



CITY COUNCIL MEETING & PUBLIC HEARING JANUARY 29, 2024

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. **Service Award: Carl Hall, Public Safety**
5. **BOARDS & COMMISSIONS**
 - A. **Development Authority Nomination by Mayor Gilvin and City Council Vote**
6. **NOMINATION AND ELECTION FOR MAYOR PRO TEM**
 - A. **Nomination and Election for Mayor Pro Tem**
7. **CONSENT AGENDA**
 - A. **City Council Meeting Minutes (Meeting of 1/8/2024)**
Consideration of approval of the City Council Meeting and Public Hearing minutes from January 8, 2024.
 - B. **City Council Planning Retreat Minutes (Meeting of 1/21/2024)**
Consideration of approval of the City Council Planning Retreat minutes from January 21, 2024.
 - C. **City Council Planning Retreat Minutes (Meeting of 1/22/2024)**
Consideration of approval of the City Council Planning Retreat minutes from January 22, 2024.
 - D. **Financial Management Report (Month Ending November 30, 2023)**
Consideration of approval of the Financial Management Report for the month ending November 30, 2023.
 - E. **Intergovernmental Agreement: The Georgia Department of Transportation and City of Alpharetta for Traffic Signal Operations Program (SigOps)**
Consideration of approval of a revised Intergovernmental Agreement between The Georgia Department of Transportation and the City of Alpharetta for Traffic Signal Operations Program (SigOps) for the Georgia Department of Transportation and their consultants to work collaboratively with the City of Alpharetta to maintain operations of various traffic signals throughout the City, and authorize the Mayor to execute all necessary documents.
8. **PUBLIC HEARING**
 - A. **CU-24-01 Terra Nova Skin Clinic/5755 North Point Parkway**
Consideration of a conditional use to allow a 'Spa Services' business to operate in a 1,115 square foot suite within an office condominium development. A conditional use is requested to allow 'Spa Services' for Terra Nova Skin Clinic. The property is located at 5755 North Point Parkway, Suite 62 and is legally described as being located in Land Lots 797, 798, 807 & 808, 1st District, 2nd Section, Fulton County, Georgia.
 - B. **PH-24-01 Unified Development Code Text Amendments – Golf Course Tree Removal**
First Reading
Consideration of text amendments to the Unified Development Code (UDC). Amend Subsection

3.2.3 Exemptions, to exempt golf courses from the tree conservation, landscape, and buffer requirements.

C. Ordinance: Fiscal Year 2024 Mid-Year Budget Amendment

First Reading

Consideration of an Ordinance to adopt a Mid-Year Fiscal 2024 Budget for certain funds of the City of Alpharetta, Georgia appropriating the amounts shown in each budget as expenditures, adopting the item of revenue anticipation, prohibiting expenditures to exceed appropriations, and prohibiting expenditures to exceed actual funding available.

9. NEW BUSINESS

A. 2024 Recycling and Waste Diversion Grant

Consideration of approval for the Public Works Department to apply for the 2024 Recycling and Waste Diversion Grant in the amount of \$45,000, and with authorization for the Mayor to execute all necessary documents.

B. Transportation Alternative Program (TAP) Grant Opportunity

Consideration of approval for City Staff to apply for a TAP Grant through GDOT for either the Alpha Link project, North Point Parkway Streetscape project, or both projects and with authorization for the Mayor to execute all necessary documents.

C. Contract: Lobbying Services Alcalde & Fay

Consideration of approval of a contract agreement for Professional Services between the City of Alpharetta, Georgia and Alcalde & Fay, Ltd. and with authorization for the Mayor to execute all necessary documents.

10. WORK SESSION ITEMS

A. Community Project Funding/Congressionally Directed Spending FY2022 Grant for Downtown Bus Shelters

Discussion on accepting the \$150,000 award of the FY 2022 Congressionally Directed Spending Grant for downtown bus shelters, which would include a City funding requirement of \$123,600.

11. PUBLIC COMMENT

12. REPORTS

13. EXECUTIVE SESSION (IF NECESSARY)

14. ADJOURNMENT



STAFF REPORT

Department: City Clerk
Submitted By: Lauren Shapiro
Meeting Date: January 29, 2024

AGENDA ITEM:

City Council Meeting Minutes (Meeting of 1/8/2024)

Consideration of approval of the City Council Meeting and Public Hearing minutes from January 8, 2024.

STAFF RECOMMENDATION:

Approve, as part of the Consent Agenda, the City Council meeting minutes from January 8, 2024.

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 January 8, 2024.

ALTERNATIVES:

Do not approve or defer to a later meeting.

ATTACHMENTS:

1. CC Meeting Minutes 1.8.2024



City Council Meeting & Public Hearing

JANUARY 8, 2024

UNOFFICIAL MINUTES

Office of the City Clerk

ALPHARETTA CITY HALL

COUNCIL CHAMBERS | 2 PARK PLAZA | 6:30 PM

This summary is provided as a convenience and service to the public, media and staff. It is not the intent to record proceedings verbatim. Any reproduction of this summary must include this notice. This is not an official record of the Alpharetta City Council Meeting proceedings. Meetings are recorded and available for review at <https://www.youtube.com/user/alpharettagov>.

1. CALL TO ORDER

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

2. ROLL CALL

• Council Members

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

• Staff

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

3. **PLEDGE TO THE FLAG**

4. **BOARDS & COMMISSIONS**

A. **Appointment by Mayor Gilvin**

- Mayor Gilvin appointed Arthur Letchas to serve on the Historic Preservation Commission.

B. **Swearing In of Board and Commission Members**

- Mayor Gilvin swore in several of the City's Board and Commission members.

5. **CONSENT AGENDA**

A. **City Council Meeting Minutes (Meeting of 12/18/2023)**

Consideration of approval of the City Council Minutes from December 18, 2023.

B. **2024 City Council Swearing In Ceremony Minutes (Meeting of 1/2/2024)**

Consideration of approval of the 2024 City Council Swearing In Ceremony meeting minutes from January 2, 2024.

C. **Alcoholic Beverage License Applications**

Consideration of approval of the following alcoholic beverage license applications:

1. **PH-23-AB-31 JG Group LLC d/b/a Secreto Kitchen and Bar, 6195 Windward Parkway Suite 102, Alpharetta, GA 30005**

Change in Ownership

Eating Establishment

Consumption on Premises

Distilled Spirits, Beer, Wine & Sunday Sales

Owner: JG Group LLC

Registered Agent: Glenda Mata

2. **PH-23-AB-32 Delta Chapter Ramen LLC d/b/a Kyuramen, 735 North Main Street Suite 1700, Alpharetta, GA 30009**

Eating Establishment

Consumption on Premises

Beer, Wine & Sunday Sales

Owner: Delta Chapter Ramen LLC

Registered Agent: Bing Jie Wang

PUBLIC COMMENTS:

- There were no public comments.

- ❖ Council Member Mitchell offered a motion to approve the Consent Agenda.
 - Council Member Will seconded the motion.
 - The motion was approved unanimously (7-0).

6. NEW BUSINESS

A. Request for Proposal 24-103 and Contract Award: Webb Zone Playground

Consideration of approval to award the contract for RFP 24-103 to Bliss Products and Services, Inc. for the replacement of the Webb Zone playground equipment at Webb Bridge Park in an amount not to exceed \$400,000.00 and with authorization for the Mayor to execute all necessary documents.

- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present this item.
- Staff is recommending that Mayor and Council approve the award of a contract for RFP 24-103 to Bliss Products and Services, Inc. for the replacement of the Webb Zone playground equipment at Webb Bridge Park in an amount not to exceed \$400,000.00 and with authorization for the Mayor to execute all necessary documents.
- The wooden playground equipment known as “The Webb Zone” was built in 1999 as a featured element at Alpharetta’s newly built Webb Bridge Park.
- The Webb Zone’s playground equipment is made from pressure treated wood, which has a life span of 15-20 years. Between 2017 and 2021, the City spent over \$74k for repairs to the playground including \$24k during the FY 2022 budget year. With the yearly operational cost increasing and the materials having reached their life expectancy, staff has determined the best path forward is with replacement. Seeking information from various qualified vendors, staff developed a budget of \$400k to remove and replace the wooden equipment. Funding was approved over the next two budget cycles for completion of the project.
- On September 22, 2023, RFP 24-103 was published by the Finance Department seeking proposals for the removal and replacement of the existing playground equipment. Criteria included: a budget not to exceed \$400,000, inclusivity for all abilities, play equipment that challenges ages 2 – 5, and play equipment that challenges ages 5 – 12. RFP 24-103 was closed for submission on October 20, 2023.
- The City received a total of four (4) qualified responses. After the reviews were calculated, the scores for two of the four competitors were significantly higher. Given the scores were so close, the evaluation committee invited Bliss Products and Services, Inc and Playground Creations for a follow-up presentation/interview.
- After the follow-up presentations, the committee agreed that one playground company, Bliss Products and Services, Inc. best met the criteria overall for price, design, materials, necessary durability, and construction timeline.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to award the contract for RFP 24-103 to Bliss Products and Services, Inc. for the replacement of the Webb Zone playground equipment at Webb Bridge Park in an amount not to exceed \$400,000.00 and authorization for the Mayor to execute all documents.
 - Council Member Will seconded the motion.
 - The motion was approved unanimously (7-0).

B. Request for Proposal 24-106 and Contract Award: North Metro Miracle League Field

Consideration of approval to award the contract for RFP 24-103 to RAM Enterprises, Inc. for the replacement of the North Metro Miracle League Field at North Park in an amount not to exceed \$483,800.00 and with authorization for the Mayor to execute all necessary documents.

- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present this item.
- Staff is recommending that Mayor and Council approve the award of a contract for RFP 24-103 to RAM Enterprises, Inc. for the replacement of the North Metro Miracle League Field at North Park in an amount not to exceed \$483,800.00 and with authorization for the Mayor to execute all necessary documents.
- The city is responsible for maintaining the North Metro Miracle League field and the surrounding supporting amenities. The current Miracle League field was installed in 2006. The North Metro Miracle League field is showing signs of wear. The surface is deteriorating due to the heavy use and several of the seams in the field have had to be repaired, so the field can continue to be utilized.
- As one of the City's synthetic turf fields, this field is scheduled for replacement in 2024. The current surface type is known as a "mondo" field. Mondo surfacing allows for easy access by everyone, regardless of their mobility. Given the benefits and quality of the material, the North Metro Miracle League board and staff indicated that they would like to replace the field surface with a new "mondo" type field surface.
- On October 12, 2023, the City issued a Request for Proposal that included a scope of work (Exhibit C) for the removal and replacement of the Synthetic Miracle League Adaptive Softball Field located at North Park and to make any sub-surface corrections prior to installing the new synthetic surface with a due date of November 9, 2023.
- Two vendors submitted proposals for the project; one of which did not provide the correct material for replacement and was subsequently eliminated from consideration. After review, the cost proposal provided by RAM Enterprises was reviewed. Their proposed cost came in under the allocated budget of \$500,000.00 at a cost of \$483,800 and includes all insurance, labor, materials, bonds, mobilization, clean-up, debris removal, etc.

PUBLIC COMMENTS:

- Director of the North Metro Miracle League, Michael Haynes, came forward to speak in favor of this item.
- ❖ Council Member Hipes offered a motion to award the contract for RFP 24-103 to RAM Enterprises, Inc. for the replacement of the North Metro Miracle League Field at North Park in an amount not to exceed \$483,800.00 and authorization for the Mayor to execute all necessary documents.
 - Mayor Pro Tem Merkel seconded the motion.
 - The motion was approved unanimously (7-0).

C. Purchase Approval: Wills Park Water Truck

Consideration of approval of the purchase of a 2024 Freightliner M2106 Dust Control Truck from Peach State Truck Center, LLC in the amount of \$133,612.44 and with authorization for the Mayor to execute all necessary documents.

- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present this item.
- Staff is recommending that Mayor and Council approve the purchase of a 2024 Freightliner M2106 Dust Control Truck from Peach State Truck Center, LLC in the amount of \$133,612.44 and with authorization for the Mayor to execute all necessary documents.
- This Fiscal Year, the Recreation, Parks and Cultural Services Department budgeted for a Freightliner Dust Control Water Truck to replace a 2000 model International unit. This vehicle is used to water the arenas and roadways at the Wills Park Equestrian Center to control dust during events and to keep the correct amount of moisture in the arena footing mixture for the safety of the horses and riders.
- The 2000 model was purchased as a used water truck in 2013 and is overdue to be replaced. Numerous resources have been expended to keep it functional. The existing vehicle is in need of numerous repairs which are estimated to cost approximately \$50,000.
- This item was bid on 9/19/2023 and re-posted on 10/5/2023. As of 10/18/2023, only one (1) response had been received, and the advertisement was pushed out for another week. On 10/26/2023, three (3) bids were received, but they did not bid per the specifications. It was once again put out for bid on 11/6/2023 and, finally, on 12/4/2023, three (3) bids were received.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve the purchase of a 2024 Freightliner M2106 Dust Control Truck from Peach State Truck Center, LLC in the

amount of \$133,612.44 and authorization for the Mayor to execute all necessary documents.

- Mayor Pro Tem Merkel seconded the motion.
- The motion was approved unanimously (7-0).

D. Contract Consolidation Approval: Flock Camera 5-Year Contract

Consideration of approval to merge multiple independent Flock Safety contracts into one (1) combined/merged contract and renewal of 67 Falcon, one (1) Flex cameras, and an additional twenty-five (25) Falcons at the current rate for a term of five (5) years and with authorization for the Mayor to execute all necessary documents.

- Director of Public Safety, John Robison, came forward to present this item.
- Staff is recommending that Mayor and Council approve, as presented, the merging of multiple independent Flock Safety contracts into one (1) combined/merged contract and renewal of 67 Falcon, one (1) Flex cameras, and an additional twenty-five (25) Falcons at the current rate for a term of five (5) years and authorize the Mayor to execute all necessary documents.
- The Alpharetta Department of Public Safety has procured a network of 68 cameras with license plate recognition (LPR) technology through Flock Safety. These cameras, geographically positioned throughout the city, automatically read vehicle license plates and provide alerts to public safety of vehicles that have been reported stolen, suspected in criminal activity by the department or other law enforcement agencies, have registration violations, or are identified in endangered missing or abducted children (AMBER), endangered missing or abducted senior citizens with Alzheimer's disease, dementia, or other mental disabilities (SILVER), or other adults who are in danger of death or injury.
- Expanding the existing camera system through procuring 25 additional cameras addresses geographic areas within the city where existing camera infrastructure is limited but a defined need exists based on data and analysis. Furthermore, while the entire camera system and access to the data are used department-wide, the 25 additional cameras will be a focus of ARTIC operators since they are being placed in specific areas of need to address criminal activity.
- The current contract for Flock Safety Cameras is \$175,500 for 68 cameras. Based on the same unit cost per camera of approximately \$2,580, the new contract will amount to approximately \$238,000 for 93 cameras (25 additional). The additional cameras replace budgeted cameras from another vendor with a higher cost. The additional budget needed for Flock Safety is available due to the discontinuance of \$68,400 previously budgeted for Motorola Vigilant.

PUBLIC COMMENTS:

- There were no public comments.

- ❖ Council Member Will offered a motion to approve to merge multiple independent Flock Safety contracts into one (1) combined/merged contract and renewal of 67 Falcon, one (1) Flex cameras, and an additional twenty-five (25) Falcons at the current rate for a term of five (5) years and authorization for the Mayor to execute all necessary documents.

- Council Member Mitchell seconded the motion.
- The motion was approved unanimously (7-0).

7. PUBLIC COMMENT

- There were no public comments.

8. REPORTS

- Mayor Pro Tem Merkel shared that Chief Robison had a birthday yesterday and wished him a happy birthday.
- Council Member DeRito shared that there are two Alpharetta residents playing in the College Football Playoffs this evening who play for University of Michigan and attended Alpharetta High School: William Wagner (starting long-snapper #49) and Alexander Lidback (Linebacker #46)

9. EXECUTIVE SESSION (IF NECESSARY)

- ❖ Mayor Pro Tem Merkel offered a motion to recess to executive session.
 - Council Member Will seconded the motion.
 - The motion was approved unanimously (7-0).
- Mayor Gilvin recessed for the purposes an executive session for litigation at 6:56 p.m.
- ❖ Council Member Will offered a motion to reconvene the meeting.
 - Council Member Mitchell seconded the motion.
 - The motion was approved unanimously (7-0).
- Mayor Gilvin reconvened the meeting at 8:10 p.m.

10. ADJOURNMENT

- ❖ Council Member Hipes offered a motion to adjourn the meeting.
 - Council Member Will 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 8:11 p.m.

Respectfully submitted,



Lauren Shapiro, City Clerk



STAFF REPORT

Department: City Clerk
Submitted By: Lauren Shapiro
Meeting Date: January 29, 2024

AGENDA ITEM:

City Council Planning Retreat Minutes (Meeting of 1/21/2024)

Consideration of approval of the City Council Planning Retreat minutes from January 21, 2024.

STAFF RECOMMENDATION:

Approve, as part of the Consent Agenda, the City Council Planning Retreat minutes from January 21, 2024.

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 Day One of the City Council Planning Retreat on January 21, 2024.

ALTERNATIVES:

Do not approve or defer to a later meeting.

ATTACHMENTS:

1. CC Retreat Day #1 Minutes 1.21.2024



CITY COUNCIL PLANNING RETREAT DAY #1

JANUARY 21, 2024

TRILITH GUESTHOUSE HOTEL

THE STUDIO AND LAKEVIEW TERRACE ROOMS

350 TRILITH PARKWAY FAYETTEVILLE, GEORGIA 30214

12:30 PM

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1. CALL TO ORDER

- Mayor Gilvin called the meeting to order at 12:39 p.m.

2. ROLL CALL

• Council Members

- Mayor Jim Gilvin
- Mayor Pro Tem Dan Merkel
- Donald F. Mitchell
- Douglas J. DeRito
- John Hipes
- Brian Will
- Fergal M. Brady

• Staff

- Chris Lagerbloom, City Administrator
- Molly Esswein, City Attorney
- James Drinkard, Assistant City Administrator
- Lauren Shapiro, City Clerk
- Adam Montgomery, Director of Information Technology
- Brooke Lapin, Director of Courts
- Cris Randall, Director of Human Resources
- John Robison, Director Public Safety
- Kathi Cook, Director of Community and Economic Development
- Pete Sewczwicz, Director of Public Works
- Morgan Rodgers, Director Recreation, Parks & Cultural Services
- Tom Harris, Director of Finance

- Alex Callum, Executive Office Coordinator
- Deanna McKay, Marketing Coordinator
- Ryan Thomas, Municipal Project Manager

3. CITY COUNCIL DISCUSSION, VISIONING, AND PRIORITY SETTING

A. The following topics were identified and submitted by Mayor and City Council prior to the retreat. There is a significant likelihood that other priorities of the Mayor and Council will be discussed as they are identified during the retreat.

- City Administrator, Chris Lagerbloom, provided an introduction for the structure and timeline of the retreat.

TOPICS OF DISCUSSION:

i. 2023 Performance Update

- Municipal Project Manager, Ryan Thomas, came forward and present this item by demonstrating the city's new software, Clearpoint.
- City Administrator, Chris Lagerbloom, while using Clearpoint, led a discussion and update of all of the 2023 City Council Priorities.
- **Priority: Safe and Welcoming Community**
 - Public Safety will provide a crime statistics summary every quarter to support this priority.
 - Kathi Cook has a contact with a software company that may be able to help track the city's daytime population.
- **Priority: Downtown Alpharetta**
 - This fiscal year, Parks hired a supervisor and employee specifically for the Downtown, including areas near Innovation Academy,
 - Parks recently improved the corners of Milton Avenue and Canton Street and Highway 9 near Publix by adding fresh mulch and Adirondack chairs.
 - Council Member Hipes shared concerns of delivery trucks on Milton Avenue near the crosswalks.
 - Chris Lagerbloom met with the Secretary of the Department of Behavioral Health and Developmental Disabilities and shared that there is a lack of resources in Fulton County. Fulton County does not have a Community Services Board, unlike nearly all of the 158 other counties in Georgia.
 - Chris Lagerbloom shared that as part of the city's contract negotiations with Metro Ambulance, the hope is to establish virtual behavioral health opportunities for first responders to be able to connect those needing services with nurses who can provide care, rather than first responders transporting them to hospitals. This would reduce the time public safety professionals would need to spend on transports, and they would be able to instantly connect individuals who need immediate care to a provider.
 - The City Attorney's Office plans to bring forward a Shopping Cart Ordinance fairly soon.

- **Priority: Communications that Connect**
 - Mayor and City Council adopted the City's Communications Plan in December 2023, and there will be some upcoming training sessions for internal employees.
 - The city website redesign and build is currently on hold.
 - A citizen survey has not been distributed since 2005. City Administrator, Chris Lagerbloom, shared that he would like to conduct a citizen survey using a company called Zen City, in order to inform the City Council on how residents view the city's performance and the quality of service the city is providing to its residents.
 - Municipal Project Manager, Ryan Thomas, will circulate a draft of the questions to be included in the Citizen Survey.
- **Priority: Recreation, Parks, and Culture**
 - The Farmhouse Park is currently on hold as we are waiting for GDOT to provide more information about the 400 exit ramps.
 - An update on the Parks Bond will be provided during tomorrow's session (1.22.2024)
- **Priority: Infrastructure and Facilities Maintenance**
 - For the fire station renovation project, based on the use and recommendation of the company that completed an assessment of all fire stations, it may be recommended for stations 81 and 83 undergo a renovation, instead of stations 82 and 84.
- **Priority: Transportation and Traffic**
 - For the Kimball Bridge Road GAP project, the city would need to enter a memorandum of understanding the North Fulton Community Improvement District.
 - For the McGinnis Ferry Road Project, Forsyth County may determine to split this project into three phases (east, middle, west).
 - Mayor and Council recommended taking a look at updating the city's Night Sky Ordinance (example: Rucker Road style lighting should illuminate downward onto the roadway instead of upward toward the sky).
- **Priority: People Focused Workplace**
 - A group of 25 employees from each city department gathered together to revamp the city's employee performance evaluation process. This new process will be rolled out for this year's employee evaluations and will be an electronic process (no more paper evaluations).
- **Priority: Economic Development**
 - The city is represented very well at the state level of government, but in the next few weeks, administration will be bringing a contract forward for City Council to consider for a law firm to represent the city for lobbying purposes in Washington DC.
 - A group of employees is currently working to implement a new grant management software known as eCivis. Additionally, the city is also working with a grant management firm, Witt O'Brien's, to help with overall grant management, and their firm is currently writing a state grant for the Alpha Loop and North Point Parkway Streetscape projects.

- The North Point District is seeing some future development with Pickle and Social, Eddie V's, and Cooper's Hawk Winery and Restaurant.
- Last year, a group of professionals came together for the Windward Urban Land Institute, which will later result in a Windward Livable Centers Initiative being brought forward for City Council consideration.

ii. **Mid-Year Budget Discussion**

- Director of Finance, Tom Harris, provided an update on the Mid-Year Fiscal Year 2024 Budget.
- A copy of his presentation is attached hereto as Exhibit "A."

iii. **Funding Our Future**

- Director of Finance, Tom Harris, provided an update on the Mid-Year Fiscal Year 2024 Budget.
- **Occupational Tax**
 - Mayor Gilvin shared that City Council has never voted for a tax increase since he has been on council and does not believe that we are in a position currently where the city needs that needs additional revenue.
 - Council Member Hipes shared that he would like to see that occupational tax is equitable across the board for all sizes of businesses.
 - Council Member Will shared that is it not likely that businesses are going to leave Alpharetta and go to a neighboring city, because, based on local statistics Director Harris provided, neighboring cities do not have a lower occupational tax.
- **Stormwater Budget**
 - City Administrator, Chris Lagerbloom, shared that we do a straight transfer from the general budget to the capital budget every year in the amount of \$4 Million for stormwater.
 - Mayor Gilvin shared that he would support a stormwater fee, but only if we reduced the millage rate in order to make it revenue neutral.
- **Special Service District Tax**
 - Director of Finance, Tom Harris, shared that the City of Brookhaven has several Special Service Districts, which allows a city to target a commercial area for specific projects. For example, some cities have a Special Service District for policing or trash services, etc.
 - Mayor Pro Tem Merkel shared that he likes the idea of breaking the city into quadrants for a Special Service District, which could be beneficial if we decide to fund future projects like at North Point or for Cultural Arts.

- **Pass Through Costs**

- City Administrator, Chris Lagerbloom, added that pass through costs, such as newspaper advertising, public hearing noticing, and administrative fees, will be evaluated and brought forward to Council so that they continue to stay in line with what the actual cost is.
- Mayor Gilvin noted that impact fees have only been adjusted one time in the past twelve years, and for each new development adds city services like public safety, parks, and transportation.

- iv. **Next Year's Priorities**

- City Administrator, Chris Lagerbloom, shared that next year's priorities ideally will be policy driven by the Mayor and City Council, and may (after the conclusion of tomorrow's session) look very similar to this year's priorities. He shared that he will recap at the end of tomorrow's discussion.

4. **PLANNING RETREAT DAY #1 ADJOURNMENT**

❖ Mayor Gilvin adjourned the meeting at 3:28 p.m.

Respectfully submitted,



Lauren Shapiro, City Clerk

EXHIBIT A



Mid-Year Budget



Mid-Year Budget Requests



GENERAL FUND				Included in Base
	Revenue	Expense	Net Cost	FY 2025 Budget
<u>One-Time Initiatives (no FY 2025 Budget Impact)</u>				
<i><u>City Administration</u></i>				
City Administrator Employment Contract (relocation expenses)	\$ -	\$ 17,147	\$ 17,147	N/A (one-time)
City Election (unused appropriations)	-	(407,090)	(407,090)	N/A (one-time)
<i><u>Finance</u></i>				
Timekeeping terminals (NOVAtime migration to Kronos)	-	28,150	28,150	N/A (one-time)
<i><u>Information Technology</u></i>				
ESRI ArcGIS Pro Migration Training Class (onsite; two-days)	-	25,620	25,620	N/A (one-time)
<i><u>Public Works Department</u></i>				
Repair and Maintenance Operational Funding (City Hall HVAC; FS 84 Gas Line Replacement)	-	48,000	48,000	N/A (one-time)
<u>On-Going Initiatives (FY 2025 Budget Impact)</u>				
<i><u>Human Resources</u></i>				
GovInvest Live Compensation Software	-	42,000	42,000	NO; will add upon Approval
<i><u>Public Works Department</u></i>				
Household Hazardous Waste Collection (Spring 24)	-	35,000	35,000	YES
Animal Control IGA	-	31,800	31,800	YES
<i><u>Recreation, Parks & Cultural Services</u></i>				
Taste of Alpharetta Event (fully funding revenue/expense needs)	300,000	200,490	(99,510)	YES
Farmers Market Event (operational funding)	-	12,000	12,000	YES
Cultural Services Operational Funding	46,300	46,300	-	YES

Mid-Year Capital Requests



GENERAL FUND				Included in Base
	Revenue	Expense	Net Cost	FY 2025 Budget
<u>On-Going Initiatives (FY 2025 Budget Impact)</u>				
<i>Recreation, Parks & Cultural Services</i>				
Parks Services Operational Funding	-	43,200	43,200	YES
Community Center Operational Funding (Recreation Services)	40,000	40,000	-	YES
Athletics and Will Park Recreation Center Operational Funding (Recreation Services)	17,000	19,000	2,000	YES
<u>General Government</u>				
Accounting for the Dissolving of TAD #2	-	105,670	105,670	
Revenue Offsets (Insurance Premium Taxes; reduced by Recreation revenue adjustments as provided in Monthly Financial Mgmt Report)	154,520	-	(154,520)	
Balance to Contingency	-	270,533	270,533	
Total	\$ 557,820	\$ 557,820	\$ -	

Contingency will increase by \$271K (from \$679K to \$950K)

• Capital Funding Requests

- ✓ \$100,000; Waters Road Bridge (GDOT Replacement Project – Alpharetta ROW contribution)
- ✓ \$130,000; Mayfield Park Structure Demo (50/50 Funding; \$65K Alpharetta; \$65K Milton)
- ✓ \$24,660; Webb Bridge Park Shade Structure (reimbursement)
- ✓ 500,000; Kimball Bridge Road Improvements (lighting and associated right-of-way)



Funding Our Future



Resource Comparisons

- Targeted Revenue Structure comparison:

City	Total Millage Rate	Homeowner Effective Millage Rate*	Business & Occupational Tax	Stormwater Fee	Special Services Tax**
Alpharetta	5.750	4.737	\$ 1,063,180	\$ -	\$ -
Brookhaven	3.230	2.782	\$ 2,146,744	\$ 3,549,117	\$ 7,400,000
Johns Creek	3.896	3.647	\$ 1,914,255	\$ 3,000,000	\$ -
Milton	4.753	4.454	\$ 985,143	\$ -	\$ -
Roswell	4.949	4.949	\$ 2,592,112	\$ 3,383,850	\$ -
Sandy Springs	4.731	4.408	\$ 10,288,905	\$ -	\$ -

*Effective Millage Rate (operations and debt) reflects the impact of Homestead Exemptions (not including the Floating Homestead Exemption) and is based on an average home value of \$550,000.

** Includes the Special Tax District millage rate of 4.0 mills levied by the City of Brookhaven on all commercial properties. Does not include the subarea-specific Special Tax District millage levies (e.g. Vista Special Tax District, etc.).

Business & Occupational Tax



- Mailed annually on/or before December 1st
- Due by February 15th

- Formula

	Fees					Fees			
	Admin	Base	Per Employee			Admin	Base	Per Employee	
1-4 Employees	\$ 50	\$ 100	\$ -		Home-Based Business	\$ 50	\$ 40	\$ -	
5-10 Employees	\$ 50	\$ 175	\$ -		Food Truck	\$ -	\$ 150	\$ -	
11-25 Employees	\$ 50	\$ 300	\$ -		Insurance	\$ -	\$ 100	\$ -	
26-49 Employees	\$ 50	\$ 450	\$ -		Pawn Shop	\$ -	\$ 150	\$ -	
50 Employees and above	\$ 50	\$ 150	\$ 7		Non-Profit	\$ -	\$ -	\$ -	

- MAX tax = \$10,000
- Historical Revenue

2017	2018	2019	2020	2021	2022	2023	2024
Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budget
\$1,136,506	\$1,120,188	\$1,170,422	\$1,153,937	\$1,138,811	\$1,063,180	\$1,153,003	\$1,150,000

- Statistics

– 5,989 Businesses; 4 Businesses @ MAX; Removal of MAX = +\$18K

Business & Occupational Tax



- Survey Highlights

- Alpharetta's Occupational Tax revenue is the lowest as a % of operating budget = 1%
- Of the surveyed local governments:
 - Majority use the Gross Receipts Method
 - Alpharetta, Forsyth County, City of Cumming are the exceptions
 - 5 use Gross Receipts AND Employee Fee methods
 - Milton uses Gross Receipts OR Employee Fee method
- Alpharetta's \$7 per employee fee (50 and above) is lower than:
 - Johns Creek (\$13 per employee)
 - Sandy Springs (\$13 per employee)
 - Roswell (\$12 per employee; 100 and above)
 - All 3 use Gross Receipts AND Employee Fee methods

Business & Occupational Tax

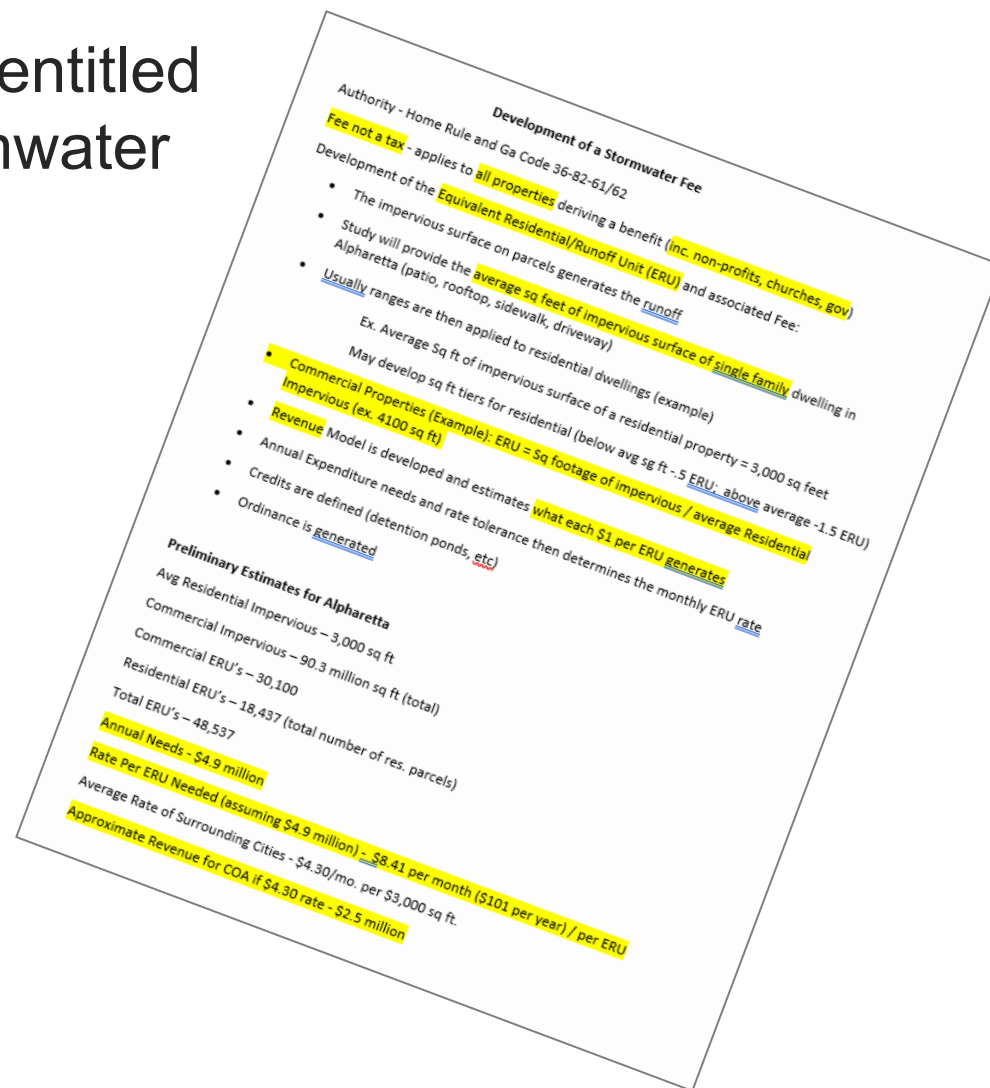


- Revenue Adj. Example

- Remove Max = +\$19K
 - 4 companies impacted; highest payment is \$15k
- Increase Admin Fee by \$25 = +\$130K
 - Includes only those businesses currently paying the Admin Fee
- Increase Base Fee by \$25 (excluding Insurance) = +\$132K
 - Includes only those businesses currently paying the Admin Fee and excludes Insurance business category (see below)
- Increase Insurance Base Fee by \$50 = +\$30k
 - Revised fee would match State law max of \$150
- Increase Per Employee Fee by \$10 = +\$426K
 - Includes only those businesses currently paying the Per Employee Fee
 - Assumes removal of the Max Fee cap

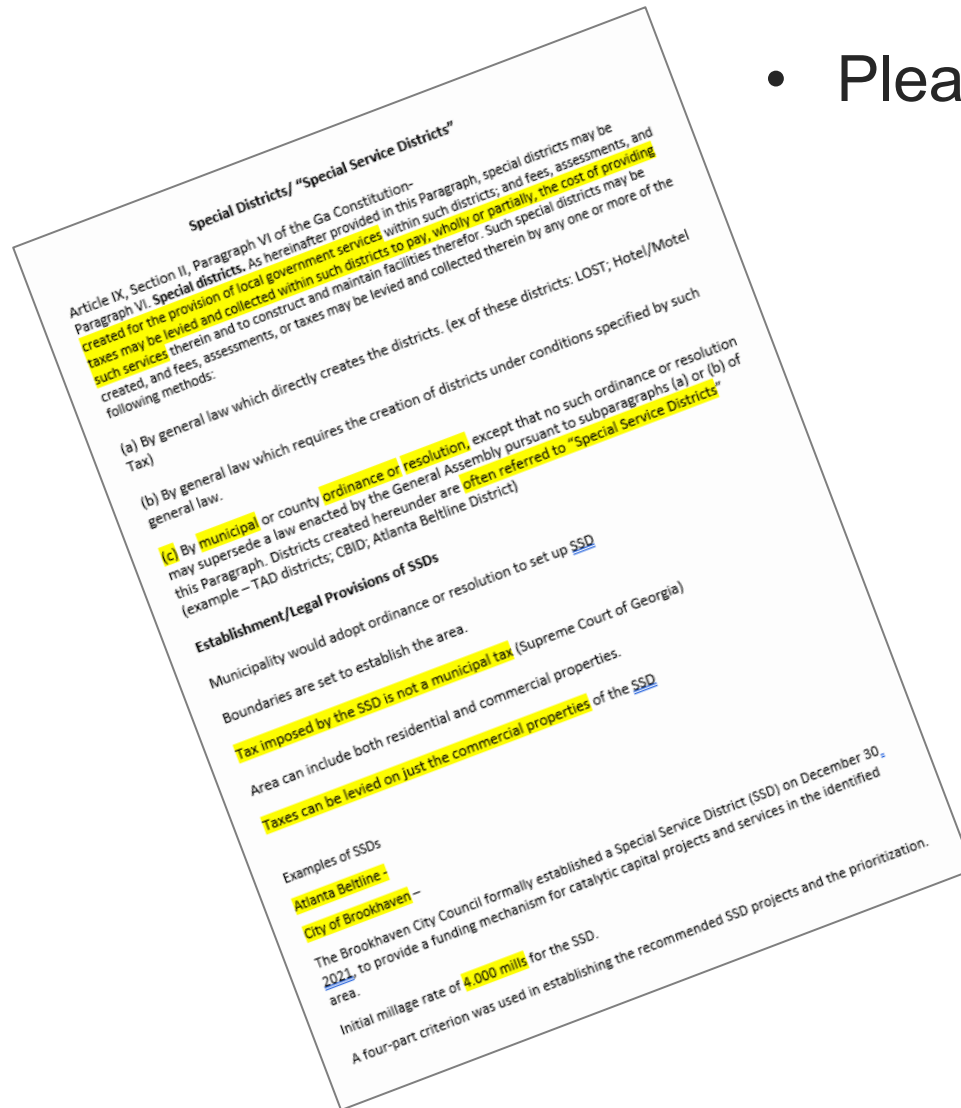
Stormwater Fee

- Please refer to Handout entitled “Development of a Stormwater Fee”.



Special Services Tax

- Please refer to Handout entitled “Special Districts/Special Service Districts”.



Special Districts/ “Special Service Districts”

Article IX, Section II, Paragraph VI of the Ga Constitution-

Paragraph VI. **Special districts.** As hereinafter provided in this Paragraph, special districts may be created for the provision of local government services within such districts; and fees, assessments, and taxes may be levied and collected within such districts to pay, wholly or partially, the cost of providing such services therein and to construct and maintain facilities therefor. Such special districts may be created, and fees, assessments, or taxes may be levied and collected therein by any one or more of the following methods:

(a) By general law which directly creates the districts. (ex of these districts: LOST; Hotel/Motel Tax)

(b) By general law which requires the creation of districts under conditions specified by such general law.

(c) By municipal or county ordinance or resolution, except that no such ordinance or resolution may supersede a law enacted by the General Assembly pursuant to subparagraphs (a) or (b) of this Paragraph. Districts created hereunder are often referred to “Special Service Districts” (example – TAD districts; CBID; Atlanta Beltline District)

Establishment/Legal Provisions of SSDs

Municipality would adopt ordinance or resolution to set up SSD

Boundaries are set to establish the area.

Tax imposed by the SSD is not a municipal tax (Supreme Court of Georgia)

Area can include both residential and commercial properties.

Taxes can be levied on just the commercial properties of the SSD

Examples of SSDs

Atlanta Beltline -

City of Brookhaven –

The Brookhaven City Council formally established a Special Service District (SSD) on December 30 2021, to provide a funding mechanism for catalytic capital projects and services in the identified area.

Initial millage rate of 4.000 mills for the SSD.

A four-part criterion was used in establishing the recommended SSD projects and the prioritization.

Brookhaven Project List (examples): City Hall - \$60M; Ashford Dunwoody Road Multiuse Path - \$8.44M; Dresden Drive Sidewalk - \$4M; Peachtree Road LCI - \$10M; NDH Road Corridor Streetscape Improvement - \$5M; other -\$ 19.1; Total - \$106.5M

Examples of Potential Revenue Generation based on Commercial Values in Alpharetta:

Property	Commercial Value	Millage	Total Tax
Downtown	144,621,340	1.00	144,621
NFCID	1,240,555,050	1.00	1,240,555
Citywide	3,024,710,110	1.00	3,024,710



STAFF REPORT

Department: City Clerk
Submitted By: Lauren Shapiro
Meeting Date: January 29, 2024

AGENDA ITEM:

City Council Planning Retreat Minutes (Meeting of 1/22/2024)

Consideration of approval of the City Council Planning Retreat minutes from January 22, 2024.

STAFF RECOMMENDATION:

Approve, as part of the Consent Agenda, the City Council Planning Retreat minutes from January 22, 2024.

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 Day Two of the City Council Planning Retreat on January 22, 2024.

ALTERNATIVES:

Do not approve or defer to a later meeting.

ATTACHMENTS:

1. CC Retreat Day #2 Minutes 1.22.2024



CITY COUNCIL PLANNING RETREAT DAY #2

JANUARY 22, 2024

TRILITH GUESTHOUSE HOTEL

THE STUDIO AND LAKEVIEW TERRACE ROOMS

350 TRILITH PARKWAY FAYETTEVILLE, GEORGIA 30214

8:30 AM

This summary is provided as a convenience and service to the public, media and staff. It is not the intent to record proceedings verbatim. Any reproduction of this summary must include this notice. This is not an official record of the Alpharetta City Council Meeting proceedings. Meetings are recorded and available for review at <https://www.youtube.com/user/alpharettagov>.

1. CALL TO ORDER

- Mayor Gilvin called the meeting to order at 8:38 a.m.

2. ROLL CALL

• Council Members

- Mayor Jim Gilvin
- Mayor Pro Tem Dan Merkel
- Donald F. Mitchell
- Douglas J. DeRito
- John Hipes
- Brian Will
- Fergal M. Brady

• Staff

- Chris Lagerbloom, City Administrator
- Molly Esswein, City Attorney
- James Drinkard, Assistant City Administrator
- Lauren Shapiro, City Clerk
- Adam Montgomery, Director of Information Technology
- Brooke Lapin, Director of Courts
- Cris Randall, Director of Human Resources
- John Robison, Director Public Safety
- Kathi Cook, Director of Community and Economic Development
- Pete Sewczwicz, Director of Public Works
- Morgan Rodgers, Director Recreation, Parks & Cultural Services
- Tom Harris, Director of Finance

- Alex Callum, Executive Office Coordinator
- Deanna McKay, Marketing Coordinator
- Ryan Thomas, Municipal Project Manager

3. CITY COUNCIL DISCUSSION, VISIONING, AND PRIORITY SETTING

A. The following topics were identified and submitted by Mayor and City Council prior to the retreat. There is a significant likelihood that other priorities of the Mayor and Council will be discussed as they are identified during the retreat.

- City Administrator, Chris Lagerbloom, provided an introduction for each of the following items.

TOPICS OF DISCUSSION

i. 2025 Election Season

- Mayor Gilvin shared that other North Fulton Mayors have approached him with the concept of creating an authority for election services and to engage in cost sharing for elections through that authority. If an authority was created, there would be additional places to vote in neighboring cities.
- Mayor Pro Tem Merkel shared that he is concerned with costs and traffic at city facilities. He would be interested to know if it would be a relief to Fulton County if we conducted our own elections.
- Council Member DeRito shared that he is concerned with voter suppression and limiting the number of voting locations.
- Council Member Hipes shared that he is concerned with how our residents would feel about changing the current voting processes and would be interested to know how this would affect our relationship with Fulton County if we decided that we wanted/needed the County to conduct elections in the future. Additionally, if other cities choose to not have Fulton County run their elections and Alpharetta still contracts with Fulton County, how will that affect our election costs. Further, what would Alpharetta's costs be if we did decide to have runoff elections?
- Council Member Mitchell shared that he agreed with the others on Council, and further, he does not want to seem adversarial towards the County or tarnish the relationship with the County.

ii. Charter Modifications

- Mayor Gilvin shared that it would be ideal for the city to review the charter every five years.

City Council Member Salary

- Council Member Hipes shared that according to the charter, the last salary increase for Mayor and City Council occurred in 2004. While no council member serves for the money, no council member wants to be financially penalized for the time and effort spent.
- Council Member DeRito agreed with Council Member Hipes and was interested to know if it would be possible to make charter modifications during the current legislative session.

- Mayor Pro Tem Merkel shared that based on a 3% increase, it is likely that \$25,000 is where the Council salary should be. There is much more to this job than attending a meeting on Monday night.
- Council Member Mitchell was interested to know if it would be ideal to attach a 3% Cost of Living Adjustment for each year so that council pay does not have to be evaluated again in the future.
- Council Member Brady agreed that there should be standard living adjustment included so that Council does not have to be evaluated again in 20 years.
- Mayor Gilvin shared that most people cannot run a contested campaign for less than \$15,000 and agreed that salary escalation should be the same as general city employees.
- Council Member Will recommended a salary increase of \$50,000 for Mayor and \$30,000 for City Council members.

Plurality v. Majority Votes and Runoff Elections

- Council Member DeRito shared that runoff elections are probably the right thing to do, but he is hesitant of costs. He also suggested what if there was a general election for all available posts and voters selected their top three choices, and then those with the most votes were elected (ranked voting).
- Council Member Mitchell agreed with Council Member DeRito as he is also concerned with costs. He also shared that runoff elections usually do not yield a different result.
- Mayor Gilvin shared that in other cities, there have been instances where the winner (among several candidates) only had 13-17% of votes. While he is sensitive to the additional costs, he is not certain that leadership is decided when a person only received a small percentage of all votes.
- Mayor Pro Tem Merkel agreed with Mayor Gilvin, and he shared that a winner with only 13% of the votes could run the city for the next four years. He would like to see a 50% + 1 vote system.
- Council Member Brady shared that he wanted to see a majority vote.
- Council Member Will shared that he would like to see a 50% + 1 vote system.

iii. Downtown Events / Concerts on the Town Green

- City Administrator, Chris Lagerbloom, introduced this item by stating that there are currently four applications from outside organizations for events in Brook Street Park this year, and he asked Mayor and Council if they wanted to set parameters for the use of the Town Green and Brook Street Park.
- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, provided a handout with a list of the 2023 Programs that occurred on the Town Green and Brook Street Park, which is attached hereto as Exhibit "A."
- Council Member Hipes expressed concerns about park spaces being used solely for use as a private fundraiser and not open to the public. He imagined that Brook Street Park would be more of a passive park.

- Council Member Will was interested to know if an event would be allowed to sell tables as a fundraiser, but allow anyone to walk up and participate in the event on the day of. He also mentioned that these types of concert events are better in Downtown than at Union Hill Park.
- Mayor Gilvin shared that a benefit to Union Hill Park is that it is a covered space.
- Mayor Pro Tem Merkel shared that the Downtown area is a gem and people would love to have these types of events and concerts in their downtown, but he does not think that we should be renting out the parks for solely private events. He would suggest allowing that type of private rental at Union Hill Park. Also, the grass sees significant wear and tear after these events.
- Council Member Mitchell shared that Mayor Pro Tem's philosophy does not make sense to allow private events at Union Hill Park and not at any other park. He shared that he would be fine with allowing groups to use it for a fundraiser, but to not allow the event to exclude the public from attending. He mentioned that the city installed the bandstand so that we could have concerts and crowds in the Downtown.
- Mayor Gilvin suggested having a City Council Work Session later for this item.

iv. Fire Station Renovation Project

- Director of Public Safety, John Robison, came forward to begin the discussion of the Fire Station Renovation Project.
- Last year, the City of Alpharetta had 120 calls where firefighter assistance was needed (car fires, kitchen fires, home fires, gas leaks, etc.)
- The main portion of the renovation project includes adding on what is known as a "Clean Room." The Clean Room would be an area where the firefighters can immediately de-robe, put on a gown, and get into a shower area, and then into another shower area, in order to reduce the amount of time and quantity of carcinogens that they are exposed to.
- Based on the early renderings and cost estimates that were provided from one company, it would likely cost \$4-5 Million for this type of addition / renovation per station.
- Mayor Pro Tem Merkel would like to see the details involved with the renderings, including all of the materials and features that would be added. Additionally, he would like to see a report listing of every call involving fire last year.
- Council Member Hipes wanted to know how many of the 120 calls would have required this type of decontamination. He also asked whether or not it would be ideal to have a centralized Clean Room location somewhere in the city instead of spending \$4-5 Million for each station. Last, he mentioned that he is a big fan of seeing how other people may have approached this, and he does not want to compromise our public safety service.
- Council Member Mitchell asked if it would be possible to do a bond for these renovations and expressed that this is a need, not a want.

- Council Member Will shared that we spent \$400,000 on a swing set last week and will spend \$800,000 on a park bathroom, and questioned how we could not spend the same amount on our firefighters.
- Council Member Brady was interested to know what the plan is for depreciable assets and maintenance plans for city facilities.
- Mayor Gilvin shared that within the past decade the City has begun to budget for regular maintenance, but before that time, the City would pull from unallocated funds. He also shared that he would like to establish that these fire station plans need to be one of the goals for the next 12 months, and he expressed his concerns that the city needs a facility maintenance plan.
- Council Member DeRito suggested that there might be federal grant opportunities for the renovations.
- Director Harris shared that the financing options through GMA would be a good option for a project like this and recommended a 20-year financing option.
- City Administrator, Chris Lagerbloom, shared that the fire station renovation project will come back before City Council before staff moves forward on this item.

❖ **Mayor Gilvin recessed the meeting at 10:26 a.m.**

4. TRILITH STUDIO TOUR WITH TRILITH CEO, ROB PARKER

A. Mayor and City Council and City Staff will begin a tour of Trilith Studios with CEO, Rob Parker, at 10:30 a.m. with lunch to follow.

❖ **Mayor Gilvin reconvened the meeting at 1:09 p.m.**

v. City of Alpharetta Priorities Matching Community Improvement District Priorities

- Mayor Gilvin shared that we have so many projects going on in the city with only a defined amount of resources. We need to be focusing on our priorities, and he wants to see that money goes where Council wants it to go, not where an outside organization wants it to go.
- Council Member Mitchell shared that he believes that the CID priorities should align with ours, and I hope we can rectify that in the future.
- Council Member Hipes was interested to know how much it will cost the city to complete the Kimball Bridge Road GAP project?
- Director of Public Works, Pete Sewczwicz, shared that it is hard to quantify staff time, but there is time that goes into meeting and coordinating the project and working on obtaining Right-of-Way from property owners.
- Mayor Pro Tem Merkel shared that the entire CID Board votes to select the projects and suggested bringing the city, CID, and business leaders together so that we can all be on the same page in terms of priorities. He also said that he would be in favor of partnering with the CID for the Kimball Bridge Road Gap project.
- Mayor Gilvin suggested that in order to bring this item forward for Council consideration, two council members would need to sponsor such an item.

vi. Image for GA 400 and GA 9

- Council Member Mitchell shared that other cities have created signage on major highways to identify their city borders, and he would like to do something similar for Alpharetta.
- Council Member Hipes shared that he would like to see something nice at Encore Parkway over GA 400.
- Director of Community and Economic Development, Kathi Cook, shared that her team could put something together and work with Director Sewczwicz on the engineering requirements.

vii. Park Bond Update

- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, provided an update on all of the Parks Bond projects, which is attached hereto as Exhibit "B."
- Council Member Mitchell suggested that the parks bond projects continue as advertised and to complete what we are able to with the funding we have; any projects not completed would need to be funded later. He also shared that more people came out to support the Farmhouse Park more than any other park and would not support moving funds from that Park to any other Parks Bond project.
- Council Member Hipes suggested that we do as many projects as we can with what we have available.
- Council Member Will suggested that we move the Parks Bond money from the Farmhouse Project to another park.
- Council Member DeRito shared that he is against the Farmhouse Park because we need money to complete other projects and that park is the least priority in his opinion.
- Mayor Pro Tem Merkel shared that these projects were voted on and approved by the residents. He shared that he will not abandon the Farmhouse Park, but we need to allocate what we can in order to finish these other projects.
- Mayor Gilvin shared that he agrees with Council Member Mitchell; he would like to spend money on the projects as the bond was written and honor the obligation to the bond voters.
- Mayor Gilvin suggested that in order to bring this item forward for Council consideration, two council members would need to sponsor such an item.

viii. Prioritization of North Point Redevelopment

- Mayor Gilvin shared that he wants the City to be more proactive in the North Point District and work together on how we can move the needle on the stormwater park (Assesso Easements), the gateway park, or the connections to the greenway.
- Director Sewczwicz shared that his team is currently negotiating Right-of-Way with the car wash for the greenway connection and once that is completed, they will issue a bid to construct the project. While there are not enough funds to complete the North Point Corridor Streetscape Project from end to end, he plans to come forward for council consideration for grant funding or to phase the project from Encore to Haynes Bridge Road.

ix. **Tech Alpharetta**

- Director of Community and Economic Development, Kathi Cook, shared that Tech Alpharetta CEO, Karen Cashion has looked at several office buildings for a new Tech Alpharetta location and is currently waiting on final rent quotes for a proposed new space.
- Mayor Pro Tem Merkel shared that the Development Authority may consider helping with moving expenses or rent for Tech Alpharetta.

x. **Alpha Loop Phasing Priorities**

- This item was not discussed during the Planning Retreat.

xi. **Downtown Parking**

- This item was not discussed during the Planning Retreat.

xii. **Next Year's Priorities**

- City Administrator, Chris Lagerbloom, provided an overview of topics discussed and topics to address in the future.
- The Downtown Parking Plan, Downtown Concerts and Events, and Alpha Loop Phasing will all come back to City Council as a future work session item.
- Mayor Pro Tem Merkel and Council Member Will support bringing forward a Memorandum of Understanding between the City of Alpharetta and the North Fulton Community Improvement District for council consideration.
- Mayor Pro Tem Merkel and Council Member Will support bringing forward an item to approve the reprioritization of the Parks Bond, which will require a super majority vote.
- Construction for the Encore Gateway will be contingent on approving the Kimball Bridge Road GAP Project.
- The Fire Station Renovation Project will come back before City Council for consideration and approval.
- The Charter Modifications will likely be able to be in effect after this legislative session.
- Staff will work on amending the Fiscal Year 2025 City Council Priorities and bring those forward for Council consideration within the next 30 days.

5. **TRILITH STUDIO TOUR WITH TRILITH CEO, ROB PARKER**

- A. Mayor and City Council and City Staff will begin a tour of Trilith Studios with CEO, Rob Parker, at 10:30 a.m. with lunch to follow.

6. **PLANNING RETREAT DAY #2 ADJOURNMENT**

- ❖ Mayor Gilvin adjourned the meeting at 2:44 p.m.

Respectfully submitted,



Lauren Shapiro, City Clerk

EXHIBIT A

Downtown Event Programming

2023

Health & Wellness

Town Green for Health and Wellness

- Used for Town Green Fee Fitness - partnering with local fitness businesses to showcase what they offer and in return, offerings of free fitness classes to the community. This is a through-and-through FREE program. Meaning, we do not pay them to use the space and it is free to attend.
- Every Summer
- Every Thursday from 6-7pm HOWEVER this year it will be every Tuesday 6-7 from April - June (make-ups in July)

Brook Street Park

- Health and Wellness Free fitness Two Activities
 - Yoga - every Saturday 9am-10am (total of 37 times a year), no winter season due to lack of instructor and weather
 - Barre - every Wednesday 10am-11am (Total of 27 Times a year) winter season is held at Preston Ridge Community Center
- Walk N' Roll Event in partnership with Avalon - walk from Brook Street Park on the Alpha Loop to Avalon main square for live music and fun. City shuttles returned participants to Brook Street Park after the event.
- Jazzercise Breast Cancer Pink Out Day
- FIT 4MOM Holiday Burn

Special Events

Town Green

- Farmer's market musicians
- 2 Film Permits
- 50 Cornhole League meetings 6:30-9pm West Corner
- 11 City Concert Series performances (1 for Wacky World)
- Alpharetta Wine Festival
- Fit Life EXPO
- 4 City Center Events
 - Mother's Day
 - Movie Night
 - Big Screen Movie- Chiringa
 - Snow Day
- City-run events
 - Taste of Alpharetta
 - Wire & Wood
 - Tree Lighting
 - Menorah Lighting
 - Flicks & Flurries
- Free Speech activity approved by City Administration

Brooke Street Park

- 2 Film Permits
- 6 Home By Dark Concerts- Partnered
- 5 Art in the Park- Partnered
- 6 Partnered events
 - MLK March
 - Easter Egg Hunt
 - Alpharetta Symphony
 - Mayor's Corporate Challenge
 - Pop Fest (discontinued after 2023)
 - First City Fair Baptist Church
- 1 Act 1 rehearsal and Play
- Emergency placement: March for Babies
- Wire & Wood
- Mother's Finest Concert (exception in 2023)

2024

Currently approved and on the Master Calendar

Town Green

- Farmer's Market musicians
- Cornhole
- Pending: City Center Snow Day
- City-run events
 - Taste of Alpharetta
 - Wire & Wood
 - Tree Lighting
 - Menorah Lighting
 - Flicks & Flurries
- Anticipating the return of:
 - City Center Events
 - Fit Life Expo
 - Concert Series
 - Free speech activity

Brooke Street Park

- Art in the Park
- Act 1
- 6 Home By Dark Concerts- Partnered
- Anticipating the return of:
 - 5 Art in the Park- Partnered
 - 6 Partnered events
 - MLK March
 - Easter Egg Hunt
 - Alpharetta Symphony
 - Mayor's Corporate Challenge
 - Pop Fest (discontinued after 2023)
 - First City Fair Baptist Church

EXHIBIT B

Park Bond Projects Update

Farmhouse Park

Project:	The 5.36-acre Farmhouse Property is the site of the original settlement that became present day Alpharetta and has been acquired by the City and proposed for a "heritage park." \$2M was dedicated under the approved 2021 Park Bond Referendum to create such a plan, complete necessary surveys and engineering assessments, and begin development of trails, paths, and other amenities.
Available Funds:	\$1,969,430 (Park Bond Account)
Completed Activities:	Survey and conceptual design of a staircase and trail from a sidewalk along Old Milton Parkway to an observation area overlooking the old mill remnants.
Current Activity:	RPCS is in communication with potential developers of 3150 Old Milton Parkway and their design consultant.
Schedule:	None currently.
Other Notes:	GDOT has recently informed City Staff of site impacts resulting from the Georgia 400 Managed Lanes Project.

Mid Broadwell Park

Project:	The project involves constructing the final elements of Mid Broadwell Park including development of a playground area, trails throughout the property, a limited parking area, and other amenities. The park's development is based on a plan that was developed through a community-driven process in 2019. \$500,000 of the approved bond funds are earmarked to construct restrooms, trails/sidewalks, parking, and to outfit the park with basic amenities such as trash receptacles and benches.
Available Funds:	\$30,000 (Park Bond Account)
Completed Activities:	Survey, design, construction Phase I, and playground procurement.
Current Activity:	Park is currently under construction. Phase I which included connecting utilities to the restroom building; creating a nine-space gravel parking lot; installing a sidewalk connecting to the playground; installing the playground underdrain and base; and installing a bioretention cell have been completed. The playground has been ordered.
Schedule:	Construction completed October 2023. Playground installation to be completed in the second quarter of 2024.

Old Rucker Park

Project: Old Rucker Park is an approximately 10-acre tract of land that was once a commercial nursery and is home to a variety of species of plants and trees. The rolling topography of the property is highlighted by a small stream that runs through the park. While a small section of the site has been developed into our operating educational farm (Old Rucker Farm), approximately 7.5 acres remain to be planned and developed into a passive recreational space.

The project involves the design of the remaining 7.5 acres and the construction and installation of parking, restrooms, and other amenities necessary for the property to be a functional passive park.

Available Funds: \$2,590,180 (Park Bond Account)

Completed Activities: Survey and design.

Current Activity: 100% plans have been submitted.

Schedule: Procurement is tentatively scheduled for the second quarter of 2024 with construction starting in the third quarter. Construction is anticipated to take 12 to 18 months depending on required phasing.

Other Notes: Current engineer's estimate is \$3,860,919 which includes a 10% contingency (\$3,509,927 base). An average of \$1,255,814 (\$904,822 without a 10% contingency). Staff and the design team have been evaluating cost savings opportunities and project phasing. The Fulton County Health Department approved the septic system request which has saved over \$300,000 in construction costs.

After receiving 50% plans for the future boardwalk, RPCS made the decision to stop design work. This was based on environmental impacts and perceived minimal benefit for the estimated cost.

RPCS has expressed a desire to maintain public operations of some farm elements during construction. PW believes any accommodation beyond minimal access by City Staff will result in higher construction costs resulting from phasing and/or greater contractor liability. The current intent is to include an alternate scenario in the bid imposing no restrictions upon the contractor beyond minimal access for City Staff during construction.

Union Hill Park Improvements

Project: Union Hill Park is a roughly 11-acre park space located on Union Hill Road south of McGinnis Ferry Road. The park today is very much under-utilized and consists primarily of a covered roller hockey rink, combined restroom and concession building, and a parking lot.

Under the 2021 Parks Bond Referendum, the City dedicated \$3.25M to recreating Union Hill Park as a recreational and gathering space to better meet the needs of current and future Alpharetta residents. The process would begin with an intensive public engagement and visioning program to determine what elements the new Union Hill Park should include and how to tie those elements together into a cohesive park space. From that concept, engineering and construction plans would be created and the site redeveloped.

- Available Funds: \$2,570,667 (Park Bond Account)
- Completed Activities: Survey and covered arena renovations.
- Current Activity: The concept plan was formally approved by City Council on September 18, 2023. The design team is scheduled to submit the 40% plans in February and 100% plans in June of this year.
- Schedule: Construction could begin as early as the fourth quarter of 2024. Design is anticipated to take approximately 10 months to complete once the concept is approved.
- Other Notes: Current engineer’s estimate is \$3,493,116 which includes a 32% contingency and escalation (\$2,646,300 base). Staff will work with the design team to identify cost-saving opportunities.

Waters Road Park

- Project: Waters Road Park will be located on a 1.6-acre parcel of land located near the intersection of Waters Road and Kimball Bridge Road. The project as proposed includes the creation, with public input, of a design plan and development of the land for use as a passive park space. Such passive park areas are commonly developed to include parking, designed play areas, restrooms, trails, pavilions, and park amenities such as benches and trash receptacles as appropriate to the size of the property and character of the area in which the site is located.
- Available Funds: \$780.30 (Park Bond Account)
- Completed Activities: Survey and design.
- Current Activity: Construction began on August 28, 2023.
- Schedule: Construction is on schedule. Completion anticipated in the first quarter of 2024.

.....

Webb Bridge Park Upper Field Turf

- Project: This project would resurface the upper soccer field at Webb Bridge Park, replacing the existing natural grass with artificial turf. During the last soccer season 60% of the practices and games that were scheduled on this field were cancelled due to wet conditions while only 10% of scheduled events on the lower soccer field, which has artificial turf, had to be

cancelled. Converting the upper field to artificial turf would greatly improve the playability, usage, and athletic experience for the Alpharetta soccer program.

- Available Funds: \$1,321,715 (Park Bond & Sewer Connection Capital Accounts)
- Completed Activities: Survey.
- Current Activity: Procurement preparation for sewer construction.
- Schedule: Sewer design was approved in December 2024. Procurement of the sewer construction is scheduled for February 2024.

The current plan is to simultaneously bid out the construction of the sewer connection and the design/build of the turf field replacement. Construction of the sewer connection should take approximately 90 days. While the sewer connection is under construction, design of the turf field will take place. Construction of the turf field is anticipated to begin in November 2024, after the soccer season concludes, and be completed in March 2025.

Other Notes: Staff originally estimated design of the sewer connection at \$135,000 and construction at \$740,000 for a total of \$875,000. The survey and design have been acquired for \$91,615.

- The design team presented two options: 1) a traditional gravity flow lift station per the concept developed by staff or 2) a low-pressure pump solution. Staff have directed the design team to move forward with the low-pressure pump solution.
- Initial construction estimate was \$705,270 for the gravity scenario and \$412,500 for the low-pressure pump scenario (both include a 20% contingency).
 - Low-pressure system is also anticipated to take 8 to 10 weeks less time to construct.

- As of January 2023, RPCS was provided a budget cost of \$1,300,000 for design and construction of the turf field. The budget cost included: design and permitting prep, E&S controls/restoration, excavation, geotextile, perimeter piping, concrete curbing with nailer board, turf with a 70/30 infill, two soccer fields, and four mini soccer fields. Not included in the scope were fencing, netting, and stormwater.
- Providing new fencing for the entirety of the field is estimated at \$33,600 (\$21/LF).
 - Providing netting along half of the perimeter (western and southern edges) is estimated at \$180,000 (\$225/LF).

Based on current funding and budget estimates, another \$43,000 is needed for the sewer and an additional \$562,600 for the turf field (excluding stormwater) for a total of \$605,600.

.....

Wills Park Improvements

Project: At 120 acres, Wills Park is Alpharetta’s largest single park property and includes a 60-acre equestrian show facility, 10 baseball fields, the newly renovated Wills Park Pool, three playgrounds, six tennis courts, and an 18-hole disc golf course. The park amenities have

been developed over the years, but until 2019 there was not a single vision or plan for the park and many of the park's facilities are showing their age.

In 2019 the City adopted the Wills Park Master Plan, in an effort to bring all the park elements together and make it a more cohesive place that feels special and unique. The plan's goals are to unite the various park facilities, identify key facility improvements, and strengthen connections to nearby neighborhoods.

The 2021 Parks Bond dedicated \$4M of the bond funds to implementing projects defined in the Wills Park Master Plan, including a complete renovation of the Wacky World Playground, create additional parking, improve the disc golf course, completely rebuilding the Waggy World Dog Park, and creating a family gathering spot near the pool facility.

Available Funds: \$5,211,101 (Park Bond, Impact Fees, and Hotel Motel Accounts)

Completed Activities: Survey, conceptual design, restroom architectural design, and Phase I design (Wacky World area).

Current Activity: Procurement preparation for Wacky World area construction.

Schedule: Phase I, the Wacky World area's new restroom building, and site work will be advertised for construction in February 2024. Construction is anticipated to begin in the second quarter of 2024.

Plans for Phase II which include the gateways, spine, and Waggy World Dog Park improvements are anticipated to be completed in April 2024.

Other Notes: \$250,000 has been set aside for playground equipment and surface. This is in addition to the fundraising campaign. This leaves \$4,961,101 available for the other elements of this project.

Current Cost Estimates:

- \$846,454 – Construction cost estimate for restroom building (as of June 2022).
- \$5,179,873 – Construction cost estimate for site work of all phases (spine, gateways, Waggy World improvements, Wacky World area improvements, and parking expansion). This amount includes a 20% contingency and 5% cost escalation.
 - Elimination of the parking expansion is estimated to reduce the cost by \$678,251.
 - It may be possible to offset approximately \$390,260 of the estimated cost with stormwater funds.
 - These two items would adjust the estimated total of the remaining site work to be \$4,111,362.
- Overall Total (Site + Restroom): \$6,026,327 (\$1,065,226 over)
 - Less Stormwater: \$5,636,067 (\$674,966 over)
 - Less Parking Expansion: \$5,348,076 (\$386,975 over)
 - Less Stormwater & Parking Expansion: \$4,957,816 (in budget)
- Parking expansion would add 72 spaces at approximately \$9,420 per space.

The current plan is to include the parking expansion as an add alternate in the Wacky World area procurement. If the City elects not to move forward with it as part of that

offering, it could then be included as an add alternate with the second phase procurement (Gateway, Spine, Waggy World).

.....

Wills Park Equestrian Center Improvements

Project: In 2019 the City adopted a master plan for the Equestrian Center as part of the larger Wills Park Master Plan. While the Wills Park Equestrian Center is older and smaller than some of its competitors, its neighborhood setting and shed row barns tucked into the trees give it an edge with a homey, boutique feeling and an in-town location. The master plan identified priority improvements that will better connect the facility to the larger Wills Park and the overall community while also better positioning the facility as a draw for regional events. These priorities include leveling rings and improving their drainage; new footing; an additional outdoor show ring; additional schooling areas at the end of show rings; new, safe barns; improved manure management; separate circulation for pedestrians, horses, and cars; and maximizing the continuity of operations during construction.

The 2021 Parks Bond Referendum would aid the City with beginning implementation of the Equestrian Center Master Plan by replacing all the existing barns on site with new horse barns for a total of 380; renovating the three existing arenas to include improved drainage and erosion control, new footings, new fencing, and new lighting; improving drainage and stormwater management; and improving access to the barns and to the arenas.

The total anticipated project cost for this phase of the project is \$10M; however, the remaining \$5M in funding would be provided by a private non-profit organization, the Wills Park Equestrian Foundation.

Available Funds: \$3,535,621 (Park Bond Account)

Completed Activities: Survey, conceptual design, renovation of Arena 3. (Construction of Arena 1 was accomplished with capital funding and was not part of the bond.)

Current Activity: The design team is working on developing plans for the Phase I design package which will focus on renovations to Arena 2 and Arena 4.

Schedule: The Phase I plan set is anticipated to be completed in October 2024. Project is anticipated to advertise for construction bids in February 2024.

Plans for the remainder of the site should be completed in July 2024.

Other Notes: Project has been broken down into 3 phases:

- Phase I: Renovations of Arena 2 and Arena 4
- Phase II: New entry drive, parking (front & rear), three new barns
- Phase III: Promenade, entry gates/enhancements, five new barns
- The viewing pavilion between Arenas 1 and 2, renovations to the existing concessions building, and renovations to the covered arena are not included in the scope of this project.

The Wills Park Equestrian Foundation has promised to provide \$5M towards the project. To date, they have contributed \$747,870 for work associated with the construction of Arena 1 and the renovation of Arena 3. This would leave a minimum remaining contribution of \$4,252,130 for a total budget (City + Equestrian Foundation) of \$7,787,751.

The existing show office will need to be abated and demolished prior to renovation of Arena 2. This work is estimated to cost \$30,000.

Current Cost Estimates:

- The design team has reached out to five barn manufacturers for estimates. They have received costs ranging from \$468,080 to \$1,494,240 per barn.
 - A total of eight barns are desired in the final build-out. Each barn provides 40 stalls.
- Using the average of all five manufacturers: \$19,719,287
- Using the lowest cost of the five manufacturers: \$14,058,189
- Approximately \$1.2M of the estimated costs may be eligible for stormwater funding.
- Construction of Phases I and II are targeted with current funding. Funding for Phase III would need to be programmed with future capital or bond funds.



STAFF REPORT

Department: Finance
Submitted By: Tom Harris
Meeting Date: January 29, 2024

AGENDA ITEM:

Financial Management Report (Month Ending November 30, 2023)

Consideration of approval of the Financial Management Report for the month ending November 30, 2023.

STAFF RECOMMENDATION:

Approve the Financial Management Report for the month ending November 30, 2023 (period 5 of Fiscal Year 2024).

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>
-----------------------------	----------------------

EXTERNAL FUNDING SOURCES:

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

ITEM DESCRIPTION:

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

1. Detailed capital project report including life-to-date activity;
2. Payments \$5,000 and greater; and
3. Purchase orders with an estimated cost between \$5,000 and \$50,000.

ALTERNATIVES:

Do not approve the financial management report for the month ending November 30, 2023 as part of the consent agenda and remove this item from the consent agenda.

ATTACHMENTS:

1. FY 2024 Financial Management Report (5-November)

Financial Management Reports



**for the month ending
November 30, 2023
(period 5 of 12 – unaudited)**

Please visit the Financial Transparency Portal for additional information including audited financial statements, adopted budgets, and automated tools aimed at simplifying access to the City's financial data.

<https://www.alpharetta.ga.us/government/departments/finance/transparency-portal>

Financial Management Reports

Fiscal Year 2024

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Accountability and Performance Dashboards (available online – link below):

<https://www.alpharetta.ga.us/government/departments/finance/services/trash-and-recycling>



CITY OF ALPHARETTA

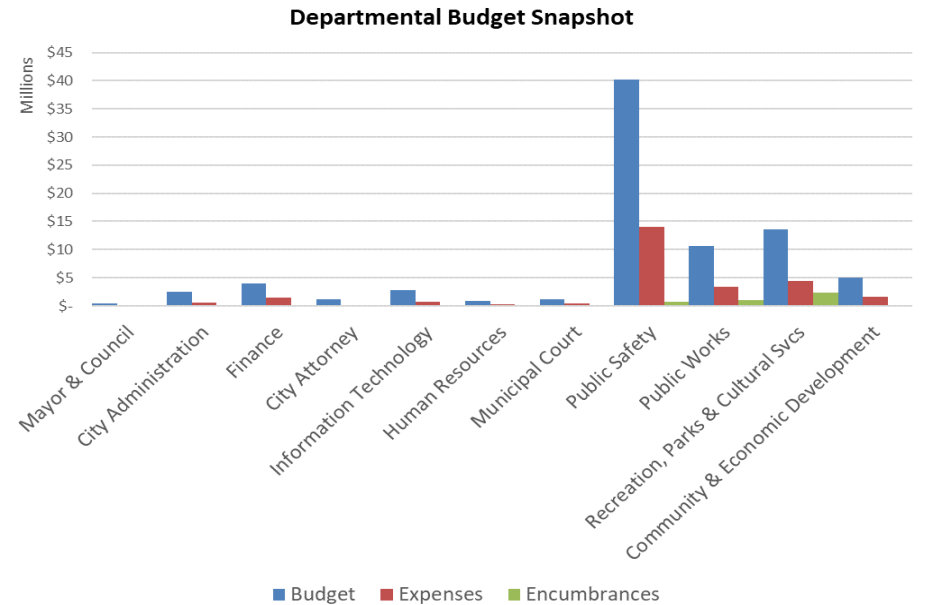
Financial Management Reports
Performance Dashboard
For the month ended November 30, 2023

LEGEND	
↑	Positive
↔	Neutral
↓	Negative

GENERAL FUND DETAIL

Revenues	Performance Status	Forecasted Gain/Loss
Top-10		
Property Taxes (current year)	↔	\$0
Property Taxes (delinquent/MV Title Fees)	↑	\$277,000
Local Option Sales Tax	↔	\$0
Franchise Tax	↔	\$150,000
Insurance Premium Tax	↑	\$287,570
Building Permit Fees	↓	(\$285,000)
Business and Occupational Tax	↔	\$0
Court/Traffic Fines	↔	(\$140,000)
Recreation/Special Event Fees	↔	(\$133,050)
Hotel/Motel Tax (City portion)	↔	(\$26,250)
Other Revenues	↑	\$296,018
Minimum Surplus Goal Needed to Fund Capital: (\$15M Annual Capital Need less \$5.8M allocated in the budget)		\$9.2M
Less: Forecasted Revenue Gain		(\$426K)*
Less: Forecasted Expenditure Savings		(\$3.3M)*
Favorable (Unfavorable) Net Surplus vs \$15M Capital Need:		(\$5.5M)*

* Forecasted gains/savings will be updated once more trend data becomes available.



FUND SYNOPSIS

	Revenue	Expenses	Non-Allocated
General Fund (1)	↔	↔	\$670,223
Special Revenue Funds			
Confiscated Assets Fund (DEA)	↔	↔	\$161,077
Confiscated Assets Fund (State)	↔	↔	\$0
Emergency 911 Fund (1)	↔	↔	\$829,140
Impact Fee Fund	↔	↔	\$175,696
Hotel/Motel Fund (1)	↔	↔	\$1,339,388
Debt Service Fund	↔	↔	\$1,324,991
Proprietary Funds			
Solid Waste Fund (2)	↔	↔	\$4,534
Risk Management Fund	↔	↔	\$1,759,417
Medical Insurance Fund	↔	↔	\$75,608

Please Note: Current year revenue in excess of budgeted amounts may be available to augment Non-Allocated balances upon City Council approval (e.g. Impact Fees and Confiscated Asset collections).

(1) General Fund value represents Contingency balance. Hotel/Motel Fund value represents Debt Service Reserve (target is \$1.5 million). Other Funds represents amounts in excess of the 25% fund balance target.

(2) Solid Waste Fund operational trends require further review and may necessitate an adjustment in rates or reallocation of expenses to other operating Funds of the City (i.e. General Fund).

(3) Does not include amounts, if any, currently set aside for matches on active grant applications. Funding to cover the Capital Grant Fund deficit will be requested as part of the mid-year budget process.

	Non-Allocated
Grant Funds	
Operating Grant Fund (3)	\$55,326
Capital Grant Fund (3)	(\$24,859)
Capital Project Funds	
Capital Project Fund (3)	\$3,470,010
Stormwater Capital Fund	\$165,636
Series 2022 Bond Fund (Parks)	\$1,151,624
TSPLOST I Capital Fund	\$1,872,721
TSPLOST II Capital Fund	\$381,095
American Rescue Plan Act Capital Fund	\$39
Blended Component Unit	
Development Authority Fund	\$258,578

BOND RATING

AAA

strongest rating available

EMERGENCY RESERVE

General Fund

\$22.6M (25%) est.

Emergency 911 Fund

\$1.4M (25%) est.

Sanitation Fund

\$11K (<1%) est.



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ALPHARETTA, GA 30009
PHONE: 678.297.6000
WWW.ALPHARETTA.GA.US

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: THOMAS G. HARRIS, FINANCE DIRECTOR *TH*

DATE: JANUARY 29, 2024

RE: FINANCIAL MANAGEMENT REPORTS AS OF NOVEMBER 30, 2023

The documents contained herein represent the financial management reports for the City of Alpharetta ("city") as of the period ending November 30, 2023.

General Fund

Revenue: The following section pertains to information detailed in the attached Revenue Summary and Collection Comparison report. FY 2024 revenues are budgeted at \$90 million (net of Carryforward Fund Balance totaling \$11 million). As of November 30, 2023, actual revenue collections total 52% or \$47 million. Trends (property digest valuations and collection trends) through the 1st quarter indicate a minor gain over budget and will be updated in future quarters as more trend data becomes available.

The October 1st billing for General Fund property taxes totals roughly \$31.4 million. Property taxes for public utilities will occur in Spring 2024 and is estimated at an additional \$445,000. Historically, the City collects between 98% and 99% of billed property taxes within the fiscal year. The current budget for property taxes, including the \$1.8 million in additional property tax revenue that was part of a budget amendment approved in August, totals \$30.6 million and represents 96% of the initial billing. Further adjustments for property tax estimates will be held pending data on appeals and adjustments.

Motor Vehicle Title Fee collections is trending 13% higher than FY 2023 (\$3.5 million). Collection estimates for FY 2024 total \$3.8 million (\$275,000 greater than budget).

Estimated growth in Franchise Tax collections is primarily related to the electricity tax component. Specifically, the FY 2024 budget for Franchise Tax Electricity represents a growth of 2% over FY 2023 actuals (\$5.1 million). With the understanding that GA Power has implemented recent rate increases approximating 12% (June 2023; fuel cost adj.) and planned rate increases in excess of 4% for January 2024, staff believes the revenue for FY 2024 will exceed budgetary estimates and conservatively forecasts collections of \$5.4 million (\$150,000 greater than budget).

MAYOR
JIM GILVIN

MAYOR PRO TEM
DAN MERKEL

COUNCIL MEMBERS
FERGAL M. BRADY
DOUGLAS J. DERITO
JOHN HIPES
DONALD F. MITCHELL
BRIAN WILL

CITY
ADMINISTRATOR
CHRIS LAGERBLOOM

Insurance Premium Tax collections total \$5.8 million in FY 2024 and represent an 8% increase (\$287,570 greater than budget) over FY 2023 collections of \$5.4 million.

Building Permit Fee collections is trending -44% lower than FY 2023 (\$2.3 million). This revenue source is non-standard in that it experiences high variability dependent upon development/construction trends occurring within the City. The prior year included several large developments (e.g., Lakeview Park Multifamily development) that are driving the year-to-date variance. While the revenue collection trend may change moving forward, staff felt it was prudent to tentatively adjust the FY 2024 collection estimate to \$1.7 million (\$285,000 less than budget) pending further trend data.

Collections for Municipal Court Fines is trending 21% lower than FY 2023. Current estimates for FY 2024 total \$1.9 million which is \$140,000 less than budget.

Recreation/Special Event fee collections for FY 2024 is currently estimated to slightly trail budget. Program revenues trailing prior-year collections include Non-Resident Fees and Athletics Fees. These trends are partially offset through several programs experiencing gains compared to prior-year collections including Aquatics, Art Center, Adult Activity Center, etc. These trends are still early and will vary as we get closer to the summer registration period.

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

Expenditures: The following section pertains to information detailed in the attached Expenditure Summary by Department (expenditure rollup by department) and Expenditure Summary by Category (expenditure rollup by account) reports. As of November 30, 2023, city departments (not including General Government¹) have encumbered and expensed 45%, or \$37 million, of their FY 2024 budget appropriations. Early forecasts indicate a surplus of \$3.3 million compared to budget and is primarily composed of savings at the personnel services category (e.g., approximately 34 vacancies within General Fund departments as of November 2023).

Contingency: The General Fund contingency balance totals \$670,223.

Other Funds

The following section references information included within the attached Performance Dashboard, Grant and Capital Funds Detail Reports, GAAP Financial Statements, etc.

Operating Grant Fund (Fund 220): Unspent/unencumbered project appropriations total \$113,933. Remaining appropriations are set aside for a non-allocated reserve (\$55,326).

Capital Grants Fund (Fund 340): Unspent/unencumbered project appropriations (net) total \$631,920.

General Capital Project Fund (Fund 301): Unspent/unencumbered project appropriations total \$10.4 million. Remaining appropriations are set aside for a non-allocated reserve (\$3.5 million).

Stormwater Capital Fund (Fund 302): Unspent/unencumbered project appropriations total \$6.2 million. Remaining appropriations are set aside for a non-allocated reserve (\$165,636).

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

American Rescue Act Capital Fund (Fund 303): Unspent/unencumbered project appropriations total \$220,187. Remaining appropriations are set aside for a non-allocated reserve (\$39).

Series 2022 Parks Bond Fund (Fund 318): Unspent/unencumbered project appropriations total \$24.1 million. Remaining appropriations are set aside for a non-allocated reserve (\$1.2 million).

TSPLOST 1 Capital Project Fund (Fund 335): This fund accounts for collections under the Transportation Special Local Option Sales Tax (TSPLOST) that went into effect on April 1, 2017, and expired on March 31, 2022. Unspent/unencumbered project appropriations total \$25.7 million. Remaining appropriations are set aside for a non-allocated reserve (\$1.9 million).

TSPLOST 2 Capital Project Fund (Fund 336): This fund accounts for collections under the Transportation Special Local Option Sales Tax (TSPLOST) that went into effect on April 1, 2022. Appropriated funding totals \$52 million and represents Tier-1 project funding.

Tier-1 projects are funded at 85% of forecasted revenue collections over the life of the 5-year tax. For comparison purposes, TSPLOST 1 collections have trended at over 90% of forecasted revenue collections. Life-to-date collections for TSPLOST 2 have trended at 120% of the original forecasted revenue estimates which indicates a strong likelihood of funding Tier-2/3 projects in addition to Tier-1.

Unspent/unencumbered project appropriations total \$27.6 million. Remaining appropriations are set aside for a non-allocated reserve (\$381,095).

Hotel/Motel Fund: FY 2024 revenues are budgeted at \$9.6 million (net of carryforward fund balance totaling \$962,046) with budgeted disbursements as follows: Alpharetta Convention & Visitor's Bureau (43.75% or \$4.2 million); Facilities (18.75% and a portion of the carryforward fund balance detailed above; \$1.4 million for debt service on the Series 2016 Convention Center Bonds; \$15,070 for eligible initiatives such as Wills Park Master Plan Improvements; with residual funding for bond/debt service reserve); and the city (37.5% or \$3.6 million).

Specifically, Debt Service Reserve funding (Convention Center Bonds) from the Facilities portion of the tax totals \$1.3 million. 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 within the Fund continue strengthening.

Hotel tax collections dipped -6% in November (compared to November 2022) and has resulted in a year-to-date revenue trend that is flat compared to the same time-period in FY 2023. Based on these trends, the revenue estimate for FY 2024 has been adjusted down slightly (\$100,000 reduction). The estimate for FY 2024 will be revisited as additional collection data becomes available.

Other Items

Council Member Stipend Activity Listing: The FY 2024 budget includes appropriations of \$9,200 for the Mayor and \$8,000 for each City Council Post and the available balances as of November 30, 2023 are as follows:

	Budget	Expenditures	Available Balance
Mayor: Jim Gilvin	\$ 9,200	\$ 4,396	\$ 4,804
Post #1: Donald Mitchell	\$ 8,000	\$ 117	\$ 7,883
Post #2: Brian Will	\$ 8,000	\$ 0	\$ 8,000
Post #3: Doug DeRito	\$ 8,000	\$ 51	\$ 7,949
Post #4: John Hipes	\$ 8,000	\$ 326	\$ 7,674
Post #5*: Jason Binder	\$ 8,000	\$ 1,148	\$ 6,852
Post #6: Dan Merkel	\$ 8,000	\$ 1,294	\$ 6,706

**Post #5 has a newly elected Council Member (Fergal M. Brady) beginning January 1, 2024. Unspent Post #5 stipend appropriations will be transferred into a new account for Mr. Brady effective with the January 2024 reporting period.*

Development Authority² (Component Reporting Unit)

As of November 30, 2023, the Development Authority has \$258,578 in available resources to support its main functions of promoting the public good and general welfare, trade, commerce, industry, general tax base and the employment opportunities available in the city.

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



GENERAL FUND

Revenue Report



CITY OF ALPHARETTA
Financial Management Reports
General Fund (Unaudited)
Revenue Summary and Collection Comparison
As of November 30, 2023

	Current Fiscal Year					Prior Fiscal Year		
	2024 Budget	2024 YTD	% Collected	2024 Estimated	Variance	2023 Actual	2023 YTD	% Collected
Top 10 Revenues:								
Property Taxes								
Current Year	\$ 30,645,000	\$ 25,111,335	81.9%	\$ 30,645,000	\$ -	\$ 27,550,384	\$ 22,308,110	81.0%
Delinquent	197,000	127,841	64.9%	199,000	2,000	723,017	214,734	29.7%
Motor Vehicle Tax	60,000	20,261	33.8%	60,000	-	76,680	27,896	36.4%
Motor Vehicle Title Fee	3,500,000	1,297,841	37.1%	3,775,000	275,000	3,464,923	1,146,385	33.1%
Local Option Sales Tax	22,100,000	7,385,420	33.4%	22,100,000	-	21,516,647	7,174,312	33.3%
Franchise Tax	6,825,000	401,061	5.9%	6,975,000	150,000	6,843,642	410,003	6.0%
Insurance Premium Tax	5,550,000	5,837,570	105.2%	5,837,570	287,570	5,418,627	5,418,627	100.0%
Alcohol Beverage Excise Tax	3,150,000	990,098	31.4%	3,150,000	-	2,922,779	1,007,610	34.5%
Building Permit Fees	2,000,000	683,750	34.2%	1,715,000	(285,000)	2,335,606	1,215,650	52.0%
Business and Occupational Tax	1,150,000	51,632	4.5%	1,150,000	-	1,153,003	72,328	6.3%
Court/Traffic Fines	3,140,250	882,376	28.1%	3,000,250	(140,000)	3,287,775	1,164,499	35.4%
Recreation/Special Event Fees	3,130,450	1,042,618	33.3%	2,997,400	(133,050)	2,805,000	987,510	35.2%
Hotel/Motel Tax (City portion)	3,581,250	1,231,608	34.4%	3,555,000	(26,250)	3,480,902	917,912	26.4%
subtotal	\$ 85,028,950	\$ 45,063,411	53.0%	\$ 85,159,220	\$ 130,270	\$ 81,578,985	\$ 42,065,577	51.6%
Other Revenues	5,266,409	2,147,356	40.8%	5,562,427	296,018	6,045,863	2,499,177	41.3%
Total Revenues	\$ 90,295,359	\$ 47,210,767	52.3%	\$ 90,721,647	\$ 426,288	\$ 87,624,848	\$ 44,564,754	50.9%
 Carryforward Fund Balance	 10,547,818							



GENERAL FUND

Expenditure Reports



CITY OF ALPHARETTA
 Financial Management Reports
 General Fund (unaudited)
Expenditure Summary by Department
 As of November 30, 2023

Expenditures by Department:

	Current Fiscal Year						Prior Fiscal Year		
	2024 Budget	2024 Encumbrances	2024 Exp. (YTD)	Funds Available	% Enc./Exp.	% Exp.	2023 Exp. (Total)	2023 Exp. (YTD)	% Exp.
Mayor & Council	\$ 399,354	\$ 3,568	\$ 148,405	\$ 247,381	38.1%	37.2%	\$ 325,804	\$ 144,841	44.5%
City Administration	2,569,366	167,452	754,164	1,647,749	35.9%	29.4%	1,431,114	596,508	41.7%
Finance	3,970,688	110,719	1,833,131	2,026,838	49.0%	46.2%	3,644,561	1,844,956	50.6%
City Attorney	1,200,000	11,050	177,785	1,011,165	15.7%	14.8%	789,935	499,153	63.2%
Information Technology	2,766,496	92,511	979,644	1,694,341	38.8%	35.4%	2,078,939	907,782	43.7%
Human Resources	929,316	18,306	329,463	581,546	37.4%	35.5%	765,239	307,998	40.2%
Municipal Court	1,222,688	36,165	466,122	720,401	41.1%	38.1%	1,114,535	436,280	39.1%
Public Safety	40,195,439	774,899	16,845,453	22,575,087	43.8%	41.9%	35,338,050	15,087,815	42.7%
Public Works	10,690,132	985,331	4,061,206	5,643,595	47.2%	38.0%	9,455,806	3,698,128	39.1%
Recreation, Parks & Cultural Svcs	13,651,234	2,164,633	5,353,682	6,132,919	55.1%	39.2%	11,925,670	4,876,478	40.9%
Community & Economic Development	5,010,278	55,096	2,016,938	2,938,244	41.4%	40.3%	4,305,559	1,887,639	43.8%
subtotal	\$ 82,604,991	\$ 4,419,731	\$ 32,965,993	\$ 45,219,267	45.3%	39.9%	\$ 71,175,213	\$ 30,287,576	42.6%
General Government:									
Insurance Premiums (Risk)	\$ 928,885	\$ -	\$ 387,035	\$ 541,850	41.7%	41.7%	\$ 823,300	\$ 343,042	41.7%
Gwinnett Tech Bond P&I	287,490	-	38,745	248,745	13.5%	13.5%	288,640	41,820	14.5%
Transfer(s) to other Funds	16,342,818	-	7,856,591	8,486,227	48.1%	48.1%	15,639,800	6,516,583	41.7%
Contingency	678,993	-	8,770	670,223	1.3%	1.3%	19,916	2,108	10.6%
subtotal	\$ 18,238,186	\$ -	\$ 8,291,141	\$ 9,947,045	45.5%	45.5%	\$ 16,771,656	\$ 6,903,553	41.2%
Total Expenditures	\$ 100,843,177	\$ 4,419,731	\$ 41,257,134	\$ 55,166,312	45.3%	40.9%	\$ 87,946,869	\$ 37,191,129	42.3%



CITY OF ALPHARETTA
Financial Management Reports
General Fund (unaudited)
Expenditure Summary by Category
As of November 30, 2023

	Current Fiscal Year						Prior Fiscal Year		
	2024 Budget	2024 Encumbrances	2024 Exp. (YTD)	Funds Available	% Enc./Exp.	% Exp.	2023 Exp. (Total)	2023 Exp. (YTD)	% Exp.
Expenditures by Category:									
Salaries & Benefits:									
(1) Regular Salaries	\$ 36,061,267	\$ -	\$ 12,656,011	\$ 23,405,256	35.1%	35.1%	\$ 31,693,013	\$ 11,784,504	37.2%
Overtime	2,655,457	-	1,387,043	1,268,415	52.2%	52.2%	3,026,757	1,059,222	35.0%
Group Insurance	9,940,392	-	3,774,185	6,166,207	38.0%	38.0%	8,408,412	3,763,480	44.8%
FICA and Social Security	2,961,110	-	1,018,667	1,942,443	34.4%	34.4%	2,542,057	933,624	36.7%
Defined Benefit Pension	3,187,015	-	3,187,015	-	100.0%	100.0%	2,869,712	2,869,712	100.0%
401(A) Retirement/Match	3,531,072	-	1,312,702	2,218,370	37.2%	37.2%	2,844,106	1,116,252	39.2%
(2) Other	1,809,061	-	1,239,900	569,161	68.5%	68.5%	1,552,936	1,020,156	65.7%
subtotal	\$ 60,145,374	\$ -	\$ 24,575,523	\$ 35,569,851	40.9%	40.9%	\$ 52,936,993	\$ 22,546,950	42.6%
Maintenance & Operations:									
Professional Services	\$ 3,969,579	\$ 1,132,187	\$ 1,229,253	\$ 1,608,140	59.5%	31.0%	\$ 2,793,189	\$ 1,223,780	43.8%
Legal Services	1,200,000	11,050	177,785	1,011,165	15.7%	14.8%	789,935	499,153	63.2%
Vehicle Fuel/Maintenance	1,216,422	2,652	555,105	658,665	45.9%	45.6%	1,342,211	474,550	35.4%
Maintenance Contracts	3,436,791	1,959,282	1,131,975	345,534	89.9%	32.9%	3,497,210	1,393,741	39.9%
IT Professional Services	3,663,133	798,610	1,814,545	1,049,978	71.3%	49.5%	2,272,146	1,293,562	56.9%
General Supplies	1,155,532	119,932	396,319	639,281	44.7%	34.3%	982,100	380,249	38.7%
Utilities	3,020,975	-	1,124,773	1,896,202	37.2%	37.2%	2,844,084	991,237	34.9%
Insurance Premiums (Risk)	928,885	-	387,035	541,850	41.7%	41.7%	823,300	343,042	41.7%
Other	3,594,654	343,185	1,282,536	1,968,933	45.2%	35.7%	3,037,380	1,087,603	35.8%
subtotal	\$ 22,185,971	\$ 4,366,899	\$ 8,099,326	\$ 9,719,746	56.2%	36.5%	\$ 18,381,556	\$ 7,686,915	41.8%
Capital/Leases/Other:									
Fire Vehicle/Equip. Leases	\$ 779,067	\$ -	\$ 515,960	\$ 263,107	66.2%	66.2%	\$ 659,852	\$ 396,752	60.1%
City Hall HVAC	131,007	2,651	128,355	0	100.0%	98.0%	-	-	-
Equipment/Capital	284,957	50,181	33,865	200,912	29.5%	11.9%	6,188	-	0.0%
Other	7,500	-	-	7,500	0.0%	0.0%	13,924	-	0.0%
subtotal	\$ 1,202,531	\$ 52,832	\$ 678,180	\$ 471,519	60.8%	56.4%	\$ 679,964	\$ 396,752	58.3%
General Government:									
Gwinnett Tech Bond P&I	\$ 287,490	\$ -	\$ 38,745	\$ 248,745	13.5%	13.5%	\$ 288,640	\$ 41,820	14.5%
Transfer(s) to other Funds	16,342,818	-	7,856,591	8,486,227	48.1%	48.1%	15,639,800	6,516,583	41.7%
Contingency	678,993	-	8,770	670,223	1.3%	1.3%	19,916	2,108	10.6%
subtotal	\$ 17,309,301	\$ -	\$ 7,904,106	\$ 9,405,195	45.7%	45.7%	\$ 15,948,356	\$ 6,560,511	41.1%
Total Expenditures	\$ 100,843,177	\$ 4,419,731	\$ 41,257,134	\$ 55,166,312	45.3%	40.9%	\$ 87,946,869	\$ 37,191,129	42.3%

Notes:

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



GRANT AND CAPITAL FUNDS

Revenue & Expenditure Reports



CITY OF ALPHARETTA

Financial Management Reports

Grant Funds

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

As of November 30, 2023

					FY 2024					
					Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Account #	Project		Total Project Authorization	Prior Year Actuals						
Revenues										
City Administration										
22013230-371000	C2100	MURAL ART PROJECT	15,915	15,915	\$ -	\$ -	\$ -	\$ -		\$ -
		subtotal			\$ -	\$ -	\$ -	\$ -		\$ -
Public Safety										
22031150-331110	C2115	2021 BULLETPROOF VEST (DOJ)	11,624	2,943	\$ -	\$ 8,681	\$ 8,681	\$ -		\$ 8,681
22031150-331110	C2243	2022 BULLETPROOF VEST (DOJ)	27,408	-	-	27,408	27,408	-		27,408
22031150-371000	C2310	ALPHA BUS. ASSOC. K-9	17,000	17,000	-	-	-	-		-
22031150-331110	C2311	2022 JUSTICE ASSISTANCE GRANT	10,135	-	-	10,135	10,135	-		10,135
22031150-331110	C2317	2023 BULLETPROFF VEST (DOJ)	17,000	-	-	17,000	17,000	-		17,000
		subtotal			\$ -	\$ 63,224	\$ 63,224	\$ -		\$ 63,224
Recreation, Parks & Cultural Services										
22061150-347509	C2039	WIRE & WOOD (ACVB SPONSOR)	256,000	152,000	\$ -	\$ 104,000	\$ 104,000	\$ 104,000		\$ -
22061150-371000	C2212	PARKING PERMIT - FILM	4,000	4,000	-	-	-	-		-
22061150-336001	C2234	ARTS CENTER (CERAMICS)	3,062	3,062	-	-	-	1,614		(1,614)
22061150-347509	C2239	NORTH PARK SOFTBALL TOURNEY	10,092	2,397	-	7,695	7,695	7,695		-
22061150-336000	C2247	2022 CAMP HAPPY HEARTS	5,000	5,000	-	-	-	-		-
22061150-336000	C2306	FULTON COUNTY ARTS & CULTURE	15,000	15,000	-	-	-	-		-
22061150-347509	C2308	MUSIC MATCH SPONSORSHIPS	2,070	-	-	2,070	2,070	2,070		-
22061150-371000	C2308	MUSIC MATCH APPLICATIONS	3,412	2,987	-	425	425	450		(25)
22061150-336000	C2418	2023 CAMP HAPPY HEARTS	-	-	-	-	-	6,000		(6,000)
		subtotal			\$ -	\$ 114,190	\$ 114,190	\$ 121,829		\$ (7,639)
General Government										
22090200-361000		INTEREST EARNINGS			\$ -	\$ -	\$ -	1,444		\$ (1,444)
22090200-362000		REALIZED GAIN/LOSS			-	-	-	(126)		126
22090200-363000		UNREALIZED GAIN/LOSS			-	-	-	35		(35)
22090200-395000		CARRYFORWARD FUND BALANCE			-	93,136	93,136	-		93,136
		subtotal			\$ -	\$ 93,136	\$ 93,136	\$ 1,353		\$ 91,783
		Total			\$ -	\$ 270,550	\$ 270,550	\$ 123,182		\$ 147,368



CITY OF ALPHARETTA

Financial Management Reports

Grant Funds

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

As of November 30, 2023

			Project Snapshot: FY2013 - FY2023		FY 2024					
Account #	Project		Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Expenditures										
City Administration										
22013230-521200	C2100	MURAL ART PROJECT	17,215	2,800	\$ -	\$ 14,415	\$ 14,415	\$ -	\$ -	\$ 14,415
		subtotal			\$ -	\$ 14,415	\$ 14,415	\$ -	\$ -	\$ 14,415
Public Safety										
22031150-542100	C2115	2021 BULLETPROOF VEST (DOJ)	23,247	23,247	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22031150-542100	C2243	2022 BULLETPROOF VEST (DOJ)	49,432	5,447	-	43,985	43,985	2,179	-	41,806
22031150-521200	C2310	ALPHA BUS. ASSOC K-9	17,000	708	-	16,292	16,292	9,852	55	6,385
223031150-531600	C2311	2022 JUSTICE ASSISTANCE GRANT	10,136	6,830	-	3,306	3,306	-	-	3,306
22031150-542100	C2317	2023 BULLETPROOF VEST (DOJ)	17,000	-	-	17,000	17,000	-	-	17,000
		subtotal			\$ -	\$ 80,583	\$ 80,583	\$ 12,031	\$ 55	\$ 68,497
Recreation, Parks & Cultural Services										
22061159-521200	C2039	WIRE & WOOD (ACVB SPONSOR)	204,000	100,000	\$ -	\$ 104,000	\$ 104,000	\$ 81,454	\$ 500	\$ 22,046
22061150-531100	C2101	SPECIAL NEEDS EXPO / EVENT	1,018	-	-	1,018	1,018	-	-	1,018
22061150-531100	C2102	FULTON GOLDEN GAMES	3,630	-	-	3,630	3,630	-	-	3,630
22061150-531100	C2212	PARKING PERMIT - FILM	4,000	3,750	-	250	250	-	-	250
22061150-531100	C2234	ARTS CENTER (CERAMICS)	3,065	2,770	-	295	295	254	-	41
22061150-531100	C2237	PARTNERED EVENTS	5,000	4,305	-	695	695	-	-	695
22061150-523300	C2239	NORTH PARK SOFTBALL TOURNEY	10,092	7,595	-	2,497	2,497	2,498	-	(1)
22061150-531100	C2247	2022 CAMP HAPPY HEARTS	5,000	4,226	-	774	774	-	-	774
22061150-521200	C2306	FULTON COUNTY ARTS & CULTURE	15,000	10,500	-	4,500	4,500	4,500	-	-
22061150-521200	C2308	MUSIC MATCH APPLICATIONS	5,482	2,915	-	2,567	2,567	-	-	2,567
		subtotal			\$ -	\$ 120,226	\$ 120,226	\$ 88,705	\$ 500	\$ 31,021
Non-Allocated										
22090200-579000		CONTINGENCY			\$ -	\$ 55,326	\$ 55,326	\$ -	\$ -	\$ 55,326
		subtotal			\$ -	\$ 55,326	\$ 55,326	\$ -	\$ -	\$ 55,326
		Total			\$ -	\$ 270,550	\$ 270,550	\$ 100,736	\$ 555	\$ 169,259



CITY OF ALPHARETTA

Financial Management Reports

Grant Funds

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

As of November 30, 2023

		Project Snapshot: FY2013 - FY2023		FY 2024					
		Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Account #	Project								
Revenue									
Public Safety									
34034450-331150	C2244 2020 HOMELAND SECURITY GRANT	45,900	44,100	\$ -	\$ 1,800	\$ 1,800	\$ -		\$ 1,800
34031150-331150	C2246 2021 HOMELAND SECURITY GRANT	22,500	-	-	22,500	22,500	-		22,500
	subtotal			\$ -	\$ 24,300	\$ 24,300	\$ -		\$ 24,300
Public Works									
34041100-334310	C1219 MILLING AND RESURFACING (LMIG)	6,555,581	5,879,264	\$ -	\$ 676,317	\$ 676,317	\$ 676,317		\$ 0
34041100-331150	C2242 NORTHPOINT ALPHALINK (ARC/LCI)	1,000,001	6,097	-	993,904	993,904	196,118		797,786
34041100-331350	C2249 WILLS PARK BUFFER - EPD GRANT	200,001	191,698	-	8,303	8,303	-		8,303
34041100-331350	C2305 ALPHALOOP (LANDWATER)	500,000	-	-	500,000	500,000	-		500,000
	subtotal			\$ -	\$ 2,178,524	\$ 2,178,524	\$ 872,435		\$ 1,306,089
Recreation, Parks & Cultural Services									
34061150-371000	C2248 CITY AGRICULTURE PLAN (FOOD WEI	75,000	75,000	\$ -	\$ -	\$ -			\$ -
	subtotal			\$ -	\$ -	\$ -	\$ -		\$ -
Community Development									
34074150-331350	C2107 NORTH POINT PKWY IMP	1,667,001	1,123,758	\$ -	\$ 543,243	\$ 543,243	\$ 321,906		\$ 221,337
	subtotal			\$ -	\$ 543,243	\$ 543,243	\$ 321,906		\$ 221,337
General Government									
34090200-361000	INTEREST EARNINGS			\$ -	\$ -	\$ -	\$ (1,469)		\$ 1,469
34090200-362000	REALIZED GAIN/LOSS			-	-	-	(483)		483
34090200-363000	UNREALIZED GAIN/LOSS			-	-	-	(1,076)		1,076
34090200-395000	CARRYFORWARD FUND BALANCE			-	(222,348)	(222,348)			(222,348)
	subtotal			\$ -	\$ (222,348)	\$ (222,348)	\$ (3,027)		\$ (219,321)
	Total			\$ -	\$ 2,523,719	\$ 2,523,719	\$ 1,191,314		\$ 1,332,405



CITY OF ALPHARETTA

Financial Management Reports

Grant Funds

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

As of November 30, 2023

					Project Snapshot: FY2013 - FY2023		FY 2024					
					Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Account #	Project											
Expenditures												
Public Safety												
34031150-542100	C2244	HOMELAND SECURITY GRANT		45,900	44,100	\$ -	\$ 1,800	\$ 1,800	\$ -	\$ -	\$ 1,800	
34031150-542100	C2246	HOMELAND SECURITY GRANT		22,500	22,259	-	241	241	(22,259)	-	22,500	
subtotal							\$ -	\$ 2,041	\$ 2,041	\$ (22,259)	\$ -	\$ 24,300
Public Works												
34041100-541410	C1219	MILLING AND RESURFACING (LMIG)		6,555,582	5,879,265	\$ -	\$ 676,317	\$ 676,317	\$ 676,317	\$ 676,317	\$ 0	
34041100-521200	C2242	NORTHPOINT ALPHALINK (ARC/LCI)		1,000,000	114,826	-	885,174	885,174	150,934	185,065	549,175	
34041100-541430	C2249	WILLS PARK BUFFER - EPD GRANT		200,000	136,238	-	63,762	63,762	16,823	38,637	8,302	
34041100-541420	C2305	ALPHALOOP (LANDWATER)		500,000	-	-	500,000	500,000	500,000	-	-	
subtotal							\$ -	\$ 2,125,253	\$ 2,125,253	\$ 667,756	\$ 900,019	\$ 557,478
Recreation, Parks & Cultural Services												
34061150-541500	C2248	CITY AGRICULTURE PLAN (FOOD WEI		75,000	-	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ 75,000	
subtotal							\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ 75,000
Community Development												
34074150-541410	C2107	NORTH POINT PKWY IMP		2,083,751	1,737,467	\$ -	\$ 346,284	\$ 346,284	\$ 69,613	\$ 276,670	\$ 1	
subtotal							\$ -	\$ 346,284	\$ 346,284	\$ 69,613	\$ 276,670	\$ 1
Non-Allocated												
34090200-579000		CONTINGENCY				\$ -	\$ (24,859)	\$ (24,859)	\$ -	\$ -	\$ (24,859)	
subtotal							\$ -	\$ (24,859)	\$ (24,859)	\$ -	\$ -	\$ (24,859)
Total							\$ -	\$ 2,523,719	\$ 2,523,719	\$ 715,110	\$ 1,176,689	\$ 631,920



CITY OF ALPHARETTA
Financial Management Reports
Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
As of November 30, 2023

			Project Snapshot: FY2013 - FY2023		FY 2024									
			Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget				
Account #	Project													
Revenue														
30141100-336000	C1410	RUCKER RD WATERLINE	\$	1,562,604	\$	1,459,845	\$	-	\$	102,759	\$	102,759		
30141100-336000	C1702	KIMBALL BR RD IMPROVEMENTS		6,146,784		5,544,518		-		602,266		602,266		
30141100-336000	C2104	WBR PH 4 (NPP-GREENWAY)		333,925		-		-		333,925		333,925		
30141100-371000	C2113	ENCORE GREENWAY GATEWAY		430,000		-		-		430,000		430,000		
30141100-336000	C2238	DAVIS DR. WATER (COUNTY)		364,489		298,753		-		65,736		65,736		
30141100-336000	C2400	CEMETERY RETAINING WALL		2,500		-		-		2,500		-		
30161150-371000	C1929	COMM AG PROGRAM		86,128		81,348		-		4,780		(5,954)		
30161150-371000	C2010	MEMORIAL-PARK ENHANCEMENTS		43,300		38,700		-		4,600		-		
30161150-371000	C2309	WACKY WORLD 2.0 (DONATIONS)		35,020		7,628		-		27,392		(1,548)		
30161150-371000	C2413	WBP DUGOUT EXPANSION		18,925		-		-		18,925		-		
30161150-371000	C2419	WEBB BRIDGE PARK DOG PARK		50,000		-		-		50,000		-		
30174150-337000	C0910	TREE REPLACEMENT FUND		164,320		-		-		164,320		(15,000)		
30113230-336000	C0924	ECONOMIC DEVELOPMENT PLAN		37,500		-		-		37,500		-		
30174150-336000	C1538	ARTS CENTER FEASIBILITY STUDY		17,500		-		-		17,500		-		
subtotal														
					\$	-	\$	1,862,203	\$	1,862,203	\$	350,019	\$	1,512,184
Non-Departmental														
30190200-395000		CARRYFORWARD FUND BALANCE			\$	1,500,000	\$	9,713,644	\$	11,213,644	\$	-	\$	11,213,644
30190200-391100		TRANSFER-IN FROM THE GENERAL FUND				10,597,818		1,795,000		12,392,818		6,210,758		6,182,061
30190200-362000		REALIZED GAIN/LOSS				-		-		-		(15,108)		15,108
30190200-363000		UNREALIZED GAIN/LOSS				-		-		-		335		(335)
30190200-361000		INTEREST EARNINGS				150,000		-		150,000		173,214		(23,214)
subtotal														
					\$	12,247,818	\$	11,508,644	\$	23,756,462	\$	6,369,198	\$	17,387,264
Total														
					\$	12,247,818	\$	13,370,847	\$	25,618,665	\$	6,719,218	\$	18,899,447



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
 As of November 30, 2023

Account #			Project Snapshot: FY2013 - FY2023		FY 2024					
			Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Expenditures										
Administration										
30113230-542400	C1404	WEBSITE UPGRADE	145,000	3,560	\$ -	\$ 141,440	\$ 141,440	\$ 1,350	\$ -	\$ 140,090
30113230-544100	C2105	BUSINESS RECOVERY PROGRAM	150,000	50,000	-	100,000	100,000	-	-	100,000
subtotal					\$ -	\$ 241,440	\$ 241,440	\$ 1,350	\$ -	\$ 240,090
Finance										
30115150-542400	C1141	TYLER ERP SYSTEM	363,044	356,279	\$ -	\$ 6,765	\$ 6,765	\$ 2,271	\$ 3,612	\$ 881
subtotal					\$ -	\$ 6,765	\$ 6,765	\$ 2,271	\$ 3,612	\$ 881
Information Technology										
30117400-542400	C0900	CISCO DATA NETWORK	300,002	298,402	\$ -	\$ 1,600	\$ 1,600	\$ -	\$ -	\$ 1,600
30117400-542400	C1000	GIS AERIAL MAPPING	50,001	49,768	-	233	233	-	233	1
30117400-542400	C1103	NETWORK AND VOIP	717,679	154,210	-	563,469	563,469	26,542	261,284	275,643
30117400-542400	C1312	BACKUP DATA STORAGE MGMT.	510,003	488,947	-	21,056	21,056	-	-	21,056
30117400-542400	C1313	TECHNOLOGY REPLACEMENT	3,502,370	3,042,127	390,000	70,243	460,243	33,008	235,000	192,235
30117400-542400	C1519	WIRELESS ACCESS POINTS	50,000	-	50,000	-	50,000	-	-	50,000
30117400-542400	C1615	APP/DESKTOP VIRTUALIZATION	400,145	128,749	-	271,396	271,396	-	-	271,396
30117400-542400	C2201	CITY COUNCIL A/V REPLACEMENT	300,001	31,883	-	268,118	268,118	16,884	237,370	13,864
30117400-544200	C2300	BUSINESS CONTINUITY STUDY	50,000	-	-	50,000	50,000	-	35,500	14,500
subtotal					\$ 440,000	\$ 1,246,115	\$ 1,686,115	\$ 76,434	\$ 769,386	\$ 840,295
Human Resources										
30118450-542400/20	C1222	RECORDS MANAGEMENT	72,501	22,934	\$ -	\$ 49,567	\$ 49,567	\$ 7,112	\$ -	\$ 42,455
subtotal					\$ -	\$ 49,567	\$ 49,567	\$ 7,112	\$ -	\$ 42,455
Municipal Court										
30126550-542400	C1222	RECORDS MANAGEMENT	39,600	35,700	\$ -	\$ 3,900	\$ 3,900	\$ -	\$ 3,900	\$ -
subtotal					\$ -	\$ 3,900	\$ 3,900	\$ -	\$ 3,900	\$ -
Public Safety										
30131150-542200	C1202	FLEET REPLACEMENT	9,890,846	6,202,954	\$ 1,875,000	\$ 1,812,892	\$ 3,687,892	\$ 512,874	\$ 1,916,402	\$ 1,258,616
30131150-541300	C1229	PS ROOF REPAIR	1,197,112	1,172,875	-	24,237	24,237	-	-	24,237
30131150-542100	C1401	PS EQUIPMENT REPLACEMENT	1,513,925	1,376,082	-	137,843	137,843	53,842	39,149	44,852
30131150-541300	C1706	RAPSTC IMPROVEMENTS	492,531	198,250	-	294,281	294,281	-	-	294,281
30131150-542400	C2052	SECURITY SYSTEM REFRESH	400,060	307,799	-	92,261	92,261	4,614	85,690	1,957
30131150-542100	C2055	LICENSE PLATE READER PROGRAM	20,000	9,196	-	10,804	10,804	-	-	10,804



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

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Account #	Project	Project Snapshot: FY2013 - FY2023		FY 2024					
		Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
30131150-542100	C2207 LUCAS DEVICES	176,000	169,942	-	6,058	6,058	-	-	6,058
30131150-542100	C2235 CRABAPPLE TRAINING FACILITY	43,871	38,391	-	5,480	5,480	-	-	5,480
30131150-542400	C2301 CAD/RECORDS MANAGEMENT SOFTWARE	2,250,001	374,223	-	1,875,778	1,875,778	462,057	1,393,720	20,001
30131150-542100	C2302 ALL TERRAIN VEHICLES	10,772	10,772	-	-	-	-	-	-
30131150-542100	C2303 2023 OP INITIATIVES EQUIPMENT	449,501	17,168	-	432,333	432,333	54,941	372,511	4,881
30131150-541300	C2314 FIRE STATION FACILITIES ASSESSMENT	300,000	-	225,000	75,000	300,000	1,350	97,500	201,150
30131150-542400	C2406 REAL TIME CRIME CENTER	128,900	-	128,900	-	128,900	4,251	4,495	120,154
30131150-542200	C2407 ASST FIRE MARSHAL EQUIPMENT	66,000	-	66,000	-	66,000	976	56,371	8,653
	subtotal			\$ 2,294,900	\$ 4,766,967	\$ 7,061,867	\$ 1,094,904	\$ 3,965,838	\$ 2,001,125
Public Works									
30141100-541200	C0910 TREE REPLACEMENT FUND	\$ 1,812,471	\$ 1,488,131	\$ -	\$ 324,340	\$ 324,340	\$ 4,750	\$ 49,908	\$ 269,682
30141100-541200	C1008 CEMETERY AUTHORITY- MAINTENANCE	493,726	227,923	-	265,803	265,803	6,255	6,404	253,144
30141100-541410	C1207 BRIDGE MAINTENANCE	865,212	406,488	200,000	258,724	458,724	-	-	458,724
30141100-541410	C1215 STRIPING & SIGNAGE	2,264,665	2,013,199	250,000	1,466	251,466	21,552	9,991	219,924
30141100-541410	C1217 TRAFFIC CALMING & INTERSECTION IMP	553,585	513,116	-	40,469	40,469	40,469	-	0
30141100-541410	C1218 TRAFFIC SIGNAL SYSTEM MAINTENANCE	904,267	804,267	100,000	-	100,000	26,423	7,451	66,126
30141100-541410	C1219 MILLING AND RESURFACING	27,137,647	24,017,647	3,120,000	-	3,120,000	48,376	2,649,722	421,901
30141100-541410	C1220 TRAFFIC CONTROL EQUIPMENT	1,087,079	980,278	100,000	6,801	106,801	17,856	20,316	68,628
30141100-541410	C1221 DESIGN SERVICES	1,018,300	894,867	75,000	48,433	123,433	1,200	17,378	104,855
30141100-542200	C1223 FLEET REPLACEMENT	1,672,223	1,334,068	190,000	148,155	338,155	5,224	314,188	18,743
30141100-541300	C1229 FACILITY ROOF REPAIR/REPLACE	325,000	-	325,000	-	325,000	-	322,316	2,684
30141100-541200	C1302 TREE PLANTING & LANDSCAPING IMP	1,374,771	1,072,093	152,000	150,678	302,678	45,497	32,421	224,761
30141100-542100	C1802 PW EQUIPMENT REPLACEMENT	217,374	203,793	-	13,581	13,581	-	-	13,581
30141100-541410	C1901 TRAFFIC RESPONSIVE SYSTEM MAINT	550,001	429,468	100,000	20,533	120,533	15,114	5,418	100,000
30141100-541300	C1902 FIRE STATION RENOVATIONS	435,003	419,519	-	15,484	15,484	-	-	15,484
30141100-541300	C1904 PW HQ RENOVATIONS	178,038	157,586	-	20,452	20,452	15,309	-	5,143
30141100-541300	C1906 CITY HALL RENOVATIONS	25,000	-	25,000	-	25,000	-	25,000	-
30141100-541300	C2003 HVAC REPLACEMENTS	391,730	291,730	100,000	-	100,000	61,854	-	38,146
30141100-541300	C2004 GENERATOR REPLACEMENTS	295,027	295,027	-	-	-	-	-	-



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		Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
30141100-542400	C2026 TCC HARDWARE/SOFTWARE	170,002	98,846	-	71,156	71,156	6,938	-	64,218
30141100-541410	C2048 STREETLIGHT MAINTENANCE	349,079	203,862	80,000	65,217	145,217	13,529	42,622	89,066
30141100-541500	C2050 REC FACILITY MAINTENANCE	155,000	128,146	-	26,854	26,854	-	-	26,854
30141100-541300	C2053 PARKING GARAGE MAINTENANCE	181,308	58,383	25,000	97,925	122,925	80,755	15,490	26,680
30141100-541410	C2104 WEBB BR ROAD PH4 (NPP-GREENWAY)	333,925	-	-	333,925	333,925		333,925	-
30141100-541410	C2113 ENCORE GREENWAY GATEWAY	430,001	306,250	-	123,751	123,751	-	123,750	1
30141100-544200	C2200 CITY TRASH RECEPTACLE SERVICE	100,002	84,042	-	15,960	15,960	-	-	15,960
30141100-541410	C2238 DAVIS DR WATER (COUNTY)	364,489	298,753	-	65,736	65,736	-	65,736	1
30141100-521200	C2242 NORTHPOINT ALPHALINK (ARC/LCI)	365,000	37,016	-	327,984	327,984	3,512	76,330	248,142
30141100-541420	C2305 ALPHALOOP (OMP - NORTHWINDS)	188,272	30,686	-	157,586	157,586	(10)	-	157,596
30141100-541410	C2315 LOCAL ROADS SAFETY ACTION PLAN	199,778	140,710	-	59,068	59,068	40,989	18,079	0
30141100-541200	C2400 CEMETERY RETAINING WALL	18,500	-	16,000	2,500	18,500	16,071	-	2,429
30141100-544200	C2408 WEBB BRIDGE PARK SEWER	437,500	180	437,500	(180)	437,320	40,150	27,095	370,075
30141100-541200	C2409 SR9 LANDSCAPING	350,000	-	350,000	-	350,000	-	-	350,000
30141100-542100	C2410 WINTER WEATHER EQUIPMENT	65,000	-	65,000	-	65,000	-	-	65,000
	subtotal			\$ 5,710,500	\$ 2,662,401	\$ 8,372,901	\$ 511,812	\$ 4,163,541	\$ 3,697,549
Recreation, Parks & Cultural Services									
30161150-541500	C0922 SYNTHETIC TURF REPLACEMENT	1,505,429	1,005,429	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ -	\$ 500,000
30161150-541200	C1210 TREE REMOVAL			200,000	58,667	258,667	106,240	31,778	120,649
30161150-541500	C1221 DESIGN SERVICES	214,224	209,396	-	4,828	4,828	-	3,585	1,243
30161150-541300	C1229 FACILITY ROOF REPAIR	680,411	485,411	195,000	-	195,000	46,725	142,759	5,516
30161150-542200	C1232 FLEET	412,578	202,662	-	209,916	209,916	97,735	-	112,181
30161150-542100	C1402 RP EQUIPMENT REPLACEMENT	990,219	758,226	153,000	78,993	231,993	-	77,377	154,616
30161150-541500	C1424 WILL PARK POOL EXPANSION	59,000	55,700	-	3,300	3,300		3,300	-
30113230-544200	C1527 VETERANS MEMORIAL	105,667	75,806	-	29,861	29,861	-	-	29,861
30161150-541500	C1614 THE STORIES PROJECT	85,000	31,065	-	53,935	53,935	-	47,000	6,935
30161150-541510	C1636 GREENWAY REPAIR AND MAINTENANCE	839,751	394,219	260,100	185,432	445,532	3,758	12,879	428,896
30161150-541500	C1804 PARK REPAIRS/IMPROVEMENTS	821,552	731,552	90,000	-	90,000	32,082	-	57,918
30161150-541500	C1806 PARKS PLAYGROUND EQUIPMENT	740,721	288,640	250,000	202,081	452,081	-	-	452,081
30161150-544100	C1807 PUBLIC ARTS PROGRAM	286,000	202,550	55,000	28,450	83,450	-	13,950	69,500
30161150-541500	C1911 EQUESTRIAN CENTER (FOUNDATION)	245,453	245,453	-	-	-	-	-	-



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		Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
30161150-521200	C1926 NORTHSIDE MOU (PARKS)	11,400	4,625	-	6,775	6,775	4,027	2,748	-
30161150-541500	C1926 NORTHSIDE MOU (PARKS)	149,903	118,365	-	31,538	31,538	19,147	-	12,391
30161150-541500	C1929 COMMUNITY AGRICULTURE PROGRAM	86,132	40,530	-	45,602	45,602	12,831	17,908	14,863
30161150-541500	C2010 PARK ENHANCEMENTS	630,779	615,658	-	15,121	15,121	7,680	7,425	16
30161150-541500	C2030 TOWN GREEN IMPROVEMENTS	250,000	29,500	-	220,500	220,500	202,742	3,842	13,916
30161150-541500	C2051 FOUNTAIN MAINTENANCE	86,306	36,306	50,000	-	50,000	18,900	-	31,100
30161150-541500	C2202 ATHLETIC COURTS RESURFACING CITY AGRICULTURE PLAN (FOOD WELL)	198,433	68,368	100,000	30,065	130,065	51,723	26,524	51,818
30161150-541500	C2248 PARK WOOD POLE REPLACEMENT	75,000	-	-	75,000	75,000	-	-	75,000
30161150-541500	C2304 WACKY WORLD 2.0 (DONATIONS)	200,000	-	-	200,000	200,000	2,492	5,000	192,508
30161150-541500	C2309 PARK TRAIL MAINTENANCE	35,020	-	-	35,020	35,020	2,242	-	32,778
30161150-541500	C2411 CULTURAL ARTS MASTER PLAN	200,000	-	200,000	-	200,000	-	-	200,000
30161150-541500	C2412 WBP DUGOUT EXPANSION	30,000	-	30,000	-	30,000	-	-	30,000
30161150-541500	C2413 WEBB BRIDGE PARK DOG PARK	30,425	-	11,500	18,925	30,425	-	30,425	-
30161150-541500	C2419 subtotal	50,000	-	-	50,000	50,000	-	-	50,000
				\$ 2,094,600	\$ 1,584,009	\$ 3,678,609	\$ 608,323	\$ 426,500	\$ 2,643,785
Community Development									
30174150-544100	C0019 DOWNTOWN PARKING FUND	576,749	297,748	\$ -	\$ 279,001	\$ 279,001	\$ 6,995	\$ 11,005	\$ 261,001
30174150-544100	C0924 ECONOMIC DEVELOPMENT PLAN	107,640	92,500	-	15,140	15,140	15,140	-	-
30174150-544200	C1300 CITY ECON DEVELOPMENT TOOLKIT	245,760	202,010	-	43,750	43,750	-	-	43,750
30174150-542200	C1433 FLEET REPLACEMENT	99,932	59,932	40,000	-	40,000	28,095	-	11,905
30174150-544100	C1538 ARTS CENTER FEASIBILITY STUDY	35,000	-	-	35,000	35,000	-	35,000	-
30174150-541410	C1603 DESIGN SERVICES	587,204	473,611	61,200	52,393	113,593	5,766	15,296	92,531
30174150-542400	C2111 COMMUNITY DEVELOPMENT EQUIPMENT	21,000	7,993	-	13,007	13,007	-	1,363	11,644
30174150-521200	C2307 WINDWARD-HWY9 MASTER PLAN MOU	60,000	700	-	59,300	59,300	-	-	59,300
30174150-521200	C2401 NORTH POINT FRAMEWORK PLAN	200,000	-	200,000	-	200,000	-	-	200,000
30174150-523400	C2402 GARDEN DISTRICT SIGNAGE	12,700	-	12,700	-	12,700	-	-	12,700
30174150-544100	C2403 SOUTH MAIN DISTRICT	50,000	-	50,000	-	50,000	-	-	50,000
30174150-544100	C2404 BROOKSIDE PARK GATEWAY	75,000	-	75,000	-	75,000	-	-	75,000



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Account #		Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
30174150-542200	C2405	LAND DEV INSPECTOR EQUIPMENT	45,000	-	45,000	-	45,000	-	3,417	41,583
30174150-541410	C2414	BROOKSIDE PARKWAY LAND DIET	40,000	-	40,000	-	40,000	-	-	40,000
subtotal					\$ 523,900	\$ 497,591	\$ 1,021,491	\$ 55,996	\$ 66,081	\$ 899,414
Non-Departmental										
30190200-579000		NON-ALLOCATED			\$ 1,183,918	\$ 2,286,092	\$ 3,470,010	\$ -	\$ -	\$ 3,470,010
30190200-579011		MATCH (GRANTS UNDER REVIEW)			-	26,000	26,000	-	-	26,000
subtotal					\$ 1,183,918	\$ 2,312,092	\$ 3,496,010	\$ -	\$ -	\$ 3,496,010
Total					\$ 12,247,818	\$ 13,370,847	\$ 25,618,665	\$ 2,358,202	\$ 9,398,858	13,861,604



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Stormwater Capital Fund Detail (Fund 302; life-to-date for all projects)
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		Project Snapshot: FY2017 - FY2023		FY 2024					
		Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Account #	Project								
Revenue									
Non-Departmental									
30290200-361000	INTEREST EARNINGS			\$ 50,000	\$ -	\$ 50,000	\$ 68,105		\$ (18,105)
30290200-362000	REALIZED GAIN/LOSS INV			-	-	-	(6,033)		6,033
30290200-363000	UNREALIZED GAIN/LOSS INV			-	-	-	1,226		(1,226)
30290200-391100	TRANSFER IN/GENERAL FUND MATCH			3,950,000	-	3,950,000	1,645,833		2,304,167
30290200-395000	CARRYFORWARD FUND BALANCE			-	4,737,937	4,737,937	-		4,737,937
	subtotal			\$ 4,000,000	\$ 4,737,937	\$ 8,737,937	\$ 1,709,131		\$ 7,028,806
	Total			\$ 4,000,000	\$ 4,737,937	\$ 8,737,937	\$ 1,709,131		\$ 7,028,806
Expenditures									
Public Works									
30241100-541430 C1216	SW DRAINAGE MAINTENANCE	1,006,403	788,796	\$ -	\$ 217,607	\$ 217,607	\$ 77,148	\$ 23,504	\$ 116,956
30241100-541430 C1308	SW PIPE & STRUCTURE R&M	15,426,219	7,349,440	4,000,000	4,076,779	8,076,779	855,495	1,409,800	5,811,484
30241100-541430 C1503	STORMWATER STUDIES	500,001	343,780	-	156,221	156,221	-	-	156,221
30241100-541430 C1604	STORMWATER INSPECTIONS	664,055	542,365	-	121,690	121,690	-	-	121,690
30241100-541430 C2208	MEADOW BROOK HILLS DRAINAGE	252,997	252,993	-	4	4	-	-	4
	subtotal			\$ 4,000,000	\$ 4,572,301	\$ 8,572,301	\$ 932,643	\$ 1,433,304	\$ 6,206,354
Non-Departmental									
30290200-579000	NON-ALLOCATED			\$ -	\$ 165,636	\$ 165,636	\$ -	\$ -	\$ 165,636
	subtotal			\$ -	\$ 165,636	\$ 165,636	\$ -	\$ -	\$ 165,636
	Total			\$ 4,000,000	\$ 4,737,937	\$ 8,737,937	\$ 932,643	\$ 1,433,304	\$ 6,371,990



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American Rescue Act Fund Detail (Fund 303; life-to-date for all projects)
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		Project Snapshot: FY2017 - FY2023		FY 2024					
Account #	Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue									
General Government									
30390200-331350	FEDERAL GRANT	-	3,905,852	\$ -	\$ 2,738,659	\$ 2,738,659	\$ 667,694		\$ 2,070,965
	Total			\$ -	\$ 2,738,659	\$ 2,738,659	\$ 667,694		\$ 2,070,965
Expenditures									
Public Works									
30341100-541410 C1219	MILLING & RESURFACING	1,175,959	1,175,959	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30341100-541430 C1308	PIPE/STORM STRUCTURE REPLACEMENT	2,144,510	1,811,716	-	332,794	332,794	199,757	-	133,037
30341100-541420 C1801	SIDEWALK MAINTENANCE/REPAIR	1,324,001	655,690	-	668,311	668,311	168,396	412,768	87,147
	subtotal			\$ -	\$ 1,001,105	\$ 1,001,105	\$ 368,152	\$ 412,768	\$ 220,185
Recreation, Parks & Cultural Services									
30361150-541500 C1636	GREENWAY REPAIR/MAINTENANCE	87,519	76,019	\$ -	\$ 11,500	\$ 11,500	\$ 2,520	\$ 8,980	\$ -
30361150-541500 C2316	GREENWAY BOARDWALK REPLACEMENT	1,912,483	186,468	-	1,726,015	1,726,015	525,377	1,200,637	2
	subtotal			\$ -	\$ 1,737,515	\$ 1,737,515	\$ 527,897	\$ 1,209,617	\$ 2
Non-Departmental									
30390200-579000	NON-ALLOCATED			\$ -	\$ 39	\$ 39	\$ -	\$ -	\$ 39
	subtotal			\$ -	\$ 39	\$ 39	\$ -	\$ -	\$ 39
	Total			\$ -	\$ 2,738,659	\$ 2,738,659	\$ 896,049	\$ 1,622,385	\$ 220,226



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2022 Parks Bond Fund Detail (Fund 318; life-to-date for all projects)
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		Project Snapshot: FY2017 - FY2023		FY 2024					
Account #	Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue									
Non-Departmental									
31890200-361000	INTEREST EARNINGS			\$ -	\$ -	\$ -	\$ 642,172		\$ (642,172)
31890200-395000	CARRYFORWARD FUND BALANCE			-	28,451,393	28,451,393	-		28,451,393
	subtotal			\$ -	\$ 28,451,393	\$ 28,451,393	\$ 642,172		\$ 27,809,221
	Total			\$ -	\$ 28,451,393	\$ 28,451,393	\$ 642,172		\$ 27,809,221
Expenditures									
31841100-541420	C1712 ALPHALOOP	7,542,698	42,698	\$ -	\$ 7,500,000	\$ 7,500,000	\$ -	\$ -	\$ 7,500,000
31861150-541500	C0922 SYNTHETIC TURF	1,405,386	448,084	-	957,302	957,302	4,899	763	951,640
31861150-541500	C1911 EQUESTRIAN CENTER (CITY)	5,386,980	792,366	-	4,594,614	4,594,614	-	1,058,993	3,535,621
31861150-541500	C2011 WILLS PARK MASTER PLAN IMP	6,062,644	778,257	-	5,284,387	5,284,387	12,675	395,060	4,876,652
31861150-541500	C2216 UNION HILL PARK	3,303,690	444,966	-	2,858,724	2,858,724	75,504	199,625	2,583,595
31861150-541500	C2217 MID-BROADWELL PARK	836,296	389,984	-	446,312	446,312	277,766	73,569	94,977
31861150-541500	C2218 OLD RUCKER PARK	3,030,570	366,865	-	2,663,705	2,663,705	56,831	17,269	2,589,605
31861150-541500	C2219 FARMHOUSE PARK	2,224,706	255,276	-	1,969,430	1,969,430	-	-	1,969,430
31861150-541500	C2220 WATERS ROAD PARK	1,250,001	224,706	-	1,025,295	1,025,295	447,822	576,693	780
31861150-541500	C2245 WILLS PARK MAINTENANCE FACILITY	328,634	328,634	-	-	-	-	-	-
31890200-579000	PARKS RESERVE	1,520,173	368,549	-	1,151,624	1,151,624	-	-	1,151,624
31890200-584000	DEBT ISSUANCE COSTS	368,549	368,549	-	-	-	-	-	-
	Total			\$ -	\$ 28,451,393	\$ 28,451,393	\$ 875,497	\$ 2,321,972	\$ 25,253,924



CITY OF ALPHARETTA
Financial Management Reports
Capital Project Funds
TSPLOST I Fund Detail (Fund 335; life-to-date for all projects)
As of November 30, 2023

			Project Snapshot: FY2017-FY2023		FY 2024					
			Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Account #	Project									
Revenue										
Non-Departmental										
33590200-395000	CARRYFORWARD FUND BALANCE				\$ -	\$ 35,292,260	\$ 35,292,260			\$ 35,292,260
33541100-361000	INTEREST EARNINGS				-	-	-	794,951		(794,951)
	Total				\$ -	\$ 35,292,260	\$ 35,292,260	\$ 794,951		\$ 34,497,309
Expenditures										
33541100-541410	C1219	MILLING AND RESURFACING	2,000,000	2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
33541100-541410	C1631	MCGINNIS RD IGA (FORSYTH)	5,026,414	763,569	-	4,262,845	4,262,845	304,216	-	3,958,629
33541100-541410	C1713	KIMBALL BR RD OP IMPROVEMENTS	1,359,742	1,123,462	-	236,280	236,280	175	233,749	2,356
33541100-541410	C1717	OLD MILTON PKWY CAPACITY IMP	5,579,474	2,498,615	-	3,080,859	3,080,859	12,616	1,078,296	1,989,947
33541100-541410	C1800	HAYNES BRIDGE RD IMP	187,598	187,598	-	-	-	-	-	-
33541100-541410	C1933	WEBB BRIDGE RD (DESIGN-PROJ. MGMT., ETC.)	876,389	876,389	-	-	-	-	-	-
33541100-541410	C1934	WINDWARD PKWY EAST IMPROVEMENTS	1,427,989	1,427,989	-	-	-	-	-	-
33541100-541410	C2054	GA 400 BRIDGES (WEBB; KIMBALL)	4,886,001	2,120,286	-	2,765,715	2,765,715	-	2,765,714	1
33541100-541410	C2104	WEBB BR RD PHASE 4 (NPP TO GREENWAY)	692,508	692,472	-	36	36	-	-	36
33541100-541410	C2113	ENCORE GREENWAY GATEWAY	2,573,000	233,300	-	2,339,700	2,339,700	5,125	43,000	2,291,575
33541100-541410	C2211	WEBB BRIDGE RD PHASE 1 (WESTWIND TO GREENWAY)	725,037	725,037	-	-	-	-	-	-
33541100-541410	C2229	WEBB BRIDGE RD PHASE 2 (ROUNDAABOUT-PARK)	6,000,001	1,244,331	-	4,755,670	4,755,670	563,947	2,555,430	1,636,293
33541100-541410	C2232	WEBB BRIDGE RD PHASE 3 (GREENWAY-ROUNDAABOUT)	17,000,001	1,021,567	-	15,978,434	15,978,434	148,321	33,478	15,796,635
33541100-541420	C2305	ALPHALOOP (OMP-NORTHWINDS)	825,000	825,000	-	-	-	-	-	-
33590200-579000	CONTINGENCY				-	1,872,721	1,872,721	-	-	1,872,721
	Total				\$ -	\$ 35,292,260	\$ 35,292,260	\$ 1,034,401	\$ 6,709,667	\$ 27,548,193



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
TSPLOST II Fund Detail (Fund 336; life-to-date for all projects)
 As of November 30, 2023

			Project Snapshot: FY2017 - FY2023		FY 2024					
			Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Account #	Project									
Revenue										
Non-Departmental										
33690200-313400	TSPLOST II				\$ -	\$ 33,793,672	\$ 33,793,672	\$ 5,081,350		\$ 28,712,322
33641100-361000	INTEREST EARNINGS				-	-	-	314,994		(314,994)
33690200-395000	CARRYFORWARD FUND BALANCE				-	13,545,437	13,545,437	-		13,545,437
	Total				\$ -	\$ 47,339,109	\$ 47,339,109	\$ 5,396,345		\$ 41,942,764
Expenditures										
33641100-541410	C2040	TRADEWINDS PARKWAY	6,500,000	10,715	\$ -	\$ 6,489,285	\$ 6,489,285	\$ 422,100	\$ -	\$ 6,067,185
33641100-541410	C2104	WEBB BRIDGE ROAD (NPP-GREENWAY)	13,000,001	2,065,944	-	10,934,057	10,934,057	1,494,424	6,342,282	3,097,351
33641100-541410	C2107	NORTH POINT PARKWAY IMP	10,000,000	28,393	-	9,971,607	9,971,607	19,738	690,168	9,261,701
33641100-541410	C2221	CROSSWALK (ALPHARETTA ELEM)	107,670	107,670	-	-	-	-	-	-
33641100-541410	C2222	CROSSWALK (MANNING OAKS ELEM)	74,263	18,537	-	55,726	55,726	-	-	55,726
33641100-541410	C2223	CROSSING (92 MILTON GARAGE)	212,301	208,128	-	4,173	4,173	-	-	4,173
33641100-541410	C2224	RAISED INTSECTION (MARIETTA ST)	350,001	16,925	-	333,076	333,076	14,000	125,275	193,801
33641100-541410	C2225	CROSSINGS (CITY CTR/CHURCHES)	750,001	23,434	-	726,567	726,567	6,427	88,839	631,301
33641100-541410	C2226	PEDESTRIAN BRIDGES (WW PKWY)	4,000,001	394,995	-	3,605,006	3,605,006	114,799	150,372	3,339,834
33641100-541410	C2227	CROSSWALK (COGBURN PARK)	129,616	129,616	-	-	-	-	-	-
33641100-541410	C2228	CROSWALK (CHARLOTTE DR)	146,000	146,000	-	-	-	-	-	-
33641100-541410	C2230	CUMMING ST CORRIDOR	4,757,526	6	-	4,757,520	4,757,520	-	-	4,757,520
33641100-541420	C2305	ALPHALOOP (OMP - NORTHWINDS)	12,000,001	1,919,004	-	10,080,997	10,080,997	2,886,008	6,954,488	240,500
33690200-579000	CONTINGENCY		381,095	-	-	381,095	381,095	-	-	381,095
	Total				\$ -	\$ 47,339,109	\$ 47,339,109	\$ 4,957,497	\$ 14,351,425	\$ 28,030,187



CITY OF ALPHARETTA
 Financial Management Reports
 Special Revenue Funds
Impact Fee Fund (Fund 270; life-to-date for active projects)
 As of November 30, 2023

				Project Snapshot: FY2013 - FY2023		FY 2024					
						Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Account #	Project			Total Project Authorization	Prior Year Actuals						
Revenue											
27074110-341321	IMPACT FEES STREETS & HIGHWAYS					\$ -	\$ -	\$ -	\$ 117,303		\$ (117,303)
27074110-341323	IMPACT FEES RECREATION & PARKS					-	49,057	49,057	261,166		(212,109)
27074110-341324	IMPACT FEES PUBLIC SAFETY					-	-	-	12,300		(12,300)
27074110-362000	REALIZED GAIN/LOSS					-	-	-	(4,642)		4,642
27074110-363000	UNREALIZED GAIN/LOSS					-	-	-	984		(984)
27074110-395000	CARRYFORWARD FUND BALANCE					-	3,712,044	3,712,044	-		3,712,044
27074110-361000	INTEREST EARNINGS					-	-	-	52,227		(52,227)
	Total					\$ -	\$ 3,761,101	\$ 3,761,101	\$ 439,338		\$ 3,321,763
Expenditures											
Public Safety											
27031150-544200	C2206	RAPID RESCUE TRUCK		124,600	124,100	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ 500
		subtotal				\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ 500
Public Works											
27041100-541410	C1410	RUCKER RD CORRIDOR		1,002,553	991,047	\$ -	\$ 11,506	11,506	\$ -	\$ 11,506	\$ 0
27041100-541410	C2107	NORTH POINT PARKWAY IMPROVEMENTS		1,250,000	-	-	1,250,000	1,250,000	-	-	1,250,000
27041100-541420	C2305	ALPHALOOP (OMP - NORTHWINDS)		1,540,000	1,533,350	-	6,650	6,650	-	6,650	-
		subtotal				\$ -	\$ 1,268,156	\$ 1,268,156	\$ -	\$ 18,156	\$ 1,250,000
Recreation, Parks & Cultural Services											
27061150-541500	C2011	WILLS PARK MASTER PLAN		328,634	21,930	\$ -	\$ 306,704	\$ 306,704	\$ -	\$ -	\$ 306,704
27061150-541410	C2113	ENCORE GREENWAY GATEWAY		2,000,000	27,480	-	1,972,520	1,972,520	-	-	1,972,520
		subtotal				\$ -	\$ 2,279,224	\$ 2,279,224	\$ -	\$ -	\$ 2,279,224
Non-Departmental											
27074110-521200		PROFESSIONAL SERVICES				\$ -	\$ 37,525	\$ 37,525	\$ -	\$ 37,525	\$ -
27074110-579001		NON-ALLOCATED STREETS & HIGHWAYS				-	27,367	27,367	-	-	27,367
27074110-579003		NON-ALLOCATED PUBLIC SAFETY				-	148,329	148,329	-	-	148,329
		subtotal				\$ -	\$ 213,221	\$ 213,221	\$ -	\$ 37,525	\$ 175,696
		Total				\$ -	\$ 3,761,101	\$ 3,761,101	\$ -	\$ 55,681	\$ 3,705,420



CITY OF ALPHARETTA
 Financial Management Reports
 Special Revenue Funds
Hotel/Motel Fund (Fund 275; life-to-date for active projects)
 As of November 30, 2023

		Project Snapshot: FY2013 - FY2023		FY 2024					
Account #	Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue									
27590150-314100	HOTEL/MOTEL TAXES			\$ 9,550,000	\$ -	\$ 9,550,000	\$ 3,284,112		\$ 6,265,888
27590150-319201	PEALTY/IINT HOTEL/MOTEL TAX			-	-	-	175		(175)
27590150-362000	REALIZED GAIN/LOSS			-	-	-	(1,587)		1,587
27590150-363000	UNREALIZED GAIN/LOSS			-	-	-	101		(101)
27590150-361000	INTEREST EARNINGS			-	-	-	17,139		(17,139)
	subtotal			\$ 9,550,000	\$ -	\$ 9,550,000	\$ 3,299,940		\$ 6,250,060
Non-Departmental									
27590150-395000	CARRYFORWARD FUND BALANCE			\$ -	\$ 962,046	\$ 962,046	\$ -		\$ 962,046
	subtotal			\$ -	\$ 962,046	\$ 962,046	\$ -		\$ 962,046
	Total			\$ 9,550,000	\$ 962,046	\$ 10,512,046	\$ 3,299,940		\$ 7,212,106
Expenditures									
Alpharetta Convention & Visitors Bureau									
27590150-572002	ALPHA CONV & VISITORS BUREAU DISTRIBUTION	34,900,129	30,722,004	\$ 4,178,125	\$ -	\$ 4,178,125	\$ 1,436,876	\$ -	\$ 2,741,249
	subtotal			\$ 4,178,125	\$ -	\$ 4,178,125	\$ 1,436,876	\$ -	\$ 2,741,249
City of Alpharetta									
27590150-611100	CITY OF ALPHARETTA DISTRIBUTION	30,313,108	26,731,858	3,581,250	-	3,581,250	1,231,608	-	2,349,642
	subtotal			\$ 3,581,250	\$ -	\$ 3,581,250	\$ 1,231,608	\$ -	\$ 2,349,642
Tourism Product Development									
27590150-521200	PROFESSIONAL SERVICES	41,570	36,070	\$ 5,500	\$ -	\$ 5,500	\$ -	\$ -	\$ 5,500
27590150-579006	DEBT SERVICE RESERVE	28,071,246	26,731,858	392,412	946,976	1,339,388	-	-	1,339,388
27590450-541500	C2011 WILLS PARK MASTER PLAN	751,892	736,822	-	15,070	15,070	-	-	15,070
27590151-581100	D1600 PRINCIPAL (2016 CONF CTR BOND)	8,238,654	7,528,654	710,000	-	710,000	-	-	710,000
27590151-582100	D1600 INTEREST PAYMENT (2016 CONF CTR BOND)	6,026,367	5,343,654	682,713	-	682,713	341,356	-	341,357
	subtotal			\$ 1,790,625	\$ 962,046	\$ 2,752,671	\$ 341,356	\$ -	\$ 2,411,315
	Total			\$ 9,550,000	\$ 962,046	\$ 10,512,046	\$ 3,009,839	\$ -	\$ 7,502,207



OTHER REPORTS



CITY OF ALPHARETTA
Financial Management Reports
Listing of Payments \$5,000 and greater
for the month ended November 30, 2023

Vendor	Description	Department	\$ Amount
A. B. GYMNASTICS LLC	INSTRUCTORS, CLASSES FOR THE PUBLIC	Rec., Parks & Cultural Services	\$ 5,932.13
A. B. GYMNASTICS LLC	INSTRUCTORS, CLASSES FOR THE PUBLIC	Rec., Parks & Cultural Services	\$ 5,857.12
AECOM TECHNICAL SERVICES	DESIGN BUILD SERVICES- NP ALPHALINK (ARC/LCI GRANT)	Public Works	\$ 12,990.91
ALLIED WASTE SERVICE	WASTE MANAGEMENT SERVICES	Various Departments	\$ 438,819.47
ALLIED WASTE SERVICE	WASTE MANAGEMENT SERVICES	Finance	\$ 9,405.68
ALPHARETTA	ALPHA CONV & VISITORS BUREAU	General Government	\$ 355,147.56
AMERICAN FACILITY	JANITORIAL/CUSTODIAL SERVICES	Various Departments	\$ 33,618.50
AT&T/BELLSOUTH @ 85	TELEPHONE SERVICES, LONG DISTANCE AND LOCAL E-911 OPERATIONS	Public Safety	\$ 10,105.21
AT&T/BELLSOUTH @ 85	TELEPHONE SERVICES, LONG DISTANCE AND LOCAL: E-911 OPERATIONS	Public Safety	\$ 17,190.56
ATKINS NORTH AMERICA	PROJECT MANAGEMENT SERVICES (WBR PH2, WW PKWY)	Public Works	\$ 7,189.04
ATKINS NORTH AMERICA	CONSTRUCTION MANAGEMENT SERVICES: ALPHALOOP (OMP-NORTHWINDS)	Public Works	\$ 30,058.10
ATKINS NORTH AMERICA	CONSTRUCTION MANAGEMENT SERVICES: WBR PH4 (NPP-GREENWAY)	Public Works	\$ 19,615.66
AXON ENTERPRISES	WEAPON LEASE, MAINTENANCE AND REPAIR	Public Safety	\$ 100,800.00
CARL BLACK BUICK GMC	VEHICLE REPAIR & MAINTENANCE	Public Safety	\$ 25,791.27
CARL BLACK BUICK GMC	VEHICLE REPAIR & MAINTENANCE	Public Safety	\$ 11,534.98
CITY OF MILTON	LEASE-COURTROOM IGA-NOVEMBER 2023	Municipal Court	\$ 6,775.00
CITY OF ROSWELL	FIREMAN TRAINING AND INSTRUCTIONAL AIDS AND MATERIALS	Public Safety	\$ 51,210.83
CLEARGOV INC	SOFTWARE MAINTENANCE/SUPPORT	Finance	\$ 45,000.00
CLEARPOINT STRATEGY	SOFTWARE MAINTENANCE/SUPPORT	Various Departments	\$ 22,500.00
CRABAPPLE TURF	GROUNDS REPAIR & MAINTENANCE	Rec., Parks & Cultural Services	\$ 16,451.17
CUMBERLAND LANDSCAPE	ROADSIDE, GROUNDS, RECREATIONAL AND PARK AREA SERVICES	Rec., Parks & Cultural Services	\$ 5,660.17
DC POOL SERVICE LLC.	SWIMMING POOL MANAGEMENT AND OPERATION	Rec., Parks & Cultural Services	\$ 7,442.87
DELL MARKETING LP	MICROCOMPUTERS, HANDHELD, LAPTOP, AND NOTEBOOK	Public Safety	\$ 5,588.76
DELL MARKETING LP	SOFTWARE MAINTENANCE/SUPPORT	City Administration	\$ 12,162.78
EAMON KEEGAN	WEBB BRIDGE RD-PARCEL 16	Public Works	\$ 8,000.00
ESIS INC	CLAIMS (WORKERS COMP)	Risk Management	\$ 9,846.18
EXCELLERE CONSTRUCTION	CONSTRUCTION, HIKE AND BIKE TRAIL	Rec., Parks & Cultural Services	\$ 109,986.53
FULTON COUNTY BOARD OF COMMISSIONERS	MUNICIPAL COURT FINES	Public Safety	\$ 5,974.85
FULTON COUNTY BOARD OF EDUCATION	OCTOBER FUEL BILL	Various Departments	\$ 46,960.44
FULTON COUNTY-DEPT OF FINANCE	WATER AND SEWER UTILITIES	Various Departments	\$ 11,758.86
GALLS INC	EMPLOYEE UNIFORMS	Public Safety	\$ 6,007.53



CITY OF ALPHARETTA
Financial Management Reports
Listing of Payments \$5,000 and greater
for the month ended November 30, 2023

Vendor	Description	Department	\$ Amount
GEORGIA GREEN	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT	Public Works	\$ 15,065.83
GEORGIA MUNICIPAL ASSOCIATES	TELECOMMUNICATIONS MANAGEMENT SERVICES	City Administration	\$ 11,000.00
GEORGIA POWER CO	ELECTRICITY UTILITIES	Various Departments	\$ 190,030.63
GEORGIA SUPERIOR COURT CLERK	MUNICIPAL COURT FINES	Public Safety	\$ 27,064.99
GEORGIA-ALABAMA LAND	WETLAND DELINEATIONS (INCL. ASSESSMENTS)	Public Works	\$ 28,000.00
GESSNER	INSTRUCTORS, CLASSES FOR THE PUBLIC	Rec., Parks & Cultural Services	\$ 12,256.49
GLOBAL EQUIPMENT CO	SPORTING GOODS, ATHLETIC EQUIPMENT	Rec., Parks & Cultural Services	\$ 5,969.28
GREENTREE BEDDING	BAGS, BEDDING	Rec., Parks & Cultural Services	\$ 6,034.00
GREENTREE BEDDING	BAGS, BEDDING	Rec., Parks & Cultural Services	\$ 6,412.00
INTEGRATED CONSTRUCTION	CONSTRUCTION, HIKE AND BIKE TRAIL: ALPHALOOP	Public Works	\$ 1,416,319.43
IPR SOUTHEAST LLC	PIPE AND PIPE FITTINGS MAINTENANCE AND REPAIR	Public Works	\$ 228,031.46
KIMBROUGH INDUSTRIAL	HEATING, VENTILATING AND AIR CONDITIONING (HVAC)	Public Works	\$ 29,114.42
LAYER 3 COMMUNICATION	SOFTWARE MAINTENANCE/SUPPORT	Various Departments	\$ 39,802.57
LD GYMNASTICS INC	INSTRUCTORS, CLASSES FOR THE PUBLIC	Rec., Parks & Cultural Services	\$ 29,985.32
MAULDIN & JENKINS	ACCOUNTING/AUDITING/BUDGET CONSULTING	Finance	\$ 42,000.00
MEER ELECTRIC	LOCKS AND KEYS	Rec., Parks & Cultural Services	\$ 7,422.06
MOFFATT & NICHOL	DESIGNING SERVICES	Public Works	\$ 15,623.32
NOVACOAST, INC.	SOFTWARE MAINTENANCE/SUPPORT	Information Technology	\$ 32,850.00
PEACE OFFICER'S ANNUITY BENEFIT FUND GA	MUNICIPAL COURT FINES	Public Safety	\$ 12,828.87
PREMIER EVENTS LLC	WIRE & WOOD (SPONSORSHIP)	Rec., Parks & Cultural Services	\$ 11,214.00
PRIME CONTRACTORS	DESIGN BUILD SERVICES: WATERS ROAD PARK	Rec., Parks & Cultural Services	\$ 199,228.98
PRIME ENGINEERING, I	DESIGNING SERVICES: WEBB BRIDGE PARK SEWER	Public Works	\$ 14,831.37
PULSEPOINT FOUNDATION	SOFTWARE MAINTENANCE/SUPPORT	Public Safety	\$ 10,500.00
RCS PRODUCTIONS	MUSICAL PRODUCTION SERVICES	Rec., Parks & Cultural Services	\$ 50,000.00
RUSSELL LANDSCAPE	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT	Public Works	\$ 57,969.74
SAWNEE ELECTRIC MEMBERSHIP	ELECTRICITY UTILITIES	Various Departments	\$ 33,674.31
SCREENSMITH	EMPLOYEE UNIFORMS	Rec., Parks & Cultural Services	\$ 5,829.00
SHI INTERNATIONAL CO	SOFTWARE MAINTENANCE/SUPPORT	Various Departments	\$ 54,496.49
SIGNATURE TENNIS COURTS	ATHLETIC FACILITY MAINTENANCE AND REPAIR	Rec., Parks & Cultural Services	\$ 50,300.00
SOCCER SHOTS NORTH	INSTRUCTORS, CLASSES FOR THE PUBLIC	Rec., Parks & Cultural Services	\$ 6,683.25
SOL CONSTRUCTION LLC	CONSTRUCTION: SIDEWALKS, WBR PH2	Public Works	\$ 396,224.04



CITY OF ALPHARETTA
 Financial Management Reports
Listing of Payments \$5,000 and greater
 for the month ended November 30, 2023

Vendor	Description	Department	\$ Amount
SOUTHEAST ELITE	THEATRICAL SERVICES (INCLUDING PRODUCTION, SCENERY)	Rec., Parks & Cultural Services	\$ 5,375.00
SPECIALTY CAR	AGRICULTURAL EQUIPMENT, IMPLEMENTS, AND ACCESSORIES	Rec., Parks & Cultural Services	\$ 12,647.07
STEPHEN A. LASER ASSOCIATES	PSYCHOLOGISTS/PSYCHOLOGICAL AND PSYCHIATRIC SERVICES	Human Resources	\$ 6,075.00
TECH ALPHARETTA	ATC OPERATIONAL FUNDS	Development Authority	\$ 7,916.67
TECHNOLOGY ASSOCIATION	Annual City sponsor/membership to TAG	Community Development	\$ 5,000.00
THE WINDSCREEN FACTORY	COVERS AND COVER CLOTHS	Rec., Parks & Cultural Services	\$ 25,920.00
TNT	VEHICLE REPAIR & MAINTENANCE (FIRE LOGISTICS)	Public Safety	\$ 5,192.69
TOKIO MARINE HCC	CLAIMS	Risk Management	\$ 10,000.00
TOTHEROW ENTERPRISES	MILLING AND RESURFACING	Public Works	\$ 47,875.92
TRI SCAPES INC	ROADSIDE, GROUNDS, RECREATIONAL AND PARK AREA SERVICES	Rec., Parks & Cultural Services	\$ 44,347.67
TRI SCAPES INC	BARRIERS AND ENCLOSURES, CONSTRUCTION	Rec., Parks & Cultural Services	\$ 35,887.50
TRUIST BANK	PCARD PAYMENT	General Government	\$ 157,294.60
UNIVERSAL CONCEPTS	DECORATIONS: CHRISTMAS, PARTY, ETC.	Rec., Parks & Cultural Services	\$ 7,340.00
WINDWARD COMMUNITY	MCGINNIS FERRY-PARCEL 65	Public Works	\$ 80,944.00



CITY OF ALPHARETTA
 Financial Management Reports
Listing of PO's between \$5,000.01 and \$50,000.00
 for the month ended November 30, 2023

Purchase Order #	Vendor	Department	Purchase Order Amt.	Description
24000402	STEPHEN A. LASER ASSOCIATES, PC	HUMAN RESOURCES	\$ 18,000.00	PRE-EMPLOYMENT PSYCHOLOGICAL EVALUATIONS
24000403	SUPERHERO FIRE PROTECTION LLC	PUBLIC WORKS	\$ 14,155.00	ANNUAL FIRE PROTECTION SYSTEM TESTING FOR MULTIPLE FACILITIES
24000405	FIVE OAKS FENCE COMPANY INC	REC., PARKS & CULTURAL SVCS	\$ 26,524.00	FENCE REPAIRS TO THE TENNIS/PICKLE BALL COURTS AT NORTH PARK
24000406	GEORGE F. RICHARDSON, INC.	REC., PARKS & CULTURAL SVCS	\$ 25,994.00	REPLACEMENT PARTITION WALLS FOR ADULT ACTIVITY CENTER
24000413	MXI ENVIRONMENTAL SERVICES LLC	PUBLIC WORKS	\$ 32,430.00	HOUSEHOLD HAZARDOUS WASTE EVENT ON DECEMBER 9, 2023
24000417	FEDERAL EASTERN INTERNATIONAL LLC	PUBLIC SAFETY	\$ 9,440.00	RIFLE PLATES FOR BALLISTIC VESTS
24000421	SUPERION, LLC	PUBLIC SAFETY	\$ 34,060.00	CAD-TO-CAD UNIFY ANNUAL SUBSCRIPTION FEE
24000422	GEORGIA MUNICIPAL ASSN	ADMINISTRATION	\$ 11,000.00	ANNUAL GMA UBSCRIPTION
24000424	MEER ELECTRICAL CONTRACTORS INC	REC., PARKS & CULTURAL SVCS	\$ 7,616.36	ELECTRICAL SERVICES FOR CY 2023 SEASON OF CELEBRATION
24000426	CLEARGOV INC	FINANCE	\$ 45,000.00	CLEARGOV BUDGETING SUITE SUBSCRIPTION RENEWAL
24000427	DELL MARKETING LP	INFORMATION TECHNOLOGY	\$ 12,162.78	ADDITIONAL VLA ENTERPRISE EXCHANGE ONLINE ARCHIVE LICENSES
24000428	AT&T/BELLSOUTH @ 85 ANNEX	INFORMATION TECHNOLOGY	\$ 30,000.00	GLS MAINTENANCE AND SUPPORT SERVICES
24000431	KIMBROUGH INDUSTRIAL GROUP LLC	PUBLIC WORKS	\$ 11,265.37	(2) HEAT EXCHANGER REPLACEMENTS IN WILLS PARK GYM
24000432	PREMIER EVENTS LLC	REC., PARKS & CULTURAL SVCS	\$ 11,214.00	CY 2023 WIRE AND WOOD SPONSORSHIP 20% COMMISSION PAYOUT
24000436	CARL BLACK BUICK GMC LLC	PUBLIC SAFETY	\$ 6,763.40	VEHICLE REPAIRS TO PD7176
24000441	REXEL USA, INC.	PUBLIC WORKS	\$ 31,055.00	WAREHOUSE STOCK FOR STREET LIGHTS
24000442	DOCUSIGN INC	FINANCE	\$ 11,040.00	ESIGNATURE BUSINESS PRO EDITION SOFTWARE
24000444	GABRIEL ROEDER SMITH & COMPANY	FINANCE	\$ 10,500.00	ACTUARIAL AND CONSULTING SERVICES
24000447	SAVATREE LLC	REC., PARKS & CULTURAL SVCS	\$ 9,610.00	TREE REMOVAL SERVICES IN WEBB BRIDGE PARK
24000453	TELEMESSAGE, INC.	INFORMATION TECHNOLOGY	\$ 44,767.50	BUSINESS MOBILE MESSAGING AND MOBILE ARCHIVING SOFTWARE
24000454	GEORGIA-ALABAMA LAND TRUST, INC.	PUBLIC WORKS	\$ 28,000.00	(14) STREAM CREDITS FOR THE WEBB BRIDGE RD PROJECT
24000457	KIMBROUGH INDUSTRIAL GROUP LLC	PUBLIC WORKS	\$ 10,056.00	HEAT EXCHANGER REPLACEMENTS AT (3) FIRE STATIONS
24000459	GEORGIA GREEN GROUNDS CARE LLC	PUBLIC WORKS	\$ 49,908.47	TREE PLANTING, REPLACEMENTS, AND WATERING AT MULTIPLE LOCATIONS
24000460	RUSSELL LANDSCAPE, LLC	PUBLIC WORKS	\$ 6,681.71	LANDSCAPING AT CANTON ST MEDIAN/PLANTERS AT MID-BLOCK CROSSWALK

City of Alpharetta
Balance Sheet
Governmental Funds
November 30, 2023

	Major Governmental Funds							Non-Major	Total
	General	Capital	Capital	2016	2022	T-SPLOST	T-SPLOST II	Governmental	Governmental
	Fund	Project Fund	Grant Fund	Bond Fund	Bond Fund	Capital Fund	Capital Fund	Funds	Funds
ASSETS									
Cash / Cash Equivalents / Investments	\$ 49,971,280	\$ 15,365,896	\$ 907,529	\$ -	\$ 28,264,710	\$ 35,174,570	\$ 15,306,078	\$ 19,803,708	\$ 164,793,771
Receivables (net of allowance for uncollectibles)									
Taxes Receivable									
Property Taxes	5,243,894	-	-	-	-	-	-	-	5,243,894
Other Taxes	119,578	-	-	-	-	-	-	-	119,578
Interest	-	-	-	-	-	-	-	122	122
Accounts	-	-	-	-	-	-	-	976,265	976,265
Due from Other Funds	236,732	-	-	-	-	-	-	21,470	258,202
Intergovernmental Receivable	18,667	785,022	22,270	-	-	-	2,733	308,095	1,136,787
Cash - Restricted	205,168	274,131	-	-	-	-	-	-	479,299
Total Assets	55,795,319	16,425,049	929,799	-	28,264,710	35,174,570	15,308,810	21,109,661	173,007,919
LIABILITIES AND FUND BALANCES									
Liabilities									
Current									
Accounts Payable	780,258	31,317	441,973	-	-	8,000	951,914	343,923	2,557,385
Retainage Payable	-	33,829	25,000	-	46,642	113,759	369,878	157,694	746,801
Intergovernmental Payable	-	-	-	-	-	-	-	-	-
Claims Payable	-	-	-	-	-	-	-	-	-
Payroll Payable	163,123	-	-	-	-	-	-	-	163,123
Due to Other Funds	-	-	186,699	-	-	-	-	8,230	194,929
Deferred Revenue	5,404,997	785,022	22,270	-	-	-	2,733	997,857	7,212,880
Unearned Revenue	866,300	-	130,460	-	-	-	-	1,847,515	2,844,275
Non-Current									
Unclaimed Property	105,106	-	-	-	-	-	-	-	105,106
Claims Payable	-	-	-	-	-	-	-	-	-
Total Liabilities	7,319,785	850,167	806,402	-	46,642	121,759	1,324,525	3,355,219	13,824,500
Fund Balances:									
Restricted for:									
Capital Projects	-	2,706,013	(1,028,433)	-	24,744,473	26,470,424	(748,235)	6,213,106	58,357,347
Law Enforcement	-	-	-	-	-	-	-	107,927	107,927
Emergency Telephone Activities	-	-	-	-	-	-	-	(588,538)	(588,538)
Grant Projects	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	3,964,752	3,964,752
Promotion of Tourism	-	-	-	-	-	-	-	(87,241)	(87,241)
Assigned for:									
Grant Projects	-	-	-	-	-	-	-	59,702	59,702
Capital Projects	-	-	-	-	-	-	-	-	-
Emergency Reserve	22,570,000	-	-	-	-	-	-	-	22,570,000
2025 Fiscal Year Capital	9,447,780	-	-	-	-	-	-	-	9,447,780
Encumbrances	4,419,731	9,398,858	1,176,689	-	2,321,972	6,709,667	14,351,425	4,033,479	42,411,822
Remaining 2024 Net Spend	8,311,736	-	-	-	-	-	-	-	8,311,736
Projected Net Surplus/2026 Capital	3,726,288	-	-	-	-	-	-	-	3,726,288
Unallocated	-	3,470,010	(24,859)	-	1,151,624	1,872,721	381,095	4,051,254	10,901,845
Total Fund Balances	48,475,534	15,574,881	123,397	-	28,218,069	35,052,811	13,984,285	17,754,441	159,183,419
Total Liabilities and Fund Balances	\$ 55,795,319	\$ 16,425,049	\$ 929,799	\$ -	\$ 28,264,710	\$ 35,174,570	\$ 15,308,810	\$ 21,109,661	\$ 173,007,919

City of Alpharetta
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Period Ended November 30, 2023

	Major Governmental Funds							Non-Major	Total
	General Fund	Capital Project Fund	Capital Grant Fund	S2016 Const Bond Fund	S2022 Const Bond Fund	T-SPLOST Capital Fund	T-SPLOST II Capital Fund	Governmental Funds	Governmental Funds
REVENUES									
Taxes:									
Property Tax	\$ 26,670,524	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,397,016	\$ 32,067,541
Local Option Sales Tax	7,385,420	-	-	-	-	-	-	-	7,385,420
Transportation SPLOST	-	-	-	-	-	-	5,081,350	-	5,081,350
Other Taxes	7,402,496	-	-	-	-	-	-	3,284,287	10,686,783
Licenses and permits	1,587,200	-	-	-	-	-	-	-	1,587,200
Intergovernmental	60,444	-	-	-	-	-	-	936,428	996,872
Charges for services	1,552,773	-	-	-	-	-	-	1,204,714	2,757,487
Impact Fees	-	-	-	-	-	-	-	390,769	390,769
Fines/Forfeitures	883,948	-	-	-	-	-	-	-	883,948
Investment earnings (Loss)	347,211	158,441	(3,027)	10	642,172	794,951	314,994	162,877	2,417,629
Contributions and Donations	39,232	350,019	1,194,341	-	-	-	-	-	1,583,592
Misc Revenue	32,530	-	-	-	-	-	-	-	32,530
Other	-	-	-	-	-	-	-	-	-
Total revenues	45,961,777	508,460	1,191,314	10	642,172	794,951	5,396,345	11,376,092	65,871,121
EXPENDITURES									
Current:									
Unallocated	-	-	-	-	-	-	-	-	-
General government	5,084,520	87,167	-	-	-	-	-	1,441,626	6,613,312
Public safety	16,883,434	1,094,904	-	-	-	-	-	2,495,856	20,474,194
Public works	4,066,175	511,812	645,497	10	-	1,034,401	4,957,497	1,300,795	12,516,187
Economic and community development	2,018,011	55,996	69,613	-	-	-	-	-	2,143,620
Alpharetta Business Community	-	-	-	-	-	-	-	-	-
Culture and recreation	5,357,711	608,323	-	-	875,497	-	-	616,602	7,458,133
Contingency	-	-	-	-	-	-	-	-	-
Professional Services	-	-	-	-	-	-	-	-	-
Debt service:									
Principal	-	-	-	-	-	-	-	301,226	301,226
Interest	38,745	-	-	-	-	-	-	1,993,114	2,031,859
Other Costs	-	-	-	-	-	-	-	-	-
Bond issuance costs	-	-	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-	-	-
Total expenditures	33,448,595	2,358,202	715,110	10	875,497	1,034,401	4,957,497	8,149,218	51,538,530
Excess (deficiency) of revenues over (under) expenditures	12,513,182	(1,849,742)	476,204	-	(233,325)	(239,449)	438,848	3,226,874	14,332,590
OTHER FINANCING SOURCES (USES)									
Transfers in	1,231,608	6,210,758	-	-	-	-	-	1,645,833	9,088,198
Transfers out	(7,856,591)	-	-	-	-	-	-	(1,231,608)	(9,088,198)
Loan Proceeds	-	-	-	-	-	-	-	-	-
Capital Leases	-	-	-	-	-	-	-	-	-
Sale of capital assets	21,319	-	-	-	-	-	-	-	21,319
Sale of non-capital assets	412	-	-	-	-	-	-	-	412
Land Sale	-	-	-	-	-	-	-	-	-
Insurance Proceeds	-	-	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-	-	-
Total other financing sources and (uses)	(6,603,252)	6,210,758	-	-	-	-	-	414,226	21,731
Net change in fund balances	5,909,929	4,361,015	476,204	-	(233,325)	(239,449)	438,848	3,641,099	14,354,321
Fund balances - beginning	42,565,605	11,213,866	(352,807)	-	28,451,393	35,292,260	13,545,437	14,113,342	144,829,098
Fund balances - ending	\$ 48,475,534	\$ 15,574,881	\$ 123,397	-	\$ 28,218,069	\$ 35,052,811	\$ 13,984,285	\$ 17,754,441	\$ 159,183,419

City of Alpharetta
Combining Balance Sheet
Non-Major Governmental Funds
November 30, 2023

	Special Revenue									Total Non-major
	Hotel Motel	Impact Fee	Federal Confiscated Assets	State Confiscated Assets	Grant Operating	E911	American Rescue ACT	Debt Service Fund	Stormwater Capital Fund	Governmental Funds
ASSETS										
Cash / Cash Equivalents / Investments	\$ 1,252,147	\$ 4,227,433	\$ 238,168	\$ 30,836	\$ 126,797	\$ 1,194,062	\$ 1,889,230	\$ 5,294,648	\$ 5,550,388	\$ 19,803,708
Taxes Receivable	-	-	-	-	-	-	-	-	-	-
Pre-Paid Expenditures	-	-	-	-	-	-	-	-	-	-
Accounts Receivable	122	-	-	-	-	-	-	-	-	122
Property Taxes	-	-	-	-	-	-	-	976,265	-	976,265
Intergovernmental Receivable	-	-	-	-	21,470	-	-	-	-	21,470
Due From Other Funds	308,095	-	-	-	-	-	-	-	-	308,095
Restricted	-	-	-	-	-	-	-	-	-	-
Total Assets	1,560,364	4,227,433	238,168	30,836	148,267	1,194,062	1,889,230	6,270,913	5,550,388	21,109,661
LIABILITIES										
Accounts Payable	308,095	-	-	-	11,214	23,674	-	-	940	343,923
Retainage Payable	-	76,050	-	-	-	-	46,619	-	35,024	157,694
Intergovernmental Payable	-	-	-	-	-	-	-	-	-	-
Arbitrage Payable	-	-	-	-	-	-	-	-	-	-
Compensated Absences	-	-	-	-	-	-	-	-	-	-
Payroll Liabilities	-	-	-	-	-	8,230	-	-	-	8,230
Due to Other Fund	-	-	-	-	-	-	-	-	-	-
Deferred Revenue	122	-	-	-	21,470	-	-	976,265	-	997,857
Unearned Revenue	-	-	-	-	-	-	1,842,610	4,905	-	1,847,515
Total Liabilities	308,217	76,050	-	-	32,684	31,904	1,889,230	981,170	35,964	3,355,219
FUND BALANCES										
Restricted:										
Capital Projects	-	3,920,006	-	-	-	-	(1,622,385)	-	3,915,485	6,213,106
Law Enforcement	-	-	77,091	30,836	-	-	-	-	-	107,927
Promotion of Tourism	(87,241)	-	-	-	-	-	-	-	-	(87,241)
Emergency Telephone Activities	-	-	-	-	-	(588,538)	-	-	-	(588,538)
Debt Service	-	-	-	-	-	-	-	3,964,752	-	3,964,752
Assigned for: Grant Projects	-	-	-	-	-	-	-	-	-	-
Grant Projects	-	-	-	-	59,702	-	-	-	-	59,702
Encumbrances	-	55,681	-	-	555	921,555	1,622,385	-	1,433,304	4,033,479
Unallocated	1,339,388	175,696	161,077	-	55,326	829,140	-	1,324,991	165,636	4,051,254
Total Fund Balances	1,252,147	4,151,383	238,168	30,836	115,583	1,162,157	(0)	5,289,743	5,514,425	17,754,441
Total Liabilities and Fund Balances	\$ 1,560,364	\$ 4,227,433	\$ 238,168	\$ 30,836	\$ 148,267	\$ 1,194,062	\$ 1,889,230	\$ 6,270,913	\$ 5,550,388	\$ 21,109,661

City of Alpharetta
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Non-major Governmental Funds
For the Period Ended November 30, 2023

	Special Revenue									Total Non-major
	Hotel Motel	Impact Fee	Federal Confiscated Assets	State Confiscated Assets	Grant Operating	E911 Fund	American Rescue Act	Debt Service Fund	Stormwater Service Fund	Governmental Funds
REVENUES:										
Hotel Motel Tax	\$ 3,284,287	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ 3,284,287
Property tax	-	-	-	-	-	-	-	5,397,016	-	5,397,016
Charges for Service	-	-	-	-	121,829	1,082,885	-	-	-	1,204,714
Impact Fees	-	390,769	-	-	-	-	-	-	-	390,769
Forfeiture Income	-	-	-	-	-	-	-	-	-	-
Intergovernmental	-	-	40,379	-	-	-	896,049	-	-	936,428
Contributions & Donations	-	-	-	-	-	-	-	-	-	-
Investment Earnings (Loss)	15,653	48,569	-	-	1,353	15,721	-	18,283	63,297	162,877
Other	-	-	-	-	-	-	-	-	-	-
Total revenues	3,299,940	439,338	40,379	-	123,182	1,098,606	896,049	5,415,300	63,297	11,376,092
EXPENDITURES:										
Tourism	1,436,876	-	-	-	-	-	-	-	-	1,436,876
Community Development	-	-	-	-	-	-	-	-	-	-
Culture/Recreation	-	-	-	-	88,705	-	527,897	-	-	616,602
Public Safety	-	-	80,734	4,325	12,031	2,398,766	-	-	-	2,495,856
Public Works	-	-	-	-	-	-	368,152	-	932,643	1,300,795
General Government	-	-	-	-	-	-	-	4,750	-	4,750
Debt Service:	-	-	-	-	-	-	-	-	-	-
Principal	-	-	-	-	-	301,226	-	-	-	301,226
Interest	341,356	-	-	-	-	1,557	-	1,650,201	-	1,993,114
Bond Issuance Costs	-	-	-	-	-	-	-	-	-	-
Total expenditures	1,778,232	-	80,734	4,325	100,736	2,701,549	896,049	1,654,951	932,643	8,149,218
Excess (deficiency) of revenues over expenditures	1,521,708	439,338	(40,355)	(4,325)	22,446	(1,602,942)	-	3,760,349	(869,346)	3,226,874
OTHER FINANCING SOURCES (USES):										
Transfers in / out:										
General fund	(1,231,608)	-	-	-	-	-	-	-	1,645,833	414,226
Budgeted Fund Balance:	-	-	-	-	-	-	-	-	-	-
Capital Leases	-	-	-	-	-	-	-	-	-	-
Total other financing sources	(1,231,608)	-	-	-	-	-	-	-	1,645,833	414,226
Net change in fund balances	290,101	439,338	(40,355)	(4,325)	22,446	(1,602,942)	-	3,760,349	776,487	3,641,099
Fund balances - beginning	962,046	3,712,045	278,523	35,160	93,137	2,765,099	-	1,529,394	4,737,937	14,113,342
Fund balances - ending	\$ 1,252,147	\$ 4,151,383	\$ 238,168	\$ 30,836	\$ 115,583	\$ 1,162,157	\$ -	\$ 5,289,743	\$ 5,514,425	\$ 17,754,441

City of Alpharetta
Enterprise Fund -Solid Waste
Statement of Net Position
November 30, 2023

	<u>Solid Waste</u>
ASSETS	
Current Assets:	
Cash and Cash Equivalents & Investments	\$ 1,069,306
Inventories, at cost	-
Accounts Receivables (net of allowance for uncollectibles)	1,214,945
Prepaid Insurance Expenses	-
Total Current Assets	<u>2,284,251</u>
Noncurrent Assets:	
Restricted Cash, Cash Equivalents, and Investments	-
Total Restricted Assets	<u>-</u>
Other	-
Capital Assets	
Buildings and System	-
Machinery and Equipment	-
Less Accumulated Depreciation	-
Total Capital Assets (net of accumulated depreciation)	<u>-</u>
Total Noncurrent Assets	<u>-</u>
Total Assets	<u>2,284,251</u>
LIABILITIES	
Current Liabilities:	
Accounts Payable	11,122
Accounts Payable/ Customer Credit Balances	-
Accounts Payable/ Customer Pre-Paid Service	-
Payroll Liabilities	402
Accrued Salaries	-
Accrued Interest Payable	-
Compensated Absences Payable	-
Notes Payable - Revenue Bonds	-
Due to Other Funds	-
Total Current Liabilities	<u>11,524</u>
Current Liabilities Payable from Restricted Assets:	
Revenue Bonds Payable	-
Total Current Liabilities Payable from Restricted Assets	<u>-</u>
Noncurrent Liabilities:	
Customer Deposits	-
Compensated Absences less Current Portion	-
Revenue Bonds Payable	-
Total Noncurrent Liabilities	<u>-</u>
Total Liabilities	<u>11,524</u>
NET ASSETS	
Invested in Capital Assets, net of related debt	-
Reserved for Debt Service	-
Reserved for Encumbrances	-
Unreserved	<u>2,272,727</u>
Total Net Assets	<u><u>2,272,727</u></u>
Total Liabilities & Net Assets	<u><u>\$ 2,284,251</u></u>

City of Alpharetta
Enterprise Fund - Solid Waste
Statement of Revenues, Expenses, and Changes in Net Position
For the Period Ended November 30, 2023

Operating revenues:	
Charges for sales and services:	
Refuse Collection charges	\$ 4,058,555
Misc Revenue	-
Total operating revenues	<u>4,058,555</u>
Operating expenses:	
Administration	5,435,946
Non-departmental	-
Total operating expenses	<u>5,435,946</u>
Operating Gain (loss)	(1,377,392)
Non-operating revenues (expenses):	
Investment earnings (Loss)	12,944
Total non-operating revenue (expenses)	<u>12,944</u>
Income (loss) before transfers	(1,364,448)
Transfers In	-
Transfers Out	<u>-</u>
Change In Net Assets	(1,364,448)
Total net assets-beginning	<u>10,940</u>
Total net assets-ending (net of encumbrances)	<u>(1,353,508)</u>
Adjustments to GAAP basis:	
Encumbrances	3,626,235
Misc adj-Encumbrances Resv/Prior Year	
Total net assets-ending	<u>\$ 2,272,727</u>

DEVELOPMENT AUTHORITY



Revenue & Expenditure Report GAAP Financial Statements



ALPHARETTA DEVELOPMENT AUTHORITY

Financial Management Report - As of November 30, 2023 (unaudited)

Account #	Project	Total Budget	Actuals (Collections/ Expenditures)	Encumbrances	Remaining
Revenues					
99575100-346900	Bond Application Fee	\$ -	\$ -		\$ -
99575100-371000-C1532	ATC Operational Funding (COA)	95,000	95,000		-
(2) 99575100-381000-C1535	Innovation Center Operations (ATC)	23,700	10,125		13,575
	subtotal	\$ 118,700	\$ 105,125		\$ 13,575
(1) 99575100-395000	Carryforward Fund Balance	\$ 356,962	\$ -		\$ 356,962
	subtotal	\$ 356,962	\$ -		\$ 356,962
	Total	\$ 475,662	\$ 105,125		\$ 370,537
Expenditures					
99575100-571000-C1403	Local Job Creation Grant Program	\$ 32,500	\$ -	\$ -	\$ 32,500
99575100-544100-C1532	ATC Operational Funds	95,000	47,500	47,500	-
99575100-544100-C1601	High Impact Permitting Grant Program (IGA with COA)	20,948	-	-	20,948
99575100-544100-C0924	Economic Development Strategic Plan (split with COA)	37,500	37,500	-	-
99575100-544100-C2313	Atl. Urban Land Institute (technical assistance panel)	10,000	-	10,000	-
99575100-544100-C2210	Downtown Economic Development Initiative	40,000	-	-	40,000
	subtotal	\$ 235,948	\$ 85,000	\$ 57,500	\$ 93,448
(2) 99575100-523860-C1535	Innovation Center Operations (Maintenance Contracts)	\$ 12,000	\$ 4,342	\$ 5,250	\$ 2,408
(2) 99575100-531200-C1535	Innovation Center Operations (Miscellaneous Utilities)	1,100	341	-	759
(2) 99575100-531210-C1535	Innovation Center Operations (Water/Sewer)	1,200	78	-	1,122
(2) 99575100-531220-C1535	Innovation Center Operations (Natural Gas)	5,000	1,063	-	3,937
(2) 99575100-531230-C1535	Innovation Center Operations (Electricity)	4,400	1,738	-	2,662
	subtotal	\$ 23,700	\$ 7,562	\$ 5,250	\$ 10,888
99575100-579000	Reserve	\$ 216,014	\$ -	\$ -	\$ 216,014
	Total	\$ 475,662	\$ 92,562	\$ 62,750	\$ 320,350

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



ALPHARETTA DEVELOPMENT AUTHORITY
Financial Management Report - As of November 30, 2023 (unaudited)

Account #	Project	Total Budget	Actuals (Collections/ Expenditures)	Encumbrances	Remaining
Fund Balance Reconciliation					
Fund Balance (beginning of Fiscal Year)			\$ 356,962		
Revenues collected to date			105,125		
Expenditures incurred to date			(92,562)		
Fund Balance			\$ 369,526		
Fund Balance Allocation (forecasted):					
Non-Spendable (unspent/remaining project allocations)			\$ 110,948		
Spendable (available for investment by the Board)			258,578		
			\$ 369,526		

City of Alpharetta
Balance Sheet
COMPONENT UNIT-DEVELOPMENT AUTHORITY
November 30, 2023

ASSETS

Current Assets:

Cash and Cash Equivalents	\$ 369,526
Investments	-
Receivables	-
Restricted Cash for Bond Issuance Costs	-
Total Assets	369,526

LIABILITIES

Current Liabilities:

Accounts Payable	-
Deferred Revenue	-
Due to Other Funds	-
Total Current Liabilities	-

Current Liabilities Payable from Restricted Assets:

	-
Total Current Liabilities Payable from Restricted Assets	-

Noncurrent Liabilities:

	-
Total Noncurrent Liabilities	-
Total Liabilities	-

Fund Balance

Restricted	110,948
Unallocated	258,578
Total Fund Balance	369,526

Total Liabilities & Fund Balance	\$ 369,526
---	-------------------

City of Alpharetta
Statement of Revenues, Expenditures, and Changes in Fund Balance
COMPONENT UNIT-DEVELOPMENT AUTHORITY
For the Period Ended November 30, 2023

	<u>Actual Amounts</u>
Revenues	
Rent/Royalties	\$ 10,125
State Grant	-
Fees	-
Contributions & Donations	95,000
Miscellaneous Income-Interest	-
Miscellaneous Revenue	-
Total Revenues	<u>105,125</u>
Expenditures	
Economic Development	132,500
Maintenance Contracts	9,592
Donation to private source	10,000
Utilities - Miscellaneous	3,219
Debt Service:	
Principal	-
Interest	-
Total Expenditures	<u>155,312</u>
Excess (deficiency) of revenues over (under) expenditures	 (50,186)
Other Financing Sources (Uses)	
Sale of capital assets	-
Net Change in Fund Balances	(50,186)
Fund Balance, Beginning of Year	<u>356,962</u>
Encumbrances	62,750
Fund Balance, End of Year	<u>369,526</u>





STAFF REPORT

Department: Public Works
Submitted By: Arash Moradkhani
Meeting Date: January 29, 2024

AGENDA ITEM:

Intergovernmental Agreement: The Georgia Department of Transportation and City of Alpharetta for Traffic Signal Operations Program (SigOps)

Consideration of approval of a revised Intergovernmental Agreement between The Georgia Department of Transportation and the City of Alpharetta for Traffic Signal Operations Program (SigOps) for the Georgia Department of Transportation and their consultants to work collaboratively with the City of Alpharetta to maintain operations of various traffic signals throughout the City, and authorize the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve the revised Intergovernmental Agreement between The Georgia Department of Transportation and the City of Alpharetta for Traffic Signal Operations Program (SigOps) for the Georgia Department of Transportation and their consultants to work collaboratively with the City of Alpharetta to maintain operations of various traffic signals throughout the City, and authorize the Mayor to execute all necessary documents.

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>
-----------------------------	----------------------

EXTERNAL FUNDING SOURCES:

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

ITEM DESCRIPTION:

On Nov 15, 2021, the City Council approved the SigOps signal maintenance and data agreements for the Georgia Department of Transportation (GDOT) and their consultants to work collaboratively with the City of Alpharetta to maintain operations of various traffic signals throughout the City. The agreement was executed by the Mayor on Nov 17, 2021. Staff recently received a comment from GDOT to revise the first paragraph on page 1 of the agreement to replace "LOCAL GOVERNMENT" with CITY OF ALPHARETTA."

ALTERNATIVES:

Do not approve the agreement and the City will consider self-funding the tasks the SigOps team performs for the City.

ATTACHMENTS:

1. SigOps MOU City of Alpharetta
2. Signal Maintenance Agreement

**Intergovernmental Agreement
BETWEEN
THE GEORGIA DEPARTMENT OF TRANSPORTATION
AND
City of Alpharetta
FOR
TRAFFIC SIGNAL OPERATIONS PROGRAM (SigOps) COORDINATION**

THIS AGREEMENT ("Agreement") is made and entered into this ____ day of _____, 20__, ("Effective Date") by and between the Georgia Department of Transportation (hereinafter "GDOT" or "DEPARTMENT") an agency of the State of Georgia, and _____ LOCAL GOVERNMENT(hereinafter the "LOCAL GOVERNMENT")(hereinafter sometimes individually referred to as "PARTY", or collectively referred to as the "PARTIES").

WHEREAS, the State of Georgia can benefit substantially through improved traffic signal operations; and

WHEREAS, cooperation and coordination across jurisdictional boundaries can improve efficiencies in traffic flow; and

WHEREAS, the DEPARTMENT has created a Statewide Traffic Signal Operations Program, SigOps, (hereinafter the "PROGRAM") to actively manage and monitor traffic signals across jurisdictional boundaries within the State of Georgia through the use of applications, software, telecommunications, and other advanced technologies commonly known as intelligent transportation systems ("ITS"); and

WHEREAS, the PROGRAM will include management and monitoring of traffic signals that the LOCAL GOVERNMENT is responsible for operating and maintaining; and

WHEREAS, the PROGRAM's vision statement is to provide consistent, safe, reliable, and secure travel through improved traffic signal operations ("VISION STATEMENT").

NOW THEREFORE, the DEPARTMENT and the LOCAL GOVERNMENT, governmental entities of the State of Georgia, pursuant to Article IX, Section III, Paragraph I (a) of the Constitution of the State of Georgia of 1983, are authorized to enter into this intergovernmental agreement, and in consideration of mutual promises made and of the benefits to flow from one to the other, the DEPARTMENT and the LOCAL GOVERNMENT hereby agree as follows:

I. RESPONSIBILITIES

- a. The LOCAL GOVERNMENT shall cooperate with the DEPARTMENT and the DEPARTMENT shall cooperate with the LOCAL GOVERNMENT to share access to data gained from traffic signals through ITS.

- b. The DEPARTMENT will maintain and update traffic signal timing in a manner consistent with the VISION STATEMENT of the PROGRAM. The DEPARTMENT will coordinate with the LOCAL GOVERNMENT prior to making adjustments that will substantially impact the normal operation of traffic signals.
- c. The LOCAL GOVERNMENT will remain responsible for maintenance, repair, and upgrades for the traffic signals and will retain responsibility for any and all emergency maintenance. The DEPARTMENT may assist with the maintenance, repair, and upgrades of traffic signals and other activities needed to improve and optimize traffic signal operations and performance upon LOCAL GOVERNMENT request.
- d. The DEPARTMENT may assist the LOCAL GOVERNMENT with remote monitoring, notification, and remediation of traffic signal and ITS malfunctions within the LOCAL GOVERNMENT's jurisdiction.
- e. During special events and/or occurrences, including planned events, unplanned events, severe weather, and emergency events, the DEPARTMENT will coordinate with the LOCAL GOVERNMENT to gain temporary access to additional traffic signals and ITS in order to provide active traffic management.
- f. Nothing contained in this Agreement shall be deemed to alter the responsibility of the LOCAL GOVERNMENT for responding and making adjustments to traffic signals to protect the safety of the traveling public. The LOCAL GOVERNMENT shall report all adjustments to the DEPARTMENT within five (5) calendar days of the adjustment.
- g. The COUNTY shall provide feedback about the traffic signals and traffic operations, including citizen complaints, to the DEPARTMENT.
- h. The DEPARTMENT will fund 100% of the cost for the PROGRAM.
- i. The PARTIES shall cooperate to determine the extent of PROGRAM involvement in the LOCAL GOVERNMENT's operation and maintenance of traffic signals in its jurisdiction to be covered in this Agreement. As the PROGRAM develops, the PARTIES may modify the PROGRAM's level of involvement in local traffic signal operations and maintenance under this Agreement.

II. DURATION

This Agreement shall become effective upon its execution by the PARTIES and shall continue for ten (10) years from the Effective Date, unless otherwise extended by mutual consent of the PARTIES in writing or terminated earlier pursuant to Section III of this Agreement.

III. TERMINATION

- a. Termination for Convenience: Either PARTY may terminate this Agreement for any reason upon providing sixty (60) days' advanced written notice to the other PARTY.
- b. Immediate Termination: This Agreement will terminate immediately and absolutely if the DEPARTMENT determines that adequate funds are no longer available for GDOT to satisfy its obligations.
- c. Termination for Breach: Should either PARTY fail to comply with any of its responsibilities contained in this Agreement, then other PARTY shall provide written notice to that PARTY requesting that the breach or noncompliance be remedied within fourteen (14) days of receipt written notice. If the breach or noncompliance is not remedied within the 14-day cure period, the PARTY shall have the option to immediately terminate this Agreement without additional written notice.

IV. AMENDMENTS

Any and all modifications to this Agreement shall be by mutual consent in writing by the PARTIES. The Parties shall execute extension(s) of time or changes to scope in writing with the same formality as the execution of the original Agreement.

V. NOTICES

Any notices, requests, demands and other communications which may be required hereunder shall be in writing and shall either be mailed or transmitted by either first class United States certified mail, return receipt requested; delivery by carrier or personally delivered to the appropriate Party; or facsimile transmission:

Georgia Department of Transportation
935 United Avenue
Atlanta, GA 30316
Attn: State Traffic Engineer
Phone: 404-635-2800
Email:

City of Alpharetta – Public Works
1790 Hembree Road
Attn: Pete Sewczwicz
Phone: 678-297-6219
Email: psewczwicz@alpharetta.ga.us

VI. GENERAL PROVISIONS

- a. **ASSIGNMENT.** The PARTIES hereto will not transfer or assign all or any of their rights, titles or interests hereunder or delegate any of their duties or obligations hereunder without the prior written consent of the other PARTY, which consent will not be unreasonably withheld.

- b. **NON-WAIVER.** No failure of either PARTY to exercise any right or power given to such party under this Agreement, or to insist upon strict compliance by the other PARTY with the provisions of this Agreement, and no custom or practice of either party at variance with the terms and conditions of this Agreement, will constitute a waiver of either PARTY's right to demand exact and strict compliance by the other PARTY with the terms and conditions of this Agreement.
- c. **NO THIRD PARTY BENEFICIARIES.** Nothing contained herein shall be construed as conferring upon or giving to any person, other than the PARTIES hereto, any rights or benefits under or by reason of this Agreement.
- d. **SOVEREIGN IMMUNITY.** Notwithstanding any other provision of this Agreement to the contrary, no term or condition of this Agreement shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protection, or other provisions under the Georgia Constitution or the United States Constitution.
- e. **CONTINUITY.** Each of the provisions of this Agreement will be binding upon and inure to the benefit and detriment of the PARTIES and the successors and assigns of the PARTIES.
- f. **TIME OF THE ESSENCE.** All time limits stated herein are of the essence of this Agreement.
- g. **WHEREAS CLAUSE.** The Whereas Clauses herein are a part of this Agreement and are incorporated herein by reference.
- h. **SEVERABILITY.** If any one or more of the provisions contained herein are for any reason held by any court of competent jurisdiction to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision hereof, and this Agreement will be construed as if such invalid, illegal or unenforceable provision had never been contained herein.
- i. **CAPTIONS.** The brief headings or titles preceding each provision hereof are for purposes of identification and convenience only and should be completely disregarded in construing this Agreement.
- j. **GOVERNING LAW.** This Agreement will be governed, construed under, performed, and enforced in accordance with the laws of the State of Georgia.
- k. **RISK ALLOCATON.** Each Party shall conduct its own functions under this Agreement in accordance with state law at its sole cost, risk and responsibility.
- l. **INTERPRETATION.** Should any provision of this Agreement require judicial interpretation, it is agreed that the court interpreting or construing the same shall not apply a presumption that the terms hereof shall 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 agent prepared the same, it being agreed that the agents of all PARTIES have participated in the preparation hereof.

- m. **EXECUTION IN COUNTERPARTS.** This Agreement may be executed in any number of counterparts with the same effect as if all Parties had all signed the same document. All counterparts will be construed together and will constitute one Agreement.
- n. **AUTHORITY/SIGNATURE.** The individuals executing this Agreement on behalf of each PARTY represents that they are authorized to execute this Agreement on behalf of their respective entities, and to bind such PARTY to the terms and conditions of this Agreement.
- o. Pursuant to O.C.G.A. Sec. 50-5-85, COUNTY hereby certifies that it is not currently engaged in, and agrees that for the duration of this contract, it will not engage in a boycott of Israel.
- p. **ENTIRE AGREEMENT.** This Agreement supersedes all prior negotiations, discussion, statements and agreements between the PARTIES and constitutes the full, complete and entire agreement between the PARTIES with respect hereto; no member, officer, employee or agent of either PARTY has authority to make, or has made, any statement, agreement, representation or contemporaneous agreement, oral or written, in connection herewith, amending, supplementing, modifying, adding to, deleting from, or changing the terms and conditions of this Agreement. No modification of or amendment to this Agreement will be binding on either PARTY hereto unless such modification or amendment will be properly authorized, in writing, properly signed by both PARTIES.

The remainder of this page intentionally left blank.

Signatures are on the following page.

IN WITNESS WHEREOF, the DEPARTMENT and the LOCAL GOVERNMENT have caused these presents to be signed, sealed and delivered all as of the date hereof.

Georgia Department of Transportation

City of Alpharetta

Commissioner

[Signature]

ATTEST:

[Signature]
Witness

Signed, Sealed & Delivered
This ____ Day of _____, 20____.
in the presence of:

Signed, Sealed & Delivered
This 17TH Day of NOVEMBER, 2021.
in the presence of:

NOTARY PUBLIC

Amber O'Dwyer
NOTARY PUBLIC

Approved as to Form:

[Signature]
City Attorney



**Intergovernmental Agreement
BETWEEN
THE GEORGIA DEPARTMENT OF TRANSPORTATION
AND
City of Alpharetta
FOR
TRAFFIC SIGNAL OPERATIONS PROGRAM (SigOps) COORDINATION**

THIS AGREEMENT (“Agreement”) is made and entered into this ____ day of _____, 20__, (“Effective Date”) by and between the Georgia Department of Transportation (hereinafter “GDOT” or “DEPARTMENT”), an agency of the State of Georgia, and the City of Alpharetta, Georgia, a municipal corporation of the State of Georgia (hereinafter the “LOCAL GOVERNMENT”)(hereinafter sometimes individually referred to as “PARTY”, or collectively referred to as the “PARTIES”).

WHEREAS, the State of Georgia can benefit substantially through improved traffic signal operations; and

WHEREAS, cooperation and coordination across jurisdictional boundaries can improve efficiencies in traffic flow; and

WHEREAS, the DEPARTMENT has created a Statewide Traffic Signal Operations Program, SigOps, (hereinafter the “PROGRAM”), to actively manage and monitor traffic signals across jurisdictional boundaries within the State of Georgia through the use of applications, software, telecommunications, and other advanced technologies commonly known as intelligent transportation systems (“ITS”); and

WHEREAS, the PROGRAM will include management and monitoring of traffic signals that the LOCAL GOVERNMENT is responsible for operating and maintaining; and

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- c. The LOCAL GOVERNMENT will remain responsible for maintenance, repair, and upgrades for the traffic signals and will retain responsibility for any and all emergency maintenance. The DEPARTMENT may assist with the maintenance, repair, and upgrades of traffic signals and other activities needed to improve and optimize traffic signal operations and performance upon LOCAL GOVERNMENT request.
- d. The DEPARTMENT may assist the LOCAL GOVERNMENT with remote monitoring, notification, and remediation of traffic signal and ITS malfunctions within the LOCAL GOVERNMENT's jurisdiction.
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- g. The LOCAL GOVERNMENT shall provide feedback about the traffic signals and traffic operations, including citizen complaints, to the DEPARTMENT.
- h. The DEPARTMENT will fund 100% of the cost for the PROGRAM.
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V. NOTICES

Any notices, requests, demands and other communications which may be required hereunder shall be in writing and shall either be mailed or transmitted by either first class United States certified mail, return receipt requested; delivery by carrier or personally delivered to the appropriate Party; or facsimile transmission:

Georgia Department of Transportation
935 United Avenue
Atlanta, GA 30316
Attn: State Traffic Engineer
Phone: 404-635-2800
Email:

City of Alpharetta – Public Works
1790 Hembree Road
Attn: Pete Sewczwicz
Phone: 678-297-6219
Email: psewczwicz@alpharetta.ga.us

VI. GENERAL PROVISIONS

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- b. **NON-WAIVER.** No failure of either PARTY to exercise any right or power given to such party under this Agreement, or to insist upon strict compliance by the other PARTY with the provisions of this Agreement, and no custom or practice of either party at variance with the terms and conditions of this Agreement, will constitute a waiver of either PARTY's right to demand exact and strict compliance by the other PARTY with the terms and conditions of this Agreement.
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- g. **WHEREAS CLAUSE.** The Whereas Clauses herein are a part of this Agreement and are incorporated herein by reference.
- h. **SEVERABILITY.** If any one or more of the provisions contained herein are for any reason held by any court of competent jurisdiction to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision hereof, and this Agreement will be construed as if such invalid, illegal or unenforceable provision had never been contained herein.
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- l. **INTERPRETATION.** Should any provision of this Agreement require judicial interpretation, it is agreed that the court interpreting or construing the same shall not apply a presumption that the terms hereof shall 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 agent prepared the same, it being agreed that the agents of all PARTIES have participated in the preparation hereof.

- m. **EXECUTION IN COUNTERPARTS.** This Agreement may be executed in any number of counterparts with the same effect as if all Parties had all signed the same document. All counterparts will be construed together and will constitute one Agreement.
- n. **AUTHORITY/SIGNATURE.** The individuals executing this Agreement on behalf of each PARTY represents that they are authorized to execute this Agreement on behalf of their respective entities, and to bind such PARTY to the terms and conditions of this Agreement.
- o. Pursuant to O.C.G.A. Sec. 50-5-85, City hereby certifies that it is not currently engaged in, and agrees that for the duration of this contract, it will not engage in a boycott of Israel.
- p. **ENTIRE AGREEMENT.** This Agreement supersedes all prior negotiations, discussion, statements and agreements between the PARTIES and constitutes the full, complete and entire agreement between the PARTIES with respect hereto; no member, officer, employee or agent of either PARTY has authority to make, or has made, any statement, agreement, representation or contemporaneous agreement, oral or written, in connection herewith, amending, supplementing, modifying, adding to, deleting from, or changing the terms and conditions of this Agreement. No modification or amendment to this Agreement will be binding on either PARTY hereto unless such modification or amendment will be properly authorized, in writing, properly signed by both PARTIES.

The remainder of this page intentionally left blank.

Signatures are on the following page.

IN WITNESS WHEREOF, the DEPARTMENT and the LOCAL GOVERNMENT have caused these presents to be signed, sealed and delivered all as of the date hereof.

Georgia Department of Transportation

City of Alpharetta

Commissioner

ATTEST:

Signed, Sealed & Delivered
This ____ Day of _____, 20 ____.
in the presence of:

NOTARY PUBLIC

Witness

Signed, Sealed & Delivered
This ____ Day of _____, 20 ____.
in the presence of:

NOTARY PUBLIC

Approved as to Content:

Chris Lagerbloom, City Administrator

Approved as to Form:

Molly Esswein, City Attorney



CITY COUNCIL STAFF REPORT

Department: Community Development

Submitted By: Kathi Cook

Prepared By: Michael Woodman

Meeting Date: January 29, 2024

AGENDA ITEM: CU-24-01 TERRA NOVA SKIN CLINIC/5755 NORTH POINT PARKWAY

The applicant, Terra Nova Skin Clinic, is requesting a conditional use to operate a 'Spa Services' business in a 1,115 square foot suite in the North Point Park office park. The business provides skin care services and treatments to clients with a variety of skin care challenges. The subject property is located at 5755 North Point Parkway, Suite 62 near the northwest corner of North Point Parkway and Rock Mill Road.

This item was considered at the January 4, 2024 Planning Commission meeting. There were no public comments. After discussion, Planning Commission recommended approval subject to staff's recommended conditions. Vote 6-0

STAFF RECOMMENDATION:

Approve CU-24-01 Terra Nova Skin Clinic/5755 North Point Parkway, subject to the following conditions:

1. 'Spa Services' shall be added as a conditional use at 5755 North Point Parkway, Suite 62 and limited to no more than 1,115 square feet.
2. Conditional use approval shall be limited to Terra Nova Skin Clinic; no additional 'Spa Services' use or subleasing shall be permitted within the approved space.
3. 'Spa Services' shall be limited to skin care services and treatments, including mastectomy reconstruction and 3D tattooing, scar and stretch mark camouflage, and skin treatments.
4. Hours of operation shall be Monday – Saturday 10:00 AM – 6:00 PM.
5. Window signage shall be limited to no more than 10% of the window area and window area shall not be covered or blacked out. No lighted window trim.

ITEM DESCRIPTION:

The submitted request, if approved, would allow Terra Nova Skin Clinic to operate a 'Spa Services' business in a 1,115 square foot suite in the North Point Park office park. The business provides skin care services and treatments to clients with a variety of skin care challenges. The subject property is located at 5755 North Point Parkway, Suite 62 near the northwest corner of North Point Parkway and Rock Mill Road.

North Point Park is an office (condominium) park developed with approximately 47, one (1) and two (2) story office buildings. A variety of businesses operate in the office park, including medical and professional offices, medical spas, commercial schools, insurance agencies, law offices, financial services, beauty shops and other personal services. The applicant's business is proposed in a building toward the front of the office park.

The subject property is zoned O-I (Office-Institutional), which allows 'Spa Services' as a conditional use. Suite 62 was previously occupied by Mango Bliss (d/b/a Tropical Bliss Spa & Beauty Bar), which received conditional use approval for 'Spa Services' in 2003. Surrounding properties are zoned O-I, except that a property to the south is zoned CUP (Community Unit Plan) and a property to the east is zoned R-8A/D. Fulton County Schools North Maintenance Shop is located to the north and west, Verizon Wireless Corporate Office is located to the northeast, Adora Day Care and Pinecone Subdivision are under construction and located to the east; and an office building and Chuck E. Cheese are located to the south.

Unified Development Code (UDC) Section 1.4.2 defines 'Spa Services' as, "A business that provides services, which may include non-medical massage, other personal services such as skin, nail, hair treatments, and hair removal/waxing, and may have the sale of associated retail products. Such business shall be located within a retail center, shall not occupy more than 4,000 sq. ft. and shall not be closer than 2,000 ft. to a comparable business."

Terra Nova Skin Clinic is a new business with a primary focus on skin care services for clients facing health challenges, including skin color remediation from scars and stretch marks and skin treatments. The business owner, Esther Real, has approximately ten (10) years of experience as a licensed esthetician providing skin care services for clients at Lifetime Fitness and Mango Bliss Spa in Alpharetta, as well as Sempre Day Spa in Johns Creek. She also opened Terra Nova Wellness Spa in 2015 before closing the business in 2021 due to a cancer diagnosis. Hours of operation for the business will be Monday – Saturday 10:00 AM – 6:00 PM. The applicant anticipates four (4) employees at the proposed location.

TRAFFIC

Staff calculated trips for the proposed use which is estimated to generate one (1) AM Peak Hour trip and two (2) PM Peak Hour trips.

CONDITIONAL USE REVIEW CRITERIA

City staff has reviewed the applicant's request and compared it to the conditional use standards established in UDC Sec. 4.2.3 (B) which are as follows:

A conditional use otherwise permitted within a zoning district shall be considered to be compatible with other uses permitted in the district, provided that due consideration is given to the following objective criteria at a public hearing and satisfactory provisions or arrangements are made for:

1. Access into and out of the property with regard to traffic and pedestrian safety, volume of traffic flow, and emergency vehicles, as well as the type of street providing access;

Response: North Point Park office park was developed in compliance with the site access standards.

2. The extent to which refuse areas, loading and service areas, off street parking, and buffers and screening are provided on the property;

Response: The subject property is in compliance with regard to refuse areas, loading and service areas, off-street parking, and buffers and screening.

3. Ensuring that the conditional use will not be injurious to the use and enjoyment of the environment or of other property in the immediate vicinity or diminish and impair property values within the surrounding neighborhood;

Response: The proposed business would be compatible with surrounding businesses, which consist of a mix of medical and professional office uses and personal services businesses.

4. Ensuring that the conditional use will not increase local or state expenditures in relation to the cost of servicing or maintaining neighboring properties;

Response: Not applicable.

5. Ensuring that the conditional use will not impede the normal and orderly development of surrounding property for uses predominant in the area;

Response: The proposed business would be compatible with surrounding businesses, which consist of a mix of medical and professional office uses and personal services businesses.

6. Ensuring that the location and character of the conditional use is consistent with a desirable pattern of development for the city, in general; and

Response: The proposed business would be compatible with surrounding businesses, which consist of a mix of medical and professional office uses and personal services businesses.

7. Ensuring that the conditional use is appropriately separated from similar uses and conflicting uses, such as

residences, government buildings, parks, churches or schools.

Response: If approved, the applicant's business would replace a 'Spa Services' business that was approved for conditional use in 2003. There are other similar businesses operating in the same office complex; however, those businesses are classified by the City as 'Beauty Shop' or 'Medical Office'. The nearest business approved for 'Spa Services' is iNails Alpharetta Salon and Spa at 7300 North Point Parkway, which is approximately 7,400' to the southwest of the applicant's site. There are no conflicting uses in the immediate vicinity of the applicant's property.

CONCURRENCES

Staff reviewed the applicant's proposal in consideration of the review criteria for a conditional use. The proposed business would be compatible with surrounding businesses, which consist of a mix of medical and professional office uses, as well as personal services businesses. In addition, a conditional use permit was previously approved for 'Spa Services' at the subject property; however, that business is no longer in operation. If approved, conditions should be established that regulate and limit an expansion of services and signage.

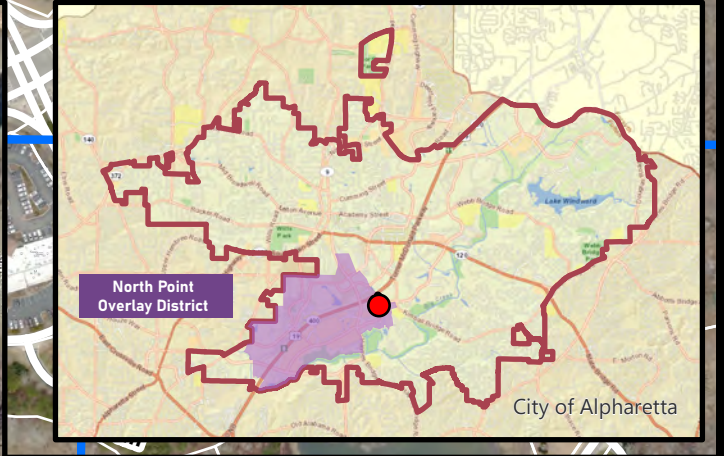
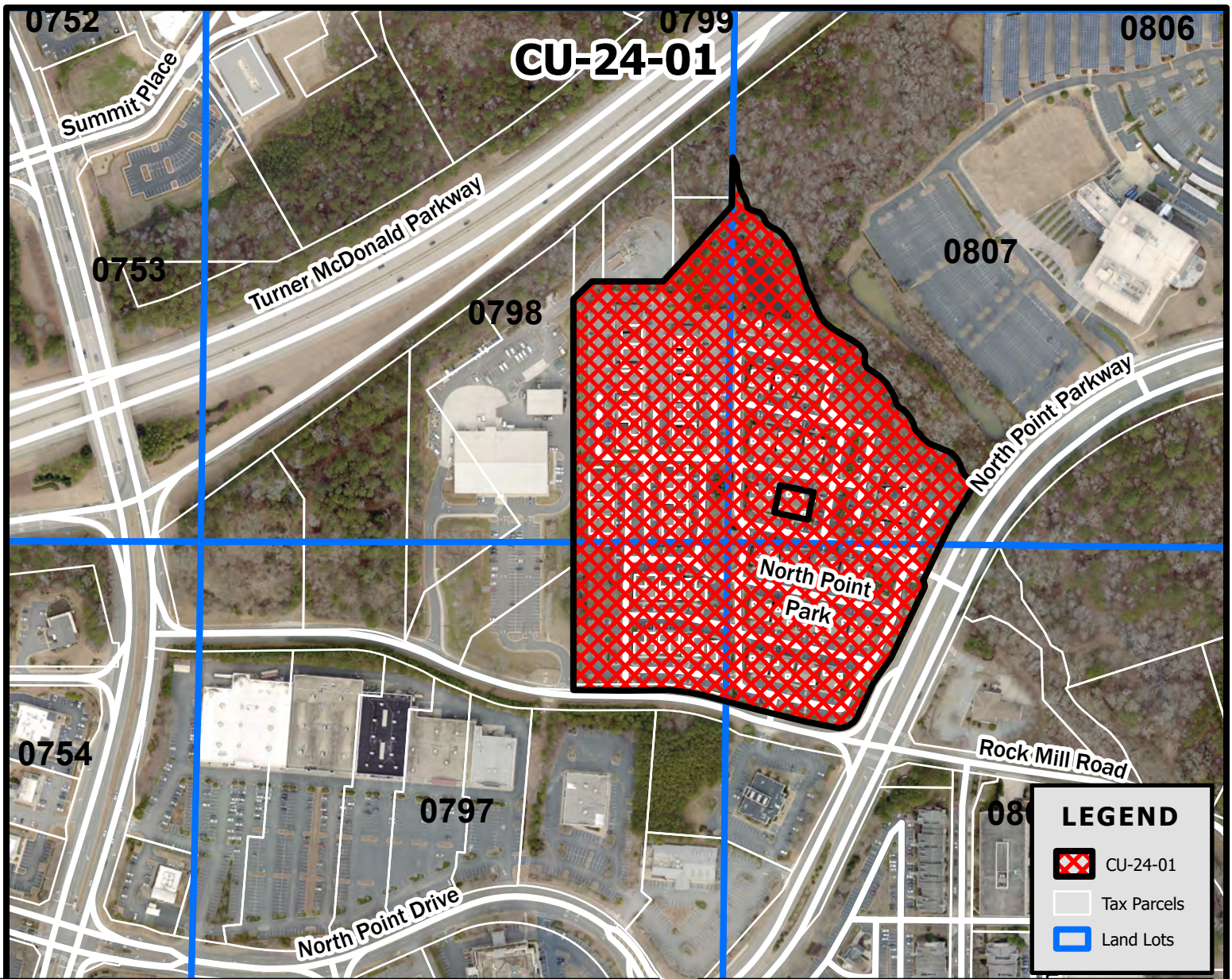
CITIZEN PARTICIPATION PLAN

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.

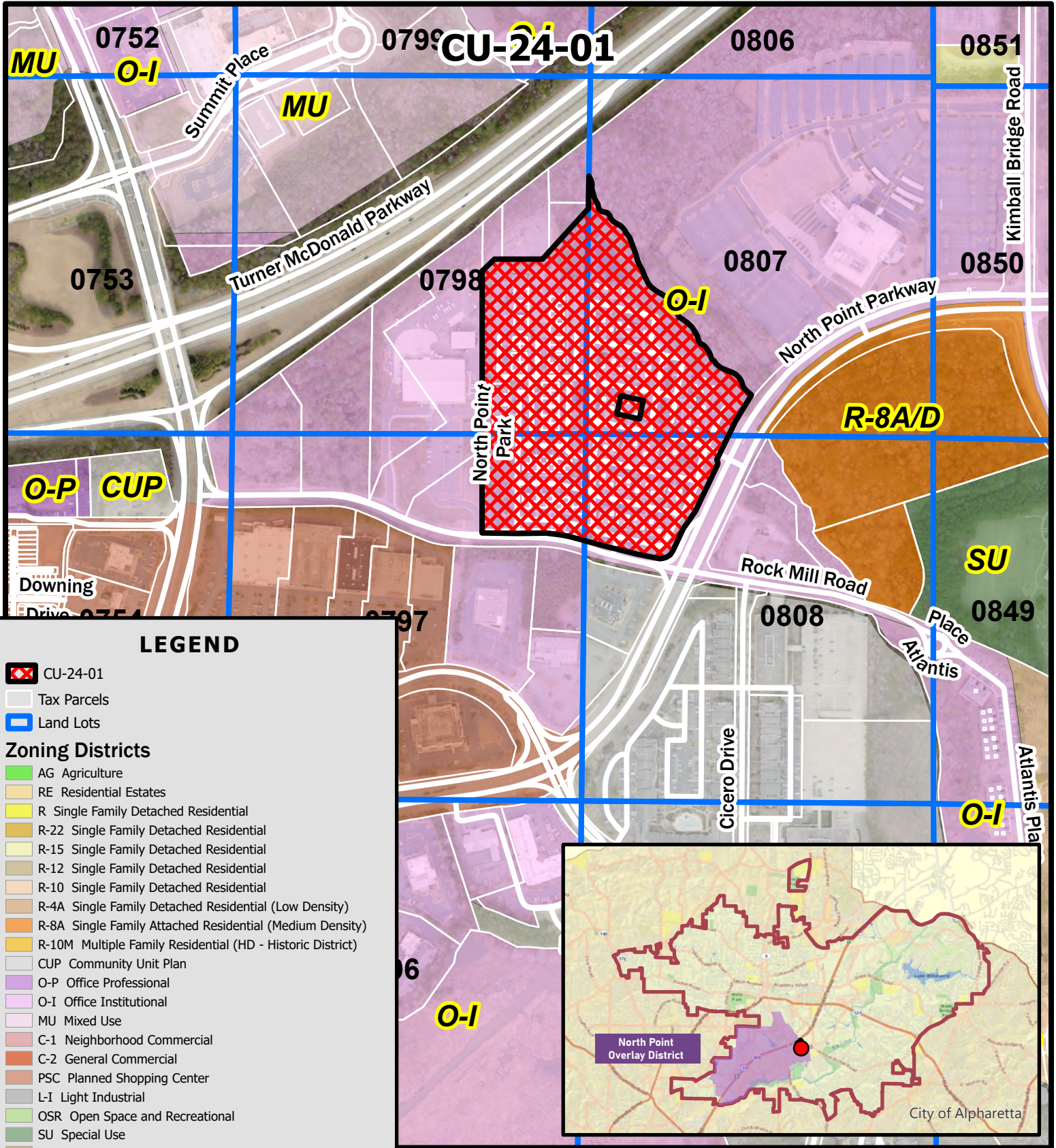
COMMUNITY ZONING INFORMATION MEETING

The CZIM was held on December 13, 2023. There were no public comments.

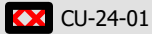
ATTACHMENTS:
• Aerial Map • Zoning Map • Future Land Use Map • Location Map • Spa Map • CZIM • Citizen Part B • Public Comment • Application



CU-24-01
D/LL: 1/2/797,
797, 807, 808
PC: 1/04/24
CC: 1/29/24



LEGEND



CU-24-01

Tax Parcels

Land Lots

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

CU-24-01

**D/LL: 1/2/797,
797, 807, 808**

PC: 1/04/24

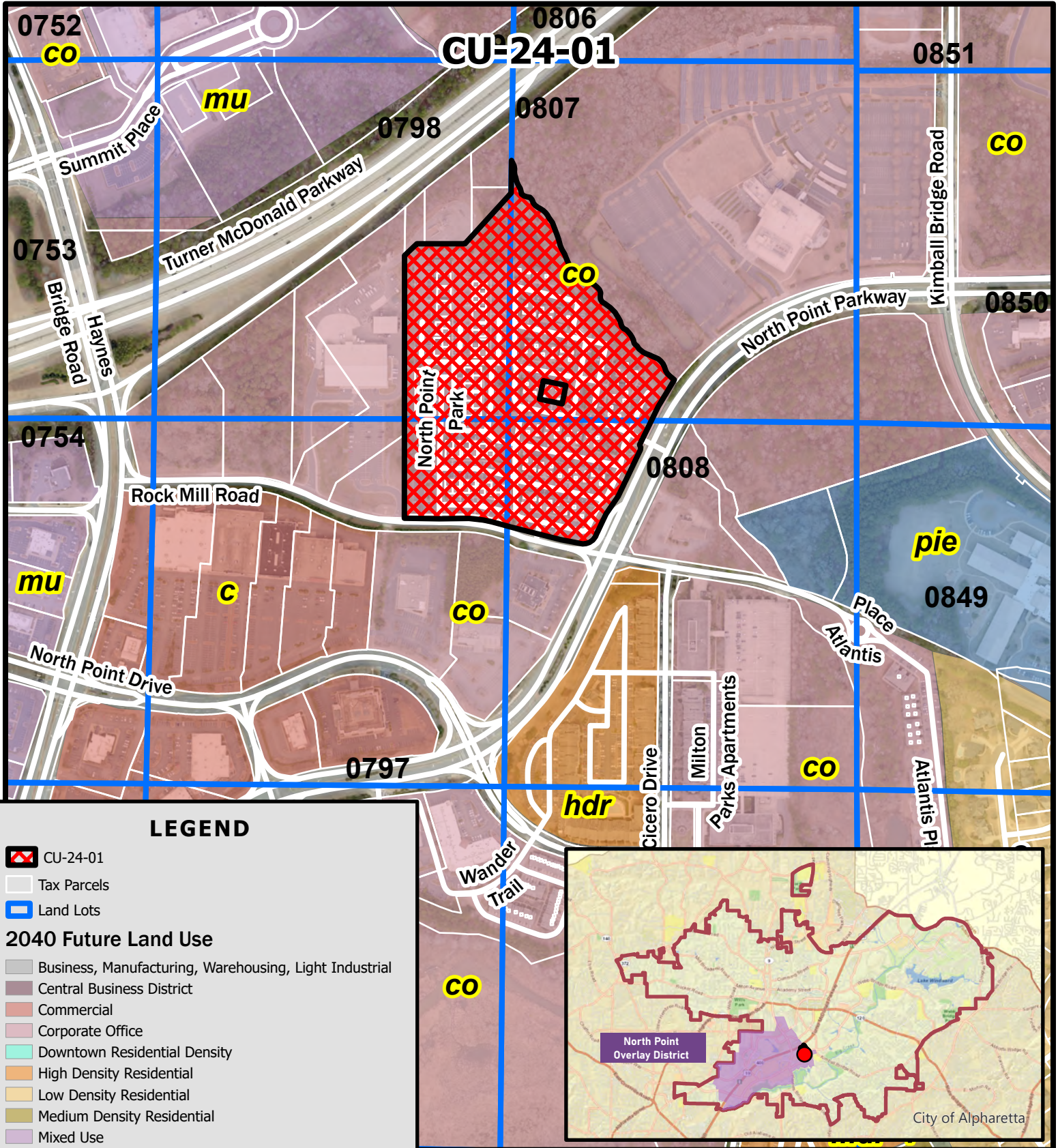
CC: 1/29/24

Zoning Map

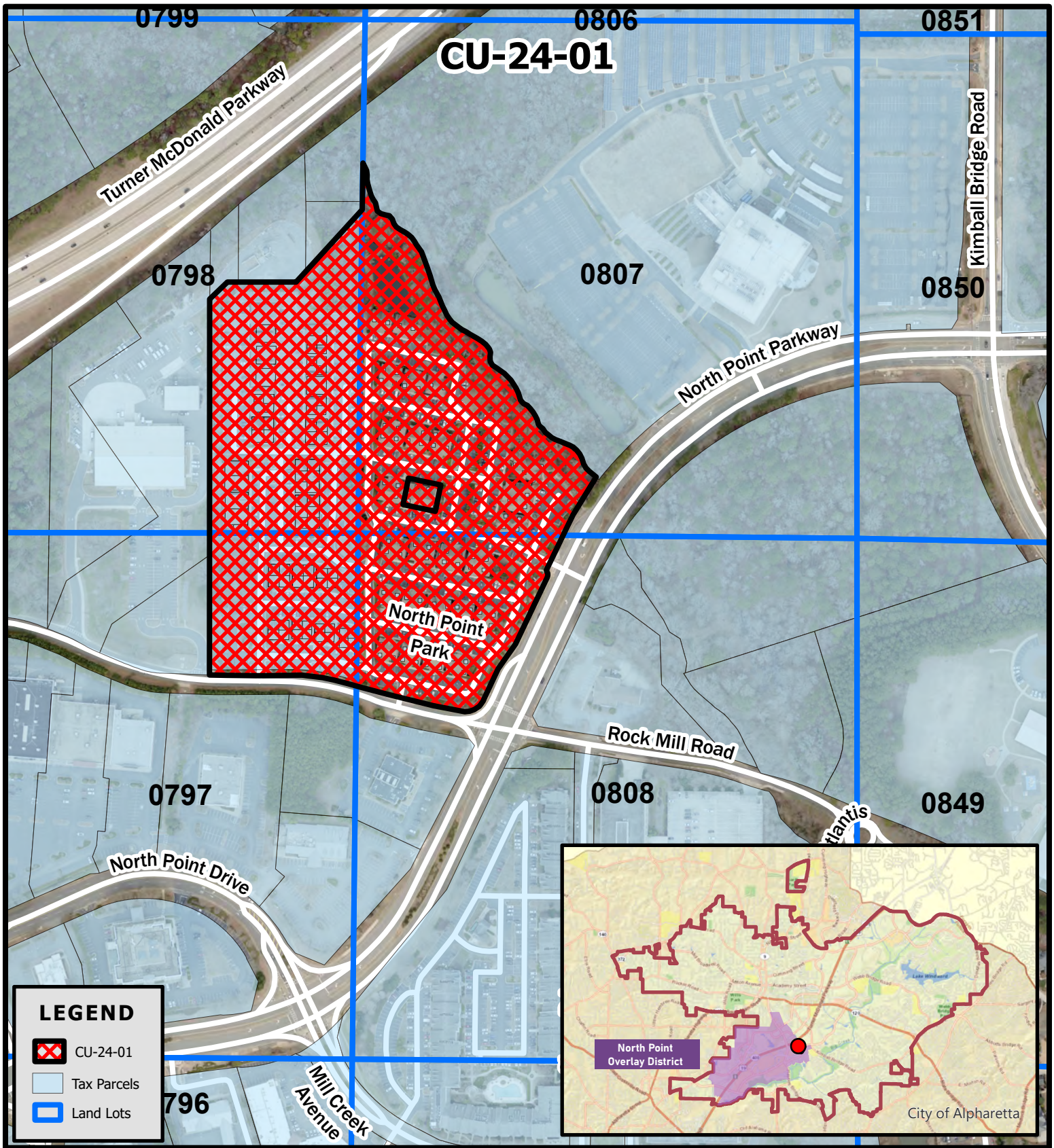
**Terra Nova Skin Clinic
5755 North Point Parkway**

Location Map Provided by:
Community Development - GIS
Page 114 of 258





CU-24-01
D/LL: 1/2/797,
797, 807, 808
PC: 1/04/24
CC: 1/29/24



CU-24-01
D/LL: 1/2/797,
797, 807, 808
PC: 1/04/24
CC: 1/29/24

Location Map
Terra Nova Skin Clinic
5755 North Point Parkway

Location Map Provided by:
 Community Development - GIS
 Page 116 of 258



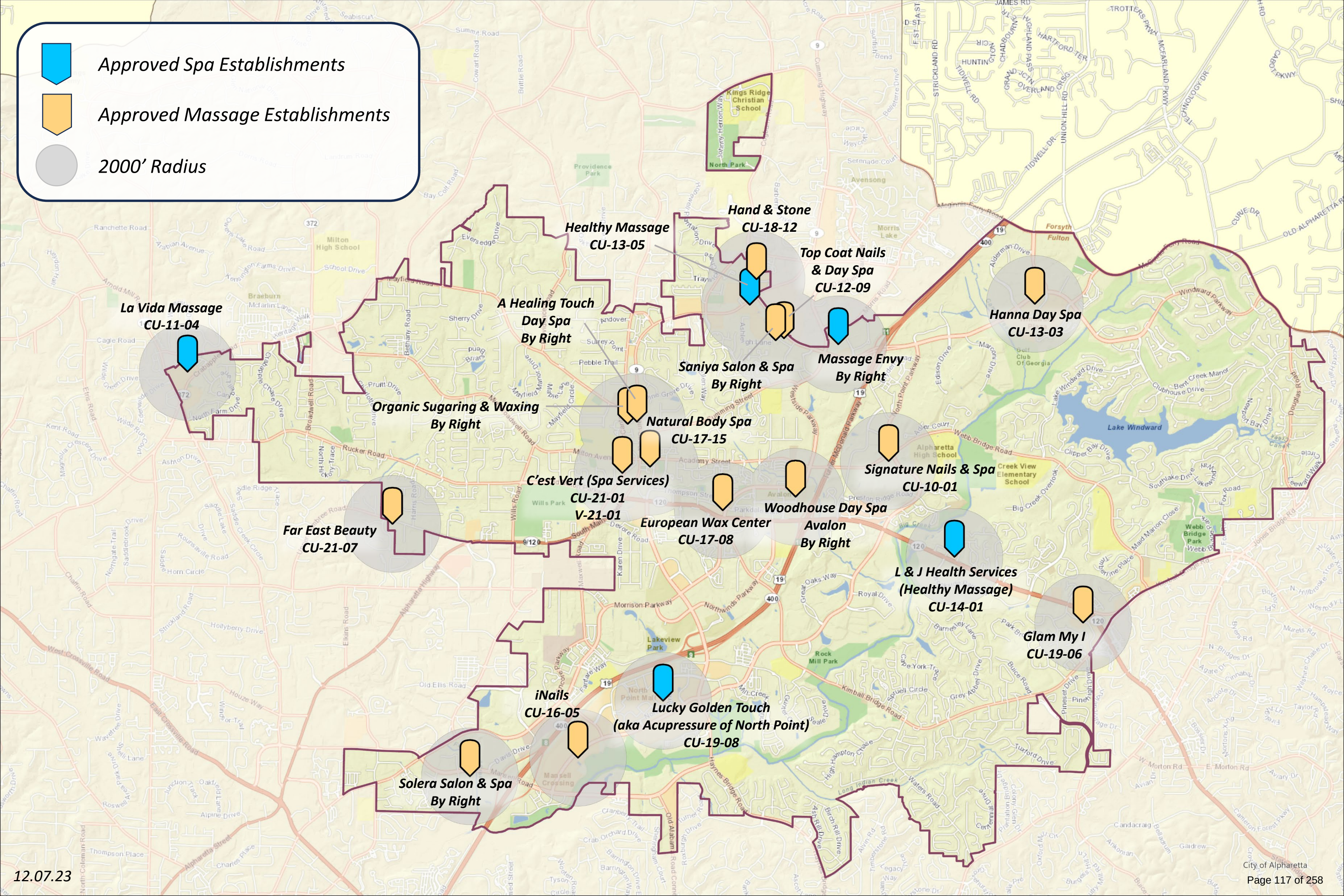
Approved Spa Establishments



Approved Massage Establishments



2000' Radius



La Vida Massage
CU-11-04

Far East Beauty
CU-21-07

Organic Sugaring & Waxing
By Right

A Healing Touch
Day Spa
By Right

Healthy Massage
CU-13-05

C'est Vert (Spa Services)
CU-21-01
V-21-01

European Wax Center
CU-17-08

iNails
CU-16-05

Solera Salon & Spa
By Right

Lucky Golden Touch
(aka Acupressure of North Point)
CU-19-08

Natural Body Spa
CU-17-15

Saniya Salon & Spa
By Right

Hand & Stone
CU-18-12

Top Coat Nails & Day Spa
CU-12-09

Massage Envoy
By Right

Signature Nails & Spa
CU-10-01

Woodhouse Day Spa
Avalon
By Right

L & J Health Services
(Healthy Massage)
CU-14-01

Glam My I
CU-19-06

Hanna Day Spa
CU-13-03

Community Zoning Information Meeting (CZIM)

December 13, 2023

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

CU-24-01 / Terra Nova Skin Clinic/5755 North Point Parkway

NAME	ADDRESS	COMMENTS
No Comments		

From: terracomm@alapha.com
To: terracomm@alapha.com
Subject: Terra Nova Skin Clinic - Conditional use
Attachments: [Terra Nova Skin Clinic - Conditional use](#)

You're awesome! Thank you, Esther!

From: terracomm@alapha.com
Sent: Thursday, December 14, 2023 1:41 PM
To: Woodman, Michael <mwoodman@alapha.com>
Subject: RE: Terra Nova Skin Clinic - Conditional use

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: TERRA NOVA SKIN CLINIC

Contact Name: ESTHER REAL Telephone: 770 490 2774

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.

NO COMMENTS RECEIVED

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) _____ |

With a list of people who have been notified of this application and provided information describing the subject proposal. Please note 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 other documents provided in support of this report are true and accurate. I further understand that any false statements provided by any 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: 12.14.2023

Print Form

terracomm@alapha.com

On Thu, Dec 14, 2023 at 1:20, Woodman, Michael <mwoodman@alapha.com> wrote:

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

From: Emery Shane [REDACTED]
Date: January 2, 2024 at 1:54:32 PM EST
To: "Woodman, Michael" <mwoodman@alpharetta.ga.us>
Cc: Karen Shane [REDACTED]
Subject: CU-24-01 Terra Nova Skin Clinic



Dear Mr. Woodman,

While I am not available to attend in person meeting, I would like my voice to be heard. We are neighbors of the proposed use, and have our offices at 5755 North Point Parkway, Suite 261, Alpharetta, GA 30022.

As stated, my Wife and I, owners in the same project, would like to affirm that we think **they should be granted their conditional use permit**. We believe it would be a great addition to this Office Park.

We have no ties with the tenant, nor have been asked to endorse their use by anyone. We just think it is a good idea.

Highest regards,

Emery Shane

SHANE |

5755 North Point Parkway, Suite 261
Alpharetta, GA 30022
P. 770.634.4500
eshane@shanegroup.net

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

FOR OFFICE USE ONLY

Case #: PHA230034

PH #: _____

☐ Property Taxes & Code Violations Verified

☒ Fee Paid Initial: SC

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: Eather Real Telephone: 770-490-2774

Address: 2735 Laurelwood Lane Suite: _____

City: Alpharetta State: GA Zip: 30009 Fax: _____

Mobile Tel: 770-490-2774 Email: TNovaspa@yahoo.com

Subject Property Information:

Address: 5755 North Point Pkwy, Suite 62 Current Zoning: 0-1

District: 1 Section: 2 Land Lot: 798, 807
797, 808 Parcel ID: _____

Proposed Zoning: _____ Current Use: Office Condos

This Application For (Check All That Apply)

☒ Conditional Use

☐ Rezoning

☒ Variance

☐ Exception

☐ Master Plan Amendment

☐ Master Plan Review

☐ Public Hearing

☐ Other (Specify): _____

☐ Comprehensive Plan Amendment

APPLICANT REQUEST AND INTENT

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

My clinic will provide skin care services and treatments to clients with a wide variety of skin care challenges

Applicant's Request (Please itemize the proposal):

I would like a variance to locate my clinic within 2000 ft of existing similar businesses.

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

I would like to open a new business in a newly vacated space that operated as a spa for several years. This would significantly reduce the cost to begin operations.

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: BADAN KALIDINDI Telephone: 770-609-9999
Address: 5755 North Point Parkway Suite: 262
City: Alpharetta State: GA Zip: 30022

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.

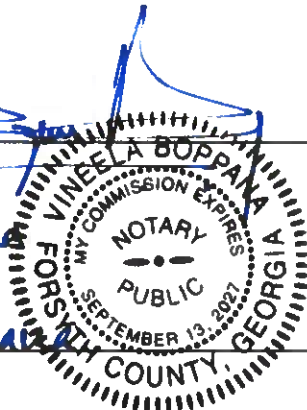
- | | |
|---|---|
| ☐ Annexation | ☐ Special Use |
| ☐ Rezoning | ☒ Conditional Use |
| ☒ Variance | ☐ Master Plan |
| ☐ Land Use Application | ☐ Other |

Property Owner's Authorized Applicant (if applicable):

Name of Authorized Applicant: Esther Real Telephone: 770-490-2774
Address: 2735 LaurelWood Lane Suite: _____
City: Alpharetta State: GA Zip: 30009

So Sworn and Attested:

Owner Signature: [Signature] Date: 10/30/2023
Notary: Vineela Boppa
Notary Signature: Vineela Boppa Date: 10/30/2023



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: Esther Real

Subject Public Hearing Case: Terra Nova Skin Clinic

Campaign Contribution Information:

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

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

Name of Official: N/A Position: \$ 0.00

Description of Contribution: N/A Value:

Description of Contribution: N/A Value:

Description of Contribution: N/A Value:

Description of Contribution: N/A Value:

Description of Contribution: N/A 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: 

Date: 10-30-2023

ALPHARETTA PLANNING COMMISSION REVIEW CRITERIA

How will this proposal be compatible with surrounding properties?

This property is a mature business ondominium development. All surrounding properties are uniform.

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

My clinic will increase the value of surrounding properties due to increased occupancy rates in the development..

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

Unsure.

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

We expect no significant change to population and traffic.

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

We expect no impact to schools and utilities.

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

Since this is an existing structure in a mature development, it already complies with the Alpharetta Comprehensive Plan and Future Land Use Map.

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

None.

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.

No.

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

No.

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

This space operated sucessfully as a spa for at least 9 years through 2021.

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.

None.

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: Terra Nova Skin Clinic

Contact Name: Esther Real Telephone: 770-490-2774

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.

TO WHOM IT MAY CONCERN 5755 N POINT PKWY STE 62 ALPHARETTA GA 30022	ANDREW & TRACY LLC 1080 PEACHTREE ST NE # 903 ATLANTA GA 30309	ALPHARETTA INVESTMENT PROPERTY LLC 11015 ESTATES CIR ALPHARETTA GA 30022
BREEN HOLDINGS OF GEORGIA LLC 11720 AMBER PARK DR STE 160 ALPHARETTA GA 30009	TRS WEALTH LLC 14 CARRIAGE WAY WHITE PLAINS NY 10605	BHARATH SAMBA MURTHY & GEETHA 1410 BITTERCRESS CT ALPHARETTA GA 30005
ENDOPLACE L L C 1518 BATES CT NE ATLANTA GA 30318-3508	ENDOPLACE L L C 1518 BATES CT NE #2206 ATLANTA GA 30319-3508	1 ALLIANCE INVESTMENTS LLC 1654 PRINCESS CIR NE ATLANTA GA 30345
PARKWAY RE LLC 1755 N BROWN RD STE 150 LAWRENCEVILLE GA 30043	312 HOLDINGS LLC 1905 WILLSHIRE GLN ALPHARETTA GA 30009	CITY OF ALPHARETTA 2 SOUTH MAIN ST ALPHARETTA GA 30004
AG REALTY LLC 2018 WESTBOURNE WAY JOHNS CREEK GA 30022-3112	CABOT INVESTMENTS LLC 2462 COLLINS PORT COVE SUWANEE GA 30024	NORTH POINT II LLC 2561 EDGEWOOD TRC CLEVELAND OH 44124
MACINTOSH DAVID C & MONICA L TRS OF THE MACINTOSH REVOC TR 2561 EDGEWOOD TRCE CLEVELAND OH 44124	BUFORD CARE INC 2721 BUFORD HWY BUFORD GA 30518	PALMER HOUSE LLC 2911 PIEDMONT RD NE STE B ATLANTA GA 30305
CASE HOLDING GROUP LLC 315 BOUNDARY PL ROSWELL GA 30075	NORTH POINT PARK 222 LLC 3155 N POINT PKWY STE E 200 ALPHARETTA GA 30005	SAMANTHA ASSOCIATES LLC 3520 PIEDMONT RD STE 125 ATLANTA GA 30305
ACORN LANDING LLC 389 GRANT PARK PL ATLANTA GA 30315	ACORN LANDING LLC 389 GRANT PARK PL SE ATLANTA GA 30315	MC NAULL PROPERTY GROUP LLC 3911 HICKORY WHEEL CIR CUMMING GA 30040
VK HOLDINGS TRUST THE 4540 WYKESHIRE CT CUMMING GA 30041	TELLIUM LLC 5350 MCGINNIS FERRY RD ALPHARETTA GA 30005	TADVAI VINAY K & KATANGURI VIJAYA L 5485 BETHELVIEW RD STE 360 108 CUMMING GA 30040
STEWART MARC C 5575 N POINT PKWY ALPHARETTA GA 30022	NORTH POINT PARK 5152 LLC 5575 N POINT PKWY STE 262 ALPHARETTA GA 30022	3M ASSOCIATES LLC 5750 NORTH POINT PKWY ALPHARETTA GA 30022

WALTHER P KEVIN
5755 N POINT PKWY # 202
ALPHARETTA GA 30022

MARTHA & HUTCH LLC
5755 N POINT PKWY # 219
ALPHARETTA GA 30022

PARAGON PROPERTY LLC
5755 N POINT PKWY # 262
ALPHARETTA GA 30022

ELM 3 REAL ESTATE HOLDINGS LLC
5755 N POINT PKWY # 92
ALPHARETTA GA 30022

NORTH POINT PARK OFFICES LLC
5755 N POINT PKWY #262
ALPHARETTA GA 30022

VIRTUE REALTY GROUP LLC
5755 N POINT PKWY #262
ALPHARETTA GA 30022

MC STARS LLC
5755 N POINT PKWY BLDG 29
ALPHARETTA GA 30022

BOBADILLA INVESTMENTS LLC
5755 N POINT PKWY STE 14
ALPHARETTA GA 30022

MC STARS LLC
5755 N POINT PKWY STE 212
ALPHARETTA GA 30022

NORTHPOINT PARK BUILDERS LLC
5755 N POINT PKWY STE 215
ALPHARETTA GA 30022-1171

ELAM MINISTRIES INC
5755 N POINT PKWY STE 217
ALPHARETTA GA 30022-1177

ALPHA OMEGA CO USA INC
5755 N POINT PKWY STE 229
ALPHARETTA GA 30022-1172

ASHWIN PROPERTIES INC
5755 N POINT PKWY STE 234
ALPHARETTA GA 30022-1172

KIRAN 8586 LLC
5755 N POINT PKWY STE 262
ALPHARETTA GA 30022

NIDHI NITYA 81 & 82 LLC
5755 N POINT PKWY STE 262
ALPHARETTA GA 30022

NORTH POINT PARK 222 LLC
5755 N POINT PKWY STE 262
ALPHARETTA GA 30022

NORTH POINT PARK 5152 LLC
5755 N POINT PKWY STE 262
ALPHARETTA GA 30022

NORTH POINT PARK OFFICES LLC
5755 N POINT PKWY STE 262
ALPHARETTA GA 30022

PARAGON PROPERTY LLC
5755 N POINT PKWY STE 262
ALPHARETTA GA 30022

SPARK PROPERTIES LLC
5755 N POINT PKWY STE 262
ALPHARETTA GA 30022

SRISAI REALTY LLC
5755 N POINT PKWY STE 262
ALPHARETTA GA 30022

SRISAI REALTY LLC
5755 N POINT PKWY STE 262
ALPHARETTA GA 30022

SPARK PROPERTIES LLC
5755 N POINT PKWY STE 268
ALPHARETTA GA 30022

HOUSE WILLIAM A
5755 N POINT PKWY STE 36
ALPHARETTA GA 30022

JAYA PROPERTIES LLC
5755 N POINT PKWY STE 56
ALPHARETTA GA 30022

ANDREW & TRACY LLC
5755 N POINT PKWY STE 75
ALPHARETTA GA 30022

NIDHI NITYA 77 2 80 LLC
5755 N POINT PKWY STE 85
ALPHARETTA GA 30022

NIDHI NITYA 81 & 82 LLC
5755 N POINT PKWY STE 85
ALPHARETTA GA 30022

NORTHPOINT PARK 5152 LLC
5755 N POINT PKWY STE 85
ALPHARETTA GA 30022

87 NORTH POINT PARK LLC
5755 N POINT PKWY STE 88
ALPHARETTA GA 30022

LANDGRAB LLC
5755 N POINT PKWY STE 90
ALPHARETTA GA 30022

5755 NORTH POINT PKWY SUITE 94 LLC
5755 N POINT PKWY STE 94
ALPHARETTA GA 30022

LI YONG & DENG YOUYING
5755 N POINT PKWY STE 95
ALPHARETTA GA 30022

ANTHEM HOLDINGS LLC
5755 N POINT PKWY STE 96
ALPHARETTA GA 30022

CONIC INVESTMENTS LLC
5755 N POINT PKWY UNIT 203
ALPHARETTA GA 30005

FORTHRIGHT WEALTH MANAGEMENT LLC
5755 N POINT PKWY UNIT 47
ALPHARETTA GA 30022

SRISAI REALTY LLC
5755 N POINT PKY STE 262
ALPHARETTA GA 30005

NORTHPOINT PARK BUILDERS LLC
5755 N POINT PKY STE 85
ALPHARETTA GA 30022

NEO REALTY LLC
5755 NORTH POINT PKWY # #17
ALPHARETTA GA 30022-1143

AEG HOLDINGS LLC
5755 NORTH POINT PKWY # #37
ALPHARETTA GA 30022

BRAND ELIZABETH P
5755 NORTH POINT PKWY # 13
ALPHARETTA GA 30022

KENNEMORE WILLIAM L
5755 NORTH POINT PKWY # 20
ALPHARETTA GA 30022

HINTON & HILLMAN INC
5755 NORTH POINT PKWY # 26
ALPHARETTA GA 30022

SABET RAY REZA SABET ZAHRA
5755 NORTH POINT PKWY # 27
ALPHARETTA GA 30022

ML HOLDINGS LLC
5755 NORTH POINT PKWY # 29
ALPHARETTA GA 30022

RADIANT HOLDINGS LLC
5755 NORTH POINT PKWY # 30
ALPHARETTA GA 30022

HOUSE & ASSOC INC
5755 NORTH POINT PKWY # 36
ALPHARETTA GA 30022

BLUE FROG CAPITAL MANAGEMENT LLC
5755 NORTH POINT PKWY # 50
ALPHARETTA GA 30022

POINTS NORTH FAMILY COUNSELING &
PSYCHOLOGY LLC
5755 NORTH POINT PKWY # 65
ALPHARETTA GA 30022

PAT LLC
5755 NORTH POINT PKWY # 93
ALPHARETTA GA 30022

LISA SHIPPEL LAW LLC
5755 NORTH POINT PKWY #213
ALPHARETTA GA 30022

K&R HOLDINGS LLC
5755 NORTH POINT PKWY #57
ALPHARETTA GA 30022

GANGWAL MUKUND D & JAYSHREE M
5755 NORTH POINT PKWY #64
ALPHARETTA GA 30022-1145

DC KRS NORTHPOINT LLC
5755 NORTH POINT PKWY 261
ALPHARETTA GA 30022-1174

ELAM MINISTRIES INC
5755 NORTH POINT PKWY STE 217
ALPHARETTA GA 30022

TRAINING CENTER GROUP LLC THE
5755 NORTH POINT PKWY STE 227
ALPHARETTA GA 30022

SIKAL & HOLDINGS LLC
5755 NORTH POINT PKWY STE 24
ALPHARETTA GA 30022

NORTH POINT PROPERTY INVESTORS LLC
5755 NORTH POINT PKWY STE 253
ALPHARETTA GA 30022

COORDINATING RESEARCH COUNCIL INC
5755 NORTH POINT PKWY STE 265
ALPHARETTA GA 30022

NORTHPOINT PARK 5152 LLC
5755 NORTH POINT PKWY STE 32
ALPHARETTA GA 30022

SANDS REAL ESTATE HOLDINGS LLC
5755 NORTH POINT PKWY STE 6
ALPHARETTA GA 30022-1136

CHOES MIRACLE ACUPUNCTURE & HERB
CENTER INC
5755 NORTH POINT PKWY STE 60
ALPHARETTA GA 30022

DR THUY M LE LLC
5755 NORTH POINT PKWY STE 72
ALPHARETTA GA 30022

NAM TECHNOLOGIES INC
5755 NORTH POINT PKWY STE 83
ALPHARETTA GA 30022

NIDHI NITYA 81 & 82 LLC
5755 NORTH POINT PKWY STE 85
ALPHARETTA GA 30022

NORTHPOINT PARK 5152 LLC
5755 NORTH POINT PKWY STE 85
ALPHARETTA GA 30022

NIDHI NITYA 81 & 82 LLC
5755 NORTH POINT PKWY STE 91
ALPHARETTA GA 30022

WALTHER P KEVIN
5755 NORTH POINT PKWY UNIT 202
ALPHARETTA GA 30022

NORTH POINT PROPERTIES LLC
5755 NORTH POINT PKWY UNIT 284 & 285
ALPHARETTA GA 30022

ALPHARETTA WELLNESS CLINIC LLC
5755 NORTH POINT PKWY UNIT 89
ALPHARETTA GA 30022

ANGELO SAMBUNARIS M D LLC
5755 NORTHPOINT PKWY STE 256
ALPHARETTA GA 30022

VALUE PLUS VENTURES LLC
5755 NORTHPOINT PKWY STE 41
ALPHARETTA GA 30022

WILLIAMS MICHAEL D
5775 NORTH POINT PKWY STE 223 & 224
ALPHARETTA GA 30022

WILLIAMS MICHAEL D
5775 NORTH POINT PKWY STE 223 224
ALPHARETTA GA 30022

WILCO PROPERTY MANAGEMENT LLC
6101 ARBOR CREST CT
ROSWELL GA 30075

WILCO PROPERTY MANAGEMENT LLC
6101 ARBORCREST CT
ROSWELL GA 30075

SL PROPERTY HOLDING LLC
730 CULWORTH MNR
ALPHARETTA GA 30022

BLOOM INVESTMENTS LLC
750 PIMLICON PL
SUWANEE GA 30024

MCI COMMUNICATIONS SERVICES INC
7701 E TELECOM PKWY
TAMPA FL 33637

ANAND PROPERTIES LLC
8340 BETH PAGE DR
DULUTH GA 30097

U S MEDIA GROUP LLC
P O BOX 446
LITHONIA GA 30058

DELK INVESTMENTS LLC
PO BOX 681331
MARIETTA GA 30068

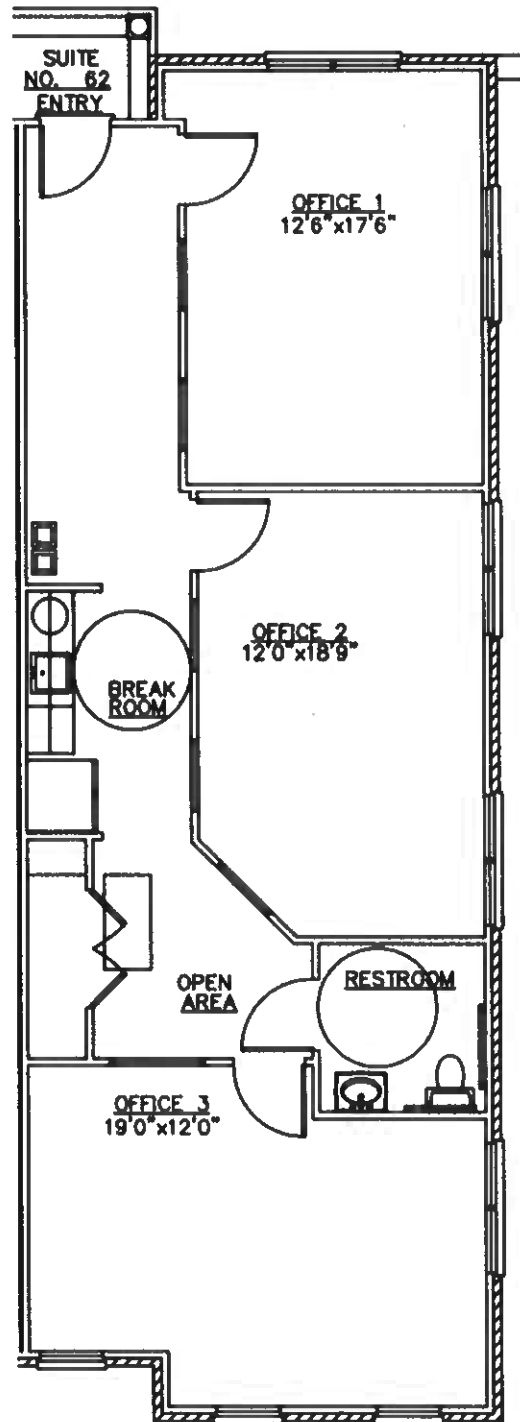
Terra Nova Skin Clinic

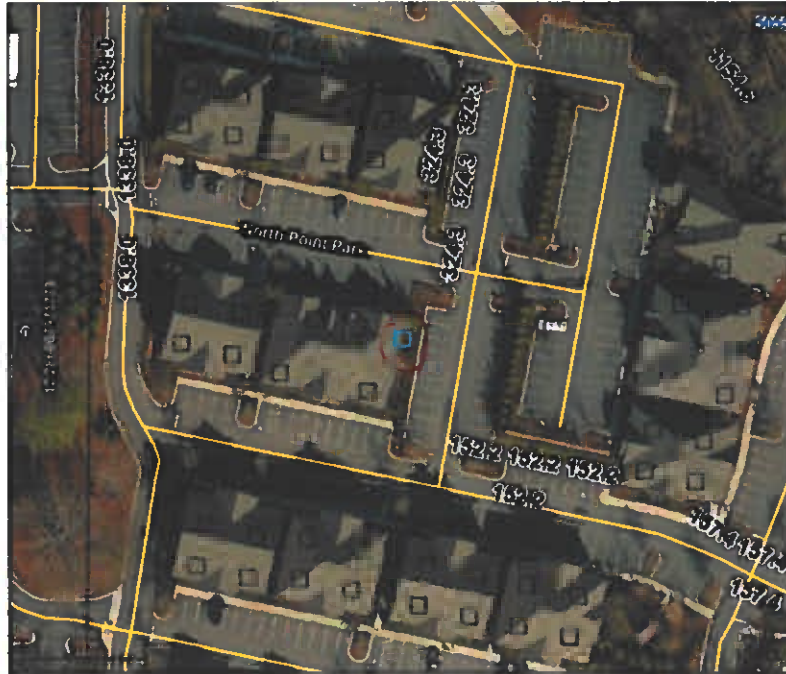
Business Overview

Intended Location: 5755 North Point Parkway, Suite 62 Alpharetta, GA 30022 Square Footage: 1115 sq ft	Hours of Operation: 10:00 AM to 5:00 PM Monday thru Saturday Number of Employees: 2 Fulltime, 2 Part Time
Identity Terra Nova will provide skin care services and treatments to clients with a wide variety of skin care challenges.	Problem Many women with post-surgical scar tissue unevenness, childbirth stretch marks, etc., face self-esteem and/or depression challenges due to mastectomy or other cancer procedures that leave scars and marks on their skin.
Our Solution Provide skin color remediation services to even discoloration from scar tissue. • Areola Reconstruction and 3D Tattoo after Mastectomy • Scar and stretch mark camouflage • Anti-aging skin treatment • Chemical peels • Dermo planning • Microdermabrasion • Facial lymphatic drainage • Slim treatment	Target Market Our anticipated clients will be women who wish to feel better about themselves with improved skin coloration. They are looking to improve their self esteem.
Competition Unaware of any establishments that provide this service near where I wish to establish my clinic.	Revenue Stream Fees for services. By appointments only
Marketing Activities Social Media platforms... Google Ads, Facetime, Local Print Media	

Floor Plan

5755 North Point
Parkway, Suite 62
Alpharetta, GA 30022





Overview



Legend

- Parcels
- Roads

Parcel ID 12 286008071003
Class Code C3
Taxing District 10A
Acres 0.0255

Physical Address 5755 NORTH POINT PKWY 62 14
Owner NIDHI NITYA 81682 LLC
5755 N POINT PKWY STE 85
ALPHARETTA, GA 30022
Assessed Value \$218,300

Last 2 Sales			
Date	Price	Reason	Qual
3/5/2015	\$150000	Valid Sale	Q
10/10/2006	\$210000	Valid Sale	Q

Date created: 10/25/2023
Last Data Uploaded: 10/25/2023 6:05:49 AM

GENERAL NOTES:

1. CITY OF ALPHARETTA PROJECT NUMBER: LDP# D2003-027.
(FULTON COUNTY PROJECT NUMBER LDP# 0302255)
2. FULTON COUNTY TAX PARCEL ID# 12-2860-0807-032-8
3. TOTAL NUMBER OF BUILDINGS: 26
DENSITY: 2.37 BUILDINGS PER ACRE
4. TOTAL ACREAGE: 10.97527 ACRES
5. ZONED: O1 CASE #MP-02-04-V-02-27 KB400 PARTNERS LLP.
6. OWNER/DEVELOPER:
NORTH POINT PARK BUILDERS, LLC
4994 LOWER ROSWELL ROAD, NE ~ STE. 9
MARIETTA, GEORGIA 30068
24-HOUR CONTACT: TOMMY SWEET
TEL: (770) 579-8001
7. ENGINEER/SURVEYOR
WATTS & BROWNING ENGINEERS, INC.
5582 PEACHTREE ROAD
ATLANTA, GEORGIA 30341
(770) 451-7453
ENGINEER/DESIGNER: CHRISTOPHER SAMS, E.I.T
8. CITY OF ALPHARETTA PERSONNEL AND/OR AGENTS SHALL HAVE FREE AND TOTAL ACCESS TO AND ACROSS ALL EASEMENTS.
9. BUILDERS MUST VERIFY LOCATION AND INVERT OF SANITARY SEWER LATERALS PRIOR TO SETTING ANY FINISHED FLOORS TO ENSURE PROPER SERVICE.
10. BUILDER MUST VERIFY FIELD LOCATION OF ALL STORM AND SANITARY SEWER EASEMENTS (PUBLIC AND PRIVATE), FLOODPLAIN LIMITS AND BUFFERS PRIOR TO ANY CONSTRUCTION.
11. STORM DRAINAGE AND SANITARY SEWER EASEMENTS SHOWN HEREON ARE CENTERED ON THE NATURAL DRAINS, STRUCTURES AND PIPES ASSOCIATED WITH THE EASEMENTS. ALL STRUCTURES, LINES OR DRAINS NEAR ANY AREA OF PROPOSED LAND DISTURBANCE OR CONSTRUCTION SHOULD BE FIELD LOCATED PRIOR TO PROCEEDING. NO CONSTRUCTION SHOULD OCCUR WITHIN ANY EASEMENT AREA.
12. EASEMENT LINES ARE BROKEN OR DISCONTINUED IN MANY AREAS. THE OVERALL PATTERN OF EASEMENT LINES CONFIRM THE LOCATION OF SUCH EASEMENTS. WHERE EASEMENT LINES ARE BROKEN IN THIS FASHION, THE EASEMENT IS HEREBY IDENTIFIED TO RUN CONTINUOUSLY THROUGHOUT THE WIDTH OR DEPTH OF THE LOTS OR BLOCKS OF LOTS ON WHICH ANY PORTION OF THE EASEMENT LINE IS INDICATED. IF ANY EASEMENT IS SHOWN ON ONLY ONE PORTION OF A LOT LINE IT IS HEREBY IDENTIFIED TO RUN THE ENTIRE LENGTH OF THE LOT LINE AT THE SAME EASEMENT WIDTH AND PORTION SHOWN. ALL FLOOD ZONE AREAS ARE HEREBY IDENTIFIED AS DRAINAGE EASEMENT AREAS OF VARIABLE WIDTH FOLLOWING THE FLOOD ZONE BOUNDARIES.
13. THE 100 YR. FLOOD ZONE SHOWN HEREON AND THE STREAM BUFFERS SHOWN HEREON ARE APPROXIMATE AND SHOULD NOT BE SCALED. THE BUILDER MUST VERIFY FIELD LOCATION OF SUCH PRIOR TO ANY CONSTRUCTION.
14. THE LOCATION OF THE NATURAL BOUNDARIES IS SUBJECT TO CHANGE DUE TO NATURAL CAUSES AND MAY AFFECT THE LOCATION OF EASEMENTS OR BUFFERS CENTERED UPON OR AROUND SAID NATURAL WATER BOUNDARIES.
15. BEARINGS WERE CALCULATED FROM ANGLES TURNED IN THE FIELD.
16. BOUNDARY DATA: ALTA/ACSM LAND TITLE SURVEY FOR CORNERSTONE ASSOCIATES, DATED 03/07/03. REVISED 06/02/03. BY WATTS AND BROWNING ENGINEERS, INC.

NOTE: ABOVE GROUND UTILITY LOCATIONS WERE OBTAINED FROM FIELD OBSERVATIONS. WATTS & BROWNING ENGINEERS HAS NOT RESEARCHED UNDERGROUND UTILITY LOCATIONS. INFORMATION SHOWN HEREON REGARDING THE EXISTENCE, SIZE, TYPE AND LOCATION OF UNDERGROUND UTILITIES IS BASED ON MARKINGS IN THE FIELD AND INFORMATION FURNISHED TO US BY OTHERS AND WATTS & BROWNING ENGINEERS IS UNABLE TO CERTIFY TO THE ACCURACY OR COMPLETENESS OF THIS INFORMATION. INDICATED LOCATIONS SHOULD BE CONFIRMED IN THE FIELD WITH THE UTILITY COMPANIES PRIOR TO PROCEEDING WITH PLANNING, DESIGN OR CONSTRUCTION.

THE FIELD DATA UPON WHICH THIS MAP OR PLAT IS BASED HAS A CLOSURE OF ONE FOOT IN 205.344 FEET AND AN ANGULAR ERROR OF 01" PER ANGLE POINT, AND WAS ADJUSTED USING THE COMPASS RULE.

THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 250,540 FEET.

A LEICA TC-500 TOTAL STATION WAS USED TO OBTAIN THE LINEAR AND ANGULAR MEASUREMENTS USED IN THE PREPARATION OF THIS PLAT.

THE CITY OF ALPHARETTA DOES NOT ENFORCE RESTRICTIVE COVENANTS.

THE CONDOMINIUM DECLARATION FOR NORTH POINT PARK CONDOMINIUM, IS RECORDED IN DEED BOOK 37919, PAGE 291 OF THE SUPERIOR COURT OF FULTON COUNTY, GEORGIA RECORDS, DATED JUNE 28, 2004.

ENGINEERING CERTIFICATE:

IT IS HEREBY CERTIFIED THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY BY ME OR UNDER MY SUPERVISION; THAT ALL MONUMENTS SHOWN THEREON ACTUALLY EXIST OR ARE MARKED AS "FUTURE" AND WILL BE PLACED DURING CONSTRUCTION OF THE IMPROVEMENTS SHOWN ON THE PLAT; AND THEIR LOCATION, SIZE, TYPE, AND MATERIAL ARE CORRECTLY SHOWN, AND THAT ALL ENGINEERING REQUIREMENTS OF THE LAND SUBDIVISION REGULATION OF ALPHARETTA, GEORGIA, HAVE BEEN FULLY COMPLIED WITH.

BY: [Signature] REGISTERED P.E. NO. 19315
BY: [Signature] REGISTERED R.L.S. NO. 2554

SITE ADDRESS: 5755 NORTHPOINT PARKWAY, ALPHARETTA, GEORGIA 30022.

EXPLANATION OF ZONE DESIGNATIONS

ZONE	EXPLANATION
X (UNSHADED)	AREAS DETERMINED TO BE OUTSIDE 500 YEAR FLOODPLAIN
ZONE AE	BASE FLOOD ELEVATIONS DETERMINED
X (SHADED)	AREAS OF 500-YEAR FLOOD; AREAS OF 100-YEAR FLOOD WITH AVERAGE DEPTHS OF LESS THAN 1 FOOT OR WITH DRAINAGE AREAS LESS THAN 1 SQUARE MILE; AND AREAS PROTECTED BY LEVEES FROM 100-YEAR FLOOD.

WATTS & BROWNING, ENGINEERS, INC HAS EXAMINED THE NATIONAL FLOOD INSURANCE PROGRAM (NFIP) FLOOD INSURANCE RATE MAP (FIRM) AND IT IS OUR OPINION THAT THE REFERENCED PROPERTY IS LOCATED IN ★ ZONE (S) AE, X SHADED & UNSHADED AS PER: FULTON COUNTY FIRM COMMUNITY PANEL NO. 13121C0067E, DATED JUNE 22, 1998.
THE FLOODLINE SHOWN HEREON WAS PLOTTED GRAPHICALLY FROM THE FLOOD MAPS REFERENCED ABOVE AND IS APPROXIMATE.

OWNER'S CERTIFICATE OF DEDICATION AND ACKNOWLEDGMENT

THE OWNER OF RECORD OF THE LAND SHOWN ON THIS PLAT AND WHOSE NAME IS SUBSCRIBED THERETO, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, HEREBY ACKNOWLEDGES THAT THIS FINAL SUBDIVISION PLAT WAS MADE FROM AN ACTUAL SURVEY, DEDICATES TO THE CITY OF ALPHARETTA THE COMPLETE OWNERSHIP, AND USE OF ALL STREETS (0.0795 ACRES), PUBLIC WATER FACILITIES, STORM DRAINS, EASEMENTS (0 ACRES), GREENWAY EASEMENTS (0), AND OTHER PUBLIC FACILITIES AND APPURTENANCES THEREON SHOWN (0 ACRES).

Subdivider: North Point Park Builders, LLC.
DATE: 12-1-04
OWNER: North Point Park Builders, LLC.
DATE: 12-1-04

FINAL PLAT APPROVAL

THE COMMUNITY DEVELOPMENT DEPARTMENT OF THE CITY OF ALPHARETTA, GEORGIA, CERTIFIES THAT THIS PLAT COMPLIES WITH ALL REQUIREMENTS OF THE CITY OF ALPHARETTA ZONING REQUIREMENTS.

COMMUNITY DEVELOPMENT DEPARTMENT
DATE: 12-2-2004
ENGINEERING/PUBLIC WORKS DEPARTMENT
DATE: 12-2-2004

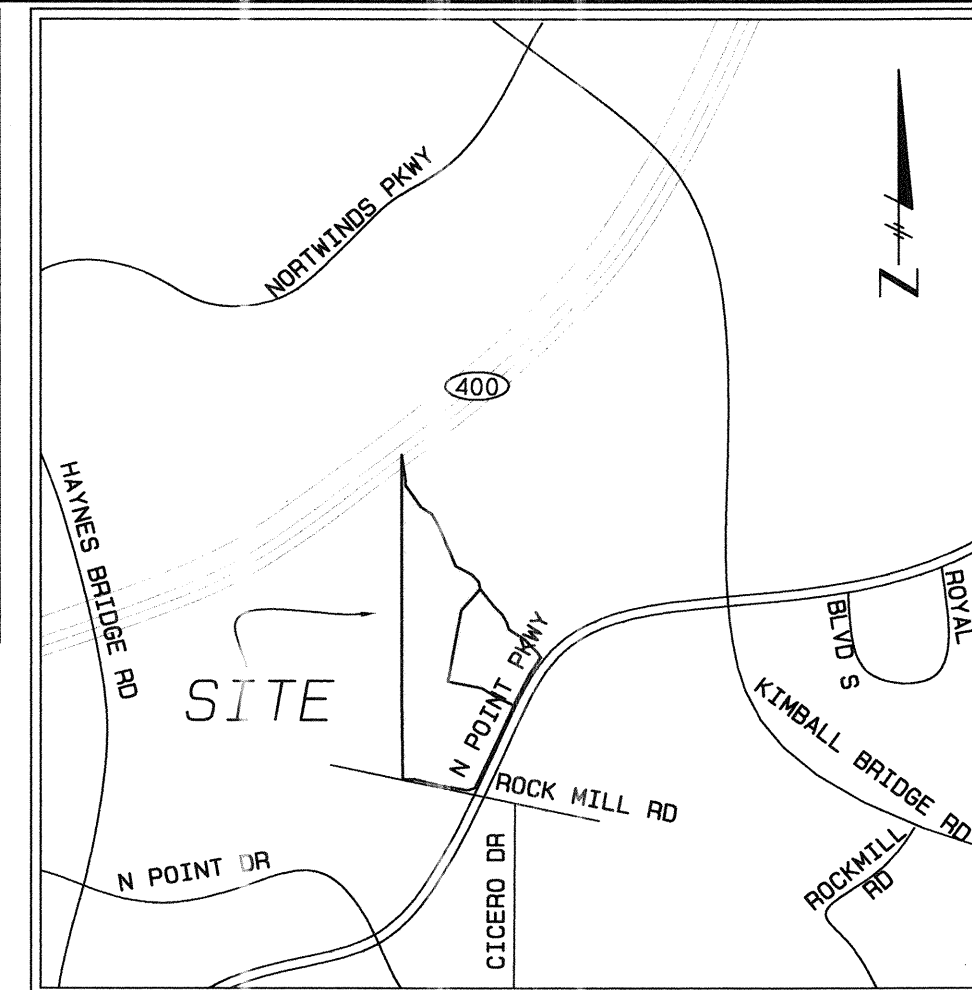
FINAL PLAT APPROVAL

THE COMMUNITY DEVELOPMENT DEPARTMENT OF THE CITY OF ALPHARETTA, GEORGIA, CERTIFIES THAT THIS PLAT COMPLIES WITH ALL REQUIREMENTS OF THE CITY OF ALPHARETTA ZONING REQUIREMENTS.

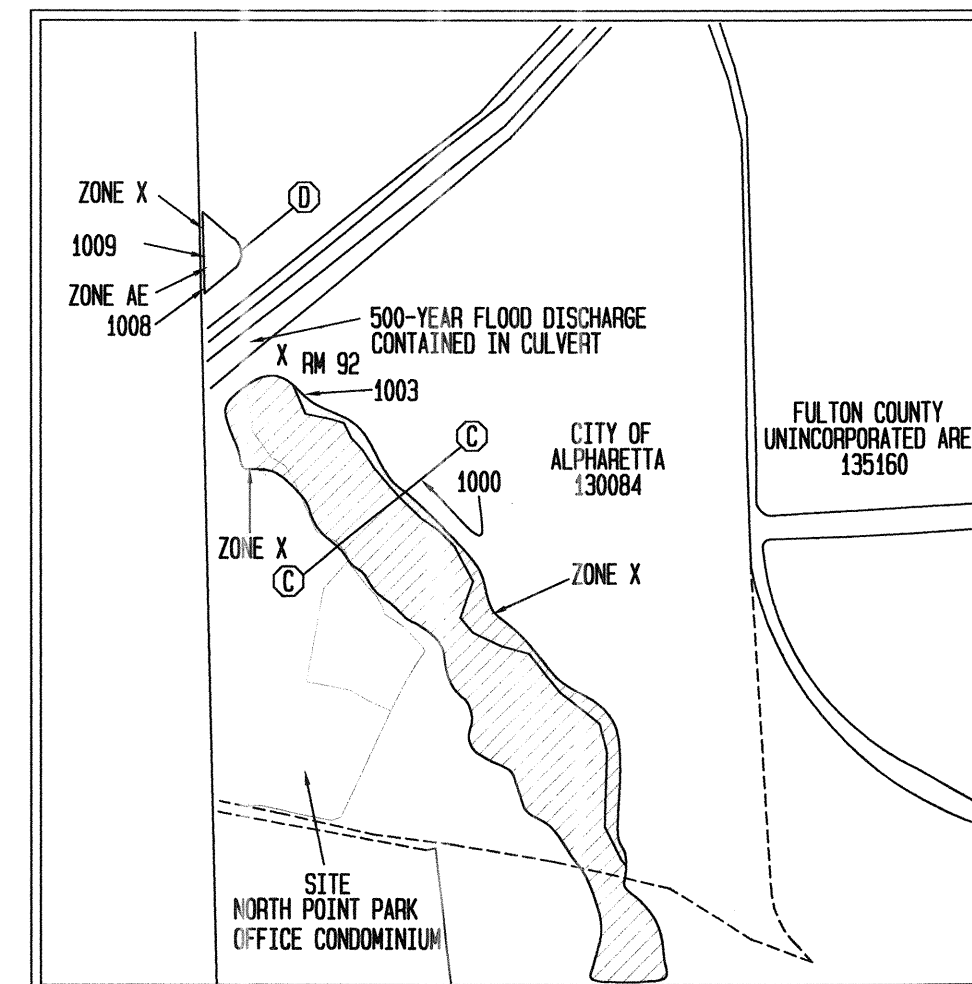
COMMUNITY DEVELOPMENT DEPARTMENT
DATE: 2006
ENGINEERING/PUBLIC WORKS DEPARTMENT
DATE: 2006

DRAINAGE NOTE:

THE OWNER OF RECORD, ON BEHALF OF HIMSELF (ITSELF) AND ALL SUCCESSORS IN INTEREST, SPECIFICALLY RELEASE THE CITY OF ALPHARETTA FROM ANY AND ALL LIABILITY AND RESPONSIBILITY FOR FLOODING OR EROSION FROM STORM DRAINS OR FROM FLOODING FROM HIGH WATER OR NATURAL CREEKS, RIVERS OR DRAINAGE FEATURES. A DRAINAGE EASEMENTS IS HEREBY ESTABLISHED FOR THE SOLE PURPOSE OF PROVIDING FOR THE EMERGENCY PROTECTION OF THE FREE FLOW OF SURFACE WATERS ALONG ALL WATERCOURSES AS ESTABLISHED BY THESE REGULATIONS AND THE DIRECTOR OF PUBLIC WORKS. SAID DIRECTOR MAY CONDUCT EMERGENCY MAINTENANCE OPERATIONS WITHIN THIS EASEMENT WHERE EMERGENCY CONDITIONS EXIST. EMERGENCY MAINTENANCE SHALL BE THE REMOVAL OF TREES AND OTHER DEBRIS, EXCAVATION, FILLING AND THE LIKE NECESSARY TO REMEDY A CONDITION, WHICH IN THE JUDGMENT OF SAID DIRECTOR IS POTENTIALLY INJURIOUS TO LIFE, PROPERTY OR THE PUBLIC ROAD OR UTILITY SYSTEM. SUCH EMERGENCY MAINTENANCE, CONDUCTED FOR THE COMMON GOOD, SHALL NOT CONSTRUED AS CONSTITUTING A CONTINUING MAINTENANCE OBLIGATION ON THE PART OF CITY OF ALPHARETTA NOR AN ABROGATION OF CITY OF ALPHARETTA'S ALPHARETTA'S RIGHT TO SEEK REIMBURSEMENT FOR EXPENSES FROM THE OWNER/S OF THE PROPERTY/IES OF THE LANDS GENERATED THE CONDITIONS.



LOCATION MAP
1" = 2000'



FLOOD MAP
NTS

CONDO PB 16 - 613
11/14/2005

REVISION: #2 DATE: NOVEMBER 22, 2004

REVISED NOVEMBER 22, 2004. THIS CONDO PLAT SUPERSEDES A PORTION OF THE PLAT RECORDED IN CONDO PLAT BOOK 16 PAGES 169, 170, 171. THE PURPOSE OF THIS REVISION IS TO:

1. ADD BUILDING: 24, 25 & 26 (FORMERLY OUTLOT).
2. ADD ASBUILT BUILDING 14.
3. ADD GREENWAY WALK AND STORM DRAIN.

APPROVED BY: [Signature]
FOR THE DIRECTOR & O COMMUNITY DEVELOPMENT

REVISION: #1 DATE: AUGUST 26, 2004

REVISED AUGUST 26, 2004. THIS CONDO PLAT SUPERSEDES A PORTION OF THE PLAT RECORDED IN CONDO PLAT BOOK 16 PAGES 169, 170, 171. THE PURPOSE OF THIS REVISION IS TO:

1. SHADE PUBLIC SEWER EASEMENT, LABEL PRIVATE SEWER LINES, AND REVISE 100 YEAR HIGH WATER INFORMATION OR DETENTION POND.
2. ADD ASBUILT BUILDINGS 8, 9, 11, 12 & 13.

APPROVED BY: [Signature]
FOR THE DIRECTOR & O COMMUNITY DEVELOPMENT

I, VIRGIL T. HAMMOND, A REGISTERED LAND SURVEYOR DO HEREBY CERTIFY THAT THIS PLAT IS ACCURATE AND COMPLIES WITH THE PROVISIONS OF SECTION 44-3-83 OF THE GEORGIA CONDOMINIUM ACT.
[Signature]
VIRGIL T. HAMMOND, GA RLS #2554

CONDOMINIUM PLAT OF
**NORTH POINT PARK
CONDOMINIUM**
LOCATED IN
LAND LOTS 807 & 808
1ST DISTRICT ~ 2ND SECTION
CITY OF ALPHARETTA
FULTON COUNTY, GEORGIA



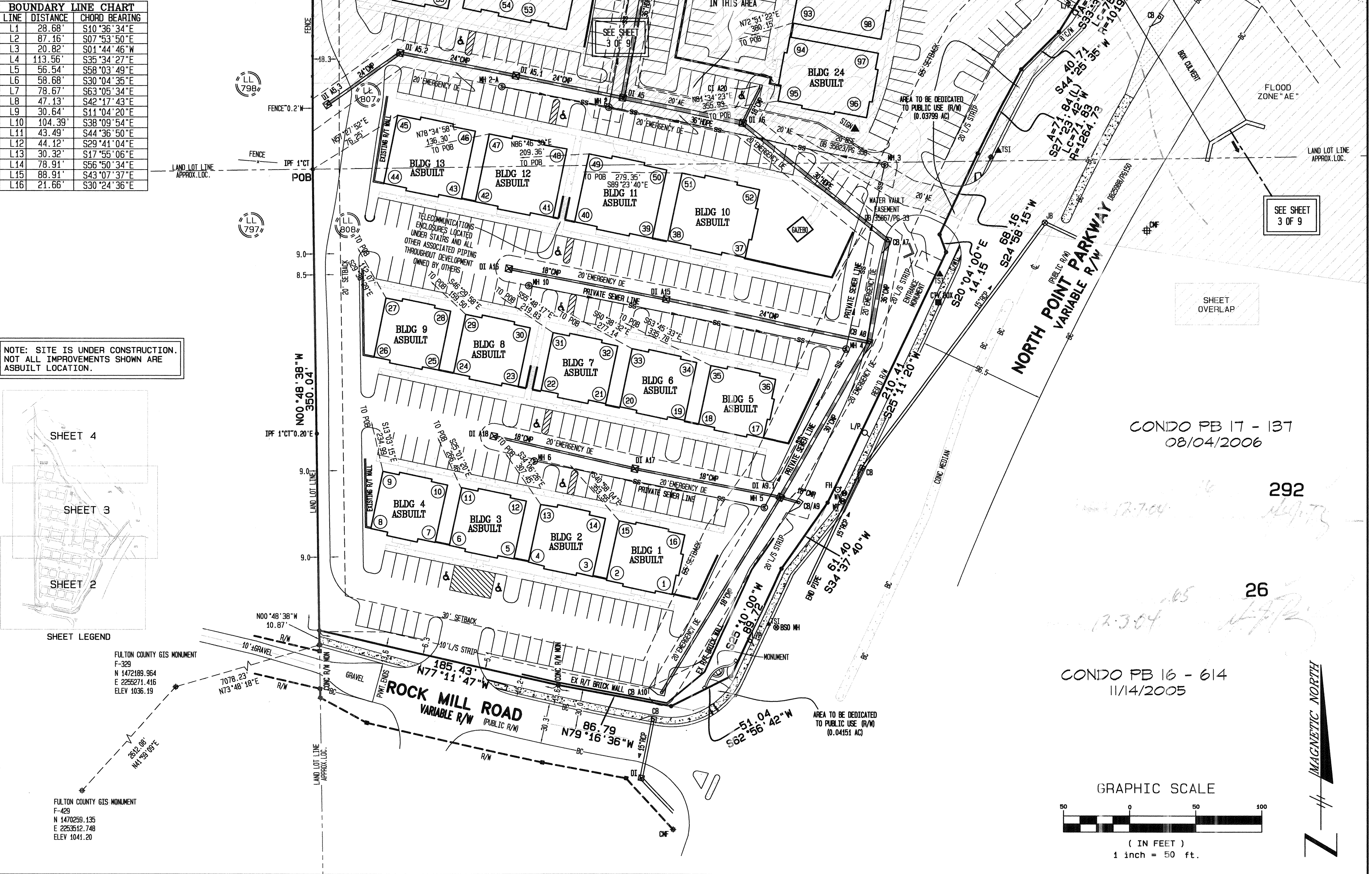
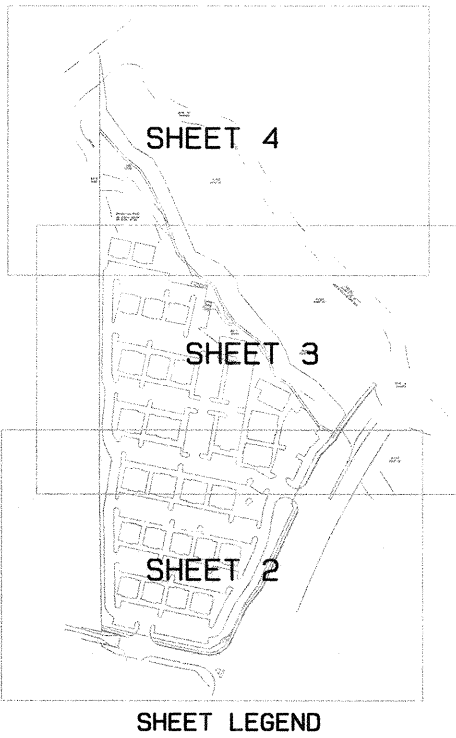
W&B
WATTS & BROWNING ENGINEERS, INC.
CIVIL ENGINEERS & LAND SURVEYORS
5582 PEACHTREE ROAD
ATLANTA, GEORGIA 30341-4953
PHONE: (770) 451-7453
FAX: (770) 455-3955

NO.	DATE	DESCRIPTION
1	07/28/04	SEE REVISION NOTE #1, SHEET 1 OF 9.
2	11/22/04	SEE REVISION NOTE #2, SHEET 1 OF 9.
3	10/28/05	SEE REVISION NOTE #3, SHEET 4 OF 9.
4	06/27/06	SEE REVISION NOTE #4, SHEET 4 OF 9.
5	08/31/06	SEE REVISION NOTE #5, SHEET 4 OF 9.

SCALE:	N/A
DATE SURVEYED:	02/27/03
DATE DRAFTED:	03/29/04
SURVEYED BY:	P. CHANDLER
DRAWN BY:	T. BATTLE/JJT
CHECKED BY:	MH
FIELD BOOK #:	1986
JOB NUMBER:	020415
FOLDER NUMBER:	020415
C060 FILE:	573-NORPOINT
DISC FILE:	G:\FINALS\020415
COUNTY:	FULTON
PLAT FILE:	B
SHEET:	1 OF 9

LINE	DISTANCE	CHORD BEARING
L1	28.68'	S10°36'34"E
L2	87.16'	S07°53'50"E
L3	20.82'	S01°44'46"W
L4	113.56'	S35°34'27"E
L5	56.54'	S58°03'49"E
L6	58.68'	S30°04'35"E
L7	78.67'	S63°05'34"E
L8	47.13'	S42°17'43"E
L9	30.64'	S11°04'20"E
L10	104.39'	S38°09'54"E
L11	43.49'	S44°36'50"E
L12	44.12'	S29°41'04"E
L13	30.32'	S17°55'06"E
L14	78.91'	S56°50'34"E
L15	88.91'	S43°07'37"E
L16	21.66'	S30°24'36"E

NOTE: SITE IS UNDER CONSTRUCTION.
NOT ALL IMPROVEMENTS SHOWN ARE
ASBUILT LOCATION.



CONDOMINIUM PLAT OF
**NORTH POINT PARK
CONDOMINIUM**
LOCATED IN
LAND LOTS 807 & 808
1ST DISTRICT ~ 2ND SECTION
CITY OF ALPHARETTA
FULTON COUNTY, GEORGIA



WATTS & BROWNING ENGINEERS, INC.
CIVIL ENGINEERS & LAND SURVEYORS
5582 PEACHTREE ROAD
ATLANTA, GEORGIA 30341-4953
PHONE: (770) 451-7453
FAX: (770) 455-3955

REVISIONS		
NO.	DATE	DESCRIPTION
1	07/28/04	SEE REVISION NOTE #1, SHEET 1 OF 9.
2	11/22/04	SEE REVISION NOTE #2, SHEET 1 OF 9.
3	10/28/05	SEE REVISION NOTE #3, SHEET 4 OF 9.
4	06/27/06	SEE REVISION NOTE #4, SHEET 4 OF 9.
5	08/31/06	SEE REVISION NOTE #5, SHEET 4 OF 9.

SCALE:	1"=50'
DATE SURVEYED:	02/27/03
DATE DRAFTED:	03/29/04
SURVEYED BY:	P. CHANDLER
DRAWN BY:	T. BATTLE/JJT
CHECKED BY:	MH
FIELD BOOK #:	1986
JOB NUMBER:	020415
FOLDER NUMBER:	020415
COGO FILE:	573-NORPOINT
DISC FILE:	G:\FINALS\020415
COUNTY:	FULTON
PLAT FILE:	B
SHEET:	2 OF 9

NOTE: SITE IS UNDER CONSTRUCTION.
NOT ALL IMPROVEMENTS SHOWN ARE
ASBUILT LOCATION.

NOTE B: GREENWAY WALK SHOWN IS PROPOSED. ACTUAL
LOCATION TO BE FIELD VERIFIED PER CONSTRUCTION PLANS.

REVISION: #4 DATE: JUNE 27, 2006.

REVISED JUNE 27, 2006: THIS CONDO PLAT SUPERSEDES
A PORTION OF THE PLAT RECORDED IN CONDO PLAT BOOK 16
PAGES 613 THRU 621. THE PURPOSE OF THIS REVISION
IS TO:

1. SHOW ASBUILT BUILDINGS 22 & 23

APPROVED BY:

FOR THE DIRECTOR AND COMMUNITY DEVELOPMENT

REVISION: #3 DATE: OCTOBER 28, 2005

REVISED OCTOBER 28, 2005: THIS CONDO PLAT SUPERSEDES
A PORTION OF THE PLAT RECORDED IN CONDO PLAT BOOK 16
PAGES 291 THRU 299. THE PURPOSE OF THIS REVISION
IS TO:

1. REVISE P.O.B. FOR BUILDINGS 15, 16, 19 & 24-26.
2. REVISE SUITE NUMBERS FOR BUILDINGS 24-25.
3. CHANGE UNIT 5 TO READ BLDG 5.
4. ADD ASBUILT BUILDINGS 15, 16, 19 & 24-26.
5. REVISE PARKING SPACES.
6. ADD STORM DRAINS AND SEWER MANHOLE.
7. REVISE BUILDING NUMBERS 20 & 21.
8. REMOVE PROPOSED WALL EAST OF BLDG 26.
9. REMOVE NOTE "A".

APPROVED BY:

FOR THE DIRECTOR AND COMMUNITY DEVELOPMENT

REVISION: #5 DATE: AUGUST 31, 2006.

REVISED AUGUST 31, 2006: THIS CONDO PLAT SUPERSEDES
A PORTION OF THE PLAT RECORDED IN CONDO PLAT BOOK 17
PAGES 136-144. THE PURPOSE OF THIS REVISION
IS TO:

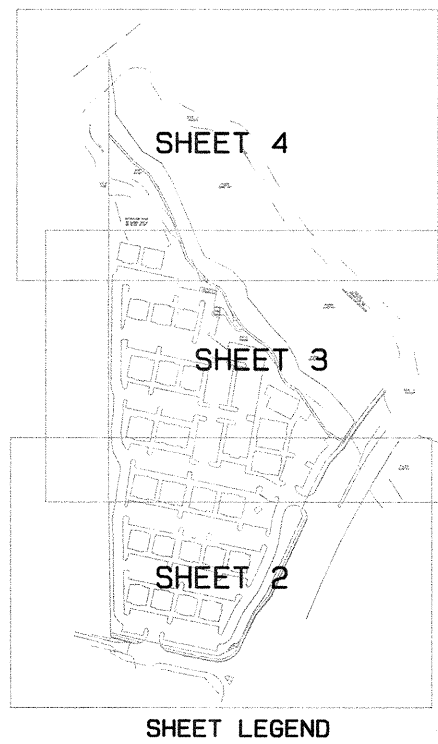
1. ADDRESS CITY COMMENTS.
2. SHOW ASBUILT BUILDINGS 17, 18, 20 & 21.

APPROVED BY:

FOR THE DIRECTOR AND COMMUNITY DEVELOPMENT

LEGEND

A	ARC	L/A	LIMIT OF ACCESS
AC	ACRE (S)	LC	LENGTH OF CHORD
AE	ACCESS EASEMENT	LLL	LAND LOT LINE
AGLC	ATLANTA GAS LIGHT COMPANY	L/P	LAMP POST/LIGHT POLE
ASP	ASPHALT	L/S	LANDSCAPED AREA
BB	BOTTOM OF BANK	MFN	METROMEDIA FIBRE NETWORK
BC	BACK OF CURB	MH	MANHOLE
B/C	BUILDING CORNER	MW	MONITORING WELL
BL	BUILDING SETBACK LINE	N/C	NAIL IN CAP
BM	BENCHMARK	NF	NAIL FOUND
BPM	BLUE PIN FLAG	N/F	NOW OR FORMERLY
BPM	BLUE PAINT MARK	OCS	OUTLET CONTROL STRUCTURE
BS	BOTTOM OF SLOPE	OPF	ORANGE PIN FLAG
BSO	BELLSOUTH TELEPHONE CO.	OPM	ORANGE PAINT MARK
BSOCM	BELLSOUTH CABLE MARKER	OT	OPEN TOP PIPE
BW	BOTTOM OF WALL	P	POWER LINE
B/W	BARBED WIRE	PB	PLAT BOOK
CB	CATCH BASIN	P/B	POWER BOX
CI	CURB INLET	PG	PAGE (S)
CL	CENTERLINE	P/V	POST INDICATOR VALVE
C/L	CHAIN LINK	PL	PROPERTY LINE
CMF	CONCRETE MONUMENT FOUND	PGB	POINT OF BEGINNING
CMP	CORRUGATED METAL PIPE	POC	POINT OF COMMENCING
CO	CLEANOUT	PM	POWER METER
COMM	COMMUNICATION	P/P	POWER POLE
CT	CRIMPED TOP PIPE	PS	PARKING SPACE (S)
CTV	CABLE TELEVISION	PVC	POLYVINYLCHLORIDE PIPE
C/W	CONCRETE WALK	R	RADIUS
DB	DEED BOOK	(R)	CURVE TO THE RIGHT
DE	DRAINAGE EASEMENT	RB	RE-BAR
DI	DROP INLET	RCP	REINFORCED CONCRETE PIPE
DIP	DUCTILE IRON PIPE	RPF	RED PIN FLAG
DNR	DEPT. OF NATURAL RESOURCES	RPM	RED PAINT MARK
DNRMS	DNR MONUMENT SET	RR	RAILROAD
EB	ELECTRIC BOX	R/T	RETAINING
EMC	ELECTRIC MEMBERSHIP CORP.	R/W	RIGHT OF WAY
EP	EDGE OF PAVEMENT	SF	SQUARE FEET
FC	FACE OF CURB	S/P	SERVICE POLE
F/C	FENCE CORNER	SR	SOLID ROD
FDC	FIRE DEPARTMENT CONNECTION	SS	SANITARY SEWER
FFE	FINISHED FLOOR ELEVATION	SSE	SANITARY SEWER EASEMENT
FH	FIRE HYDRANT	S/W	SIDEWALK
F/L	FENCE LINE	T	TELEPHONE LINE
FOCM	FIBRE OPTIC CABLE MARKER	T/B	TELEPHONE BOX
FP	FENCE POST	TBM	TEMPORARY BENCHMARK
F/P	FLAG POLE	T/C	TOP OF CURB
GLMP	GAS LINE MARKER POST	T/P	TELEPHONE POLE
GM	GAS METER	TP	TRAFFIC POLE
GP	GUY POLE	TRANS	TRANSMISSION
GPC	GEORGIA POWER COMPANY	T/S	TRAFFIC SIGNAL
GV	GAS VALVE	TSI	TRAFFIC SIGN
GW	GUY WIRE	TW	TOP OF WALL
H/C	HANDICAP PARKING SPACE	T/W	TEST WELL
HVP/P	HIGH VOLTAGE POWER POLE	U/G	UNDERGROUND
HW	HIGH WATER	VB	VALVE BOX
H/W	HEADWALL	VMP	VALVE MARKER POST
ICV	IRRIGATION CONTROL VALVE	W	WATER LINE
INV	INVERT	WF	WETLAND FLAG
IPF	IRON PIN FOUND	WM	WATER METER
IPP	IRON PIN PLACED	WV	WATER VALVE
IRF	INTERMEDIATE REGIONAL FLOOD	YPF	YELLOW PIN FLAG
JB	JUNCTION BOX	YPM	YELLOW PAINT MARK
(L)	CURVE TO THE LEFT		



CONDO PB 17 - 139
08/04/2006

CONDO PB 16 - 616
11/14/2005

GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.



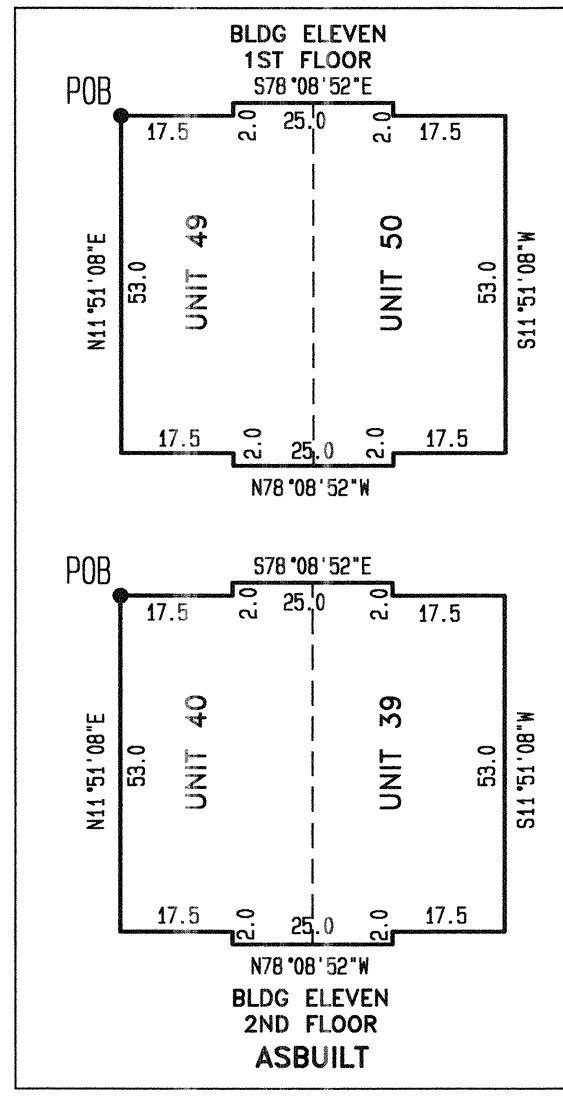
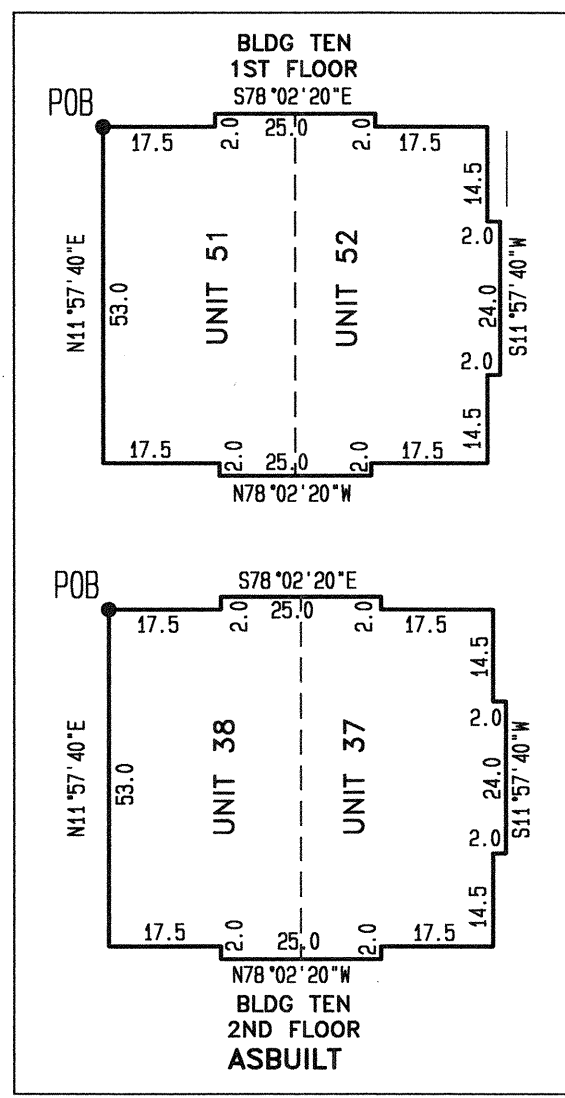
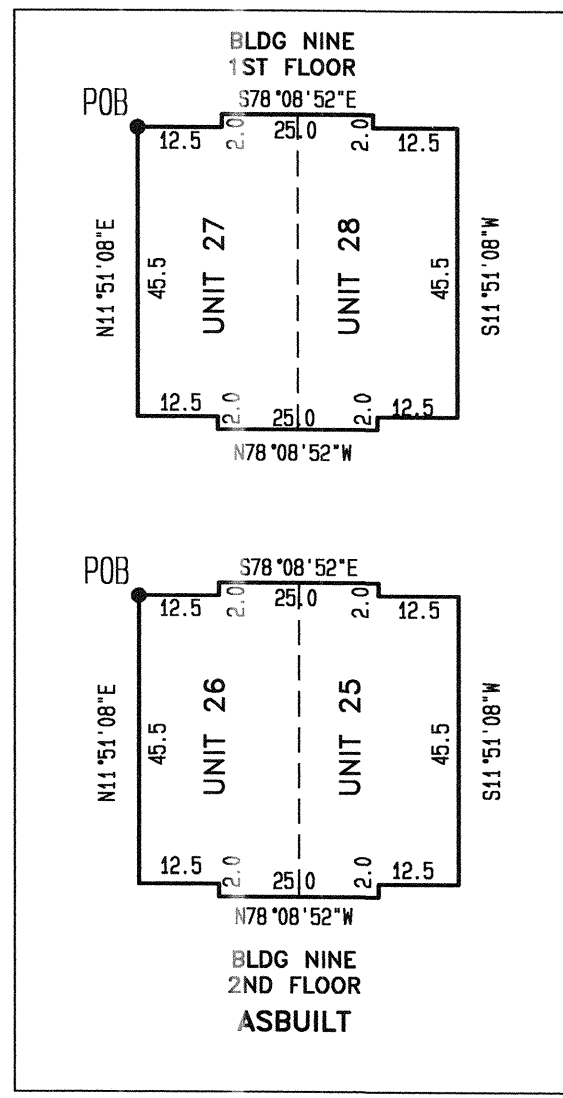
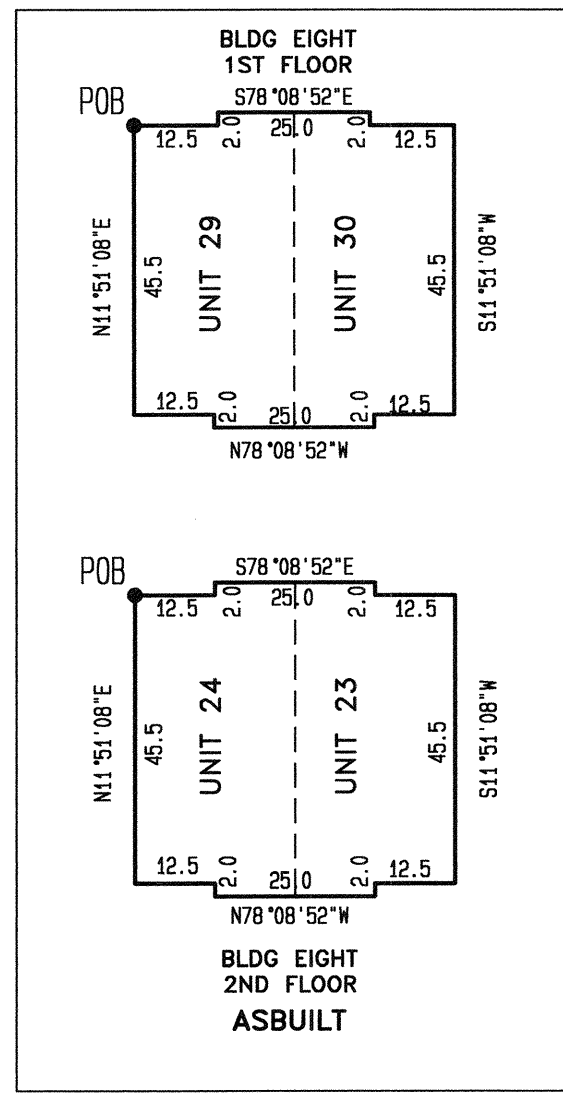
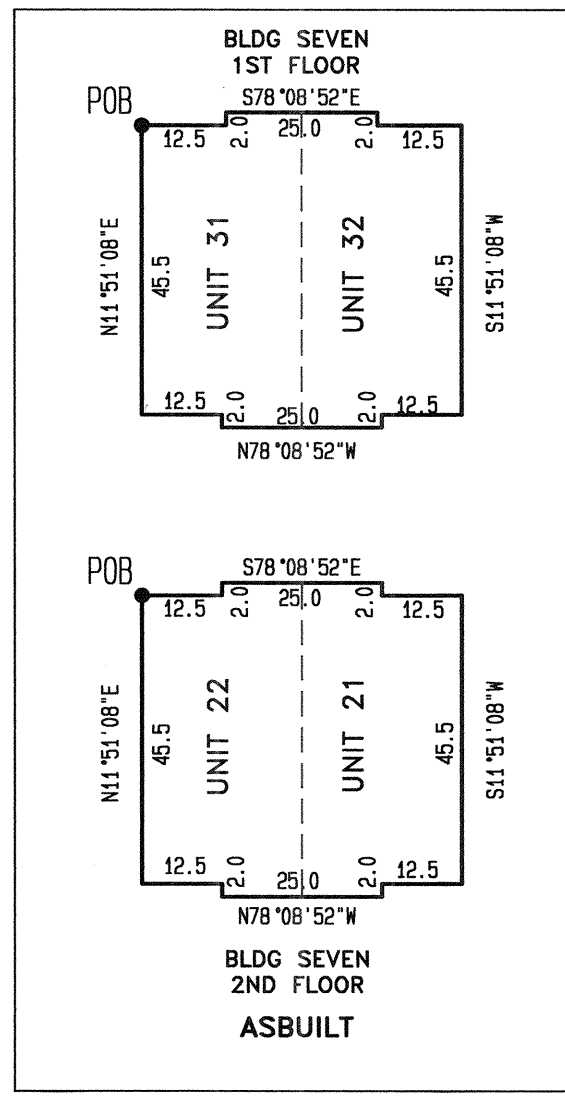
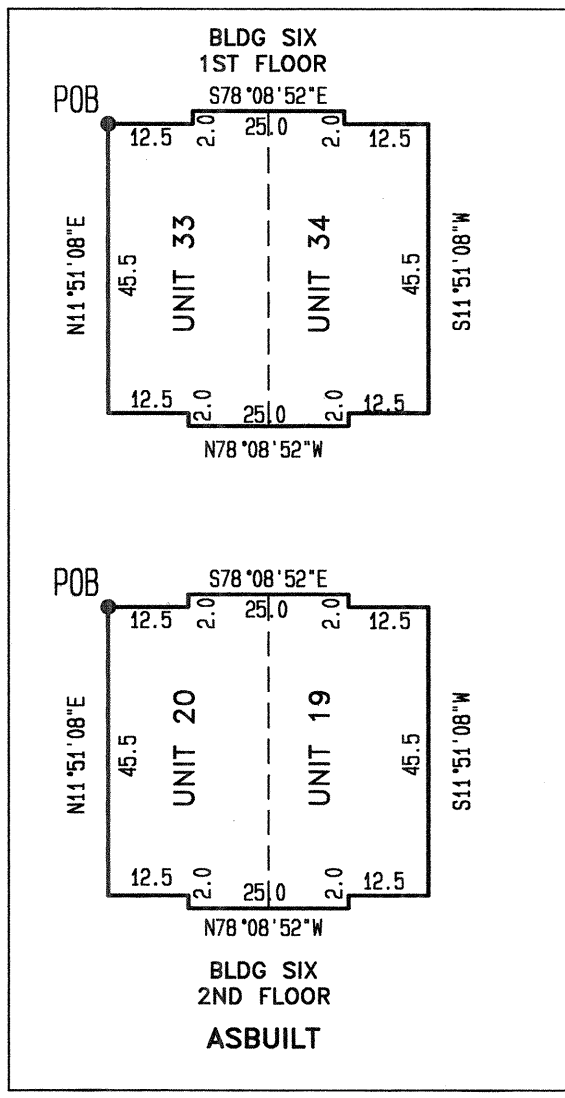
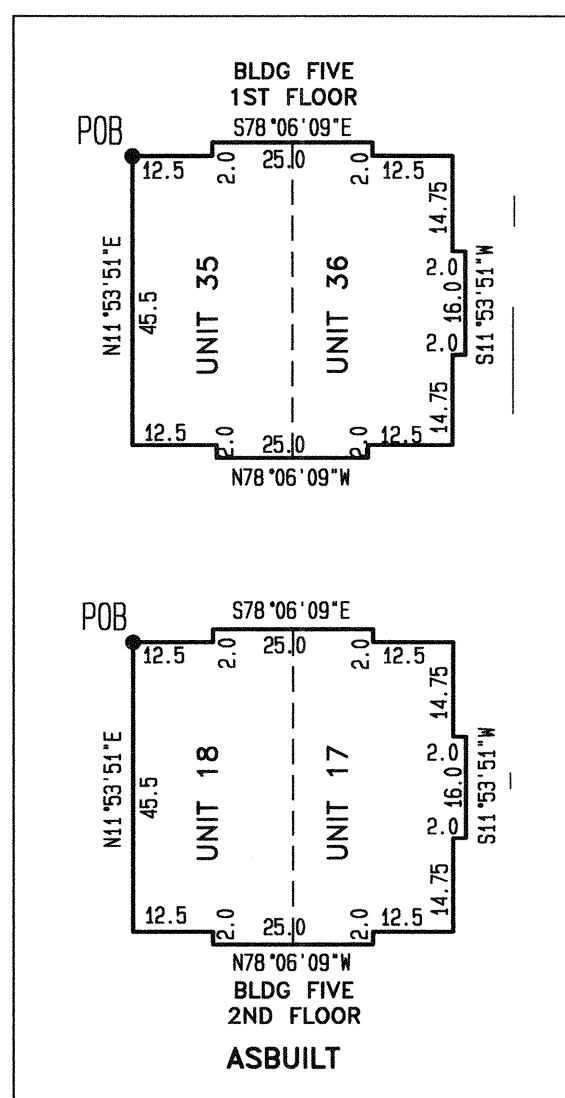
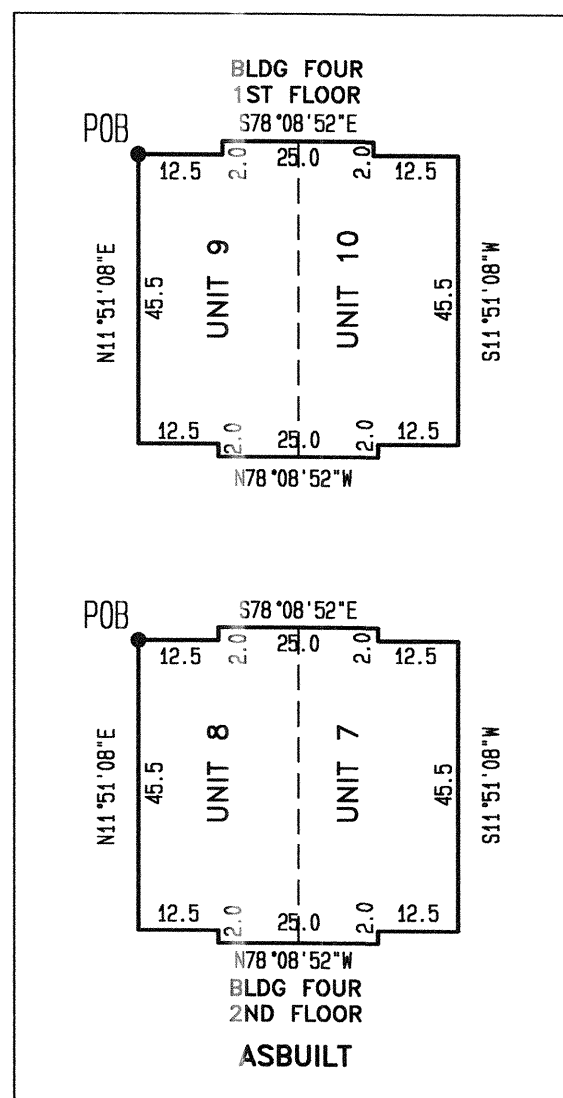
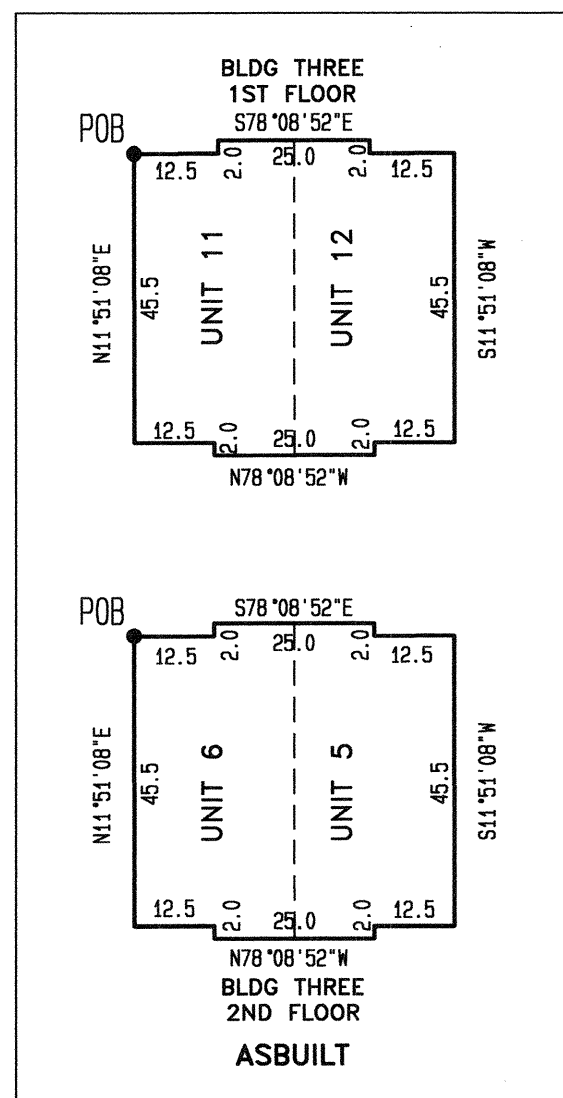
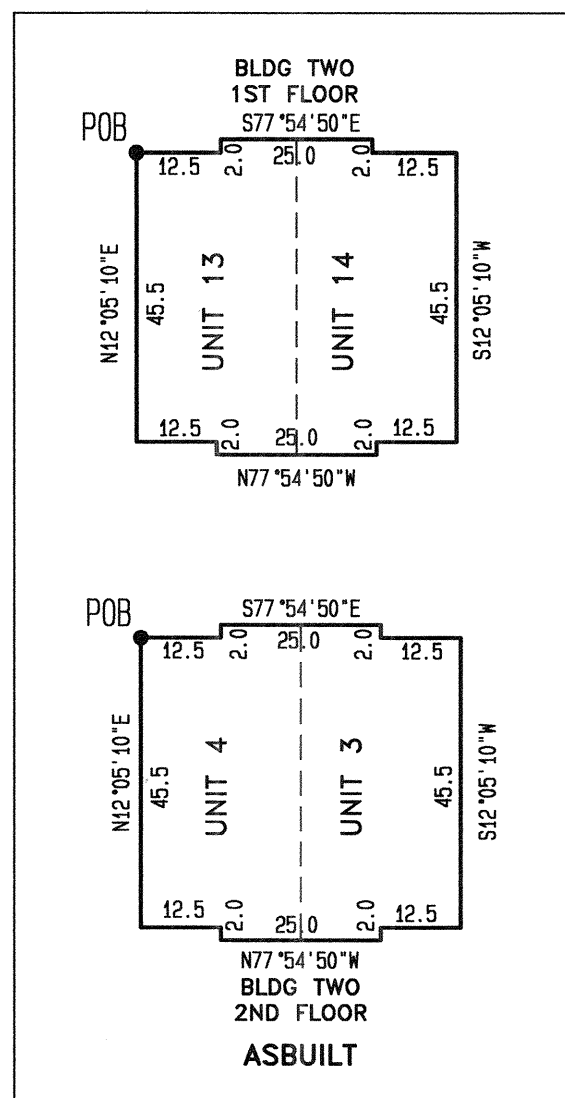
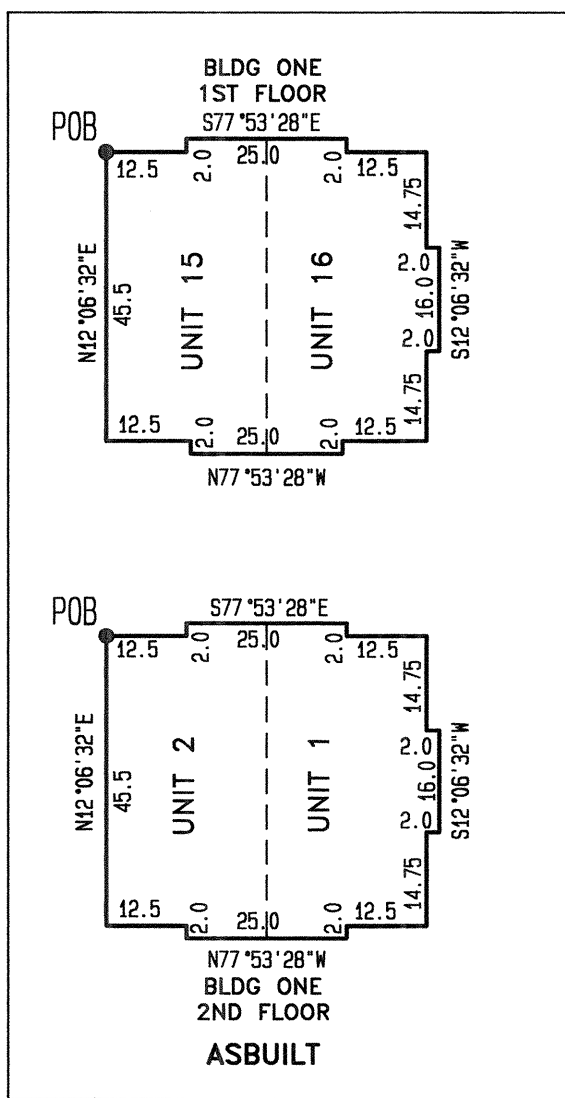
CONDOMINIUM PLAT OF
**NORTH POINT PARK
CONDOMINIUM**
LOCATED IN
LAND LOTS 807 & 808
1ST DISTRICT ~ 2ND SECTION
CITY OF ALPHARETTA
FULTON COUNTY, GEORGIA



W&B
WATTS & BROWNING ENGINEERS, INC.
CIVIL ENGINEERS & LAND SURVEYORS
5582 PEACHTREE ROAD
ATLANTA, GEORGIA 30341-4953
PHONE: (770) 451-7453
FAX: (770) 455-3955

NO.	DATE	DESCRIPTION
1	07/28/04	SEE REVISION NOTE #1, SHEET 1 OF 9.
2	11/22/04	SEE REVISION NOTE #2, SHEET 1 OF 9.
3	10/28/05	SEE REVISION NOTE #3, SHEET 4 OF 9.
4	06/27/06	SEE REVISION NOTE #4, SHEET 4 OF 9.
5	08/31/06	SEE REVISION NOTE #5, SHEET 4 OF 9.

SCALE:	1"=50'
DATE SURVEYED:	02/27/03
DATE DRAFTED:	03/29/04
SURVEYED BY:	P. CHANDLER
DRAWN BY:	T. BATTLE/JJT
CHECKED BY:	MH
FIELD BOOK #:	1986
JOB NUMBER:	020415
FOLDER NUMBER:	020415
COGO FILE:	573-NORPOINT
DISC FILE:	G:\FINALS\020415
COUNTY:	FULTON
PLAT FILE:	B
SHEET:	4 OF 9



NORTH POINT PARK CONDOMINIUM	
BUILDING	UNIT
1	15
1	16
2	1
2	2
2	13
2	14
3	3
3	4
3	11
3	12
3	5
3	6
3	9
4	10
4	7
4	8
5	35
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6	40
6	47
6	48
6	41
6	42
6	45
6	46
6	43
6	44

NORTH POINT PARK CONDOMINIUM	
BUILDING	UNIT
14	53
14	54
14	59
14	60
14	61
14	62
14	55
14	56
14	57
14	58
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CONDO PB 16 - 617
11/14/2005

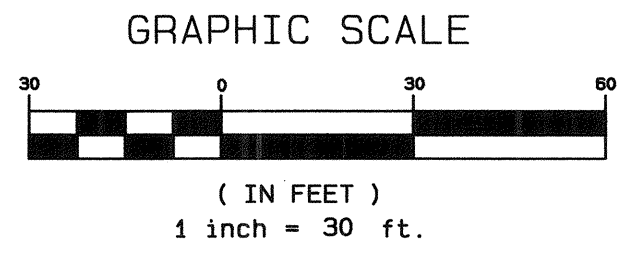
CONDO PB 17 - 140
08/04/2006

CONDO PB 16 - 617
11/14/2005

295

12-7-04

BUILDING DETAILS



CONDOMINIUM PLAT OF
NORTH POINT PARK
CONDOMINIUM
LOCATED IN
LAND LOTS 807 & 808
1ST DISTRICT ~ 2ND SECTION
CITY OF ALPHARETTA
FULTON COUNTY, GEORGIA

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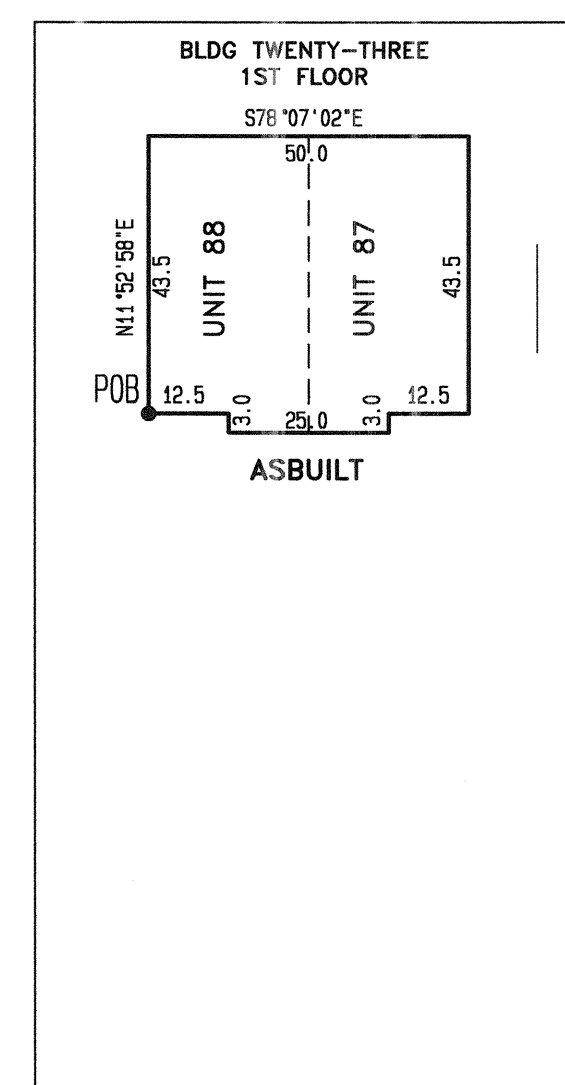
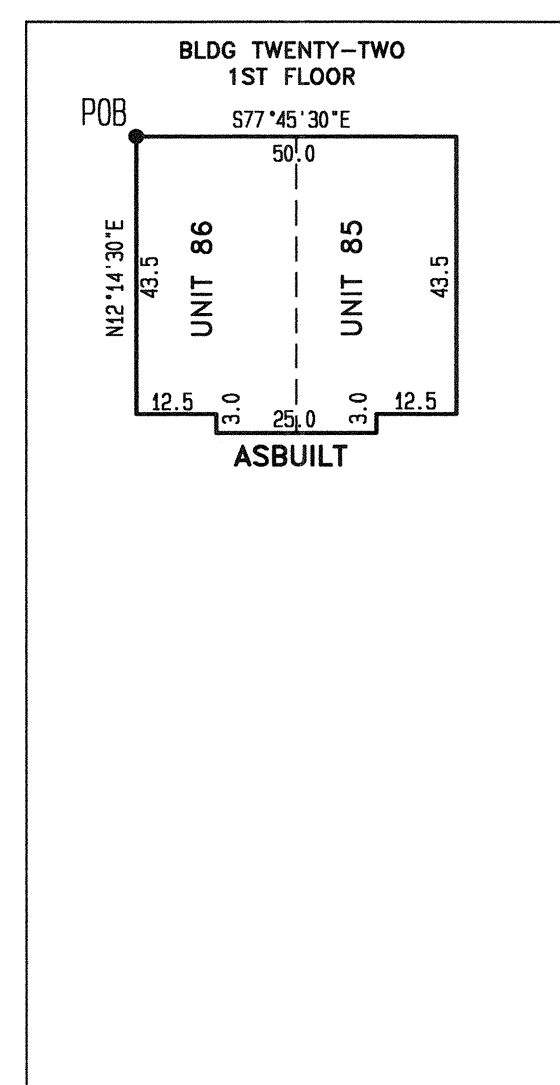
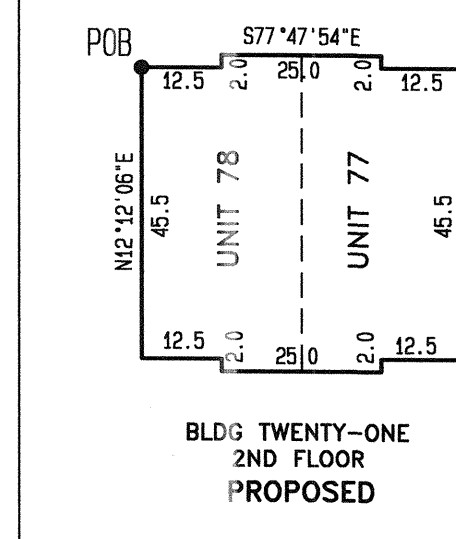
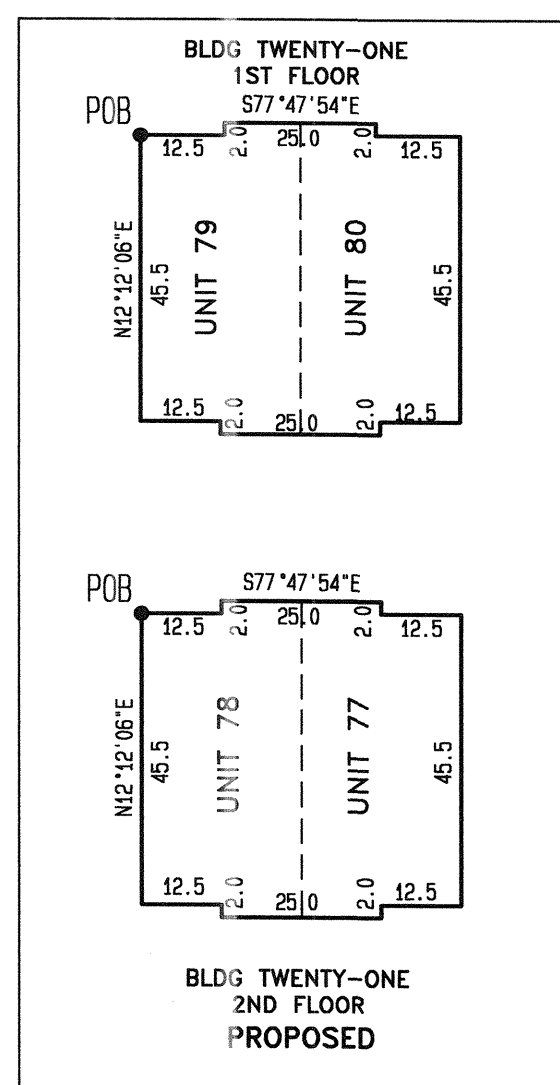
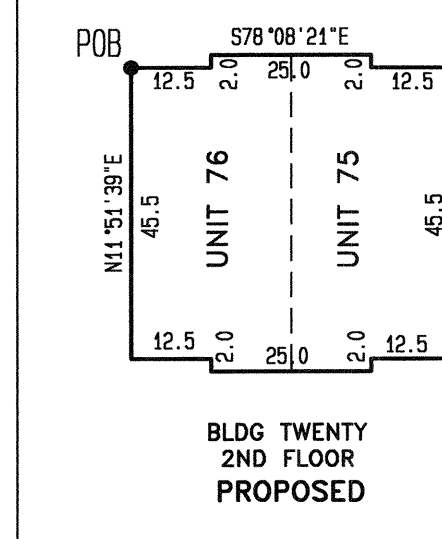
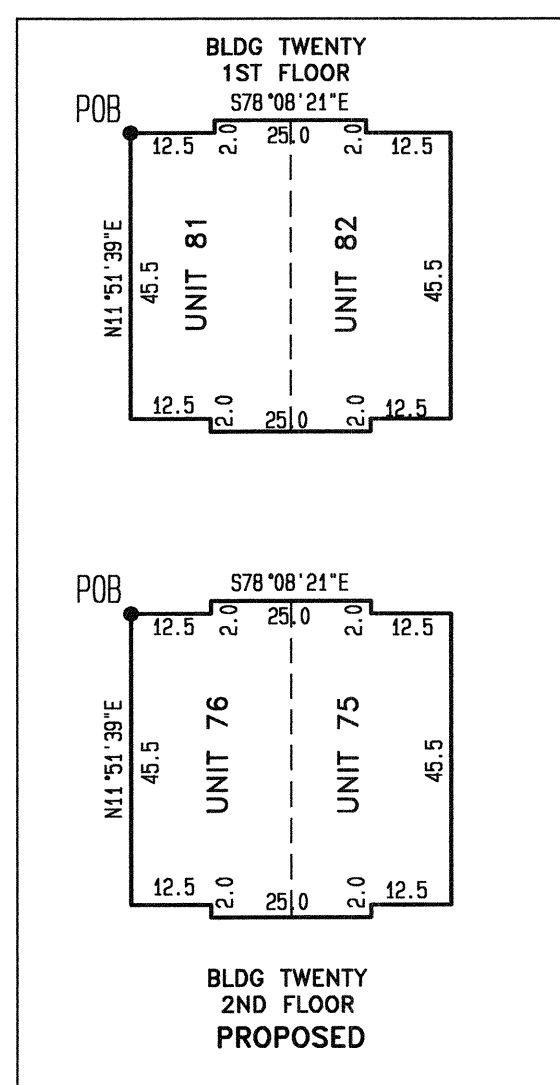
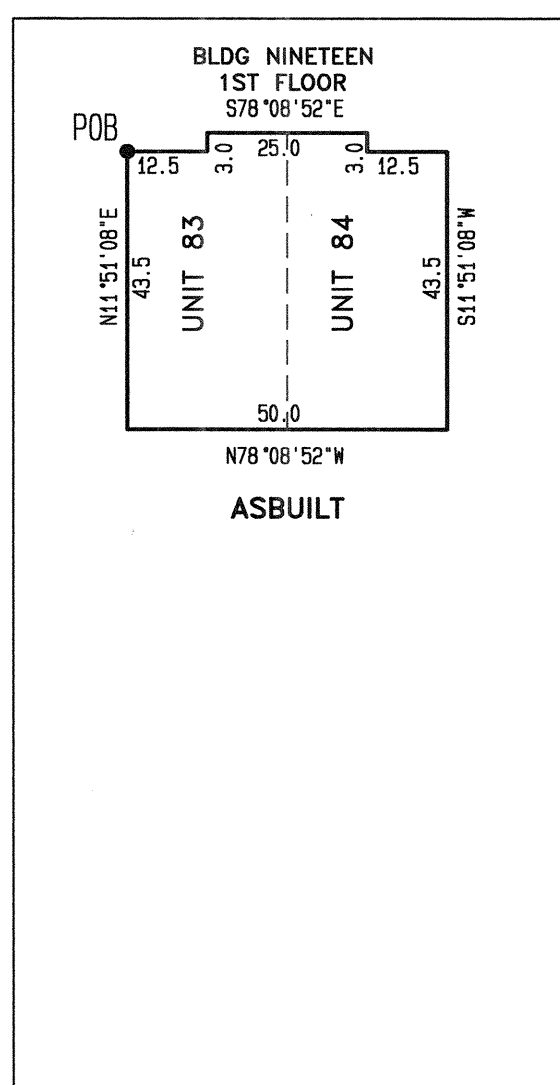
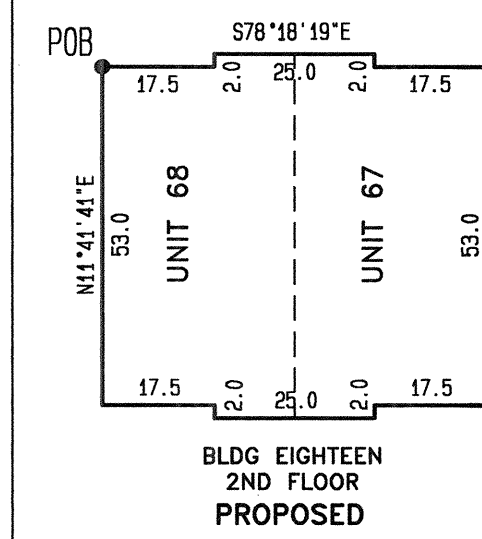
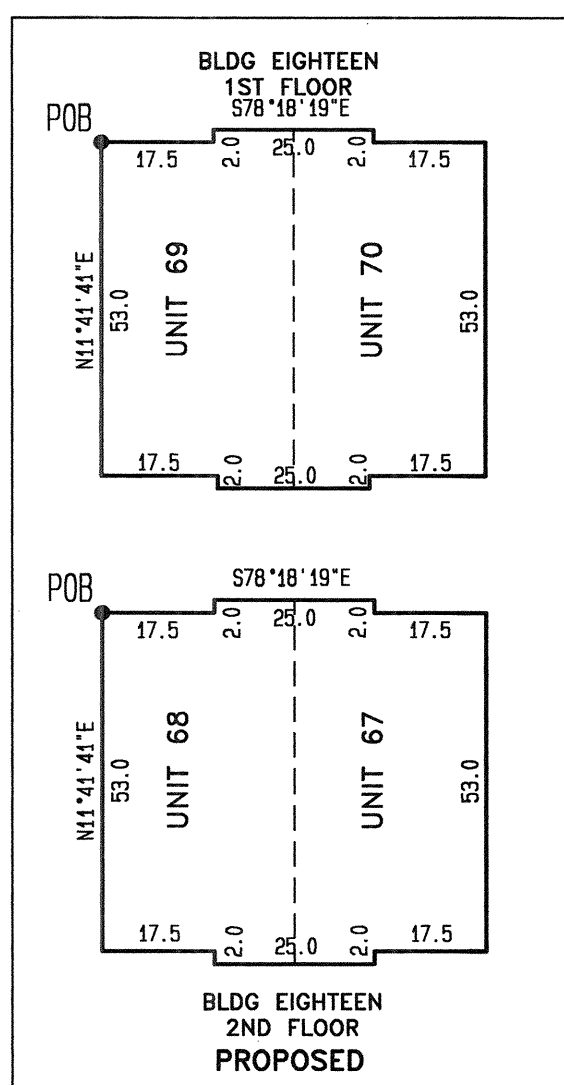
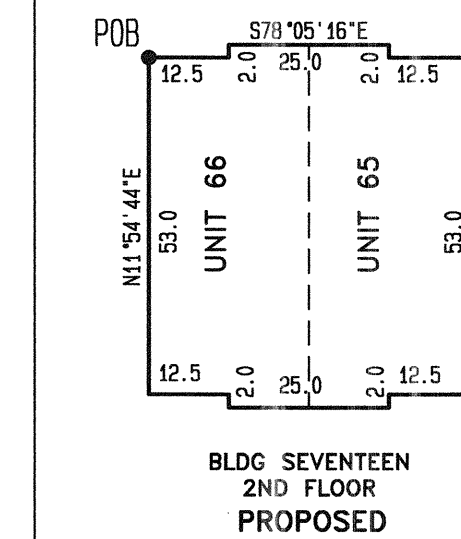
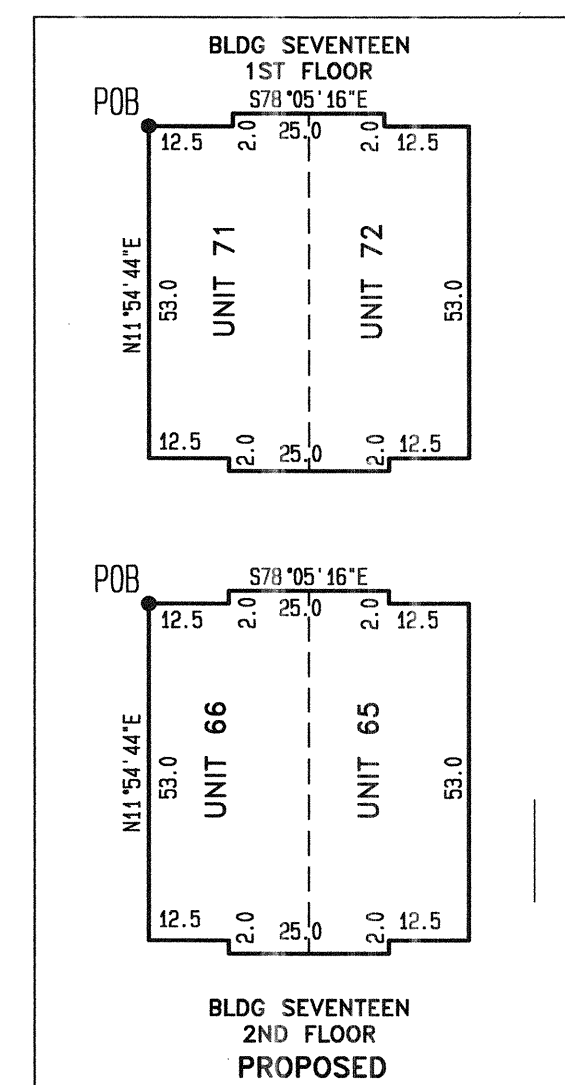
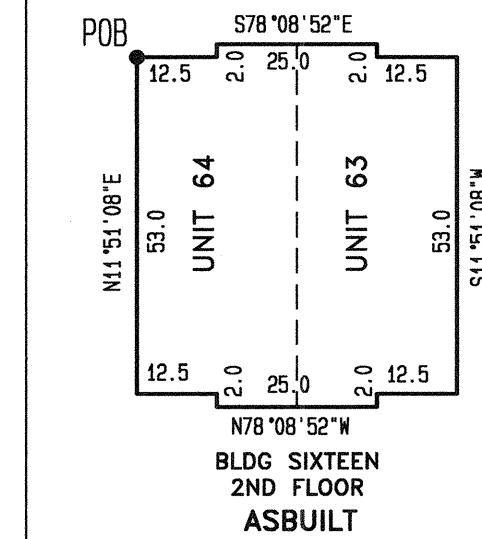
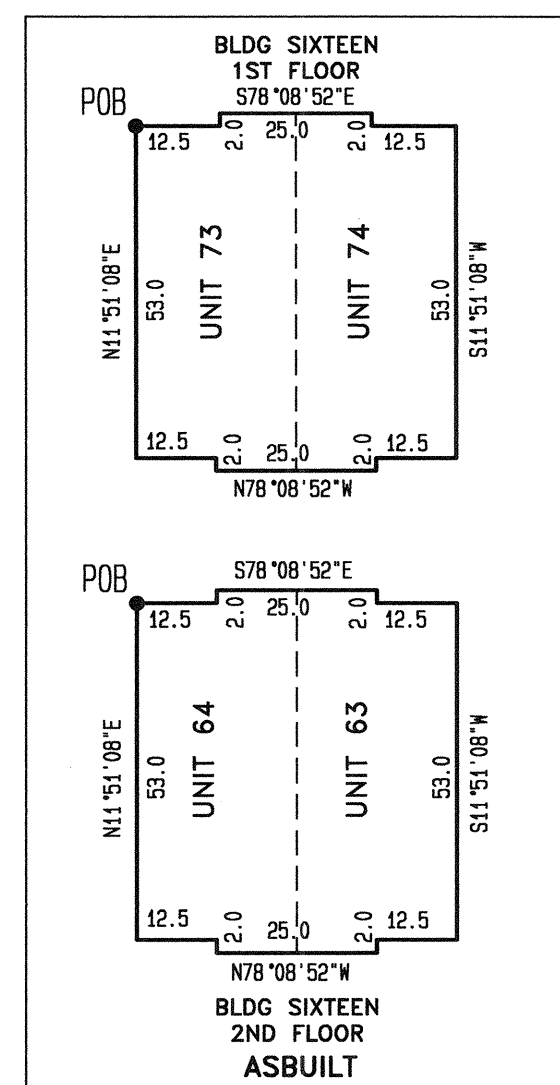
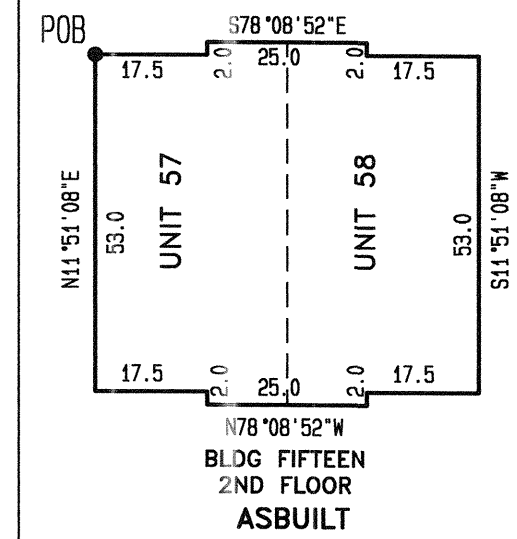
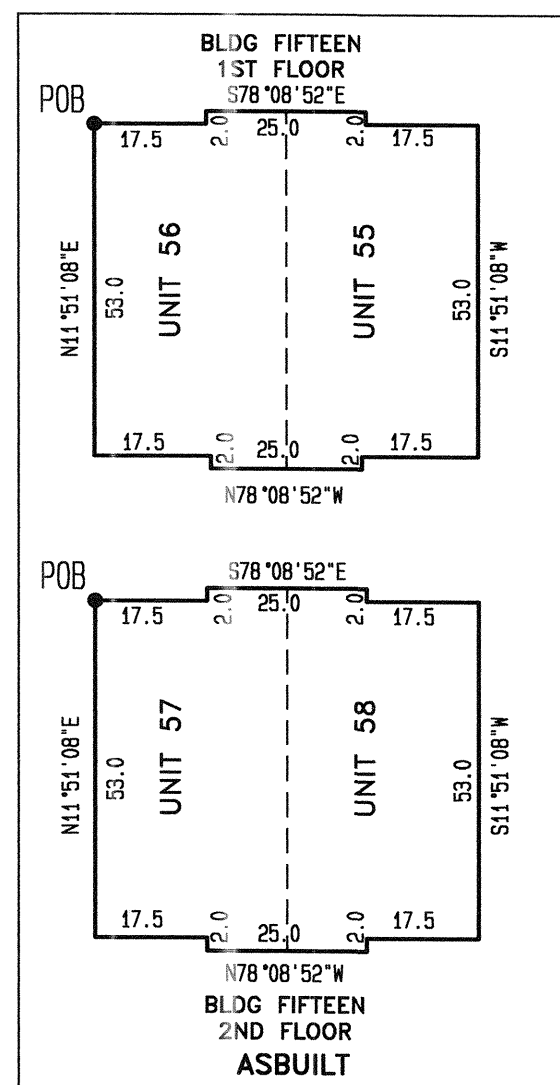
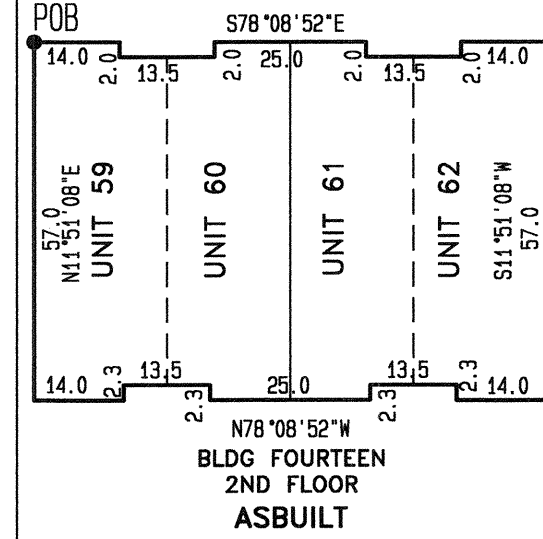
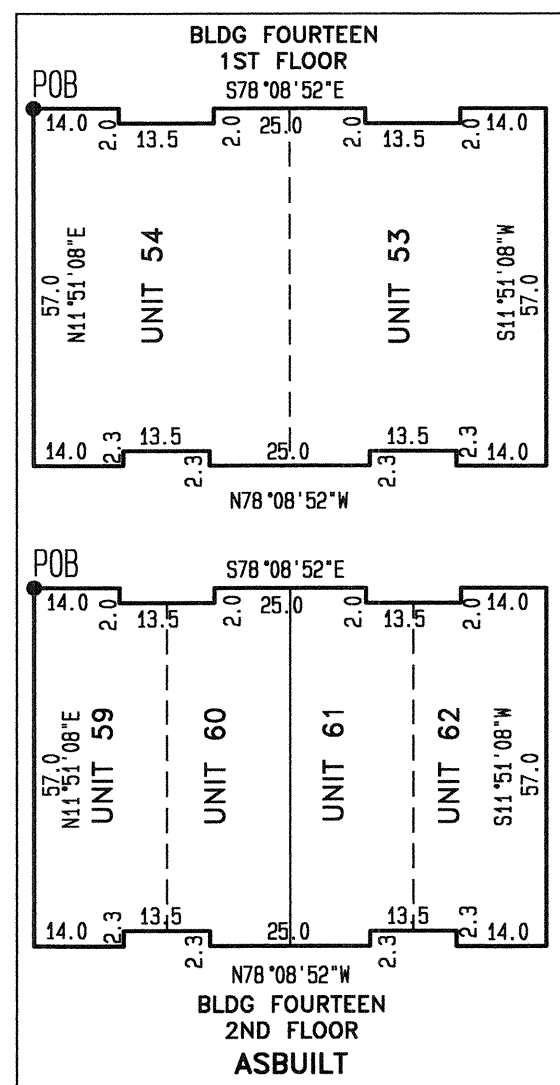
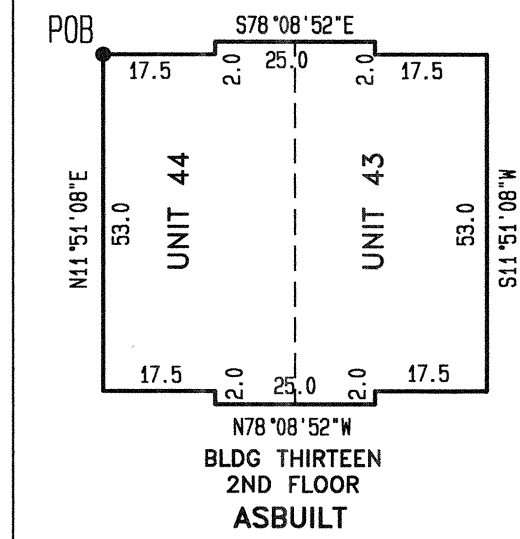
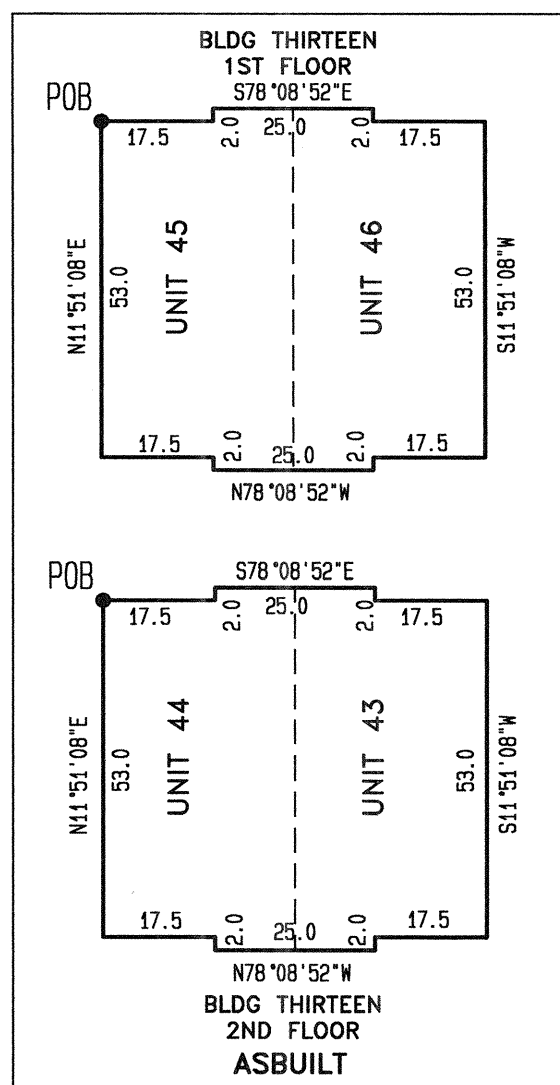
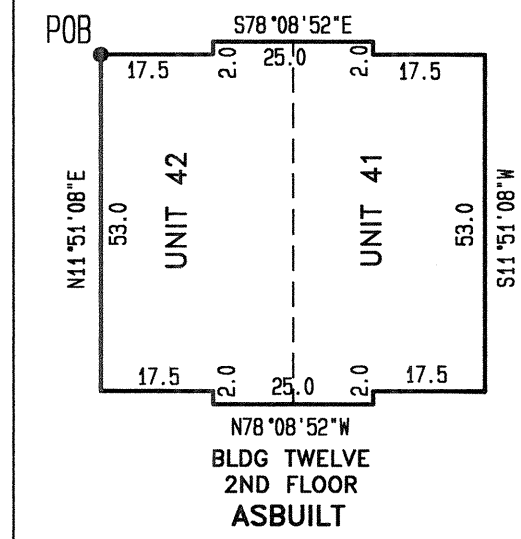
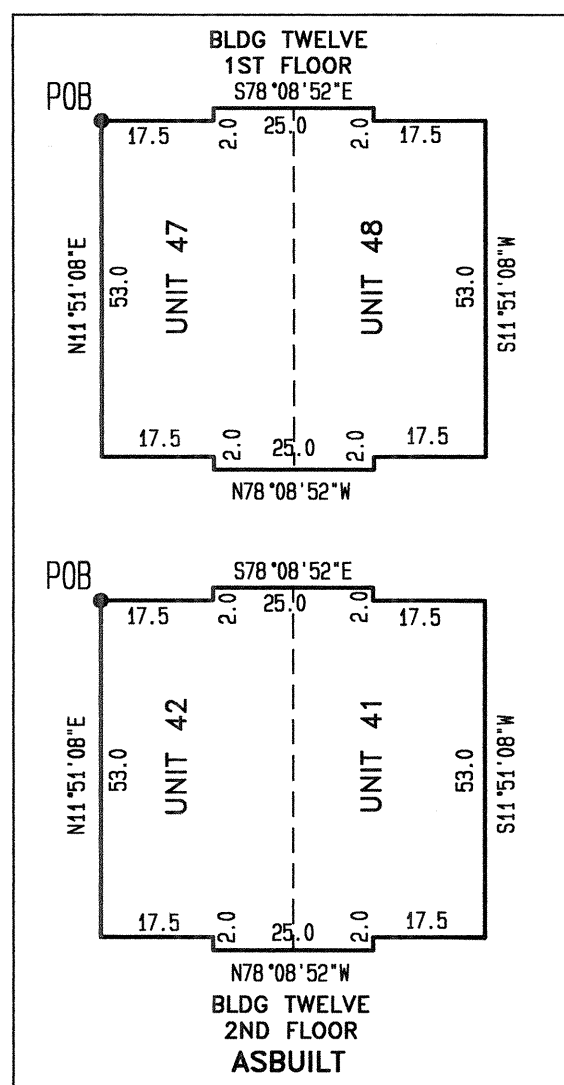
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SCALE:	1"=30'
DATE SURVEYED:	02/27/03
DATE DRAFTED:	03/29/04
SURVEYED BY:	P. CHANDLER
DRAWN BY:	T. BATTLE/JJT
CHECKED BY:	MH
FIELD BOOK #:	1986
JOB NUMBER:	020415
FOLDER NUMBER:	020415
COGO FILE:	573-NORPOINT
DISC FILE:	G:\FINALS\020415
COUNTY:	FULTON
PLAT FILE:	B
SHEET:	5 OF 9

CONDO PB 16 - 618
11/14/2005

06

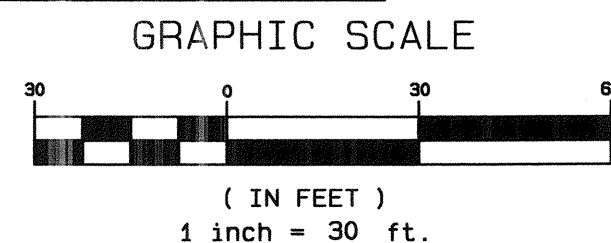
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CONDO PB 17 - 141
08/04/2006

BUILDING DETAILS

296



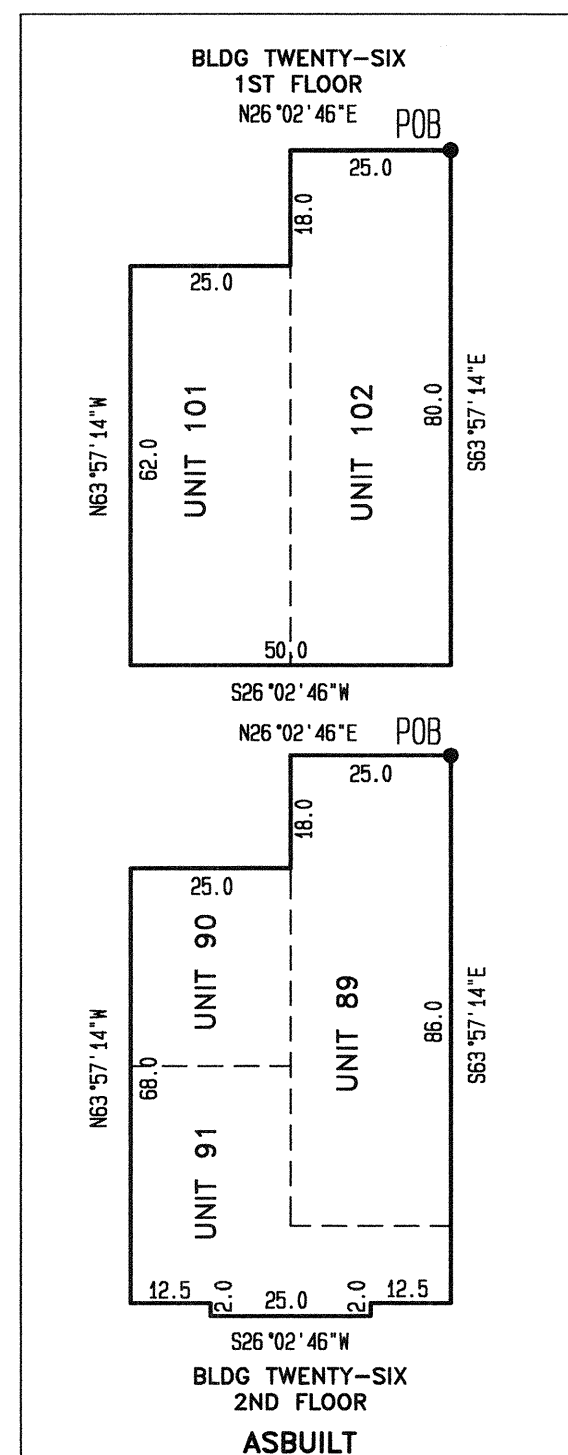
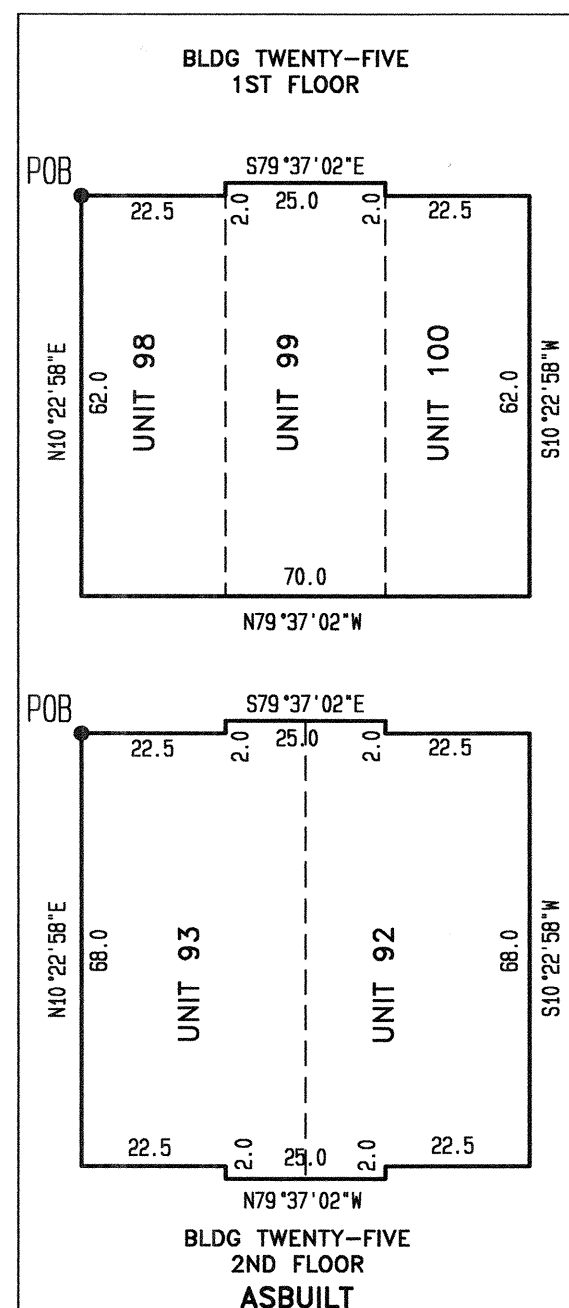
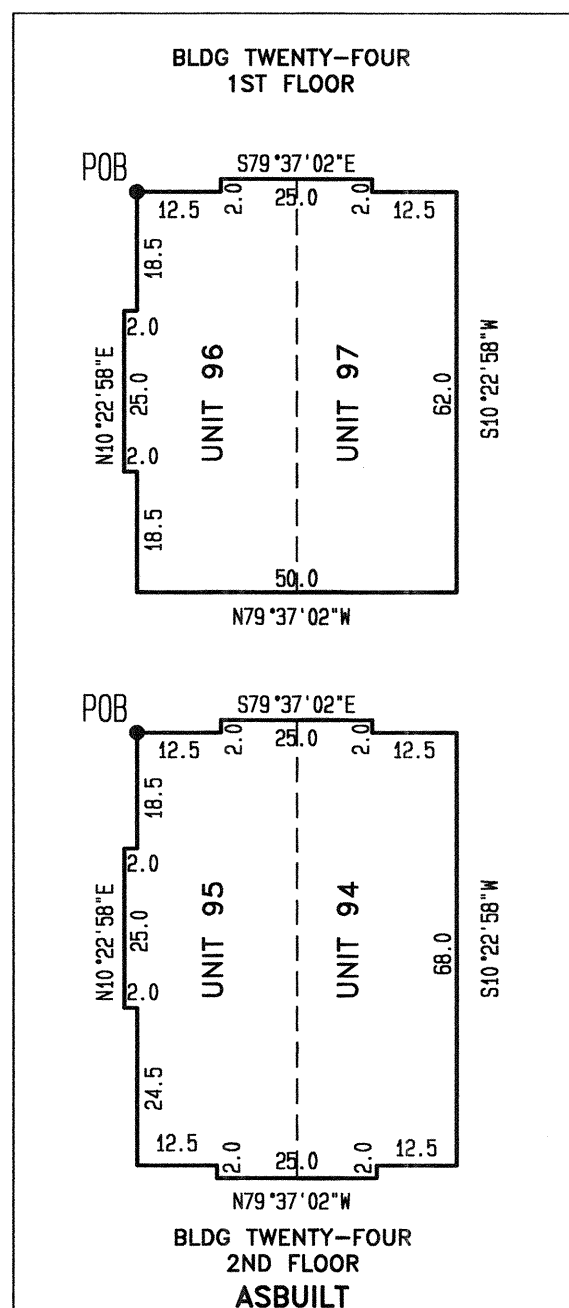
CONDOMINIUM PLAT OF
**NORTH POINT PARK
CONDOMINIUM**
LOCATED IN
LAND LOTS 807 & 808
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CITY OF ALPHARETTA
FULTON COUNTY, GEORGIA



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SCALE:	1"=30'
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COUNTY:	FULTON
PLAT FILE:	B
SHEET:	6 OF 9



CONDO PB 17 - 142
08/04/2006

CONDO PB 16 - 619
11/14/2005

BUILDING DETAILS

GRAPHIC SCALE



(IN FEET)
1 inch = 30 ft.

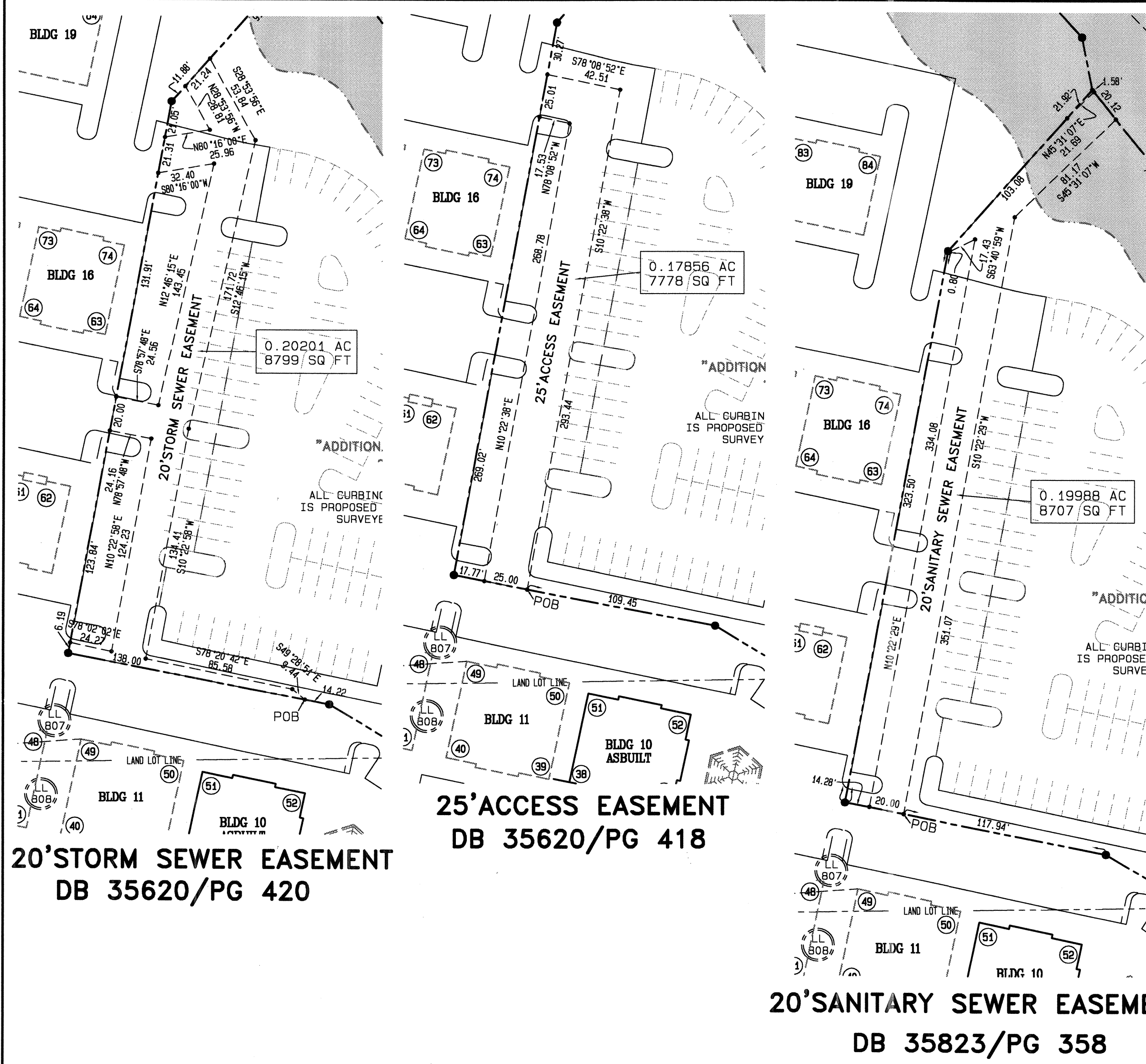
CONDOMINIUM PLAT OF
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LOCATED IN
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SCALE: 1"=30'
DATE SURVEYED: 02/27/03
DATE DRAFTED: 03/29/04
SURVEYED BY: P. CHANDLER
DRAWN BY: T. BATTLE/JJT
CHECKED BY: MH
FIELD BOOK #: 1986
JOB NUMBER: 020415
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COUNTY: FULTON
PLAT FILE: B
SHEET: 7 OF 9

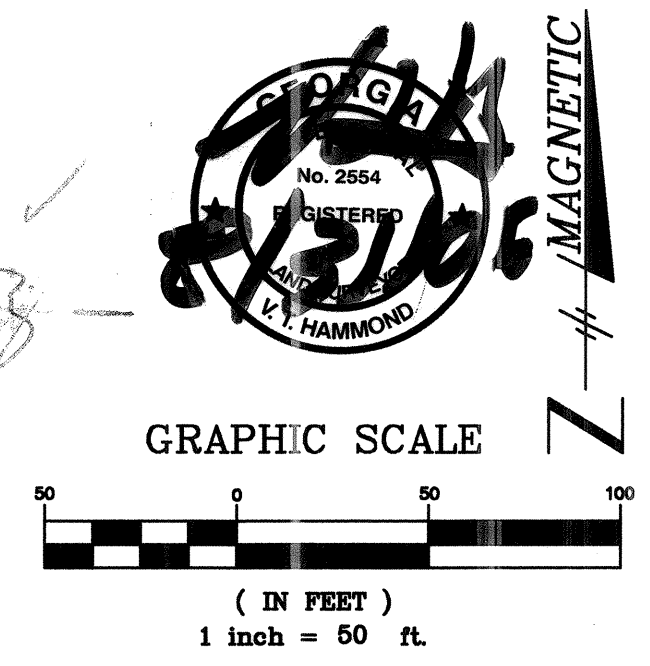


20'STORM SEWER EASEMENT
DB 35620/PG 420

25'ACCESS EASEMENT
DB 35620/PG 418

20'SANITARY SEWER EASEMENT
DB 35823/PG 358

CONDO PB 16 - 620
11/14/2005
CONDO PB 17 - 143
08/04/2006

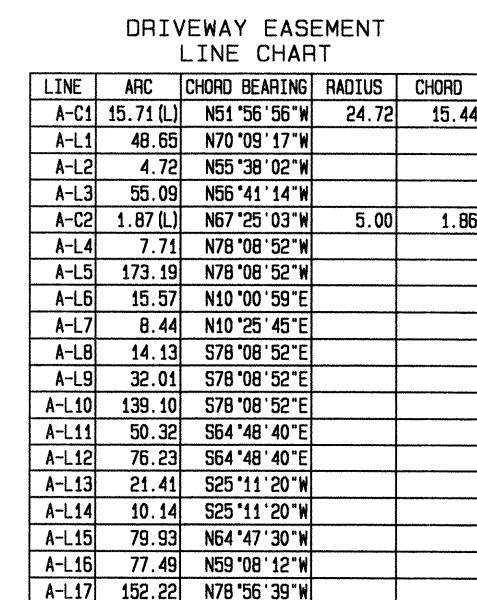


CONDOMINIUM PLAT OF
**NORTH POINT PARK
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LAND LOTS 807 & 808
1ST DISTRICT ~ 2ND SECTION
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FULTON COUNTY, GEORGIA

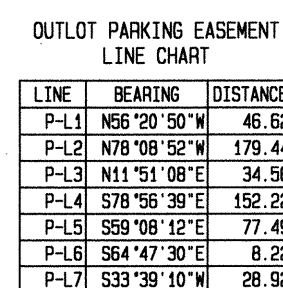
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NO.	DATE	DESCRIPTION
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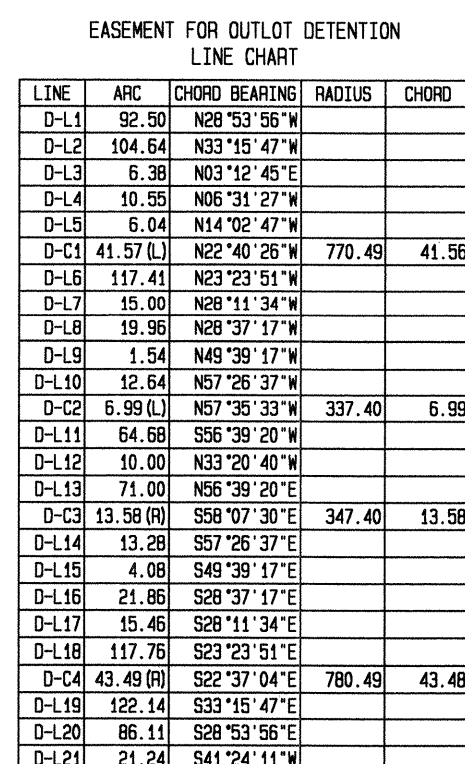
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CHECKED BY:	MH
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COUNTY:	FULTON
PLAT FILE:	B
SHEET:	8 OF 9



**DRIVEWAY EASEMENT
DB 35620/PG 419**



**OUTLOT PARKING
EASEMENT
DB 35620/PG 421**



**OUTLOT DRAINAGE AND
DETENTION EASEMENT
DB /PG**

CONDO PB 17 - 144
08/04/2006

CONDO PB 16 - 621
11/14/2005

REVISIONS		
NO.	DATE	DESCRIPTION
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2	11/22/04	SEE REVISION NOTE #2, SHEET 1 OF 9
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5582 PEACHTREE ROAD

ATLANTA, GEORGIA 30341

PHONE: (770) 451-7453

FAX: 455-3995

SCALE: 1" = 50'
DATE SURVEYED: 02/27/03
DATE DRAFTED: 03/29/04
SURVEYED BY: P. CHANDLER
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COUNTY: FULTON
PLAT FILE: B
SHEET: 9 OF 9

CONDOMINIUM PLAT OF
NORTH POINT PARK
CONDOMINIUM
LOCATED IN
LAND LOTS 807 & 808
DISTRICT ~ 2ND SECTION
CITY OF ALPHARETTA
FULTON COUNTY, GEORGIA

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JOB NUMBER:	020415
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COGO FILE:	573-NORPOINT
DISC FILE:	G:\FINALS\020415
COUNTY:	FULTON
PLAT FILE:	B
SHEET:	9 OF 9

Page 144 of 258



CITY COUNCIL STAFF REPORT

Department: Community Development

Submitted By: Kathi Cook

Prepared By: Michael Woodman

Meeting Date: January 29, 2024

AGENDA ITEM: PH-24-01 UNIFIED DEVELOPMENT CODE TEXT AMENDMENTS – GOLF COURSE TREE REMOVAL/MINIMUM TREE CANOPY REQUIREMENTS

Consideration of text amendments to the Unified Development Code (UDC). Amend UDC Subsection 3.2.3 Tree Conservation, Landscape, and Buffer Requirements – Exemptions, to exempt golf courses from tree removal requirements and require a 60% minimum tree canopy.

This item was considered by the Planning Commission at the January 29, 2024 meeting. There were no public comments. After discussion, Planning Commission recommended approval. Vote 6-0

ITEM DESCRIPTION:

Staff recommends changes to UDC Subsection 3.2.3 Exemptions, to exempt golf courses from the provisions of Section 3.2 Tree Conservation, Landscape, and Buffer Requirements and require a 60% minimum tree canopy. Specifically, the text amendment would exempt golf courses from the City's tree removal permit requirements, if the golf course maintains a tree canopy coverage of at least 60%. Changes would not apply to areas of the golf course developed with permanent structures, such as parking lots, clubhouse, lodging, guest services, etc. In addition, the change does not apply to trees in stream buffers and new land development.

If approved, golf courses will be required to maintain a tree canopy coverage of at least 60% versus calculating tree inches. 60% tree canopy is double the canopy required in the city for detached single-family residential lots. Staff is recommending the change because golf courses, although close to 100% pervious, can be impacted by moisture and shade with an overabundance of trees. Golf courses require the ability to manage the various shade and moisture tolerances of the different types of turf grasses around the playing surfaces (tee box, fairway, green). Golf courses also must manage the playability of the course. Trees can be natural obstructions on a golf course and their presence can make the course more difficult.

The City Arborist and Golf Course Manager currently maintain a tally of replacement plantings for the removal of specimen trees. This is handled per the code and replacement trees are currently required at three times the inches removed. However, since most of the removals are being accomplished for turf grass management and playability, it is difficult to find new locations for replacement plantings without impacting these two objectives. Typical commercial and/or residential sites are not removing large amounts of trees and incurring extensive replacement plantings. A typical commercial property is only removing trees that need to be removed for safety purposes. Any replacement trees are typically planted back in the same or a similar location to meet the code requirements such as parking lot island trees, landscape strip trees, or minimum tree density. The Golf Club of Georgia is currently at 62% canopy coverage and a 60% requirement would maintain tree canopy.

ATTACHMENTS:

- Ordinance



AN ORDINANCE BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA TO AMEND ARTICLE III OF THE UNIFIED DEVELOPMENT CODE OF THE CITY OF ALPHARETTA, GEORGIA; TO AMEND REGULATIONS PERTAINING TO TREE CONSERVATION, LANDSCAPE, BUFFER REQUIREMENTS – EXEMPTIONS; TO REPEAL CONFLICTING ORDINANCES; AND FOR OTHER PURPOSES.

WHEREAS, the Mayor and Council of the City of Alpharetta (the “City Council” or “Council”) are charged with the protection of the public health, safety, and welfare of the citizens of the City of Alpharetta;

WHEREAS, the Unified Development Code was designed to be amended from time to time when circumstances warrant that modifications be made in order to make said Codes more responsive to community needs;

WHEREAS, the City Council finds that ordinances and regulations governing the uses of land and development of land within the City, as well as the City’s operations, should be continually improved from time to time and modified as necessary to better protect and promote the public health, safety and welfare of the residents and businesses of the City of Alpharetta;

WHEREAS, the City Council desires to amend Article III of the Unified Development Code for the foregoing purposes; and

WHEREAS, the City Council finds that the following amendments to the Unified Development Code promote the health, safety, morals, convenience, order, prosperity and general welfare of the present and future inhabitants of the City of Alpharetta.

NOW THEREFORE, the Mayor and City Council of the City of Alpharetta hereby ordains, as follows:

Section 1: Article III, Subsection 3.2.3 titled “Exemptions” of the Unified Development Code is hereby amended by amending same as set forth in Exhibit “A” attached hereto as if fully set forth herein.

Section 2: If any section, subsection, provisions, or clause of any part of this Ordinance shall be declared invalid or unconstitutional or, if the provisions of any part of this Ordinance as applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this Ordinance not so held to be invalid, or the application of this Ordinance to other circumstances not so held to be invalid. It is hereby declared as the intent of the City Council that this Ordinance would have been adopted in its current form without the invalid or unconstitutional provision contained therein.

Section 3: This Ordinance shall be effective immediately upon its adoption by the City Council and the amendments made herein shall be incorporated into the Unified Development Code of the City of Alpharetta, Georgia, as applicable. This Ordinance hereby repeals any and all conflicting ordinances and amendments.

SO ORDAINED, this ____ day of November ____.

CITY OF ALPHARETTA

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 Fergal Brady

(SEAL)

Attest:

Approved as to form and legal sufficiency:

Lauren Shapiro, City Clerk

[INSERT ATTORNEY], City Attorney

Exhibit “A”

3.2.3 Exemptions.

- A. The following shall be exempt from the provisions of this section:
1. The removal of trees with a Permit.
 2. The removal of trees from horticultural properties such as farms, nurseries or orchards. This exception shall not be interpreted to include timber harvesting incidental to development of the land;
 3. The necessary removal of trees by a utility company within dedicated utility easements;
 4. The removal of trees on public rights-of-way conducted by, on behalf of, or any activity pursuant to work to be dedicated to, a federal, state, county, municipal or other governmental agency in pursuance of its lawful activities or functions in the construction or improvement of public rights-of-way;
 5. The removal of trees from lakes and detention ponds, and drainage easements, unless specifically planted to be part of the stormwater system; or
 6. The removal of any tree which is dead or has become or threatens to become a danger to human life or property;
 7. The removal of trees from golf courses that maintain a tree canopy coverage of at least 60%. This exemption shall not apply to development of land, or areas improved as clubhouse, lodging, guest services, parking lots, or other similar improvements, or removal of trees in buffers and landscape strips. A master tree removal plan shall be required for arborist approval. The plan may be updated, and removals shall include circumstances for removal that include one of the following:
 - a. Turf grass management for existing course
 - b. Course playability/obstruction
 - c. Safety
- B. Notwithstanding the foregoing, all reasonable efforts shall be made to save specimen trees and trees of quality, and tree groupings.
- C. 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.

(Ord. No. 739 , 5-1-2017)



STAFF REPORT

Department: Finance
Submitted By: Shawn Mitchell
Meeting Date: January 29, 2024

AGENDA ITEM:

Ordinance: Fiscal Year 2024 Mid-Year Budget Amendment

First Reading

Consideration of an Ordinance to adopt a Mid-Year Fiscal 2024 Budget for certain funds of the City of Alpharetta, Georgia appropriating the amounts shown in each budget as expenditures, adopting the item of revenue anticipation, prohibiting expenditures to exceed appropriations, and prohibiting expenditures to exceed actual funding available.

STAFF RECOMMENDATION:

Adopt an Ordinance (First Reading) of the Mayor and Council of the City of Alpharetta, Georgia to adopt a Fiscal Year 2024 Mid-Year Budget (attached as Exhibit A).

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 purpose of this meeting is to provide an overview of the Fiscal Year (FY) 2024 Mid-Year Budget Amendment which amends the base budget, as adopted by the City Council, for targeted initiatives that have already occurred (e.g. during the first 7 months of the fiscal year) or are planned to occur before year-end.

Initiatives are discussed in detail within the attached FY 2024 Mid-Year Budget Requests (Exhibit A).

ALTERNATIVES:

ATTACHMENTS:

- 2024 Budget Amendment Ordinance
- Exhibit A (2024 Budget Amendment Ordinance)

ORDINANCE NUMBER:



AN ORDINANCE BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA TO ADOPT A FISCAL 2024 BUDGET AMENDMENT FOR CERTAIN FUNDS OF THE CITY OF ALPHARETTA, GEORGIA APPROPRIATING THE AMOUNTS SHOWN IN EACH BUDGET AS EXPENDITURES, ADOPTING THE ITEM OF REVENUE ANTICIPATION, PROHIBITING EXPENDITURES TO EXCEED APPROPRIATIONS, AND PROHIBITING EXPENDITURES TO EXCEED ACTUAL FUNDING AVAILABLE.

WHEREAS, the Director of Finance has presented a proposed fiscal year 2024 budget amendment to the City Council on certain funds of the City; and

WHEREAS, each of these proposed amendments will adjust expenditures and revenues originally appropriated in the fiscal year 2024 budget; and

WHEREAS, each of these mid-year amendments represent a balanced budget, so that anticipated revenues for each fund equal or exceed proposed expenditures.

NOW THEREFORE, the Mayor and City Council of the City of Alpharetta hereby ordains, as follows:

- that this budget amendment, "Exhibit A" attached hereto and by this reference made a part hereof this ordinance shall be the City of Alpharetta's fiscal year 2024 budget amendment for these certain funds for the fiscal year 2024; and
- that this budget amendment be and is hereby approved and the revenue items shown in the budget for each fund in the amount 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
- that the expenditures shall not exceed the appropriations authorized by this mid-year budget or amendments thereto provided; and that expenditures shall not exceed actual funding available.

SO ORDAINED, this _____ day of February 2024.

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 Fergal M. Brady

(SEAL)

Attest:
sufficiency:

Approved as to form and legal

Lauren Shapiro, City Clerk

Molly Esswein, City Attorney



City of Alpharetta, Georgia
Fiscal Year 2024
Budget Amendment Request

The purpose of the Fiscal Year (FY) 2024 Budget Amendment is to amend the base budget as adopted by City Council for targeted initiatives that have already occurred (e.g., during the first seven months of the fiscal year) or are planned to occur before fiscal year-end.

General Fund

This Fund is the principal operating fund of the city and includes governmental activities such as police, fire, recreation, transportation, and other general government functions that are primarily funded with property taxes, franchise fees, state shared revenues, and charges for services such as recreation program fees. State law requires that the city's budget be balanced: revenues = expenditures.

The budgetary legal level of control resides at the department level (e.g., City Administration, Recreation, Parks, and Cultural Services, etc.). A given department has the operational flexibility to reallocate appropriations within specific line-items to achieve its mission but cannot exceed its overall appropriation level as approved by City Council. Furthermore, the Adopted Budget approves the staffing level (i.e., authorized full-time equivalent staffing level) for each department. The FY 2024 Budget Amendment adjusts departmental budgets to fund/authorize the targeted initiatives discussed in detail over the following pages.

EXHIBIT A
Fiscal Year 2024 Budget Amendment Requests

GENERAL FUND			
LEGAL LEVEL OF CONTROL			
	Fiscal Year 2024		
	Current Budget	Budget Amendment	Revised Budget
Revenues by Source:			
Property Taxes	\$ 34,402,000	\$ (105,670)	\$ 34,296,330
Tax Allocation District #2 Increment	-	105,670	
Local Option Sales Taxes	22,100,000	-	22,100,000
Other Taxes	12,300,150	-	12,300,150
Insurance Premium Taxes	5,550,000	287,570	5,837,570
Licenses and Permits	3,394,500	-	3,394,500
Intergovernmental Revenue	165,548	-	165,548
Charges for Services	1,571,050	-	1,571,050
Recreation/Special Event Fees (existing)	3,127,450	(133,050)	2,994,400
Recreation/Special Event Fees (mid-year)	-	403,300	403,300
Fines and Forfeitures	3,143,250	-	3,143,250
Investment Earnings	650,000	-	650,000
Other/Miscellaneous	310,161	-	310,161
Other Financing Sources			
Transfer-in from Hotel/Motel Fund	3,581,250	-	3,581,250
Budgeted Fund Balance	10,547,818	-	10,547,818
Total Revenues	\$100,843,177	\$ 557,820	\$101,295,327
Expenditures by Department:			
Mayor and City Council	\$ 399,354	\$ -	\$ 399,354
City Administration	2,162,007	17,147	2,179,154
City Election	407,359	(407,090)	269
Finance	3,970,688	28,150	3,998,838
City Attorney	1,200,000	-	1,200,000
Information Technology	2,766,496	25,620	2,792,116
Human Resources	929,316	42,000	971,316
Municipal Court	1,222,688	-	1,222,688
Public Safety	40,195,439	-	40,195,439
Public Works	10,690,132	114,800	10,804,932
Recreation, Parks and Cultural Services	13,651,234	360,990	14,012,224
Community and Economic Development	5,010,278	-	5,010,278
subtotal	\$ 82,604,991	\$ 181,617	\$ 82,786,608
General Government:			
Insurance Premiums	\$ 928,885	\$ -	\$ 928,885
Gwinnett Tech Bond (P&I)	287,490	-	287,490
Transfer to Capital Project Fund	12,392,818	-	12,392,818
Transfer to Stormwater Capital Fund	3,950,000	-	3,950,000
Transfer to TAD #2 Fund	-	105,670	105,670
Contingency	678,993	270,533	949,526
subtotal	\$ 18,238,186	\$ 376,203	\$ 18,614,389
Total Expenditures	\$100,843,177	\$ 557,820	\$101,400,997

EXHIBIT A

Fiscal Year 2024 Budget Amendment Requests

The following section provides, by department, the associated detail/justification for each targeted initiative requested through the FY 2024 Budget Amendment.

City Administration

Initiative: **City Administrator Employment Contract (relocation expenses)**

Funding Request: \$17,147 (FY 2024; one-time funding)

This request is to provide funding for relocation expenses as allowed under the terms of the employment contract between the City of Alpharetta and Christopher J. Lagerbloom (City Administrator).

Initiative: **City Election (reallocate unused appropriations)**

Funding Reduction: \$407,090 (reallocate to Contingency and other uses identified herein)

The City cancelled the General Municipal Election that was to occur on November 7, 2023 as the respective candidates qualified for office and were unopposed. Only minor expenses were incurred for advertisement requirements. All remaining funding is being reallocated to the initiatives set forth herein and augmenting the Contingency account.

Finance

Initiative: **Timekeeping terminals (NOVAtime migration to Kronos)**

Funding Request: \$28,150 (FY 2024; one-time funding)

This request is to provide funding for the purchase of 10 biometric timekeeping terminals to be used at Public Works (qty: 2) and Recreation facilities (qty: 8). Specifically, the City's timekeeping software, NOVAtime, was acquired by Kronos back in 2021. At that time, NOVAtime was anticipated to remain as a standalone timekeeping software. However, the City was recently notified that NOVAtime is being phased-out over the next several years in favor of Kronos. Staff believes the City will experience a net gain in functionality from the move to Kronos.

Along with the functionality gains, Kronos commands a higher annual software maintenance fee (generally \$6,000 to \$8,000 more) than NOVAtime. That said, as the City is intending to migrate early, all implementation fees will be waived and annual software maintenance fees will be locked-in at the current rate structure through August 2029. The only additional expenses to be incurred by the City for this software migration is the need for replacement timekeeping terminals.

Information Technology

Initiative: **ESRI ArcGIS Pro Migration Training Class (onsite; two-days)**

Funding Request: \$25,620 (FY 2024; one-time funding)

ESRI has ended the product support and updates for the ArcDesktop product line (ArcMap/ArcCatalog). The replacement product is ArcGIS Pro. There are large differences between the old and new products, which will require significant training. ESRI has introduced an in-person training class that runs for two days. ESRI will travel onsite, bring all equipment needed for the lab environment, set it up, and conduct all the training. The cost of this onsite training session is \$25,620. There is only room for 16 attendees in the class. As such, attendees will be included from each pertinent department so they can train others within their department as needed.

EXHIBIT A
Fiscal Year 2024 Budget Amendment Requests

Human Resources

Initiative: GovInvest Live Compensation Software

Funding Request: \$42,000 (FY 2024); \$37,000 annualized (FY 2025 and beyond)

GovInvest Live Compensation Software provides a customized compensation benchmarking tool to assist in the analysis of labor market competitiveness, hiring, and retention. This software will allow the City to benchmark against relevant agencies with ease and manage all supporting data in one place. By leveraging the algorithm to compare job duties rather than solely job titles, we can significantly enhance our ability to effectively manage compensation, make informed decisions driven by data, ensure fairness across the organization, and better prepare for both budgeting and workforce planning.

Key features of the Live Compensation Software include:

- Real-time Compensation Data: The software provides current compensation data, ensuring that public sector agencies always have access to the latest information possible.
- Comparator Analysis: The application includes tools that make it easy and visual to benchmark compensation against relevant public sector agencies of comparable size.
- Equity Assessment: Provides advanced analytics and reporting to help identify and address any compensation gaps amongst job classifications.

FY 2024 costs include \$35,000 (on-going and subject to annual inflationary growth) for the maintenance/support fees and \$7,000 (one-time) for implementation (\$42,000 total).

Upon approval of this request, the FY 2025 preliminary operating budget would be programmed to include funding for this initiative (maintenance/support fees) at an annualized \$37,000 appropriation level.

Public Works

Initiative: Household Hazardous Waste Collection (Spring 2024)

Funding Request: \$35,000 (FY 2024 and beyond)

This request is to provide funding for an additional Household Hazardous Waste Collection event in Spring 2024. These events provide an environmentally proper recycling and disposal method for household hazardous wastes and paints to residents of Alpharetta. Its purpose is to prevent these materials from entering waterways, septic systems, landfills, sewers, and groundwater. There are very limited options locally for disposing/recycling of these types of materials.

The FY 2024 adopted budget includes \$40,000 within the Solid Waste Fund for this purpose. This funding level approximates the City's spending patterns for these events over the last 5-years (# of events hosted varied by year). However, recent quotes coupled with community usage estimates indicate that additional funding will be needed to conduct a second event. The Solid Waste Fund does not have sufficient resources to cover the additional event in FY 2024 which is why the funds are being requested through the General Fund.

The Finance Department will seek to program additional funding within the FY 2025 Solid Waste Fund preliminary operating budget to cover the increased funding needs of the Household Hazardous Waste Collection event.

EXHIBIT A
Fiscal Year 2024 Budget Amendment Requests

Initiative: Repair and Maintenance Operational Funding

Funding Request: \$48,000 (FY 2024; one-time funding)

City Hall HVAC (\$34,000) - During July 2023, the City provided funding totaling \$131,007 for replacement of the City Hall HVAC system. This replacement funding was provided through the General Fund contingency line item.

However, additional resources totaling \$34,000 (rounded) were dedicated to maintenance/triage of the existing City Hall HVAC system by multiple vendors while the replacement system was being constructed. Services provided included constant monitoring and cleaning of the loop system, strainers, etc. This request is to reimburse the repair and maintenance account for the one-time City Hall HVAC maintenance funds expensed in FY 2024 so that needed resources are available to cover general repair and maintenance needs for City Hall.

Fire Station 84 Gas Leak Repair (\$14,000) – In January 2024, a gas leak was discovered at FS 84 within the service line. Atlanta gas light (AGL) was notified and confirmed multiple leaks at their meter and the City's service line. AGL repaired their meter leaks but for safety reasons shut off the gas to FS 84 until the issues with the service line were resolved. The City worked with a plumbing contractor to assess the gas service lines and it was determined that a full gas line replacement was needed. This repair was done in the most feasible manner which involved running new aerial gas lines to the Station. In completing this repair work, it was found that other service systems have been impacted including a water heater that now needs replacement (specifically, the shutting on/off of natural gas impacted the water heater which would no longer ignite). Total cost for this scope approximates \$14,000.

Initiative: Fulton County Animal Control IGA

Funding Request: \$31,800 (FY 2024; additional ongoing funding)

The new IGA for Animal Control services from Fulton County went into effect on January 1, 2024. Cost estimates under the previous IGA were estimated at \$100,000 annually and depended upon relative calls for service amongst the participating agencies. Cost estimates under the new IGA are estimated at \$190,606 annually and, again, will be based upon relative calls for service amongst the participating agencies.

The Current FY 2024 Budget includes \$100,000 for Fulton County Animal Services. The additional funding needed for the 6-month period of January through June totals \$45,303. It should be noted that actual costs under the current IGA are trailing budget (\$11,500 for the 3-month period ending September 30, 2023, as opposed to the \$25,000 budget allotment) so additional funding request for the current year has been reduced accordingly. The FY 2025 preliminary operating budget will be programmed to include the full forecasted Animal Control IGA costs.

EXHIBIT A
Fiscal Year 2024 Budget Amendment Requests

Recreation, Parks, and Cultural Services

Initiative: Taste of Alpharetta Event (fully funding revenue/expense needs)

Net Funding Source: \$99,510 (\$300,000 revenue; \$200,490 additional expenses)

Background - The Taste of Alpharetta (TOA) is one of the City's premier events and one can expect producing such an event is quite a feat and takes substantial resources (both personnel and operational) to ensure a pleasurable and safe experience for event patrons. Over the last few years, the City contracted with a vendor (Outsourced Vendor) to manage the event's communications and tracking, on-site staffing, vendors and logistics, and sponsorship sales. Outsourcing the event to such a degree presented its own set of challenges and, in the end, the City and the Outsourced Vendor elected to discontinue the current contract effective September 4, 2023.

Staff chose to see this as an opportunity to collect the knowledge gained from hosting the event completely in-house as well as outsourced and drafted a new Scope of Work to develop a hybrid approach for the management of the Taste of Alpharetta moving forward. This approach will require appropriating all TOA activity, revenue, and expense, back into the budget as part of this request and a FY 2024 mid-year budget amendment (discussed below).

FY 2024 - The FY 2024 Budget was built upon the Outsourced Vendor contract terms, including the removal of the contribution. As such, the original FY 2024 Budget included only those certain expenses historically covered by the City, such as trash service, electrical service, barricade rentals, PS team overtime, etc. and totaled \$108,640. An additional allocation of \$70,000 was approved by the City Council on November 27, 2023, to fund TOA Event Management services.

	Current FY 2024 Budget	TOA Event Management Services	Est. Mid-Year 2024 Budget Request	Total
Revenue		\$ -	\$ 300,000	\$ 300,000
Expense (TOA Project)	\$ (68,640)	\$ (70,000)	\$ (200,490)	\$ (339,130)
Expense (Citywide Overtime)	\$ (40,000)	\$ -	\$ -	\$ (40,000)
Surplus/Subsidy	\$ (108,640)	\$ (70,000)	\$ 99,510	\$ (79,130)

This request involves full appropriation of the remaining event resources including revenues (\$300,000) and expenses (\$200,490). The FY 2025 preliminary operating budget will be programmed to include the full forecasted operational needs of the TOA Event.

Initiative: Farmers Market Event (operational funding)

Funding Request: \$12,000

This request is to cover additional waste management (dumpster rentals) expenses due to increased participation of vendors as the reputation and popularity of the event has grown.

The FY 2025 preliminary operating budget will be programmed to include the full forecasted operational needs of the Farmers Market Event.

EXHIBIT A
Fiscal Year 2024 Budget Amendment Requests

Initiative: Cultural Services Operational Funding

Net Funding Request: \$0 (\$46,300 additional revenue; \$46,300 additional expenses)

This request will provide art instruction, workshops, classes and learning opportunities to residents of all ages. Request details include:

- Arts Center & Log Cabin Camps (\$19,400): The Division is adding camp offerings at the Arts Center and Log Cabin and will need funding to offset expenses.
- Arts Center Class Instruction (\$26,900): This request is to cover forecasted program registration growth through year-end.

The expenses identified above will be fully offset through anticipated growth in Arts Camp Program Fees (\$19,400) and Arts Program Fees (\$26,900).

Initiative: Parks Services Operational Funding

Funding Request: \$43,200

This request is to cover multiple initiatives including partial-year expenses for new parks (Water Road, Mid-Broadwell Road), new segments of the AlphaLoop, as well as other operational needs for the Parks Services Team including:

- Old Rucker Park and Farm (\$7,800): Funding to cover new expenses for the Farm including janitorial services to clean the house (approx. 7 months) and landscape maintenance for the area inside the garden fence (approx. 6 months).
- Waters Road Park/Mid Broadwell Road Park (\$14,000): Funding to cover maintenance (janitorial, landscaping, etc.), utilities, and supplies for the new Waters Road Park (est. Spring 2024 opening) as well as utilities and supplies for the new Mid-Broadwell Road Park.
- AlphaLoop (\$3,400): Funding to cover expenses for the new AlphaLoop segment (approx. 1-mile) including landscape maintenance (approx. 3 months).
- Equestrian Center shavings (\$15,000): Funding to cover additional needs for shavings based on expense trends coupled with forecasted expenditures through year-end.
- Innovation Academy (\$3,000): Funding to cover the addition of internet service to the maintenance office.

The FY 2025 preliminary operating budget will be programmed to include the forecasted operational needs of the new parks and AlphaLoop segments.

Initiative: Community Center Operational Funding (Recreation Services)

Net Funding Request: \$0 (\$40,000 additional revenue; \$40,000 additional expenses)

The request will provide benefits to the community and our participants. Request details include:

- Rhythm N Shoes (\$20,000): Based on projections on winter enrollments and averages for spring and summer programming, an estimated \$20,000 is needed to fund existing program needs above current FY 2024 budget appropriations.
- Specialty Programs (\$20,000): \$20,000 is requested to cover the projected shortage for June 2024 camp sessions for PlayWell Teknologies. The provider is offering (6) additional camps in May/June 2024 with an average enrollment of 24 participants.

The expenses identified above will be fully offset through anticipated growth in Community Center Fees (\$40,000).

EXHIBIT A
Fiscal Year 2024 Budget Amendment Requests

**Initiative: Athletics and Will Park Recreation Center Operational Funding
 (Recreation Services)**

Net Funding Request: \$2,000 (\$17,000 additional revenue; \$19,000 additional expenses)

Providing new, in-demand programs for the community is vital to ensuring the city always offers relevant and appealing recreational activities for its residents. In addition, inflation occurs, and staff must navigate how to continue to provide popular programs despite growing costs. Additional funding ensures we do not lose participants (and therefore revenue) for popular programs that could otherwise experience negative impacts from lack of funding. Request details include:

- Athletics Professional Services (\$17,000): Funding to cover the projected shortage for winter, spring, and summer tennis classes and camps. Increased winter enrollment and anticipated increases in spring and summer enrollment has prompted this request.
- Athletics General Supplies (\$2,000): Funding to replace aging basketball equipment and supplies to include but not limited to basketballs, hoop netting, etc.

The expenses identified above will be partially offset through anticipated growth in Athletics Fees (\$17,000) leaving a net funding requirement of \$2,000.

General Government

Initiative: Accounting for Tax Allocation District #2 (TAD #2)

Funding Source: \$105,670 (existing TAD #2 Increment Revenue collections)

Funding Request: \$105,670 (Transfer to the TAD #2 Fund)

This request is to account for Tax Allocation District #2 which incurred redevelopment costs totaling \$105,670. Additionally, this request formalizes the entries by recording the resources within the TAD #2 Fund.

Initiative: Increase in Contingency

Funding Request: \$270,533

The increase in Contingency is funded through the reallocation of City Election funding and discussed in detail under the initiative entitled "Initiative: City Election (reallocate unused appropriations)" and netted against the revenue adjustments set forth herein (e.g., increase for Insurance Premium Taxes and reductions in existing Parks and Recreation) as well as the remaining expenditure funding requests set forth herein.

EXHIBIT A
Fiscal Year 2024 Budget Amendment Requests

Tax Allocation District #2 Fund

This Fund accounts for the tax increment and associated redevelopment costs for Alpharetta's Tax Allocation District #2. The budgetary legal level of control resides at the project level.

TAX ALLOCATION DISTRICT (TAD) #2 FUND				
LEGAL LEVEL OF CONTROL (Impacted Line-Items)				
Fiscal Year 2024				
		Current	Budget	Revised
		Budget	Amendment	Budget
Revenue by Source:				
Existing TAD #2 Increment Revenue Collections (Transfer-in from General Fund)		\$ -	\$ 105,670	\$ 105,670
Net Budget Adjustments		\$ -	\$ 105,670	\$ 105,670
Expenditures by Project:				
North Point Parkway Improvements (reimbursement to Capital Grant Fund for eligible TAD #2 expenses)		\$ -	\$ 105,670	\$ 105,670
Net Budget Adjustments		\$ -	\$ 105,670	\$ 105,670

General Government

Initiative: Accounting for Tax Allocation District #2 (TAD #2)

Funding Source: \$105,670 (existing TAD #2 Increment Revenue collections; Transfer from the General Fund)

Funding Request: \$105,670 (Reimbursement to Capital Grant Fund for eligible TAD #2 expenses)

This request is to account for Tax Allocation District #2 which incurred redevelopment costs totaling \$105,670. Additionally, this request formalizes the entries by recording the resources within the TAD #2 Fund.

Specifically, costs incurred for the North Point Parkway Improvements project meet the TAD #2 eligible uses criteria which includes:

“... capital costs of public improvements, including but not limited to, infrastructure to entice a multi-oriented land use pattern, pedestrian and bicycle specific infrastructure, public green space and/or pedestrian connections, and stormwater utility infrastructure that will allow for and promote greater development.”

This request includes a reimbursement to the Capital Grant Fund from TAD #2 increment for costs incurred as part of the North Point Parkway Improvements project.

EXHIBIT A
Fiscal Year 2024 Budget Amendment Requests

Capital Grant 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. The budgetary legal level of control resides at the project level.

CAPITAL GRANT FUND				
LEGAL LEVEL OF CONTROL (Impacted Line-Items)				
		Fiscal Year 2024		
		Current Budget	Budget Amendment	Revised Budget
Revenue by Source:				
North Point Parkway Improvements reimbursement (Transfer-in from TAD #2 Fund)		\$ -	\$ 105,670	\$ 105,670
Net Budget Adjustments		\$ -	\$ 105,670	\$ 105,670
Expenditures by Project:				
Non-Allocated (TAD #2 Fund - North Point Parkway Improvements reimbursement)		\$ (24,859)	\$ 105,670	\$ 80,811
Net Budget Adjustments		\$ (24,859)	\$ 105,670	\$ 80,811

General Government

Initiative: Accounting for Tax Allocation District #2 (TAD #2)

Funding Source: \$105,670 (Reimbursement from the TAD #2 Fund for eligible TAD #2 expenses)

Funding Request: \$105,670 (Reimbursement deposited into Non-Allocated for future appropriation by the City Council)

This request is to account for Tax Allocation District #2.

TAD #2 incurred redevelopment costs totaling \$105,670 and the requests set forth herein (General Fund and TAD #2 Fund) formalizes the entries by recording the resources within the TAD #2 Fund.

This request represents the final entry in dissolving TAD #2 and includes a reimbursement to the Capital Grant Fund for costs incurred as part of the North Point Parkway Improvements project and allocates that reimbursement into the Non-Allocated account for future appropriation by the City Council.

EXHIBIT A
Fiscal Year 2024 Budget Amendment Requests

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. The budgetary legal level of control resides at the project level.

CAPITAL PROJECT FUND			
LEGAL LEVEL OF CONTROL (Impacted Line-Items)			
	Fiscal Year 2024		
	Current Budget	Budget Amendment	Revised Budget
Revenue by Source:			
City of Milton Contribution (Mayfield Park demolition of structures)	\$ -	\$ 65,000	\$ 65,000
Investment Earnings	150,000	275,000	425,000
Net Budget Adjustments	\$ 150,000	\$ 340,000	\$ 490,000
Expenditures by Project:			
Public Works			
Waters Road Bridge (GDOT Local Bridge Replacement Project)	\$ -	\$ 100,000	\$ 100,000
Recreation, Parks and Cultural Services			
Mayfield Park (demolition of structures; split funded with the City of Milton)	-	130,000	130,000
Shade Structures (Webb Bridge Park)	-	24,660	24,660
General Government			
Business Recovery Program	100,000	(100,000)	-
Non-Allocated	3,470,010	185,340	3,655,350
Net Budget Adjustments	\$ 3,570,010	\$ 340,000	\$ 3,910,010

Public Works

Initiative: Waters Road Bridge (GDOT Local Bridge Replacement Project)

Funding Request: \$100,000

The Georgia Department of Transportation (GDOT) has a bridge replacement program through their office. Specifically, GDOT receives federal funds to design and construct the replacement of bridges throughout the state that meet the necessary requirements. The City and GDOT have identified the Water's Road Bridge as an eligible project.

The Waters Road Bridge is safe to traverse. That said, GDOT is being proactive and looking to replace the bridge before any significant weight reduction would occur. GDOT has allocated \$1M towards design, \$1.46M towards ROW, \$80k for utility relocations, and \$3.3M for construction. All in all, GDOT is funding \$5.8M towards the Waters Road bridge replacement. The City's portion totals \$100k to be used towards the ROW phase.

The project is currently on schedule and set to be bid out in FY 2025. The City will need to execute a Memorandum of Agreement with GDOT along with the \$100k appropriation referenced herein before GDOT can proceed with the bidding. The Waters Road bridge is more complicated than

EXHIBIT A
Fiscal Year 2024 Budget Amendment Requests

most because a temporary bridge will be constructed to the south which will enable Alpharetta residents along Waters Road to utilize Waters Road and not have to go through a long detour. Also included in the design of the project are 5' wide sidewalks with a 2' buffer between the vehicular lane and the sidewalk. The bridge will be raised several feet to meet FEMA requirements and raising the bridge will also minimize the steepness of Water Road.

Recreation, Parks, and Cultural Services

Initiative: **Mayfield Park (demolition of structures) – split funded with the City of Milton**

Funding Request: \$130,000 (\$65,000 funded by Alpharetta; \$65,000 funded by Milton)

This request is for funding to complete the demolition and removal of structures located on the Mayfield Park parcels. Specifically, the City is planning to proceed with the abatement and demolition of approximately (19) structures, including (3) 1-story houses, on 11.6 acres (Mayfield Park = 1470 Mayfield Road, 1480 Mayfield Road, and 1490 Mayfield Road). The work would include the demolition and removal of the existing houses and associated structures, abatement services, erosion control measures, including backfilling, placement of topsoil, and permanent seeding, site clean-up, and stabilization for the impacted properties. Future plans for the properties include the development of a park for the residents of Alpharetta and Milton.

This request totals \$130,000 and is proposed to be split funded between the City of Alpharetta and the City of Milton (\$65,000 each).

Initiative: **Webb Bridge Park Shade Structure (reimbursement)**

Funding Request: \$24,660

The Department reprioritized existing park improvement funding to replace 8 shade structures at Webb Bridge Park (fields A-D) as part of the dugout expansion project that is being completed in partnership with the Alpharetta Youth Baseball Association. This request is to reimburse that funding to enable the department to achieve the original intended uses (e.g., maintaining/replacing broken concrete sections leading to and around buildings at North Park, Webb Bridge Park, and Wills Park).

General Government

Initiative: **Business Recovery Program**

Funding Reduction: (\$100,000)

Under an IGA with Fulton County representing the CARES Act (Coronavirus Aid, Relief, and Economic Security Act) Municipal Reimbursement Program, the City received its full allocable share of \$2,804,182. This funding was designed to support cities located within the County that were not eligible to receive CARES Act funding directly from the U.S. Federal Government to mitigate the financial impact of COVID-19. Costs were submitted to the County supporting the eligibility for reimbursement by Finance. The resulting reimbursement proceeds were unrestricted and able to be used for any governmental purpose. Specific uses included the Covid-19 Vulnerable Population Program (\$280,000 in appropriations which was fully spent) and Business Recovery Program (\$150,000 in appropriations with \$50,000 spent leaving a balance of \$100,000). This request is to reallocate the remaining \$100,000 from the Business Recovery Program into Non-Allocated for future appropriation by the City Council.

EXHIBIT A
Fiscal Year 2024 Budget Amendment Requests

Initiative: Increase in Non-Allocated

Funding Request: \$185,340

The increase in Non-Allocated is funded through the appropriation of anticipated investment earnings on the City's cash balances and reduced for the initiatives detailed herein. Balances within the Non-Allocated account are available for future appropriation by the City Council.

Stormwater Capital Project Fund

This fund accounts for stormwater/drainage maintenance, repair, and/or improvements. The budgetary legal level of control resides at the project level.

STORMWATER CAPITAL PROJECT FUND			
LEGAL LEVEL OF CONTROL (Impacted Line-Items)			
	Fiscal Year 2024		
	Current Budget	Budget Amendment	Revised Budget
Revenue by Source:			
Investment Earnings	\$ 50,000	\$ 120,000	\$ 170,000
Net Budget Adjustments	\$ 50,000	\$ 120,000	\$ 170,000
Expenditures by Project:			
Non-Allocated	\$ 165,636	\$ 120,000	\$ 285,636
Net Budget Adjustments	\$ 165,636	\$ 120,000	\$ 285,636

General Government

Initiative: Increase in Non-Allocated

Funding Request: \$120,000

The increase in Non-Allocated is funded through the appropriation of anticipated investment earnings on the City's cash balances. Non-Allocated account balances are available for future appropriation by the City Council.

EXHIBIT A
Fiscal Year 2024 Budget Amendment Requests

TSPLOST-I Capital Project 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. The budgetary legal level of control resides at the project level.

TSPLOST-I CAPITAL PROJECT FUND			
LEGAL LEVEL OF CONTROL (Impacted Line-Items)			
	Fiscal Year 2024		
	Current Budget	Budget Amendment	Revised Budget
Revenue by Source:			
Investment Earnings	\$ -	\$ 1,650,000	\$ 1,650,000
Net Budget Adjustments	\$ -	\$ 1,650,000	\$ 1,650,000
Expenditures by Project:			
Non-Allocated	\$ 1,872,721	\$ 1,650,000	\$ 3,522,721
Net Budget Adjustments	\$ 1,872,721	\$ 1,650,000	\$ 3,522,721

General Government

Initiative: Increase in Non-Allocated

Funding Request: \$1,650,000

The increase in Non-Allocated is funded through the appropriation of anticipated investment earnings on the City's cash balances. Non-Allocated account balances are available for future appropriation by the City Council.

EXHIBIT A
Fiscal Year 2024 Budget Amendment Requests

TSPLOST-II Capital Project 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. The budgetary legal level of control resides at the project level.

TSPLOST-II CAPITAL PROJECT FUND			
LEGAL LEVEL OF CONTROL (Impacted Line-Items)			
	Fiscal Year 2024		
	Current Budget	Budget Amendment	Revised Budget
Revenue by Source:			
Investment Earnings	\$ -	\$ 690,000	\$ 690,000
Net Budget Adjustments	\$ -	\$ 690,000	\$ 690,000
Expenditures by Project:			
Public Works			
Kimball Bridge Road Widening (Tier-2)	\$ -	\$ 500,000	\$ 500,000
Non-Allocated	381,095	190,000	571,095
Net Budget Adjustments	\$ 381,095	\$ 690,000	\$ 1,071,095

Public Works

Initiative: Kimball Bridge Road Improvements (lighting and associated right-of-way)

Funding Request: \$500,000

The Kimball Bridge Road Improvements project consists of widening Kimball Bridge Road between the Verizon and Georgia Power driveways, on the west side of North Point Parkway, to provide a 4-lane section with appropriate pedestrian and bicycle facilities. Costs for this project total in excess of \$1 million and is being funded and managed by True North 400.

Alpharetta is responsible for the purchase and installation of street lighting (and associated right-of-way) along the project boundaries which is estimated at \$500,000.

General Government

Initiative: Increase in Non-Allocated

Funding Request: \$190,000

The increase in Non-Allocated is funded through the appropriation of anticipated investment earnings on the City's cash balances and reduced for the initiative detailed herein. Balances within the Non-Allocated account are available for future appropriation by the City Council.

EXHIBIT A
Fiscal Year 2024 Budget Amendment Requests

Series 2022 Parks Bond Fund

This Fund accounts for the proceeds and associated expenditures resulting from the issuance of Series 2022 voter approved general obligation bonds which funded projects focused on improving park amenities. The budgetary legal level of control resides at the project level.

SERIES 2022 PARKS BOND FUND			
LEGAL LEVEL OF CONTROL (Impacted Line-Items)			
	Fiscal Year 2024		
	Current Budget	Budget Amendment	Revised Budget
Revenue by Source:			
Investment Earnings	\$ -	\$ 1,400,000	\$ 1,400,000
Net Budget Adjustments	\$ -	\$ 1,400,000	\$ 1,400,000
Expenditures by Project:			
Non-Allocated	\$ 1,151,624	\$ 1,400,000	\$ 2,551,624
Net Budget Adjustments	\$ 1,151,624	\$ 1,400,000	\$ 2,551,624

General Government

Initiative: Increase in Non-Allocated

Funding Request: \$1,400,000

The increase in Non-Allocated is funded through the appropriation of anticipated investment earnings on the City's cash balances. Non-Allocated account balances are available for future appropriation by the City Council.

EXHIBIT A
Fiscal Year 2024 Budget Amendment Requests

Impact Fee Fund

This fund accounts for fees assessed upon development activity. These fees are collected to pay for system improvements (recreation/parks, streets, and public safety) as detailed within the city's impact fee ordinance. The budgetary legal level of control resides at the project level.

IMPACT FEE FUND			
LEGAL LEVEL OF CONTROL (Impacted Line-Items)			
	Fiscal Year 2024		
	Current Budget	Budget Amendment	Revised Budget
Revenue by Source:			
Impact Fees (Parks)	\$ 49,057	\$ 231,000	\$ 280,057
Impact Fees (Roads)	-	151,000	151,000
Impact Fees (Public Safety)	-	16,000	16,000
Net Budget Adjustments	\$ 49,057	\$ 398,000	\$ 447,057
Expenditures by Project:			
Impact Fees Non-Allocated (Parks)	\$ -	\$ 231,000	\$ 231,000
Impact Fees Non-Allocated (Roads)	27,367	151,000	178,367
Impact Fees Non-Allocated (Public Safety)	148,329	16,000	164,329
Net Budget Adjustments	\$ 175,696	\$ 398,000	\$ 573,696

General Government

Initiative: Increase in Non-Allocated

Funding Request: \$398,000

The increase in Non-Allocated is funded through the appropriation of impact fees received for each system improvement category. Balances within the Non-Allocated account are available for future appropriation by the City Council.

EXHIBIT A
Fiscal Year 2024 Budget Amendment Requests

Assets Forfeiture Fund (DEA)

The DEA Fund accounts for revenues received from the enforcement of drug laws and the confiscation of property from drug offender's arrests that can be used by public safety to aid in drug enforcement activity. The budgetary legal level of control resides at the department level (Public Safety) for operations/minor capital and project level for targeted initiatives.

ASSETS FORFEITURE FUND (DEA)				
LEGAL LEVEL OF CONTROL (Impacted Line-Items)				
		Fiscal Year 2024		
		Current Budget	Budget Amendment	Revised Budget
Revenue by Source:				
Asset Forfeiture		\$ -	\$ 40,379	\$ 40,379
Net Budget Adjustments		\$ -	\$ 40,379	\$ 40,379
Expenditures by Project:				
Non-Allocated		\$ 161,077	\$ 40,379	\$ 201,456
Net Budget Adjustments		\$ 161,077	\$ 40,379	\$ 201,456

General Government

Initiative: Increase in Non-Allocated

Funding Request: \$40,379

The increase in Non-Allocated is funded through the appropriation of asset forfeiture collections. The balance within the Non-Allocated account is available for future appropriation by the City Council.



STAFF REPORT

Department: Public Works
Submitted By: Krista McDowell
Meeting Date: January 29, 2024

AGENDA ITEM:

2024 Recycling and Waste Diversion Grant

Consideration of approval for the Public Works Department to apply for the 2024 Recycling and Waste Diversion Grant in the amount of \$45,000, and with authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve the Public Works Department to apply for the 2024 Recycling and Waste Diversion Grant in the amount of \$45,000 from the Environmental Protection Division, and with authorization for 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: \$45,000 HAS BEEN REQUESTED IN GRANT FUNDING TO COVER THE COST OF AN ADDITION HOUSEHOLD HAZARDOUS WASTE EVENT IN THE SUMMER 2024. PUBLIC WORKS IS NOT SEEKING ADDITIONAL FUNDS; HOWEVER, IF GRANTED THE CITY WILL BE REQUIRED TO FUND THE EXPENSES AND SEEK REIMBURSEMENT FROM EPD.

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 Georgia Environmental Protection Division (EPD) offers the Recycling and Waste Diversion (RWD) Grant as part of the Solid Waste Trust Fund (SWTF) Grant Program. EPD is offering \$2,000,000 in funding for state fiscal year 2024. The Recycling and Waste Diversion Grant furthers the goals for the SWTF by providing financial support to projects in Georgia to reduce solid waste, recover valuable materials, support manufacturing, and encourage innovation.

Public Works has exhausted the operating funding available for another Household Hazardous Waste Event in our FY24 budget. Traditionally, we have tried to host 2 per fiscal year; however, the cost has increased significantly. We were able to host one successful event on December 9, 2023. We have applied for the 2024 Recycling and Waste Diversion Grant in hopes to cover the cost to fund another Household Hazardous Waste event in Summer 2024. We have requested \$45,000 in funding based on the most recent bids that we received for our December 2023 collection. The Grant, if granted, would only cover the costs that we actually incur, up to \$45,000. Due to the deadline of 12/31/2023 for applying for the Grant, Public Works has submitted the attached application. If not approved, we will remove our application for consideration.

ALTERNATIVES:

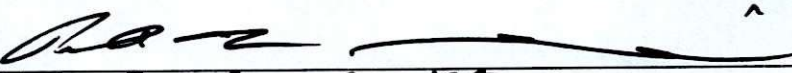
If not approved, Public Works will remove pending grant application and there will not be a household hazardous waste event in Summer 2024.

ATTACHMENTS:

1. RWD GRANT APPLICATION -FY24
2. COA W9 (1)
3. RWD Grant Application Attachments
4. Contractor Affidavit City of Alpharetta

RWD Grant Application – FY24

SECTION ONE: Cover Sheet

Project Title	City of Alpharetta- Household Hazardous Waste and Paint Collection		
Local Government/Entity	City of Alpharetta		
Federal Tax ID	58-6011454		
Mailing Address	2 Park Pl		
City	Alpharetta		
ZIP	30009		
County	Fulton		
Primary Grant Administrator Contact Name (this should be the main point of contact for the project)	Terry Porter	Responsible Official for Approvals (if grant is awarded) Contact Name	Pete Sewczwicz
Title	Environmental Programs Coordinator	Title	Public Works Director
Organization	City of Alpharetta	Organization	City of Alpharetta
Phone	678-297-6213	Phone	678-297-6200
E-Mail	tporter@alpharetta.ga.us	Email	psewczwicz@alpharetta.ga.us
Project Start Date	May 1, 2024		
Project End Date	June 30, 2025		
Grant Amount Requested for Reimbursement (not including match)	\$45,000.00		
Match (dollar amount or percentage)	We are not offering a match; however, The City held a HHW collection on 12/09/23 totaling \$32,430 and hosts an annual Latex Paint Collection totaling \$4,944.50.		
Total Project Amount	\$45,000.00		
Is your entity listed on the DCA noncompliance list?	☐	YES	☒ NO
Is your entity involved in any open consent orders or enforcement actions with EPD? If yes, provide a copy of the order or notice with your application.	☐	YES	☒ NO
Has your entity received any grant funding from EPD in the past?	☒	YES	☐ NO
If yes, indicate the grant program and date awarded: 319(h) Grant – 11/2/2022 Streambank restoration and native plantings on tributary to Foe Killer Creek.			
The RWD Grant is a reimbursement grant. However, up to 90% of funds may be provided in advance if requested.	Does your entity require funds in advance?		
	☐ YES	☒ NO	
	If YES is selected, provide justification as to why funds in advance are required:		
I, the undersigned authorized representative of the applicant, certify that to that to the best of my knowledge, the information contained herein is true and correct, the document and project has been duly authorized by the governing body of the applicant, and, if funded, the applicant will carry out the implementation steps in the manner described in this application. I also certify that the applicant shall maintain accounting records in accordance with generally accepted government accounting principles and that the funds awarded will be included in those audits or financial statements that cover all or part of the project duration period noted above.			
Official Signature (Responsible Official only)			
Name (print)	Pete R. Sewczwicz		
Title	Director Public Works		
Date of Signature	12/20/2023		

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SECTION TWO: Project Narrative

Description	Briefly describe your overall project, including the need and purpose, in the proposed affected community. If your project involves at least two or more other eligible applicants, please describe. Five bonus points will be given to projects coordinated with other eligible applicants.
	<i>The City of Alpharetta is seeking to provide an additional collection date for Household Hazardous Waste and Paint Collection in Summer 2024. Historically, we have had the funds to offer two household hazardous waste and paint collections, one in the Spring and one in the Fall. However, due to the climbing cost of each full-scale collection we are currently unable to host two community events. We are requesting funds from this grant to provide a Summer 2024 collection. Each collection historically has approximately 300 residents that attend and has diverted an average of 39,000 pounds from the solid waste stream.</i> <i>Recycling materials is the primary objective for this project with proper handling and disposing of non-recyclable items. We will accept the following items: aerosol paints (spray cans); latex paint; oil based paint, stains and varnishes in original containers; automotive or flammable liquids like gasolines, kerosene, lighters, transmission or brake fluids, etc.; solvents, thinners, mineral spirits; pesticides, herbicides, lawn and garden chemicals (solids); pesticides, herbicides, lawn and garden chemicals (liquid); fertilizer; pool and spa chemicals; items with mercury; and, household cleaning products. We will not accept automotive batteries, electronics, fire extinguishers, propane tanks and/or medical and prescription drugs. We will require our residents to pre-register online to ensure that they are a resident of our community and that we have the capacity for all that they intend to dispose of.</i> <i>We will record and report the quantity of materials diverted from the landfill by requiring the vendor that is chosen to provide the City with a copy of the shipping manifest immediately following the event. Materials will be transported to their destination and weighed. The invoices reflect the weight and type of material that was collected.</i> <i>The City of Alpharetta has held community collections for residents for many years. The collection in this request will be held at the Alpharetta Public Works Department, 1790 Hembree Road, Alpharetta, GA, 30009. Alpharetta will manage the registration process and check in at the gate. Registered participants can bring their items from 8:30am to 1:00pm. The collection site will be in a fenced and paved lot with access to facilities and safety measures. A one way in-one way out traffic pattern is set up using safety cones and signage within the site. The vendor manages all aspects of the collection removing materials from vehicles and segregating materials as required. Spill contingency and site safety are discussed with the vendor. We do not use volunteers for this program within the site but, The Alpharetta Natural Resources Commission will help with check-in at the gate and to meet and greet participants. Additionally, Public Works staff have access to fire extinguishers, water, spill kits, etc. Fire stations and public safety employees are in close proximity and regularly visit our driveway as it adjoins the fuel station for city vehicles and others.</i> <i>A proper and safe option to recycle and divert HHW and paint from the waste stream is needed to prevent contamination of our natural resources and the protection of human health. There are very limited options in the North Fulton area to properly handle HHW. There are no nearby convenience centers that accept HHW that are open to Alpharetta residents. We often suggest the CHARM, Live Thrive center in Atlanta as an option for HHW and many other items. A local option is likely to be used by more people. We gauge the need for two HHW and paint collections from the results of past collections and feedback from residents. Participants often express appreciation for this offering as well as frustration when they are unable to attend a collection leaving them with no nearby solutions. This is especially true for those who are moving. Offering local options for HHW and paint fills a critical need. These events provide for the safe collection, handling, packing, lawful transportation, recycling, reuse, treatment,</i>

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	and/or proper disposal of as much HHW as may be collected at the time of the event based on budget and participation. Changes within the industry have resulted in higher costs to conduct these events. We were unsuccessful in securing a vendor to conduct two collections for our annual budget of \$35,000.00, so are unable to offer a collection in Summer 2024 without the assistance from the Recycling and Waste Diversion Grant. We did successfully host an event on December 9, 2024, utilizing our annual budget to its capacity. At this time a vendor has not been selected for the Summer 2024 collection, as funding hasn't been determined. The City will manage the project and hire a qualified vendor to accomplish the collections and lawfully collect, transport, recycle and/or properly dispose of all materials collected per our procurement policy, which can be found here: (https://www.alpharetta.ga.us/government/departments/finance/procurement-information). The request for quote/bid will specify that all required permits and approvals be current, and a copy included with their submittal. Vendors are required to be compliant with all applicable laws and regulations. There are a limited number of vendors in Georgia that have experience in conducting this type of community collection. A few others are located in neighboring states having some Georgia office affiliations. We cannot guarantee that the selected vendor will be a Georgia business that meet budget but will provide preference to local vendors.
	Identify objectives and the "Specific, Measurable, Attainable, Relevant, and time-bound (SMART)" goals for the project. The goal of the Summer 2024 Household Hazardous Waste and Paint Collection is to divert at least 39,000 pounds of material from being landfilled and preventing potential harm to the environment. Based on our historical data provided, we believe that we can measure and attain this goal. Specific Goal: Collect Household Hazardous Waste and Paint Measurable: Collect 39,000 pounds and this is determined by the vendor recording the necessary data on manifests and later weighing the material. Attainable: Reviewing our historical data of previous collections, collecting 39,000 pounds is within reason. Relevant: The event will solely focus on household hazardous waste and paint. We are not planning to collect tires and other bulky trash items that will skew our data. Time: Event is one day for 5 hours with pre-registration to provide an efficient event.
Metrics and Evaluation	Identify the quantifiable metrics that will be used to evaluate the project's impact on recycling or diverting recoverable materials from the solid waste stream. Alpharetta will be able to provide the results of the collection with pounds of collected materials provided by the vendor on invoices and manifests. An example of this is attached as, Invoice from November 22, 2022. A gate roster of approved participants will be generated for those who do check-in at the gate. From this we can provide the number of participants for each collection. Describe how you identified these metrics and how they are applicable to your organization's project. We have identified our metrics by utilizing the manifests and invoices from our City's previously hosted events. We took an average of the eight events that were hosted and identified a goal of the average of the material and are aiming to keep up with what has previously been recycled with us. We feel these are directly applicable for our community and organization's project. The goal of the project is to collect at least 39,000 pounds of material and host 350 cars.

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	Describe how these metrics will demonstrate that the project is likely to result in increased recycling or diversion of waste from landfills. <i>Although we took an average, our last collections have resulted in fewer pounds collected than in years past. We believe the current reduction is based on cost, limiting the amount of attendees and citizens availability for the half a day attendance of the event. The City currently has no budget to host a Summer 2024 collection, this project with Grant funding will ensure that significantly more items will be recycled and diverted from landfill. We anticipate approximately 39,000 pounds more of material will be recycled for this collection based on historical data. If we do not receive Grant funding, the City will not be hosting an event for Summer 2024 resulting in no additional recycling option for our Community.</i>
Budget and Cost Effectiveness	Describe the amount requested and how grant funds will be spent. Describe any match items, if applicable. Describe if any Georgia based suppliers for products and/or services will be used. Five bonus points will be given to projects coordinated with other eligible applicants. <i>The City is requesting a total of \$45,000 for this grant to host the Summer 2024 collection. Although the City is not offering a match for this collection, we feel like we have significantly contributed towards recycling this fiscal year. We have hosted a full-scale collection on December 9, 2023, through MXI Environmental Services LLC with total anticipated cost of \$32,430.00. Additionally, the City offers our Citizens a year-round Latex Paint Recycling program that has annual cost of \$4,944.50. We have encumbered our annual budget of \$40,000 to date. The City utilized staff time and resources to coordinate with the vendor to ensure a successful event. We intend to do the same and not hire a third party to manage this project's event.</i> <i>To utilize the grant funds the City will hire a qualified vendor to accomplish the collections and lawfully collect, transport, recycle and/or properly dispose of all materials collected per our procurement policy, which can be found here: (https://www.alpharetta.ga.us/government/departments/finance/procurement-information). The request for quote/bid will specify that all required permits and approvals be current, and a copy included with their submittal. Vendors are required to be compliant with all applicable laws and regulations. The City will select a vendor based on their price and obtain a Purchase Order. Once the items are collected, the City will receive a manifest showing approximated container quantities. The vendor will transport materials to the respective locations where an accurate weight will be recorded and included on the submitted invoice. Once the invoices are received the City will pay within 30 days and request reimbursement per the Grant Program.</i> Describe how the project and its benefits are likely to be perpetuated after grant funds have been expended without additional funding from the State. <i>Cost and budget are considerations within any program. The City will continue to evaluate the benefits and cost effectiveness of offering collections and what those options may look like in the future. This may involve adjustments to amounts and types of acceptable materials. Alpharetta will also investigate other funding options to be able to meet the needs of our residents.</i>

SECTION THREE: Project Timeline

1. Review the RWD Program Guidance for additional details on how to complete this template.
2. Additional rows may be added as necessary.

Timeline			
Activity		Start Date	Completion Date
1	<i>Award of funding and agreements signed</i>	<i>May/2024</i>	<i>May/2024</i>
2	<i>Begin procurement process for vendor selection</i>	<i>May/2024</i>	<i>June/2024</i>
	<i>Preplanning for Fall Collection– activation of EPA Number, advertisement through city websites, newsletter, and media release. Preregistration for participants</i>	<i>June/2024</i>	<i>August/2024</i>
3	<i>Collection Date Fall Collection</i>	<i>June/2024</i>	<i>July/2024</i>
4	<i>Payment to vendor</i>	<i>August/2024</i>	<i>October/2024</i>
5	<i>Request for reimbursement</i>	<i>August/2024</i>	<i>November/2024</i>
6	<i>Reporting of final results</i>	<i>September/2024</i>	<i>December/2024</i>

SECTION FOUR: Budget

1. Review the RWD Program Guidance for additional details on how to complete this template.
1. Additional rows may be added as necessary.

Budget										
Description		Grant Funds Requested	Match Contribution		Total Project Cost	Anticipated Expenditure Date	Are the funds attributable to a GA business?			
			In-Kind	Cash			☐	Y	☒	N
1	Community Household Hazardous Wast and Paint Collection	\$45,000.00			\$45,000.00	06/08/2024	☐	Y	☒	N
Totals		\$45,000.00			\$45,000.00					
Percentage of Match			The City held a HHW collection on 12/09/23 totaling \$32,430 and hosts an annual Latex Paint Collection totaling \$4,944.50.							

SECTION FIVE: Supporting Materials

1. Attach quotes and/or other cost estimate documentation to support each line-item expenditure in the budget.
2. If utilizing a Georgia business for any products of services, attach documentation that clearly indicates the business name and address.
3. Complete and submit a W9 form. A downloadable form is available on EPD's website: <https://epd.georgia.gov/recycling-waste-reduction-and-diversion-grant>
4. Complete and submit a state contractor affidavit form. A downloadable form is available on EPD's website: <https://epd.georgia.gov/recycling-waste-reduction-and-diversion-grant>

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

City of Alpharetta

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____
Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☒ Other (see instructions) ►

Municipal Government Entity (Tax Exempt)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) **3**

Exemption from FATCA reporting code (if any) **C**

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

2 Park Plaza

6 City, state, and ZIP code

Alpharetta, GA 30009

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - ____

or

Employer identification number

5 8 - 6 0 1 1 4 5 4

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

[Signature]

Date ►

10/1/18

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. Individual. Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. Sole proprietor or single-member LLC. Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. Partnership, LLC that is not a single-member LLC, C corporation, or S corporation. Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. Other entities. Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. Disregarded entity. For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor ⁴
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

***Note:** The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

Attachments

- Example of Media Release, Online Registration, and Pre-registration Information.
- Example of invoices and manifests from November 22, 2022, HHW and Paint Collection.
- Example of Request for Quote – Alpharetta HHW and Paint Collection October 9, 2023.
- Summary of quotes received for the Fall 2023 HHW and Paint Collection, December 9, 2023.
- Summary of Alpharetta household Hazardous Waste and Paint Collections. Total Pounds Diverted from Solid Waste Stream from 11/20/2018 – 11/22/2022.
- Example of Safety Guidelines for Household Hazardous Waste Collections.

Attachment

Example of:

- Media Release
- Online Registration
- Pre-registration Information

[About](#)[Activity Centers](#)[News](#)[Tools Available](#)[Social Engagement](#)[Accessibility](#)

Household Hazardous Waste & Paint Collection Offered for Alpharetta Residents

Released November 09, 2023 03:01 PM

City of Alpharetta residents have an opportunity to have their household hazardous waste and paint either recycled or properly disposed of through a one-day recycling collection event on Saturday, December 9, 2023. This collection must be limited to those residing within the Alpharetta City Limits. Please note that the number of participants is limited.

Common items to be accepted include paint and paint related substances, old gasoline, home, auto, and garden chemicals, poisons, and many other substances.

Important: This collection requires [pre-registration](#) and the form can be found below. **Note:** Registration ends **Friday, December 1, 2023!**

[Household Hazardous Waste \(HHW\) Collection - Registration Info](#)

[Pre-Register Now!](#)

There is no charge for acceptable items. Refer to the registration form for a more complete listing. Please note that we are unable to offer this collection to Alpharetta businesses. Once registered, items will be accepted on December 9, 2023, between the hours of 8:30 am and 1:00 pm with no exceptions. Residents will be instructed to remain in their vehicle at the collection site while technicians unload their vehicles.

What do you have to do?

- Submit a completed pre-registration form by **Friday, December 1, 2023**. You will get a return confirmation.
- Bring your confirmation form with your items on December 9th.
- Safely transport items to the collection site keeping them in original containers and separated.

For more information on the event please contact Terry Porter at tporter@alpharetta.ga.us or call 678-297-6213.

My Alpharetta

- News
- Recreation & Parks
- Neighborhoods
- Education
- Services
- GIS Mapping
- Where to Stay
- Where to Dine
- What to Do
- Where to Shop
- Events
- Live Music
- Things To Do
- Visit Awesome Alpharetta

- Departments
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- Boards & Commissions
- Elected Officials
- Mission and Vision
- Voting & Elections
- Publications
- Open Records Request
- Open Data Portal
- Economic Development
- Business Licenses
- Procurement Information
- Resources



Alpharetta City Hall
2 Park Plaza
Alpharetta, GA 30009
Phone: 678-297-6000
Twitter(X)
Facebook
YouTube



HOUSEHOLD PAINT & CHEMICAL COLLECTION

City of Alpharetta

WHEN: Saturday - December 9, 2023

REGISTRATION ENDS December 1, 2023.

PRE-REGISTRATION FORM

First Name

Last Name

Home Address

Please include address where you reside in Alpharetta

E-mail Address

All event communication will be via email

Phone Number

Preferred drop off time

☐ 9:00 a.m - 11:00 a.m.

☐ 11:00 a.m. - 1:00 p.m.

Please indicate below the types of materials you will bring and the approximate amount of each. Please use the units indicated below in parenthesis for your estimate.

Aerosol Paints (Spray Cans)

Include number of cans

Latex Paints - water based, in original cans

include number of gallons (Limit 10 Gallons)

Oil Based Paint, Stains and Varnishes in original containers

include number of gallons (Limit 10 Gallons)

Automotive or Flammable liquids like gasoline, kerosene, lighters, transmission or brake fluids, etc.

include number of gallons (Limit 10 Gallons)

Solvents, thinners, mineral spirits

Number of gallons

Pesticides, herbicides, lawn and garden chemicals (Solids)

pounds of solids

Pesticides, herbicides, lawn and garden chemicals (Liquid)

pounds of liquid

Fertilizer

pounds of liquid or solids

Pool and spa chemicals

pounds

Items with mercury

Number of items

Household Cleaning Products

Number of gallons

Please do not bring:

Truck and automotive batteries

Electronics

Fire Extinguishers

Propane tanks

Medical or prescription drugs

Call if you have questions (678) 297-6200

I hereby certify that the items listed above are derived from household use only and nothing delivered by the name above has been produced or used by a business. I also certify that I am a resident of the City of Alpharetta. *

☐ Agree**Electronic Signature**

Please type your full name below.

8 Z 8 L E C

Generate New Image

Type the code from the image

**City of Alpharetta Offers a One-Day
Household Hazardous Waste (HHW) Collection
PRE-REGISTRATION INFORMATION**

Collection Date: Saturday, December 9, 2023
Time: 8:30 am to 1:00 pm
Location: Alpharetta Public Works Department
1790 Hembree Road, Alpharetta Georgia 30009

**Important: This collection is restricted to Alpharetta City residents who have pre-registered.
REGISTRATION ENDS DECEMBER 1, 2023.**

(Please note that an Alpharetta mailing address does not verify that your home is within the City limits.) Here is our GIS tool if you are unsure about residency <https://alphagis.alpharetta.ga.us/alphagis/>

What is household hazardous waste?

Many chemicals are used every day in our homes and yards. When they are no longer needed or useful, they become waste. These items could be potentially dangerous and are not safe to dispose in the regular trash due to possible harm to sanitation workers and the environment. Whether you have old pesticides you don't trust, gasoline that isn't usable, items containing mercury or paint products no longer needed, this is your chance to dispose of them.

There is no charge for acceptable materials.

What do you have to do?

- Submit completed form on or before **Friday, December 1st** online (Alpharetta.ga.us). You will receive a confirmation email.
- Bring the confirmation with you on December 9th. **Help a neighbor!** If you bring HHW items for your neighbors, remember to bring their confirmation email.
- Bring items safely in original containers and tighten all lids. Do not allow items to mix. No smoking around HHWs when transporting or within the collection site.
- Remain in your vehicle at the collection.

For additional information email tporter@alpharetta.ga.us or call the Alpharetta Public Works Department at (678) 297-6213.

Attachment

- **Example of invoices and manifests from November 22, 2022, HHW and Paint Collection**



INVOICE

SI115233

Remit To:
Ecoflo Holding Inc.
P O Box 890937
Charlotte NC 28289-0937

Bill
To: City of Alpharetta, GA
Public Works Department 1790
ALPHARETTA, GA 30009

Site
City of Alpharetta, GA
Ms. Terry Porter
Public Works Department 1790
ALPHARETTA, GA 30009

Job Number: 229700

Page: 1

Order Date 09/09/22	Service Date 11/22/22	Invoice Date 12/28/22
P.O. Number 22000646	Account Manager Scott Peele	Customer Number 122HHW

Waste Removed	Quantity	Unit	Item	Description	Manifest Number	Unit Price	Total Price
122HHW-006	524	LB	5045	Aerosols, Flammable propellant	001284096 WAS	0.73	382.52
122HHW-011	35	LB	2329	Alkaline Batteries	001284096 WAS	0.75	26.25
122HHW-015	861	LB	1011	MIXED SOLVENTS	001284096 WAS	0.25	215.25
122HHW-020	152	LB	4011	SOLID PESTICIDES, LOOSEPACK	001284096 WAS	1.00	152.00
122HHW-023	321	LB	5049	ALKALINE CLEANING PRODUCTS	001284096 WAS	1.00	321.00
122HHW-029	452	LB	4017	LIQUID PESTICIDES, LOOSEPACK	001284096 WAS	1.00	452.00
122HHW-030	132	LB	5049	ACIDIC HOUSEHOLD PRODUCTS - LIQUID	001284096 WAS	1.00	132.00
122HHW-032	150	LB	2364	FLUORESCENT BULBS	001284096 WAS	0.80	120.00
122HHW-036	2,317	LB	5011	PAINT RELATED MATERIALS LOOSEPACK	001284096 WAS	0.53	1,228.01
122HHW-LAB	245	LB	5037	Lab Packs	001284096 WAS	2.00	490.00
	1	EA	91419	Mobilization, Labor, Supplies, Insur		4,000.00	4,000.00

(Terms Net 30 Days)

Amount Subject to Sales Tax	Amount Exempt from Sales Tax	Subtotal:	7,519.03
0.00	7,519.03	Sales Tax:	0.00
		Total:	7,519.03

NON-HAZARDOUS WASTE MANIFEST		1. Generator ID Number GAT000054122	2. Page 1 of 1	3. Emergency Response Phone 1-888-932-6723	4. Waste Tracking Number 229701
5. Generator's Name and Mailing Address CITY OF ALPHARETTA, GA PUBLIC WORKS DEPARTMENT 1790 HEMBREE ROAD ALPHARETTA, GA 30009			Generator's Site Address (if different than mailing address) Public Works Department 1790 Hembree Road ALPHARETTA, GA 30009		
Generator's Phone: (878) 297-6200					
6. Transporter 1 Company Name ECOFLO, INC.				U.S. EPA ID Number NCD980842132	
7. Transporter 2 Company Name				U.S. EPA ID Number	
8. Designated Facility Name and Site Address ECOFLO SOUTHEAST, INC. 300 SWETT AVENUE AMERICUS, GA 31709				U.S. EPA ID Number GARD00052241	
Facility's Phone: (229) 931-0450					
8. Waste Shipping Name and Description		10. Containers		11. Total Quantity	12. Unit Wt./Vol.
		No.	Type		
1. NON-REGULATED MATERIAL [122H+HWESE-007]		003	TP	1200	P
2. NON-REGULATED MATERIAL [122H+HWESE-034]		025	TP	32.5W	P
3.					
4.					
13. Special Handling Instructions and Additional Information 1) 08-01-20040 <i>1/47D¹⁸ Tols</i> 2) 08-01-20040 <i>1/47D¹⁸ Tols</i> WOB 229701					
14. GENERATOR'S/OFFEROR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations.					
Generator's/Officer's Printed/Typed Name <i>Terry Porter</i>			Signature <i>Terry Porter</i>		Month Day Year 11 12 2022
15. International Shipments ☐ Import to U.S.			☐ Export from U.S. Port of entry/exit: Date leaving U.S.:		
16. Transporter Acknowledgment of Receipt of Materials					
Transporter 1 Printed/Typed Name <i>Preston Black</i>			Signature <i>PB</i>		Month Day Year 11 12 22
Transporter 2 Printed/Typed Name			Signature		Month Day Year
17. Discrepancy					
17a. Discrepancy Indication Space ☐ Quantity ☐ Type ☐ Residue ☐ Partial Rejection ☐ Full Rejection					
Manifest Reference Number:					
17b. Alternate Facility (or Generator) U.S. EPA ID Number					
Facility's Phone:					
17c. Signature of Alternate Facility (or Generator) Month Day Year					
18. Designated Facility Owner or Operator: Certification of receipt of materials covered by the manifest except as noted in Item 17a					
Printed/Typed Name <i>Dusty Raybon</i>			Signature <i>Dusty Raybon</i>		Month Day Year 11 15 22

Please print or type.

Form Approved. OMB No. 2050-0039

UNIFORM HAZARDOUS WASTE MANIFEST (Continuation Sheet)		21. Generator ID Number GAT000054122		22. Page 2	23. Manifest Tracking Number 001284036WAS		
24. Generator's Name CITY OF ALPHARETTA, GA							
25. Transporter 3 Company Name ECOFLO INC				U.S. EPA ID Number NC0480842132			
26. Transporter _____ Company Name _____				U.S. EPA ID Number _____			
GENERATOR	27a. H.M.	27b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any))	28. Containers No. Type		29. Total Quantity	30. Unit Wt./Vol.	31. Waste Codes
	X	6) UN3480, LITHIUM ION BATTERIES, 9., ERG#147 [122H-W-013]				P	
	X	6) UN1993, FLAMMABLE LIQUIDS, N.O.S., (TOLUENE, ACETONE), 3, 1, ERG#123 [122H-W-013]	002	DM	786 700	P	
	X	7) RQ, UN3382, ENVIRONMENTALLY HAZARDOUS SUBSTANCE, LIQUID, N.O.S., (MERCURY), 9, III, (MERCURY), ERG#171 [122H-W-013]				P	
	X	9) UN2883, PESTICIDES, SOLID, TOXIC, N.O.S., (MALATHION, DINOSEB), 8, 1, II, ERG#151 [122H-W-023]	001	DF	152 400	P	
	X	9) UN2883, CORROSIVE LIQUID, BASIC, INORGANIC, N.O.S., (SODIUM HYDROXIDE, POTASSIUM HYDROXIDE), 8, II, ERG#154 [122H-W-023]	002	DF	321 400	P	
	X	10) UN3021, PESTICIDES, LIQUID, FLAMMABLE, TOXIC, 3, (8.1), II, ERG#131 [122H-W-023]	003	DF	452 600	P	
	X	11) UN3264, CORROSIVE LIQUID, ACIDIC, INORGANIC, N.O.S., (HYDROCHLORIC ACID, SULFURIC ACID), 8, III, ERG#154 [122H-W-033]	001	DF	132 250	P	
		12) UNIVERSAL WASTE - LAMPS [122H-W-032]	008	CF	300 150	P	
	X	13) UN1263, PAINT RELATED MATERIAL, 3, II, ERG#123 [122H-W-034]	004	CF	2317 4000	P	
X	UN1479 Oxidizing Solid N.O.S. (Fertilizer)	001	DF	245 600			
32. Special Handling Instructions and Additional Information 5) 101201-25 6) 2ECO-027 /55 7) 12ECO-025 8) 12ECO-028 9) 2ECO-BASE /55 10) 12ECO-020 /55 11) 2ECO-ACID /55 12) 110420-03 /55 /4 /5 13) 12ECO-016 /C /7 14) 2ECO-1AB /55							
TRANSPORTER	33. Transporter _____ Acknowledgment of Receipt of Materials		Signature _____ Month _____ Day _____ Year _____				
	34. Transporter _____ Acknowledgment of Receipt of Materials		Signature _____ Month _____ Day _____ Year _____				
DESIGNATED FACILITY	35. Discrepancy _____						
	36. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems) H141 H141 H141 H141 H141 H141						

EPA Form 8700-22A (Rev. 12-17) Previous editions are obsolete.

DESIGNATED FACILITY TO EPA's e-MANIFEST SYSTEM



Please print or type.

Form Approved. OMB No. 2050-0039

UNIFORM HAZARDOUS WASTE MANIFEST		1. Generator ID Number GAT000054122	2. Page 1 of 2	3. Emergency Response Phone 1-866-632-6723	4. Manifest Tracking Number 001284096 WAS	
5. Generator's Name and Mailing Address CITY OF ALPHARETTA, GA PUBLIC WORKS DEPARTMENT 1790 HEMBREE ROAD, ALPHARETTA, GA 30009			Generator's Site Address (if different than mailing address) Public Works Department 1790 Hembree Road ALPHARETTA, GA 30009			
Generator's Phone: (678) 297-6200						
6. Transporter 1 Company Name ECOFLO, INC.			U.S. EPA ID Number NCD980842132			
7. Transporter 2 Company Name EQ Industrial Services Inc			U.S. EPA ID Number MIK 435642742			
8. Designated Facility Name and Site Address ECOFLO, INC. 2750 PATTERSON STREET GREENSBORO, NC 27407			U.S. EPA ID Number NCD980842132			
Facility's Phone: 336-855-7825						
9a. HM	9b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any))	10. Containers		11. Total Quantity	12. Unit Wt./Vol.	13. Waste Codes
		No.	Type			
X	1. UN1950, AEROSOLS, FLAMMABLE, 2.1., ERG#125 [122HHW-006]	004	PF	524 600	P	
X	2. UN2794, BATTERIES, WET, FILLED WITH ACID, 8., ERG#154 [122HHW-010]				P	
X	3. UN3028, BATTERIES, DRY, CONTAINING POTASSIUM HYDROXIDE SOLID, 8., ERG#154 [122HHW-011]	001	PF	35 430	P	
X	4. RQ, UN3077, ENVIRONMENTALLY HAZARDOUS SUBSTANCE, SOLID, N.O.S. (CADMIUM, NICKEL), 9, II, (CADMIUM), ERG#171 [122HHW-012]				P	
14. Special Handling Instructions and Additional Information 1) 12ECO-015 / 55 2) 2ECO-046-BW / 3) 101201-25 / 5 4) 101201-25 WOF 229700						
15. GENERATOR'S/OFFEROR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. If export shipment and I am the Primary Exporter, I certify that the contents of this consignment conform to the terms of the attached EPA Acknowledgment of Consent. I certify that the waste minimization statement identified in 40 CFR 262.27(a) (if I am a large quantity generator) or (b) (if I am a small quantity generator) is true.						
Generator's/Offor's Printed/Typed Name Terry Porter		Signature <i>Terry Porter</i>		Month Day Year 11 12 2022		
16. International Shipments ☐ Import to U.S. ☒ Export from U.S. Port of entry/exit: _____ Date leaving U.S.: _____						
17. Transporter Acknowledgment of Receipt of Materials						
Transporter 1 Printed/Typed Name Reson Black		Signature <i>Reson Black</i>		Month Day Year 11 12 2022		
Transporter 2 Printed/Typed Name Reson Green		Signature <i>Reson Green</i>		Month Day Year 11 22 22		
18. Discrepancy						
18a. Discrepancy Indication Space ☐ Quantity ☐ Type ☐ Residue ☐ Partial Rejection ☐ Full Rejection						
Manifest Reference Number: _____						
18b. Alternate Facility (or Generator) U.S. EPA ID Number _____						
Facility's Phone: _____						
18c. Signature of Alternate Facility (or Generator)						Month Day Year ____
19. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems)						
1. H141		2. H141		3. H141		4. _____
20. Designated Facility Owner or Operator: Certification of receipt of hazardous materials covered by the manifest except as noted in Item 18a						
Printed/Typed Name Nicole Gallowsy		Signature <i>Nicole Gallowsy</i>		Month Day Year 12 14 22		

EPA Form 8700-22 (Rev. 12-17) Previous editions are obsolete.

DESIGNATED FACILITY TO EPA's e-MANIFEST SYSTEM



INVOICE

SI115232

Remit To:
Ecoflo Holding Inc.
P O Box 890937
Charlotte NC 28289-0937

Bill
To: City of Alpharetta, GA
Public Works Department 1790
ALPHARETTA, GA 30009

Site
City of Alpharetta, GA
Ms. Terry Porter
Public Works Department 1790
ALPHARETTA, GA 30009

Job Number: 229701

Page: 1

Order Date 09/09/22				Service Date 11/12/22		Invoice Date 12/19/22	
P.O. Number 22000646				Account Manager Scott Peele		Customer Number 122HHW	
Waste Removed	Quantity	Unit	Item	Description	Manifest Number	Unit Price	Total Price
122HHW- ESE-007	4,500	LB	3800	LATEX PINT IN CANS	229701	0.16	720.00
122HHW- ESE-034	37,500	LB	3800	NON-HAZARDOUS RESINS, CAULKING, EPOXIES	229701	0.16	6,000.00

(Terms Net 30 Days)

Amount Subject to Sales Tax	Amount Exempt from Sales Tax	Subtotal:	6,720.00
0.00	6,720.00	Sales Tax:	0.00
		Total:	6,720.00

Attachment

- Example of Request for Quote – Alpharetta HHW and Paint Collection October 9, 2023



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

October 19, 2023

SUBJECT: Request for a quote
City of Alpharetta Household Hazardous Waste Collection
Fall 2023 or Spring 2024

The City of Alpharetta is interested in offering a household hazardous waste and paint collection for residents. We are asking for quotes from qualified vendors to conduct one-day Household Hazardous Waste and Paint Collection that will include services to collect, handle, pack, lawfully transport, recycle, reuse, treat and/or properly dispose (at a CAR approved disposal facility) household hazardous waste (HHW) material for City of Alpharetta residents.

This request for a quote is for one community collection to offer in late 2023 or spring 2024. Total cost is not to exceed \$35,000.00.

The City will require and manage registration. Participation will be limited based on number of requests and quantities expected. The City and the selected vendor will work together to manage participation. Participation is expected to be less than 300 vehicles.

The collection will take place on a Saturday, the hours will be from 8:30am to 1:00pm. The location will be the Alpharetta Public Works Department located at 1790 Hembree Road, Alpharetta, Georgia, 30009.

Proposal with quote is to be submitted no later than Noon on Thursday, November 2, 2023. Quotes may be emailed to tporter@alpharetta.ga.us (include scan with signatures) or delivered to the Alpharetta Public Works Department, 1790 Hembree Road, Alpharetta, Georgia, 30009.

The proposal should include:

1. A brief description of the firm and its expertise in collecting and recycling the proposed materials.
2. A narrative of the process and procedures describing the method of handling the materials at the site and how items will be inventoried and manifested.

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

3. The Contractor(s) must provide documentation of where the materials will be disposed including the facility name, location, ID, and contact person.
4. The Contractor(s) must provide a Contingency Plan.
5. Contractor(s) must submit the Proposal Response Form with pricing.
6. Contractor(s) must submit a certificate of insurance that meets requirements herein.

Technical questions may be directed to Terry Porter, Environmental Programs Coordinator, (678) 410-4718 or email: tporter@alpharetta.ga.us.

General

The collection event(s) are scheduled rain or shine. The facility provides convenient access for residents. The City will staff a check-in area at the gate to control access to the site. The lot is paved, and safety cones will be set up for traffic control within the collection area.

Household Hazardous Waste (HHW)

Defined as hazardous by 40 CFR part 261 and regulated as hazardous waste by the United States Environmental Protection Agency (EPA) under Subtitle D to the Resource Conservation and Recovery Act (RCRA) of 1976, 42 U.S.C. 6901 et seq., as amended by the Hazardous and Solid Waste Amendments of 1984, the Toxic Substance Control Act, 15, U.S.C. 9601 et seq., as amended by the Superfund Amendments and Reauthorization Act of 1986, or any other federal statute or regulation governing the treatment, storage, handling, or disposal of waste, materials or substances which impose special handling or disposal requirements similar to those required by Subtitle C of RCRA; or A substance that is either found on one of several lists of hazardous wastes in the federal regulations or exhibits one of the four following hazardous waste characteristics: corrosively (damaging to living tissue); ignitable (catches fire under certain conditions); toxic (causing injury or death if eaten or swallowed); or reactive (capable of causing an explosion).

The City of Alpharetta desires to offer a program for the collection, packaging, lawful transportation, recycling, reuse, treatment, and/or disposal (at a permitted facility) of household hazardous waste (HHW) materials as defined herein from residents throughout the City of Alpharetta. It is believed that the disposal of HHW in municipal solid waste (MSW) landfills, sewers, septic systems, groundwater, or other environmentally inappropriate sites poses a potential threat to public health and safety.

The purpose of the HHW collection event is three-fold:

- To increase the public's awareness as to what constitutes HHW and potential dangers associated with improper disposal of these wastes,
- To educate the public on recycling, reusing, treating, and/or disposing (at a permitted facility) HHW, and
- To provide for the safe collection, handling, packing, lawful transportation, recycling, reuse, treatment, and/or disposal (at a permitted facility) of as much HHW as may be collected at the time of the event based on budget and participation.

Mobilization

The contractor shall assemble all the necessary personnel and equipment on the site of the collection effort no later than one hour prior to the start of an event to be ready to begin processing of the vehicles bringing the materials. Access to set up the site may also be possible the day before if pre-arranged with City staff.

I. Tasks

1. The Contractor(s) shall manage all accepted materials delivered to the site by the public. This includes providing an appropriate number of qualified chemists, technicians, and staff to lawfully receive, identify, sort, package, label, load, and transport waste accumulated, as well as enough general labor to expedite receiving materials during the event. Other events suggest that a staff capable of unloading two (2) vehicles at a time (at a minimum) is needed as participants should remain in their vehicles. Responsibilities shall include, without limitation, the unloading of materials from the general public's vehicles, identifying the materials delivered, cataloging each item, packaging the material for safe transportation and storage, manifesting the HHW, and loading the material onto Contractor vehicles for ultimate processing through recycling, reuse, treatment, and/or disposal at a RCRA-approved disposal facility.
2. The Contractor shall be the "generator" of the HHW from the standpoint of the United States Environmental Protection Agency (EPA) and the Georgia Department of Natural Resources Environmental Protection Division (GA-EPD). The Contractor shall comply with all municipal, state, and federal regulations and laws, ordinances, rules, and regulations. The Contractor shall also obtain, at his own expense, all permits and licenses required by federal, state, or local law or ordinance, rule or regulation and maintain same in full force and effect. Waste acceptance, ownership and responsibility for necessary handling, packing, lawful transportation, storage, recycling, beneficial reuse, treatment, and/or disposal of wastes received at the collection site shall pass to the Contractor from the party delivering the acceptable waste at the time that party delivers to the collection event. For each material accepted, the Contractor must offer the following options, with decreasing priority (when applicable):
 - Recycle
 - Fuel blend or reuse
 - Treatment
 - RCRA incineration
 - Landfill disposal

A. Record of Operations

Contractor Responsibilities

1. The Contractor(s) shall be responsible for all site operations from the point where the general public vehicles containing the materials move to the unloading area until the general public vehicles leave the unloading area. Upon arrival at the collection point, the Contractor personnel, upon permission, shall open the doors of the vehicle and remove the materials.

2. The Contractor(s) shall have sufficient personnel to promptly handle at least two (2) vehicles at one time, leaving any non-acceptable materials in each vehicle and taking the acceptable materials to an area established for positive identification.
3. The collection day will be terminated at the specified time or sooner, at the direction of City personnel, at which time the public will not be allowed to enter the collection area. Contractor will not accept materials after City staff announces the collection has closed.
4. The Contractor(s) shall load all collected material into trucks, clean-up, and stow all equipment at the end of the collection event. The Contractor shall ensure that nothing is left behind from the collection effort and shall ensure that the site is in as good or better condition in all respects than it was prior to set-up and preparation for the collection event. Empty HHW containers will not be left onsite.
5. The Contractor(s) shall meet with City personnel on-site to ensure that the site is fully restored to its original condition. No vehicles or equipment shall remain at the collection site overnight after the day of collection without prior approval.

Handling, Packaging, Transportation, Reuse, Recycling, Treating and/or Disposal:

1. The Contractor(s) shall provide all equipment, staff, and materials necessary to provide efficient collection and handling of all acceptable wastes received and shall at all times operate the Collection Site and Facilities in accordance with Applicable Law.
2. The Contractor(s) shall be responsible for lawful transportation, recycling, beneficial reuse, fuel blend, treatment, storage, and/or disposal of all wastes received at the collection site and must follow all local, district, state, and federal regulations with regard to all disposal methods.
3. All third-party disposal companies must be insured by the primary Contractor.
4. The Contractor(s) shall be responsible for all costs and liabilities associated with a spill or accident if it occurs during loading and/or transition to the treatment center (From time entering the property to completion. Both City and private property).
5. The Contractor(s) shall work under the immediate supervision of the City of Alpharetta.

Recordkeeping, Administration and Reporting

1. The Contractor(s) shall add the City of Alpharetta and employees as additionally insured with waiver of subrogation for workers compensation.
2. The Contractor(s) shall issue a copy of the shipping manifest immediately following the event, a copy of which will be reviewed by City personnel and returned to be submitted with the invoice.
3. The Contractor(s) shall complete and submit the "Record of Operations" within thirty (30) calendar days after the event date, due before any payment of invoices; and
4. Invoice(s) shall be sent to Terry Porter, tporter@alpharetta.ga.us

B. City of Alpharetta Responsibilities

1. The City of Alpharetta will provide and coordinate use of the site at the Public Works Department, 1790 Hembree Road, Alpharetta. The City will provide signage to direct traffic to the site, and coordinate scheduling.
2. Preregistration will be required. Alpharetta will manage this process, check residency requirements, and estimate amounts of HHW quantities. The master list will be available at the gate where volunteers will check in registered participants. This event is not open to businesses or for commercial use.
3. The City shall notify the appropriate emergency response teams before the collection event.
4. City staff will clear the work area and set up the signs and safety cones to control the traffic pattern through the site on Friday or earlier before the collection date.
5. Educational information about household hazardous waste will be available to the public.
6. The City in its sole discretion may:
 - a. Designate additional wastes as acceptable if Contractor is capable of handling said wastes.
 - b. Remove waste from the list of designated acceptable wastes.
 - c. Impose limits on the quantity of any acceptable waste collected at the collection site.

Indemnity

1. The Contractor is an independent Contractor, and neither the Contractor nor its officers, agents or employees are employees of the City of Alpharetta for any purpose. The Contractor shall be responsible for all federal and/or state tax, industrial insurance and Social Security liability that may result from the performance of and compensation for these services and shall make no claim of career service or civil service rights which may accrue to a City of Alpharetta employee under state or local law.
2. The City of Alpharetta assumes no responsibility for the payment of any compensation, wages, benefits, or taxes by or on behalf of the Contractor, its employees and/or others by reason of the contract. The Contractor shall protect, indemnify and save harmless the City of Alpharetta and its officers, agent and employees from and against any and all claims, costs and/or losses whatsoever occurring or resulting from (1) the Contractor's failure to pay any such compensation, wages, benefits or taxes; and/or (2) the supplying to the Contractor of work, services, materials, and/or supplies by Contractor employees or other suppliers in connection with or in support of the performance of the contract.
3. The Contractor further agrees that it is financially responsible for and will repay the City of Alpharetta all indicated amounts following an audit examination on which reveals errors due to the negligence, intentional act and/or failure for any reason to comply with the terms of the contract by the Contractor, its officers, employees, agents and/or representatives. The Contractor shall protect, defend, indemnify, and save harmless the City of Alpharetta, its officers, employees, and agents from any and all costs, claims, judgments and/or awards of damages, arising out of or in any way resulting from the negligent acts or omissions of the Contractor, its officers, employees, and/or agents. The Contractor agrees that its obligations under this subparagraph

extend to any claim, demand, and/or cause of action brought by or on behalf of any employees or agents.

Insurance

Contractor shall procure and maintain for the entire duration of the event insurance against claims for injuries to persons or damages to property that may arise from, or in connection with, the performance of work hereunder by the Contractor, its agents, representatives, employees, and/or Sub-contractors. The Contractor or Sub-contractor shall pay the cost of such insurance. The Contractor may furnish separate certificates of insurance and policy endorsements for each Sub-contractor as evidence of compliance with the insurance requirements of the Contract.

For all Coverages: Each insurance policy shall be written on an "Occurrence" form: excepting that insurance for Professional Liability, Errors and Omissions when required, may be acceptable on a "Claims Made" form.

If coverage is approved and purchased on a "claims made" basis, the Contractor warrants continuation of coverage, either through policy renewals or the purchase of an extended discovery period, if such extended coverage is available, for not less than three years from the date of completion of this project.

The Contractor shall procure and maintain no less than the following minimum insurance, to accomplish the indemnification therein provided for but without limiting the indemnification:

Coverage	Minimum Limits of Liabilities
Worker's Compensation	Statutory Requirements
Employer's Liability	\$100,000/\$500,000/\$100,000
General Liability	
Bodily Injury	\$1,000,000 each occurrence \$1,000,000 aggregate
Pollution Liability	\$1,000,000 each occurrence \$1,000,000 aggregate
Property Damage	\$1,000,000 each occurrence \$1,000,000 aggregate
Automobile Liability	\$1,000,000 each person
Bodily Injury	\$1,000,000 each occurrence
Property Damage	\$1,000,000 each occurrence

Excess Umbrella Coverage

\$1,000,000 each occurrence

Employer's Liability Coverage

Coverage will be required of the Contractor and any Sub-contractor where any class of employee engaged in work under this contract is not protected under the Workers Compensation Statute. All insurance will be by insurers authorized to do business in the State of Georgia. Prior to the commencement of work the contractor shall furnish the City of Alpharetta with certificates of insurance or other satisfactory evidence that such insurance has been produced and is in force. Said policies shall not thereafter be canceled, permitted to expire, or be changed without fifteen (15) days advance notice to the City of Alpharetta.

Other Insurance Provisions

The insurance policies required in the Contract are to contain, or be endorsed to contain, the following provisions:

- All Policies – Coverage shall not be suspended, voided, canceled, reduced in coverage or in limits, except by the reduction of the applicable aggregate limit by claims paid.
- General Liability Policy/Auto Liability/ Pollution Liability Policies
 - o The City of Alpharetta, its officers, officials, employees, and agents are to be covered as additional insured, to the extent of the negligent acts or omissions of the Contractor, its officers, employees, and/or agents, as respects: liability arising out of activities performed by or on behalf of the Contractor or Sub-contractor(s) in connection with the Contract. This includes sudden and accidental pollution liability coverage.
 - o To the extent of Contractor's negligence or the negligence of its Sub-contractor, the Contractor or its Sub-contractor's insurance coverage shall be primary insurance as respects to the City of Alpharetta, its officers, employees, and agents. Any insurance or self-insurance maintained by the City of Alpharetta, its officers, officials, employees, or agents shall not contribute with the Contractor or Sub-contractor's insurance or benefit the Contractor in any way.
 - o The Contractor's insurance or its Sub-contractor's insurance shall apply separately to each insured against whom a claim is made, or lawsuit is brought, except with respect to the limits of the insurer's liability.
 - o This insurance may be acceptable on a "Claims Made" form and shall provide that coverage is maintained for a minimum of three years beyond the termination of this contract, either through continuing coverage for facilities or by purchasing extended coverage if such extended coverage is available from Contractor carrier and that the retroactive date of such coverage is maintained at no later than the initial usage of a facility.

Acceptability of Insurers

Unless otherwise approved by the City of Alpharetta, if at any time the foregoing policies shall be or become unsatisfactory to the City of Alpharetta, as to form or substance or if a company issuing any such policy shall be or become unsatisfactory to the City of Alpharetta, the Contractor shall, upon notice to that effect from the City of Alpharetta, promptly obtain a new policy and shall submit the same to the City of Alpharetta with the appropriate certificates and endorsements for approval.

Please let me know if you have any questions.

Sincerely,

Terry Porter
Environmental Programs Coordinator
Alpharetta Public Works Department
1790 Hembree Road
Alpharetta, GA 30009

Office; (678) 297-6200
Direct; (678) 410-4718
tporter@alpharetta.ga.us

Attachment

Summary of quotes received for the Fall 2023 HHW and Paint Collection

PROPOSAL RESPONSE FORM
CITY OF ALPHARETTA, GEORGIA
HOUSEHOLD HAZARDOUS WASTE AND PAINT COLLECTION FALL 2023

ITEM #	WASTE DESCRIPTION	METHOD OF DISPOSAL	QUANTITY	UOM	** PRICE	TOTAL PRICE
1	<u>BASE</u> Oil based paint, stains, thinners, strippers, solvents and wood preservatives etc. Acrosol/spray paint	fuel blend fuel blend	12000 300	Pounds Pounds	0.45 1.00	5400.00 300.00
2	<u>LATEX AND WATER BASED PAINTS</u> Latex and water based paints	recycle	18000	Pounds	0.28	5040.00
3	<u>MERCURY</u> Thermometers, thermostats, and other Mercury containing items. Fluorescent bulbs and fluorescent tubes	retort recycle	50 600	Pounds Pounds	10.00 1.10	500.00 660.00
4	<u>LAWN & GARDEN PRODUCTS</u> Solids Liquids and aerosol sprays	incineration incineration	2500 2500	Pounds Pounds	1.20 1.20	3000.00 3000.00
5	<u>AUTOMOTIVE PRODUCTS</u> Engine degreaser, brake fluid, transmission fluid, antifreeze etc. Bulk oil	recycle recycle	700 900	Pounds Pounds	0.30 0.30	210.00 270.00
6	<u>CLEANERS, CORROSIVES AND OXIDIZERS</u> Cleaners, spot removers, acids & bases Oxidizers	treatment incineration	2000 500	Pounds Pounds	1.00 3.50	2000.00 1750.00
7	<u>FLAMMABLES</u> Lighter fluid & waste fuels such as kerosene, gasoline and diesel. Flammable solids	fuel blend incineration	3000 200	Pounds Pounds	0.20 3.00	600.00 600.00
8	<u>BATTERIES</u> Household and rechargeable	recycle	600	Pounds	1.00	600.00

* Primary Method of Disposal i.e.: Recycle, Reuse/Fuel Blend, Incineration, Landfill

**Collection, handling, transportation and disposal

Comments – explanations of any exceptions or additional charges:

MOBILIZATION, LABOR, SUPPLIES, INSURANCE AND EQUIPMENT

TOTAL COST FOR THE EVENT

MXI Environmental Services LLC

Company

Ronald Potter, Managing Member

Name and Title of Person Authorized to Sign

8500.00

32,430.00

10/26/2023

Date

Ronald Potter
Signature

Attach appropriate supporting documentation.

PROPOSAL RESPONSE FORM
CITY OF ALPHARETTA, GEORGIA
HOUSEHOLD HAZARDOUS WASTE AND PAINT COLLECTION FALL 2023

ITEM #	WASTE DESCRIPTION	METHOD OF DISPOSAL	QUANTITY	UOM	** PRICE	TOTAL PRICE
1	BASE Oil based paint, stains, thinners, strippers, solvents and wood preservatives etc. Aerosol/spray paint	FB FB	12000 300	Pounds Pounds	\$0.65/lb \$1.00/lb	\$7,800 \$300
2	LATEX AND WATER BASED PAINTS Latex and water based paints	WTE	18000	Pounds	\$0.45/lb	\$8,100
3	MERCURY Thermometers, thermostats, and other Mercury containing items. Minimum: \$250 Fluorescent bulbs and fluorescent tubes Minimum: \$25.00	R R	50 600	Pounds Pounds	\$25.00/lb \$1.00/lb	\$1,250 \$600
4	LAWN & GARDEN PRODUCTS Solids Liquids and aerosol sprays	I I	2500 2500	Pounds Pounds	\$1.20/lb \$1.20/lb	\$3,000 \$3,000
5	AUTOMOTIVE PRODUCTS Engine degreaser, brake fluid, transmission fluid, antifreeze etc. Bulk oil	FB FB	700 900	Pounds Pounds	\$0.35/lb \$0.35/lb	\$245 \$315
6	CLEANERS, CORROSIVES AND OXIDIZERS Cleaners, spot removers, acids & bases Oxidizers	Treatment Treatment	2000 500	Pounds Pounds	\$1.20/lb \$5.00/lb	\$2,400 \$2,500
7	FLAMMABLES Lighter fluid & waste fuels such as kerosene, gasoline and diesel. Flammable solids	FB FB	3000 200	Pounds Pounds	\$0.35/lb \$0.65/lb	\$1,050 \$130
8	BATTERIES Household and rechargeable	R	600	Pounds	\$1.00/lb	\$600

* Primary Method of Disposal i.e.: Recycle, Reuse/Fuel Blend, Incineration, Landfill
**Collection, handling, transportation and disposal
Comments - explanations of any exceptions or additional charges:
Transportation - Van and Roll-Off, \$3,500/each - \$7,000
Forklift - 2 days, \$1,100
Minimum Container Charge: \$75.00

MOBILIZATION, LABOR, SUPPLIES, INSURANCE AND EQUIPMENT
TOTAL COST FOR THE EVENT

	\$4,500
	\$43,890.00

Clean Earth of Alabama, Inc.
Company

Kelby Neal, Account Manager
Name and Title of Person Authorized to Sign

Signature

Date
10/31/2023

Attach appropriate supporting documentation.

**PROPOSAL RESPONSE FORM
CITY OF ALPHARETTA, GEORGIA
HOUSEHOLD HAZARDOUS WASTE AND PAINT COLLECTION FALL 2023**

ITEM #	WASTE DESCRIPTION	METHOD OF DISPOSAL	QUANTITY	UOM	** PRICE	TOTAL PRICE
1	<u>BASE</u> Oil based paint, stains, thinners, strippers, solvents and wood preservatives etc. Aerosol/spray paint	Fuels Blend/Incin Fuels Blend/Incin	12000 300	Pounds Pounds	\$1.83 \$1.95	\$21,960.00 \$585.00
2	<u>LATEX AND WATER BASED PAINTS</u> Latex and water based paints	Solidification	18000	Pounds	\$0.50	\$9,000.00
3	<u>MERCURY</u> Thermometers, thermostats, and other Mercury containing items. Fluorescent bulbs and fluorescent tubes	Retort Retort	50 600	Pounds Pounds	\$38.98 \$3.41	\$1,948.84 \$2,045.89
4	<u>LAWN & GARDEN PRODUCTS</u> Solids Liquids and aerosol sprays	Landfill Incin/Fuels Blend	2500 2500	Pounds Pounds	\$1.95 \$1.95	\$4,875.00 \$4,875.00
5	<u>AUTOMOTIVE PRODUCTS</u> Engine degreaser, brake fluid, transmission fluid, antifreeze etc. Bulk oil	Fuels Blend Fuels Blend	700 900	Pounds Pounds	\$0.70 \$0.70	\$490.00 \$630.00
6	<u>CLEANERS, CORROSIVES AND OXIDIZERS</u> Cleaners, spot removers, acids & bases Oxidizers	Stabilization Stabilization	2000 500	Pounds Pounds	\$1.39 \$2.35	\$2,780.00 \$1,177.35
7	<u>FLAMMABLES</u> Lighter fluid & waste fuels such as kerosene, gasoline and diesel. Flammable solids	Fuels Blend Incin	3000 200	Pounds Pounds	\$0.60 \$2.42	\$1,794.14 \$484.61
8	<u>BATTERIES</u> Household and rechargeable	Recycle	600	Pounds	\$3.95	\$2,370.00

* Primary Method of Disposal i.e.: Recycle, Reuse/Fuel Blend, Incineration, Landfill

**Collection, handling, transportation and disposal

Comments - explanations of any exceptions or additional charges:

MOBILIZATION, LABOR, SUPPLIES, INSURANCE AND EQUIPMENT

TOTAL COST FOR THE EVENT

\$6,890.00
\$61,905.84

Tradebe Environmental Services, LLC
Company
Curtis Russell - Director Proposal Management
Name and Title of Person Authorized to Sign
Curtis Russell
Signature
11-02-2023
Date

Attach appropriate supporting documentation.

Attachment

Alpharetta Household Hazardous Waste and Paint Collections

Total Pounds Diverted from Solid Waste Stream

11/20/2018 – 11/22/2022

Alpharetta Household Hazardous Waste and Paint Collections
Total Pounds Diverted from Solid Waste Stream

	FY19	FY20	FY21	FY22	FY23					
	11/20/18	6/22/19	11/16/19	No Spring	9/26/20	6/18/21	11/13/21	6/18/22	11/22/22	No Spring
Total Pounds Diverted from Solid Waste Stream	39,942	57,816	33,556	Collection	47,501	30,200	33,644	23,336	47,189	Collection
Total Pounds Diverted by FY	Total FY 97,758	Total FY 33,556	Total FY 77,701	Total FY 56,980	Total FY 48,456					

A December 2023 Collection was held but results are not yet available.

Total pounds collected 11/20/18 through 11/22/22 = 313,184 with eight collections = 39,148 pounds average per collection

Attachment

Example of Safety Guidelines for Household Hazardous Waste Collections



GUIDELINES FOR HOUSEHOLD HAZADOUS WASTE COLLECTIONS

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GUIDELINES FOR HOUSEHOLD HAZADOUS WASTE COLLECTIONS

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GUIDELINES FOR HOUSEHOLD HAZADOUS WASTE COLLECTIONS

1.0 INTRODUCTION

Household Hazardous Waste (HHW) Collections pose potential health and safety hazards to community residents and workers at these events, as well as risks to the environment. Community residents may unknowingly bring substances that are extremely volatile, flammable, toxic or unstable. To minimize the potential for a mishap, MXI Environmental Services LLC has established this Health and Safety Guideline for HHW operations. Although this guideline presents general requirements for HHW operations, additional requirements may be imposed based on client bid specifics.

This guideline attempts to address the issues involved with the handling of HHW in order to minimize potential human exposure to or injury from handling HHW, as well as to reduce the potential for any environmental contamination.

2.0 TRAINING

2.1 General Requirement

All MXI Employees participating in HHW collections must have successfully completed the appropriate training as outlined in this section. The training will enable the employee to safely perform her/his function, as well as satisfy the operational objectives of the HHW collection.

2.1.1 Supervisors and Other Decision Makers

Employees involved the supervision of operations, waste-related decision-making, lab packing of waste, documentation for the job and those responding to an emergency situation must be 40-hour OSHA trained.

2.1.2 Supervisors of Pour-Off Employees

Employees supervising pouring operations to consolidate wastes must be 24-hour OSHA trained. Their OSHA training and respirator fit testing must be current.

2.1.3 Other Employees Handling Wastes

Employees involved in any other waste handling operations (i.e., off-loading cars, sorting, pouring) must complete the MXI HHW Training Program or its equivalent.

The MXI HHW Training Program has components devoted to each aspect of the operational details for a HHW collection event. Employees who are 40-hour trained should also receive this operation specific training.

Training must be current and employees will be issued a valid certificate.



GUIDELINES FOR HOUSEHOLD HAZARDOUS WASTE COLLECTIONS

Part time or temporary employees must have the level of training prescribed for the function they will be performing. All Employees, including those not handling waste, must be involved with the site safety meeting and understand the site contingency plan.

2.2 Site Safety Meeting

After site setup, the MXI Site Supervisor must conduct a site safety meeting. The purpose of this meeting is to assure that all crew members are aware of the following:

- Requirements of HHW Guidelines
- Each person's role in the HHW collection
- Location of safety equipment
- Contingency plans
- Waste packing guidelines & unacceptable materials
- Chemical/Physical hazards associated with the wastes and collection activities
- Personal protection equipment requirements
- Safety precautions/work practices

The Site Supervisor can use the Site Safety Meeting checklist and acknowledgment in Appendix 3 to document the meeting. All individuals who will enter work areas must participate in the meeting and sign-off on the Acknowledgment. Other people at the site associated with the HHW Collection (local officials, volunteers, EPA personnel, etc.) should be included in the safety meeting.

3.0 SITE REQUIREMENTS

3.1 Site Placement

Site Placement requires careful consideration to ensure the safety of the operations, as well as the prevention of environmental contamination. Adequate room for collection activities, equipment, waste containers, and vehicle access/exit must be maintained. The following must be considered when determining the appropriate location of the waste collection area:

- Minimum required operations area – 1200 sq. ft (i.e., 30' x 40');
- Open areas are preferable to allow for increased air movement (aids in dispersion of vapors);
- Adequate access for emergency equipment (fire trucks, ambulance, etc.)
- Smooth traffic flow for entrance/egress of participants;
- Adjacent property lines (i.e., homes, businesses) must be well away from the collection area;
- The nearest public way must be adequately separated from the collection area;



GUIDELINES FOR HOUSEHOLD HAZADOUS WASTE COLLECTIONS

- Car off-loading area must be separate from the pour-off operations;
- No ignition sources can be adjacent to the pour-off area for flammable /combustibles;
- There must be proximity to a ground source for containers being utilized for flammables/combustibles are being poured;
- No other events should be scheduled for the location utilizing the area;
- No smoking is allowed within 25 feet;
- Proximity to potable water and a telephone;
- Proximity of fire hydrants;
- Location where waste roll offs or compactor truck (if applicable) can safely dump load in the event of an emergency (e.g. fire);
- Staging area for waste flammable/combustible drums away from potential fire sources, including waste compactor truck and/or rolloff containing empty containers from pour off operations.

3.2 Site Preparation

To reduce the likelihood of environmental contamination and limit the migration of spilled material, the following site preparation must be performed:

- Seal all storm drains;
- Lay poly in locations where waste will be handled. Include vehicle lanes if required by client. Cover foot traffic areas with card board which will be discarded at the end of the job;
- Work tables will be set up by placing plywood on top of 55 gallon drums or cubic yard boxes;
- Designate emergency and spill equipment stations. (See Sections 4.3 and 4.4);
- Designate decontamination area;
- Restrict access to the collection and waste handling areas as appropriate;
- Indoor collection sites should be set up with general room ventilation;
- Indoor collection sites with pour-off and/or paint bulking area may require local ventilation;
- Identify location where roll off or waste compactor truck (if used) can be dumped in the event of a fire within the container or truck and dumping becomes necessary (ordered by Fire Dept.) Location should be selected to minimize likely runoff of water during firefighting activities, or alternately a location where containment material could easily be deployed by on-site personnel.

3.3 Site Setup

Seven work areas will be established to accept, sort, consolidate and pack household hazardous waste (HHW): Off-loading; Initial Sort; Segregation; Bulking/Bulk Loading; Chemistry/Lab Packing; Command center; and Employee break area.



GUIDELINES FOR HOUSEHOLD HAZADOUS WASTE COLLECTIONS

3.3.1 Off-Loading:

The household waste is removed from stationary vehicles and placed in carts to be moved to the Initial Sort area. Multiple lanes may be used. Poly should not be placed where the vehicle tires will ride over it, unless specifically requested by the client. The traffic flow must be regulated to avoid overcrowding in the off-loading area. A clear lane must open to allow emergency access in the event of an emergency and for movement of equipment utilized in at the event. The vehicle travel lanes can be designated with traffic cones. Residents should be encouraged to stay in their vehicles for their own safety.

Certain materials are not acceptable for disposal at a HHW collection (refer to Appendix 5 for a list of the specific materials not acceptable at the collection event). Waste should be inspected for unacceptable materials while still in the resident's vehicle and the resident informed of any waste which can not be accepted. Reactive materials (peroxidizables, multi-nitrated compounds, etc.) should also be identified at this point.

Several classes of materials will be moved to the appropriate staging area as part of the unloading of the vehicle:

- Car Batteries: Lead Acid Batters will be moved as part of the unloading process and placed on a pallet in the staging area.
- Fluorescent Lamps: Lamps will be moved during the unloading process and placed in the staging area for packaging into the appropriate container.
- 20lb Propane: The tanks will be moved during the unloading process and placed on a pallet in the staging area.

Plastic/metal carts will be used to carry containers from vehicles to the Initial Sort area. The cart capacity should be sufficient to hold the largest container being carried. Carts should not be overloaded.

Unidentified/unmarked containers should be referred to the Unloading Supervisor prior to unloading from the vehicle. "Unidentified" is defined as an unlabelled container that the resident has no knowledge of the identity of the contents. **If the resident has no knowledge of the container contents, then the container will be considered an unknown and will not be accepted unless it is tested by a Chemist utilizing an un-known kit in a designated area away from the Unloading Area.** MXI Unloading Staff will direct the vehicle to an area where the required test can be conducted. **Unidentified material will not be accepted without specific approval by the Chemist.**

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A. § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- c) The Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;
- e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);
- f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10-91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and
- g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

1508799
Federal Work Authorization User Identification Number

02/20/2020
Date of Authorization

City of Alpharetta
Name of Contractor
Georgia Department of Natural Resources
Name of Public Employer

Recycling and Waste Diversion (RWD) Grant Program
Name of Project

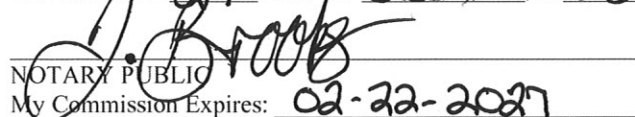
I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on Dec 27, 2023 in Alpharetta (city), Georgia (state).


Signature of Authorized Officer or Agent

Jessica Clayborn
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS 27 DAY OF December, 2023.


NOTARY PUBLIC
My Commission Expires: 02-22-2027

Timothy Brooks
NOTARY PUBLIC
Muscogee County, GEORGIA
My Commission Expires 02/22/2027



STAFF REPORT

Department: Public Works
Submitted By: Arash Moradkhani
Meeting Date: January 29, 2024

AGENDA ITEM:

Transportation Alternative Program (TAP) Grant Opportunity

Consideration of approval for City Staff to apply for a TAP Grant through GDOT for either the Alpha Link project, North Point Parkway Streetscape project, or both projects and with authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve for City Staff to apply for a TAP Grant through GDOT for either the Alpha Link project, North Point Parkway Streetscape project, or both projects and authorize the Mayor to execute all necessary documents.

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 Georgia Department of Transportation (GDOT) has a program called Transportation Alternatives (TA). Transportation alternatives include pedestrian facilities, bike facilities, and streetscapes. GDOT has published a call for projects through the Transportation Alternatives Program (TAP) for fiscal year 2024 funding. Funding for the program is through Federal Highway Administration (FHWA) and Public Works staff have been informed that projects need to follow the GDOT Plan Development Process (PDP). The PDP process is much longer and more intense than the City's typical design process. The process consists of numerous traffic, noise, environmental, and alternative analysis studies. Currently, the City has 3 projects in design following GDOT's PDP process: Widening of Old Milton Parkway, North Point Parkway (NPP) Streetscape, and Alpha Link. Given the grant opportunity is focused on transportation alternatives, Public Works is recommending applying for both NPP Streetscape and the Alpha Link.

The Alpha Link is a 12' wide lighted multi-use trail connection from Haynes Bridge Road to Encore Parkway, approximately 1.2 miles. More specifically, this segment connects the Big Creek Greenway (via Encore Parkway) to the Alpha Loop at Haynes Bridge Road. On August 23, 2021, the City Council approved the Alpha Link grant application through the Atlanta Regional Commission (ARC). The City was awarded a \$1,000,000 grant with a required \$250,000 match to go towards the design of the Alpha Link. The City is responsible for all expenses of the design, over \$1,000,000. On July 25, 2022, the City Council approved the Alpha Link Project Framework Agreement (PFA) with the GDOT.

The design process for the Alpha Link includes two phases: 1) surveying the project limit, conducting environmental studies, and preparing a concept design, and 2) preparing full engineering design and construction plans. Note, concept design established in the PDP includes identifying project constraints, preparing a detailed cost estimate,

and finalizing the trail alignment. In other words, much more detailed than the word concept. For phase 1 of the design, RFQ 23-1002 was advertised on September 8, 2022. On Feb 20, 2023, the City Council approved awarding phase 1 of the design work to AECOM and project management to Atkins for an amount not to exceed \$530,825.00. Phase 1 of the design is currently in progress and is scheduled to be completed by the end of 2024. The preliminary estimated cost for phase 2 of the design and project management is approximately \$1.50 million.

The NPP Streetscape project is in phase 2 of the design process and near completion. The NPP Streetscape project consists of removing a vehicular lane in each direction from Mansell Road to Haynes Bridge Road, a 6' wide planted buffer with pedestrians and streetlights, a 12' wide sidewalk on both sides of the street, and closing off numerous curb cuts along the corridor. The landscape median along the corridor remains. The next step is to receive authorization from GDOT to commence with obtaining the necessary easements and right of way to construct the project. The anticipated start date to acquire right of way and easements is July 2024. Once all the right of way and easements have been acquired and certified by GDOT, the City will receive authorization from GDOT to bid on the project for construction. Based on the number of parcels along the corridor and the time it takes to receive approvals from GDOT, Public Works believes it will be another 3+ years before construction starts.

Funding for the NPP Streetscape project is from various means. The City has received \$5M in grants to obtain right of way and easements, \$5M grant to go towards construction, and the City has allocated \$10M from TSPLSOT 2 to go towards the project. To date, the City has committed \$2.81M towards the design and project management of the corridor. Approximately \$686k from TSPLSOT 2 has been placed toward the design of the project. The construction cost estimate submitted to GDOT as part of the concept report was \$33M. The design team and Public Works have been working diligently and creatively to reduce this construction cost to a manageable dollar amount.

Many grants prefer to have matching funds associated with the application. The TAP Grant requires a 20% match. This is in line with all other federally funded grants. The Alpha Link project does not have sufficient funds in the account to fund the remaining portion of the design of the project or any funds allocated for construction. Public Works is recommending allocating \$250,000 from unallocated funds to serve as a matching dollar amount and requesting \$1,000,000 from the TAP Grant. The remaining balance in the ARC Grant for this project will assist in funding the necessary dollars to complete the design. The current timeline of the project is for the design to be completed in Summer 2025, right of way and easements acquired by summer 2027, and the project to be bid out shortly thereafter. The NPP Streetscape has funding, through TSPLSOT 2, which the City can utilize for matching funds. Public Works is recommending a maximum \$1,000,000 match and will request \$4,000,000 from the TAP Grant program to go towards the construction of the NPP Corridor. The current timeline for the NPP Corridor project: right of way and easement acquisition is anticipated to start in July 2024 and the project bid out for construction in the first quarter 2026.

Public Works is requesting approval to submit an application for either NPP or Alpha Link. Applications for the call for projects will be accepted until February 9th, 2024. The City's Grant Consultant, Witt O'Brien's is assisting the City in preparing the grant applications.

ALTERNATIVES:

Do not approve the grant application, and staff will continue to look for funding for these projects.

ATTACHMENTS:



STAFF REPORT

Department: Administration
Submitted By: Ryan Thomas
Meeting Date: January 29, 2024

AGENDA ITEM:

Contract: Lobbying Services Alcalde & Fay

Consideration of approval of a contract agreement for Professional Services between the City of Alpharetta, Georgia and Alcade & Fay, Ltd. and with authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve the contract agreement for Professional Services between the City of Alpharetta, Georgia and Alcade & Fay, Ltd. and authorize the Mayor to execute all necessary documents.

BUDGET & PROCUREMENT:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: YES

TOTAL PROJECT COST: 6 MONTHS AT \$5,000=

\$30,000

\$60,000 (ANNUAL SIZED COST)

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
10013200-521200	\$30,000

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
N/A	\$0.00

ITEM DESCRIPTION:

The proposed partnership between the City of Alpharetta and the firm Alcalde & Fay, headquartered in Washington, DC, is a strategic move aimed at bolstering the city's standing on the national stage. This contract signifies a proactive approach to federal policymaking, underscoring the City's commitment to securing crucial federal support and cultivating robust relationships with influential entities. The primary objectives of this partnership revolve around providing the city with indispensable resources and professional representation to navigate the intricacies of federal policymaking. Alcalde & Fay will play a pivotal role in securing valuable federal support while concurrently establishing and fortifying relationships with key figures in Congress and federal agencies. The overarching goal is to enhance the city's influence within the federal government, ensuring that its unique needs and interests are effectively communicated and advocated for.

At the heart of this partnership is Alcalde & Fay's dedicated team of seasoned professionals, each bringing a wealth of experience and expertise in federal lobbying. This team is uniquely focused on advancing the City of Alpharetta's agenda and elevating its profile in Washington. Their commitment extends beyond mere representation; it involves strategic advocacy tailored to the specific needs and priorities of our community. Alcalde & Fay's reputation as a leading lobbying firm stems from its proven track record of successfully elevating the profiles of their clients within the federal government. By leveraging its expertise, the City of Alpharetta aims to amplify its influence, ensuring that its concerns are not only heard but also given due consideration in the federal policymaking process.

The anticipated outcomes of this partnership are multifaceted. Firstly, the City expects improved outcomes in terms

of securing federal support for critical initiatives and projects. Secondly, strengthened relationships with congressional leaders and federal agencies will pave the way for more effective collaboration and support. Ultimately, these efforts are projected to lead to positive developments that directly benefit the Alpharetta community.

The recommendation for the City Council to approve the contract with Alcalde & Fay is grounded in the firm's stellar reputation, proven expertise, and demonstrated ability to effectively advance the interests of their clients in Washington. This decision reflects a strategic move to position the City of Alpharetta for success on the national stage, acknowledging the importance of proactive and professional federal advocacy.

In conclusion, the partnership with Alcade & Fay represents a crucial step in navigating the complex landscape of federal policymaking. It is a forward-thinking initiative that aligns with the City's long-term goals and aspirations, and its success is expected to bring about positive and lasting outcomes for the Alpharetta community.

ALTERNATIVES:

The Mayor and Council have two alternatives to the recommended action:

1. Reject the recommended vendor/contract and direct Staff to seek alternative firms to provide the service;
or
2. Reject the recommended vendor/contract and work in-house to strengthen legislative and agency networks at the state and federal level and leverage those relationships to increase state and federal policy and financial support for Alpharetta's priorities.

ATTACHMENTS:

1. Alcalde Fay Lobbying Services Agreement

AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE CITY OF
ALPHARETTA, GEORGIA AND ALCALDE & FAY, LTD.

This agreement for professional services (this "Agreement") is entered into as of December _____, 2023 ("Effective Date"), by and between the City of Alpharetta, Georgia, a municipality of the State of Georgia, whose principal place of business is 2 Park Plaza, Alpharetta, Georgia 30009 (hereinafter referred to as "CITY"), and the firm of Alcalde & Fay, Ltd., a Virginia corporation, whose principal place of business is 2111 Wilson Blvd., 8th Floor, Arlington, Virginia 22201 (hereinafter referred to as "A&F").

WHEREAS, A&F provides professional services in the field of government and public affairs including legislative procedure and regulatory processes, public policy, Federal appropriations, authorizations, and grant programs administered by the Federal Government; and

WHEREAS, the CITY desires to employ A&F to provide CITY with services in the field of government and public affairs including legislative procedure and regulatory processes, public policy, federal appropriations, authorizations, and grant programs administered by the Federal Government.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

PART I - SERVICES

- A. PROFESSIONAL SERVICES TO BE PROVIDED: A&F will represent the CITY in providing federal legislative and executive branch lobbying and representative services, including, without limitation, consultative, advisory, and advocacy services related to government and public affairs, legislative agenda, procedure, and regulatory processes, public policy, federal appropriations, authorizations, and grant programs administered by the Federal Government (collectively, the "Services"). The Services to be provided under this Agreement also include but are not limited to:
1. Developing strategies to obtain and maximize federal funding for CITY's projects and programs, including as to public works, transportation, public safety, emergency response, and overall economic and community development.
 2. Coordinating CITY's federal appropriations, authorizations, grant proposals, legislation and policy related activities with the United States Congress and federal agencies;
 3. Maintaining direct and frequent contact with key United States Senators and Representatives while monitoring Congressional legislative actions, including bill introduction, amendments, committee hearings, and House and Senate floor consideration, through enactment.
 4. Advocating CITY interests to the federal departments and agencies as necessary including as to proposed rulemakings or regulations, policies or guidance,

required permitting, and environmental or other studies, and technical assistance opportunities.

5. Providing CITY with frequent written reports, notifications, and alerts of legislative developments and agency activities to CITY.
6. Upon reasonable request, attend "in person" or via video-conference CITY Council meetings to provide annual or other legislative and agency updates about federal advocacy on behalf of the City, and to otherwise meet with CITY Department heads and staff.
7. Develop strategic plan for achieving CITY's federal priorities.
8. Other tasks and services as requested by CITY.

B. PAYMENT:

- (i) MONTHLY FEE: Compensation for A&F's Services shall be a fee of \$5,000.00 per month. Invoices for the monthly fee shall be submitted on a monthly basis and must include a summary of the Services provided during the month covered by the invoice. CITY shall pay A&F within 30 days after approval of the invoice.
- (ii) OUT-OF-POCKET EXPENSES: The CITY shall reimburse A&F for reasonable out-of-pocket expenses incurred in connection with A&F'S provision of the Services at actual cost up to a maximum amount of \$100.00 per month. Expenses that may be reimbursed include, but are not limited to photocopying, postage, telephone, delivery, and telecopy charges. Expense reimbursement requests must be appropriately documented and submitted to CITY on a monthly basis. All travel expenses will be incurred only following approval by the City Administrator.

PART II. GENERAL PROVISIONS

- A. COOPERATION: CITY will cooperate, participate in meetings, and provide any information and documentation as may be reasonably requested by A&F to enable A&F to provide the Services.
- B. STATUS OF A&F: The parties intend that A&F, in performing its services, shall act as an independent contractor and shall have control of the work and the manner in which it is performed. A&F is not to be considered an agent or employee of CITY and is not entitled to participate in any pension plan, insurance, bonus or similar benefits CITY provides its employees.
- C. INDEMNIFICATION OF CITY: A&F covenants and agrees to take and assume all responsibility for the Services rendered in connection with this Agreement including full compliance with all applicable laws, rules, and regulations. A&F shall bear all losses and damages directly or indirectly resulting to it and CITY on account of the performance of the Services rendered pursuant to this Agreement and agrees to fully reimburse the CITY for any loss of funds or other resources resulting from noncompliance or wrongdoing on the part of A&F, its agents, servants, employees, or contractors. A&F shall indemnify,

defend, and hold harmless CITY and CITY's elected and appointed officials, officers, boards, commissions, councils, employees, representatives, consultants, servants, agents, attorneys, and volunteers (each party individually, an "Indemnified Party") for, from, and against any and all claims, suits, actions, judgments, injuries, damages, losses, costs, expenses, and liability of any kind whatsoever, including but not limited to attorney's fees and costs of defense ("Liabilities"), in connection with or which may arise from or be the result of an alleged willful, negligent, or tortious act or omission arising out of the Services, performance of the Services, or operations by A&F, any subcontractor, anyone directly or indirectly employed by A&F or subcontractor, or anyone for whose acts or omissions A&F or subcontractor may be liable, regardless of whether or not the act or omission is caused in part by an Indemnified Party (collectively, "Indemnity Obligation"). The Indemnity Obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this provision.

In any and all claims against an Indemnified Party by any employee of A&F, its subcontractor, anyone directly or indirectly employed by A&F or subcontractor, or anyone for whose acts A&F or subcontractor may be liable, the Indemnity Obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for A&F or any subcontractor under workers' or workmen's compensation acts, disability benefit acts, or other employee benefit acts. The Indemnity Obligation shall survive expiration or termination of this Agreement.

- D. **INSURANCE.** A&F shall have and maintain in full force and effect for the duration of this Agreement, insurance insuring against claims which may arise from or in connection with the performance of the Services by A&F, its agents, representatives, employees, or subcontractors, including, but not limited to, commercial general liability coverage, professional liability coverage, and workers' compensation coverage. A&F shall maintain insurance policies with coverage and limits no less than those specified in **Exhibit "A"**, attached hereto and incorporated herein by reference. All policies shall be subject to approval by the CITY. These requirements are subject to amendment or waiver if so approved in writing by the City Administrator.

The CITY and its elected and appointed officials, officers, employees, representatives, servants, agents, consultants, attorneys, and volunteers shall be named as additional insured and loss payee on all policies required by this Agreement, except any professional liability policy or workers' compensation policy. The policies shall include a contractual liability coverage endorsement incorporating the insurable indemnification obligations of A&F under this Agreement. The insurer providing workers' compensation coverage will agree to waive all rights of subrogation against the insured parties for losses arising from Services performed by A&F for the CITY. Further, each insurance policy required by this Agreement shall be endorsed to state that coverage shall not be canceled or materially reduced except after thirty (30) days prior written notice has been given to the CITY. A&F shall furnish the CITY with certificates of insurance and endorsements to the policies evidencing all coverage required by this Agreement. Insurance companies must be licensed to do business in Georgia by the Georgia Secretary of State, authorized by the Georgia Insurance Department, and have an AM Best

policyholder's rating of no less than "A-" and with a financial rating of class VII or greater.

- E. **CONFIDENTIALITY.** A&F acknowledges that it may receive confidential information of CITY and that it will protect the confidentiality of any such confidential information and will require all of its employees, contractors, consultants, and staff to likewise protect such confidential information. A&F agrees that confidential information it learns or receives, or such reports, information, opinions, or conclusions that A&F creates under this Agreement shall not be made available to, or discussed with, any individual or organization, including the news media, without prior written approval of CITY. A&F shall exercise reasonable precautions to prevent the unauthorized disclosure and use of CITY information whether specifically deemed confidential or not. The provisions of this Section E shall survive expiration or termination of this Agreement.

A&F acknowledges that CITY's disclosure of documentation is governed by Georgia's Open Records Act and the Open Meetings Act, and A&F further acknowledges that if A&F submits records containing trade secret information, and if A&F wishes to keep such records confidential, A&F must submit and attach to such records an affidavit affirmatively declaring that specific information in the records constitutes trade secrets pursuant to Article 27 of Chapter 1 of Title 10, and the Parties shall follow the requirements of O.C.G.A. § 50-18-72(a)(34) related thereto.

- F. **METHOD AND PLACE OF GIVING NOTICE, SUBMITTING BILLS AND MAKING PAYMENTS:** All notices, bills, and payments shall be made in writing and may be given by electronic mail, U.S. mail or personal delivery. Notices, bills and payments sent by mail should be addressed as follows:

CITY: Office of the City Administrator
2 Park Plaza
Alpharetta, GA 30009
Attn: Ryan Thomas
Email: rthomas@alpharetta.ga.us

A&F: ALCALDE & FAY, LTD.
2111 Wilson Boulevard
8th Floor
Arlington, VA 22201
(703) 841-0626
Attn: Maurice Kurland
Email: kurland@alcalde-fay.com

- G. **NON-DISCRIMINATION:** A&F shall comply with all applicable federal, state and local laws, rules and regulations in regard to nondiscrimination in employment because of race,

color, ancestry, national origin, religion, sex, age, marital status, medical condition, or physical or mental disability.

- H. COMPLIANCE: A&F shall perform all Services in accordance with the standard of care and quality ordinarily expected of competent professionals and in compliance with all federal, state, and local laws, regulations, codes, ordinances, or orders applicable to the Services, including, but not limited to, the Lobbying Disclosure Act and all amendments and the Honest Leadership and Open Government Act of 2007.
- I. TERM OF AGREEMENT: This Agreement shall become effective as of the Effective Date and shall terminate on November 30, 2024, or upon 30 day's written notice by either party with or without cause. This Agreement may be renewed at the option of the City for up to four additional one (1)-year terms under the terms and conditions contained in this Agreement.
- J. JURISDICTION: This Agreement and performance hereunder and all suits and special proceedings hereunder shall be construed in accordance with the laws of the State of Georgia. In addition, in special proceedings or other proceedings that may be brought arising out of, in connection with, or by reason of this Agreement, the laws of the State of Georgia shall be applicable and shall govern to the exclusion of the law of any other forum.
- K. ATTORNEY'S FEES; COSTS; VENUE: In the event that any party hereto shall bring an action or proceeding for an alleged breach of any provision of this Agreement, the prevailing party shall be entitled to recover, as part of such action or proceeding, reasonable attorney's fees, paralegal fees, and court costs at both trial and appellate levels. For the purpose of any suit, action or proceeding arising out of or relating to this Agreement, the parties hereby consent and agree to the jurisdiction and venue of Fulton County, Georgia.
- L. ENTIRE AGREEMENT: This Agreement constitutes the entire agreement between the parties and supersedes all prior oral or written agreements. No waiver, modifications, additions or addendum to this Agreement shall be valid unless in writing and signed by both the A&F and CITY. This Agreement may be extended by mutual agreement.
- M. E-VERIFY AFFIDAVIT. Pursuant to O.C.G.A. § 13-10-91, CITY shall not enter into a contract for the physical performance of services unless A&F provides evidence on CITY provided forms, attached hereto as **Exhibits "B" and "C"** (affidavits regarding compliance with the E-Verify program to be sworn under oath under criminal penalty of false swearing pursuant to O.C.G.A. § 16-10-71), that it and A&F's subcontractors have registered with, are authorized to use and use the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91, and that they will continue to use the federal work authorization program throughout the contract period.

A&F hereby verifies that it has, prior to executing this Agreement, executed a notarized affidavit, the form of which is provided in **Exhibit "B"**, and submitted such affidavit to CITY. Further, A&F hereby agrees to comply with the requirements of the federal Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603, O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02.

In the event A&F employs or contracts with any subcontractor in connection with the covered contract, A&F agrees to secure from such subcontractor attestation of the subcontractor's compliance with O.C.G.A. § 13-10-91 and Rule 300-10-1-.02 by the subcontractor's execution of the subcontractor affidavit, the form of which is attached hereto as **Exhibit "C"**, which subcontractor affidavit shall become part of the A&F/subcontractor agreement, or evidence that the subcontractor is not required to provide such an affidavit. If a subcontractor affidavit is obtained, A&F agrees to provide a completed copy to CITY within five (5) business days of receipt from any subcontractor.

Where A&F is required to provide an affidavit pursuant to O.C.G.A. § 13-10-91, the City Administrator or his/her designee shall be authorized to conduct an inspection of A&F's and A&F's subcontractors' verification process at any time to determine that the verification was correct and complete. A&F and A&F's subcontractors shall retain all documents and records of their respective verification process for a period of five (5) years following completion of the contract. Further, where A&F is required to provide an affidavit pursuant to O.C.G.A. § 13-10-91, the City Administrator or his/her designee shall further be authorized to conduct periodic inspections to ensure that no A&F or A&F subcontractor employ unauthorized aliens on CITY contracts. By entering into a contract with CITY, A&F and A&F's subcontractors agree to cooperate with any such investigation by making their records and personnel available upon reasonable notice for inspection and questioning. Where A&F or A&F's subcontractors are found to have employed an unauthorized alien, the City Administrator or his/her designee may report same to the Department of Homeland Security. A&F's failure to cooperate with the investigation may be sanctioned by termination of this Agreement, and A&F shall be liable for all damages and delays occasioned by CITY thereby.

A&F hereby agrees that, in the event A&F employs or contracts with any subcontractor in connection with this Agreement and where the subcontractor is required to provide an affidavit pursuant to O.C.G.A. § 13-10-91, A&F will secure from the subcontractor such subcontractor's indication of the employee-number category that is applicable to the subcontractor. The requirements herein shall be in addition to the requirements of state and federal law and shall be construed to be in conformity with those laws.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the Effective Date first written above.

ATTEST:

CITY OF ALPHARETTA

By: _____
Lauren Shapiro, City Clerk

By: _____
Jim Gilvin, Mayor

Approved as to Substance:

By: _____
Christopher J. Lagerbloom, City Administrator

Approved as to Form:

By: _____
Molly Esswein, City Attorney

WITNESSES:

ALCALDE & FAY, LTD.

Matthew K
Emilie C

By: Maurice Kurland
Maurice Kurland, Partner

EXHIBIT "A"

INSURANCE REQUIREMENTS

A&F shall provide CITY with a certificate of insurance, along with an additional insured endorsement indicating the existence of the policies. Any claims-made policy shall provide an extended reporting period (tail coverage) of not less than five (5) years from the date of the completion of the Agreement. Each policy shall contain a valid provision or endorsement that the policy may not be canceled without giving thirty (30) days written notice thereof to the CITY as provided in this Agreement. A renewal policy or certificate shall be delivered to CITY at least thirty (30) days prior to the expiration date of each expiring policy. If at any time, any of the policies shall be or become unsatisfactory to CITY as to form or substance, or any of the carriers issuing such policies shall be or become unsatisfactory to CITY, A&F shall deliver to the CITY upon demand a certified copy of any policy required herein for review. All insurance documents should be sent directly from the insurance company to the CITY. The following minimum limits are required. If higher limits are maintained by A&F, CITY shall be entitled to coverage for any additional insurance proceeds in excess of the specified limits.

1. Statutory Workers' Compensation Insurance and Employer's Liability:
 - a) Workers' Compensation Statutory Requirement
 - b) Employer's Liability, per Occurrence \$1,000,000

2. Comprehensive General Liability Insurance:
 - a) Per Occurrence Combined Single Limit \$1,000,000
(Bodily Injury and Property Damage)
 - b) Personal & Advertising Injury Limit \$1,000,000
 - c) General Aggregate Limit \$2,000,000
 - d) Products/Completed Operations Aggregate Limit \$2,000,000

3. Comprehensive Automobile Liability Insurance:
 - a) Per Occurrence Combined Single Limit \$1,000,000
(Bodily Injury and Property Damage)
 - b) Comprehensive form covering all owned, non-owned, and hired vehicles

4. Professional Liability Insurance:
 - a) Per Occurrence \$1,000,000
 - b) Aggregate Limit \$2,000,000

EXHIBIT "B"

STATE OF VA
COUNTY OF Arlington

CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or corporation which is engaged in the physical performance of services on behalf of City of Alpharetta has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor agrees that the employee-number category designated below is applicable to the Contractor.

_____ 500 or more employees _____ 100 or more employees X Fewer than 100 employees

Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

<u>237796</u> Federal Work Authorization User Identification Number	I hereby declare under penalty of perjury that the foregoing is true and correct. Executed on <u>November 29</u> , 2023 in <u>Arlington</u> (city), <u>VA</u> (state).
<u>8/13/2009</u> Date of Authorization	<u>Nancy G. Prowitt</u> Signature of Authorized Officer or Agent
<u>ALCALDE & FAY, LTD.</u> Name of Contractor	<u>Nancy G. Prowitt, President C.O.O.</u> Printed Name and Title of Authorized Officer or Agent
<u>Representative services</u> Name of Project	SUBSCRIBED AND SWORN BEFORE ME ON THIS THE <u>29</u> DAY OF <u>November</u> , 2023.
<u>CITY OF ALPHARETTA, GEORGIA</u> Name of Public Employer	<u>[Signature]</u> NOTARY PUBLIC
	[NOTARY SEAL] My commission expires: <u>11/30/2024</u>



EXHIBIT "C"

STATE OF _____
COUNTY OF _____

SUBCONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with Alcalde & Fay, Ltd. on behalf of City of Alpharetta has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period, and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91(b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five (5) business days of receipt. If the undersigned subcontractor receives notice that a sub-subcontractor has received an affidavit from any other contracted sub-subcontractor, the undersigned subcontractor must forward, within five (5) business days of receipt, a copy of the notice to the contractor. Subcontractor agrees that the employee-number category designated below is applicable to the Subcontractor.

500 or more employees _____ 100 or more employees _____ Fewer than 100 employees

Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

_____ Federal Work Authorization User Identification Number _____ Date of Authorization _____ Name of Subcontractor _____ Name of Project _____ Name of Public Employer	I hereby declare under penalty of perjury that the foregoing is true and correct. Executed on _____, _____, 2023 in _____ (city), _____ (state). _____ Signature of Authorized Officer or Agent _____ Printed Name and Title of Authorized Officer or Agent SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY OF _____, 2023. _____ NOTARY PUBLIC [NOTARY SEAL] My commission expires: _____
---	--



STAFF REPORT

Department: Community & Economic Development

Submitted By: Kathi Cook

Meeting Date: January 29, 2024

AGENDA ITEM:

Community Project Funding/Congressionally Directed Spending FY2022 Grant for Downtown Bus Shelters

Discussion on accepting the \$150,000 award of the FY 2022 Congressionally Directed Spending Grant for downtown bus shelters, which would include a City funding requirement of \$123,600.

STAFF RECOMMENDATION:

Discuss and provide staff direction to either accept or decline the grant.

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: \$273,600 (GRANT FUNDING OF \$150,000; CITY FUNDING OF \$123,600 FROM NON-ALLOCATED FOR THE REQUIRED MATCH (\$37,500), DESIGN/SURVEY (\$76,100), AND GDOT PE OVERSIGHT (\$10,000). THE ESTIMATED BALANCE IN THE NON-ALLOCATED ACCOUNT UPON APPROVAL OF THIS INITIATIVE TOTALS \$3.4 MILLION.

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
FY 2022 Congressionally Directed Spending Grant (34074150-544200-TBD)	\$150,000
City Contribution (Grant Match; 30174150-544200-TBD)	\$37,500
City Contribution (Design/Survey; 30174150-544200-TBD)	\$76,100
City Contribution (GDOT PE Oversight; 30174150-544200-TBD)	\$10,000

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
FY 2022 Congressionally Directed Spending Grant (34074150-331310-TBD)	
-	
-	
-	

ITEM DESCRIPTION:

This project includes awarded funding of \$150,000 for construction and ROW acquisition of three Marta Bus stops in the downtown. The \$150,000 will be used to purchase the shelters and any ROW that maybe required, prepare slabs and install them at three existing MARTA locations. Design costs for the three locations are estimated to be \$76,100 and GDOT will require \$10,000 to oversee and review the project. Recent shelter installations by the CID have cost from \$45,000 - \$60,000 per installation. The table below shows the breakdown of the costs.

	Federal Award Amount	City's Requirement
Right-of-Way	\$25,000	\$6,250 (local match)
Construction	\$125,000	\$31,250 (local match)
Design/Survey	\$0.00	\$76,100
GDOT PE Oversight	\$0.00	\$10,000
Total	\$150,000	\$123,600

Staff submitted a Community Funding request in 2021 and Congresswoman Lucy McBath supported the project for Fiscal Year 2022 Project Funding/Congressionally Directed Spending. Projects awarded for the 2022 Fiscal Year are shown in the table below:

State	Demo ID	Project Description in Explanatory Statement Accompanying Pub. L. No. 117-103	Designated Amounts in Explanatory Statement Accompanying Pub. L. No. 117-103	Amount available under P.L. 117-103		Allocation of Y928 Funds This Memorandum		Obligation Authority This Memorandum (DELPHI Code 1550574B50.2022.050Y928500)	
				Project	State Total	Project	State Total	Project	State Total
GA	GA347	Cass-White Road from Busch Drive to Great Valley Parkway- Phase II	5,000,000	5,000,000		5,000,000		5,000,000	
GA	GA348	Dried Indian Creek Corridor Protection and Connection Initiative	900,000	900,000		900,000		900,000	
GA	GA349	Fairview Road Multi-use Trail, Newton County	800,000	800,000		800,000		800,000	
GA	GA350	Flat Shoals Parkway (SR 155) Sidewalk Improvements - Columbia Drive to Flakes Mill Road	800,000	800,000		800,000		800,000	
GA	GA351	DeKalb County, Pleasantdale Road Pedestrian Improvements	600,000	600,000		600,000		600,000	
GA	GA352	Chattahoochee RiverLands Pilot Project, Environmental Review & Final Design for Phase II	2,500,000	2,500,000		2,500,000		2,500,000	
GA	GA353	Cumberland Multi-Modal Path	1,700,000	1,700,000		1,700,000		1,700,000	
GA	GA354	Derrydown Way Complete Streets Project	600,000	600,000		600,000		600,000	
GA	GA355	Big Shanty Widening, Kennesaw, Georgia	2,000,000	2,000,000		2,000,000		2,000,000	
GA	GA356	City of Alpharetta- Bus Shelter Construction	150,000	150,000		150,000		150,000	
GA	GA357	Atlanta BeltLine	5,000,000	5,000,000		5,000,000		5,000,000	
GA	GA358	Truman Linear Park Trail	3,000,000	3,000,000		3,000,000		3,000,000	
Georgia					23,050,000		23,050,000		23,050,000

The proposed bus shelter style is shown below and will include a divided bench or individual stools.

Attached are the community project funding request application, the bus shelter map, and the Memorandum of Agreement with GDOT detailing Preliminary Engineering Oversight commitments.



ALTERNATIVES:

The alternative is to not approve the request.

ATTACHMENTS:

1. Application for Community Project Funding
2. Bus Shelter Map 5.15.23
3. Memorandum of Agreement

UPDATE: COVID-19: RESOURCES AND WHAT YOU NEED TO KNOW (/2020/3/update-covid-19-resources-nd-what-you-need-to-know)

COMMUNITY PROJECT FUNDING REQUESTS (/COMMUNITY-PROJECTS)

This year, the House Appropriations Committee announced a new Community Project Funding initiative that will allow individual Members of Congress to request that federal funds go towards projects and programs that will address the needs facing the communities they represent. Community Funding Projects will be limited to state, local, and tribal governments; publicly owned entities; and certain non-profit entities with a quasi-government purpose.

Additional information on project eligibility and the appropriations process can be found here:

<https://appropriations.house.gov/appropriations-requests>

(<https://appropriations.house.gov/appropriations-requests>).

Members of the community wishing to voice their support for a particular project may do so through this form: <https://mcbath.house.gov/community-project-funding-public-portal>

(<https://mcbath.house.gov/community-project-funding-public-portal>).

The deadline to submit requests is April 16, 2021. (<https://appropriations.house.gov/appropriations-requests>)

Community Projects

*Note: Fields marked with an * are required.*

If you are an eligible entity and have a community project in need of funding, please fill out the form below.

There was an error processing the submitted information

1. Detailed breakdown of the total cost of the project or program that includes all prior funding sources (both public and private) and any amounts that remain unfunded is required
2. Total Amount of Federal Funds Previously Awarded to this Project or Program is required

3. Please Provide a Detailed Breakdown of How the Requested Funds Would be Spent is required
4. Once completed, will the project or program require continued funding to maintain operation? If so, where will that funding come from? is required
5. Detailed Description of the Project or Program to be Funded is required
6. Why would the consideration of this project be a good use of taxpayer dollars is required
7. Please provide details of any long-term job creation that would emerge from this project is required
8. Will this project have a revenue-generating component that would have community and state economic benefit? If so, please describe and quantify. is required
9. Could you give a detailed timeline and anticipated completion date for the project or program? is required
10. Which federal agency would administer this funding? is required
11. Please list any public or private entities that have been identified as project sponsors in prior funding requests and or that will help determine how the requested funds will be spent is required
12. Please list any stakeholders that support this request. is required
13. Are there any known or anticipated community concerns associated with this project or program (e.g. conflict with land use, neighborhood concerns, etc.) that could prevent it from moving forward? is required
14. We are not quite sure if you are a robot, please try again.

Email Address *

egraves@alpharetta.ga.us

Name of Requesting Entity or Organization *

City of Alpharetta

Location of Requesting Entity or Organization *

- ☒ Located in GA-06
- ☐ Serves the residents of GA-06

Point of Contact for This Request *

Eric Graves

Point of Contact Email *

egraves@alpharetta.ga.us

Point of Contact Phone Number *

6782976220

Eligibility of Requesting Entity or Organization *

State, local, or tribal government

Name of the Project or Program to be Funded *

Bus Shelter Construction

Physical Location of the Project or Program (including street name, city, and zip code) *

location 1: 79 North Main Street (SR 9), Alpharetta, GA 30009

Location 2: 2 Park Plaza, Alpharetta, Ga 30009 (Haynes Bridge Road Frontage)

Amount Requested *

\$95,000

Please provide a detailed breakdown of the total cost of the project or program that includes all prior funding sources (both public and private) and any amounts that remain unfunded *

Detailed breakdown of the total cost of the project or program that includes all prior funding sources (both public and private) and any amounts that remain unfunded is required

Prior effort by North Fulton Community Improvement District: \$200,000 for 3 shelters

Total Amount of Federal Funds Previously Awarded to this Project or Program *

Total Amount of Federal Funds Previously Awarded to this Project or Program is required

\$0

Please Provide a Detailed Breakdown of How the Requested Funds Would be Spent *

Please Provide a Detailed Breakdown of How the Requested Funds Would be Spent is required

100% funding to be spent in purchase and installation of bus shelters. Design will be completed with City Staff.

Once completed, will the project or program require continued funding to maintain operation? If so, where will that funding come from? *

Once completed, will the project or program require continued funding to maintain operation? If so, where will that funding come from? is required

Project will enhance current bus stop facilities. Operations will require minor increase for cleaning and repair.

Please Provide a Detailed Description of the Project or Program to be Funded (including data and/or evidence that demonstrates the public benefit) *

Detailed Description of the Project or Program to be Funded is required

This project installs at least two (2) new bus shelters in Downtown Alpharetta at existing bus stops. One on Haynes Bridge Road by the library; and a second on Main Street near Marietta Street. Designs will complement those

Please provide the organization's justification for why this project represents a good use of taxpayer dollars *

Why would the consideration of this project be a good use of taxpayer dollars is required

walkable environment. Additional Bus shelters will make MARTA bus service a more attractive transportation option for both those relying on transit as the only option as well as those making transit their transportation option of

Please describe any long-term job creation that will result from this project *

Please provide details of any long-term job creation that would emerge from this project is required

residential land uses. Enhancing transportation options for employees as well as residents complements prior and current investment in the surrounding area.

Will this project have a revenue-generating component that would have community and state economic benefit? If so, please describe and quantify. *

Will this project have a revenue-generating component that would have community and state economic benefit? If so, please describe and quantify. is required

Project will not, on its own, generate significant revenue.

Detailed timeline and anticipated completion date for the project or program *

Could you give a detailed timeline and anticipated completion date for the project or program? is required

Once funding is granted; plans, contractor negotiations, and construction and be implemented within 18 months.

Federal agency that would administer this funding *

Which federal agency would administer this funding? is required

Department of Transportation

Please list any public or private entities that have been identified as project sponsors in prior funding requests and/or that will help determine how the requested funds will be spent. *

Please list any public or private entities that have been identified as project sponsors in prior funding requests and or that will help determine how the requested funds will be spent is required

Project will be coordinate with MARTA

List any stakeholders that support this request *

Please list any stakeholders that support this request. is required

The North Fulton Community Improvement District (NFCID)

Are there any known or anticipated community concerns associated with this project or program (e.g. conflict with land use, neighborhood concerns, etc.) that could prevent it from moving forward? *

Are there any known or anticipated community concerns associated with this project or program (e.g. conflict with land use, neighborhood concerns, etc.) that could prevent it from moving forward? is required

There are no known community concerns that would prevent this project from moving forward.

Human Validation

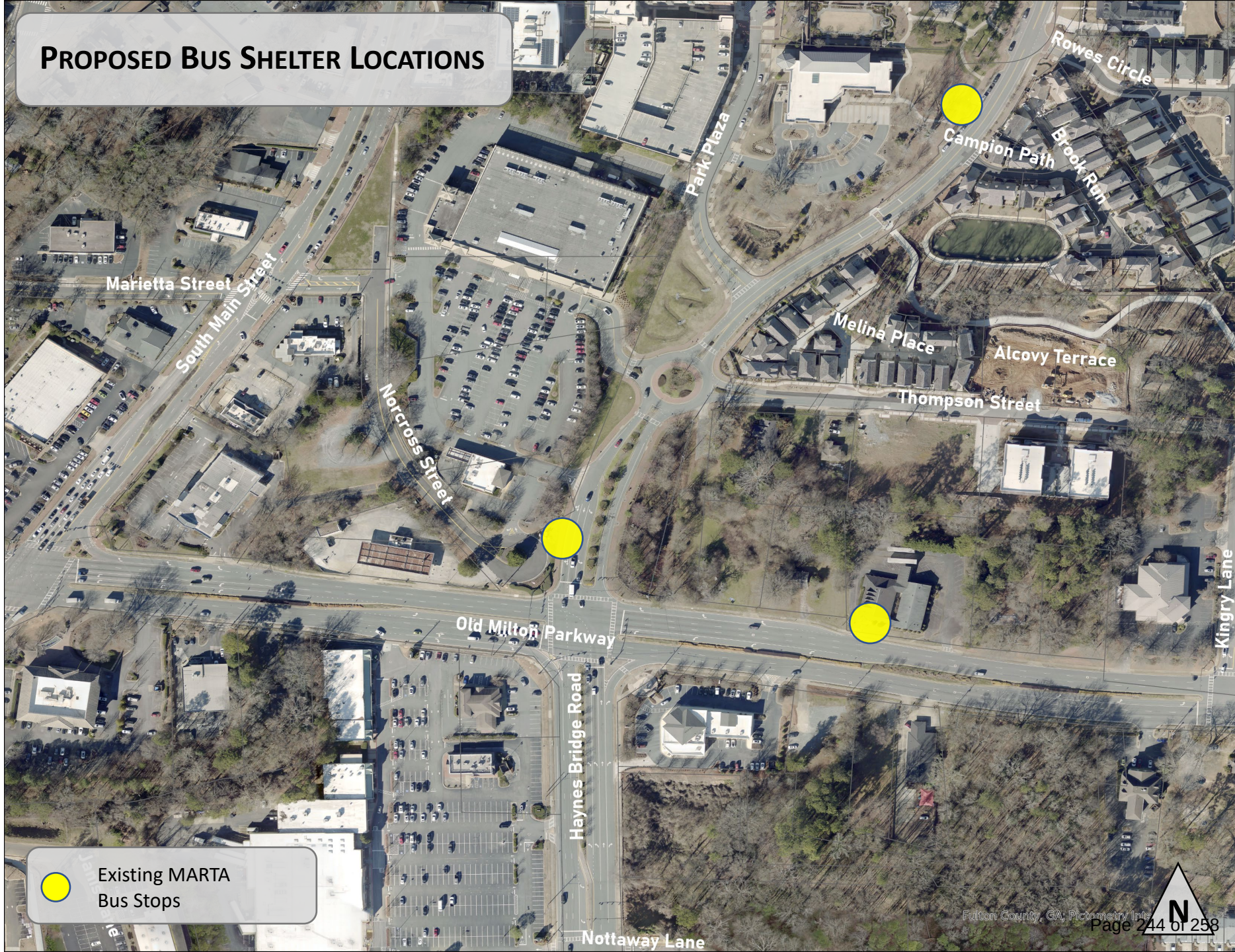


I'm not a robot

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SUBMIT

PROPOSED BUS SHELTER LOCATIONS



Existing MARTA
Bus Stops



Russell R. McMurry, P.E., Commissioner
One Georgia Center
600 West Peachtree Street, NW
Atlanta, GA 30308
(404) 631-1000 Main Office

September 7, 2023

P.I. No. 0019615, Fulton County
City of Alpharetta Bus Shelter @ 3 Locations

Honorable Jim Gilvin
Mayor, City of Alpharetta
2 Park Plaza
Alpharetta, Georgia 30009
Attention: Kathi Cook

Dear Mayor Gilvin:

Attached is the Memorandum of Agreement (MOA) detailing Preliminary Engineering Oversight commitments for City of Alpharetta for the above referenced project.

Please review the attached agreement and if satisfactory, execute the agreement within the Contract Authorization Tracking System (CATS) using the DocuSign® electronic signature system. Once the agreement has been fully executed by the Georgia Department of Transportation, The City of Alpharetta will receive a notification from CATS that an electronic copy of the executed agreement is available and can be downloaded for your project file. Any additional Specific Activity Agreements for Right of Way, Utility Relocation, and Construction will be sent at the appropriate time, if required.

If you have any questions about items contained in this agreement, please contact the Project Manager, Obi Ezenekwe, at (404) 631- 1151.

Sincerely,

Kimberly W. Nesbitt
State Program Delivery Administrator

KWN:CAR:NEN:OUE
Attachment(s) [NEW](#)

cc: Albert V. Shelby III, Director of Program Delivery
Paul DeNard, District 7 Engineer
Landon Perry, District 7 Preconstruction Engineer
Attn: Joshua Higgins, District 7 Planning & Programming Liaison

**MEMORANDUM OF AGREEMENT
BY AND BETWEEN
GEORGIA DEPARTMENT OF TRANSPORTATION
AND
CITY OF ALPHARETTA
FOR
PRELIMINARY ENGINEERING**

This Memorandum of Agreement is made and entered into this _____ (the “Effective Date”) by and between the GEORGIA DEPARTMENT OF TRANSPORTATION, an agency of the State of Georgia (hereinafter called the "DEPARTMENT" or “GDOT”), and City of Alpharetta, Georgia, acting by and through its Mayor (hereinafter called the "LOCAL GOVERNMENT").

WHEREAS, PI No. 0019615, Bus Shelters @ 3 Locations (hereinafter called “PROJECT”) has been added to the Statewide Transportation Improvement Plan; and

WHEREAS, the DEPARTMENT policy requires, and the LOCAL GOVERNMENT has agreed, that the LOCAL GOVERNMENT shall fund the DEPARTMENT expenses associated with Preliminary Engineering Oversight (hereinafter called “PE Oversight”) for the PROJECT; and

WHEREAS, PE Oversight funds will be used to fund staff hours and any other associated expenses incurred by any DEPARTMENT employee working on the PROJECT; and

WHEREAS, the estimated amount for the Preliminary Engineering Oversight is **\$10,000 and 00/100 (Ten Thousand Dollars and Zero Cents)**; and

WHEREAS, the LOCAL GOVERNMENT has agreed to pay the amount of **\$10,000 and 00/100 (Ten Thousand Dollars and Zero Cents)** to the DEPARTMENT within thirty (30) days of the effective date of this Agreement for (Preliminary Engineering Oversight) and

WHEREAS, the Constitution authorizes intergovernmental agreements whereby state and local entities may contract with one another “for joint services, for the provision of services, or for the joint or separate use of facilities or equipment; but such contracts must deal with activities, services or facilities which the parties are authorized by law to undertake or provide.” Ga. Constitution Article IX, §III, ¶I(a).

NOW THEREFORE, in consideration of the mutual promises made and of the benefits to flow from one to the other, the DEPARTMENT and the LOCAL GOVERNMENT hereby agree each with the other as follows:

1. The LOCAL GOVERNMENT has applied for and received “LAP Certification” to administer federal-aid projects. The GDOT Local Administered Project (LAP)

Certification Committee has reviewed, confirmed and approved the certification for the LOCAL GOVERNMENT to develop this PROJECT within the scope of its certification using the DEPARTMENT'S Local Administered Project Manual procedures.

2. In accordance with the DEPARTMENT's Policy 3150-1 - Preliminary Engineering (PE) Oversight Funding Structure for Non-GDOT Sponsored Projects, the LOCAL GOVERNMENT shall contribute to the PROJECT by funding all portions of the PROJECT costs for the preconstruction engineering (design) activities, hereinafter referred to as "PE". This includes but is not limited to PE Oversight. The DEPARTMENT shall not contribute any funding for PE or PE Oversight.

3. PAYMENT BY THE LOCAL GOVERNMENT TO THE DEPARTMENT

- a. Subject to the provisions of this section, the LOCAL GOVERNMENT will be responsible for providing payment of \$10,000 and 00/100 (**Ten Thousand Dollars and Zero Cents**) to the DEPARTMENT within thirty (30) days after the effective date of this Agreement.
- b. **All payments by the LOCAL GOVERNMENT to the DEPARTMENT shall be sent as follows:**

For payments made by check:
Georgia Department of Transportation
P.O. Box 932764
Atlanta, GA 31193-2764

For payments made by ACH:
Bank Routing (ABA) # 121000248
Account # 29794840000000007

- c. The DEPARTMENT reserves the right to request additional funds from the LOCAL GOVERNMENT for PE Oversight, such additional funds to be determined by the DEPARTMENT. If, as determined by the DEPARTMENT, at any time the PE Oversight funds are depleted within \$5,000 of the remaining PE Oversight balance and PROJECT activities and tasks are still outstanding, the LOCAL GOVERNMENT shall, upon request, make additional payment to the DEPARTMENT. The payment shall be determined by prorating the percentage complete and calculating the balance required to complete stated activities. Until such time as applicable requested additional PE Oversight is received, the DEPARTMENT shall not conduct further project activities.
- d. If there is an unused balance after completion of all tasks and phases of the PROJECT, then pending a final audit by the DEPARTMENT, the remainder will be refunded to the LOCAL GOVERNMENT.

4. The DEPARTMENT will prepare Specific Activity Agreements for funding applicable to other PROJECT activities, such as right of way, utilities and construction phases, when appropriate.
5. Both the LOCAL GOVERNMENT and the DEPARTMENT hereby acknowledge that Time is of the Essence. It is agreed that both parties shall adhere to the schedule of activities currently established in the approved Transportation Improvement Program/State Transportation Improvement Program. Furthermore, all parties shall adhere to the detailed PROJECT schedule as approved by the DEPARTMENT. In the completion of respective commitments contained herein, if a change in the schedule is needed, the LOCAL GOVERNMENT shall notify the DEPARTMENT in writing of the proposed schedule change and the DEPARTMENT shall acknowledge the change through written response letter; provided that the DEPARTMENT shall have final authority for approving any change.
6. If, for any reason, the LOCAL GOVERNMENT does not produce acceptable deliverables in accordance with the approved schedule, the DEPARTMENT reserves the right, where applicable, to delay the PROJECT's implementation until funds can be re-identified for PE, right of way, utility, or construction phases, as applicable.
7. The LOCAL GOVERNMENT shall accomplish the PE activities in accordance and pursuant to with the LAP Manual, the PDP, the applicable guidelines of the American Association of State Highway and Transportation Officials, hereinafter referred to as "AASHTO", the DEPARTMENT's Standard Specifications Construction of Transportation Systems, and all applicable design guidelines and policies of the DEPARTMENT, in order to, among other goals, produce a cost effective PROJECT. Failure to follow the PDP and all applicable guidelines and policies will jeopardize the use of federal funds in some or all categories outlined in this Agreement, and it shall be the responsibility of the LOCAL GOVERNMENT to make up the loss of that funding.
8. COMPLIANCE WITH APPLICABLE LAWS
 - a. The undersigned, on behalf of the LOCAL GOVERNMENT, certifies that the provisions of Section 45-10-20 through 45-10-28 of the Official Code of Georgia Annotated relating to Conflict of Interest and State employees and officials trading with the State have been complied with in full.
 - b. The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated relating to the "Drug-Free Workplace Act" have been complied with in full, as stated in Appendix A of this Agreement.
 - c. The LOCAL GOVERNMENT has read and understands the regulations for STATE AUDIT REQUIREMENT as stated in Appendix B of this Agreement and will comply in full with said provisions of O.C.G.A. § 36-81-7.

- d. By execution of this Agreement, I, on behalf of the LOCAL GOVERNMENT, certify under penalty of law that the LOCAL GOVERNMENT is in compliance with the service delivery strategy law (O.C.G.A. Sec. 36-701 et seq.) and is not debarred from receiving financial assistance from the State of Georgia.
 - e. The LOCAL GOVERNMENT hereby agrees that it shall comply, and shall require its subcontractors to comply, with all applicable requirements of the American with Disabilities Act of 1990 (ADA), 42 U.S.C. 12101, *et seq.* and 49 U.S.C. 322; Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 791; and regulations and amendments thereto.
 - f. The LOCAL GOVERNMENT hereby agrees that it shall, and shall require its contractors and subcontractors to, comply with Official Code of Georgia Annotated Title 25, Section 9, Georgia Utility Facility Protection Act, CALL BEFORE YOU DIG 1-800-282-7411.
 - g. Pursuant to O.C.G.A. § 13-10-91, the LOCAL GOVERNMENT and all contractors and subcontractors performing work under this Agreement are, and shall be at all times, in compliance with the Federal Work Authorization Program. Prime contractors and subcontractors may participate in any of the electronic verification work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United State Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (“IRCA”), Appendix C.
 - h. The LOCAL GOVERNMENT hereby agrees that neither it nor its subcontractors shall discriminate on the basis of age, race, color, sex, national origin, religion or disability and that it and its subcontractors shall comply, at a minimum, with the following Georgia laws: the Georgia Age Discrimination Act (O.C.G.A. § 34-1-2 et seq.); the Georgia Equal Employment for Persons with Disabilities Code (O.C.G.A. 34-6A-1 et seq.); and the Sex Discrimination in Employment (O.C.G.A. 34-5-1 et seq.). The LOCAL GOVERNMENT further agrees that it and its subcontractors will comply with any and all state and federal laws not specifically stated herein addressing discrimination to the extent that such is applicable.
 - i. LOCAL GOVERNMENT acknowledges and agrees that failure to complete appropriate certifications or the submission of a false certification shall result in the termination of this Agreement.
9. The Parties acknowledge that the following Appendices to this Agreement are hereby incorporated into and made a part of this Agreement as though expressly written herein:

Appendix A - Certification of Local Government Drug Free Workplace
 Appendix B - Certification of Compliances
 Appendix C – Certification of The Georgia Department of Transportation

Appendix D – Certification of The Local Government

Appendix E – Georgia Security and Immigration Compliance Act (E-verify)

Attachment A – RESERVED

10. This Agreement is made and entered into in FULTON COUNTY, GEORGIA, and shall be governed and construed under the laws of the State of Georgia.
11. The covenants herein contained shall, except as otherwise provided, accrue to the benefit of and be binding upon the successors and assigns of the parties hereto.
12. If any provision of this amendment is determined to be invalid or unenforceable, the remaining provisions shall remain in force and unaffected to the fullest extent permitted by law and regulation.
13. Nothing contained herein shall be construed as conferring upon or giving to any person, other than the parties hereto, any rights or benefits under or by reason of this Agreement.
14. This Agreement supersedes all prior negotiations, discussion, statements and agreements between the parties and constitutes the full, complete and entire agreement between the Parties with respect hereto; no member, officer, employee or agent of either party has authority to make, or has made, any statement, agreement, representation or contemporaneous agreement, oral or written, in connection herewith, amending, supplementing, modifying, adding to, deleting from, or changing the terms and conditions of this Agreement. No modification of or amendment to this Agreement will be binding on either Party hereto unless such modification or amendment will be properly authorized, in writing, properly signed by both Parties and incorporated in and by reference made a part hereof.

IN WITNESS WHEREOF, the DEPARTMENT and the LOCAL GOVERNMENT have caused these presents to be executed under seal by their duly authorized representatives.

GEORGIA DEPARTMENT OF
TRANSPORTATION

CITY OF ALPHARETTA, Georgia

BY: _____
Commissioner

BY: _____ (Seal)
Jim Gilvin, Mayor

Attest:

Signed, sealed and delivered
This _____,
in the presence of:

Treasurer

Witness

Notary Public

This Agreement, approved by
City of Alpharetta, the _____

Attest

Name and Title

FEIN: 58-6011454

APPENDIX A
CERTIFICATION OF LOCAL GOVERNMENT
DRUG-FREE WORKPLACE

I hereby certify that I am a principal and duly authorized representative of _____ whose address is _____ and it is also certified that:

1. The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-Free Workplace Act" have been complied with in full; and
2. A drug-free workplace will be provided for the LOCAL GOVERNMENT's employees during the performance of the contract; and
3. Each subcontractor hired by the LOCAL GOVERNMENT shall be required to ensure that the subcontractor's employees are provided a drug-free workplace. The LOCAL GOVERNMENT shall secure from that subcontractor the following written certification: "As part of the subcontracting agreement with _____, _____ certifies to the LOCAL GOVERNMENT that a drug-free workplace will be provided for the subcontractor's employees during the performance of this contract pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated Section 50-24-3"; and
4. It is certified that the undersigned will not engage in unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the contract.

Date

Signature

APPENDIX B**CERTIFICATION OF COMPLIANCES**

I hereby certify that I am a principal and duly authorized representative of _____ whose address is _____ and it is also certified that:

I. PROCUREMENT REQUIREMENTS

The below listed provisions of State Procurement requirements shall be complied with throughout the contract period:

- (a) Provisions of Chapters 2 and Chapters 4 of the Title 32 of the Official Code of Georgia Annotated. Specifically, as to the County the provisions of O.C.G.A. § 32-4-40 *et seq.* and as to the Municipality the provisions of O.C.G.A. § 32-4-92 *et seq.*

II. STATE AUDIT REQUIREMENT

The provisions of Section 36-81-7 of the Official Code of Georgia Annotated, relating to the “Requirement of Audits” shall be complied with throughout the contract period in full, including but not limited to the following provisions:

- (a) Each unit of local government having a population in excess of 1,500 persons or expenditures of \$550,000.00 or more shall provide for and cause to be made an annual audit of the financial affairs and transactions of all funds and activities of the local government for each fiscal year of the local government.
- (b) The governing authority of each local unit of government not included above shall provide for and cause to be made the audit required not less often than once every two fiscal years.
- (c) The governing authority of each local unit of government having expenditures of less than \$550,000.00 in that government’s most recently ended fiscal year may elect to provide for and cause to be made, in lieu of the biennial audit, an annual report of agreed upon procedures for that fiscal year.
- (d) A copy of the report and any comments made by the state auditor shall be maintained as a public record for public inspection during the regular working hours at the principal office of the local government. Those units of local government not having a principal office shall provide a notification to the public as to the location of and times during which the public may inspect the report.
- (e) The audits of each local government shall be conducted in accordance with generally accepted government auditing standards.

III. SERVICE DELIVERY STRATEGY REQUIREMENT

The provisions of Section 36-70-20 et seq. of the Official Code of Georgia, relating to the “Coordinated And Comprehensive Planning And Service Delivery By Counties And Municipalities”, as amended, have been complied with throughout the contract period.

Date

Signature

APPENDIX C

CERTIFICATION OF THE GEORGIA DEPARTMENT OF TRANSPORTATION

I hereby certify that I am the Commissioner of the Department of Transportation of the State of Georgia, and that the above consulting firm or his representative has not been required, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this Agreement to:

- a. employ or retain, or agree to employ or, any firm or person, or
- b. pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind; except as here expressly stated, (if any):

I acknowledge that this certificate is to be furnished to the Federal Highway Administration, U.S. Department of Transportation, in connection with this Agreement involving participation of Federal-aid Highway Funds, and is subject to applicable State and Federal Laws, both criminal and civil.

Date

Commissioner

APPENDIX D

CERTIFICATION OF CITY OF ALPHARETTA

STATE OF GEORGIA

I hereby certify that I am the Mayor of the CITY OF ALPHARETTA in the State of Georgia, and that the above consulting firm or their representative has not been required, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this Agreement to:

- a. employ or retain, or agree to employ or retain, any firm or person, or
- b. pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind; except as here expressly stated, (if any):

I acknowledge that this certificate is to be furnished to the Federal Highway Administration, U.S. Department of Transportation, in connection with this Agreement involving participation of Federal - aid Highway Funds, and is subject to applicable State and Federal Laws, both criminal and civil.

Date

CITY OF ALPHARETTA MAYOR

Name: Jim Gilvin

Title: Mayor

APPENDIX E



GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

P.I.# and Project Description:	0019615 Bus Shelters @ 3 Locations
Sponsor's Name:	City of Alpharetta
Sponsor's Address:	2 park Plaza, Alpharetta, GA 30009

SPONSOR AFFIDAVIT

By executing this affidavit, the undersigned person or entity verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, entity or corporation which is engaged in the physical performance of services on behalf of the Georgia Department of Transportation has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

Furthermore, the undersigned person or entity will continue to use the federal work authorization program throughout the contract period and the undersigned person or entity will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). The undersigned person or entity hereby attests that its federal work authorization user identification number and date of authorization are as follows:

1508799

02/20/2020

Federal Work Authorization User Identification Number

Date of Authorization
(EEV/E-Verify Company Identification Number)

City of Alpharetta

I hereby declare under penalty of perjury that the foregoing is true and correct

Printed Name (of Authorized Officer or Agent)

Title (of Authorized Officer or Agent)

Signature (of Authorized Officer or Agent)

Date

Signed SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

____ DAY OF _____, 20____

[NOTARY SEAL]

Notary Public

My Commission Expires: _____

ATTACHMENT A

RESERVED