prior written consent of the City.
- (q) Survival. Any and all provisions of this Contract creating obligations extending beyond the term of this Contract, including, without limitation, Contractor's warranty of products and labor and the indemnification provisions contained herein, will survive the expiration or termination of this Contract, regardless of the reason for such termination.

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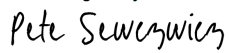
IN WITNESS WHEREOF, the parties hereto have each caused this Contract to be executed and delivered by a duly authorized officer, agent, or official as of the date set forth below.

Executed 8/23/2021

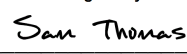
CITY OF ALPHARETTA, GEORGIA

DocuSigned by:
By:  
2DC5226B6FD44FB...
Jim Gilvin, Mayor

Approved as to Content:

DocuSigned by:

BB2F6271FD59471...
Pete Sewczwicz
Director of Public Works

Approved as to form and legal sufficiency:

DocuSigned by:

45E7D1BEB43B492...
C. Sam Thomas, City Attorney

IPR SOUTHEAST, LLC

DocuSigned by:
By: 
D2500997882E432...
Patrick Maginn, Vice President

CONTRACT NAME: STORM PIPE LINING SERVICES - CIPP

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EXHIBIT "A"

CIPP PIPE LINING BID ITEMS			
CITY OF ALPHARETTA FY22 Stormwater Pipe Lining			
ITEM #	Description	Unit	Unit Price
	Lining Requirements		
	Inversion Setup		
1	Inversion Setup Charge 15-36" CIPP	EA	\$ 1,250.00
2	Inversion Setup Charge 42-48" CIPP	EA	\$ 2,400.00
	CIPP (12' or less in depth)		
	Includes Pre & Post TV & typical point repairs during lining		
	Includes Cleaning (less than 25% full)		
3	12" - 7.5 mm (.2953")	LF	\$ 60.00
4	15" - 7.5mm (.2953")	LF	\$ 60.00
5	18" - 8.0mm (.315")	LF	\$ 75.00
6	21" - 10.0mm (.3937")	LF	\$ 92.00
7	24" - 10.0mm (.3937")	LF	\$ 105.00
8	30" - 12.5mm (.4921")	LF	\$ 140.00
9	36" - 16.0mm (.6299")	LF	\$ 190.00
10	42" - 18.0mm (.7087")	LF	\$ 275.00
11	48" - 21.0mm (.8268")	LF	\$ 330.00
12	Add Thickness Per 1.5mm -12"	LF	\$ 4.00
13	Add Thickness Per 1.5mm -15"	LF	\$ 6.00
14	Add Thickness Per 1.5mm -18"	LF	\$ 6.00
15	Add Thickness Per 1.5mm -21"	LF	\$ 8.00
16	Add Thickness Per 1.5mm -24"	LF	\$ 8.00
17	Add Thickness Per 1.5mm -30"	LF	\$ 11.00
18	Add Thickness Per 1.5mm -36"	LF	\$ 12.00
19	Add Thickness Per 1.5mm -42"	LF	\$ 15.00
20	Add Thickness Per 1.5mm -48"	LF	\$ 26.00

CONTRACT NAME: STORM PIPE LINING SERVICES - CIPP

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	CIPP (12' or less in depth)		
	Includes Pre & Post TV & typical point repairs during lining		
	Includes Cleaning (greater than 25% full)		
21	12" - 7.5 mm (.2953")	LF	\$ 60.00
22	15" - 7.5mm (.2953")	LF	\$ 65.00
23	18" - 8.0mm (.315")	LF	\$ 78.00
24	21" - 10.0mm (.3937")	LF	\$ 97.00
25	24" - 10.0mm (.3937")	LF	\$ 107.00
26	30" - 12.5mm (.4921")	LF	\$ 145.00
27	36" - 16.0mm (.6299")	LF	\$ 195.00
28	42" - 18.0mm (.7087")	LF	\$ 285.00
29	48" - 21.0mm (.8268")	LF	\$ 360.00
30	Add Thickness Per 1.5mm -12"	LF	\$ 4.00
31	Add Thickness Per 1.5mm -15"	LF	\$ 6.00
32	Add Thickness Per 1.5mm -18"	LF	\$ 6.00
33	Add Thickness Per 1.5mm -21"	LF	\$ 8.00
34	Add Thickness Per 1.5mm -24"	LF	\$ 8.00
35	Add Thickness Per 1.5mm -30"	LF	\$ 11.00
36	Add Thickness Per 1.5mm -36"	LF	\$ 12.00
37	Add Thickness Per 1.5mm -42"	LF	\$ 15.00
38	Add Thickness Per 1.5mm -48"	LF	\$ 26.00

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	Styrene Free-CIPP (12' or less depth)		
	Includes Pre & Post TV & typical point repairs during lining		
	Includes Cleaning (less than 25% full)		
39	12" Pipe - 7.5mm	LF	\$ 80.00
40	15" Pipe - 7.5mm	LF	\$ 90.00
41	18" Pipe - 8.0mm	LF	\$ 105.00
42	21" Pipe - 10.0mm	LF	\$ 132.00
43	24" Pipe - 12.5mm	LF	\$ 155.00
44	30" Pipe - 12.5mm	LF	\$ 200.00
45	36" Pipe - 16.0mm	LF	\$ 300.00
46	42" Pipe - 18.0mm	LF	\$ 415.00
47	48" Pipe - 21.0mm	LF	\$ 540.00
48	Additional Cost Per 1.5mm - 12"	LF	\$ 8.00
49	Additional Cost Per 1.5mm - 15"	LF	\$ 11.00
50	Additional Cost Per 1.5mm - 18"	LF	\$ 12.00
51	Additional Cost Per 1.5mm - 21"	LF	\$ 15.00
52	Additional Cost Per 1.5mm - 24"	LF	\$ 16.00
53	Additional Cost Per 1.5mm - 30"	LF	\$ 21.00
54	Additional Cost Per 1.5mm - 36"	LF	\$ 25.00
55	Additional Cost Per 1.5mm - 42"	LF	\$ 29.00
56	Additional Cost Per 1.5mm - 48"	LF	\$ 43.00

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	Styrene Free-CIPP (12' or less depth)		
	Includes Pre & Post TV & typical point repairs during lining		
	Includes Cleaning (greater than 25% full)		
57	12" Pipe - 7.5mm	LF	\$ 90.00
58	15" Pipe - 7.5mm	LF	\$ 96.00
59	18" Pipe - 8.0mm	LF	\$ 115.00
60	21" Pipe - 10.0mm	LF	\$ 140.00
61	24" Pipe - 12.5mm	LF	\$ 175.00
62	30" Pipe - 12.5mm	LF	\$ 210.00
63	36" Pipe - 16.0mm	LF	\$ 312.00
64	42" Pipe -18.0mm	LF	\$ 420.00
65	48" Pipe - 21.0mm	LF	\$ 545.00
66	Additional Cost Per 1.5mm - 12"	LF	\$ 8.00
67	Additional Cost Per 1.5mm - 15"	LF	\$ 11.00
68	Additional Cost Per 1.5mm - 18"	LF	\$ 12.00
69	Additional Cost Per 1.5mm - 21"	LF	\$ 15.00
70	Additional Cost Per 1.5mm - 24"	LF	\$ 16.00
71	Additional Cost Per 1.5mm - 30"	LF	\$ 21.00
72	Additional Cost Per 1.5mm - 36"	LF	\$ 25.00
73	Additional Cost Per 1.5mm - 42"	LF	\$ 29.00
74	Additional Cost Per 1.5mm - 48"	LF	\$ 43.00
	Precast Headwalls (per Alpharetta Std 232)		
75	Precast Headwall for 18" Pipe	EA	\$ 675.00
76	Precast Headwall for 24" Pipe	EA	\$ 725.00
77	Precast Headwall for 30" Pipe	EA	\$ 1,105.00
78	Precast Headwall for 36" Pipe	EA	\$ 1,500.00
79	Precast Headwall for 42" Pipe	EA	\$ 1,890.00
80	Precast Headwall for 48" Pipe	EA	\$ 2,055.00
	Cast-In_Place Concrete Headwall		
81	Cast-n-Place Conc HW-GDOT Det 1125	CY	\$ 1,000.00

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	Rubble Masonry HW		
88	Rubble Headwall for 18" Pipe	EA	\$ 1,945.00
89	Rubble Headwall for 24" Pipe	EA	\$ 2,225.00
90	Rubble Headwall for 30" Pipe	EA	\$ 2,335.00
91	Rubble Headwall for 36" Pipe	EA	\$ 3,225.00
	Miscellaneous Items		
92	Stone #57	Ton	\$ 55.00
93	Surge Stone	Ton	\$ 57.00
94	No.3's and 4's Stone	Ton	\$ 60.00
95	Reset Existing Headwall	EA	\$ 500.00
96	3000psi Concrete	CY	\$ 445.00
97	Flowable Fill	CY	\$ 315.00
NOTES			
	All unit prices shall include but not be limited to all mobilization, labor, equipment and materials necessary to perform the work. In addition, unit prices for pipe lining shall include typical point repairs, pre and post CCTV, and cleaning (less than 25% full & greater than 25%).		
	Lump sum items will be determined on a project by project basis and include but not be limited to erosion control, landscaping, traffic control, special internal and external point repairs, pumping operations, ground penetrating radar and pressure grouting. These items will be included with proposals prior to each purchase order for lining projects.		



STAFF REPORT

Department: Public Works
Submitted By: Pam Bush
Meeting Date: May 22, 2023

AGENDA ITEM:

Change Orders: Design/Project Management Services for Webb Bridge Road (Big Creek Greenway to City Limits)

Consideration of approval of the following change orders (a) Change Order #4 to Purchase Order 19000583 for Pond & Company in the amount of \$59,340.00 for design revisions to the Webb Bridge Road (Greenway to Webb Bridge Way); (b) Change Order #3 to Purchase Order 19000584 for Atkins in the amount of \$6,000.00 for additional project management services; and authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve the following change orders in accordance with the City's Procurement Policy: (a) Change Order #4 to Purchase Order 19000583 for Pond & Company in the amount of \$59,340.00 for design revisions to the Webb Bridge Road (Greenway to Webb Bridge Way); (b) Change Order #3 to Purchase Order 19000584 for Atkins in the amount of \$6,000.00 for additional project management services; and authorize the Mayor to execute all necessary documents.

BUDGET & PROCUREMENT:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: YES

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: \$65,340.00

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
WBR PH3 (Greeway-Roundabout) / 33541100-541410-C2232	\$65,340.00

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
N/A	\$0.00

ITEM DESCRIPTION:

During the right of way acquisition phase, property owners have requested changes to the plans which would necessitate redesigning of segments of sidewalk, planting areas, and the overall geometry of Webb Bridge Road. To accomplish these redesigns, Staff is requesting approval of two change orders:

- Change Order #4 to Purchase Order 19000583 for Pond & Company increasing the design cost by \$59,340.00
- Change Order #3 for Atkins increasing the Webb Bridge Road project management cost by \$6,000.00

If approved, these change orders are anticipated to yield a net savings of more than \$350,000 in right of way, easement, and construction costs.

Revised right of way plans are scheduled to be complete within one week of notice to proceed with revised construction plans being completed within two months. Completion of right of way and easement acquisition, including acquisition of revised title reports and appraisals, is expected to take up to nineteen weeks from

completion of the revised right of way plans. Based on these timeframes, staff anticipates being able to advertise the project for bid by November 2023.

BACKGROUND:

The Webb Bridge Road improvement Project consists of providing a 10.5-foot travel lane, a 4-foot bike lane, a 0.5-foot header curb, a 6-foot planting strip, and a 10-foot sidewalk along both sides of Webb Bridge Road. Left turn lanes and median landscape islands will be provided where appropriate. Pedestrian lighting and street trees will be provided in the planting strip. A roundabout will be constructed at the intersection of Webb Bridge Road and Webb Bridge Way, replacing the existing traffic signal.

The Webb Bridge Road project has multiple phases including:

- Phase 1: Northern section of Webb Bridge Road from the Big Creek Greenway tunnel to Westwind Lane that has recently been constructed.
- Phase 2A: Construction of a roundabout at the intersection of Webb Bridge Road and Webb Bridge Way and improvements along the north side of Webb Bridge Road from the future roundabout to Webb Bridge Park. Currently, there is a traffic light at the intersection of Webb Bridge Road and Webb Bridge Way that will be replaced with a roundabout. Design work for this phase has been completed and it is currently under construction.
- Phase 2B: Construction of the remainder of the project from the Big Creek Greenway tunnel to Webb Bridge Way. This phase is currently under design and right-of-way acquisition of 47 parcels. Based on the progress of right of way and easement acquisition, staff believe it will be later this year before this phase will be bid out.
- Phase 3: Construction of the section from North Point Parkway to the Big Creek Greenway tunnel, including replacing the bridge across Big Creek. Design work for this phase has been completed and it is currently under construction.

Design Work by Pond & Company:

On May 6, 2019, City Council approved Pond & Company's proposal for the design of improvements to Webb Bridge Road from the Big Creek Greenway to Webb Bridge Way for an amount of \$499,717.50 (Purchase Order 19000583).

On November 11, 2019, City Council approved Change Order #1 that adjusted the scope of the project to include continuation of wider sidewalks from the Webb Bridge Way intersection to the entrance of Webb Bridge Park and to the City Limits near Kimball Bridge Road. Change Order #1 increased the design cost by \$155,942.96, from \$499,717.50 to \$655,660.46.

On October 19, 2020, City Council approved Change Order #2 that adjusted the scope of the project to widen the planting area from 4' to 6' and the sidewalk from 8' to 10' along both sides of Webb Bridge Road, increasing the design cost by \$123,415.00, from \$655,660.46 to \$779,075.46.

On September 26, 2022, City Council approved Change Order #3 that adjusted the scope of the project at Parcels 36 and 38 to reduce the sidewalk to 8' wide and eliminate the planting strip, increasing the design cost by \$25,710.00, from \$779,075.46 to \$804,785.46.

During the right of way acquisition phase, property owners have requested changes to the plans which would necessitate redesigning of segments of sidewalk, planting areas, and the overall geometry of Webb Bridge Road. Modifying the plans to accommodate these owner requests will reduce right-of-way/easement acquisition costs, as well as construction costs. The trade-off is that the corridor will not be 100% consistent in layout, though this is common in retrofitting corridors in established communities with limited right of-way availability. To this end, staff is recommending approval of Change Order #4 to Purchase Order 19000583 for Pond & Company to incorporate revisions to the plans at Parcels 6, 12, 13, 20, 28, 31, 32, and 39 through 47. If approved, Change Order #4 will increase the design cost by \$59,340.00, from \$804,785.46 to \$864,125.46. PW staff has reviewed the change order proposal and found the hours allocated appear reasonable for the assignment and the rates are in accordance with the original PO.

Project Management by Atkins North America, Inc:

On May 6, 2019, City Council approved Atkins proposal for project management services associated with Pond &

Company's design of the Webb Bridge Road and Academy Street project for a total amount of \$109,000.00.

When Pond proposed their initial change order in November 2019, Atkins did not submit a change order request and believed they could absorb the cost of the continued plan review and project management. Change Order #1 from Atkins was submitted and approved on 10/19/2020 when Pond submitted their second change order. Atkins first change order increased the Webb Bridge Road project management cost by \$25,000.00 from \$109,000.00 to \$134,000.00.

Between October 2020 and September 2022, the corridor project went through some challenges regarding QAQC (quality assurance and quality control) issues with the design team. Addressing these issues required Atkins to spend more time than originally estimated and absorbed dollars allocated for the entire corridor.

Change Order #1 from Atkins was submitted and approved on 10/19/2020 when Pond submitted their second change order. Atkins first change order increased the Webb Bridge Road project management cost by \$25,000.00, from \$109,000.00 to \$134,000.00.

Change Order #2 from Atkins was submitted and approved on 9/26/2022 when Pond submitted their third change order. Atkins second change order increased the Webb Bridge Road project management cost by \$36,700.00, from \$134,000.00 to \$170,700.00.

Along with Pond's fourth change order to re-design the sidewalk and planting strip at multiple segments in Phase 2B (from the Big Creek Greenway tunnel to Webb Bridge Way), Atkins has requested additional funds for continued project management associated with the proposed design revisions. Change Order #3 from Atkins will increase the Webb Bridge Road project management cost by \$6,000.00 from \$170,700.00 to \$176,700.00. PW staff has reviewed the change order proposal and found the hours allocated appear reasonable for the assignment and the rates are in accordance with the original PO.

ALTERNATIVES:

Do not approve funding. Staff will proceed with ROW/easement acquisition with the plans as currently designed.

ATTACHMENTS:

1. Atkins CO #3
2. Pond CO # 4



Member of the SNC-Lavalin Group

Webb Bridge Road Corridor - North Point Parkway to City limits
April 6, 2023

Task ID	Description	Directs/ Expenses	PIC Hours	PM Hours	Dep PM	CM Hours	Labor Price	Total Price (Labor + Directs)
	Rate	N/A	\$ 354.73	\$ 265.26	\$ 174.70	\$ 278.86		
01	Review of ROW plans and revisions	\$30.00	0	8	4	0	\$ 2,820.89	\$ 2,850.89
02	Bid Assistance Phase 2B	\$32.54	0	8	2.5	2	\$ 3,116.57	\$ 3,149.11
								\$ 6,000.00

PIC Principal in Charge (Brian Bolick)
PM Project Manager (Nikki Parris)
CM Project Manager (Obie Brannon)
Dep PM Deputy PM (Nicole Neeley)



3500 Parkway Lane, Suite 500
Peachtree Corners, Georgia 30092

T: 678.336.7740 | F: 678.336.7744
www.pondco.com

May 12, 2023

Mr. Peter Sewczwicz, PE
Director of Public Works
City of Alpharetta

Re: **Webb Bridge Road Bike/Ped/Operational Improvements from Big Creek Greenway to Webb Bridge Way
Additional Services Fee Proposal – Change Order #4**

PROFESSIONAL SERVICES:

At the request of the City, this additional services fee proposal is for pending ROW revisions due to negotiations that will necessitate design and plan changes, to update plans to include Phase 1A that was removed during design, to update quantities and cost estimates for Phase 2B construction, and construction phase services in support of Phase 2B.

Scope of Work

Phase 4 – Final/Bid Construction Plans

- **Pending ROW revision:** Parcels 6,12,13,20,28,31,32, 39 to 47. Pending revisions may include one or more of the following: changing the typical section in front of several parcels eliminate or narrow the landscaping strip, reduce the sidewalk to 8' in width, and/or adding walls and handrail at the back of sidewalk. We will update the model to develop new limits of construction. We will add notes and labels as needed to make the contractor aware that the existing fence and landscaping outside of the existing ROW are not to be disturbed. Changes to the typical section will impact other design elements and associated sheets, such as utility, lighting, and erosion control. All impacted plan sheets will be updated with the new typical section in these areas. Updates to the landscaping plans are excluded as installation will be handled by the City after construction is complete.

Phase 4B - Final/Bid Construction Plans for Phase 2B

- This scope and fee are associated with preparing Phase 2B for bid. This work includes adding Phase 1A work at the beginning of the project as it was not completed with the Phase 1 construction and updating the typical section to reduce the grass strip by 1.5'.

Phase 5 – Construction Phase Services for Phase 2B

- This scope and fee are associated with additional Construction Phase services in support on Phase 2B construction. The Construction Phase Services have not been revised since the project was initially scoped. Since that time, construction has been broken into 3 different Phases (1, 2A and 2B).

The expected specific tasks involved in the development of the above elements are contained in the attached Schedule of Fees.

ASSUMPTIONS

Services or tasks not specifically outlined above or in the attached Schedule of Fees are excluded. This scope and fee assume no additional staging design and plans are needed for the revised typical section. No additional SUE services, environmental services, or traffic services are part of this current scope.

PROFESSIONAL FEES:

Pond proposes to accomplish this work for a proposed total fee of \$59,340.00. We understand that to utilize fees from this SA, we must receive a written notice to proceed (emails will be sufficient) that contains the limiting amount per phase/task.

If you need any additional information, please feel free to contact me at (470)387-8949.

Sincerely,

POND & COMPANY

James McNabb, P.E.
Sr. Vice President

Cc: Arwin Lopez, P.E.; Tabatha Carlton, P.E.

Attachments: Schedule of Fees

City of Alpharetta

Webb Bridge Rd from Big Creek Greenway to Webb Bridge Way Bike/Ped and Operational Improvements Project Length 1.85 miles

SUMMARY BY Segment

COST AMOUNT OF CONTRACT CHANGE ORDER PROPOSAL

5/12/2023

	PHASE AMOUNTS
Phase 4 - SA #4 Revise Plan sheets and ROW plans due to ROW Negotiations	\$ 26,750.00
Phase 4B - Revise Bid Documents for Phase 2B to include Phase 1A	\$ 18,670.00
Phase 5 - Construction Phase Services - Phase 2B	\$ 13,920.00
TOTAL DESIGN COST FOR ALL SEGMENTS	\$ 59,340.00

City of Alpharetta

Phase 4 summary

PROJECT: Webb Bridge Rd from Big Creek Greenway to Webb Bridge Way

Phase 4 - SA #4 Revise Plan sheets and ROW plans due to ROW Negotiations

PERSONNEL	EST. HOURS	RATE/HR.	COST \$	TOTALS
PRINCIPAL	1	\$ 200.00	\$ 200.00	
PROGRAM MANAGER	0	\$ 180.00	\$ -	
PROJECT MANAGER	42	\$ 160.00	\$ 6,720.00	
SENIOR ENGINEER	81	\$ 130.00	\$ 10,530.00	
ENGINEER	93	\$ 100.00	\$ 9,300.00	
SENIOR LANDSCAPE AR	0	\$ 110.00	\$ -	
LANDSCAPE ARCHITECT	0	\$ 90.00	\$ -	
TECHNICIAN/DRAFTER	0	\$ 80.00	\$ -	
ADMINISTRATIVE ASSIS1	0	\$ 60.00	\$ -	
GIS ANALYST	0	\$ 85.00	\$ -	
SENIOR REGULATORY S	0	\$ 155.00	\$ -	
PROJECT SCIENTIST 1	0	\$ 110.00	\$ -	
SCIENTIST 2	0	\$ 95.00	\$ -	
SCIENTIST 1	0	\$ 75.00	\$ -	
TOTAL DIRECT LABOR		217 Manhours	\$	26,750.00
DIRECT COSTS (SPECIFY):				
ITEM	UNIT COST	QUANTITY	TOTALS	
Mileage (30 miles roundtrip to proj. site)	\$ 0.55	0	\$ -	
REPRODUCTION	\$ 150.00		\$ -	
MAIL & DELIVERY	\$ 50.00		\$ -	
TRAVEL	\$ -		\$ -	
Direct Cost Total				\$ -
SUBCONSULTANTS (LIST):				
SUB CONSULTANT			TOTALS	
				\$ -
Subconsultant Sub Total				\$ -
COST AMOUNT FOR PHASE				\$ 26,750.00

City of Alpharetta
Phase 4 detail

PROJECT: Webb Bridge Rd from Big Creek Greenway to Webb Bridge Way
Phase 4 - SA #4 Revise Plan sheets and ROW plans due to ROW Negotiations

TASKS	Assumptions: Current Phase to last 2 months	No. of SHT	PRINCIPAL	PROGRAM MANAGER	PROJECT MANAGER	SENIOR ENGINEER	ENGINEER	SENIOR LANDSCAPE ARCHITECT	LANDSCAPE ARCHITECT	TECHNICIAN/ DRAFTER	TOTAL	% OF TOTAL
Non-Drawing Tasks												
Revision Coordination					8						8	3.7%
Meetings (as needed)					8						8	3.7%
Additional Utility Coordination for ROW revisions and Phase 2B plans					4		4				8	3.7%
Added for Parcel 32												
Revision Coordination					2						2	0.9%
Meetings (as needed)					0							
Additional Utility Coordination for ROW revisions and Phase 2B plans					1		1				2	0.9%
Deliverables												
Revise Typical Section in front of Parcels 6, 12-13, 20, 28, 31, 39-47												
Revise Cover, Rev Sum, & other misc sheets		3				1	1				2	0.9%
Revise Typical sections		3				1	1				2	0.9%
Modify Planview		9			1	4	4				9	4.1%
Modify Driveway profiles		3				2	2				4	1.8%
Create Wall Envelope		4			1	6	2				9	4.1%
Modify Cross section		7				1	3				4	1.8%
Modify Drainage		3				2	3				5	2.3%
Modify Lighting		5	1			2	5				8	3.7%
Modify Erosion Control Plans		24			1	8	16				25	11.5%
Modify 24, 26, & 27 series base files		19				1	6				7	3.2%
Update Quantities and Eng. Estimate		4			2	8	8				18	8.3%
QA/QC					4	8					12	5.5%
Respond to 1 round of comments					4	8	12				24	11.1%
Revise ROW Plans and Tables		12			2	12	12				26	12.0%
Added for Parcel 32												
Revise Cover, Rev Sum, & other misc sheets	Can be included with CO #4											
Revise Typical sections		1				1	1				2	0.9%
Modify Planview		2			1	2	2				5	2.3%
Modify Driveway profiles		1				1	0				1	0.5%
Create Wall Envelope		1			1	2	1				4	1.8%
Modify Cross section		2				2					2	0.9%
Modify Drainage		1				1	1				2	0.9%
Modify Lighting	Can be included with CO #4											
Modify Erosion Control Plans		6			1	3	3				7	3.2%
Modify 24, 26, & 27 series base files		6				1	1				2	0.9%
Update Quantities and Eng. Estimate	Can be included with CO #4											
QA/QC	Can be included with CO #4											
Respond to 1 round of comments	Can be included with CO #4											
Revise ROW Plans and Tables		12			1	4	4				9	4.1%
Note: Landscaping Plans will not be updated as they will not be part of the Construction Plan Bid Set. City of Alphareeta will install landscaping after construction.												
TOTALS		128	1	0	42	81	93	0	0	0	217	100.0%

City of Alpharetta

Phase 4Bsummary

PROJECT: Webb Bridge Rd from Big Creek Greenway to Webb Bridge Way

Phase 4B - Revise Bid Documents for Phase 2B to include Phase 1A

PERSONNEL	EST. HOURS	RATE/HR.	COST \$	TOTALS
PRINCIPAL	1	\$ 200.00	\$ 200.00	
PROGRAM MANAGER	0	\$ 180.00	\$ -	
PROJECT MANAGER	31	\$ 160.00	\$ 4,960.00	
SENIOR ENGINEER	57	\$ 130.00	\$ 7,410.00	
ENGINEER	61	\$ 100.00	\$ 6,100.00	
SENIOR LANDSCAPE ARCHITECT	0	\$ 110.00	\$ -	
LANDSCAPE ARCHITECT	0	\$ 90.00	\$ -	
TECHNICIAN/DRAFTER	0	\$ 80.00	\$ -	
ADMINISTRATIVE ASSISTANT	0	\$ 60.00	\$ -	
GIS ANALYST	0	\$ 85.00	\$ -	
SENIOR REGULATORY SCIENTIST	0	\$ 155.00	\$ -	
PROJECT SCIENTIST 1	0	\$ 110.00	\$ -	
SCIENTIST 2	0	\$ 95.00	\$ -	
SCIENTIST 1	0	\$ 75.00	\$ -	
TOTAL DIRECT LABOR		150 Manhours		\$ 18,670.00
DIRECT COSTS (SPECIFY):				
ITEM	UNIT COST	QUANTITY	TOTALS	
Mileage (30 miles roundtrip to proj. site)	\$ 0.55	0	\$ -	
REPRODUCTION	\$ 150.00		\$ -	
MAIL & DELIVERY	\$ 50.00		\$ -	
TRAVEL	\$ -		\$ -	
Direct Cost Total				\$ -
SUBCONSULTANTS (LIST):				
SUB CONSULTANT			TOTALS	
			\$ -	
Subconsultant Sub Total				\$ -
COST AMOUNT FOR PHASE				\$ 18,670.00

City of Alpharetta
Phase 4Bdetail

PROJECT: Webb Bridge Rd from Big Creek Greenway to Webb Bridge Way
Phase 4B - Revise Bid Documents for Phase 2B to include Phase 1A

TASKS		No. of SHT	PRINCIPAL	PROGRAM MANAGER	PROJECT MANAGER	SENIOR ENGINEER	ENGINEER	SENIOR LANDSCAPE ARCHITECT	LANDSCAPE ARCHITECT	TECHNICIAN/DRAFTER	TOTAL	% OF TOTAL
Assumptions: Current Phase to last 2 months												
Non-Drawing Tasks												
Bid Coordination for Phase 2B					8	8					16	10.7%
Additional Utility Coordination for ROW revisions and Phase 2B plans					4		4				8	5.3%
Deliverables												
Update Phase 2B plans and quantities for bidding (add Phase 1A to plans and revise typical section)												
Revise Typical sections	includes - Revised Typical section for 1A	5				2	2				4	2.7%
Modify Planview	includes - Revised Typical section for 1A	3			1	4	8				13	8.7%
Modify Cross section	Revised Typical section for 1A & add to set					3	3				6	4.0%
Modify Drainage	Revised Typical section for 1A & add to set					1	3				4	2.7%
Modify Lighting	Revised Typical section for 1A & add to set		1			1	4				6	4.0%
Modify Erosion Control Plans	Revised Typical section for 1A & add to set				2	4	6				12	8.0%
Modify 24, 26, & 27 series base files	Revised Typical section for 1A & add to set					2	3				5	3.3%
Update Quantities and Eng. Estimate	Quantities on 6 series to include only Phase 2B				4	8	12				24	16.0%
QA/QC					4	12					16	10.7%
Respond to 1 round of comments					8	12	16				36	24.0%
	Note: Landscaping Plans will not be updated as they will not be part of the Construction Plan Bid Set. City of Alphareeta will install landscaping after construction.											
TOTALS		8	1	0	31	57	61	0	0	0	150	100.0%

City of Alpharetta Schedule of Fees PROJECT: Webb Bridge Rd from Big Creek Greenway to Webb Bridge Way Phase 5 - Construction Phase Services - Phase 2B				
PERSONNEL	EST. HOURS	RATE/HR.	COST \$	TOTALS
PRINCIPAL	0	\$ 200.00	\$ -	
PROGRAM MANAGER	0	\$ 180.00	\$ -	
PROJECT MANAGER	36	\$ 160.00	\$ 5,760.00	
SENIOR ENGINEER	32	\$ 130.00	\$ 4,160.00	
ENGINEER	40	\$ 100.00	\$ 4,000.00	
SENIOR LANDSCAPE AR	0	\$ 110.00	\$ -	
LANDSCAPE ARCHITEC	0	\$ 90.00	\$ -	
TECHNICIAN/DRAFTER	0	\$ 80.00	\$ -	
ADMINISTRATIVE ASSIS	0	\$ 60.00	\$ -	
GIS ANALYST	0	\$ 85.00	\$ -	
SENIOR REGULATORY S	0	\$ 155.00	\$ -	
PROJECT SCIENTIST 1	0	\$ 110.00	\$ -	
SCIENTIST 2	0	\$ 95.00	\$ -	
SCIENTIST 1	0	\$ 75.00	\$ -	
TOTAL DIRECT LABOR 108 Manhours				\$ 13,920.00
DIRECT COSTS (SPECIFY):				
ITEM	UNIT COST	QUANTITY	TOTALS	
Mileage (30 miles roundtrip to proj. site)	\$ 0.55		\$	-
REPRODUCTION	\$ 150.00		\$	-
MAIL & DELIVERY	\$ 50.00		\$	-
TRAVEL	\$ -		\$	-
Direct Cost Total				\$ -
SUBCONSULTANTS (LIST):				
SUB CONSULTANT			TOTALS	
			\$	-
			\$	-
			\$	-
Subconsultant Sub Total				\$ -
COST AMOUNT FOR PHASE				\$ 13,920.00

PROJECT: Webb Bridge Rd from Big Creek Greenway to Webb Bridge Way
Phase 5 - Construction Phase Services - Phase 2B

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STAFF REPORT

Department: Public Safety
Submitted By: Stephanie Cochran
Meeting Date: May 22, 2023

AGENDA ITEM:

Resolution: Fiscal Year 2023 Bulletproof Vest Partnership Grant Application

Consideration of adoption of a Resolution authorizing the submission of the 2023 Bulletproof Vest Partnership Grant to the U.S. Department of Justice.

STAFF RECOMMENDATION:

Adopt a Resolution for the submission of a grant application to the U.S. Department of Justice for the purchase of ballistic vests.

BUDGET & PROCUREMENT:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: YES

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: THE TOTAL COST IS \$34,000. HALF OF THIS WILL BE FUNDED FROM THE CITY'S GRANT ACCOUNT WITH THE BALANCE FUNDED THROUGH THE GRANT.

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
2023 Bulletproof Vest Grant Purchases (22031150-542100-TBD)	\$17,000
2023 Bulletproof Vest Grant Purchases (22031150-542100-TBD)	\$17,000

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
Non-Allocated Grant matching Funds (22090200-579000)	-\$17,000
N/A	\$0.00

ITEM DESCRIPTION:

The Department of Public Safety requests approval to submit a grant application for the Bureau of Justice Assistance (BJA) 2023 Bullet Proof Vest Grant. The deadline for submission of this grant application to the Department of Justice is Monday, June 26, 2023. The Bullet Proof Vest Partnership (BVP) program is an initiative of the U.S. Department of Justice to help law enforcement agencies purchase body armor for their 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 annually for over ten years, generally receiving 60% to 100% of the requested amount.

There is a 50% match requirement from the City totaling \$17,000, which will come from the Grant Fund. If awarded, the total funding for this initiative (grant and match components) will be \$34,000. The 2023 grant limits the number of vests requested to the maximum amount of \$850.00 per vest; 40 vests at \$850 is \$34,000.

The Public Safety Department estimates needing 40 new vests through the calendar year 2023 based on the expiration dates of current vests (which carry the maximum-permitted five-year warranty) and forecasted new hiring. New ballistic armor costs approximately \$750 - \$1,107 per set, depending on the level of protection. The total cost for 40 vests, assuming a normal mix of alternatives, is approximately \$44,320.

The Public Safety Department will have under \$7,979.84 remaining from the 2021 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.

ALTERNATIVES:

Ballistic vests are required for all sworn officers. With or without grant assistance, the Department would buy the same vests at the same cost.

ATTACHMENTS:

1. Resolution Bulletproof Vest
2. 2023 Bulletproof Vest Grant Application



A RESOLUTION BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA AUTHORIZING THE SUBMISSION OF THE 2023 BULLETPROOF VEST PARTNERSHIP GRANT TO THE U.S. DEPARTMENT OF JUSTICE

WHEREAS, the US Department of Justice, Office of Justice Programs, and Bureau of Justice Assistance made available funding under the Bulletproof Vest Partnership Grant Act of 2000; and

WHEREAS, such funds may be used to help purchase approved bulletproof vests for eligible law enforcement officers; and

WHEREAS, this application round is to fund bulletproof vests purchased on or after June 8th, 2020; and

WHEREAS, the City of Alpharetta has applied for funding through this program; and

WHEREAS, the funding, if awarded, shall be utilized to help purchase new vests for Alpharetta's police officers; and

WHEREAS, evidence authorizing the acceptance of said application must be provided.

NOW, THEREFORE BE IT SO RESOLVED, this 22nd day of May 2023, by the Mayor and Council of the City of Alpharetta that the submission of the 2023 Bulletproof Vest Partnership Grant application is hereby approved; and if awarded, the Mayor is hereby authorized to execute award package with directives under the Bulletproof Vest Partnership Grant Program.

SO RESOLVED this 22nd day of May 2023.

CITY OF ALPHARETTA

By: _____
Jim Gilvin, Mayor

[SIGNATURES CONTINUED ON FOLLOWING PAGE]

[SIGNATURES CONTINUED FROM PRECEDING PAGE]

COUNCIL MEMBERS

Mayor Pro Tem Dan Merkel

Council Member Donald F. Mitchell

Council Member Brian Will

Council Member Douglas J. DeRito

Council Member John Hipes

Council Member Jason Binder

(SEAL)

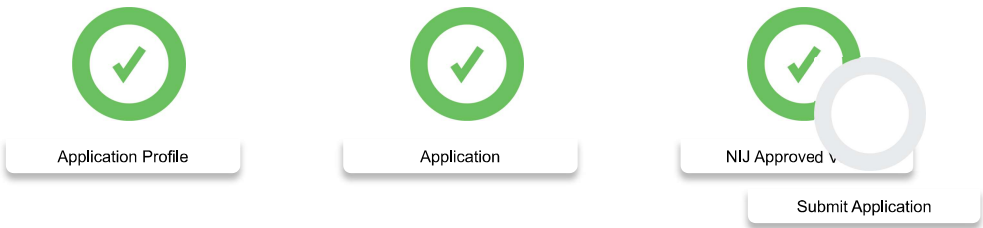
Attest:

Approved as to form and legal sufficiency:

Lauren Shapiro, City Clerk

Molly Esswein, City Attorney

MANAGE APPLICATION



Listed below is each of the vests which you included in your application. You may view, change or delete the information shown for each type of vests listed by clicking on its 'Model Name'. To add more vests to your application, please select the "Add Vests To Application" button. If all information is correct, please select the "Proceed To Submit Application" button to continue with the application process.

APPLICATION PROFILE

Participant	ALPHARETTA CITY
Fiscal Year	2023
Number of Agencies Applied	1
Total Number of Officers for Application	119
Number of Officers on Approved Applications	119

APPLICATION PROFILE

Fiscal Year	2023
Vest Replacement Cycle ⓘ	5
Number of Officers	119
Number of Emergency Replacement Needs ⓘ	Number of Stolen or Damaged0
	Number of Officer Turnover5

VIEW/UPDATE APPLICATION

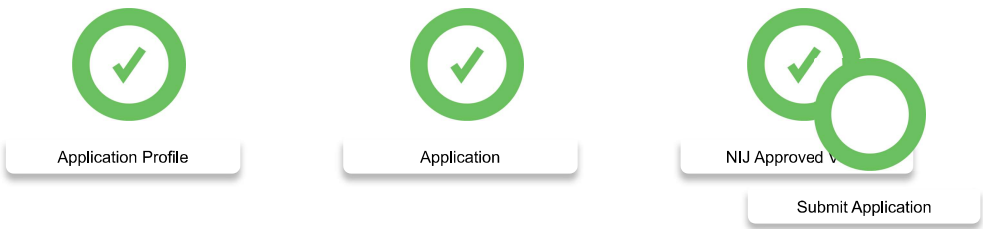
Vests for 2023 Regular Fund

Model Name	Quantity	Specification	Gender	Unit Price	Total Cost
+ BIIIA-2	24	IIIA	M	\$850.00	\$20,400.00
+ BIIIAF-2	16	IIIA	F	\$850.00	\$13,600.00
+ Grand Totals	40				\$34,000.00

PROCEED TO REVIEW APPLICATION

ADD VESTS TO APPLICATION

SUBMIT APPLICATION



PLEASE NOTE: Applications for funding may be submitted for the purchase of any armor that meets the established NIJ ballistic or stab standards ordered on or after April 1, 2023. Once the open application period closes, funding levels will be established and all applicants will be notified.

APPLICATION PROFILE

Participant	ALPHARETTA CITY
Fiscal Year	2023
Number of Agencies Applied	1
Total Number of Officers for Application	119
Number of Officers on Approved Applications	119

APPLICATION PROFILE

Fiscal Year		2023
Vest Replacement Cycle ⓘ		5
Number of Officers		119
Number of Emergency Replacement Needs ⓘ	Number of Stolen or Damaged	0
	Number of Officer Turnover	5

SUBMIT APPLICATION FOR FUNDING FOR BVP APPROVAL

Application for Funding

Name	Quantity	Extended Cost	Tax, S&H*	Total Cost
ALPHARETTA CITY	40	\$34,000.00	\$0.00	\$34,000.00
Grand Totals	40	\$34,000.00	\$0.00	\$34,000.00
Requested BVP Portion of Total Cost, up to:				\$17,000.00

* Total Taxes, Shipping and Handling Cost for each Application

SUBMIT APPLICATION FOR BVP APPROVAL

Paperwork Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time for all components of a jurisdiction to complete and file this Application for Funding form is two hours. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you may use the Suggestions e-mail option on this BVP web site, or you may write to the BVP, c/o Bureau of Justice Assistance, 810 Seventh Street NW, Washington, DC, 20531.

APPLICATION SUBMITTED

You have already submitted the application. For your reference, the summary data for your Application for Funding is listed below.

APPLICATION PROFILE

Participant	ALPHARETTA CITY
Fiscal Year	2023
Number of Agencies Applied	0
Total Number of Officers for Application	119
Number of Officers on Approved Applications	119

APPLICATION PROFILE

Fiscal Year		2023
Vest Replacement Cycle ⓘ		5
Number of Officers		119
Number of Emergency Replacement Needs ⓘ	Number of Stolen or Damaged	0
	Number of Officer Turnover	5

APPLICATION FOR FUNDING

Total Quantity	Total Extended Cost	Total Shipping & Handling Cost	Total Cost
40	\$34,000.00	\$0.00	\$34,000.00

[Print For Records](#)



STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Morgan Rodgers

Meeting Date: May 22, 2023

AGENDA ITEM:

Resolution: 2022-2023 Land and Water Conservation Fund Grant

Consideration of adoption of a Resolution authorizing the submission of the 2022 - 2023 Land and Water Conservation Fund Grant pre-application to the Georgia Department of Natural Resources and authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Adopt a Resolution authorizing the submission of the 2022 - 2023 Land and Water Conservation Fund Grant pre-application to the Georgia Department of Natural Resources and authorize the Mayor to execute all necessary documents.

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: THE TOTAL PROPOSED PROJECT COST IS \$1,405,000. Of this total, \$500,000 would be funded by the grant, if awarded, and the remaining \$905,000 would be allocated from unallocated capital funds or by reallocating funds from other City projects.

APPROPRIATIONS:

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

EXTERNAL FUNDING SOURCES:

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

ITEM DESCRIPTION:

PROGRAM OVERVIEW:

The Land and Water Conservation Fund (LWCF) is a federal grant program funded by the Department of Interior – National Park Service and administered by the Georgia Department of Natural Resources. The Georgia Department of Natural Resources has made available funding through the 2022-2023 Land and Water Conservation funding cycle.

The purpose of this grant program is for the acquisition of federal lands and to assist states and local governments with funds to acquire land and develop and renovate outdoor recreation facilities. One of the acceptable requests for grant funds is the lighting of athletic fields. This grant will provide for up to 50% reimbursement funding for the project, up to a max of \$500,000.

PROPOSED USE OF FUNDS:

Staff proposes to use LWCF funds to partially fund replacement of wooden light poles and convert older light fixtures to high-efficiency LEDs. The wooden poles have been in place for more than 30 years, have well-exceeded their typically anticipated lifespan, and are in need of replacement. The existing light fixtures on the poles are inefficient metal halide lights that use more electricity than LEDs while providing less light. These proposed replacements will

improve the safety, accessibility, and use of the Miracle League field, 8 softball fields, 2 multipurpose fields, and the tennis/pickleball courts at North Park.

COST AND FUNDING:

The total cost of the project is estimated at \$1,405,000. Because the maximum funding from the LWCF is capped at \$500,000, the City would be responsible for funding the remaining \$905,000.

It should be noted that there is no current funding appropriated for this project. If the grant request is approved, the required matching appropriations would need to be funded through a reallocation of other City project appropriations or from non-allocated funds.

APPLICATION TIMELINE:

May 31, 2022 Pre-application period closes

September 2, 2023 Second level Applications announcements sent

February, 2024 Second Level applications due

Fall, 2024 - Grants awarded

ALTERNATIVES:

There are two alternatives to the requested action:

1. Reduce the proposed scope of the project to reduce costs and the amount of the City's match; or
2. Do not authorize submission of the pre-application and plan for funding of the replacements in future budget years, with or without grant funding support.

ATTACHMENTS:

1. LWCF Grant Resolution FINAL 5-17
2. Resolution Land and Water Conservation Fund Grant
3. LWCF Transmittal Letter
4. LWCF GRANT BUDGET FINAL 5-17
5. NORTH PARK MAP 5-13

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF ALPHARETTA
AUTHORIZING THE SUBMISSION OF THE 2022-2023 LAND AND WATER CONSERVATION
FUND GRANT PRE-APPLICATION TO THE GEORGIA DEPARTMENT OF NATURAL
RESOURCES.**

WHEREAS, the Land and Water Conservation Fund is a federal grant program funded by the Department of Interior – National Park Service and administered by the Georgia Department of Natural Resources; and

WHEREAS, the Georgia Department of Natural Resources has made available funding through the 2022-2023 Land and Water Conservation funding cycle; and

WHEREAS, the purpose of this grant program is for the acquisition of federal lands and assisting states and local governments with funds to acquire lands and develop and renovate outdoor recreation facilities; and

WHEREAS, the City of Alpharetta has prepared a pre-application for funding through this program; and

WHEREAS, the funding, if awarded, will be utilized to replace light poles and LED lights to improve the safety, accessibility and use of the Miracle League field, softball fields, multipurpose fields, and the tennis/pickleball courts at North Park; and

WHEREAS, the City of Alpharetta certifies and assures it has the ability and intention to finance all project elements that will be submitted for reimbursement including the 50% grant match requirement.

NOW, THEREFORE BE IT SO RESOLVED, this ____ day of _____, 2023, by the Mayor and Council of the City of Alpharetta that the submission of the 2022-2023 Land and Water Conservation Fund Grant pre-application is hereby approved. It is further agreed if the pre-application is recommended for funding, the City of Alpharetta will move forward with due diligence to prepare, or have prepared, appropriate documentation required for a formal Land and Water Conservation Fund Grant application.

WHEREAS, the Land and Water Conservation Fund is a federal grant program funded by the Department of Interior – National Park Service and administered by the Georgia Department of Natural Resources; and

WHEREAS, the purpose of this grant program is for the acquisition of federal lands and assisting states and local governments with funds to acquire lands and develop and renovate outdoor recreation facilities; and

WHEREAS, the funding, if awarded, will be utilized to replace light poles and LED lights to improve the safety, accessibility and use of the Miracle League field, softball fields, multipurpose fields, and the tennis/pickleball courts at North Park; and

WHEREAS, the City of Alpharetta certifies and assures it has the ability and intention to finance all project elements that will be submitted for reimbursement including the 50% grant match requirement.

NOW THEREFORE, BE IT RESOLVED by the Council for the City of Alpharetta, Georgia, this this 22nd day of May 2023, that the submission of the 2022-2023 Land and Water Conservation Fund Grant pre-application is hereby approved. It is further agreed if the pre-application is recommended for funding, the City of Alpharetta will move forward with due diligence to prepare, or have prepared, appropriate documentation required for a formal Land and Water Conservation Fund Grant application.

SO RESOLVED this 22nd day of May 2023.

CITY OF ALPHARETTA

By: _____
Jim Gilvin, Mayor

[SIGNATURES CONTINUED ON FOLLOWING PAGE]

[SIGNATURES CONTINUED FROM PRECEDING PAGE]

COUNCIL MEMBERS

Mayor Pro Tem Dan Merkel

Council Member Donald F. Mitchell

Council Member Brian Will

Council Member Douglas J. DeRito

Council Member John Hipes

Council Member Jason Binder

(SEAL)

Attest:

Approved as to form and legal sufficiency:

Lauren Shapiro, City Clerk

Molly Esswein, City Attorney



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

May 23, 2023

Georgia Department of Natural Resources
Land and Water Conservation Fund Grant
2 Martin Luther King Jr. Drive, SE,
Suite 1252
Atlanta, GA 30334

Dear Ms. Norfleet:

The City of Alpharetta is pleased to submit this pre-application requesting funding through the Land and Water Conservation Fund Grant for a rehabilitation project at North Park.

The City of Alpharetta is applying for a grant in the amount of \$500,000 to upgrade light poles and install LED lighting. This project is being implemented to improve the safety, accessibility and use of the Miracle League field, softball fields, turf fields, and the tennis/pickleball courts.

The City of Alpharetta has the ability to finance all project elements submitted for reimbursement and to meet the 50% grant match requirement. I am aware that should this pre-application receive approval, the City of Alpharetta will move forward with due diligence to prepare, or have prepared, appropriate documentation required for a formal Land and Water Conservation Fund Grant application.

The required resolution was approved by the Mayor and City Council during their regular meeting of May 22, 2023.

Thank you for your consideration.

Sincerely,

Chris Lagerbloom
City Administrator

MAYOR
JIM GILVIN

MAYOR PRO TEM
DAN MERKEL

COUNCIL MEMBERS
JASON BINDER
DOUGLAS J. DERITO
JOHN HIPES
DONALD F. MITCHELL
BRIAN WILL

CITY ADMINISTRATOR
CHRIS LAGERBLOOM

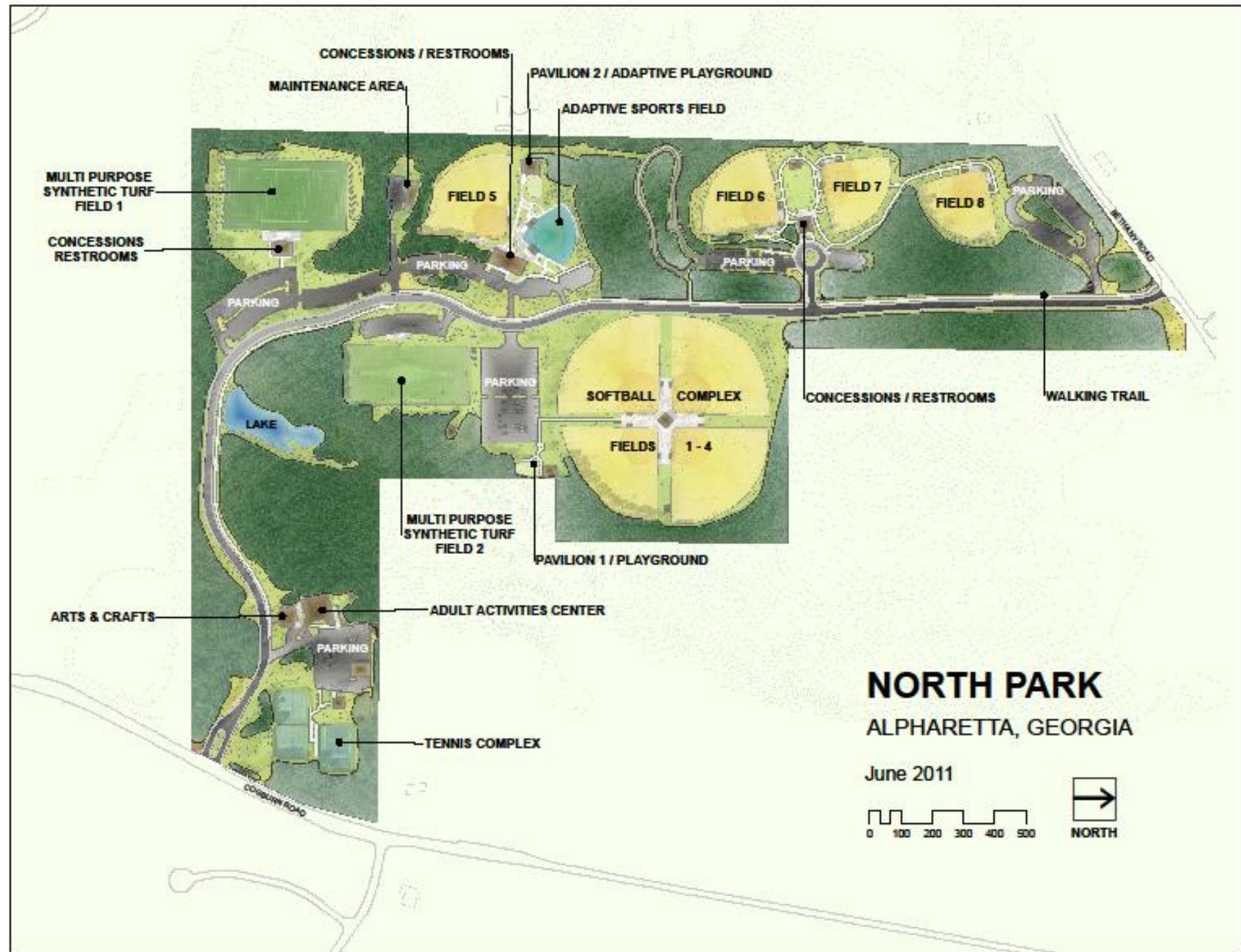
City of Alpharetta, Georgia
Land and Water Conservation Fund Grant 2022-2023 Cycle
Georgia Department of Natural Resources

COST ESTIMATE / PROJECT BUDGET

Project: North Park Light Pole and Lighting Rehab Project

Applicant:	City of Alpharetta
Total Project Cost:	\$1,405,000
Total Grant Funding Requested:	\$500,000
Total City Match Commitment:	\$905,000

ITEM DESCRIPTION	Item Amount
Miracle League Field	\$71,000
▪ 12 LED Lamps	
Tennis/Pickleball Courts	\$145,000
▪ 27 Pole Replacements	
▪ 42 LED Lamps	
Softball Fields 1-4	\$758,000
▪ 24 Pole Replacements	
▪ 134 LED Lamps	
Multipurpose Field 1	\$124,000
▪ 4 Pole Replacements	
▪ 40 LED Lamps	
Multipurpose Field 2	\$179,000
▪ 8 Pole Replacements	
▪ 48 LED Lamps	
Design, Engineering & Environmental	\$128,000
▪ Design (10% of total amount)	
Total Project Cost:	\$1,405,000





STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Nate Hand, Claire Thurber

Meeting Date: May 22, 2023

AGENDA ITEM:

Webb Bridge Dog Park Opportunity - Request and Funding Provided by Private Donor

Presentation and discussion of the inclusion of a privately funded dog park at Webb Bridge Park.

STAFF RECOMMENDATION:

This item is presented for City Council discussion and information purposes only. No vote or formal action is requested at this time.

BUDGET & PROCUREMENT:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: YES

INCLUDED IN CURRENT FY OPRT. BUDGET: YES

TOTAL PROJECT COST: THE MULROY FAMILY HAS VERBALLY COMMITTED \$50,000 TO THE PROJECT. THE TOTAL COST FOR THE PROJECT IS ESTIMATED AT \$53,285 LEAVING A REMAINDER OF \$3,285 NEEDED FOR PROJECT COMPLETION. SHOULD CITY COUNCIL APPROVE THE INITIATIVE, THE RECREATION, PARKS & CULTURAL SERVICES DEPARTMENT INTENDS TO PROPOSE ALLOCATING SUFFICIENT FUNDS FOR PROJECT COMPLETION.

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
TBD	\$3,285

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
Private Donor - The Mulroy Family	\$50,000.00

ITEM DESCRIPTION:

An Alpharetta resident is interested in donating \$50,000 toward the construction of a dog park at Webb Bridge Park, subject to City Council approval.

Initial plans for the dog park are conceptual. The rendering presented for discussion has been considered by staff and the Recreation Commission. The concept includes two access gates as well as two connected fenced-in areas, one for small dogs and one for large dogs. The area would remain a natural setting.

This workshop item is a formality to brief the City Council on this opportunity.

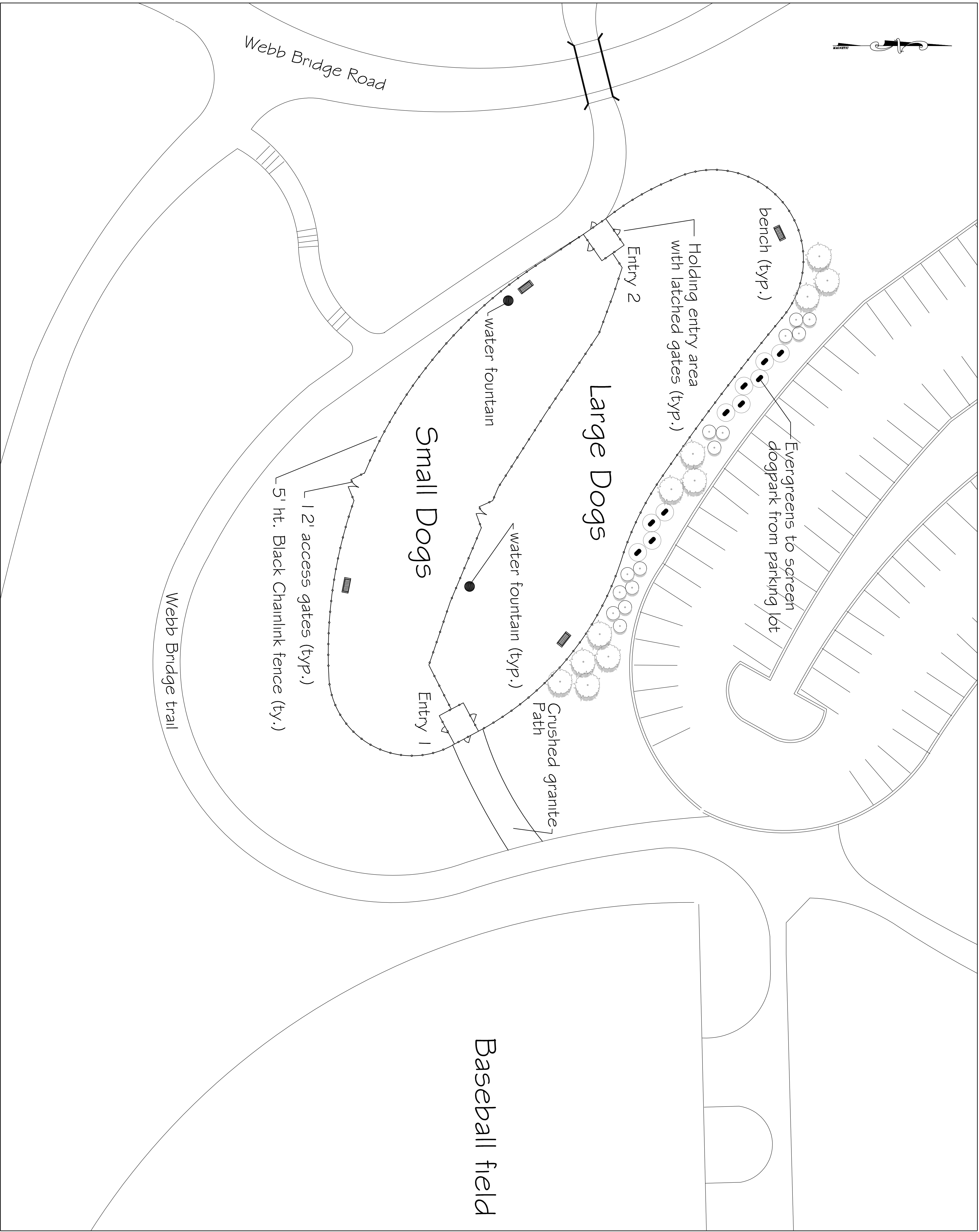
ALTERNATIVES:

While currently being presented for discussion and approval to explore the initiative only, when the item is ready for approval, there will be two alternatives to the future recommendation.

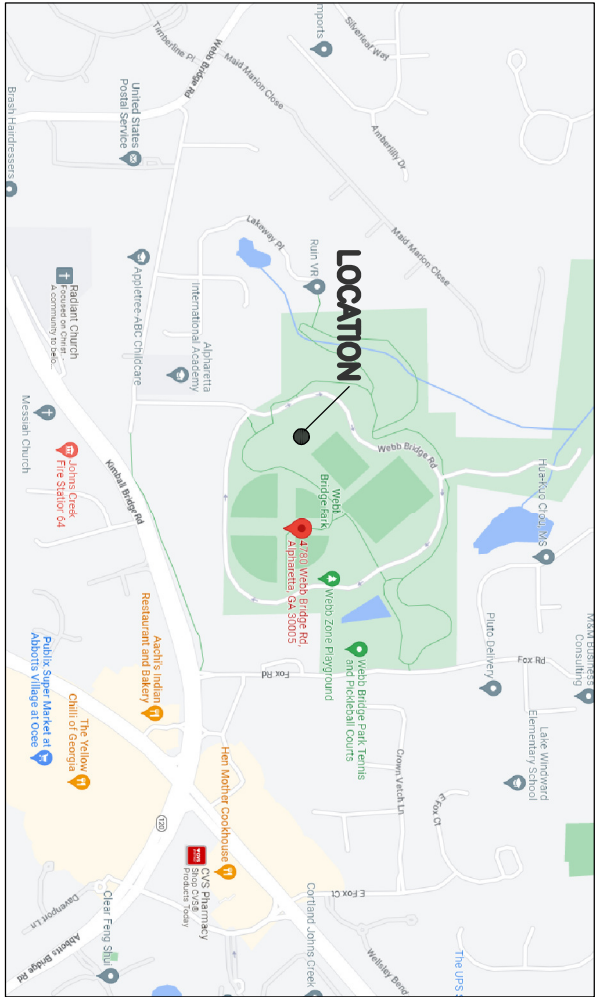
1. Deny the project of a donor-funded dog park at Webb Bridge Park or;
2. Defer approval of the site plan and provide staff with direction as to: (1) changes that need to be incorporated into the plan in order for it to be consistent with City Council's vision for Webb Bridge Park or; (2) additional steps/actions that staff should take in order to advance the project.

ATTACHMENTS:

1. Webb Bridge Dog Park Site Plan

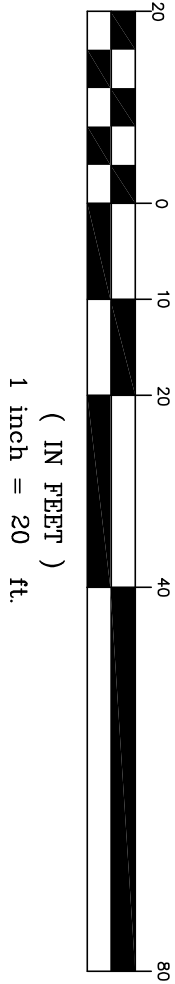


SITE PLAN



LOCATION MAP

GRAPHIC SCALE



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UNIVERSITY PROTECTION CENTER
IT'S THE LAW!
THE CONTRACTOR OR HIS REPRESENTATIVE
SHALL ENSURE HE HAS A VALID LOCATOR
TICKET AT ALL TIMES.

CITY OF ALPHARETTA
WEBB BRIDGE DOGPARK
4780 WEBB BRIDGE RD
ALPHARETTA, GA

DATE		DESCRIPTION	
2-20-23			
REVISED			

DOGPARK
PLAN

SCALE: 1"=20'

SEAL

SHEET NUMBER
L1.0



1012 UNION CENTER DRIVE
ALPHARETTA, GA 30004
678-716-2714